

**COUNCIL AGENDA**

**For**

**April 2, 2007, 12:00 Noon, Council Chamber**

**STUDENT GOVERNMENT DAY**

**ROLL CALL:**

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

**ANNOUNCEMENTS:**

**PUBLIC HEARINGS:**

1. The City's intent to vacate a portion of the alley bounded by Sheridan Avenue, East Holland Avenue, Cornelia Street, and East Remington Avenue.
2. The City's intent to vacate a portion of the alley bounded by Bliss Street, Elm Street, Gratiot Avenue and Wells Street.
3. Request from Glenn Olsen, Rhinevault-Olsen Machine, for an Industrial Facilities Exemption Certificate for the property located at 2533 Carrollton.

**PERSONAL APPEARANCES:**

*(A list will be provided on Monday)*

**REMARKS OF COUNCIL:**

**PETITIONS:**

**REPORTS FROM BOARDS AND COMMISSIONS AND COMMITTEES:**

**APPOINTMENT OF BOARDS AND COMMISSIONS MEMBERS:**

**Appointment of Boards:**

1. Consideration of appointing Michael Hanley to the Downtown Development Authority with a term to expire April 2, 2011.

REPORTS FROM MANAGER:

Management Update:

1. Update on the Andersen Water Park Task Force

Recommended Actions:

1. Recommending that the Indemnification Form with CSX Transportation be approved.
2. Recommending approval of the increase in Paid Time Off ("PTO") final payment to the retiring Fire Chief by 66.86 hours to compensate him for the additional hours he was asked to work. The amount of direct payment for the 66.86 hours would be \$2,779.74.
3. Recommending approval of the Agreement with Charles Blockett, Jr. and Associates, Inc. to conduct a nationwide executive search to fill the Fire Chief position. Blockett and Associates will charge a professional fee of \$9,000.00 to conduct the search. The fee does not include additional expenses for advertising, mailings and travel expenses for the final candidates to visit Saginaw. Further recommend that the City Manager be authorized to sign the agreement on behalf of the City. Funds are available in the Office of Employee Services Professional Services Account No. 101 1725 701 8001.
4. Recommending approval of the request from Cumal, Inc., requesting transfer of ownership of the 2006 SDM License located at 1615 E. Genesee, Saginaw, MI, 48601, Saginaw County, from Rajinder, Inc.
5. Recommending approval of the request from Neetu, Inc. requesting transfer of the 2006 SDD & SDM license located at 2326 N. Michigan, Saginaw, MI, 48602, Saginaw County, from Sabi, Inc.
6. Recommending that the statement of work defining the scope of tasks required for the implementation of ZENworks by Trivalent Group be approved. City Council approved an agreement on October 23, 2006 for services and issuance of a purchase order to Trivalent for a block of technical support services time. ZENworks is a software product that simplifies the delivery and management of diverse information technology resources. This vendor meets all requirements of the contract compliance provisions. This document was approved by the City Manager as to substance and the City Attorney as to form.
7. Recommending that a purchase order be approved and that payment be made to NBC Truck Equipment in the amount of \$2,731.00 for the emergency purchase of a replacement Hydraulic Lift Cylinder for the Maintenance and Service Division's

- dump truck. This vendor meets all requirements of the contract compliance provisions. Funds are available in the Garage Supplies and Parts Account No. 661 4480 841 7330.
8. Recommending acceptance of the low bid and issuance of a purchase order to Efficiency Production in the amount of \$5,800.00 for the purchase of a trench box to be used by the Maintenance and Service Division. This vendor meets all requirements of the contract compliance provisions. Funds are budgeted in the following accounts: Water Operations Account No. 591 4721 861 9741 (\$2,900.00) and Sewer Operations Account No. 590 4821 861 9721 (\$2,900.00)
  9. Recommending that the Michigan Department of Transportation (MDOT) Cost Agreement for the Cherry Street and Sixth Avenue Intersection Reconstruction Project be approved. The total project is estimated to cost \$361,700.00 of which Federal Hazard Elimination (Safety) funds will pay \$200,000.00 and the City's estimated share is \$161,700.00. Funds for the City's share will be made available in the Water Surplus Fund Account No. 577 4740 881 9720 (\$110,000.00) and Major Streets Construction Projects Account No. 202 4614 781 8047 (\$51,700.00).
  10. Recommending acceptance of the only bid received from Fabris Pearce Tile & Terrazzo, Inc. and issuance of a purchase order to them in the amount of \$6,250.00 for repairs to the floor at Fire Station #3. This vendor meets all requirements of the contract compliance provisions. Funds are budgeted in the Fire Suppression Capital Outlays/Repairs and Replacements Account No. 101 3751 751 9720.
  11. Recommending that the City of Saginaw Parks and Recreation Plan be amended to include the repurposing of the Andersen Water Park.
  12. Recommending that a budget adjustment be completed for the GM Tower Fund's Professional Fees (238-6595-761.80-01) from \$0 to \$36,000. This will be offset by an increase in GM Tower Fund's Fund Balance (238-0000-461.35-00) from \$445,700.42 to \$481,700.42. This adjustment reflects contractual agreement between the City of Saginaw and Saginaw Future, Inc.

#### INTRODUCTION OF ORDINANCES:

1. An Ordinance to Amend §52.31, "Deposit Required" of Chapter 52, "Water" of Title V, "Public Works," of the Saginaw Code of Ordinances, O-1.

CONSIDERATION AND PASSING OF ORDINANCES:

1. An Ordinance to vacate a portion of the alley bounded by Wells St., Gratiot Ave., Elm St., and Bliss St., located in Block Two of Brockway's addition and abutting the west half of Lot 5, Lot 6, Lot 7 and Lot 8 and to retain therein an easement for public utilities, cable TV and telecommunications to be added to the Table of Special Ordinances II of the Saginaw Code of Ordinances.
2. An Ordinance to vacate the alley bounded by Sheridan Ave., East Holland Ave., Cornelia St. and East Remington Ave. and to retain therein an easement for public utilities, cable TV and telecommunications to be added to the Table of Special Ordinances II of the Saginaw Code of Ordinance.

RESOLUTIONS:

1. Authorizing the City to participate in the reconstruction and realignment of work at the intersection of Cherry Street and Sixth Avenue.
2. Authorizing the MBS International Airport Commission to institute and maintain on its behalf a condemnation action jointly with the City of Midland, Michigan and the County of Bay, Michigan to acquire as tenants in common for public purposes and public necessity the parcels of the real property hereinbefore described.
3. Approving the Facilities Tax Exemption Certificate for Rhinevault Olsen Machine and Tool, Inc., 2533 Carrollton Road.

UNFINISHED BUSINESS:

MOTIONS AND MISCELLANEOUS BUSINESS:

Darnell Earley  
City Manager

# COUNCIL COMMUNICATION

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

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

WHEREAS, The MBS International Airport Commission, acting pursuant to the Aeronautics Code of the State of Michigan (MCL 259.134) has determined that MBS International Airport should be improved for public purposes and public necessity by the construction of a new passenger terminal, parking lot, access roads, aircraft ramps and related aeronautical facilities and has further determined that to make the intended improvements to the MBS International Airport aeronautical facilities, it is necessary to acquire the parcel of real property as described therein by condemnation proceedings; and

WHEREAS, Condemnation proceedings to acquire real property for MBS International Airport purposes shall be instituted jointly in the names of the City of Saginaw, City of Midland, and the County of Bay (MCL 259.134(d)); and

WHEREAS, The MBS Airport Commission, acting pursuant to the Aeronautics Code of the State of Michigan (MCL 259.126) may act for and on behalf of the owner political subdivisions to institute and maintain a condemnation action; and

WHEREAS, The City of Saginaw, Michigan determines and declares in accordance with the provisions of MCL 259.132 that the interests of the public are served by improving the aeronautical facilities of MBS International Airport as planned and undertaken by the MBS International Airport Commission, and that it is necessary to acquire certain parcels of real property owned by Ronald F. Kraus, Trustee under the Ronald F. Kraus Trust, dated February 1, 2001 and described as follows:

**PARCEL A**

Land situated in the County of Saginaw, Township of Tittabawassee, State of Michigan, is described as, The South ½ of the Southwest ¼ of Section 11, Town 13 North, Range 3 East; Excepting therefrom the South 220 feet of the North 631 feet of the West 198 feet; Also excepting therefrom, commencing at the Southwest corner of said South ½ of the Southwest ¼ of Section 11, running thence East on the South Section Line 607.5 feet; thence North 44 degrees 04 minutes West, a distance of 433.4 feet; thence North 37 degrees 9 minutes West, a distance of 478 feet to the West Section line; thence South 685.3 feet to the place of beginning.

# COUNCIL COMMUNICATION

## PARCEL B

Land situated in the County of Saginaw, Township of Tittabawassee, State of Michigan, is described as: The South 220 feet of the North 631 feet of the West 198 feet of the South  $\frac{1}{2}$  of the Southwest  $\frac{1}{4}$  of Section 11, in Town 13 North, Range 3 East.

## PARCEL C

Land situated in the County of Saginaw, Township of Tittabawassee, State of Michigan, is described as: The East  $\frac{1}{2}$  of the West  $\frac{1}{2}$  of the Southeast  $\frac{1}{4}$ ; Excepting a triangular part located in Southeast corner thereof; thence North on the East line thereof 185.30 feet; thence Southwesterly to a point on South line of Section 11, 185.80 feet from point of beginning; thence East to the point of beginning.

## PARCEL D

Land situated in the County of Saginaw, Township of Tittabawassee, State of Michigan, is described as: The West  $\frac{1}{2}$  of the West  $\frac{1}{2}$  of the Southeast  $\frac{1}{4}$  of Section 11, Town 13 North, Range 3 East.

NOW, THEREFORE, BE IT RESOLVED, The City of Saginaw, Michigan authorizes the MBS International Airport Commission to institute and maintain on its behalf a condemnation action jointly with the City of Midland, Michigan and the County of Bay, Michigan to acquire as tenants in common for public purposes and public necessity the parcels of the real property hereinbefore described.

# COUNCIL COMMUNICATION

**From:** The City Manager

**Subject:** Amendment to Employee Agreement for PTO ceiling

**Manager's Recommendation:**

I recommend approval of the increase in Paid Time Off ("PTO") final payment to the retiring Fire Chief by 66.86 hours to compensate him for the additional hours he was asked to work.

**Justification:**

Fire Chief Dziuban was eligible to retire in March, 2007 and announced his intention to retire, effective April 11, 2007. Pursuant to the general agreement with the City, he was limited to a maximum of 1,312 hours of accumulated PTO. Any additional accumulated PTO amount could be carried throughout the year but would be lost if not used by the end of the year or by the date of retirement. Consequently, Fire Chief Dziuban planned to use the excess PTO prior to the actual retirement date.

However, the City of Saginaw needed Fire Chief Dziuban to work additional hours to assist the City in the transition process and asked him to do so. Fire Chief Dziuban agreed and worked for an additional nine business days, 72 hours, beyond his planned departure date. That, in turn, created a PTO amount of 66.86 hours in excess of the normal maximum on his retirement date. This authorization would allow Fire Chief Dziuban to be paid this additional 66.86 hours of PTO and therefore allow it to be included in his final year's wages for computation of Final Average Compensation ("FAC").

The amount of direct payment for the 66.86 hours would be \$2,779.74. This would affect the FAC by approximately \$926.57, and increase the annual pension benefit by \$682.96. Because of the limited effect that this would have on the obligations of the pension fund, an actuarial analysis was not performed.

**Council Action:**

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

# COUNCIL COMMUNICATION

**From:** The City Manager

**Subject:** Indemnification Form with CSX Transportation

**Manager's Recommendation:**

It is recommended that the Indemnification Form with CSX Transportation be approved. It has been approved by the City Manager as to substance and the City Attorney as to form.

**Justification:**

The City annually cuts the grass on vacant lots. CSX Transportation is an absent landowner and does not hire anyone to cut the grass. Whenever the City cuts the grass on CSX's lots, it sends CSX an invoice which the company immediately pays. CSX submitted a form authorizing the City to cut the grass and agreeing to pay the City for its services. The form contains a mutual indemnification clause. This clause states that if someone is injured on the property, that both parties indemnify and hold each other harmless for actions committed by their respective employees.

**Council Action:**

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



# COUNCIL COMMUNICATION

**From:** The City Manager

**Subject:** MDOT Cost Agreement for the Cherry Street and Sixth Avenue Intersection Reconstruction Project

**Manager's Recommendation:**

I recommend that Cost Agreement (No. 07-5071) be approved and that City officials be authorized to execute said Agreement on behalf of the City. The Cost Agreement has been approved by the City Manager as to substance and the City Attorney as to form. The attached resolution to approve the Agreement appears under the regular order of business for your consideration.

**Justification:**

Transmitted herewith is a proposed Cost Agreement (City Clerk's File No. \_\_\_\_\_) with the Michigan Department of Transportation (MDOT) for the purpose of establishing the rights and obligations of the parties agreeing to the reconstruction and realignment work at the intersection of Cherry Street and Sixth Avenue. The work will include hot mix asphalt paving, watermain replacement, removal and replacement of concrete curb and gutter, placement of ADA sidewalk ramps and any additional related work. The total project is estimated to cost \$361,700.00 of which Federal Hazard Elimination (Safety) funds will pay \$200,000.00 and the City's estimated share is \$161,700.00. The City is responsible for any cost overruns in excess of \$361,700.00.

Funds for the City's share will be made available in the Water Surplus Fund Account No. 577-4740-881-9720 (\$110,000.00) and Major Streets Construction Projects Account No. 202-4614-781-8047 (\$51,700.00). The Project Number is ST 0685.

**Council Action:**

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

# COUNCIL COMMUNICATION

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

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

WHEREAS, a Cost Agreement, Number 07-5071, has been submitted by the Michigan Department of Transportation, which requires the City of Saginaw to adopt a resolution indicating its willingness to participate in the reconstruction and realignment of work at the intersection of Cherry Street and Sixth Avenue. The work will include hot mix asphalt paving, watermain replacement, removal and replacement of concrete curb and gutter, placement of ADA sidewalk ramps and any additional related work; and

WHEREAS, the Agreement has been approved by the City Manager as to substance and by the City Attorney as to form.

NOW, THEREFORE, BE IT RESOLVED, that City Officials be authorized to execute said Agreement on behalf of the City of Saginaw.

# COUNCIL COMMUNICATION

**From:** The City Manager

**Subject:** Amendment to Title V, Public Works, Chapter 52, Water, §52.31, Deposit Required, of the Saginaw Code of Ordinances

**Manager's Recommendation:**

It is recommended that Title V, Public Works, Chapter 52, Water, §52.31, Deposit Required, of the Saginaw Code of Ordinances be amended.

**Justification:**

The Water Department has determined that the minimum deposit required to start new water service both in and outside the City of Saginaw should be increased. The minimum deposit has not been raised since 1995. The current minimum deposit of \$70.00 is not sufficient to cover an average family water bill for more than one month. The deposit is not refunded to the account holder until the person closes the account. Further, if the account is delinquent, the City charges an amount of \$48.00, plus the past due amounts to turn on water service. The Water Department has determined that the minimum deposit for a new water/sewer account be raised to \$100.00 to cover all costs.

**Council Action:**

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

# COUNCIL COMMUNICATION

Council \_\_\_\_\_ introduced an ordinance entitled and reading

as follows:

AN ORDINANCE TO AMEND §52.31, "DEPOSIT REQUIRED" OF CHAPTER 52, "WATER" OF TITLE V, "PUBLIC WORKS," OF THE SAGINAW CODE OF ORDINANCES, O-1.

Laid over under the Charter provision.

# COUNCIL COMMUNICATION

Council \_\_\_\_\_ moved that an ordinance introduced on April 2, 2007, entitled and reading as follows, be taken up and enacted:

AN ORDINANCE TO AMEND §52.31, "DEPOSIT REQUIRED" OF CHAPTER 52, "WATER" OF TITLE V, "PUBLIC WORKS," OF THE SAGINAW CODE OF ORDINANCES, O-1.

The City of Saginaw Ordains:

Section 1. §52.31, "Deposit" of Title V, "Public Works" of the Saginaw Code of Ordinances, O-1, is hereby amended and shall read as follows:

## **§ 52.31 DEPOSIT.**

Before any premises may be served with water or sewage disposal service, the person contracting shall deposit with the City Treasurer a reasonable amount of money as determined by the Director of Finance to guarantee payment for any indebtedness arising out of said servicing of the premises. Provided, that no deposit shall be required for service to a single-family residence from a person who has had City water or sewage disposal service previously for a period of two (2) years and has at all times paid for all such services promptly, nor shall a deposit be required if the Director of Finance finds that the applicant has a satisfactory credit rating. In no case where a deposit is required, shall the deposit be less than One Hundred Dollars (\$100.00). Interest, not compounded, shall accrue annually at two percent (2%) when the deposit is closed out. Said deposit and accrued interest will be refunded upon request at the end of any twenty-four month (24) period during which charges are paid and the service is terminated. No interest shall be paid on deposit in effect less than six (6) months.

Section 2: This ordinance shall become effective on April 26, 2007.

Enacted: April 16, 2007.

# COUNCIL COMMUNICATION

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

**INDUSTRIAL FACILITIES TAX EXEMPTION CERTIFICATE  
FOR RHINEVAULT OLSEN MACHINE AND TOOL, INC., 2533 CARROLLTON ROAD**

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

WHEREAS, Rhinevault Olsen Machine and Tool, Inc. did on March 6, 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 19, 2007, and said application being on file in City Clerk's File 07-06; 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 March 5, 2007, on the petition of Rhinevault Olsen Machine and Tool, Inc. did lawfully establish in the City of Saginaw, an Industrial Development District pursuant to the Act, said district comprising that a 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. 13 1759 00000 commonly known as 2533 Carrollton Road, Saginaw, Michigan.

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

# COUNCIL COMMUNICATION

heard on this matter by the Council at its regular meeting on Monday, April 2, 2007 at 12:00 Noon, in the City Hall Council Chamber, 1315 S. Washington, Saginaw, Michigan.

3. The Council has on this date and earlier in this meeting afforded Rhinevault Olsen Machine and Tool, 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) months before the filing of the application for the Industrial Facilities Tax Exemption Certificate.

6. The application filed for the certificate indicates one (1) new job will be created and five (5) 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

# COUNCIL COMMUNICATION

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 Rhinevault Olsen Machine and Tool, Inc., 2533 Carrollton Road, Saginaw, Michigan, for an Industrial Facilities Tax Exemption Certificate for a period of 12 years.



# COUNCIL COMMUNICATION

**From:** The City Manager

**Subject:** Liquor License for 1615 E. Genesee

**Manager's Recommendation:**

I recommend approval of the request from Cumal, Inc., requesting transfer of ownership of the 2006 SDM License located at 1615 E. Genesee, Saginaw MI 48601, Saginaw County, from Rajinder Inc.

**Justification:**

Cumal, Inc. requests transfer of ownership of the 2006 SDM License located at 1615 E. Genesee, Saginaw MI 48601, Saginaw County, from Rajinder Inc.

City of Saginaw Fire Prevention and the City Building Inspections Division completed the necessary inspections and have approved 1615 E. Genesee for the license transfer as required by Chapter 110, "General Provisions," of Title XI, "Business Regulations" of the Saginaw Code of Ordinances. Under Chapter 111, "Alcoholic Beverages," §111.12, "Application for License," the City Manager is to review all applications and departmental reports and give his recommendation to City Council of his approval or disapproval of the license. Since the necessary requirements have been met by Cumal, Inc., I hereby recommend approval of the 2006 SDM License transfer for 1615 E. Genesee.

**Council Action:**

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

# COUNCIL COMMUNICATION

**From:** The City Manager

**Subject:** Liquor License for 2326 N. Michigan

**Manager's Recommendation:**

I recommend approval of the request from Neetu, Inc. requesting transfer of the 2006 SDD & SDM license located at 2326 N. Michigan, Saginaw, MI 48602, Saginaw County, from Sabi, Inc.

**Justification:**

On or about September 29, 2006, the City received notice from the Michigan Liquor Control Commission of the request from Neetu, Inc. requesting transfer of the 2006 SDD & SDM license located at 2326 N. Michigan, Saginaw, MI 48602, Saginaw County, from Sabi, Inc.

The Michigan Department of Agriculture, City of Saginaw Fire Prevention and the City Building Inspections Division completed the necessary inspections and have approved 2326 N. Michigan for the license transfer as required by Chapter 110, "General Provisions," of Title XI, "Business Regulations" of the Saginaw Code of Ordinances. Under Chapter 111, "Alcoholic Beverages," §111.12, "Application for License," the City Manager is to review all applications and departmental reports and give his recommendation to City Council of his approval or disapproval of the license. Since the necessary requirements have been met by Neetu, Inc., I hereby recommend approval of the 2006 SDD & SDM License transfer for 2326 N. Michigan.

**Council Action:**

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

# COUNCIL COMMUNICATION

**From:** The City Manager

**Subject:** Trivalent ZENworks Implementation Statement of Work

**Manager's Recommendation:**

I recommend that the statement of work defining the scope of tasks required for the implementation of ZENworks by Trivalent Group ("Trivalent") be approved. This document was 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.

**Justification:**

On October 23, 2006, the City Council approved an agreement for services and issuance of a purchase order to Trivalent for a block of technical support services time. The primary objective of the agreement was assistance with the installation and implementation of ZENworks Management Suite ("ZENworks"). ZENworks is a software product that simplifies the delivery and management of diverse information technology resources. ZENworks will allow the City to manage the entire lifecycle of desktops, laptops, servers and handheld devices. It decreases administrative burdens and increases enterprise-wide business efficiency. With ZENworks, the City can lower information technology costs, efficiently manage desktops, simplify server management, automate patch management, protect user data and simplify software packaging. The City currently has a license to use ZENworks but it has not yet been installed or implemented. This Statement of Work defines the tasks that Trivalent will perform to implement the software.

**Council Action:**

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

# COUNCIL COMMUNICATION

**From:** The City Manager

**Subject:** Recreation Plan Amendment

**Manager's Recommendation:**

It is recommended that the City of Saginaw Parks and Recreation Plan be amended to include the repurposing of Andersen Water Park.

**Justification:**

The City of Saginaw adopted the current parks and recreation plan in February of 2004. The plan was also approved by the Michigan Department of Natural Resources. This plan is a document that must be updated every five years in order for the City of Saginaw to participate in funding opportunities with the State of Michigan. In order for a project to be considered for funding, the language of the plan must show the proposed project as a priority. The language in the current plan calls for improvements to the existing facility include a splash park. Since the development of this plan, some things have changed which may affect the feasibility of operating a wave pool/water slide in the City of Saginaw. The City no longer has maintenance and operating staff to operate a facility of this size, and the recent development of a local indoor water park would directly compete with the facility, likely increasing the operating deficit. The Planning Commission found that due to the size of this facility, the staff required to operate it, and the operating deficit, it would be in the best interest of City of Saginaw to seek an alternative use for this park which could still be a major component of the park system but would not be such a burden with respect to operational costs. The proposed amendment to the plan simply calls for the exploration of alternative uses and would make the City eligible to apply for grant funding to make changes to the existing park.

**Council Action:**

Council \_\_\_\_\_ moved that the recommendation from the Planning Commission be approved.

# COUNCIL COMMUNICATION

**From:** The City Manager

**Subject:** Trench Box for Water Shop

**Manager's Recommendation:**

I recommend that the bid from Efficiency Production be accepted and a purchase order be approved and issued to them in the amount of \$5,800.00.

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 in the following accounts 591-4721-861.97-41 (\$2,900.00) and 590-4821-861.97-41 (\$2,900.00).

**Justification:**

On February 20, 2007, the Public Services Department, Maintenance and Service Division, received two bids for a trench box to be used by Water and Sewer crews when excavating for water and sewer repairs. Following is a tabulation of the bids submitted and reviewed by the Purchasing Committee:

Efficiency Production Mason, MI	\$5,800.00
AIS Construction Bridgeport, MI	\$6,850.00

**Council Action:**

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

# COUNCIL COMMUNICATION

**From:** The City Manager

**Subject:** Emergency Parts Purchase

**Manager's Recommendation:**

I recommend that a purchase order be approved and payment made to NBC Truck Equipment in the amount of \$2,731.00 for a Hydraulic Lift Cylinder for Maintenance and Service Division's dump truck.

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 are available in the Garage Supplies and Parts Account No. 661-4480-841-7330.

**Justification:**

On March 19, 2007, Maintenance and Service Division's dump truck required a replacement Hydraulic Lift Cylinder due to excessive scoring and corrosion causing a hydraulic leak. This dump truck is a large tandem axle with a ten-yard dump body and is used extensively throughout the year, in all kinds of weather and conditions. NBC had the cylinder in stock and could deliver in the shortest time to get the truck repaired and back in service.

**Council Action:**

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

# COUNCIL COMMUNICATION

**From:** The City Manager

**Subject:** Fire Department Floor Repair

**Manager's Recommendation:**

I recommend acceptance of the only bid received from Fabris Pearce Tile & Terrazzo, Inc. and issuance of a purchase order to them in the amount of \$6,250.00 for repairs to the floor at Fire Station #3.

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 Fire Suppression Capital Outlay/Repairs and Replacements Account No. 101-3751-751 97-20.

**Justification:**

On February 20, 2007, the City received bids for the repair of the floor at Fire Station #3 located at 1602 Hess Street. The apparatus floor has five (5) terrazzo floor tiles that are broken up to the point that the sand from underneath is coming through. They are near the front overhead door where the engine enters and exits the station. The terrazzo panels are 4' x 4' and should match the existing floor. This is a special type floor with not very many vendors performing this type of work which is extensive to remove and replace the panels. Fabris Pearce Tile & Terrazzo, Inc. was the only vendor to submit a bid.

**Council Action:**

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

# COUNCIL COMMUNICATION

**From:** The City Manager

**Subject:** Charles Blockett, Jr. and Associates, Inc. Agreement

**Manager's Recommendation:**

I recommend the approval of the Agreement with Charles Blockett, Jr. and Associates, Inc. ("Blockett and Associates"), to conduct a nationwide executive search to fill the Fire Chief position. The Agreement is approved as to substance by the City Manager and as to form by the City Attorney. Further, the City Manager is authorized to sign the Agreement on behalf of the City.

**Justification:**

Recently, the City received Request for Proposals ("RFP") from several firms to conduct the search for a new Fire Chief. After a review of all of the RFPs, the City determined the low bidder, Blockett and Associates, could provide the best services to the City. Blockett and Associates, will charge a professional fee of Nine Thousand Dollars and 00/100 (\$9,000.00) to conduct the search. The fee does not include additional expenses for advertising, mailings and travel expenses for the final candidates to visit Saginaw.

Funds are available within the Office of Employee Services Professional Services Account, Number 101-1725-701-80-01.

**Council Action:**

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



# COUNCIL COMMUNICATION

**From:** The City Manager

**Subject:** GM Tower - Budget Adjustment

**Manager's Recommendation:**

It is recommended that a budget adjustment be completed for the GM Tower Fund's Professional Fees (238-6595-761.80-01) from \$0 to \$36,000. This will be offset by an increase in GM Tower Fund's Fund Balance (238-0000-461.35-00) from \$445,700.42 to \$481,700.42. This adjustment reflects contractual agreement between the City of Saginaw and Saginaw Future, Inc.

**Justification:**

According to the Agreement of Services dated 12/28/2005, the City of Saginaw agreed to pay Saginaw Future, Inc. a total of \$102,500 for each year from FY 2006 through FY 2010 for activities related to stimulating economic growth and job creation/retention in the City of Saginaw. The budget adjustment reflects payment for 2006/2007 to Saginaw Future, Inc.

**Council Action:**

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