

Council Agenda

June 30, 2008, 6:30 p.m. Council Chamber

PRAYER AND PLEDGE OF ALLEGIANCE

ROLL CALL:

CORRECTION AND APPROVAL OF MINUTES OF PRECEDING SESSIONS:

April 7, April 21, 2008 regular Council meeting and April 28, 2008 special Council meeting.

PUBLIC HEARINGS:

ANNOUNCEMENTS:

PERSONAL APPEARANCES:

(A list will be provided on Monday)

REMARKS OF COUNCIL:

PETITIONS:

08-19 from Martha Neumann, 2106 Adams Blvd., John & Susie McColgan, 525 Westchester and Robert & Joanne McLeod, 739 Foxboro, submitting request to name the park located at 900 S. Niagara.

08-20 from Dennis A. Merrill, Owner, The Sadona Building, LLC, submitting the transfer of Obsolete Property Exemption Certificate to 310-320 S. Washington.

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

APPOINTMENT OF BOARD AND COMMISSION MEMBERS:

1. Consideration of reappointing Gilberto Guevara to the Saginaw Economic Development Corporation with a term to expire 6/30/11.
2. Consideration of reappointing Jocelyn E. Connell to the Saginaw Arts and Enrichment Commission with a term to expire 8/13/11.

REPORTS FROM MANAGER:

Management Update:

1. Nancy Koepke and Marsha Braun, Andersen Enrichment Center, will provide an update on the Saginaw Arts and Enrichment Commission.
2. Peter Ewend, Saginaw Bay Underwriters, will discuss the insurance renewals.
3. Odail Thorns, Director of Development, will give an update on the HUD Monitoring visit.
4. Gerald Cliff, Police Chief, will discuss Item No. 23 on the agenda.
5. Tom Darnell, Director of Public Services, and John Premo, Assistant Superintendent of Right-of-Way, will give an update on the storm cleanup.
6. Tom Darnell, Director of Public Services, will discuss the Special Events permit.
7. Tom Fancher, City Attorney, will review the approval for City projects and other events.

Recommended Actions:

1. Recommending approval of the insurance proposals under Option #4 with Lloyd's of London, under their London Public Entity Package Policy, for the City's Commercial General Liability, Law Enforcement Liability, Public Officials Liability and Automobile Liability; Option #1 with Amerisure Insurance Company for Automobile Physical Damage; Option #2 with Lexington Insurance Company for Excess Liability Policy; and Option #2 with Safety National Casualty Corporation for Excess Workers' Compensation & Employers Liability, effective July 1, 2008 through July 1, 2009, and that the City Manager and/or his designee, be authorized to execute any and all necessary insurance documents under the plans as necessary throughout the policy term, including, but not limited to, removing and/or adding automobiles as the City acquires and/or disposes of same.
2. Recommending approval of the Agreement between the City of Saginaw and the Saginaw Eddy Concert Band (SECB) for use of Ojibway Island commencing on June 15, 2008 and continuing each Sunday thereafter through the first week of August. In addition, the SECB requested that it have the right to use the Complex during the same period until 2013. Upon timely submission of a Special Events Application annually, SECB will have the right to use the Complex under the terms and conditions set forth in the Agreement for the dates of its annual concert series through 2013, with the exception of Sunday, July 4, 2010.
3. Recommending approval of the Ojibway Island User Agreement between the City of Saginaw and Outta Control Car Club (OCCC). OCCC will pay the City a

prorated fee of \$495.00 for the rental of Ojibway Island. In addition, the Agreement states OCCC will pay a minimum service fee of \$500.00 for ticket sales and \$.25 per ticket for any ticket sales over \$2,000.00. This Agreement has been approved by the City Manager as to substance and the City Attorney as to form.

4. Recommending approval of the fourteen (14) CDBG Subgrantee Contracts for housing, economic development and public services to be carried out under the City's 35th year of the Community Development Block Grant Program for fiscal year 2008-09. Further recommend that the proper City officials be authorized to execute the same. The contracts are subject to the approval of the City Manager as to substance and the City Attorney as to substance.
5. Recommending approval of the CDBG Grant Agreement for 2008-09 and that the proper City officials be authorized to execute the same. The funding agreement is in the amount of \$2,461,205.00. This is the City's entitlement amount approved by the Federal Government. The grant agreement is subject to the approval of the City Manager as to substance and the City Attorney as to form.
6. Recommending approval of the 2008-09 HUD Emergency Shelter ESG grant contracts and that the proper City officials be authorized to execute the same. The grant contracts are subject to the approval of the City Manager as to substance and the City Attorney as to form.
7. Recommending approval of the ESG Grant Agreement for 2008-09 and that the proper City officials be authorized to execute the same. The agreement is subject to the approval of the City Manager as to substance and the City Attorney as to form. The City of Saginaw has received a Grant Agreement from the Department of Housing and Urban Development for 2008-09 for the Emergency Shelter grant portion of the Stewart B. McKinney Homeless Assistance Act. The funding agreement is in the amount of \$110,620.00. The activities recommended for funding include the four activities listed in the 2008-09 Annual Plan part of the Consolidated Plan submission approved by Council on February 11, 2008.
8. Recommending approval of the 2008-09 HOME CHDO contract and that the property City officials be authorized to execute the same. The contract is subject to the approval of the City Manager as to substance and the City Attorney as to form.
9. Recommending approval of the 2008-09 HOME Grant Agreement and that the proper City officials be authorized to execute the same. The grant agreement is subject to the approval of the City Manager as to substance and the City Attorney as to form.

10. Recommending that a purchase order be approved and issued to BS&A Software in the amount of \$27,875.00 for the purchase of BS&A Software Tax, Special Assessment and Delinquent Personal Property modules to be used by the Fiscal Services Department. This vendor meets all requirements of the contract compliance provisions. Funds are available in the Department of Fiscal Services Administration's Computer Software Account No. 101 1740 711 7325 (\$5,200.00); Controller's Office Computer Software Account No. 101 1741 711 7325 (\$6,090.00), Treasury's Computer Software Account No. 101 1743 711 7325 (\$6,525.00), Assessor's Office Computer Software Account No. 101 1744 711 7325 (\$7,830.00), Sewer Fund – Administration's Computer Software Account No. 590 4810 851 7325 (\$1,115.00), and Water Fund – Administration's Computer Software Account No. 591 4710 851 7325 (\$1,115.00).
11. Recommending acceptance of the low bid and issuance of a purchase order to Midland Paper Company in the amount of \$1,435.35 for fiscal year 2008-09 and \$1,650.65 for fiscal year 2009-10 for the annual supply of Rags-On-A-Roll to be used by the Wastewater Treatment Division. This vendor meets all requirements of the contract compliance provisions. Funds are budgeted in the Sewer Operation and Maintenance Account No. 590 4830 861 7330 for fiscal year 2008-09 and will be budgeted for in the same account for fiscal year 2009-10.
12. Recommending that a purchase order be approved and issued to HACH Company in the amount of \$3,390.00 for fiscal year 2009 field service plan for the Water Treatment Plant. The Water Treatment Plant performs Total Organic Carbon analyses using a HACH Company online instrument. The field service plan will provide quarterly servicing and all parts and supplies. This vendor meets all requirements of the contract compliance provisions. Funds are budgeted in the Water Treatment Operations Account No. 591 4730 861 8005.
13. Recommending that a purchase order be approved and issued to HACH Company in the amount of \$5,087.13 for fiscal year 2009 for a Chemical Distribution Plan for the Water Treatment Plant. The Water Treatment Plant performs Total Organic Carbon, Free Chlorine Residual and Turbidity analyses using HACH Company online and benchtop instruments. This vendor meets all requirements of the contract compliance provisions. Funds are budgeted in the Water Treatment Operations Account No. 591 4730 861 8005.
14. Recommending that a purchase order be approved and issued to Waterworks Systems and Equipment, Inc. and that payment be made to them in the amount of \$5,445.95 for the emergency purchase of a chlorine induction unit. This vendor meets all requirements of the contract compliance provisions. Funds are budgeted in the Wastewater Treatment Division Parts & Supplies Account No. 590 4830 861 7330.

15. Recommending acceptance of the only bid and issuance of a purchase order to Alexander Chemical Corporation in the amount of \$25,500.00 for fiscal year 2008-09 and \$25,500.00 for fiscal year 2009-10 for the purchase of sulfur dioxide to be used by the Wastewater Treatment Division. This vendor meets all requirements of the contract compliance provisions. Funds are budgeted in the Sewer Operation and Maintenance Account No. 590 4830 861 7302 for fiscal year 2008-09 and will be budgeted in the same account for fiscal year 2009-10.
16. Recommending acceptance of the low bid and issuance of a purchase order to Polydyne, Inc. in the amount of \$29,547.00 for fiscal year 2008-09 for the purchase of liquid polymer. This vendor meets all requirements of the contract compliance provisions. Funds are budgeted in the Water Treatment Operations Account No. 591 4730 861 7302.
17. Recommending that the Agreement with Hubbell, Roth & Clark, Inc. be approved and that a purchase order be issued to them in an amount not to exceed \$38,500.00 to conduct an evaluation of the seven Combined Sewer Overflow Retention Treatment Basins. The Agreement has been approved by the City Manager as to substance and the City Attorney as to form. This vendor meets all requirements of the contract compliance provisions. Funds are available in the Sewer Operation and Maintenance Account No. 590 4835 861 8002.
18. Recommending acceptance of the low bid and issuance of a purchase order to PVS Nolwood Chemical, Inc. in the amount of \$146,510.00 for the supply and delivery of 182 tons of Hydrofluosilicic Acid for fiscal year 2008-09. This vendor meets all requirements of the contract compliance provisions. Funds are budgeted in the Water Treatment Operations Account No. 591 4730 861 7302.
19. Recommending that the Interlocal Agreement between the County of Saginaw and the City of Saginaw to receive and administer funds under the Byrne Grant be approved and that the City Manager or his designee be authorized to execute it and any related documents. The current expectation is that each entity would receive \$30,761.50 under this grant. The funds are designated for purchase and maintenance of records management and communications system. The agreement has been approved by the City Manager as to substance and the City Attorney as to form.
20. Recommending that a budget adjustment be completed to increase the General Fund's Reimbursements/Insurance Proceeds Account No. 101 0000 602 6804 from \$59,567.00 to \$76,147.00, which is a \$16,580.00 increase. This deposit consists of four checks from the Amerisure Insurance Company to cover towing, graphics and a settlement loss on two Chevy Impalas. The increase in revenue will be offset by an increase in the Police Department's Building Maintenance Division Motor Vehicle Repairs Account No. 101 3014 721 8042 by the same amount.

21. Recommending that the 2007-08 Approved Budget for the following fund be amended: Auto Theft Prevention Fund's Professional Services Account No. 289 3322 741 8001 will be decreased by \$20,763.00 from \$88,170.00 to \$67,407.00. To offset this decrease, the Auto Theft Prevention Fund Grant's Transfer Out Account No. 289 9660 771 8701 will be increased by the same amount. These monies will be transferred to the General Funds Police's Technical Services Division's Other Services/ Service Fee Account No. 101 3015 721 8063 for the purchase of 59 Microsoft Office Pro Plus software licenses.
22. Recommending approval and issuance of a purchase order to CDW Government, Vernon Hills, IL, in the amount of \$20,762.69 to purchase Microsoft Office Pro Plus 2007 software to upgrade the Automated Incident Capture System (AICS) at 59 workstations in the Saginaw Police Department. This vendor meets all requirements of the contract compliance provisions. Funds for this project is available in the General Fund Technical Services Account No. 101 3015 721 8063 (Other Services/Service Fee).
23. Recommending approval of the Proposal and Software License, Annual Support and Maintenance and General Terms and Conditions Agreements with ShotSpotter, Inc., for a gunshot detection system to be utilized by the police department in reducing gunfire and gun violence crimes. The cost for the system will not exceed \$280,590.00. In addition, it is recommended that a budget adjustment be completed to increase the General Fund's Federal Grants Account No. 101 0000 513 5835 by \$280,590.00, as well as the Police Department's Technical Division's Operating Services Account No. 101 3015 721 8005 by the same amount.
24. Recommending that purchase orders be approved and issued to Delta Door and Overhead Door in the amount of \$3,000.00 each for emergency repairs for the overhead doors at all four fire stations. These vendors meet all requirements of the contract compliance provisions. Funds are budgeted in the Saginaw Fire Department Operating Services Account No. 101 3751 751 8005.
25. Recommending that a purchase order be approved and issued to Douglass Safety Systems in the amount of \$3,300.00 to purchase the required replacement parts for the Saginaw Fire Department's Self Contained Breathing Apparatus. This vendor meets all requirements of the contract compliance provisions. Funds are available in the Fire Department's Parts and Supplies Account No. 101 3751 751 7330.
26. Recommending that a purchase order be approved and issued to Warwick Cleaners in the amount of \$7,000.00 for annual dry cleaning services for the Fire Department. This service is required by the contract between Local Union 102 and the City of Saginaw. This vendor meets all requirements of the contract

compliance provisions. Funds are budgeted in the Fire Department's Operating Services Account No. 101 3751 751 8005.

27. Recommending that a purchase order be approved and issued to Douglass Safety Systems LLC in the amount of \$14,968.75 for the purchase of 125 buckets of Micro Blaze Out Foam for fiscal year 2009. This vendor meets all requirements of the contract compliance provisions. Funds are budgeted in the Fire Suppression Parts and Supplies Account No. 101 3751 751 7330.
28. Recommending that a purchase order be approved and issued to Douglass Safety Systems, Inc. in the amount of \$20,000.00 for various pieces of personal protective equipment. This vendor meets all requirements of the contract compliance provisions. Funds are budgeted in the Fire Department's Clothing Supplies Account No. 101 3752 751 7303.
29. Recommending that blanket purchase orders be issued to Frontline Services in the amount of \$85,000.00 and Diesel Truck Sales in the amount of \$25,000 to meet the needs of the department's pumpers and aerial apparatus for emergency repairs and preventative maintenance for fiscal year 2008-09. These vendors meet all requirements of the contract compliance provisions. Funds are budgeted in the Fire Department's Motor Vehicle Repairs Account No. 101 3754 175 8042.
30. Recommending approval of the year-end citywide budget adjustment.

INTRODUCTION OF ORDINANCES:

CONSIDERATION AND PASSING OF ORDINANCES:

RESOLUTIONS:

1. Authorizing the City Manager or his designee to submit an application to the Michigan Economic Development Corporation for SmartZone designation.
2. Approving the requested transfer of the Obsolete Property Rehabilitation Exemption Certificate for the property at 310 S. Washington Avenue.
3. Approving the request to transfer ownership of 2008 Class C licensed business with dance entertainment permit at 224 S. Washington Avenue.
4. Authorizing the sale of alcoholic beverages in the 300 block of South Hamilton during the annual Altered Skin Revolution fundraiser sponsored by the Drunken Monkey Tattoo to be held July 25 and 26, 2008.
5. Authorizing the use of amplifying equipment for a special event sponsored by the Old Town Motorfest in the 300 through 400 block of North Hamilton Street.

UNFINISHED BUSINESS:

MOTIONS AND MISCELLANEOUS:

Darnell Earley
City Manager

COUNCIL COMMUNICATION

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

RESOLUTION TO AUTHORIZE APPLICATION FOR SMARTZONE

Council _____ offered and moved adoption of the following resolution:

WHEREAS, the SmartZone Program, creating a statewide network of technology parks, was established in 2000 by amendments to PA 281 of 1986 (Local Development Financing Act); MCL 125.2151, et seq.; and,

WHEREAS, the Act initially allowed the Michigan Economic Development Corporation to designate up to 10 SmartZones (referred to in that Act as Certified Technology Parks) statewide; and

WHEREAS, subsequent amendments to the Act resulted in a total of 12 designated SmartZones as of December 31, 2007; and

WHEREAS, Local Development Finance Authorities may capture incremental property taxes from all properties within the designated geographic SmartZone; and

WHEREAS, Public Act 105 of 2008 amended the Act to allow for 3 additional SmartZones; MCL 125.2162a; and

WHEREAS, the Michigan Economic Development Corporation is seeking applications for SmartZones from municipalities who have formed, or are planning to form Local Development Finance Authorities, pursuant to the eligibility requirements of the Act; and

WHEREAS, the City of Saginaw, working with Saginaw Future and the South Washington Avenue Improvement Committee has targeted a specific area as a Medical Corridor; and

COUNCIL COMMUNICATION

WHEREAS, the City of Saginaw has been successful in its efforts to locate medical technology business, research & development and medical advancements in the Medical Corridor.

NOW, THEREFORE, BE IT RESOLVED, that the Saginaw City Council authorizes the City Manager or his designee to submit an application to the Michigan Economic Development Corporation for SmartZone designation; and

BE IT FURTHER RESOLVED, that the City intends to enter into an agreement with the Michigan Economic Development Corporation establishing a district by which the Local Development Finance Authority may capture incremental property taxes from all properties within the designated geographic SmartZone, including all local operating property taxes, and up to 50% of the K-12, state, and intermediate school district operating levies up to 15 years, subject to the State Treasurer's authorization.

COUNCIL COMMUNICATION

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

TRANSFER OBSOLETE PROPERTY REHABILITATION ACT EXEMPTION CERTIFICATE TO THE SADONA BUILDING LLC

WHEREAS, the City of Saginaw Council approved the formation of an Obsolete Property Rehabilitation District at 310 S. Washington Ave. Tax ID 07 8002 03500, "the facility", on July 29, 2002, following a public hearing regarding district formation; and

WHEREAS, the City of Saginaw Council approved an Obsolete Property Exemption Certificate under Public Act 146 of 2000, to the applicant, 5300 Bay Road Investment LLC d/b/a Newly Created Ventures and Works, Limited, following a public hearing regarding granting of the exemption certificate; and

WHEREAS, the property has been sold and transferred to The Sadona Building LLC, Dennis A. Merrill, owner; and

WHEREAS, the continued use of the facility will remain the same, which is a viable commercial business building; and

WHEREAS, there are no delinquencies in any taxes related to the facility; and

WHEREAS, the continued rehabilitation of the facility is calculated to, and will at the time of transfer of the certificate, have the reasonable likelihood to increase commercial activity, create employment, prevent a loss of employment, and revitalize an urban area; and

WHEREAS, the certificate shall continue to be in effect for the remainder of the initially approved twelve (12) year period (Beginning 12/31/2003 and ending 12/31/2015).

COUNCIL COMMUNICATION

NOW, THEREFORE, BE IT RESOLVED that the City of Saginaw Council approves the requested transfer of the Obsolete Property Rehabilitation Exemption Certificate, pursuant to Public Act 146 of 2000, as amended, for the eligible property legally described as:

310 S. Washington Avenue
ASSESSORS FILE 07 8002 03500
Lots 3, 4, 5 and 10, Block 32 Hoyts Plat,
City of Saginaw, Saginaw County, Michigan

to The Sadona Building LLC, Dennis A. Merrill, owner, for the remainder of the initially approved twelve (12) year period (Beginning 12/31/2003 and ending 12/31/2015).

COUNCIL COMMUNICATION

From: The City Manager

Subject: Liquor License for 224 S. Washington Avenue

Manager's Recommendation:

I recommend approval of the request to transfer ownership of 2008 Class C licensed business with dance permit, located in escrow at 224 S. Washington, Saginaw, MI 48607, Saginaw County from Larry A. Coulouris to 224 S. Washington, L.L.C.

Justification:

On or about June 4, 2008, the City received notice from the Michigan Liquor Control Commission of the request to transfer ownership of 2008 Class C licensed business with dance permit, located in escrow at 224 S. Washington, Saginaw, MI 48607, Saginaw County from Larry A. Coulouris to 224 S. Washington, L.L.C.

The Saginaw County Health Department, City of Saginaw Fire Prevention and the City Building Inspections Division completed the necessary inspections and have approved 224 S. Washington Avenue 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," §111.11, "Application for License," wherein 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 224 S. Washington, LLC, I hereby recommend approval of the 2008 Class C license transfer with dance permit, from Larry Coulouris, located at 224 S. Washington, Saginaw, MI 48607, Saginaw County.

Council Action:

This Council Communication is for explanation purposes only of the attached Resolution to be adopted.

COUNCIL COMMUNICATION

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

RESOLUTION TRANSFERRING 2008 CLASS C LIQUOR LICENSE WITH DANCE ENTERTAINMENT PERMIT AT 224 S. WASHINGTON AVE

Council _____ offered and moved adoption of the following resolution:

WHEREAS, on or about June 4, 2008, the City Clerk's Office received a Local Approval Notice from the State of Michigan Liquor Control Commission; and

WHEREAS, said notice requests to transfer ownership of 2008 Class C licensed business with dance permit, located in escrow at 224 S. Washington, Saginaw, MI 48607, Saginaw County from Larry A. Coulouris to 224 S. Washington, L.L.C.; and

WHEREAS, the Saginaw County Health Department, City of Saginaw Fire Prevention and the City Building Inspections Division have approved 224 S. Washington for this transfer.

NOW, THEREFORE, BE IT RESOLVED, that request to transfer ownership of 2008 Class C licensed business with dance permit, located in escrow at 224 S. Washington, Saginaw, MI 48607, Saginaw County from Larry A. Coulouris to 224 S. Washington, L.L.C. be considered for approval.

It is the consensus of this legislative body that the application be recommended for issuance.

COUNCIL COMMUNICATION

From: The City Manager

Subject: Purchase of Chlorine Induction Unit

Manager's Recommendation:

I recommend that emergency purchase order no. 36276, issued to Waterworks Systems and Equipment, Inc., Lakeland, MI in the amount of \$5,445.95 be approved and payment made to them for the emergency purchase of a Gas MasterRR Series 32 Chemical Induction Unit

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

Funds are budgeted in the Wastewater Treatment Division Parts & Supplies Account No. 590-4830-861.73-30.

Justification:

On May 2, 2008, the City received a quote for the purchase of a replacement Gas MasterRR Chemical Induction Unit used at the Wastewater Treatment Plant and at the Retention Treatment Basins to add chlorine to the treated water before it is discharged to the Saginaw River. The plant's National Pollutant Discharge Elimination System (NPDES) Permit requires chlorination of the treated water. The Chemical Induction Unit in place has failed and we do not have a replacement on hand. The price quoted by Waterworks Systems is an exchange price. Waterworks Systems & Equipment, Inc. is the manufacturer's representative and sole source for the Gas MasterRR Chemical Inductor. The quote is as follows:

Council Action

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

COUNCIL COMMUNICATION

From: The City Manager

Subject: Purchase of Sulfur Dioxide

Manager's Recommendation:

I recommend acceptance of the only bid received from Alexander Chemical Corporation, Lisle, IL, be accepted and a purchase order issued to them in the amount of \$25,500.00 for fiscal year 2008-09 and \$25,500.00 for fiscal year 2009-10 for the purchase of sulfur dioxide.

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

Funds for this purchase are budgeted in the Sewer Operation and Maintenance Account No. 590-4830-861.73-02 for fiscal year 2008-2009 and will be budgeted in the same account for fiscal year 2009-10.

Justification:

On June 17, 2008, the City received one bid for the annual supply of sulfur dioxide for the Wastewater Treatment Division. Sulfur dioxide is used to remove residual chlorine from the plant's treated effluent water as required by the City's National Pollutant Discharge Elimination System (NPDES) Permit. The proposed cost for the first year is a 3.6% increase over the current fiscal year and there is no increase in the second year of the contract.

Council Action:

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

COUNCIL COMMUNICATION

From: The City Manager

Subject: Purchase of Rag-On-A-Roll

Manager's Recommendation:

I recommend that the low bid from Midland Paper Company be accepted and a purchase order be issued to them in the amount of \$1,435.35 for fiscal year 2008-09 and \$1,650.65 for fiscal year 2009-10 for the annual purchase of rags to be used by the Wastewater Treatment Division.

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

Funds for this purchase are budgeted in the Sewer Operation and Maintenance Account No. 590-4830-861.73-30 for fiscal year 2008-2009 and will be budgeted in the same account for fiscal year 2009-10.

Justification:

On June 17, 2008, the City received bids for the annual supply of Rag-On-A-Roll for the Wastewater Treatment Division. Rag-On-A-Roll is used by the laboratory and maintenance departments in place of cloth rags. Below is a tabulation of the bids received:

Midland Paper Company.	FY 2009	\$1,435.35
Midland, MI	FY 2010	\$1,650.65
Grainger	FY 2009	\$1,851.75
Northbrook, IL	FY2010	\$ No Bid

Council Action:

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

COUNCIL COMMUNICATION

From: The City Manager

Subject: Hubbell, Roth and Clark, Inc. Agreement

Manager's Recommendation:

I recommend that the Agreement with Hubbell, Roth & Clark, Inc. ("HRC"), be approved and a purchase order issued to HRC in an amount not to exceed \$38,500.00 to conduct an evaluation of the seven Combined Sewer Overflow (CSO) Retention Treatment Basins (RTBs). The Agreement has been approved as to substance by the City Manager 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.

The funds are available in the Sewer Operation and Maintenance Account No. 590-4835-861-8002.

Justification:

The City's Wastewater Treatment is required by its National Pollutant Discharge Elimination System Permit to conduct an evaluation of the seven Combined Sewer Overflow (CSO) Retention Treatment Basins (RTBs). HRC was one of the two engineering firms that designed the CSO-RTBs and is exceptionally qualified to prepare a work plan for their evaluation. HRC has submitted a proposal for the scope of services required to develop the work plan. The amount of the Agreement would not exceed \$38,500.00.

Council Action:

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

COUNCIL COMMUNICATION

From: The City Manager

Subject: ShotSpotter Inc. Proposal and Agreements

Manager's Recommendation:

I recommend approval of the Proposal and Software License, Annual Support and Maintenance and General Terms and Conditions Agreements with ShotSpotter, Inc., for a gunshot detection system to be utilized by the Saginaw Police Department in reducing gunfire and gun violence crimes. The cost for the system will not exceed Two Hundred and Eighty Thousand Five Hundred and Ninety Dollars and 00/100 (\$280,590.00). In addition, it is recommended that budget adjustment be completed to increase the General Fund's Federal Grants Account No. (101-0000-513.58-35) by \$280,590.00; as well as the Police Department's Technical Division's Operating Services Account No. (101-3015-721.80-05) by the same amount.

The Proposal and Agreements have been approved by the City Manager as to substance and the City Attorney as to form.

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

Justification:

On July 21, 2005, City Council approved a resolution authorizing the Saginaw Police Department ("Police Department") to apply for a federal grant to obtain funds to purchase a gunshot detection and location system. The Police Department, through the Federal Government's COPS-Othertech Fiscal Year 2008 Grant, was awarded \$280,590.00 for implementation of a Gunshot Detection and Location System. The ShotSpotter Gunshot Detection and Location System ("ShotSpotter System") is the

COUNCIL COMMUNICATION

premier tool used by public safety agencies in 29 cities nationwide to reduce gunfire and gun violence in communities.

The ShotSpotter System consistently helps produce arrests, weapons confiscations, and assists in making better prosecution cases by producing detailed forensics. The Police Department reported over 140 shootings in 2007 and is currently looking for alternatives through technology to address its current crime situation. The ShotSpotter System includes hardware, software, equipment, installation and training required to operate the system.

Council Action:

Council _____ moved that the recommendation from the City Manager be approved.

COUNCIL COMMUNICATION

From: The City Manager

Subject: Budget Adjustment

Manager's Recommendation:

It is recommended that a budget adjustment be completed to increase the General Fund's Reimbursements/Insurance Proceeds Account No. 101-0000-602.68-04 from \$59,567.00 to \$76,147.00, which is a \$16,580.00 increase. This deposit consists of four checks from the Amerisure Insurance Company to cover towing, graphics and a settlement loss on two Chevy Impalas. The increase in revenue will be offset by an increase in the Police Department's Building Maintenance Division Motor Vehicle Repairs Account No. 101-3014-721-8042 by the same amount.

Justification:

The City received four checks in the amount of \$345.00, \$1,000.00, \$4,040.00 and \$11,195.00 from the Amerisure Insurance Company. These checks will settle two loss claims as well as cover costs for towing and graphics.

Council Action:

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

COUNCIL COMMUNICATION

From: The City Manager

Subject: Insurance proposals for the City's Commercial General Liability, Law Enforcement Liability, Public Official Liability and Automobile Liability, Automobile Physical Damage and Excess Umbrella Liability Policy and Excess Workers' Compensation

Manager's Recommendation:

I recommend approval of the insurance proposals under Option #4 with Lloyd's of London, under their London Public Entity Package Policy, for the City's Commercial General Liability, Law Enforcement Liability, Public Officials Liability and Automobile Liability; Option #1 with Amerisure Insurance Company for Automobile Physical Damage; Option #2 with Lexington Insurance Company for Excess Liability Policy; and Option #2 with Safety National Casualty Corporation for Excess Workers' Compensation & Employers Liability, effective July 1, 2008 through July 1, 2009, and that I, and/or my designee, be authorized to execute any and all necessary insurance documents under the plans as necessary throughout the policy term, including, but not limited to, removing and/or adding automobiles as the City acquires and/or disposes of same.

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

Funds for the insurance premiums are budgeted and spread over all departmental budgets. General and excess liability policies are charged against the division and/or department's budget pursuant to its size. Auto physical damage is charged to each division and/or department based on the number of vehicles assigned.

COUNCIL COMMUNICATION

Justification:

Recently, Saginaw Bay Underwriters obtained quotes from the City's current insurance providers and various other insurance providers for Commercial General Liability, Law Enforcement Liability, Public Officials Liability, Automobile Liability, Excess Liability and Excess Workers' Compensation & Employers Liability. Their inquiries resulted in the following options:

Description of Coverage	Expiring Premium 07/08	Option #1 Renewal Premium	Option #2 Premium	Option #3 Premium	Option #4 Premium
Commercial General Liability, Law Enforcement Liability, Public Officials Liability and Automobile Liability	<u>Genesis</u> \$283,364.00 \$250,000 SIR	<u>Genesis</u> \$298,400.00 \$250,000 SIR	<u>ACE</u> \$271,125.00 \$250,000 SIR	<u>Markel</u> \$251,125.00 \$250,000 SIR	<u>Lloyd's</u> \$235,750.00 \$250,000 SIR

Description of Coverage	Expiring Premium 07/08	Option #1 Renewal Premium	Option #2 Renewal Premium	Option #3 Premium	Option #4 Premium
Automobile Physical Damage	<u>Amerisure</u> \$135,121.00 \$1,000 deductible City at fault	<u>Amerisure</u> \$130,217.00 \$1,000 deductible City at fault	<u>Amerisure</u> \$121,356.00 \$2,000 deductible City at fault	<u>Citizens</u> \$119,446.00 \$2,500 deductible City at fault	<u>Citizens</u> \$107,897.00 \$5,000 deductible City at fault

Description of Coverage	Expiring Premium 07/08	Option #1 Renewal Premium	Option #2 Renewal Premium
Umbrella Surplus Lines Tax Limit:	<u>Everest-1st</u> \$194,590.00 N/A \$10,000,000	<u>Everest-1st*</u> Was approached to write entire \$20,000 but was not competitive.	<u>Lexington</u> \$200,000.00 5,000.00 \$20,000,000
Umbrella Surplus Lines Tax Limit:	<u>Allied-2nd</u> \$ 63,560.00 1,614.00 \$10,000,000		
Description of Coverage	Expiring Premium 07/08	Option #1 Renewal Premium	Option #2 Renewal Premium-2 Yr

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<i>Safety National</i> Excess Worker's Compensation	\$ 34,031.00	\$ 34,528.00	\$ 33,987.00
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Commercial General Liability, Law Enforcement Liability, Public Officials Liability and Automobile Liability: The City currently contracts with Genesis Insurance Company for these policies. The Genesis premium in FY2007-2008 was \$283,364. Genesis quoted a premium of \$298,400 for FY2008-2009, which is an increase of \$15,036. Quotes were also received from ACE (\$271,125), Markel (\$251,125) and Lloyd's (\$235,750) Insurance Companies. All quotes received were based on a \$250,000 SIR. In selecting the Lloyd's of London quote, the City will save \$47,614 over last year's premium. The City will be provided with the same coverage as it had with Genesis. As such, the quote received from Lloyd's is being recommended.

Auto Physical Damage. In FY2007-2008, the City contracted with Amerisure Insurance Company for auto physical damage at a premium of \$135,121. Amerisure has submitted a premium quote of \$130,217 for FY2008-2009, which is a savings of \$4,904. This quote is based on maintaining the \$1,000 deductible when the City driver is at fault. The City could further reduce the premium rate with Amerisure by \$8,861 by increasing the deductible to \$2,000 however there were 12 accidents in the past fiscal year whereby the City driver was at fault. Given this history, it would not be feasible to choose this option. The only other quote received was from Citizens Insurance for an annual premium of \$119,446 with a \$2,500 deductible. It is therefore recommended the City maintain its current policy with Amerisure for an annual premium of \$130,217.

Umbrella Policy. In FY2007-2008, the City had policies with Everest National Insurance Company (\$194,590) and Allied World Assurance Company (U.S.) Inc.,

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(\$63,560 plus \$1,614 surplus lines tax) to provide an additional \$10,000,000 each in umbrella liability coverage for a total cost of \$249,764. In the past, it was necessary for the City to purchase two separate policies at \$10,000,000 each to obtain the amount of coverage necessary, however, this year the City received a quote from Lexington Insurance Company for \$20,000,000 in coverage at a premium of \$200,000 plus surplus lines tax of \$5,000, or a total of \$205,000. I recommend the Lexington policy for a premium savings of \$44,764.

Excess Workers Compensation. The City has contracted with Safety National Casualty Corporation for Excess Workers' Compensation for many years. Last year, the City's premium for this coverage was \$34,031. Safety National has quoted a premium for FY2008-2009 of \$34,528, however if the City agrees to renew for a 2-year option, Safety National will reduce the premium to \$33,987.00, a savings over last year of quote \$44.00 and this year's quote \$541.00. Given the foregoing the 2-year option is recommended.

Below is a summary of the savings in premiums being recommended:

Type of Insurance	FY07-08 Premiums	FY08-09 Premiums
Commercial General Liability, Law Enforcement Liability, Public Officials Liability and Automobile Liability	\$283,364	\$235,750
Automobile Physical Damage	\$135,121	\$130,217
Umbrella Liability Coverage	\$259,764	\$205,000
Excess Worker's Compensation	\$34,031	\$ 33,987
TOTAL	\$712,280	\$604,954

All insurance carriers have excellent ratings according to the Best Guide, which determines the financial stability of insurance companies, and the quotes received were comparable to those of the industry standards.

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As in the past, the City has opted to exclude coverage for terrorism losses under the Terrorism Risk Insurance Act of 2002 as part of its liability insurance, however, Saginaw Bay Underwriters is in the process of reviewing other insurance for acts of terrorism which will better provide the coverage more specific to the City's needs.

Council Action:

Council____ _____ moved that the recommendation from the City Manager be approved.

COUNCIL COMMUNICATION

From: The City Manager

Subject: Community Development Block Grant (CDBG) Subgrantee Contracts

Manager's Recommendation:

I recommend that City Council approve the CDBG Subgrantee Contracts for 2008-09 and that the proper City officials be authorized to execute the same. The contracts are subject to the approval of the City Manager as to substance and the City Attorney as to form.

Justification:

Transmitted herewith are 13 contracts for housing, economic development and public services to be carried out under the City's 35th year of the Community Development Block Grant (CDBG) Program. The following information outlines the scope of activity and funding level for each of these projects.

1. Home Maintenance Self-Help \$14,025.00.

This project (City Clerk's File No. _____) is sponsored by the County of Saginaw through Michigan State Cooperative Extension Service. It assists low and moderate-income residents to help maintain properties and prevent further deterioration in city neighborhoods. It also provides homebuyer education, financial literacy, and foreclosure counseling.

2. Elderly and Disabled Home Repair \$93,500.00.

This activity (City Clerk's File No. _____) is operated by Saginaw County Community Action Committee (CAC). It provides onetime home repairs for the elderly and disabled residents in the City who could not otherwise afford to make improvements to their home. Pre-inspections will determine which repairs are needed and prioritize them.

3. Saginaw Economic Development Corp \$70,125.00.

This program (City Clerk's File No. _____) is operated by the Saginaw Economic Development Corporation. It provides funds to make business loans to credit worthy entrepreneurs and firms that wish to start or expand businesses in the targeted areas. Each business loan is based on the number of jobs to be created and made available for low and

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moderate-income residents in the City. A total of 4 firms are anticipated to be helped via loans. The budget is comprised of entitlement funds, loan repayments and carryover funds.

4. DDA Development and Redevelopment \$37,400.00.

This activity (City Clerk's File No. _____) is sponsored by the Downtown Development Authority. Its main focus is to bolster economic development within the districts. The district includes what is referred to as the Riverfront District (Michigan Avenue to Center Street, across the Douglass G. Schenck bridge to Washington Avenue to Potter Street). Development activities also take place in the Central Business District (Downtown), the East Genesee Avenue Corridor, Covenant Hospital District, Cathedral District (including St. Mary's Hospital) and Old Town Business District. Acquiring land for future development and preparing properties for redevelopment are key to revitalizing these areas.

5. Youth Protective Services \$23,966.00.

The Saginaw County Youth Protection Council (YPC) operates this program (City Clerk's File No. _____). It provides intensive long-term social casework intervention for 20 low to moderate-income families whose personal problems have led to degeneration of the family unit. This activity will not be effective until October 1, 2008, when the current contract expires. By approving this contract, City Council will allow the activity staff to begin planning for the 2008-09 year, which begins October 1, 2008.

6. Teen Parent Support \$23,966.00.

The Saginaw County Youth Protection Council (YPC) operates this program (City Clerk's File No. _____). It seeks to provide assistance directed toward high-risk pregnant and parenting females under the age of 20. Teen Parent Support works to: reduce infant mortality and child abuse; delay subsequent pregnancies; and help young mothers work toward self-sufficiency. The activity will serve 55 clients eligible to be assisted with CDBG funds. This activity will not be effective until October 1, 2008, when

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the current contract expires. By approving this contract, City Council will allow the activity staff to begin planning for the 2007-08 year, which begins October 1, 2008.

7. Teen Intervention \$15,895.00.

This project (City Clerk's File No. _____) is sponsored by the Boys and Girls Club of Saginaw County. It will identify youths showing signs of risky or criminal behavior and/or gang activity. Selected youth will be involved in daily Boys and Girls Club activities including support groups and individual help. Individual development plans will be set up and tracked. Teens selected will live in low and moderate-income areas of the City.

8. Urban Scouting \$14,025.00.

This program (City Clerk's File No. _____) is sponsored by Lake Huron Area Council #265 Boy Scouts of America. The program will service 500 at-risk youth in grades 1-12 throughout numerous CDBG eligible areas of the City. Youth will be mentored by adults of high character, trained to be self-reliant, assisted in building self-confidence, taught the value of citizen participation and physical and mental development.

9. New Alternatives Youth Service Center \$17,765.00.

This activity (City Clerk's File No. _____) is sponsored by New Alternatives Youth Service Center, Inc. It provides funding for a youth service center, which provides alternative programs and services for inner city youth in the neighborhood strategy areas within low to moderate income areas of the City after school and during the summer. The goal is to provide counseling, support, job training and placement with mentors that serve as role models. Targeted outreach will take place to reach high-risk youth between the ages of 10 and 20.

10. Youth Mentoring \$14,025.00.

This activity (City Clerk's File No. _____) is operated by Big Brothers Big Sisters of Saginaw Bay Area, Inc. It is committed to making a

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positive difference in the lives of children and youth, primarily through professionally supported one-to-one relationships with mentors who assist them in becoming confident, competent and caring individuals.

11. Girl Pride Sugar and Spice/Young Men Who Dare \$5,610.00.

This activity (City Clerk's File No._____) is sponsored by Women of Colors, Inc. Three unique programs were developed to nurture and promote responsibility in the lives of Saginaw's youth from ages 5 to 18 and mentor at risk youth and instill values of respect and accountability. Teach etiquette, teamwork, and community service outreach to develop youth of excellence. Each program also was established to challenge and prepare youth to become positive peers, responsible role models and leaders. Enhance the gifts, talents and skills of each participant through collaboration and implementation of successful initiatives.

12. Malaila Fresh Start Prisoner Reentry (NEW) \$4,675.00.

This project (City Clerk's File No._____) is operated by Malaila Fresh Start. It helps ex-offenders successfully reintegrate back into society by breaking down barriers. Providing a link between the employer that is willing to hire ex-offenders and the ex-offender who needs a fresh start. Training, education, counseling and job placement empower client to become productive citizens and possibly reduce crime and recidivism.

13. Small Business Training \$3,740.00.

This activity (City Clerk's File No._____) is offered by Saginaw Service Career Paths, Inc. It offers a path that enables economically disadvantaged persons a way out of poverty. This is accomplished by preparing them for entrepreneurship – owning a micro enterprise. Owning one's own business is now seen as a safety net for many.

Council Action:

Council_____ moved that the recommendation of the City Manager be approved.

COUNCIL COMMUNICATION

From: The City Manager

Subject: Community Development Block Grant (CDBG) Grant Agreement

Manager's Recommendation:

I recommend that City Council approve the CDBG Grant Agreement for 2008-09 and that the proper City officials be authorized to execute the same. The grant agreement is subject to the approval of the City Manager as to substance and the City Attorney as to form.

Justification:

The City of Saginaw has received a Grant Agreement for the 2008 year Community Development Block Grant program. The funding agreement is in the amount of \$2,461,205.00. This is the City's entitlement amount approved by the Federal Government.

The activities referred to in the funding agreement include all of the activities listed in the submission and approved by Council on February 11, 2008. A summary of the activities contained in the funding agreement is attached and included in the City Clerk's File No. (_____). The environmental clearances for those projects requiring this step have been completed. The contract is being sent to you now so that it can be reviewed, approved and returned to the Department of Housing and Urban Development.

In accepting the grant agreement, the City agrees to comply with all terms and conditions of the agreement, applicable laws, regulations and all other requirements of DHUD now or hereafter in effect pertaining to the assistance provided. The agreement is for a one-year period that began July 1, 2008 and will terminate June 30, 2009. In accepting this grant agreement, the City also agrees that it will comply with standard federal regulations on employment and training of area residents, affirmative action in hiring employees, equal employment opportunity and third-party agreements. These conditions are also made a part of contracts with third parties or subgrantees financed with block grant monies.

Council Action:

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

COUNCIL COMMUNICATION

From: The City Manager

Subject: HUD Emergency Shelter (ESG) Grant Contracts

Manager's Recommendation:

I recommend that City Council approve the 2008-09 ESG contracts and that the proper City officials be authorized to execute the same. The grant contracts are subject to the approval of the City Manager as to substance and the City Attorney as to form.

Justification:

Transmitted herewith are four contracts (City Clerk's File Nos. _____, _____, _____, _____) to provide \$110,620.00 from the Emergency Shelter grant portion of the Stewart B. McKinney Homeless Assistance Act to three organizations providing shelters and transitional housing for the homeless. These are the Underground Railroad shelter for homeless and abused women and their children, the Youth Protection Council Innerlink Shelter for runaway youth, Restoration Community Outreach for homeless persons and Saginaw County Consortium of Homeless Assistance Providers (SC-CHAP) for HMIS. The Underground Railroad will receive \$28,938.00 to be used for utilities, property insurance, building maintenance, selected operating costs and furnishings. At the Youth Protection Council, \$28,939.00 is to pay for insurance, utilities, equipment, minor repairs and operating costs at the Innerlink Shelter. At SC-CHAP \$23,805 to fund HMIS. At Restoration Community Outreach, \$28,938.00 is to pay for insurance, utilities, food, and supplies.

Council approved the City's submission to the Department of Housing and Urban Development for these funds on February 11, 2008. The DHUD contract is on tonight's agenda for Council approval.

Council Action:

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

COUNCIL COMMUNICATION

From: The City Manager

Subject: HUD Emergency Shelter (ESG) Grant Agreement

Manager's Recommendation:

I recommend that City Council approve the ESG Grant Agreement for 2008-09 and that the proper City officials be authorized to execute the same. The agreement is subject to the approval of the City Manger as to substance and the City Attorney as to form.

Justification:

The City of Saginaw has received a Grant Agreement from the Department of Housing and Urban Development for 2008-09 for the Emergency Shelter grant portion of the Stewart B. McKinney Homeless Assistance Act (City Clerk's File No._____). The funding agreement is in the amount of \$110,620.00. This is the City's entitlement amount approved by the Federal government.

The activities recommended for funding include the four activities listed in the 2008-09 Annual Plan part of the Consolidated Plan submission approved by Council on February 11, 2008 as follows:

Of this funding agreement \$28,938.00 is to be used by the Underground Railroad, \$28,939.00 by the Youth Protection Council's Innerlink complex and housing programs, \$28,938 by Restoration Community Outreach, and \$23,805 to provide the necessary funds for the HUD mandated Homeless Management Information System (HMIS) that is required of all communities that wish to continue receiving HUD funds.

The Youth Protection Council's Innerlink contract mentioned above is not effective until October 1, 2008, when the current contract ends. It is being sent to you now to be reviewed and approved to allow Innerlink to continuing its programmed activities.

The grant agreement is being sent to you now so that it can be reviewed, approved, and returned to HUD. This will allow the above activities to continue to help battered women and children that are homeless as well as runaway and homeless youth and homeless adults. The agreement was approved by DHUD for July 2008.

COUNCIL COMMUNICATION

In accepting the grant agreement, the City agrees to comply with all the terms and conditions of the agreement, applicable laws, regulations, and all other requirements of HUD now or hereafter in effect pertaining to the assistance provided.

Special conditions to this agreement are: the Emergency Shelter Grant funds are to be obligated by 180 days from July 1, 2008, and completely expended by two years from this date. If this is not done, then funds which are not used will become available for reallocation to other communities by DHUD. Compliance with these conditions should not be a problem. In a separate communication, City Council is being asked to approve contracts committing the \$110,620.00 provided by this grant to the Underground Railroad shelter, the Innerlink Shelter Complex, and Restoration Community Outreach shelter for the activities described above and funds for the HMIS.

In accepting this grant agreement, the City also agrees that it will comply with Federal regulations pertaining to the Emergency Shelter Grants Program and other applicable laws. These conditions are also made a part of any contracts with third parties or subgrantees financed with Shelter Grant monies.

Council Action:

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

COUNCIL COMMUNICATION

From: The City Manager

Subject: HUD HOME Community Housing Development Organization (CHDO) Contract

Manager's Recommendation:

I recommend that City Council approve the 2008-09 HOME CHDO contract and that the proper City officials be authorized to execute the same. The contract is subject to the approval of the City Manger as to substance and the City Attorney as to form.

Justification:

Transmitted herewith are two contracts (City Clerk's File No. _____ and _____) to provide \$128,416.00 from the Home Investment Partnership program to assist the Circle of Love (COL) Community Development Corporation to construct single family residential homes for sale to low and moderate-income residents in the City of Saginaw and \$15,000 for operating expenses.

Council Action:

Council ____ _____ moved that the recommendation of the City Manager be approved.

COUNCIL COMMUNICATION

From: The City Manager

Subject: HUD HOME Investment Partnership Program Grant Agreement

Manager's Recommendation:

I recommend that City Council approve the 2008-09 HOME Grant Agreement and that the proper City officials be authorized to execute the same. The grant agreement is subject to the approval of the City Manager as to substance and the City Attorney as to form.

Justification:

The City has received a notice of funding and Grant Agreement from DHUD for the 2008-09 HOME Investment Partnership program (City Clerk's File No. _____). The funding agreement is in the amount of \$637,959.00. The City will use \$494,543.00 for a single-family owner-occupied residential grant program for very low-income homeowners and \$15,000 for Circle of Love's operating expenses. The balance of the funds, in the amount of \$128,416.00, will be used by the Circle of Love (COL) Community Development Corporation. Council selected COL to be the 2008-09 Community Housing Development Organizations (CHDO) during the February 11, 2008 Council meeting.

Council Action:

Council ____ _____ moved that the recommendation of the City Manger be approved.

COUNCIL COMMUNICATION

From: The City Manager

Subject: Water Treatment Plant Liquid Polymer Purchase

Manager's Recommendation:

I recommend that the low bid from Polydyne, Inc. be accepted and a purchase order be approved and issued to them in the amount of \$29,547.00 for fiscal year 2008-2009 for the purchase of liquid polymer.

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

Funds for this purchase are budgeted in the Water Treatment Operations Account No. 591-4730-861.73-02.

Justification:

On May 10, 2008, the City received four bids for the supply and delivery of 60,300 pounds (134 fifty-five gallon drums) of Liquid Polymer from July 1, 2008 through June 30, 2009. Liquid Polymer is used as a coagulant aid to improve settling and filter efficiency for removal of particulate matter in the water treatment process. The low bid price of \$0.490 per Lb. is an increase of 8.9% over the price paid for the same chemical during Fiscal Year 2007/2008. Following is a tabulation of the bids received and reviewed by the Purchasing Committee:

	<u>Per Lb.</u>	<u>Total Bid</u>
Polydyne, Inc. Riceboro, GA	\$0.490	\$ 29,547.00
Ciba Corp. Suffolk, VA	\$0.520	\$ 31,356.00
Nalco Company Naperville, IL	\$0.680	\$ 41,004.00
Pristine Water Solutions Waukegan, IL	\$0.820	\$ 49,446.00

Council Action:

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

COUNCIL COMMUNICATION

From: The City Manager

Subject: Water Treatment Plant Hydrofluosilicic Acid Purchase, Joint-Bid

Manager's Recommendation:

I recommend that the low bid from PVS Nolwood Chemical Inc. be accepted and a purchase order be approved and issued to them in the amount of \$146,510.00 for the supply and delivery of 182 tons of Hydrofluosilicic Acid for fiscal year 2008-09.

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

Funds for this purchase are budgeted in the Water Treatment Operations Account No. 591-4730-861.73-02.

Justification:

On June 10, 2008, a Joint-Bid was received for the supply and delivery of 182 tons of Hydrofluosilicic Acid from July 1, 2008 through June 30, 2009. The joint-bid includes the City of Midland and Bay City Water Treatment Plants. Hydrofluosilicic Acid is a liquid form of fluoride used in the treatment process to aid in the prevention of dental cavities. The low bid price of \$805.00 per ton is an increase of 98.8% over the price paid for the same chemical during Fiscal Year 07/08. Following is a tabulation of the bids that were received.

	<u>Per Ton</u>	<u>Total Bid</u>
PVS Nolwood Chemicals, Inc. Detroit, MI	\$805.00	\$146,510.00
Solvay Fluorides Houston, TX	\$882.00	\$160,524.00

Council Action:

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

COUNCIL COMMUNICATION

From: The City Manager

Subject: Microsoft Office Pro Plus 2007 Software

Manager's Recommendation:

I recommend approval and issuance of a purchase order to CDW Government, Vernon Hills, IL, in the amount of \$20,762.69 to purchase Microsoft Office Pro Plus 2007 software to upgrade the Automated Incident Capture System (AICS) at 59 workstations in the Saginaw Police Department. 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 project is available in the General Fund Technical Services Account No. 101-3015-721.80-63 (Other Services/Service Fee).

Justification:

The Saginaw Police Department received a letter from the State of Michigan, Department of State Police, Lansing, MI., dated May 19, 2008 informing agencies that there will be an upgrade of the Automated Incident Capture System (AICS) from Access 97 to the current state standard of Access 2002. Access databases are used throughout AICS to maintain code tables (such as file class, arrest codes, and property bin locations). The Saginaw Police Department has 59 workstations, which will require the software upgrade for compatibility, at a total cost of \$20,762.69. The letter stressed that it is imperative that agencies have the proper version of Access installed, which will allow AICS to run efficiently. The Department of Technology has a planned implementation date of March 2009 for conversion of the AICS Access 97 databases to Access 2002.

The sealed bid process was not used because this purchase was covered under pricing for the State of Michigan. By purchasing through the State of Michigan's pricing structure the City realizes a substantial savings over standard pricing of the software and maintenance.

Council Action:

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

COUNCIL COMMUNICATION

From: The City Manager

Subject: Saginaw Eddy Concert Band Ojibway Island User Complex Agreement

Manager's Recommendation:

I recommend approval of the Agreement between the City of Saginaw ("City") and the Saginaw Eddy Concert Band ("SECB"). The Agreement has been approved by me as to substance and the City Attorney as to form.

Justification:

Each year the SECB sponsors, promotes and conducts a series of free concerts on Ojibway Island, commencing on Father's Day and continuing each Sunday thereafter through the first week of August. The SECB has submitted a Special Events application for use of the Ojibway Island Complex ("Complex") this summer. In addition, the SECB requested that it have the right to use the Complex during the same time period until 2013. Upon timely submission of a Special Events Application annually, SECB will have the right to use the Complex under the terms and conditions set forth in the Agreement for the dates of its annual concert series through 2013, with the exception of Sunday, July 4, 2010.

Council Action:

Council _____ moved the recommendation of the City Manager be approved.

COUNCIL COMMUNICATION

From: The City Manager

Subject: Budget Adjustment

Manager's Recommendation:

It is recommended that a budget adjustment be completed to increase the General Fund's Reimbursements/Insurance Proceeds Account No. 101-0000-602.68-04 from \$40,787 to \$57,367, which is a \$16,580 increase. This deposit consists of four checks from the Amerisure Insurance Company to cover towing, graphics and a settlement loss on two Chevy Impalas. The increase in revenue will be offset by an increase in the Police Department's Building Maintenance Division Motor Vehicle Repairs Account No. 101-3014-721-8042 by the same amount.

Justification:

The City received four checks in the amount of \$345.00, \$1,000.00, \$4,040.00 and \$11,195.00 from the Amerisure Insurance Company. These checks will settle two loss claims as well as cover costs for towing and graphics.

Council Action:

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

COUNCIL COMMUNICATION

From: The City Manager

Subject: Authorization to Allow the Sale of Alcoholic Beverages in the 300 Block of South Hamilton

Manager's Recommendation:

I recommend approval of a Resolution authorizing the sale of alcoholic beverages in the 300 block of South Hamilton, a public property, during the annual Altered Skin Revolution fundraiser sponsored by the Drunken Monkey Tattoo, to be held on July 25 and 26, 2008.

Justification:

On July 25 and July 26, 2008, the annual Altered Skin Revolution fundraiser sponsored by the Drunken Monkey Tattoo will be held in the 300 block of South Hamilton. The Drunken Monkey Tattoo has requested that the City allow it to provide alcoholic beverages to its guests for sale during this special event. Title XIII, Section 132.01(C) of the Saginaw Code of Ordinances states that City Council can authorize the consumption of alcoholic beverages on public property if the vendor provides the following to the City:

- (1) The precise location where said beverages are to be sold and consumed;
- (2) The dates and times for said activities;
- (3) A proper state license for the sale and consumption of alcoholic beverages at the place and times listed in subsection (1) and (2) above;
- (4) Adequate public liability and property damage insurance for the benefit of the City with a company licensed to sell insurance by the state;
- (5) Such other insurance as the City Council deems adequate for the benefit of the City;
- (6) Adequate personnel to control the premises where the alcoholic

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beverages are to be sold and consumed; and

- (7) Such other reasonable requirements as said City Council deems appropriate.

The Drunken Monkey Tattoo will provide the proper documents to the City by July 11, 2008. If it fails to provide the documentation by the date specified, the event sponsor will not be allowed to sell alcoholic beverages in the 300 block of South Hamilton on July 25 and 26, 2008. The City will set insurance requirements and all insurance certificates must be reviewed and approved by the City Attorney prior to the event.

Council Action:

This Council Communication is for explanation purposes only of the attached Resolution to be adopted.

COUNCIL COMMUNICATION

RESOLUTION TO PERMIT THE SALE OF ALCOHOLIC BEVERAGES ON PUBLIC PROPERTY

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

Council _____ offered and moved adoption of the following resolution:

WHEREAS, the Drunken Monkey Tattoo plans to host its annual Altered Skin Revolution fundraiser in the 300 block of South Hamilton Street on July 25 and 26, 2008; and

WHEREAS, the Drunken Monkey Tattoo has requested that it be allowed to sell alcoholic beverages on public property; and

WHEREAS, City Council can provide authorization for the sale of alcoholic beverages on public property; and

WHEREAS, the Drunken Monkey Tattoo must provide certain documents prior to the event.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Saginaw hereby authorizes the sale of alcoholic beverages on public property during the fundraiser to be held on July 25 and 26, 2008, in the 300 block of South Hamilton Street, provided that the Drunken Monkey Tattoo provides the mandatory information listed in Title XIII, Section 132.01(C) of the Saginaw Code of Ordinances no later than July 11, 2008, to the proper City officials.

BE IT FURTHER RESOLVED, if the Drunken Monkey Tattoo does not provide the documents by July 11, 2008, it will not be allowed to sell alcoholic beverages in the 300 block of South Hamilton during the fundraiser.

BE IT FURTHER RESOLVED, that all insurance requirements will be set by the City and all insurance certificates must be reviewed and approved by the City Attorney prior to the event.

COUNCIL COMMUNICATION

From: The City Manager

Subject: Authorization to Allow the Use of the Amplifying Equipment

Manager's Recommendation:

I recommend approval of a Resolution authorizing the use of the amplifying equipment for a special event sponsored by the Old Town Motorfest in the 300 through 400 block of North Hamilton Street, which is publicly owned property, on July 20, 2008.

Justification:

On July 20, 2008, the Old Town Motorfest group will sponsor a car show in the 300 through 400 block of North Hamilton, which is publicly owned property. The Old Town Motorfest group has requested pursuant to a Block Party Permit that the City allow it to use amplifying equipment during the car show. Furthermore, per the Block Party Permit, the event sponsor obtained neighbors' signatures granting permission to close the streets.

Council Action:

This Council Communication is for explanation purposes only of the attached Resolution to be adopted.

COUNCIL COMMUNICATION

RESOLUTION TO AUTHORIZE THE USE OF AMPLIFYING EQUIPMENT IN THE 300 THROUGH 400 BLOCK OF NORTH HAMILTON STREET

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

Council _____ offered and moved adoption of the following resolution:

WHEREAS, the Old Town Motorfest group plans to host a car show in the 300 through 400 block of North Hamilton on July 20, 2008; and

WHEREAS, the Old Town Motorfest group has requested that it be allowed to use amplifying equipment during the car show; and

WHEREAS, the Old Town Motorfest group obtained the signatures of residents and local businesses; and

WHEREAS, City Council can provide authorization for the use of amplifying equipment on public property.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Saginaw hereby authorizes the use of amplifying equipment on public property during the car show to be held on July 20, 2008, in the 300 through 400 block of North Hamilton.

COUNCIL COMMUNICATION

From: The City Manager

Subject: Water Treatment Plant HACH CDP

Manager's Recommendation:

I recommend that a purchase order be approved and issued to HACH Company in the amount of \$5,087.13 for fiscal year 2009 for the use of their chemical reagents to perform Total Organic Carbon, Free Chlorine Residual Turbidity analyses.

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

Funds for this purchase are budgeted in the Water Treatment Operations Account No. 591-4730-861.80-05.

Justification:

The Water Treatment Plant performs Total Organic Carbon (TOC), Free Chlorine Residual (Cl-) and Turbidity analyses using HACH Company on-line and benchtop instruments. TOC analysis of finished water is an indication of water quality. The Environmental Protection Agency (EPA) and Michigan Department of Environmental Quality (MDEQ) require continuous and periodic Free Chlorine and Turbidity analyses. The requested reagents are on a one-year Chemical Distribution Plan (CDP) for automatic quarterly delivery, and include shipping costs and a 5% discount. Since these analyzers require the use of HACH Company chemical reagents, the competitive bidding process was foregone. Due to changes in the requested chemicals, no cost analysis is available.

Council Action:

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

COUNCIL COMMUNICATION

From: The City Manager

Subject: Water Treatment Plant TOC FSP

Manager's Recommendation:

I recommend that a purchase order be approved and issued to HACH Company in the amount of \$3,390.00 for fiscal year 2009 for a Field Service Plan.

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 service are budgeted in the Water Treatment Operations Account No. 591-4730-861.80-05.

Justification:

The Water Treatment Plant performs Total Organic Carbon (TOC) analyses using a HACH Company on-line instrument. TOC analysis of finished water is an indication of water quality. This analyzer has received twice yearly servicing by a HACH technician under a Preventative Maintenance Plan (PMP.) The Field Service Plan (FSP) will provide quarterly servicing and all parts and supplies. Several parts are necessary in the upcoming service year, justifying the increased cost. The quoted price of \$3,390.00 is an increase of 144% over the price paid for the lesser service agreement during fiscal year 2007.

Council Action:

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

COUNCIL COMMUNICATION

From: The City Manager

Subject: Outta Control Car Club Ojibway Island User Agreement

Manager's Recommendation:

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

Justification:

On July 27, 2008, OCCC will host its annual car show on Ojibway Island ("Ojibway"). Many car shows are held throughout the Tri-City area during the summer time. Ojibway was selected as the Saginaw venue. The car show attracts many participants. OCCC will pay the City a prorated fee of Four Hundred Ninety-Five Dollars and 00/100 (\$495.00), for the rental of Ojibway. In addition, the Agreement states OCCC will pay a minimum service fee of \$500.00 for ticket sales and .25 cents per ticket for any ticket sales over \$2,000.00. The payment is secured by a One Thousand Dollars and 00/100 (\$1,000.00) deposit paid by OCCC and ten percent (10%) of it is non-refundable in the event of a cancellation. OCCC must provide an insurance certificate to the City.

Council Action:

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

COUNCIL COMMUNICATION

From: The City Manager

Subject: Overhead Door Repairs

Manager's Recommendation:

I recommend that purchase orders be approved and issued to both Delta Door and Overhead Door for \$3,000.00 each (for a total of \$6,000.00) for emergency repairs for the overhead doors at all four fire stations.

Both of these vendors meet all requirements of the Contract Compliance Provisions, Title 1, Chapter 14, §14.35-14.44, of the Saginaw Code of Ordinances.

Funds for this purchase are budgeted for and available in the Saginaw Fire Department Operating Services Account No. 101-3751-751.80-05.

Justification:

Throughout the year, there are times when emergency repairs need to be made to the overhead doors at the fire stations. It is imperative that these repairs be made in a timely manner since the apparatus cannot be left out in the cold weather. Therefore, the Fire Department uses the services of both Delta Door and Overhead Door, whichever can provide the fastest service at any given time.

Council Action:

Council_____ moved that the recommendation of the City Manager be approved.

COUNCIL COMMUNICATION

From: The City Manager

Subject: ISI Parts for Self Contained Breathing Apparatus

Manager's Recommendation:

I recommend that a purchase order be approved and issued to Douglass Safety Systems in the amount of \$3,300.00 to purchase the required replacement parts for the Saginaw Fire Department's Self Contained Breathing Apparatus.

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

Funds are available in the Saginaw Fire Department Parts and Supplies Account No. 101-3751-751.73-30.

Justification:

Self-Contained Breathing Apparatus are used as personal protective equipment that is worn in hazardous environments. They need to be kept in proper working order to prevent injury or death. Therefore, replacement parts are often needed throughout the year. Douglass Safety Systems is the sole supplier of these parts.

Council Action:

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

COUNCIL COMMUNICATION

From: The City Manager

Subject: Uniform Dry Cleaning

Manager's Recommendation:

I recommend that a purchase order be approved and issued to Warwick Cleaners in the amount of \$7,000.00 for annual dry cleaning services for the Fire Department.

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

Funds for this purchase are budgeted for and available in the Saginaw Fire Department Operating Services Account No. 101-3751-751.80-05.

Justification:

This service is required by the contract between Local Union 102 and the City of Saginaw. The past five years we have used this vendor exclusively and have been very satisfied with their performance. The amount of the purchase order is the same as last fiscal year and reflects a decrease in what had been paid in previous years.

Council Action:

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

COUNCIL COMMUNICATION

From: The City Manager

Subject: Personal Protective Equipment/Saginaw Fire Department

Manager's Recommendation:

I recommend that a purchase order be approved and issued to Douglass Safety Systems, Inc. in the amount of \$20,000 for various pieces of Personal Protective Equipment (Turnout Gear).

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 for and available in the Saginaw Fire Department Clothing Supplies Account No. 101-3752-751.73-03.

Justification:

The Saginaw Fire Department annually purchases personal protective equipment for its firefighters to replace old and/or damaged gear. Douglass Safety Systems, Inc. is the sole source for this purchase.

Council Action:

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

COUNCIL COMMUNICATION

From: The City Manager

Subject: Fire Department Apparatus Repairs

Manager's Recommendation:

I recommend that blanket purchase orders be issued to Frontline Services of Freeland, MI in the amount of \$85,000, and Diesel Truck Sales of Saginaw, MI in the amount of \$25,000.00 (totaling \$110,000.00) to meet the needs of the department's six (6) pumpers and three (3) aerial apparatus for emergency repairs and preventative maintenance for fiscal year 2009.

These vendors meet all requirements of the Contract Compliance Provisions, Title 1, Chapter 14, §14.35-14.44 of the Saginaw Code of Ordinances.

Funds for these repairs are budgeted for and available in the Saginaw Fire Department Motor Vehicle Repairs Account No. 101-3754-175.80-42.

Justification:

Due to budgetary cuts in the Fire Department and elimination of the Maintenance Division several years ago, we are no longer able to provide the necessary emergency repair and preventative maintenance of Fire Department apparatus that is vital to the operation of this department. These two vendors possess the expertise necessary for our operations.

Council Action:

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

COUNCIL COMMUNICATION

From: City Manager

Subject: Micro Blaze Out Foam

Manager's Recommendation:

I recommend that a purchase order be approved and issued to Douglass Safety Systems LLC in the amount of \$14,968.75 for the purchase of 125 buckets of Micro Blaze Out Foam for fiscal year 2009.

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

Funds are budgeted and available in the General Fund Fire Suppression Parts and Supplies Account No. 101-3751-751.73-30.

Justification:

The Fire Department Suppression Division uses Micro Blaze Out Foam that enhances penetration of water during extinguishment and also can be used for hazardous waste clean up from vehicle accidents. Douglass Safety Systems LLC is the sole supplier of this product. The product comes in 5-gallon buckets at a cost of \$119.75 each. This is the same cost per bucket as last fiscal year.

Council Action:

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

COUNCIL COMMUNICATION

From: The City Manager

Subject: Purchase of BS&A Software modules

Manager's Recommendation:

I recommend that a purchase order be approved and issued to BS&A Software in the amount of \$27,875 for the purchase of BS&A Software Tax, Special Assessment and Delinquent Personal Property modules.

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 following: Department of Fiscal Services Administration's Computer Software Account No. 101-1740-711.73-25 (\$5,200.00); Controller Office's Computer Software Account No. 101-1741-711.73-25 (\$6,090.00), Treasury's Computer Software Account No. 101-1743-711.73-25 (\$6,525.00), Assessor Office's Computer Software Account No. 101-1744-711.73-25 (\$7,830.00), Sewer Fund – Administration's Computer Software Account No. 590-4810-851.73-25 (\$1,115.00), and Water Fund – Administration's Computer Software Account No. 591-4710-851.73-25 (\$1,115.00).

Justification:

The settlement and billing of property taxes in the State of Michigan has developed into an extremely cumbersome and time-consuming process. BS&A is a software company that produces software exclusively for local governments in Michigan. The majority of local governments in Michigan use the BS&A tax modules. The City of Saginaw currently uses BS&A Equalizer Assessing module in the Fiscal Services Assessing Division for assessing property. The BS&A tax modules are the coordinating modules to the assessing module. Since the modules are designed exclusively for Michigan tax code, the addition of the requested modules will significantly improve the efficiency and accuracy of the property tax billing and settlement process.

The sealed bid process was waived because BS&A Software is the proprietary owner and sole source provider for these software modules.

Council Action:

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

COUNCIL COMMUNICATION

From: The City Manager

Subject: Interlocal Agreement for Byrne Grant Funds

Recommendation:

I recommend that the Interlocal Agreement between the County of Saginaw and the City of Saginaw to receive and administer funds under the Byrne Grant be approved and that the City Manager or his designee be authorized to execute it and any related documents. The agreement is approved by the City Manager as to substance and the City Attorney as to form.

Justification:

The County of Saginaw has applied for funds from the State of Michigan pursuant to the 2008 Byrne Justice Administration Grant. It has done so on behalf of the County and City of Saginaw, with the plan to divide the funds on an equal basis. The current expectation is that each entity would receive \$30,761.50 under this grant. The funds are designated for purchase and maintenance of records management and communications systems. Before the grant is approved and the funds received, each entity must execute an Interlocal Agreement, providing for the administration and reporting requirements in this grant.

Council Action:

Council _____ moved that the recommendation from the City Manager be approved.

COUNCIL COMMUNICATION

From: The City Manager

Subject: Police Microsoft Office Pro Plus - Budget Adjustment

Manager's Recommendation:

I recommend that the 2007/2008 Approved Budget for the following fund be amended:

The Auto Theft Prevention Fund's Professional Services Account No. 289-3322-741.80-01 will be decreased by \$20,763.00 from \$88,170.00 to \$67,407.00. To offset this decrease, the Auto Theft Prevention Fund Grant's Transfer Out Account No. 289-9660-771.87-01 will be increased by the same amount. These monies will be transferred to the General Funds Police's Technical Services Division's Other Services/Service Fee Account No. 101-3015-721.80-63 for the purchase of 59 Microsoft Office Pro Plus software licenses.

Justification:

The Saginaw Police Department received a letter from the State of Michigan, Department of State Police, Lansing, MI., dated May 19, 2008 informing agencies that there will be an upgrade of the Automated Incident Capture System (AICS) from Access 97 to the current state standard of Access 2002. Access databases are used throughout AICS to maintain code tables (such as file class, arrest codes, and property bin locations). The Saginaw Police Department has 59 workstations, which will require the software upgrade for compatibility, at a total cost of \$20,762.69. The letter stressed that it is imperative that agencies have the proper version of Access installed, which will allow AICS to run efficiently. The Department of Technology has a planned implementation date of March 2009 for conversion of the AICS Access 97 databases to Access 2002.

Council Action:

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

COUNCIL COMMUNICATION

From: The City Manager

Subject: Year-End Citywide Budget Adjustment

Manager's Recommendation:

It is recommended that the 2007/2008 Approved Budget for the following funds be amended:

The General Fund (101) will be increased by \$300,000.00 from \$501,540.00 to \$801,540.00. Available General Fund's fund balance will offset the increase.

The Major Streets Fund will increase its Operating Transfer to the Local Streets Account No. 202-9660-771.87-11 by \$80,000.00. This increase will be offset by available fund balance.

The Local Streets Fund (203) should be increased from \$2,345.00 to \$25,345.00, which equates to a \$23,000.00 increase. This increase will be offset by available Local Street Fund's fund balance.

The Rubbish Collection Fund (226) - Decrease in Fund Equity Account No. (226-0000-680.00-00) should be increased by \$7,747. Available fund balance will offset this increase.

The Brownfield Authority SRRF (245) will be increase from \$29,445 to \$34,410, which equates to \$4,955. This increase will be offset by available fund balance.

The Community Development Block Grant – Single Family Grant's (279) Grant Disbursements line item (279-6550-761.83-10) should be increased by \$11,510.00. In addition, on the revenue side the Transfers from Other Funds, should be increased by \$11,510.00 to offset the increase in expenditures. A transfer from the Community Development Block Grant Residential Fund's Transfer Out line item 276-9660-771.87-01 in the same amount will offset the increases.

The Sewer Operations and Maintenance Fund's (590) Decrease in Fund Equity Account No. (590-0000-680.00-00) will be increased from \$607,227.00 to \$814,747.00, which equates to a \$207,520.00 increase. An available appropriation of retained earnings will offset the revenue increase.

The Water Operations and Maintenance Fund's (591) Decrease in Fund Equity Account No. (591-0000-680.00-00) will be increased from \$1,441,658.00 to

COUNCIL COMMUNICATION

\$2,131,748.00, which equates to a \$690,090.00 increase. An available appropriation of retained earnings will offset the increase in revenues.

The Motor Pool Operations will be increased by \$47,141.00 from \$2,988,942.00 to \$3,036,083.00. This increase is primarily due to increase in the reserve amounts from other funds for future purchase of vehicles. The increase in revenues will be offset by an increase in the Increase in Fund Equity Account No. (661-8559-771.90-00) by the same amount.

The Police and Fire Pension Fund will be increased by \$1,391,326.00 from \$12,835,900 to \$14,227,226.00. This increase is primarily due to higher than budgeted monies for Military Buyouts. The increase in revenues will be offset by an increase in the Increase in Fund Equity Account No. (732-8559-771.90-00) by the same amount.

Justification:

In accordance with the City Charter, the City Manager must provide quarterly to City Council an analysis of the budget to actual results. As part of this process, the City Manager recommends the fore mentioned budget adjustments.

Council Action:

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