

## COUNCIL AGENDA

For

March 19, 2007, 6:30 p.m., Council Chamber

### ROLL CALL:

### CORRECTION AND APPROVAL OF MINUTES OF PRECEDING SESSIONS:

### ANNOUNCEMENTS:

Ken Santa, St. Marys of Michigan, and Shane Hunt, FlightCare Manager, to accept Certificate of Recognition in honor of FlightCare's 20<sup>th</sup> Anniversary.

### PUBLIC HEARINGS:

1. Request from Bruce Miller, CEO of Fullerton Tool Company, Inc., for a PA 198 Personal Property Tax Abatement for the property located at 121 Perry Street.

### PERSONAL APPEARANCES:

*(A list will be provided on Monday after 1:30 p.m.)*

### REMARKS OF COUNCIL:

### PETITIONS:

07-06 from Glenn Olsen, Rhinevault-Olsen Machine, submitting an application for an Industrial Facilities Exemption Certificate for the property located at 2533 Carrollton

### REPORTS FROM BOARDS AND COMMISSIONS AND COMMITTEES:

### APPOINTMENT OF BOARDS AND COMMISSIONS MEMBERS:

#### Appointment of Boards:

1. Consideration of reappointing Gregory L. Branch to the Historic District Commission with a term to expire March 19, 2010.
2. Consideration of appointing Dereon Pruitt to the Downtown Development Authority with a term to expire March 19, 2011.

3. Consideration of appointing Sandra J. Kischnick and Emilie R. Truax to the Human Planning Commission with a term to expire March 19, 2010.

REPORTS FROM MANAGER:

Management Update:

1. Sylvester Payne, Director of STARS, will review their Annual Financial Report.

Recommended Actions:

1. Recommending approval of the Ojibway Island User Agreement between the City of Saginaw and Outta Control Car Club (OCCC). On July 29, 2007, OCCC will host its annual car show and will pay the City a flat fee of \$660.00 for the rental of Ojibway Island. In addition, the Agreement states that if OCCC sells in excess of 1,320 tickets, it will pay the City a service fee of \$.50 per ticket sold at the event. This Agreement has been approved by the City Manager as to substance and the City Attorney as to form.
2. Recommending approval of a Master Service Agreement, Letter of Agency and Preferred Carrier Selection with McLeodUSA Telecommunications Services, Inc. McLeodUSA will provide ISDN Prime Service to the City of Saginaw according to the payment plan in the agreement. The agreement is for a period of 36 months. Further recommend that the City Manager or his designee be authorized to execute these documents on behalf of the City. This vendor meets all requirements of the contract compliance provisions.
3. Recommending that a purchase order be approved and issued to Transoft Solutions, Inc. in the amount of \$2,015.00 for the purchase of AutoTURN Software for the Engineering Division. The AutoTURN Software product is a computer aided drafting design tool used by transportation engineers to help assess vehicle maneuvers for all types of roadway, highway and off-street projects. This vendor meets all requirements of the contract compliance provisions. Funds are available in the Information Services Operating Services Account No. 658 1720 711 7325.
4. Recommending that a purchase order be approved and issued to Sungard HTE, Inc. in the amount of \$5,163.00 for license delivery fees for three new software modules scheduled for implementation in the second year of the three-year HTE Reconnect investment plan. The annual maintenance fees for the new modules will be \$19,666.00. Further recommend acceptance of the terms of a Software Solutions Provider Agreement with Sungard HTE, Inc. which describe implementation services and payment terms. This vendor meets all

- requirements of the contract compliance provisions. Funds for the payment of license delivery fees are available in the Information Services Computer Software Account No. 658 1720 711 7325 and funds for the annual maintenance fees are budgeted in the Information Services Operating Services Account No. 658 1720 711 8005.
5. Recommending that the purchase order issued to Front Line Services for the fire department apparatus repairs for fiscal year 2007 be increased in the amount of \$30,000 for a purchase order total of \$90,000.00. This vendor meets all requirements of the contract compliance provisions. Funds are available in the Fire Apparatus Account No. 101 3754 751 8042.
  6. Recommending acceptance of the low bid and issuance of a purchase order to Evans Equipment in the amount of \$2,348.00 for the purchase of a portable dehumidifier to be used by the Water Treatment Plant. This vendor meets all requirements of the contract compliance provisions. Funds are budgeted in the Water Treatment Capital Outlay Less than \$3,000 Account No. 591 4730 861 9705.
  7. Recommending acceptance of the low bid and issuance of a purchase order to Pine Environmental in the amount of \$2,675.00 for the purchase of a multi-parameter system to be used by the Water Treatment Division. This vendor meets all requirements of the contract compliance provisions. Funds are budgeted in the Water Treatment Operations Account No. 591 4730 861 9705.
  8. Recommending acceptance of the low bid and issuance of a purchase order to Ferguson Enterprise in the amount of \$3,025.40 for the purchase of five power oiler systems to be used by the Wastewater Treatment Plant. This vendor meets all requirements of the contract compliance provisions. Funds are available in the Sewer Operation and Maintenance Account No. 590 4830 861 9720.
  9. Recommending acceptance of the low bid and issuance of a purchase order to Argus-Hazco in the amount of \$7,712.02 for the purchase of eight portable gas detectors. This vendor meets all requirements of the contract compliance provisions. Funds are available in the Sewer Operation and Maintenance Account No. 590 4830 861 9720.
  10. Recommending acceptance of the Agreement with the Spicer Group to lease parking spaces in Municipal Lot No. 1. The agreement is for a period of one year commencing on May 1, 2007 and expiring on April 30, 2008. Under the agreement, Spicer will pay the City \$8,586.00 per quarter to lease 106 parking spaces. The total amount of the agreement is \$34,344.00.
  11. Recommending acceptance of the low bid and issuance of a purchase order to The Parry Company in the amount of \$11,784.50 for the supply and delivery of

- filter media to rebuild one filter. This vendor meets all requirements of the contract compliance provisions. Funds are available in the Water Treatment Repairs and Replacements Account No. 591 4730 861 9720.
12. Recommending acceptance of the low bid and issuance of a purchase order to Applied Handling, Inc. in the amount of \$12,250.00 for the purchase of a modular building to be used in the Water Treatment Pump Room as a control room to house computer equipment and hardware. This vendor meets all requirements of the contract compliance provisions. Funds are available in the Water Treatment Operation and Maintenance Account No. 591 4730 861 9741.
  13. Recommending acceptance of the bid and issuance of a purchase order to Positioning Solutions in the amount of \$15,939.30 for the purchase of survey equipment to be used by the Engineering Division. This vendor meets all requirements of the contract compliance provisions. Funds are available in the Public Works Engineering Division Capital Outlay Office Equipment Account No. 101 4611 781 9760 (\$10,000) and in the Major Streets Engineering Division Capital Outlay Office Equipment Account No. 202 4612 781 9760 (\$5,939.30).
  14. Recommending acceptance of the low bid and issuance of a purchase order to Martin Chevrolet in the amount of \$17,990.00 for the purchase of a pickup truck to be used by the Public Services Engineering Inspectors. This vendor meets all requirements of the contract compliance provisions. Funds are budgeted in the Engineering Capital Outlay / Vehicles Account No. 202 4612 781 9770.
  15. Recommending acceptance of the quote and issuance of a purchase order to STI Controls Dave Ray and Associates in the amount of \$19,057.50 for the purchase of 11 radar level transmitters to be used by the Maintenance and Service Division. This vendor meets all requirements of the contract compliance provisions. Funds are available in the Sewer Surplus Account No. 590 4835 861 9720.
  16. Recommending acceptance of the low bid and issuance of a purchase order to Red Holman Pontiac in the amount of \$30,096.00 for the purchase of two half-ton pickup trucks to be used by the Maintenance and Service Division. This vendor meets all requirements of the contract compliance provisions. Funds are budgeted in the Sewer Surplus Account No. 576 4840 881 9720 (\$15,048.00) and Water Surplus Account No. 577 5740 881 9720 (\$15,048.00).
  17. Recommending approval of an agreement with Raftelis Financial Consultants, Inc. in an amount not to exceed \$36,500.00 to complete a water rate study. This vendor meets all requirements of the contract compliance provisions. Funds are available in the Water Operation and Maintenance Fund Account No. 591 4710 851 8002.

INTRODUCTION OF ORDINANCES:

CONSIDERATION AND PASSING OF ORDINANCES:

RESOLUTIONS:

1. Confirming the 2007 Single Lot Assessment Tax Roll.
2. Approving the transfer of ownership for the property located at 108 N. Niagara.
3. Approving the Industrial Facilities Tax Exemption Certificate for Fullerton Tool Company, Inc., located at 121 Perry Street.

UNFINISHED BUSINESS:

MOTIONS AND MISCELLANEOUS BUSINESS:

Darnell Earley  
City Manager

# COUNCIL COMMUNICATION

**From:** The City Manager

**Subject:** Apparatus Repairs/Front Line Services

**Manager's Recommendation:**

I recommend that the purchase order issued to Front Line Services for Saginaw Fire Department apparatus repairs for FY2007 be increased in the amount of \$30,000 for a purchase order total of \$90,000.00.

This vendor meets all requirements of the Contract Compliance Provisions, Title 1, Chapter 14, §14.35-14.44, of the Saginaw Code of Ordinances.

Funds are budgeted and available in the General Fund Fire Apparatus Account No. 101-3754-751-8042 (Motor Vehicle Repairs).

**Justification:**

Council approved a purchase order for \$60,000 to this vendor at the beginning of the fiscal year for apparatus repairs. Due to extensive repairs and preventative maintenance, these funds have been used. An increase is needed to cover anticipated costs for the remaining months of this fiscal budget year to maintain our fire apparatus in a state of readiness.

**Council Action:**

Council \_\_\_\_\_ moved that the recommendation of the City Manager be approved.

# COUNCIL COMMUNICATION

**From:** The City Manager

**Subject:** Spicer Group Lot 1 Parking Agreement

**Manager's Recommendation:**

I recommend that the Agreement with the Spicer Group ("Spicer") to lease parking spaces in Municipal Lot Number 1 be approved. The Agreement is for a period of one year commencing on May 1, 2007 and expiring on April 30, 2008. It has been approved by the City Manager as to substance and the City Attorney as to form.

**Justification:**

Transmitted herewith is a Standard Group Rate Parking Agreement between the City of Saginaw ("City") and Spicer. Under the agreement, Spicer will pay the City Eight Thousand Five Hundred Eighty-Six Dollars and 00/100 (\$8,586.00) per quarter to lease one hundred six (106) parking spaces in the City's Municipal Parking Lot Number 1 located at 220 South Franklin Street. The total amount of the Agreement is Thirty Four Thousand Three Hundred and Forty-Four Dollars and 00/100 (\$34,344.00).

**Council Action:**

Council \_\_\_\_\_ moved that the recommendation of the City Manager be approved.

# COUNCIL COMMUNICATION

**From:** The City Manager

**Subject:** Dehumidifier Purchase

**Manager's Recommendation:**

I recommend acceptance of the low bid and issuance of a purchase order to Evans Equipment in the amount of \$ 2,348.00 for fiscal year 2006-2007.

This vendor meets all requirements of the Contract Compliance Provisions, Title1, Chapter 14 §14.35-14.44, of the Saginaw Code of Ordinances.

Funds are budgeted in the Water Treatment Capital Outlay **Less than \$3,000 (what does that mean?)** Account No. 591-4730-861.97-05.

**Justification:**

On January 9, 2007, the City received four bids for the purchase and delivery of one HI-E Dry Model 195 Portable Dehumidifier. Portable dehumidifiers are used to dry the air in critical areas of the Water Treatment Plant. Dry air helps to control corrosion and reduce equipment failure in these areas. Similar models were purchased in 2006 and the price reflects a 17.5% decrease since the last purchase. Following is a tabulation of the bids received and reviewed by the Purchasing Committee:

	<u>Total Bid</u>
Evans Equipment Flint, MI	\$ 2,348.00
APEX PINACLE Port Crane, NY	\$ 2,645.65
Therma Stor LLC Madison, WI	\$ 2,900.00
W.W. Granger Alphunetta, GA	\$ 2,998.00

**Council Action**

Council \_\_\_\_\_ moved that the recommendation of the City Manager be approved.



# COUNCIL COMMUNICATION

**From:** The City Manager

**Subject:** Water Treatment Filter Media

**Manager's Recommendation:**

I recommend that the low bid from The Parry Company be accepted and that a purchase order be approved and issued to them in the amount of \$11,784.50.

This vendor meets all requirements of the Contract Compliance Provisions, Title 1, Chapter 14, §14.35-14.44, of the Saginaw Code of Ordinances.

Funds for these items are available in the Water Treatment Repairs and Replacements Account No. 591-4730-861-97-20.

**Justification:**

On February 27, 2007, the City received five bids for the supply and delivery of Filter Media to rebuild one filter. The filter is of critical importance to the treatment process to ensure that we can meet the full flow capacity of the plant and Regulatory Compliance for Turbidity provisions of the Enhanced Surface Water Treatment Rule. The Water Treatment staff performed a complete inspection of the filter to determine the cause of mounding in the support gravel for Filter 4. No apparent reason was found and it was decided to rebuild the filter, using reverse grading of the support gravel to eliminate mounding in the filter. Similar work was performed on Filter 11 by contractors, and we feel this is work that can be performed by plant personnel. There are no cost comparisons available for this work as the previous work also included installation of the media. Following is a tabulation of the bids received.

# COUNCIL COMMUNICATION

	<u>Total Bid</u>
The Parry Company Chillicothe, OH	\$11,784.50
CEI – Carbon Enterprises Inc. Circleville, OH	\$12,001.00
Red Flint Sand & Gravel, LLC Eau Claire, WI	\$12,239.70
All Service Contracting Corp. Decatur, IL	\$15,347.29
Prominent Systems Inc. Covina, CA	\$17,416.50

**Council Action:**

Council \_\_\_\_\_ moved that the recommendation of the City  
Manager be approved.

# COUNCIL COMMUNICATION

**From:** The City Manager  
**Subject:** Modular In-Plant Building

**Manager's Recommendation:**

I recommend that the low bid from Applied Handling, Inc. be accepted and that a purchase order be approved and issued to them in the amount of \$ 12,250.00~~3,719.00~~.

This vendor meets all requirements of the Contract Compliance Provisions, Title 1, Chapter 14, §14.35-14.44, of the Saginaw Code of Ordinances.

Funds for these items are available in the Water Treatment Operation and Maintenance Account No. 591-4730-861.97-41.

**Justification:**

On January 9, 2007, the City received three bids for the supply and delivery of a Modular Building. The building will be used in the Water Treatment Pump Room as a control room to house computer equipment and hardware as well as the Emergency Diesel Generator control panel. The control room will provide a climate-controlled environment for critical computer and control equipment. The Pump Room is designated a high noise area and hearing protection is required for employees working in the area. It will improve communication during an emergency situation. The control room will allow the Plant Operators to monitor the pumping equipment and Diesel generators without the need for hearing protection. There is no cost comparison available. Following is a tabulation of the bids received

	<u>Total Bid</u>
Applied Handling Saginaw, MI	\$ 12,250.00
Williams Scotsman, Inc. Brighton, MI	\$ 14,600.00
Par-Kut International, Inc. Harrison Twp, MI	\$ 14,766.00

**Council Action:**

Council \_\_\_\_\_ moved that the recommendation of the City Manager be approved.

# COUNCIL COMMUNICATION

**From:** The City Manager

**Subject:** Water Treatment Plant Multi-Parameter System

**Manager's Recommendation:**

I recommend that the bid from Pine Environmental be accepted and a purchase order be approved and issued to them in the amount of \$2,675.00 for the purchase of a multi-parameter system.

This vendor meets all the requirements of the Contract Compliance Provisions, Title 1, Chapter 14, §14.35-14.44, of the Saginaw Code of Ordinances.

Funds for this purchase have been budgeted in the Water Treatment Operations Account No. 591-4730-861-9705.

**Justification:**

On February 20, 2007, the City received bids for a YSI 556 Multi-Parameter System with internal barometer. A 20-meter cable contains probes to simultaneously measure 4 parameters. The handheld system will be used to monitor water quality at the Kochville reservoir. No cost comparison is available. Following is a tabulation of the bids received and reviewed by the Purchasing Committee:

	<u>Total Bid</u>
Pine Environmental Services, Inc. Windsor, NJ	\$2,675.00
Fondriest Environmental, Inc. Beavercreek, OH	\$2,888.00
Forestry Suppliers, Inc. Jackson, MS	\$2,898.97

**Council Action:**

Council \_\_\_\_\_ moved that the recommendation of the City Manager be approved.

# COUNCIL COMMUNICATION

**From:** The City Manager

**Subject:** Radar Level Transmitter Purchase

**Manager's Recommendation:**

I recommend that the quote received from STI Controls Dave Ray and Associates be accepted and that a purchase order be issued to them in the amount of \$19,057.50 for the purchase of 11 radar level transmitters.

This vendor meets all requirements of the Contract Compliance Provisions, Title 1, Chapter 14, §14.35-14.44, of the Saginaw Code of Ordinances.

Funds for this purchase are available in the Sewer Surplus Account No. 590-4835-8611-97-20.05-5311-711-8005

**Justification:**

On February 14, 2007, the City received a quotation for the purchase of eleven Magnetrol radar level transmitters for the Retention Treatment Basins. These level transmitters are only available through the regional distributor, STI Controls Dave Ray & Associates, making this a sole source purchase. They will replace old units that can no longer be repaired.

The level transmitters are used in the sodium hypochlorite tanks at the seven Retention Treatment Basins (RTBs) to indicate the amount of disinfectant solution in the tanks. Discharges from the RTBs must be disinfected before the water is released to the river during storm events. The proposal is tabulated below: †

	<u>Each</u>	<u>Total</u>
STI Controls Dave Ray & Assoc. Royal Oak, MI	\$1,732.50	\$19,057.50

**Council Action:**

Council \_\_\_\_\_ moved that the recommendation of the City Manager be approved.

# COUNCIL COMMUNICATION

**From:** The City Manager

**Subject:** Portable Gas Detectors Purchase

**Manager's Recommendation:**

I recommend that the bid received from Argus-Hazco be accepted and that a purchase order be issued to them in the amount of \$7,717.02.

This vendor meets all requirements of the Contract Compliance Provisions, Title 1, Chapter 14, §14.35-14.44, of the Saginaw Code of Ordinances.

Funds for this purchase are available in the Sewer Operation and Maintenance Account No. 590-~~4830-8611~~-97-20.~~05-5311-711-8005~~

**Justification:**

On February 20, 2007 the City received bids for the purchase of eight portable gas detectors. These gas detectors are used to test air quality conditions if personnel must enter confined spaces or areas where toxic gases may accumulate. Portable gas detectors are part of the safety equipment required by Michigan's Occupational Safety and Health Administration (MIOSHA) for working in potentially hazardous spaces. Following is a tabulation of the bids ~~s ere~~ received:

Argus-Hazco Chesterfield, MI	\$7,717.02
Honeywell Saginaw, MI (Out-City)	\$7,739.00
Pine Environmental Windsor, NJ	\$7,764.08
Accurate Safety Freeland, MI	\$8,027.00
Douglass Safety Sanford, MI	\$8,653.45

**Council Action:**

Council \_\_\_\_\_ moved that the recommendation of the City Manager be approved.

# COUNCIL COMMUNICATION

**From:** The City Manager

**Subject:** Pump Power Oiler System Purchase

**Manager's Recommendation:**

I recommend that the bid received from Ferguson Enterprise be accepted and that a purchase order be issued to them in the amount of \$3,025.40 for the purchase of five power oiler systems.

This vendor meets all requirements of the Contract Compliance Provisions, Title 1, Chapter 14, §14.35-14.44, of the Saginaw Code of Ordinances.

Funds for this purchase are available in the Sewer Operation and Maintenance Account No. 590-~~4830-8614~~.97-20.~~05-5311-711-8005~~

**Justification:**

On February 27, 2007 the City received bids for the purchase of five power oiler systems for the Wastewater Treatment Plant's sludge pumps. The pumps remove the residuals left in the settling tank and move the solids on for further processing. Currently the pumps are manually oiled. This power oiler would assure continuous and uniform lubrication that will reduce wear and extend pump life. Following is a tabulation of the bids that were ~~ere~~ received:

Ferguson Enterprise Saginaw, MI	\$3,025.40
Applied Industrial Technologies Saginaw, MI	\$3,025.71

**Council Action:**

Council \_\_\_\_\_ moved that the recommendation of the City Manager be approved.

# COUNCIL COMMUNICATION

**From:** The City Manager

**Subject:** Purchase of AutoTURN Software

**Manager's Recommendation:**

I recommend that a purchase order be approved and issued to Transoft Solutions Inc. in the amount of \$2,015.00 for the purchase of AutoTURN Software for the Engineering Division. I further recommend acceptance of the terms of the software order disclaimer and authorize the City Manager or his designee to execute all documents relating to this transaction. This disclaimer has been approved by the City Manager as to substance and the City Attorney as to form.

This vendor meets all requirements of the Contract Compliance Provisions, Title 1, Chapter 14, §14.35-14.44, of the Saginaw Code of Ordinances.

Funds for this purchase are available in the Information Services Operating Services Account No. 658-1720-711.73-25.

**Justification:**

The AutoTURN Software product is a CAD-based (computer aided drafting) design tool used by transportation engineers to help assess vehicle maneuvers for all types of roadway, highway and off-street projects. This proven turn simulation software is relied upon by thousands of engineers and architects. The sealed bid process was waived because Transoft Solutions Inc. is the proprietary owner and sole source provider for the software.

**Council Action:**

Council \_\_\_\_\_ moved that the recommendation of the City Manager be approved.



# COUNCIL COMMUNICATION

**From:** The City Manager

**Subject:** Replacement Pickup for Engineering

**Manager's Recommendation:**

I recommend that a purchase order be approved and issued to Martin Chevrolet in the amount of \$17,990.00 for the purchase of a pickup truck.

This vendor meets all requirements of the Contract Compliance Provisions, Title 1, Chapter 14, §14.35 – 14.44, of the Saginaw Code of Ordinances.

Funds for this purchase are budgeted in Engineering Capital Outlay/Vehicles Account No. 202-4612-781-97-70.

**Justification:**

On December 19, 2006 the Public Services Department, Right of Way Division received bids for a replacement pickup truck for use by Engineering Inspectors. This pickup will replace a 1994 model with more than 100,000 miles on it. Following is a tabulation of the bids received:

Martin Chevrolet Saginaw, MI	\$17,990.00
Suski Chevrolet Birch Run, MI	\$18,457.00
Zender Chevrolet Frankenmuth, MI	\$18,830.00

**Council Action:**

Council \_\_\_\_\_ moved that the recommendation of the City Manager be approved.

# COUNCIL COMMUNICATION

**From:** The City Manager

**Subject:** Survey Equipment for Engineering Department

**Manager's Recommendation:**

I recommend that the bid from Positioning Solutions be accepted and a purchase order be approved and issued to them in the amount of \$15,939.30 for the purchase of survey equipment.

This vendor meets all requirements of the Contract Compliance Provisions, Title 1, Chapter 14, §14.35-14.44, of the Saginaw Code of Ordinances.

Funds for this purchase are available in the Public Works Engineering Division Capital Outlay Office Equipment Account No. 101-4611-781-9760 in the amount of \$10,000 and the remaining amount of \$5,939.30 is available in the Major Streets Engineering Division Capital Outlay Office Equipment Account No. 202-4612-781-9760.

**Justification:**

On January 30, 2007, the City received a single bid from Positioning Solutions for survey equipment. This equipment will replace the existing equipment that is over 10 years old and is unreliable. The new equipment will interface with our current computer software to make the engineering design duties function more effectively.

**Council Action:**

Council \_\_\_\_\_ moved that the recommendation of the City Manager be approved.

# COUNCIL COMMUNICATION

**From:** The City Manager

**Subject:** Liquor License for 108 N. Niagara

**Manager's Recommendation:**

I recommend transfer of ownership of the 2006 Class C Licensed Business with Dance-Entertainment Permit for 108 N. Niagara.

**Justification:**

Samuel J. Shaheen requests a transfer of ownership of the 2006 Class C Licensed Business with Dance-Entertainment Permit in escrow from Onstage Night Club, Inc, LLC (Step 1) and; Old Town, L.L.C. request a transfer of ownership of the 2006 Class C License Business with Dance-Entertainment Permit in escrow from Samuel J. Shaheen (Step 2). The business is located at 108 N. Niagara, Saginaw, MI 48602, in the County of Saginaw.

The City of Saginaw Fire Prevention and the City Building Inspections Division have approved the transfer for 108 N. Niagara. Final approval from the Saginaw County Health Department is not required, as this facility will not be opened for business.

**Council Action:**

This Council Communication is for informational purposes only to explain the Resolution in the subsequent part of the agenda.

# COUNCIL COMMUNICATION

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

**RESOLUTION TRANSFERRING LIQUOR LICENSE FOR 108 N. NIAGARA**

Council \_\_\_\_\_ offered and moved adoption of the following resolution:

WHEREAS, on or about November 30, 2005, the City Clerk's Office received a Local Approval Notice from the State of Michigan Liquor Control Commission; and

WHEREAS, said notice advised that Samuel J. Shaheen requests to transfer ownership of a 2006 Class C Licensed Business with Dance-Entertainment Permit, located in escrow at 108 N. Niagara, Saginaw, Michigan, 48602, Saginaw County, from Onstage Night Club, Inc. (Step 1). And; A request from Old Town, L.L.C. to transfer ownership of a 2006 Class C Licensed Business with Dance-Entertainment Permit, located in escrow at 108 N. Niagara, Saginaw, MI 48602, from Samuel J. Shaheen (Step 2); and

WHEREAS, the City of Saginaw Fire Prevention and the City Building Inspections Division have approved 108 N. Niagara for this transfer. Final approval from the Saginaw County Health Department is not required, as this facility will not be opened for business.

NOW, THEREFORE, BE IT RESOLVED, that the request from Samuel J. Shaheen to transfer ownership of 2006 Class C Licensed Business with Dance-Entertainment Permit located in escrow at 108 N Niagara Street, Saginaw, Michigan, 48602, Saginaw County, from Onstage Night Club, Inc. (Step 1) be considered for approval. It is the consensus of this legislative body that the application be recommended for issuance.

BE IT FURTHER RESOLVED that the request from Old Town, L.L.C. to transfer ownership of 2006 Class C Licensed Business with Dance-Entertainment Permit, located in escrow at 108 N. Niagara, Saginaw, MI, Saginaw County, from Samuel J. Shaheen (Step 2) be considered for approval. It is the consensus of this legislative body that the application be recommended for issuance.

# COUNCIL COMMUNICATION

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

**INDUSTRIAL FACILITIES TAX EXEMPTION CERTIFICATE  
FOR FULLERTON TOOL COMPANY, INC. , 121 PERRY STREET**

Council \_\_\_\_\_ offered and moved adoption of the following resolution:

WHEREAS, Fullerton Tool Company, Inc. did on February 21, 2007, file its application for an Industrial Facilities Tax Exemption Certificate as provided by Act 198, P.A. of 1974, as amended, hereinafter referred to as the Act, receipt of said application having been reported to City Council on March 1, 2007, and said application being on file in City Clerk's File 07-053; and

WHEREAS, the Council has carefully considered said application and all information pertinent thereto.

NOW, THEREFORE, BE IT RESOLVED, that the Council hereby finds and determines as follows:

1. The Council of the City of Saginaw on June 18, 1990, on the petition of Fullerton Tool Company, Inc. did lawfully establish in the City of Saginaw, an Industrial Development District pursuant to the Act, said district comprising that certain piece or parcel of land in the State of Michigan, County of Saginaw and City of Saginaw under the City of Saginaw Tax Roll No. 19 0614 00000 commonly known as 121 Perry, Saginaw, Michigan.

2. Upon receipt of the above-mentioned application for an Industrial Facilities Tax Exemption Certificate from Fullerton Tool Company, Inc., the City Clerk did notify in writing the Assessor of the City of Saginaw and the legislative body of each taxing unit

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which levies ad valorem property taxes in the City of Saginaw, this being the governmental unit in which the facility for an Industrial Facilities Tax Exemption Certificate is sought to be located, said taxing units being the Intermediate School District, the School District of the City of Saginaw, the County of Saginaw, Saginaw Public Libraries, Delta College and Saginaw Transit Authority Regional Services, enclosing a copy of the above-described application for Industrial Facilities Tax Exemption Certificate and notifying each that it would be given an opportunity to be heard on this matter by the Council at its regular meeting on Monday, March 19, 2007.

3. The Council has on this date and earlier in this meeting afforded Fullerton Tool Company, Inc., the Assessor of the City of Saginaw, and a representative of each affected taxing unit an opportunity for a hearing on the above-mentioned application for Industrial Facilities Tax Exemption Certificate, and the Council has given due consideration to all information presented at said hearing.

4. The City Assessor has heretofore determined and furnished to the Council the value of the property to which the above-mentioned application pertains, the aggregate state equalized valuation of real and personal property which would be exempt from ad valorem taxes under the Act in the City of Saginaw after granting the above-petitioned Industrial Facilities Tax Exemption Certificate and the sum of the state equalized valuation of the City of Saginaw and the aggregate state equalized valuation of real and personal property exempt from ad valorem taxes under the Act in the City of Saginaw.

5. Construction of the facility or installation of machine and equipment, which is the subject of the above-mentioned application, was not begun earlier than six (6)

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months before the filing of the application for the Industrial Facilities Tax Exemption Certificate.

6. The application filed for the certificate indicates six (6) new jobs will be created and one hundred seventeen (117) current jobs will be retained, in the City of Saginaw, this being the community in which the facility is situated.

7. The aggregate state equalized valuation of real and/or personal property exempt from ad valorem taxes under the Act in the City of Saginaw after granting the Industrial Facilities Tax Exemption Certificate applied for will exceed 5 percent of an amount equal to the sum of the state equalized valuation of real and/or personal property exempt from ad valorem taxes under the Act in the City of Saginaw.

8. Irrespective of the findings in paragraph 7 above, granting of the Industrial Facilities Tax Exemption Certificate considered with the aggregate amount of certificates previously granted and currently in force under Act No. 198 of the Public Acts of 1974 and Act. No. 255 of the Public Acts of 1978, shall not have the effect of substantially impeding the operation of local government or impairing the financial soundness of any unit of local government.

9. The aforementioned application complies in all respects with the applicable provisions of the Act, and all actions and proceedings necessary for the approval of said application by the Council of the City of Saginaw have been accomplished as required by said public act.

BE IT FURTHER RESOLVED, that the Council of the City of Saginaw does hereby approve the above-described application of Fullerton Tool Company, Inc. for an Industrial Facilities Tax Exemption Certificate for a period of 12 years.

# COUNCIL COMMUNICATION

**From:** The City Manager

**Subject:** Outta Control Car Club Ojibway Island User Agreement

**Manager's Recommendation:**

I recommend approval of the Ojibway Island User Agreement between the City of Saginaw and Outta Control Car Club ("OCCC"). The Agreement is approved by me as to substance and the City Attorney as to form.

**Justification:**

On July 29, 2007, OCCC will host its annual car show on Ojibway Island ("Ojibway"). Many car shows are held throughout the Tri-City area during the summer time. Ojibway was selected as the Saginaw venue. The car show attracts many participants. OCCC will pay the City a flat fee of Six Hundred and Sixty Dollars and 00/100 (\$660.00) for the rental of Ojibway. In addition, the Agreement states that if OCCC sells in excess of One Thousand Three Hundred and Twenty tickets (1320), it will pay the City a service fee of Fifty Cents (50¢) per ticket sold at the event. OCCC paid a One-Thousand Dollar and 00/100 (\$1,000.00) deposit and provided an insurance certificate to the City.

**Council Action:**

Council \_\_\_\_\_ moved that the recommendation of the City Manager be approved.



# COUNCIL COMMUNICATION

**From:** The City Manager

**Subject:** McLeodUSA Agreement

**Manager's Recommendation:**

I recommend approval of a Master Services Agreement, Letter of Agency and Preferred Carrier Selection with McLeodUSA Telecommunications Services, Inc. ("McLeodUSA"). McLeodUSA will provide ISDN Prime Service to the City of Saginaw according to the payment plan in the agreement. The agreement is for a period of 36 months. I further recommend that the City Manager or his designee be authorized to execute these documents on behalf of the City. This agreement is subject to the approval of the City Manager as to substance and the City Attorney as to form.

This vendor meets all requirements of the Contract Compliance Provisions, Title 1, Chapter 14, §14.35-14.44, of the Saginaw Code of Ordinances.

**Justification:**

A 36-month agreement between the City of Saginaw and AT&T for ISDN Prime Service expires in March of 2007. ISDN Prime Service is one of the several phone accounts that the City has with AT&T. This service provides the City with unlimited local calling from all locations connected within the City Telecommunications Voice Network. AT&T's monthly rate for this service has increased from \$2,000 to \$3,026.26. McLeodUSA's current monthly rate for this service is \$1,053.95. McLeodUSA's annual cost is \$23,667 less than ATT annual cost.

**Council Action:**

Council \_\_\_\_\_ moved that the recommendation of the City Manager be approved.

# COUNCIL COMMUNICATION

**From:** The City Manager

**Subject:** 2007 Single Lot Special Assessment Tax Roll

**Manager's Recommendation:**

It is recommended that Council consideration be given to the responses provided on the objections received through the public hearing held on February 19, 2007, that the recommendations be approved and the resolution confirming the 2007 Single Lot Special Assessment Tax Roll under the regular order of business be adopted.

**Justification:**

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On February 19, 2007 City Council conducted a public hearing on the Single Lot Special Assessment tax roll for Nuisances, i.e. Trash Removal (TR007 & TRASH), Weed Cutting (WC007 & WEEDC) and Wrecker Service (WS007 & WRKSV), Water Connections (WATTR), Sewer Connections (SEWTR), Sidewalks (SDWTR) and Solid Waste Disposal (TRFE);

Notice of the hearing was mailed to approximately 10,960 owners of property affected by the assessments as shown on the City Assessor records. These assessments represent expenses incurred by the City for improvements constructed and for abatement of nuisances, which expenses are charged against individual properties.

The following persons filed objections during the public hearing with the City Council.

<b><u>Tax Roll #</u></b>	<b><u>Property</u></b>	<b><u>Property Owner</u></b>	<b><u>Fee Due</u></b>
18 0654 00000	813 S. Bond	Crystal Ward (Spakowski)	\$110-TRFE

# COUNCIL COMMUNICATION

**Objection:** Has lived at this property since 2001 and it has been a single family home since she's occupied it. Many years ago they rented out the upstairs apartment and there was an extra kitchen and bathroom. The kitchen has been removed and the upstairs is now a master suite.

**Department Reply:** Inspections Division reported the home has two meters. As such, it is still classified as a 2-unit.

**Recommendation:** Ms. Ward needs to contact the Inspections Division to find out what is necessary for the home to be classified as a single unit. Given the foregoing, the single lot assessment solid waste fee and late fee should remain on tax roll.

<u>Tax Roll #</u>	<u>Property</u>	<u>Property Owner</u>	<u>Fee Due</u>
14 0757 0000	1903 Durand	Morris Rice-Rice Oil Co.	\$55-TRFE

**Objection:** The company has been out of business since February 2003. Paid fee each year. Called this year and was told to forget it, he would not be charged. (Provided documentation to the City Manager.)

**Department Reply:** Businesses were discharged from the solid waste disposal fee.

**Recommendation:** The single lot assessment solid waste disposal fee should be removed from the tax roll.

<u>Tax Roll #</u>	<u>Property</u>	<u>Property Owner</u>	<u>Fee Due</u>
11 0923 00000	2420 Parkwood	Lawrence Easter	\$55.00-TRFE

**Objection:** Said he bought the house on a land contract and it stated the taxes were supposed to be paid. After 5 years, he found out he was 5 years behind in taxes. Has been paying double taxes all these years. Now the City says they are going to take the house for failure to pay. Keeps getting tickets because kids at Webber Elementary School did damage to the houses at 1924 and 2420 Parkwood. Said he has money to pay the taxes not to lose the house at the first of the month and to pay this, but he is so wired up he don't know which way to go. He's in trouble.

**Department Reply:** Mr. Easter's complaints have nothing to do with the solid waste disposal fee that is charged to every household.

**Recommendation:** The single lot assessment solid waste disposal fee and late fee should remain on the tax roll.

<u>Tax Roll #</u>	<u>Property</u>	<u>Property Owner</u>	<u>Fee Due</u>
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# COUNCIL COMMUNICATION

13 1347 00000      1111 Delaware      Ursula Wegert      \$5.00-TRFE

**Objection:** Paid on the date due. Put payment in drop box after 4 p.m. Didn't know Treasurer's Office closed at 4 p.m. Believes she should not be penalized.

**Department Reply:** Ms. Wegert's check was dated 12/1/06 and her payment was applied that same day. Payment was due on 11/30/06.

**Recommendation:** The single lot assessment solid waste disposal late fee should remain on the tax roll.

<u>Tax Roll #</u>	<u>Property</u>	<u>Property Owner</u>	<u>Fee Due</u>
19 1288 00000	1822 Joslin	Tiffany Marsh	\$450.00-SDWRT

**Objection:** Objects to Single Lot Assessment for sidewalk repair. Sidewalk repair began before she owned the property and was completed the day after she took possession. Also, the Single Lot Assessment did not show up on the title search.

**Department Reply:** This property was sold in the middle of the construction season. Engineering sent a Notice of Repair to the previous owner. The new owner (Marsh) states the title search did not show any balance. This is correct, as Engineering cannot bill until the project is complete. The current owner is responsible for the charge even if she did not own the property at the time because single lot assessments run with the land. The previous owner did not disclose this during the selling process, even though he knew it was going to take place. Ms. Marsh needs to go back on the previous owner to seek reimbursement or the realtor.

**Recommendation:** The single lot assessment sidewalk repair costs should remain on the tax roll.

<u>Tax Roll #</u>	<u>Property</u>	<u>Property Owner</u>	<u>Fee Due</u>
13 0049 00000	2010 State	Michele Zurvalec	\$110.00-TRFE

**Objection:** Objects to late fee. Said this is the second year in a row she did not receive her bill.

**Department Reply:** Waive late fee.

**Recommendation:** The single lot assessment solid waste disposal fee of \$100.00 should remain on the tax roll if not paid. The \$10 late fee should be removed from the tax roll.

# COUNCIL COMMUNICATION

<u>Tax Roll #</u>	<u>Property</u>	<u>Property Owner</u>	<u>Fee Due</u>
13 0079 00000	2112 State	Jason Goodrow	\$55.00-TRFE

**Objection:** Requested payment arrangements; did not want the single lot assessment to go on property taxes.

**Department Reply:** The City Treasurer's Office does not make payment arrangements, customer can pay any amount he wishes and the balance will be added to July 07 tax bill.

**Recommendation:** The single lot assessment solid waste disposal fee should remain on the tax roll.

<u>Tax Roll #</u>	<u>Property</u>	<u>Property Owner</u>	<u>Fee Due</u>
10 0164 00000	1614 Hartsuff	Independent Bank	\$79.12-WC007

**Objection:** Independent Bank does not own the property nor has any interest in the property.

**Department Reply:** Assessor's records indicate that 1614 Hartsuff is owned by William Turner. Single lot assessments run with the land.

**Recommendation:** The single lot assessment weed-cutting fee should remain on the tax roll.

<u>Tax Roll #</u>	<u>Property</u>	<u>Property Owner</u>	<u>Fee Due</u>
21 4042A14100	3257 Lexington	Independent Bank	\$55.00-TRFE

**Objection:** Independent Bank does not own the property nor has any interest in the property.

**Department Reply:** Assessor's records indicate that 3257 Lexington is owned by William Turner. Single lot assessments run with the land.

**Recommendation:** The single lot assessment solid waste disposal fee and late fee should remain on the tax roll.

<u>Tax Roll #</u>	<u>Property</u>	<u>Property Owner</u>	<u>Fee Due</u>
13 1837 00000	2621 Hermansau	Independent Bank	\$55.00-TRFE

**Objection:** Independent Bank does not own the property nor has any interest in the property.

# COUNCIL COMMUNICATION

**Department Reply:** Assessor's records indicate that 2621 Hermansau is owned by Independent Bank pursuant to a Sheriff's Deed recorded at Liber 2267 page 0955. Single lot assessments run with the land.

**Recommendation:** The single lot assessment solid waste disposal fee and late fee should remain on the tax roll.

<b><u>Tax Roll #</u></b>	<b><u>Property</u></b>	<b><u>Property Owner</u></b>	<b><u>Fee Due</u></b>
20 0325 00000	1425 Birney	Ted Arnoldi	\$55.00-TRFE

**Objection:** Never received solid waste bill. Believes he should not be penalized.

**Department Reply:** Waive late fee.

**Recommendation:** The single lot assessment solid waste disposal late fee should be removed from the tax roll.

<b><u>Tax Roll #</u></b>	<b><u>Property</u></b>	<b><u>Property Owner</u></b>	<b><u>Fee Due</u></b>
21 2842 00000	4018 Morris	Timothy Ortiz	\$177.41-WS007 \$55.00-TRFE

**Objection:** States the wrecker service charges were settled in Court in 2004. Did not object to solid waste disposal fee.

**Department Reply:** A Court Order was issued in 2003 with regard to 2003 wrecker fee charges. The current charges are for towing the vehicle on December 3, 2004. Mr. Ortiz is under the assumption the 2003 Order is without end, which is not the case. Each violation is a separate issue. Mr. Ortiz did not contest the solid waste disposal fee and late fee.

**Recommendation:** The single lot assessment wrecker service fee and solid waste disposal fee and late fee should remain on the tax roll.

<b><u>Tax Roll #</u></b>	<b><u>Property</u></b>	<b><u>Property Owner</u></b>	<b><u>Fee Due</u></b>
21 0790 00000	4147 Harold	Melissa Hill	\$358.00-TR007

**Objection:** Wants proof that trash was removed. Her phone calls were never returned. Believes charges are inflated

**Department Reply:** Public Services have photographs of work performed.

# COUNCIL COMMUNICATION

**Recommendation:** The single lot assessment trash removal fee should remain on the tax roll.

<b><u>Tax Roll #</u></b>	<b><u>Property</u></b>	<b><u>Property Owner</u></b>	<b><u>Fee Due</u></b>
10 1350 00000	2127 E. Holland	Richard Kruzel	\$179.00-TR007 \$177.41-WS007

**Objection:** Lot is vacant. Does not understand charges.

**Department Reply:** Public Services have photographs of work performed.

**Recommendation:** The single lot assessment trash removal fee should remain on the tax roll.

<b><u>Tax Roll #</u></b>	<b><u>Property</u></b>	<b><u>Property Owner</u></b>	<b><u>Fee Due</u></b>
10 1351 00000	2131 E. Holland	Richard Kruzel	\$177.41-WS007

**Objection:** Lot is vacant. Does not understand charges.

**Department Reply:** Public Services have photographs of work performed.

**Recommendation:** The single lot assessment trash removal fee should remain on the tax roll.

<b><u>Tax Roll #</u></b>	<b><u>Property</u></b>	<b><u>Property Owner</u></b>	<b><u>Fee Due</u></b>
20 0329 00000	1415 Birney	William Fehrman	\$55.00-TRFE

**Objection:** States bill was already paid. Also objects to late fee.

**Department Reply:** Deputy Treasurer reported customer did not pay solid waste bill for 1415 Birney. Customer's check #5448 had account #69211, which is for 2130 Passolt, not 1415 Birney. The \$55.00 solid waste fee for 1415 Birney is still due.

**Recommendation:** The single lot assessment solid waste disposal fee should remain on the tax roll.

<b><u>Tax Roll #</u></b>	<b><u>Property</u></b>	<b><u>Property Owner</u></b>	<b><u>Fee Due</u></b>
12 0434 00000	2927 Russell	Michael Reinert o/b/o James Williams	\$79.12-WC007 \$55.00-TRFE

**Objection:** Attorney on behalf of James Williams States property was surrendered by the debtor through a Chapter 13 bankruptcy.

# COUNCIL COMMUNICATION

**Department Reply:** The City Attorney advises that although Mr. Reinert's client intends to surrender his property in the bankruptcy action, and may have no interest on whether it acquires an additional lien, he is still the owner of record. Single lot assessments run with the land.

**Recommendation:** The single lot assessment weeding-cutting fee and solid waste disposal fee and late fee should remain on the tax roll.

<b><u>Tax Roll #</u></b>	<b><u>Property</u></b>	<b><u>Property Owner</u></b>	<b><u>Fee Due</u></b>
14 1062 00000	1821 N. Mason	Ruby Reed	\$5.00-TRFE

**Objection:** Objects to late fee. Paid bill on December 1, 2006.

**Department Reply:** Paid solid waste fee late. Payment was due on 11/30/06.

**Recommendation:** The single lot assessment solid waste disposal late fee should remain on the tax roll.

<b><u>Tax Roll #</u></b>	<b><u>Property</u></b>	<b><u>Property Owner</u></b>	<b><u>Fee Due</u></b>
19 1210 00000	1832 Wood	Janice Lee	\$55.00-TRFE

**Objection:** States she moved to Tawas City on 5/30/06 and advised Chase Mortgage she was no longer responsible for any expenses on the property.

**Department Reply:** The City Assessor has not received any foreclosure documents. Single lot assessments run with the land.

**Recommendation:** The single lot assessment solid waste disposal fee and late fee should remain on the tax roll.

<b><u>Tax Roll #</u></b>	<b><u>Property</u></b>	<b><u>Property Owner</u></b>	<b><u>Fee Due</u></b>
21 4423 00800	1321 Cumberland	Community Hospital	\$79.00-EC001
		Services	\$65.00-EC002

**Objection:** Objects to fees; states fee were paid.

**Department Reply:** Deputy Treasurer reports that when payment was received, there was no supporting document. As such, amount was applied to water bill. Community Hospital Services states it will send a new check.



# COUNCIL COMMUNICATION

**Recommendation:** If not paid before the deadline, the single lot assessment environmental compliance fees should remain on the tax roll.

<b><u>Tax Roll #</u></b>	<b><u>Property</u></b>	<b><u>Property Owner</u></b>	<b><u>Fee Due</u></b>
20 1819 00000	145 Snow	Todd Hare	\$5.00-TRFE

**Objection:** Paid solid waste and water bill on the same day. Water check cleared on 11/30/06 and solid waste fee cleared on 12/12/06. Should not be charged penalty.

**Department Reply:** Deputy Treasurer reported Customer's water bill was paid on 11/28/06, never complained about late charge on water bill. Check may be dated for 11/15/06, but does not mean the customer mailed so the City would receive it on time.

**Recommendation:** The single lot assessment solid waste disposal late fee should remain on the tax roll.

<b><u>Tax Roll #</u></b>	<b><u>Property</u></b>	<b><u>Property Owner</u></b>	<b><u>Fee Due</u></b>
18 0865 00000	32 Sandra Ct.	Christopher Boes	\$55.00-TRFE

**Objection:** Paid solid waste and water bill on the same day. Water check cleared and solid waste fee check still open. He wrote another check on 2/7/07 for solid waste. Believes he should not be charged penalty.

**Department Reply:** Supporting documentation indicates solid waste fee check must have gotten lost. Mr. Boes wrote another check.

**Recommendation:** The single lot assessment solid waste disposal late fee should be removed from the tax roll.

<b><u>Tax Roll #</u></b>	<b><u>Property</u></b>	<b><u>Property Owner</u></b>	<b><u>Fee Due</u></b>
13 1624 00000	3011 Witters	Theresa & Joseph Slaybaugh	\$5.00-TRFE

**Objection:** States solid waste bill was sent out late. Late fee should be waived.

**Department Reply:** Waive late fee.

**Recommendation:** The single lot assessment solid waste disposal late fee should be removed from the tax roll.

# COUNCIL COMMUNICATION

<u>Tax Roll #</u>	<u>Property</u>	<u>Property Owner</u>	<u>Fee Due</u>
19 1120 00000	1204 S. Wheeler	Team One Credit Union	\$44.75-TR007

**Objection:** Property is a foreclosed dwelling. No need for trash removal and assessment.

**Department Reply:** Public Services reports that trash removal fee is for curb cleanup.

**Recommendation:** The single lot assessment trash removal fee should remain on the tax roll.

<u>Tax Roll #</u>	<u>Property</u>	<u>Property Owner</u>	<u>Fee Due</u>
05 0611 00000	130 N. 11 <sup>th</sup>	Mt. Moriah Baptist Church	\$55.00-TRFE

**Objection:** As of September 2006, Waste Management no longer collects solid waste from the church.

**Department Reply:** Public Services verified the above and advised fee should be waived.

**Recommendation:** The single lot assessment solid waste disposal fee and late fee should be removed from the tax roll.

<u>Tax Roll #</u>	<u>Property</u>	<u>Property Owner</u>	<u>Fee Due</u>
02 0329 00000	500 N. Washington	Word of Faith International	\$55.00-TRFE

**Objection:** Advised City on 11/7/06 that Word of Faith has its own dumpster.

**Department Reply:** Public Services verified the above and advised fee should be waived.

**Recommendation:** The solid waste disposal fee and late fee should be removed from the tax roll.

<u>Tax Roll #</u>	<u>Property</u>	<u>Property Owner</u>	<u>Fee Due</u>
20 0231 00000	51 Ardmore Place	Alfred McCauley	\$5.00-TRFE

**Objection:** Claims he did not receive a bill for solid waste; wants late fee removed.

**Department Reply:** Waive late fee.

# COUNCIL COMMUNICATION

**Recommendation:** The single lot assessment solid waste disposal late fee should be removed from the tax roll.

<u>Tax Roll #</u>	<u>Property</u>	<u>Property Owner</u>	<u>Fee Due</u>
18 1248 00000	429 Ardussi	Michael & Kimberly Dodge	\$55.00-TRFE

**Objection:** Claims fee was paid on 1/29/07.

**Department Reply:** Deputy Treasurer reports customer did pay on 1/29/07. Single Lot Assessment letters were sent out on that same day.

**Recommendation:** No single lot assessment solid waste disposal fee will be applied to the tax roll.

<u>Tax Roll #</u>	<u>Property</u>	<u>Property Owner</u>	<u>Fee Due</u>
13 2249 00000	5 Wallgren Ct.	Joseph Martinez	\$110.00-TRFE

**Objection:** Was being charged for a 2 unit in error. Paid \$100 in 2005. Believes the overpaid \$50 should be applied to 2006.

**Department Reply:** Mr. Martinez is correct, 5 Wallgren Ct. is a single unit. He did pay \$100 in 2005 and should have only been charged \$50.00, however, the 2006 tax roll has already been certified. Due to the error in the City's records, it is recommended the solid waste fee for 2006 be waived.

**Recommendation:** The single lot assessment solid waste disposal fee and late fee should be removed from the tax roll.

<u>Tax Roll #</u>	<u>Property</u>	<u>Property Owner</u>	<u>Fee Due</u>
18 0204 00000	1944 Allegan	Eugenie Shek	\$5.00-TRFE

**Objection:** Received solid waste bill after the due date. Requesting late fee be removed.

**Department Reply:** Waive late fee.

**Recommendation:** The single lot assessment solid waste disposal late fee should be removed from the tax roll.

<u>Tax Roll #</u>	<u>Property</u>	<u>Property Owner</u>	<u>Fee Due</u>
11 0536 00000	1919 Parkwood	Maria Brandt	\$55.00-TRFE

# COUNCIL COMMUNICATION

**Objection:** States she paid the solid waste fee on 1/29/07.

**Department Reply:** Deputy Treasurer reports customer did pay on 1/25/07. Single Lot Assessment letters were sent out on that same day.

**Recommendation:** No single lot assessment solid waste disposal fee will be applied to the tax roll.

<u>Tax Roll #</u>	<u>Property</u>	<u>Property Owner</u>	<u>Fee Due</u>
20 0222 00000	126 S. Andre	Roger Faupel	\$55.00-TRFE

**Objection:** Said he never received his bill. Paid the \$50 but wants the late fee waived.

**Department Reply:** Waive late fee.

**Recommendation:** The single lot assessment solid waste disposal late fee should be removed from the tax roll.

<u>Tax Roll #</u>	<u>Property</u>	<u>Property Owner</u>	<u>Fee Due</u>
12 1304 00000	905 Hess	Cora Webb o/b/o Lee Arthur	\$55.00-TRFE \$93.24-WC007

**Objection:** States property was discharged through bankruptcy. Records show Lee Arthur was buying it from Cora on a land contract.

**Department Reply:** The City Attorney advises that although the property was surrendered through a bankruptcy action, and Ms. Webb may have no interest on whether it acquires an additional lien, Lee Arthur Jr. is still the owner of record. Single lot assessments run with the land.

**Recommendation:** The single lot assessment solid waste disposal fee and late fee and the weed-cutting fee should remain on the tax roll.

<u>Tax Roll #</u>	<u>Property</u>	<u>Property Owner</u>	<u>Fee Due</u>
09 0502 00000	931 Emily	Cora Arthur/Webb	\$110.00-TRFE

**Objection:** States property was discharged through bankruptcy.

**Department Reply:** The City Attorney advises that although the property was surrendered through a bankruptcy action, and Ms. Webb may have no interest on

# COUNCIL COMMUNICATION

whether it acquires an additional lien, Cora Arthur is still the owner of record. Single lot assessments run with the land.

**Recommendation:** The single lot assessment solid waste disposal fee and late fee should remain on the tax roll.

<b><u>Tax Roll #</u></b>	<b><u>Property</u></b>	<b><u>Property Owner</u></b>	<b><u>Fee Due</u></b>
19 1155 00000	1915 Ring	LaKisha Hale	\$44.75-TR007

**Objection:** Purchased property in August 2006. Charges were from May 2006. Believes charges should be billed to prior owner.

**Department Reply:** City Assessor states single lot assessments run with the land. Ms. Hale may seek reimbursement from the prior owner or through the realtor.

**Recommendation:** The single lot assessment trash removal fee should remain on the tax roll.

<b><u>Tax Roll #</u></b>	<b><u>Property</u></b>	<b><u>Property Owner</u></b>	<b><u>Fee Due</u></b>
21 1660 00100	2127 Annesley	Cynthia Norberg	\$79.12-WEEDC \$44.75-TR007 \$79.12-WC007

**Objection:** Did not receive letter in time to rectify the situation. Was told trash was in the street and not on property. No structures are on the property.

**Department Reply:** Public notice is given in the Saginaw News, Website and SGTV. No Letters are sent out per the current ordinance for weed cutting. Public Services have photographs of trash removal performed.

**Recommendation:** The single lot assessment fees for weed-cutting and trash removal should remain on the tax roll.

<b><u>Tax Roll #</u></b>	<b><u>Property</u></b>	<b><u>Property Owner</u></b>	<b><u>Fee Due</u></b>
12 0287 00000	3013 Russell	Cynthia Norberg	\$79.12-WEEDC \$134.25-TR007

**Objection:** Did not receive letter in time to rectify the situation. Was told trash was in the street and not on property. No structures are on the property.

# COUNCIL COMMUNICATION

**Department Reply:** Public notice is given in the Saginaw News, Website and SGTV. No Letters are sent out per the current ordinance for weed cutting. Public Services have photographs of trash removal performed.

**Recommendation:** The single lot assessment fees for weed-cutting and trash removal should remain on the tax roll.

<u>Tax Roll #</u>	<u>Property</u>	<u>Property Owner</u>	<u>Fee Due</u>
20 1228 00000	145 S. Carolina	William Mollhagen	\$89.50-TR007

**Objection:** Did not own the property at the time the assessment was incurred.

**Department Reply:** City Assessor states single lot assessments run with the land. Mr. Molhagen may seek reimbursement from the prior owner or through the realtor.

**Recommendation:** The single lot assessment trash removal fee should remain on the tax roll.

<u>Tax Roll #</u>	<u>Property</u>	<u>Property Owner</u>	<u>Fee Due</u>
08 0217 00000	611 Campbell	Norwaine Reed	\$55.00-TRFE

**Objection:** No structure on the property. Solid Waste fee should be removed.

**Department Reply:** Public Services confirmed there is no structure on the property.

**Recommendation:** The single lot assessment solid waste fee should be removed from the tax roll.

<u>Tax Roll #</u>	<u>Property</u>	<u>Property Owner</u>	<u>Fee Due</u>
20 2768 00000	2002 N. Morson	Sally Huebler	\$5.00-TRFE

**Objection:** Objects to late fee. Mailed payment on 11/28/06 and it was posted on 12/15/06.

**Department Reply:** The solid waste disposal bills were due on 11/30/06. The Treasurer's Office does not honor postmark. Payment had to be in Treasurer's Office on 11/30. If she mailed her payment on 11/28 does not guarantee that it was in our office on 11/30. We separated all on time payments from late payments. Her payment was posted to her account on 12/15/06 because it was not an on time payment.

**Recommendation:** The single lot assessment solid waste disposal late fee should remain on the tax roll.

# COUNCIL COMMUNICATION

<u>Tax Roll #</u>	<u>Property</u>	<u>Property Owner</u>	<u>Fee Due</u>
21 2562 00000	722 Cathay	Grega Holdings (David Gregor)	\$44.75-TR007

**Objection:** Has only owned the property for a few weeks. Charges should be addressed with previous tenant who spent most of 2006 at the property.

**Department Reply:** City Assessor states single lot assessments run with the land. Mr. Gregor may seek reimbursement from the prior owner or through the realtor.

**Recommendation:** The single lot assessment trash removal fee should remain on the tax roll.

<u>Tax Roll #</u>	<u>Property</u>	<u>Property Owner</u>	<u>Fee Due</u>
11 0768 00000	2113 Parkwood	Maple Millen	\$5.00-TRFE \$177.41-WS007

**Objection:** States John Inskeep Jr. and Darlene Hoig are purchasing the home on a land contract. Any violations should be directed to them. (She enclosed the \$5 late fee.)

**Department Reply:** City Assessor states single lot assessments run with the land. Owner of the land is responsible even if she is selling on a land contract. She may seek recovery from the buyer.

**Recommendation:** The single lot assessment wrecker service fee should remain on the tax roll.

<u>Tax Roll #</u>	<u>Property</u>	<u>Property Owner</u>	<u>Fee Due</u>
09 0678 00000	1217 S. Warren	Robert Persons	\$55.00-TRFE

**Objection:** Advised City Clerk's Office that he does not own the property.

**Department Reply:** Assessor's Office advised correction was made. Single lot assessment fees run with the land.

**Recommendation:** The single lot assessment solid waste disposal fee and late fee should remain on the tax roll.

<u>Tax Roll #</u>	<u>Property</u>	<u>Property Owner</u>	<u>Fee Due</u>
09 0658 00000	1217 Cornelia	Fitzsimmons Hood, Jr.	\$55.00-TRFE

# COUNCIL COMMUNICATION

**Objection:** Stated in letter that property has not been occupied for 3 years; no plumbing for 2½ years; scheduled for demolition by Inspections.

**Department Reply:** Objection was postmarked February 19, 2007. The letters advising of the single lot assessments stated objections must be received by the close of the public hearing on 2/19/07. Objection was not timely filed. A solid waste disposal fee is charged to every property where there is a structure. Until the time the house is demolished the fee is due and owing.

**Recommendation:** The single lot assessment solid waste disposal fee should remain on the tax roll.

The following persons filed objections by telephone. The single lot assessment letter clearly stated objections must be made in person at the public hearing or in writing. The following is being provided for informational purposes.

<b><u>Tax Roll #</u></b>	<b><u>Property</u></b>	<b><u>Property Owner</u></b>	<b><u>Fee Due</u></b>
08 0629 00000	901 S. Washington k/n/a 999 S. Washington	SSP Associates	\$55.00-TRFE

**Objection:** Address is a vacant lot, should not be charged a solid waste disposal fee.

**Department Reply:** Public Service confirmed the vacant lot.

**Recommendation:** The single lot assessment solid waste disposal fee has already been removed from the tax roll.

<b><u>Tax Roll #</u></b>	<b><u>Property</u></b>	<b><u>Property Owner</u></b>	<b><u>Fee Due</u></b>
16 0171 00000	315 N. Fayette	Brenda Miller	\$55.00-TRFE

**Objection:** Address has a dumpster and should not be charged a solid waste disposal fee.

**Department Reply:** Public Service confirmed the address has a dumpster.

**Recommendation:** The single lot assessment solid waste disposal fee has already been removed from the tax roll.



# COUNCIL COMMUNICATION

<u>Tax Roll #</u>	<u>Property</u>	<u>Property Owner</u>	<u>Fee Due</u>
19 2225 00200	600 Kendrick	Saginaw Central Oil	\$55.00-TRFE

**Objection:** Address is a business and should not be charged a solid waste disposal fee.

**Department Reply:** Public Service confirmed the address is a business.

**Recommendation:** The single lot assessment solid waste disposal fee has already been removed from the tax roll.

<u>Tax Roll #</u>	<u>Property</u>	<u>Property Owner</u>	<u>Fee Due</u>
18 0814 00000	1716 Kollen	Debra Hoffman	\$55.00-TRFE

**Objection:** Ms. Hoffman stated she paid the solid waste disposal fee.

**Department Reply:** Deputy Treasurer confirmed \$50 was paid on 1/22/07. Solid waste disposal fee was due on 11/30/06.

**Recommendation:** The single lot assessment solid waste disposal \$5 late fee should remain on the tax roll.

<u>Tax Roll #</u>	<u>Property</u>	<u>Property Owner</u>	<u>Fee Due</u>
20 2541 00000	1607 Van Buren	Alicia Garrett (Kremer)	\$55.00-TRFE

**Objection:** Ms. Garrett stated she paid the solid waste disposal fee.

**Department Reply:** Deputy Treasurer confirmed payment of \$55.00 on 1/23/07.

**Recommendation:** There should no longer be a single lot assessment on the property.

<u>Tax Roll #</u>	<u>Property</u>	<u>Property Owner</u>	<u>Fee Due</u>
05 0249 00000	220 S. 12 <sup>th</sup>	Lyudmila Petrosyan	\$79.12TR007

**Objection:** Ms. Petrosyan stated she paid the trash removal fee.

**Department Reply:** Deputy Treasurer confirmed payment received on 1/17/07.

**Recommendation:** There should no longer be a single lot assessment on the property.

# COUNCIL COMMUNICATION

<u>Tax Roll #</u>	<u>Property</u>	<u>Property Owner</u>	<u>Fee Due</u>
18 0318 00000	222011 Eymer	Rebecca Oliver	\$55.00-TRFE

**Objection:** Ms. Oliver stated she paid the solid waste disposal fee.

**Department Reply:** Deputy Treasurer confirmed payment of \$50 received on 1/24/07. Solid waste disposal fee was due on 11/30/06.

**Recommendation:** The single lot assessment solid waste disposal \$5 late fee should remain on the tax roll.

<u>Tax Roll #</u>	<u>Property</u>	<u>Property Owner</u>	<u>Fee Due</u>
20 1355 00000	1033 Thurman	Darlene Hatheway	\$5.00-TRFE \$44.75-TR007

**Objection:** Ms. Hatheway claims she spoke to former Deputy Treasurer Sophia Snow and was told the trash removal fee for a door would be removed.

**Department Reply:** Public Services reports a notice of violation was posted on the property to remove the door and loose debris and box of trash from the curb on 12/16/05. On 12/21/05 Streets Division employees cleaned the property. Darlene did call on 1/27/06 about the bill and stated that she did not agree with the bill and did not need help removing the door. Her son could not get there in time. She said she pays \$50.00 for solid waste already and doesn't think she should have to pay this violation. Streets Division has the necessary paperwork on file. Ms. Hatheway did not object to the \$5.00 solid waste disposal late fee.

**Recommendation:** The single lot assessment solid waste disposal late fee and the trash removal fee should remain on the tax roll.

**Council Action:**

Council \_\_\_\_\_ moved that the recommendations of the City Manager be approved.

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# COUNCIL COMMUNICATION

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

## **RESOLUTION CONFIRMING THE 2007 SINGLE LOT ASSESSMENT TAX ROLL**

Council \_\_\_\_\_ offered and moved the adoption of the following resolution:

WHEREAS, the City Council has complied with the requirements of ordinances of the City relative to making special assessments for Water Connections (WATTR), Sewer Connections (SEWTR): Nuisances to include Trash Removal (TR007 & TRASH), Weed Cutting (WC007 & WEEDC) and Wrecker Service (WS007 & WRKSV); Sidewalks (SDWTR); Solid Waste Disposal (TRFE); and Environmental Compliance (EC001 & EC002).

NOW THEREFORE, BE IT RESOLVED, that the Solid Waste Disposal Fee Roll No. (TRFE), be amended by removing the following annual solid waste disposal fee or late fee assessments: \$55.00 at 1903 Durand (Tax Roll #14 0757 0000), \$10.00 at 2010 State (Tax Roll #13 0049 00000), \$5.00 at 1425 Birney (Tax Roll #20 0325 00000), \$5.00 at 32 Sandra Ct. (Tax Roll #18 0865 00000), \$5.00 at 3011 Witters (Tax Roll #13 1624 00000), \$55.00 at 130 N. 11<sup>th</sup> (Tax Roll #05 0611 00000), \$55.00 at 500 N. Washington (Tax Roll #02 0329 00000), \$5.00 at 51 Ardmore Place (Tax Roll #20 0231 00000), \$110.00 at 5 Wallgren Ct. (Tax Roll #13 2249 00000), \$5.00 at 1944 Allegan (Tax Roll #18 0204 00000), \$5.00 at 126 S. Andre (Tax Roll #20 0222 00000), \$55.00 at 611 Campbell (Tax Roll #08 0217 00000); and

BE IT FURTHER RESOLVED, that a correction of all assessments for late trash fee charge split by a base amount and penalty to be changed to one whole amount; and

# COUNCIL COMMUNICATION

BE IT FURTHER RESOLVED, that the City Clerk is hereby directed to transmit immediately said assessment rolls to the City Treasurer for collection of the assessments herein contained together with interest and penalties as provided in the Charter and in Title III, Section 33.29 of the City of Saginaw Code of Ordinances; and

BE IT FURTHER RESOLVED, that each assessment in roll SDWTR is payable in ten annual installments and assessment in rolls WATTR, SEWTR, TR007 & TRASH, WC007 & WEEDC, WS007 & WRKSV, TRFE; and EC001 & EC002 are payable in one installment; and the rate of interest to be charged on unpaid installments shall be eight (8) percent per annum.

# COUNCIL COMMUNICATION

**From:** The City Manager

**Subject:** Raftelis Financial Consultants, Inc. Agreement

**Manager's Recommendation:**

I recommend approval of an agreement with Raftelis Financial Consultants, Inc. ("Raftelis") in an amount not to exceed \$36,500.00 to complete a water rate study. The agreement is subject to approval by me as to substance and by the City Attorney approval as to form.

This vendor meets all requirements of the Contract Compliance Provisions, Title 1, Chapter 14, §14.35-14.44, of the Saginaw Code of Ordinances.

Funds are available in Water Operation and Maintenance Fund Account No. 591-4710-851.80-02.

**Justification:**

On February 1, 2007, Raftelis submitted a proposal to update the City's retail and wholesale water rates to reflect the operating budget for fiscal year 2008 and the City's capital improvement program for the water system. Tasks will include project initiation and data collection, updating of the rate model, and presentation of the results to wholesale customers and City Council, and preparation of a report.

**Council Action:**

Council \_\_\_\_\_ moved that the recommendation of the City Manager be approved.

# COUNCIL COMMUNICATION

**From:** The City Manager

**Subject:** Half Ton Pickup Trucks

**Manager's Recommendation:**

I recommend that the bid from Red Holman Pontiac be accepted and a purchase order be approved and issued to them in the amount of \$30,096.00 for the purchase of two half-ton pickup trucks.

This vendor meets all requirements of the Contract Compliance Provisions, Title 1, Chapter 14 § 14.35 – 14.44 of the Saginaw Code of Ordinances.

Funds are budgeted in the following accounts 576-4840-881.97-20 (\$15,048.00) and 577-4740-881.97-20 (\$15,048.00).

**Justification:**

On February 20, 2007, the Public Services Department, Maintenance and Service Division, received seven bids for two half-ton pickup trucks that will be used by Water and Sewer meter personnel for service calls and meter reading service. These trucks are scheduled for replacement as they are ten years old, have worn floorboards, mileage over 75,000 miles and require extensive maintenance due to their age. Following is a tabulation of the bids submitted and reviewed by the Purchasing Committee.

Red Holman Pontiac Westland, MI	\$30,096.00
Zehnder Chevrolet Frankenmuth, MI	\$32,947.66
Draper Chevrolet Saginaw, MI	\$33,998.06

# COUNCIL COMMUNICATION

Joseph Chevrolet  
Millington, MI \$34,785.00

Graff Chevrolet  
Bay City, MI \$35,476.70

Gema Auto Inc./Ballas Buick GMC  
Toledo, OH \$35,830.00

Labadie Auto  
Bay City, MI \$36,066.46

**Council Action:**

Council \_\_\_\_\_ moved that the recommendation of the  
City Manager be approved.

# COUNCIL COMMUNICATION

**From:** The City Manager

**Subject:** Sungard HTE Reconnect Project

**Manager's Recommendation:**

I recommend that a purchase order be approved and issued to Sungard HTE Inc., in the amount of \$5,163 for license delivery fees for three new software modules scheduled for implementation in the second year of the three-year HTE Reconnect investment plan. The annual maintenance fees for the new modules will be \$19,666. I further recommend acceptance of the terms of a Software Solutions Provider Agreement with Sungard HTE Inc., which describe implementation services and payment terms. The agreement has been approved by me as to substance and the City Attorney as to form.

This vendor meets all requirements of the Contract Compliance Provisions, Title 1, Chapter 14, §14.35-14.44, of the Saginaw Code of Ordinances.

Funds for the payment of license delivery fees are available in the Information Services Computer Software Account No. 658-1720-711-73-25. Funds for the payment of annual maintenance fees are budgeted in Information Services Operating Services Account No. 658-1720-711-80-05.

**Justification:**

On June 5, 2006, City Council approved a project plan designed to improve the efficiency and utilization of the City's financial software system. The reconnect plan is a collaboration of the City and HTE and involves the implementation of new software versions, review of module problem areas, correction of system setup and staff training. The costs for this project are to be distributed over three budget years, beginning with fiscal year 2006. Reconnect items for the second year include the purchase of three software solutions to improve Asset Management and centralize customer service efforts. These functions were recognized as needing improvement during the Reconnect discovery process and have also been detailed as Reportable Conditions in annual audits.

**Council Action:**

Council \_\_\_\_\_ moved that the recommendation of the City Manager be approved.