

**Council Agenda**

**March 22, 2010, 12:00 Noon, Council Chamber**

**STUDENT GOVERNMENT DAY**

**PRAYER AND PLEDGE OF ALLEGIANCE**

American Legion Post No. 22

**ROLL CALL**

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

Amended January 30, 2010 Strategic Planning Session, and March 8, 2010 regular Council meeting.

**ANNOUNCEMENTS:**

**PUBLIC HEARINGS:**

**PERSONAL APPEARANCES:**

**REMARKS OF COUNCIL:**

**PETITIONS:**

10-05 Michael Douglas Johnson, 1215 Madison St., requesting to annex the attached described property to Bridgeport Charter Township.

**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 Richard J. Garber and Tom Miller, Sr., to the Saginaw Riverfront Development Commission with a term to expire April 1, 2013; and Carol Cottrell with a term to expire April 1, 2015.

**REPORTS FROM MANAGER:**

Management Update:

1. Kim Zimmer, MDOT, to present the upcoming project on Veterans Memorial over I-675.
2. Actuarial report on Asset Corridor Police and Fire Contribution by Darnell Earley, City Manager
3. David Asker, Vice President, Plante Moran CRESA, presentation regarding municipal facility review.
4. Ongoing improvements and securities at the Water Treatment Plant by Darnell Earley.
5. Reinventing government in Saginaw: Public Services

Recommended Actions:

1. Recommending consideration be given to the responses provided on the objections received through the public hearing held on February 22, 2010 and that the recommendations be approved.
2. Recommending approval of payment in the amount of \$7,000.00 to resolve a pending lawsuit against the City for a slip and fall on a city sidewalk, filed by Tammy Smith.
3. Recommending that Council approval the NSP2 Grant Agreement as requested by the Michigan State Housing Development Authority (MSHDA). The revenue line item no. 279-0000-511 6002 will be increased as will the expenditure line item no. 279 6551 761 8001 by the grant amount. The City of Saginaw has received a Grant Agreement from the Michigan State Housing Development Authority in the amount of \$18,334,618, of which \$13,653,754 will be allocated to the City, and \$4,680,864 will be allocated to the Land Bank. Further recommend that the Mayor and Mayor Pro tem in his absence, be authorized to sign any NSP2 grant related documents, and that the Mayor be given blanket authorization to sign future NSP2 grant related documents until February 10, 2013. Furthermore, request that in the Mayor's absence, that the Mayor Pro tem be given blanket authorization to sign the forms.
4. Recommending acceptance of the bids and issuance of purchase orders to CMP Distributors in the amount of \$2,400.40 and Brownell's, Inc. in the amount of \$4,578.30 for the purchase of firearm parts and accessories. The Saginaw Police Department was awarded JAG funds as part of the Federal Government's 2009 Stimulus Package, and would like to utilize its portion of the funds to modernize the department's service rifles. Funds are available in the Local Law

Enforcement Grant Fund, Supplies/Parts & Supplies Account, No. 263 3321 741 7330.

5. Recommending acceptance of the quote and issuance of a purchase order to CMP Distributors in the amount of \$3,428.00 for the purchase of small arms ammunition for the police department, due to the inability of the original selected bidder to comply with a timely delivery schedule. Funds are available in the Drug Forfeiture Supplies/Parts and Supplies Account, No. 264 3040 731 7330.
6. Recommending acceptance of the low bid and issuance of a purchase order to Spy Ops, LLC of Lathrup Village, MI in the amount of \$8,291.00 for the purchase of practice and training weapons for the Emergency Services Team. Funds are available in the Drug Forfeiture Supplies/Parts and Supplies Account, No. 264 3040 731 7330.
7. Recommending approval of a one-year Full Service Maintenance Service Agreement with Election Source for maintenance and service of the City's 27 Optech Insight Optical Scan Voting Tabulators at a cost of \$7,317.00 annually and the Memory Pack Reader at a cost of \$378.00 annually, and that the City Clerk be authorized to sign the Agreement and any supporting documents. Funds are available in the Elections Operating Services Account, No. 101 1731 701 8005. Under the terms of the contract, \$3,658.50 shall be expended from the fiscal year 2009-10 budget and \$3,658.50 shall be expended from the fiscal year 2010-11 budget.
8. Recommending that Purchase Order No. 39797 issued to Cintas Corporation be increased by \$2,100.00 for fiscal year 2010, and the subsequent purchase orders issued for fiscal years 2011 and 2012 also be increased by \$2,100.00, bringing the total for the three-year Public Services Agreement to \$72,654.60. In July 2009, Council approved an agreement with Cintas Corporation for uniform services for fiscal years 2010, 2011 and 2012, but the number of employees used to establish that purchase order has changed. Funds are available in the Water and Sewer Operation Operating Services Account, Nos. 591 4721 861 8005 (\$1,050.00) and 590 4821 861 8005 (\$1,050.00) and will be budgeted for in fiscal years 2011 and 2012.
9. Recommending acceptance of the low bid and issuance of a purchase order to Great Lakes Power in the amount of \$2,650.00 for the cleaning and testing of the high voltage switchgear at several of our retention and treatment basins. This is a preventative maintenance function to insure the quality and reliability of incoming power. Funds are budgeted in the Sewer Surplus Capital Outlay Repairs and Replacements Account, No. 590 4840 881 9720.
10. Recommending that payment be made to Water Works in the amount of \$3,682.00 for the emergency purchase of clarifier parts. The Wastewater

Treatment Plant is currently having two of the final clarifier collector mechanisms rebuilt. While they are out of service, bearings and seals were purchased so that the maintenance staff could rebuild the two final clarifier gearbox drives. Water Works Systems is the manufacturer's representative for Eimco and the sole source for parts. Funds are available in the Sewer Operation and Maintenance Parts and Supplies Account, No. 590 4830 861 7330.

11. Recommending acceptance of the low bid and issuance of a purchase order to Reese Trailer Sales in the amount of \$4,995.00 for the purchase of a utility trailer for the Water Treatment Plant. Funds are budgeted in the Water Operations Repairs and Replacements Account, No. 591 4730 861 9720.
12. Recommending that payment be made to American Plumbing & Heating in the amount of \$5,487.32 for emergency repairs of the boiler at the Civitan Center. Funds are available in the Building and Grounds Maintenance General Repairs Account, No. 101 7575 821 8040.
13. Recommending acceptance of the low bid and issuance of a purchase order to Red Flint Sand & Gravel in the amount of \$5,640.00 for the supply and delivery of filter sand. Funds are available in the Water Operations Repairs and Replacements Account, No. 591 4730 861 9720.
14. Recommending reducing blanket purchase order no. 38908 issued to Tri City Suspension by \$5,000.00 and purchase order no. 38923 by \$5,000.00 issued to Bell Equipment, and increasing blanket purchase order no. 38917 issued to A.I.S. Construction Equipment by \$10,000.00. A.I.S. Construction Equipment is a major supplier of tractor, loader, and backhoe parts. Due to an unforeseen demand for these parts, the A.I.S. annual blanket purchase order established in July is nearly depleted. In order to continue purchasing repair parts, it is necessary to increase the amount of the purchase order. Funds are budgeted in the Motor Pool Operations Motor Vehicle Supplies Account, No. 661 4480 841 7312.
15. Recommending issuance of a purchase order to Bridgeport Equipment in the amount of \$9,978.70 for the purchase of a replacement bucket. This loader is a frontline unit used at the City's compost site. Bridgeport Equipment is the sole source for this item. Funds are budgeted in the Motor Pool Operation Equipment Parts and Supplies Account, No. 661 4480 841 7312.
16. Recommending acceptance of the low bid and issuance of a purchase order to Vulcan Aluminum in the amount of \$26,461.50 for the purchase of aluminum sign blanks. These blanks are necessary to stock signing needs. Funds are available in the Major Streets Traffic Engineering Parts and Supplies Account, No. 202 4621 791 7330 (\$591.00) and Sign Supplies Account, No. 202 4621 791 7350 (\$25,870.50).

17. Recommending acceptance of the low bid and issuance of a purchase order to MFG Water Treatment Products Co. in the amount of \$37,965.00 for the purchase of material needed to replace the mild steel weirs and baffles on the clarifiers at the Wastewater Treatment Plant. Funds are budgeted in the Sewer Surplus Capital Outlay Repairs and Replacements Account, No. 590 4840 881 9720.
18. Recommending acceptance of the low bid received and issuance of a purchase order to North American Salt Company, Inc. in the amount of \$131,442.50 for the purchase of 2,450-tons of road salt. Funds are available in the Major and Local Streets Fund Account Nos. 202 4655 841 7340 (\$92,000.75) and 203 4655 841 7340 (\$39,432.75) and will be accounted for through the Municipal Streets Fund Account No. 204 4615 781 7340.
19. Recommending acceptance of the low bid to Fedewa, Inc. and that a contract be awarded to them in the amount of \$185,000.00 for the Water Treatment Gratiot Road Ground Storage Tank (GST) Blast and Paint Project scheduled to begin April 1, 2010. Funds are budgeted in the Water Surplus Capital Outlay Repairs and Replacements Account, No. 591 4740 881 9720.
20. Recommending acceptance of the low bid to J. Ranck Electric, Inc. and that a contract be awarded to them in the amount of \$2,163,109.00 for security improvements at the Water Treatment Plant. Evaluation and planning for improved security of the Water Treatment Plant have been ongoing since the 9/11 tragedies. Funds are budgeted in the Water Bond Construction Projects Account No. 591 4741 881 8047.
21. Recommending that the 2009/2010 Approved Budget for the Motor Pool Fund's Reimbursement/Insurance Proceeds Account, No. 661 0000 602 6804 be increased by \$20,675.00 (from \$5,000.00 to \$25,675.00) and the Use of Fund Equity Account No. 661 0000 680 0000 be increased by \$43,440.00 (from \$446,956.00 to \$490,369.00). To offset the increases in revenues received and the use of fund equity, the Motor Pool Capital Outlay/Vehicle Account No. 661 4480 841 9770 will be increased by \$64,088.00 (from \$55,000.00 to \$119,088.00). The City received a check in the amount of \$20,675.00 from Amerisure Insurance Company to settle a claim resulting from a vehicle accident on November 6, 2009.
22. Recommending that a purchase order be issued to International Truck & Engine Corp. in the amount of \$64,088.00 for the purchase of a 2010 cab and chassis. Funds are available in the Motor Pool capital Outlay Vehicle Account No. 661 4480 841 9770. This vehicle will replace a truck that was damaged in an accident on November 6, 2009, and subsequently totaled by the insurance

company. Funds are available in the Motor Pool Capital Outlay Vehicle Account,  
No. 661 4480 841 9770.

INTRODUCTION OF ORDINANCES:

CONSIDERATION AND PASSING OF ORDINANCES:

RESOLUTIONS:

1. Confirming the 2010 Single Lot Special Assessment Tax Roll.

UNFINISHED BUSINESS:

MOTIONS AND MISCELLANEOUS BUSINESS:

Darnell Earley  
City Manager

# COUNCIL COMMUNICATION

**From:** The City Manager

**Subject:** Eimco Clarifier Drive Parts

**Manager's Recommendation:**

I recommend that payment be made to Water Works Systems in the amount of \$3,682.00 for the emergency purchase of clarifier parts (Purchase Order No. 40491 issued on 3/1/10).

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 Sewer Operation and Maintenance Parts and Supplies Account, No. 590-4830-861.73-30.

**Justification:**

The Wastewater Treatment plant is currently having two of the final clarifier collector mechanisms rebuilt. While they are out of service, bearings and seals were purchased so that the maintenance staff could rebuild the two final clarifier gearbox drives. Water Works Systems is the manufacturer's representative for Eimco and the sole source for parts.

**Council Action**

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

# COUNCIL COMMUNICATION

**From:** The City Manager

**Subject:** Switch Gear Testing

**Manager's Recommendation:**

I recommend that the low bid from Great Lakes Power Service be accepted and that a purchase order be issued to them in the amount of \$2,650.00 for the cleaning and testing of the high voltage switchgear.

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

Funds for this purchase were budgeted in the Sewer Surplus Capital Outlay Repairs and Replacements Account, No. 590-4840-881-9720.

**Justification:**

On March 2, 2010, the City received bids for the cleaning and testing of the high voltage switchgear at several of our retention and treatment basins. This is a preventative maintenance function to insure the quality and reliability of incoming power. The City does not own the equipment needed to perform this testing. The results of the bids were as follows:

Great Lakes Power Service Linwood, MI	\$2,650.00
Michigan Switchgear Service Auburn, MI	\$2,985.00
Utilities Instrumentation Service Ypsilanti, MI	\$6,594.00
Power Plus Engineering Inc. Novi, MI	\$8,900.00
Square D By Shneider Electric Troy, MI	\$10,970.00
Met Electric Testing Cranberry Township, PA	\$23,500.00
Eaton Corporation Novi, MI	\$24,479.00

**Council Action**

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



# COUNCIL COMMUNICATION

**From:** The City Manager

**Subject:** Weirs and Baffles

**Manager's Recommendation:**

I recommend that the low bid from MFG Water Treatment Products Co. be accepted and a purchase order be issued to them in the amount of \$37,965.00 for the purchase of material needed to replace the mild steel weirs and baffles on the clarifiers at the Wastewater Treatment Plant.

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

Funds for this purchase were budgeted in the Sewer Surplus Capital Outlay Repairs and Replacements Account No. 590-4840-881-9720.

**Justification:**

The weirs and baffles on the Wastewater Treatment Plant's six final clarifiers were originally constructed of mild steel. The steel has rusted away and needs to be replaced. In fiscal year 2008, we replaced the weirs and baffles on three of the final clarifiers. The bids received are for the material needed to replace the mild steel weirs and baffles on the three remaining clarifiers with fiberglass. Plant personnel will complete the installation. The following is a tabulation of the bids that were received and reviewed by the Purchasing Committee:

MFG Water Treatment Products Co. Union City, PA	\$37,965.00
Warminster Fiberglass Co. South Hampton, PA	\$42,300.00

**Council Action**

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

# COUNCIL COMMUNICATION

**From:** The City Manager

**Subject:** Election Source Maintenance Services Contract

**Manager's Recommendation:**

I recommend approval of a One-Year Full Service Maintenance Service Agreement with Election Source for maintenance and service of the City's twenty-seven (27) Optech Insight Optical Scan Voting Tabulators at a cost of \$7,317.00 annually and the Memory Pack Reader at a cost of \$378.00 annually, and that the City Clerk be authorized to sign the Agreement and any supporting documents.

The contract has been approved by the City Manager as to substance and the City Attorney as to form.

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 Agreement are available in the Elections Operating Services Account, No. 101 1731 701 80 05. Under the terms of the contract, \$3,658.50 shall be expended from fiscal year 2009-2010 budget and \$3,658.50 shall be expended from the fiscal year 2010-2011 budget.

**Justification:**

The City currently owns twenty-seven (27) Optech Insight Optical Scan Voting Tabulators, which are used to tabulate votes for all elections. In 2006, the City entered into a two (2) year contract with Election Source (then known as Miller Consultations & Elections, Inc.) for full service and maintenance of its machines (22 at that time) at a cost of \$270/machine. That contract expired in May 2008. Since that time, the State of Michigan Bureau of Elections has been covering the maintenance and service costs utilizing federal dollars under the Help America Vote Act. In 2009, city clerks in the State of Michigan were notified the State would no longer pay for full service coverage of the machines, but would provide assistance at the rate of \$71.00/machine. The cost for parts and labor only is \$142.00/machine. This type of coverage does not include on-site service, Election Day support or loaner machines, when necessary, which is imperative to running an efficient and effective election.

# COUNCIL COMMUNICATION

Without full service on machines, the City would have to pay out of pocket for on-site repairs at \$175/hour, plus expenses (4 hr. minimum), loaner machines at a price of \$1,000/day, Election Day Support at \$175/hour, plus expenses (4 hr. minimum), and would not have Election Source staff dedicated to assisting with machine problems on Election Day. (In past Elections, Election Source staff has a specialist in the area that can be at the precinct within the hour.)

The full service maintenance is \$342.00/machine. Under the full service contract, all of the above would be included, in addition to Election Source supplying all labor and/or parts necessary to maintain the insights in good working condition and all preventative maintenance would be done at the City's site.

Election Source shall not, however, provide maintenance and support for any tabulator if such tabulator requires services as a result of repairs not authorized or approved by Election Source, accident, theft, vandalism, neglect, abuse or use not in accordance with specifications furnished by Election Source.

The cost for a One-Year Maintenance Agreement (parts and labor only) is \$142.00/machine less the State's portion (\$71) or \$71.00/machine (27 machines x \$71 = \$1,917). The Full Service Maintenance Agreement is \$342/machine less the State's portion (\$71) or \$271/machine (27 machines x \$271 = \$7,317).

In addition to the foregoing, the City has one (1) Memory Pack Reader to read the Memory Packs and provide results locally and by modem to the County for all elections. The Full Maintenance Service Agreement for this Equipment is \$378.00 annually, and includes all software updates and upgrades.

The Agreements shall automatically renew for an unlimited number of successive one-year periods until either party elects to terminate the agreement and notifies the other party within sixty (60) calendar days prior to such annual expiration or either party giving the other a thirty (30) day notice of breach of contract.

Given the foregoing, and in order to provide City electors the most efficient and effective elections, it is recommended that the City enter into a Full Service Maintenance Agreement with Election Source for the contract period ending December 31, 2010 and automatically renewing each year thereafter at a cost of

# COUNCIL COMMUNICATION

\$7,317/annually for the twenty-seven (27) tabulators and \$378/annually for the Memory Park Reader.

**Council Action:**

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

# COUNCIL COMMUNICATION

**From:** The City Manager

**Subject:** 2010 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 22, 2010; that the recommendations be approved and the resolution confirming the 2010 Single Lot Special Assessment Tax Roll under the regular order of business be adopted.

**Justification:**

On February 22, 2010 City Council conducted a public hearing on the Single Lot Special Assessment Tax Roll for Nuisances, i.e. Trash Removal/Yard Cleanup (TR010), Weed/Grass Cutting (WC1001 and WC1002), Sewer Connections & Replacements (SEW10), Environmental Tests/Samples/Inspections/Adm. Fees (EC101), Environmental IPP Fines and Surcharges (EC102) and Environmental Permit Fee (EC103);

Notice of the hearing was mailed to approximately 3,277 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>
06 0611 00100	311 South 12th	Herbert & Ada Gibson (Nannette Davis-Speaker) (Mary Drake-Speaker)	\$79.12-WC1001

**Objection:** Nannette said someone showed up to cut the adjacent property, which the City usually cuts. Her father cuts 311 S. 12<sup>th</sup> on a regular basis. When the City tried cutting her father's property, neighbor Mary Drake stopped them. Said there was a prior mix up over these two properties about trash, which was corrected. Her father came down to the City to inquire about the weed cutting, however, was told he would need to address it at another time.

Neighbor Mary Drake said the City has always cut the vacant lot at 317 S. 12<sup>th</sup>. On this occasion some young City workers were working at 317 S. 12<sup>th</sup> and moved over to 311

# COUNCIL COMMUNICATION

S. 12<sup>th</sup>. She told them they were not supposed to be there because Mr. Gibson or her husband maintains this property. The young men stopped cutting and immediately left and then Mr. Gibson received a bill.

**Department Reply:** A review of photographs provided by Weed Abatement indicate the grass was cut on the date in question and it was cut according to the ordinance. The cutting crew also cut 317 S. 12<sup>th</sup> that same day.

**Recommendation:** The single lot special assessment weed-cutting 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>
09 0269 00000	2025 Maplewood	REW Properties, Inc. (Bob Wagner-Speaker)	\$79.12-WC1001

**Objection:** Said he manages this property and it's the adjacent property that the City has to cut.

**Department Reply:** A review of photographs provided by Weed Abatement indicate the grass was cut on the date in question and was cut according to the ordinance.

**Recommendation:** The single lot special assessment weed-cutting 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>
04 0497 00000	1405 Federal	REW Properties, Inc. (Bob Wagner-Speaker)	\$44.75-TR010

**Objection:** Mr. Wagner said he manages this property, which was sited for trash removal. The large mattresses at the curb were a result of an eviction. He telephoned Waste Management about the items, however, they did not remove them. It was tagged by Environmental, however, the owner is in California and by the time the owner notified him, the time had lapsed. Has requested on several occasions that notice be sent to him and not the out-of-state owners.

**Department Reply:** The notices on property violations are sent to the "owner of record" in this case, Pio and Victoria Ricardo in San Diego, California. Mr. Wagner would have to be listed as the property owner for him to receive notices. In any event, the owner was given 72 hours to clean up the remaining debris and failed to do so.

**Recommendation:** The single lot special 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 2090 00100	2400 Perkins	REW Properties, Inc.	\$79.12-WC1001

# COUNCIL COMMUNICATION

(Bob Wagner-Speaker)

**Objection:** Bob Wagner manages this property and said it was a result of a fire. Rob Davis contacted him and told him to board up the house and clean it up, which he did, but was still cited for weed control and cleanup.

**Department Reply:** A review of photographs provided by Weed Abatement indicate the grass was cut on 9/22/09. There was no clean up done on this property and owner was not billed for any clean up.

**Recommendation:** The single lot special assessment weed-cutting 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 0055 00000	1001 N. Granger	Pio & Victoria Ricardo (Bob Wagner-Speaker)	\$44.75-TR010

**Objection:** Said he manages this property and said it was a yard cleanup as a result of an eviction. The trash was at the curb but Waste Management did not take all of it. The owner received the notice in the mail in California and by the time Bob was called, the 72 hours had lapsed. Again requested that in-state management be notified of problems with the property and not the out-of-state owners.

**Department Reply:** The notices on property violations are sent to the “owner of record” in this case, Pio and Victoria Ricardo in San Diego, California. Mr. Wagner would have to be listed as the property owner for him to receive notices. In any event, the owner was given 72 hours to clean up the remaining debris and failed to do so.

**Recommendation:** The single lot special 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>
14 1759 00000	1803 Barnard	Carlos Zisumbo	\$44.75-TR010

**Objection:** Said he received a citation for a vacuum cleaner at the curb. Said he removed it after receiving notice and put it back out on Wednesday of the following week along with some trash bags and all the items were removed. Mr. Jones from the City told him he had put the vacuum cleaner back out the day before his trash pickup.

**Department Reply:** Environmental confirms that Mr. Zisumbo did put the vacuum cleaner out too early. The City’s ordinance states: “Refuse to be collected by the City shall be placed ...in the area between the sidewalk and the edge of the roadway...not earlier than 6:00 p.m. of the day prior to the scheduled day of collection but not later than 7:30 a.m. of the scheduled day of collection.”

# COUNCIL COMMUNICATION

**Recommendation:** The single lot special 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 0180 00100	1607 Whittier	Belinda Bullock	\$79.12-WC1001

**Objection:** Said she received the notice and paid the bill, however, the City should not have cut the grass because she had just cut it the week before and it didn't need cutting. Wants to be credited for the money she paid.

**Department Reply:** A review of photographs provided by Weed Abatement indicate the grass was cut on the date in question and the cut was necessary.

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

In addition to those who attended the public hearing, the following written objections were received and filed with the City Clerk for Council consideration.

<b><u>Tax Roll #</u></b>	<b><u>Property</u></b>	<b><u>Property Owner</u></b>	<b><u>Fee Due</u></b>
21 0328 00000	652 S. 20 <sup>th</sup>	Delores Komst	\$79.12-WC1001

**Objection:** Provided a copy of a cancelled check stating she had paid the fee owed.

**Department Reply:** This property was cut twice. Mr. Komst only paid one of the fees and the other remains outstanding.

**Recommendation:** The single lot special assessment weed-cutting 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 2017 00000	2334 Hosmer	Reginald R. & Valerie Davies	\$79.12-WC1001

**Objection:** Said they bought the property in early September 2009. Weed cut date was September 22, 2009 from weeds that grew during the spring and summer of 2009. Believe the prior owners should be charged.

**Department Reply:** At the time of cutting the weeds, the property was owned by Reginald R. and Valerie Davies. The Weed Abatement Division has pictures on file showing the cutting was justified. Single lot assessments run with the land not the owner.



# COUNCIL COMMUNICATION

**Recommendation:** The single lot special assessment weed-cutting 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>
13 2147 00000	2464 N. Oakley	Chase Home Finance	\$85.30-WC1001

**Objection:** Lender Processing Services advised Chase no longer owns the property. It was sold to another buyer on 7/7/09.

**Department Reply:** City records indicate the property was sold to Lynn Todd on January 29, 2010, after the mailing of the single lot special assessment notices. Single lot special assessments run with the land not the owner.

**Recommendation:** The single lot special assessment weed-cutting 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 0771 00000	3122 Roberts	A & J Property Investors	\$89.50-TR010

**Objection:** Said property was given to Daystar Television Network. A & J Property Investors is no longer in business.

**Department Reply:** To date, City records indicate that A & J Property Investors LLC is still the owner of the property. Single lot special assessments run with the land not the owner.

**Recommendation:** The single lot special 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>
18 1050 00000	516 Waller	CPD Investing	\$79.12-WC1001 \$79.12-WC1002

**Objection:** CDP Investing provided a copy of a Demolition Waiver, Waiver of Costs and Agreement to Convey Title dated 12/29/08, acknowledging the structure is a dangerous building and agreeing to deed the property to the City of Saginaw.

**Department Reply:** The Company never provided the required Quit Claim Deed; therefore, CPD Investing is still the owner of record. Single lot special assessments run with the land not the owner.

**Recommendation:** The single lot special assessment weed-cutting 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>
01 0157 00000	1412 N. 9 <sup>th</sup>	Annie Jackson	\$79.12-WC1001

# COUNCIL COMMUNICATION

**Objection:** Owner stated she knows she is responsible to maintain the property and had cut the grass the week before the City cut it and it did not need to be cut. Further stated the City doesn't do a good job and leaves trenches in the yard.

**Department Reply:** A review of photographs provided by Weed Abatement indicate the grass was cut on the date in question and the cut was necessary.

**Recommendation:** The single lot special 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>
05 0016 00100	210 S. 13 <sup>th</sup>	Rosie Lee Lewis	\$79.12-WC1001

**Objection:** Owner claims the City never cut the grass on her property. She has hired her own help to maintain the property.

**Department Reply:** A review of photographs provided by Weed Abatement indicate the grass was cut on the date in question and the cut was necessary.

**Recommendation:** The single lot special 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 0471 00000	334 S. 18 <sup>th</sup>	P.H. Flores	WC1001-\$79.12 WC1002-\$79.12
19 1942 00000	309 Lee	P.H. Flores	WC1001-\$79.12

**Objection:** Property owner states assessments are out of legal bounds because no notice was given. Proper notice would include copy of the ordinance and remedies available (i.e. listing of property management firms and their rates for such services). Notice should include clear photos and why the health/welfare of neighbors is affected, including testimonies and news clippings. City should entertain the reply of the owner on why the grass or weeds need not be cut. City provided no advocate for owners to settle the case.

**Department Reply:** Under the City's current ordinance on weed abatement, all citizens are notified in The Saginaw News in the spring that grass over 9" is a violation of the ordinance. The City does not have to send individual notices. A review of photographs provided by Weed Abatement indicate the grass was cut on the dates in question and the cuts were necessary.

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

# COUNCIL COMMUNICATION

<u>Tax Roll #</u>	<u>Property</u>	<u>Property Owner</u>	<u>Fee Due</u>
10 0511 00000	1711 Annesley	Masoud Safarpour	\$79.12-WC1001 \$79.12-WC1002

**Objection:** Owner states he was charged twice for 2 parcels next to each other and one is an empty lot half the size of the one with a building.

**Department Reply:** Under the City's current ordinance on weed abatement, all citizens are notified in The Saginaw News in the spring that grass over 9" is a violation of the ordinance. The City does not have to send individual notices. A review of photographs provided by Weed Abatement indicate the grass was cut on the dates in question and the cuts were necessary.

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

<u>Tax Roll #</u>	<u>Property</u>	<u>Property Owner</u>	<u>Fee Due</u>
10 0510 00000	1715 Annesley	Masoud Safarpour	\$44.75-TR010 \$79.12-WC1001 \$79.12-WC1002

**Objection:** Owner states he was charged twice for 2 parcels next to each other and one is an empty lot half the size of the one with a building. Also questioned whether the City had photos of the trash pickup and details and if there was a proportion of the job being done consistent to the photos presented and cost and time the City is claiming.

**Department Reply:** A review of photographs provided by Weed Abatement indicate the grass was cut on the dates in question and the cuts were necessary. Additional photographs indicate removal of trash on the property was necessary. Property owners are responsible for maintaining their property whether the trash was discarded by the owner or an unknown individual.

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

<u>Tax Roll #</u>	<u>Property</u>	<u>Property Owner</u>	<u>Fee Due</u>
14 0473 00000	404 W. Genesee	Genesee St. Investment	\$147.12-WC1001
14 0488 00000	2001 N. Michigan		\$79.12-WC1001 \$89.42-WC1002
14 0489 00000	2007 N. Michigan		\$79.12-WC1001 \$91.48-WC1002
14 0490 00000	2015 N. Michigan		\$79.12-WC1001

# COUNCIL COMMUNICATION

		\$91.48-WC1002
14 0483 00000	2020 N. Michigan	\$81.18-WC1001
14 0481 00000	2036 N. Michigan	\$81.18-WC1001
14 0480 00000	2040 N. Michigan	\$163.61-WC1001

**Objection:** Owner states lots are maintained through a contract with a private landscape company.

**Department Reply:** A review of photographs provided by Weed Abatement indicate the grass was cut on the dates in question and the cuts were necessary.

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

<u>Tax Roll #</u>	<u>Property</u>	<u>Property Owner</u>	<u>Fee Due</u>
10 0970 00000	3324 Harold	Tamara D. McRae, et al.	\$79.12-WC1001 (\$34.12-owed)

**Objection:** Owner objects to assessment saying the City did not perform any maintenance on this property, however she continues to receive assessment fees. Further, states she has proof that she has paid at least 70% of this bill and also pays for rubbish/garbage collection.

**Department Reply:** Under the City's current ordinance on weed abatement, all citizens are notified in The Saginaw News in the spring that grass over 9" is a violation of the ordinance. The City does not have to send individual notices. A review of photographs provided by Weed Abatement indicate the grass was cut on the date in question and the cut was necessary. At the time of mailing the single lot special assessment notices, owner owed \$79.12. Since that time, the City did receive a partial payment of \$45.00, however, \$34.12 remains unpaid.

**Recommendation:** The balance owed of \$34.12 for the single lot special 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>
11 0130 00000	1409 Hiland	Isaac Collins	\$79.12-WC1001

**Objection:** Owner states there were tenants living at this property and they didn't give notice that they were going to cut the grass in the backyard.

**Department Reply:** Under the City's current ordinance on weed abatement, all citizens are notified in The Saginaw News in the spring that grass over 9" is a violation of the ordinance. The City does not have to send individual notices. A review of photographs

# COUNCIL COMMUNICATION

provided by Weed Abatement indicate the grass was cut on the date in question and the cut was necessary.

**Recommendation:** The single lot special assessment weed-cutting 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>
08 0138 00000	1537 Owen	Michael L. Farmer	\$79.12-WC1001

**Objection:** Owner says he consistently maintains the property cutting it every two weeks. Said assessment was received in error (both this one and one last year).

**Department Reply:** A review of photographs provided by Weed Abatement indicate the grass was cut on the date in question and the cut was necessary.

**Recommendation:** The single lot special assessment weed-cutting 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>
03 0071 00000	919 Tuscola	SVRC Industries, Inc.	\$79.12-WC1001

**Objection:** Owner states it cuts and maintains all properties owned. The adjacent property, 915 Tuscola is what the City cuts and it is not owned by SVRC. Representative will attend public hearing to verify/confirm correction.

**Department Reply:** Owner received notice in error. This weed-cutting fee was dismissed.

**Recommendation:** No action necessary; single lot special assessment is no longer assessed against the property.

<b><u>Tax Roll #</u></b>	<b><u>Property</u></b>	<b><u>Property Owner</u></b>	<b><u>Fee Due</u></b>
06 0236 00000	1215 Walnut	Louise Jones	\$79.12-WC1001

**Objection:** Owner stated property is cut at least every two (2) weeks. Grass was not high enough that it blocked/blinded traffic. Length of grass did not exceed the limit of being awful or to the point where it detracts the value of the property or surrounding public properties. No complaints from the neighbors.

**Department Reply:** A review of photographs provided by Weed Abatement indicate the grass was cut on the date in question and the cut was necessary.

**Recommendation:** Under the City's current ordinance on weed abatement, all citizens are notified in The Saginaw News in the spring that grass over 9" is a violation of the ordinance. The City does not have to send individual notices. The single lot special assessment weed-cutting fee should remain on the tax roll.

# COUNCIL COMMUNICATION

<u>Tax Roll #</u>	<u>Property</u>	<u>Property Owner</u>	<u>Fee Due</u>
11 0186 00000	1002 Webber	John & Benjamin Hescott	\$79.12-WC1001

**Objection:** Owner John Hescott questioned what date the property was cut. Requested all property taxes and special levies be refunded to him due to the actions of the City of Saginaw. Said his son, Benjamin, was not financially vested in the property and was listed as a silent legal owner due to his status of multiple deployment with the U.S. Army.

**Department Reply:** A review of photographs provided by Weed Abatement indicate the grass was cut on May 18, 2009 and the cut was necessary. The single lot special assessment notice is mailed to the owner or owners of record, in this case, John and Benjamin Hescott.

**Recommendation:** Under the City's current ordinance on weed abatement, all citizens are notified in The Saginaw News in the spring that grass over 9" is a violation of the ordinance. The City does not have to send individual notices. The single lot special assessment weed-cutting fee should remain on the tax roll.

**Council Action:**

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

# COUNCIL COMMUNICATION

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

## **RESOLUTION CONFIRMING THE 2010 SINGLE LOT SPECIAL 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 Nuisances to include Trash Removal/Yard Cleanup (TR010), Weed/Grass Cutting (WC1001 and WC1002); Sewer Connections & Replacements (SEW10), Environmental Test/Samp/Insp/Adm Fees (EC101), Environmental IPP Fines & Surcharges (EC102) and Environmental Permit Fees (EC103).

NOW THEREFORE, BE IT RESOLVED, that the City Clerk is hereby directed to transmit immediately said assessment rolls to the City Treasurer for collection of the assessments therein 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 all single lot special assessments assessed to properties owned by the Saginaw County Land Bank Authority or the Michigan Land Bank Fast Track Authority shall be removed from the Tax Roll.

BE IT FURTHER RESOLVED, that each assessment in rolls in SEWTR are payable in ten (10) annual installments, and assessments in rolls TR010, WC1001, WC1002, EC101, EC102 and EC103 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:** ROW Uniform Purchase Order Increase

**Manager's Recommendation:**

I recommend that the purchase order (No. 39797) issued to Cintas Corporation be increased by \$2,100.00 for fiscal year 2010, and that subsequent purchase orders issued for fiscal years 2011 and 2012 also be increased by \$2,100.00, bringing the total for the three-year Public Services Agreement to \$72,654.60.

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 increase are available in the Water and Sewer Operation Operating Services Account, Nos. 591-4721-861.80-05 (\$1,050.00) and 590-4821-861.80-05 (\$1,050.00) and will be budgeted for in fiscal years 2011 and 2012.

**Justification:**

On July 27, 2009, City Council approved an Agreement with Cintas Corporation for uniform services in the amount of \$22,118.20 for fiscal years 2010, 2011 and 2012, totaling \$66,354.60. The Right of Way Division, Maintenance and Service Section, must increase the purchase order for uniforms to match the correct number of employees within the section. The number of employees used to establish the purchase order has changed.

**Council Action**

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



# COUNCIL COMMUNICATION

**From:** The City Manager

**Subject:** Water Treatment Plant Filter Sand

**Manager's Recommendation:**

I recommend that the low bid from Red Flint Sand & Gravel be accepted and that a purchase order be approved and issued to them in the amount of \$5,640.00 for the supply and delivery of sand.

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 is available in the Water Operations Repairs and Replacements Account, No. 591-4730-861.97-20.

**Justification:**

On March 2, 2010, the City received five bids for the supply and delivery of filter sand to be added to six filters. Water Treatment staff performed a complete inspection of the filters and measurements of the filter media found lower levels of sand than is recommended in the last six filters. The maintenance staff has already added sand to the other twelve filters. The filters are 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 price is a 3.7% increase for the same material purchased in fiscal year 2009. Following is a tabulation of the bids received and reviewed by the Purchasing Committee:

Red Flint Sand & Gravel, LLC  
Eau Claire, WI

\$5,640.00

# COUNCIL COMMUNICATION

Unifilt Corporation \$6,000.00  
Fombell, PA

Besco Water Treatment Inc. \$7,400.00  
Battle Creek, MI

All Service Contracting Corp. \$7,588.00  
Decatur, IL

The Parry Co., Inc. \$7,610.30  
Chillicothe, OH

**Council Action:**

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

# COUNCIL COMMUNICATION

**From:** The City Manager

**Subject:** Water Treatment Plant Utility Trailer

**Manager's Recommendation:**

I recommend that the low bid from Reese Trailer Sales be accepted and a purchase order be approved and issued to them in the amount of \$4,995.00 for the purchase of a utility trailer for the Water Treatment Plant.

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

Funds for this purchase are budgeted in the Water Operations Repairs and Replacements Account, No. 591-4730-861.97-20.

**Justification:**

On March 2, 2010, the City received bids for the supply and delivery of a utility trailer for the maintenance staff at the Water Plant. The current trailer is too small to haul the two Z-Turn mowers that are used for mowing the properties at remote stations. Use of two Z-Turn mowers ensures that the yard work is done more efficiently. The trailer is a heavy-duty unit that will also haul the utility tractor for work at remote stations. There is no price comparison available for this purchase. Following is a tabulation of the bids received and reviewed by the Purchasing Committee:

Reese Trailer Sales Reese, MI	\$4,995.00
AIS Construction Equipment Lansing, MI	\$7,666.74

**Council Action:**

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

# COUNCIL COMMUNICATION

**From:** The City Manager

**Subject:** Firearm Parts and Accessories

**Manager's Recommendation:**

I recommend that the bids from the following vendors be accepted and purchase orders be issued to them in the following amounts: CMP Distributors in the amount of \$2,400.40 for the purchase of 17 stream light Super Tac Flashlights and rail mounting systems for rifles, and Brownell's Inc., in the amount of \$4,578.30 for the purchase of assorted gun parts and accessories for rifles.

These vendors meet 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 available in the Local Law Enforcement Grant Fund, Supplies / Parts & Supplies Account, No 263-3321-741.73-30.

**Justification:**

The Saginaw Police Department was awarded JAG funds as part of the Federal Government's 2009 Stimulus Package, and would like to utilize its portion of the funds to modernize the department's service rifles.

On March 2, 2010, the City received bids for the purchase of firearm parts and accessories. Firearm parts are "highly specialized" and make/model specific. The bidder who offered the exact parts needed for the rifles were selected, not necessarily the lowest bidder.

Following is a tabulation of the bids received and reviewed by the Purchasing Committee:

# COUNCIL COMMUNICATION

CMP Distributors Lansing, MI	\$2,400.40
ProForce Law Enforcement Prescott, AZ	\$3,192.59 (Partial Bid)
Brownell's, Inc. Montezuma, IA	\$4,578.30
Michigan Police Equipment Charlotte, MI	\$6,689.10
Clyde Armory, Inc. Bogart, GA	\$6,945.89

## **Council Action**

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

# COUNCIL COMMUNICATION

**From:** The City Manager

**Subject:** Air Soft Police Equipment

**Manager's Recommendation:**

I recommend acceptance of the low bid and issuance of a purchase order to Spy Ops, LLC of Lathrup Village, MI in the amount of \$8,291.00 for the purchase of practice and training weapons for the Emergency Services Team.

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 Drug Forfeiture Supplies / Parts and Supplies Account, No. 264-3040-731-73-30.

**Justification:**

On March 9, 2010, the City received bids for practice and training weapons for the Saginaw Police Department's Emergency Services Team.

The following is a tabulation of the bids received and reviewed by the Purchasing Committee:

Spy Ops, LLC Lathrup Village, MI	\$8,291.00
Trinity Airsoft Corporation Wise, VA	\$10,145.75

**Council Action:**

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

# COUNCIL COMMUNICATION

**From:** The City Manager

**Subject:** Budget Adjustment

**Manager's Recommendation:**

It is recommended that the 2009/2010 Approved Budget for the Motor Pool Fund's Reimbursements/Insurance Proceeds Account, No. 661-0000-602.68-04 be increased by \$20,675.00 (from \$5,000.00 to \$25,675.00). It is also recommended that the Use of Fund Equity Account, No. 661-0000-680.00-00 be increased by \$43,440.00 (from \$446,956.00 to \$490,369.00). To offset the increase in revenues received and the of fund equity, the Motor Pool Capital Outlay/Vehicle Account No. 661-4480-841.97-70 should also be increased by \$64,088.00 (from \$55,000.00 to \$119,088.00).

**Justification:**

The City received a check in the amount of \$20,675.00 from Amerisure Insurance Company to settle a claim resulting from a vehicle accident on 11-06-09. The Motor Pool Division will utilize the insurance proceeds and a portion of the motor pool fund balance to purchase a replacement vehicle.

**Council Action:**

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

# COUNCIL COMMUNICATION

**From:** The City Manager

**Subject:** Ammunition Purchase for Saginaw Police Department

**Manager's Recommendation:**

I recommend that the quote from CMP Distributors, Lansing, MI be accepted and a purchase order issued to them in the amount of \$3,428.00 for the purchase of small arms ammunition for the Saginaw Police Department, due to the inability of the original selected bidder, Michigan Police Equipment Co., Charlotte, MI to comply with a timely delivery schedule.

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 available in the Drug Forfeiture Supplies / Parts and Supplies Account, No. 264-3040-731.73-30.

**Justification:**

In May of 2009 Michigan Police Equipment Co., Charlotte, MI was awarded a bid for the purchase of small arms ammunition for the Saginaw Police Department's range. The delivery term on the bid was 120 Days. Michigan Police Equipment shipped a portion of the order over a 4 to 5 month span. Numerous calls were made to Michigan Police Equipment Co. inquiring about the remaining items, which as of March 12, 2010 have not been received.

Due to the inability of Michigan Police Equipment Co. to comply with a timely delivery schedule, and the fact that the ammunition is needed for upcoming training, we are requesting to purchase the remaining items from CMP Distributors. The quote from CMP Distributors has been received and reviewed by the Purchasing Committee.

**Council Action**

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



# COUNCIL COMMUNICATION

**From:** The City Manager

**Subject:** 2010 Cab & Chassis Purchase

**Manager's Recommendation:**

I recommend that a purchase order in the amount of \$64,088.00 be issued to International Truck & Engine Corp of Dearborn, Michigan for the purchase of a 2010 cab and chassis.

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 available in the Motor Pool Capital Outlay Vehicle Account No. 661-4480-841.97-70 for fiscal year 2010.

**Justification:**

This vehicle is being purchased using State Bid Pricing. The vehicle would replace a truck that was damaged in an accident on November 6, 2009, and subsequently totaled by the insurance company. The Right of Way Division, Streets Section utilizes this vehicle to haul materials and plow snow. The insurance proceeds of \$20,675.00 combined with the use of fund equity in the amount of \$43,413.00 will be utilized to fund the purchase.

**Council Action**

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

# COUNCIL COMMUNICATION

**From:** The City Manager

**Subject:** Neighborhood Stabilization Program (NSP2) Grant Agreement

**Manager's Recommendation:**

I recommend that City Council approve the NSP2 Grant Agreement as requested by the Michigan State Housing Development Authority ("MSHDA"). The Revenue line item (279-0000-511-6002) will be increased as will the expenditure line item (279-6551-761-8001) by the grant amount. The agreement is subject to the approval of the City Manger as to substance and the City Attorney as to form. It is also recommended that the Mayor and the Mayor Pro Tem in his absence, be authorized to sign any NSP2 grant related documents. In the future, the Mayor may be required to sign additional documents related to the grants to fulfill MSHDA requirements. Therefore, it is requested that he be given blanket authorization to sign future NSP2 grant related documents until February 10, 2013. Furthermore, it is requested that in the Mayor's absence, that the Mayor Pro Tem be given blanket authorization to sign the forms.

**Justification:**

The City of Saginaw has received a Grant Agreement from the Michigan State Housing Development Authority in the amount of \$18,334,618, of which \$13,653,754 will be allocated to the City, and \$4,680,864 will be allocated to the Land Bank. The City will use this grant to help acquire and redevelop foreclosed or vacant properties that might otherwise become sources of abandonment and blight within its communities and to demolish blighted structures.

In accepting this grant agreement and approving the Mayor and Mayor Pro Tem in his absence, to sign the NSP2 related documents with the designated time limit without having to call a special council meeting, the City agrees to comply with all terms and conditions of the agreement, applicable laws, regulations and all other requirements of MSHDA now or hereafter in effect pertaining to the assistance provided. The agreement is for a period that began February 11, 2010 and will terminate February 10, 2013.

**Council Action:**

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

# COUNCIL COMMUNICATION

**From:** The City Manager

**Subject:** Gratiot Rd. Ground Storage Tank Blast and Paint

**Manager's Recommendation:**

I recommend approval of the low bid from Fedewa Inc., for an April 1, 2010 start date, in the amount of \$185,000.00 be accepted and a contract awarded them in that amount. Contract documents forwarded herein (City Clerk's File \_\_\_\_\_), have been signed by the contractor. The contract is subject to approval by me as to substance and the City Attorney as to form.

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 Water Surplus Capital Outlay Repairs and Replacements Account, No. 591-4740-881.97-20.

**Justification:**

On March 2, 2010, the City received bids for the Water Treatment Gratiot Road Ground Storage Tank (GST) Blast and Paint Project. This project will refurbish existing exterior coatings on metal infrastructure GST as well as modifications to hatchways, riser pipe installation and safety improvements at both the Gratiot Road and Aqua Place GST's. The existing metal infrastructure coatings are old and in a deteriorated condition. Coatings on the metal infrastructure protect it from damaging corrosion which increases it's expected life and reduces overall costs by preserving the existing materials.

# COUNCIL COMMUNICATION

Following is a tabulation of the bids, received and reviewed by the Purchasing

Committee:

	<u>Total Bid</u>
Fedewa Nashville, MI	\$185,000.00
V&T Painting Farmington Hills, MI	\$187,800.00
LC United Painting Sterling Hts., MI	\$216,500.00
Horizon Bros. Painting Howell, MI	\$250,000.00
TMI Coatings St. Paul, MN	\$283,000.00
Maxcor Lockport, IL	\$321,000.00
Central Painting Navare, OH	\$337,500.00
Worldwide Industrial Butter, PA	\$386,952.00
Jetco Palantine, IL	\$456,000.00

**Council Action:**

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

# COUNCIL COMMUNICATION

**From:** The City Manager

**Subject:** Water Treatment Security System Upgrades

**Manager's Recommendation:**

I recommend that the low bid from the J. Ranck Electric, Inc., in the amount of \$2,163,109.00 be accepted and a contract awarded them in that amount. Contract documents forwarded herein (City Clerk's File \_\_\_\_\_), have been signed by the contractor. The contract is subject to approval by me as to substance and the City Attorney as to form.

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 Water Bond Construction Projects Account No. 591-4741-881.80-47 for fiscal year 2010.

**Justification:**

On September 15, 2009, the City of Saginaw received bids for security improvements at the Water Treatment Plant. Evaluation and planning for improved security of the Water Treatment Plant have been ongoing since the 9/11 tragedies. According to the Vulnerability Assessment conducted in response to Federal guidelines and the Sanitary Survey conducted by the State Of Michigan MDEQ, upgrades are needed to protect the public water supply from acts of terrorism and ill intent. Following is a tabulation of the proposals received, including the alternates selected.

Ranck Electric  
Mt. Pleasant, MI

\$2,163,109.00

# COUNCIL COMMUNICATION

Shaw Electric \$2,272,015.00  
Livonia, MI

Taunt Electric \$2,386,300.00  
Gladwin, MI

Nelson Electric \$2,393,560.00  
Saginaw, MI

Newkirk Electric \$2,395,428.00  
Flint, MI

**Council Action:**

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

# COUNCIL COMMUNICATION

**From:** The City Manager

**Subject:** Civitan Center Boiler Repairs

**Manager's Recommendation:**

I recommend that payment be made to American Plumbing & Heating in the amount of \$5,487.32 for emergency repairs of the boiler at the Civitan Center.

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

Funds are available in the General Fund Building and Grounds Maintenance General Repairs Account, No. 101-7575-821.80-40.

**Justification:**

Emergency repairs were required at the Civitan Recreation Center to make the boiler operable for the winter, as it had not been operated since winter of 2006. The following repairs were required: replacement of backflow device on main boiler feed line; disassembly of boiler for complete tube inspection by the State of Michigan inspector; reassembly of boiler after inspection; replacement of gaskets for end plates; replacement of relief valve, auto fill valve, tridicator gauge, flex couplings, flange gaskets on pumps and butterfly valve on circulating line; removal and cleaning of pilot assembly, and CSD-1 certification and reporting.

**Council Action:**

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

# COUNCIL COMMUNICATION

**From:** The City Manager

**Subject:** Traffic Engineering, Aluminum Sign Blanks

**Manager's Recommendation:**

I recommend that the low bid from Vulcan Aluminum be accepted and a purchase order be approved and issued to them in the amount of \$26,461.50.

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 this purchase are available in the Major Streets Traffic Engineering Parts and Supplies Account No. 202-4621-791.73-30 (\$591.00) and Sign Supplies Account No. 202-4621-791.73-50 (\$25,870.50).

**Justification:**

The Traffic Engineering Division is required to maintain and replace, when necessary, approximately 25,000 street signs within the City of Saginaw. Per the Federal Highway Administration and the 2003 Michigan Manual of Uniform Traffic Control Devices, maintaining agencies have until January 2012 to establish and implement a sign assessment or management method to maintain minimum levels of retro reflectivity. The compliance date for regulatory, warning and ground mounted guide signs is January 2015. The City of Saginaw will need to upgrade approximately 10,000 to 15,000 signs to meet these new requirements. This purchase is for the materials needed to begin making these upgrades.

On March 2, 2010, the City received bids for 5,845 aluminum sign blanks. These blanks are necessary to stock signing needs. Following is a tabulation of the bids received and reviewed by the Purchasing Committee:



# COUNCIL COMMUNICATION

Vulcan Aluminum Foley, AL	\$ 26,461.50
Dornbos Signs Charlotte, MI	\$ 29,161.40
Osburn Assoc. Logan, OH	\$ 29,780.00
Custom Products Jackson, MS	\$ 29,876.75
Rocal Inc. Frankfort, OH	\$ 30,780.40
Newman Signs Inc. Jamestown, ND	\$ 31,034.25
Ibistek Apparel LLC Butler, PA	\$ 31,994.50
MLS Signs Inc. Chesterfield Twp, MI	\$ 35,820.25

**Council Action:**

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

# COUNCIL COMMUNICATION

**From:** The City Manager

**Subject:** Emergency Replacement Bucket for Case Loader #838

**Manager's Recommendation:**

I recommend that a purchase order be issued to Bridgeport Equipment in the amount of \$9,978.70 for the purchase of a replacement bucket.

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 Motor Pool Operation Equipment Parts and Supplies Account, No. 661-4480-841.73-12.

**Justification:**

Bridgeport Equipment submitted a quote for a replacement bucket for Case loader #838 purchased in 2001. This loader is a frontline unit used at the City's compost site. It has accumulated 16,000 hours of use since then and the bucket has required many repairs in the last two years. Motor equipment has spent over \$16,000 in those two years to weld and fabricate parts to keep it in service. The steel of the existing bucket is too brittle and thin to repair. Bridgeport Equipment is the Case dealer for this area and sole source for this item.

**Council Action**

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

# COUNCIL COMMUNICATION

**From:** The City Manager

**Subject:** Road Salt for City Streets

**Manager's Recommendation:**

I recommend acceptance of the low bid from North American Salt Company, Inc. be accepted at the State-bid price and that a purchase order be approved and issued to them in the amount of \$131,442.50 for the purchase of 2,450 tons of road salt.

This vendor meets all requirements of State of Michigan Contract Compliance Policy, which supersedes the City of Saginaw's 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 Major and Local Streets Fund Account Nos. 202-4655-841.73-40 (\$92,000.75) and 203-4655-841.73-40 (\$39,432.75) and will be accounted for through the Municipal Streets Fund Account No. 204-4615-781.73-40.

**Justification:**

On April 18, 1977, City Council approved a cooperative purchasing agreement with the State of Michigan, which allows the City to purchase material and equipment at State-Bid pricing. The City has used this agreement to purchase road salt for ice control.

In addition to the 1,500 tons of salt purchased by the City to fill the salt storage facility, the City has contracted for an additional 2,450 tons of salt. This salt is necessary to ensure that enough salt is available for City crews to de-ice the City streets while allowing enough salt to be left over for possible ice storms in the spring and the following fall.

# COUNCIL COMMUNICATION

North American Salt Company of Overland Park, Kansas was the low bidder at \$53.65 per ton. This price per ton includes the salt, weighing and loading, handling and the truck freight charges. This compares to a price of \$52.66 per ton for the bulk shipment of 2,500 tons received in October 2009.

**Council Action:**

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

# COUNCIL COMMUNICATION

**From:** The City Manager

**Subject:** Purchase Order Revisions

**Manager's Recommendation:**

I recommend reducing blanket Purchase Order No. 38908 issued to Tri City Suspension by \$5,000 and blanket Purchase Order No. 38923 issued to Bell Equipment by \$5,000 and increasing blanket Purchase Order No. 38917 issued to A.I.S. Construction Equipment by \$10,000.00 for fiscal year 2010.

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 Motor Pool Operations Motor Vehicle Supplies Account No. 661-4480-841.73-12.

**Justification:**

A.I.S. Construction Equipment is a major supplier of tractor, loader and backhoe parts. Due to an unforeseen demand for these parts, the A.I.S annual blanket purchase order established in July has been nearly depleted. In order to continue purchasing repair parts, it is necessary to increase the amount of the purchase order.

**Council Action**

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

# COUNCIL COMMUNICATION

**From:** The City Manager

**Subject:** Settlement of Sidewalk Claim

**Manager's Recommendation:**

I recommend approval of payment in the amount of \$7,000.00 to resolve a pending lawsuit against the City for a slip and fall on a city sidewalk, filed by Tammy Smith.

**Justification:**

Tammy Smith allegedly fell on a City sidewalk on August 13, 2008 because of a defective condition. She brought a lawsuit against the City on that basis, and the Case Evaluation of January 14, 2010 was in the amount of \$7,000. Both sides accepted the Case Evaluation and the matter was resolved for that sum. Ms. Smith provided a Release and the City is now obligated to pay that amount.

**Council Action:**

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

# COUNCIL COMMUNICATION

**From:** The City Manager

**Subject:** Application for State Grant for Electronic Poll Books

**Manager's Recommendation:**

I recommend that the Application and Grant Agreement between the City of Saginaw and the State of Michigan for Electronic Poll Books be approved and that the City Clerk be authorized to execute all documents necessary. This Application and Grant Agreement have been approved by the City Manager as to substance and the City Attorney as to form.

**Justification:**

The State of Michigan has recently notified the City of Saginaw and other municipalities that a grant is now available to purchase Qualified Voter File's Electronic Poll Book (EPB) laptop computers and accessories. This will provide for each polling location a laptop computer and accessories, to allow a faster and more accurate method of identifying voters, and establish an electronic version of the standard paper "poll book".

The State will provide all funding. The City promises to use this equipment if received, and use it in all precincts and in all elections. They are also various anti-virus and security protocols that the City must maintain.

The application must be submitted to the State by Friday, April 2, 2010. That application includes a copy of the Grant Agreement signed by an authorized person and will become binding upon the City when accepted by the State. For that reason, Council authorization is sought at the outset of the process.

**Council Action:**

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