

**Revised Council Agenda**

**August 8, 2011 6:30 p.m. Council Chamber**

**PRAYER AND PLEDGE OF ALLEGIANCE**

**ROLL CALL**

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

July 23, 2011 Strategic Planning Session and July 25, 2011 regular Council meeting

**ANNOUNCEMENTS:**

1. Certificate of Appreciation presented to William Nagle and Matthew Wilson of the Jessica Nagle-Wilson Charitable Foundation. Presentation in receipt of donation from the Jessica Nagel-Wilson Charitable Foundation.
2. Charles McNair to accept proclamation declaring August 12-14, 2011 as "Saginaw African Cultural Festival Weekend".

**PUBLIC HEARINGS:**

1. Amending the Official City Map by vacating a portion of the alley between 1121 Lyon Street, 603, 607, and 611 South Bond Street, and 608 and 612 South Oakley Street more particularly described as the Northerly 145' of the center alley of block 160, City of Saginaw in division South of Cass Street located in the City of Saginaw.

**PERSONAL APPEARANCES:**

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

**REMARKS OF COUNCIL:**

**PETITIONS:**

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

1. Requesting the appointment of the following people to the Historic District Study Committee, an ad-hoc committee of the Historic District Commission.

Keven Rooker  
Leslie Tincknell  
Roderick Watson  
Tom Mudd

William Ostash  
Evelyn Mudd  
Steven Magstadt  
Tom Trombley

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REPORTS FROM MANAGER:

Management Update:

1. Facilities Plan Update.
2. Community Development Block Grant contract approvals.

Recommended Actions:

1. Recommending Grace Deleon be appointed officer delegate, and Dennis Jordan be appointed as alternate officer delegate, and Richard Massey as employee delegate, and Edward Brown as alternate employee delegate, to attend the Municipal Employees Retirement System's 65<sup>th</sup> Annual Meeting to be held September 27-29, 2011, in Traverse City, Michigan.
2. Recommending approval of the Community Development Block Grant (CDBG) Agreement for 2011-12 and that the Mayor be authorized to execute the same. The funding Agreement is in the amount of \$2,274,866.00. This agreement has been approved by the City Manager as to substance and the City Attorney as to form.
3. Recommending approval of the CDBG Subgrantee Contracts for 2011-12 to include (12) contracts for housing, economic development and public services to be carried out under the City's 38<sup>th</sup> year of the Community Development Block Grant (CDBG) Program. This agreement has been approved by the City Manager as to substance and the City Attorney as to form.
4. Recommending approval of the HOME Grant Agreement for 2011-12 and that the Mayor be authorized to execute the same. The funding agreement is in the amount of \$624,595.00. This agreement has been approved by the City Manager as to substance and the City Attorney as to form.
5. Recommending approval of the HOME Subgrantee Contracts for 2011-12 to provide \$209,529.00 from the HOME Investment Partnership Program to assist Habitat for Humanity to proceed as the Community Housing Development Organization (CHDO), which would include the purchase of materials for rehabilitation of property, the construction of a single family residential structure, and the operating expenses. This agreement has been approved by the City Manager as to substance and the City Attorney as to form.
6. Recommending the approval of the HUD Emergency Shelter Grant (ESG) Agreement for 2011-12 and that the Mayor be authorized to execute the same. The funding agreement is in the amount of \$110,134.00. This is the City's entitlement amount approved by the Federal government. This agreement has

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

7. Recommending approval of the HUD Emergency Shelter Grant (ESG) Subgrantee Contracts for 2011-2012 to provide \$110,134.00 from the Emergency Shelter Grant portion of the Steward B. McKinney Homeless Assistance Act to four organizations providing shelters and transitional housing for the homeless. These are the Underground Railroad (\$35,000.00), Youth Protection Council Innerlink (\$31,122.00), Restoration Community Outreach (\$27,234.00), and Saginaw County Consortium of Homeless Assistance Providers (SC-CHAP) for HMIS (\$16,778.00). This agreement has been approved by the City Manager as to substance and the City Attorney as to form.
8. Recommending that the low bid from The Artcraft Ad Specialists Co. LLC, be accepted and a purchase order be issued to them in the amount of \$2,562.00 for the purchase of 1,000 screen printed signs to be provided to dog owners registering any dangerous dog 4 months of age or older. Also a budget adjustment should be completed to increase the City Clerk's Office Parts and Supplies Account No. 101 1730 701 7330 from \$0.00 to \$2,562.00. This increase in the expenditures should offset an increase to the General Fund's Fund Balance Account No. 101 0000 680.0000. Funds are available in the City's Clerk's Office Parts and Supplies Account No. 101 7130 701 7330.
9. Recommending that a purchase order be approved and issued to Michigan Police Supply LLC, in the amount of \$3,720.00 to purchase an additional six (6) concealable body armor/ballistic vests for the community Public Safety – Police for fiscal year 2012. Funds are available in the Community Public Safety – Police – Building & Property Management's Clothing Supplies Account no. 101 3514 721 7303.
10. Recommending approval of the budget adjustment to increase the General Fund's Police Donations Account No. 101 0000 601 6760 from \$0.00 to \$8,000.00. The Community Public Safety – Police was awarded \$8,000.00 from the Jessica Nagle-Wilson Charitable Foundation to use towards the purchase and training of a Police K-9. The increase in revenue will be offset by an increase in the Community Public Safety – Police – Police Administration's Professional Services Account No. 101 3512 721 80801.
11. Recommending approval of the budget adjustment to increase the Drug Forfeiture Funds – Use of Fund Equity Account No. 264 0000 680 0000 from \$96,976.00 to \$113,377.00. The budget adjustment is necessary to purchase fifteen (15) portable radios from Saginaw County 9-1-1 Authority for the Community Public Safety - Police at a total cost of \$7,598.00, and to pay for the remaining \$7,325.00 balance for the purchase of a police K-9.

12. Recommending the low bid be accepted and a purchase order be issued to 360 Services International in the amount of \$8,167.61 for the printing, stuffing, postage and mailing of the 2012 and 2013 rubbish bills for fiscal year 2012. Funds are available in the Rubbish Collection Fund Administration Division's Operating Services Account No. 226 4581 841 8005.
13. Recommending that the low bid from Auto Wares OE be accepted and a purchase order be issued to them in the amount of \$25,880.50 for an annual supply of automotive filters. Funds are available in the Motor Pool Operations Fund, Motor Vehicles Supplies Account No. 661 4480 841 7312 and will be accounted for in the Motor Pool Operations Fund Inventory Account No. 661-0000-171 1123.

#### INTRODUCTION OF ORDINANCES:

1. An ordinance amending Ordinance D-98, entitled "Authorizing the Execution of an Agreement between the City of Saginaw and the City of Midland, Michigan with respect to the acquisition and operation of a joint source of water supply for said cities" adopted July 22, 1946 and amended by Ordinance D-357 on April 25, 1955, to be added to a new table IX, entitled "Miscellaneous Ordinances," of the table of Special Ordinances, of the Saginaw Code or Ordinances.

#### CONSIDERATION AND PASSING OF ORDINANCES:

1. An ordinance to vacate a 145' portion of the alley between 1121 Lyon Street, 603,607 and 611 South Bond Street, and 608 and 612 South Oakley Street, More particularly described as the Northerly 154' of the center alley of Block 160, City of Saginaw in division South of Cass Street, located in the City of Saginaw and to retain therein an easement for public utilities, cable TV and telecommunications to be added to the table of Special Ordinances, Section II, Alley vacations of the Saginaw Code of Ordinances.

#### RESOLUTIONS:

1. Authorizing the City of Saginaw to borrow an amount not to exceed Seven Million Dollars (\$7,000,000.00) and issue its general obligation unlimited tax bonds for the purpose of paying the costs of renovating, improving, furnishing and equipping the existing City Hall. Also, to submit a bond proposition to the electors of the City at a special election to be held on November 8, 2011 for the purpose hereinafter set forth.
2. Authorizing the proprietor additional time, up and including the date of this resolution, to seek final approval of its preliminary plat and accepts and grants

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final approval of the preliminary plat for South Saginaw Homes Phase II pursuant to Title XV Chapter 15 §152.19 of the Saginaw Code of Ordinances.

UNFINISHED BUSINESS:

MOTIONS AND MISCELLANEOUS BUSINESS:

1. To go into closed session to discuss settlement negotiations in a pending employee lawsuit.

Darnell Earley  
City Manager

# COUNCIL COMMUNICATION

**From:** The City Manager

**Subject:** Final Approval of the Preliminary Plat for South Saginaw Homes Phase II

**Manager's Recommendation:**

I recommend final approval of the Preliminary Plat for South Saginaw Homes Phase II.

**Justification:**

On February 28, 2006 the City Planning Commission held a public hearing regarding the platting of land for South Saginaw Homes and subsequently recommended to City Council that Tentative Approval of the Preliminary Plat be granted. City Council also considered the preliminary plat and tentatively approved it. After this approval, the developer then proceeded with further design for the plat and coordinated with local utility providers to ensure that adequate utilities were available to service the development. After completion of this process, the developer submitted the preliminary plat along with documentation from the utility providers to the Department of Development to determine compliance with the tentatively approved preliminary plat. On June 28, 2011, the City Planning Commission held another public hearing regarding the final approval of the tentative plat and recommended that action to the City Council. The proprietor has submitted the plat to the City Engineer, the Planning Commission, and the City Attorney as required by City ordinance, which have all found the tentative plat to be in order. The next step in the platting process requires that City Council finally approve the tentative plat. Eventually, the issue will return to the City Council for approval of the final plat.

Pursuant to §152.18(G) of the ordinance the tentative approval of the preliminary plat lasted one (1) year and that period has expired. The developer was delayed because of funding issues and market concerns, but is now ready to proceed. The tentative approval may be extended if applied for by the proprietor and granted by the City Council in writing. The proposed approval also includes extension of this timeline.

**Council Action:**

This Council Communication is for explanation purposes only of the resolution to be introduced in a subsequent portion of the agenda.

# COUNCIL COMMUNICATION

**City Manager Recommendation:** Approval of the resolution as follows:

## **RESOLUTION EXTENDING TIME PERIOD AND PROVIDING FINAL APPROVAL OF PRELIMINARY PLAT**

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

WHEREAS, the City of Saginaw has found that the proprietor has provided an adequate and sufficient reason to approve its application to extend its time period to seek final approval of the preliminary plat; and

WHEREAS, the City of Saginaw has found that the proprietor has met all requirements of City ordinances for the final approval of the preliminary plat of South Saginaw Homes Phase II.

NOW, THEREFORE, BE IT RESOLVED, the City Council hereby grants the proprietor additional time, up and including the date of this Resolution, to seek final approval of its preliminary plat; and

BE IT FURTHER RESOLVED, that the City Council of the City of Saginaw hereby accepts and grants final approval of the preliminary plat for South Saginaw Homes Phase II pursuant to Title XV Chapter 15, §152.19 of the Saginaw Code of Ordinances; and

BE IT FURTHER RESOLVED, that the City Clerk shall promptly notify the proprietor of this approval.

# COUNCIL COMMUNICATION

**From:** The City Manager

**Subject:** Amendment of Agreement Regarding Saginaw Midland Water Supply Corporation.

**Manager's Recommendation:**

I recommend approval of the ordinance introduced under the regular order of business, that amends Ordinance D-98, entitled "authorizing the execution of an agreement between the City of Saginaw and the City of Midland, Michigan with respect to the acquisition and operations of a joint source of water supply for said cities" adopted July 22, 1946 and amended by ordinance D-357 on April 25, 1955. An ordinance has been prepared and appears under the regular order of business.

**Justification:**

When the Saginaw-Midland Municipal Water Supply Corporation ("Corporation") was established in 1946, the original agreement, as enacted by ordinance, provided that the cost of service include a charge of one quarter of one cent (\$0.0025) per thousand gallons to be set apart for improvements and emergency repairs ("I&ER"). Over the years, the cost of improvements and repairs has not maintained its proportionality to the actual cost of service, and as a result, the Corporation has requested, by formal resolution, that the cities of Saginaw and Midland amend the 1946 ordinance by establishing a baseline fund balance, as determined by the Construction Cost Index, as published in the Engineering News-Record, and by establishing a method for charging the cities that is relative to the I&ER fund balance.

If the fund balance is below the target, then the Corporation will charge one cent (\$0.01) per thousand gallons; if the fund balance is between the target and 125% of the

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target, the Corporation will charge one-half of one cent (\$0.005) per thousand gallons; and if the fund balance is above 125% of the target, then the rate per thousand gallons will be based on near term estimated capital expenditures. This amendment will ensure adequate funding for improvements and emergency repairs by establishing a method of charging that is relative to the actual I&ER fund balance.

The procedure for modifying the agreement is somewhat unusual. Typically, the City Council would approve an amendment to an agreement, that would then be executed by the authorized representative. However, this agreement was originally approved and authorized by a 1946 ordinance. In order to modify the agreement, the City is therefore amending the ordinance and following that procedure.

## **Council Action:**

This Council Communication is for explanation purposes only of the ordinance to be introduced in a subsequent portion of the agenda.

# COUNCIL COMMUNICATION

Council \_\_\_\_\_ introduced an ordinance entitled and reading as follows:

AN ORDINANCE AMENDING ORDINANCE D-98, ENTITLED "AUTHORIZING THE EXECUTION OF AN AGREEMENT BETWEEN THE CITY OF SAGINAW AND THE CITY OF MIDLAND, MICHIGAN WITH RESPECT TO THE ACQUISITION AND OPERATION OF A JOINT SOURCE OF WATER SUPPLY FOR SAID CITIES" ADOPTED JULY 22, 1946 AND AMENDED BY ORDINANCE D-357 ON APRIL 25, 1955, TO BE ADDED TO A NEW TABLE IX, ENTITLED "MISCELLANEOUS ORDINANCES," OF THE TABLE OF SPECIAL ORDINANCES, OF THE SAGINAW CODE OF ORDINANCES.

Laid over under the Charter provision.

# COUNCIL COMMUNICATION

Council \_\_\_\_\_ moved that an ordinance introduced, August 8, 2011, entitled and reading as follows, be taken up and enacted:

AN ORDINANCE AMENDING ORDINANCE D-98, ENTITLED "AUTHORIZING THE EXECUTION OF AN AGREEMENT BETWEEN THE CITY OF SAGINAW AND THE CITY OF MIDLAND, MICHIGAN WITH RESPECT TO THE ACQUISITION AND OPERATION OF A JOINT SOURCE OF WATER SUPPLY FOR SAID CITIES" ADOPTED JULY 22, 1946 AND AMENDED BY ORDINANCE D-357 ON APRIL 25, 1955, TO BE ADDED TO A NEW TABLE IX, ENTITLED "MISCELLANEOUS ORDINANCES, OF THE TABLE OF SPECIAL ORDINANCES, OF THE SAGINAW CODE OF ORDINANCES.

The City of Saginaw Ordains:

Section 1. The first Paragraph of Section 5(A) of Ordinance D-98, entitled "Authorizing the Execution of an Agreement between the City of Saginaw and The City of Midland, Michigan with respect to the Acquisition and Operation of a Joint Source of Water Supply for said Cities," shall be amended to read as follows:

"The total cost of water for the month shall be ascertained by adding to the actual expenses of operation for such month ascertained as above, provided: (1) the allocation as set forth in paragraph (D) herein for the Improvement and Emergency Repair Fund; and (2) one twelfth (1/12<sup>th</sup>) of the total annual charge for interest and amortization of the indebtedness incurred for the joint system determined as hereinbelow provided, and by deducting from the total thus obtained all income received by the board for such month from the sale of water and water service other than payments received from Saginaw and Midland."

Section 2. The first Paragraph of Section 5(D) of Ordinance D-98, entitled "Authorizing the Execution of an Agreement between the City of Saginaw and The City

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of Midland, Michigan with respect to the Acquisition and Operation of a Joint Source of Water Supply for said Cities,” shall be amended to read as follows:

“The following allocation shall be made to the Improvement & Emergency Repair Fund:

Target Improvement and Emergency Repair Fund Balance is \$1,500,000 based on a March 2011 Construction Cost Index of 9027 published in the Engineering News-Record;

Target Improvement and Emergency Repair Fund Balance is to be adjusted periodically based on the Construction Cost Index as published in the Engineering News-Record;

If Improvement and Emergency Repair Fund Balance is below the adjusted target balance, then a minimum of one cent (\$0.01) per thousand gallons sold will be billed to each city;

If Improvement and Emergency Repair Fund Balance is at or less than one hundred twenty-five percent (125%) of the adjusted target balance, then a minimum of one-half cent (\$0.005) per thousand gallons sold will be billed to each city;

If Improvement and Emergency Repair Fund Balance is above one hundred twenty-five percent (125%) of the adjusted target balance, then the rate per thousand gallons sold to each city should be based on near term estimated capital expenditures.

The money received by the board from the two cities by reason of the payment referenced in paragraph (A) and as set forth above in this paragraph shall be set apart by the board into a separate fund and shall be maintained as a surplus reserve and shall be used for making improvements to the joint system or for the making of

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emergency replacements or repairs for the making of which no other funds are available.”

Section 3. That this Ordinance shall take effect on September 1, 2011.

Enacted: August 22, 2011.

# COUNCIL COMMUNICATION

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

**RESOLUTION APPROVING SUBMISSION OF BOND PROPOSITION TO ELECTORS**

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

WHEREAS, pursuant to Act No. 279, Public Acts of Michigan 1909, as amended, the City of Saginaw ("City") is authorized to borrow money for the purpose of renovating, improving, furnishing and equipping public buildings; and

WHEREAS, the City Council has determined that it is appropriate to submit a bond proposition to the electors of the City at a special election to be held on November 8, 2011 for the purpose hereinafter set forth.

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

1. The following proposition shall be submitted to the electors of the City at a special election, which is hereby called, to be held in the City on November 8, 2011, to-wit:

**CITY HALL RENOVATION BOND PROPOSITION**

Shall the City of Saginaw, Saginaw County, Michigan, borrow an amount not to exceed Seven Million Dollars (\$7,000,000) and issue its general obligation unlimited tax bonds for the purpose of paying the costs of renovating, improving, furnishing and equipping the existing City Hall of the City and improving the site thereof? The maximum number of years the bonds may be outstanding, exclusive of refunding, is 16 years; the estimated millage that will be levied to pay the proposed bonds in the first year that the levy is authorized is 0.6484 mills (which is equal to \$0.6484 per \$1,000 of taxable value of real and personal property in the City); and the estimated simple average annual millage that will be required to retire the bonds is 1.1916 mills.

2. The City Clerk is hereby directed to do all things necessary to provide for the submission of the aforesaid proposition to the electors of the City at the special election to be held on November 8, 2011.

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3. All resolutions and parts of resolutions, insofar as the same may be in conflict herewith, are hereby rescinded.

# COUNCIL COMMUNICATION

**From:** The City Manager

**Subject:** Police Officer Concealable Body Armor/Ballistic Vests

**Manager's Recommendation:**

I recommend approval and issuance of a purchase order to Michigan Police Supply LLC, Detroit, MI in the amount of \$3,720.00 to purchase an additional six (6) concealable body armor/ballistic vests for the Community Public Safety - Police which will expire by the end of fiscal year 2012.

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

Funds for the purchases are budgeted in the General Fund is Community Public Safety – Police – Building & Property Management's Clothing Supplies Account No. 101-3514-721.73-03.

**Justification:**

On June 6, 2011 Council approved the purchase of nine (9) concealable body armor/ballistic vests for the Community Public Safety - Police for fiscal year 2012. It has since been discovered that an additional six (6) vests will expire by the end of fiscal year 2012 and will need to be replaced.

**Council Action:**

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

# COUNCIL COMMUNICATION

**From:** The City Manager

**Subject:** Purchase of Police K-9 Budget Adjustment

**Manager's Recommendation:**

It is recommended that a budget adjustment be completed to increase the General Fund Revenue's Police Donations Account No. 101-0000-601.67-60 from \$0 to \$8,000.00, which is an \$8,000.00 increase. The increase in revenue will be offset by an increase in the Community Public Safety – Police – Police Administration's Professional Services Account No. 101-3512-721.80-01 by the same amount.

**Justification:**

On July 21, 2011 the Community Public Safety - Police was awarded \$8,000.00 from the Jessica Nagle-Wilson Charitable Foundation to use towards the purchase and training of a police K-9. Jessica Nagle-Wilson was a Hazel Park police officer killed in the line of duty nine years ago. The family of Jessica started a foundation in her honor, to raise funds for police departments interested in the K-9 Program.

Community Public Safety - Police will use the \$8,000.00 award towards the purchase of a K-9 from Vohne Liche Kennels located in Denver, IN. The total cost of the K-9 is \$15,325.00. The \$7,325.00 remaining balance will be paid for with drug forfeiture funds.

**Council Action:**

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

# COUNCIL COMMUNICATION

**From:** The City Manager

**Subject:** Drug Forfeiture Fund Budget Adjustment

**Manager's Recommendation:**

It is recommended that a budget adjustment be completed to increase the Drug Forfeiture Funds – Use of Fund Equity Account No. 264-0000-680.00-00 from \$96,976.00 to \$113,377.00, which is a \$16,401.00 increase. The increase in revenue will be offset by an increase in the Drug Forfeiture's Parts and Supplies Account No. 264-3040-731.73-30 by \$1,478.00, Drug Forfeiture's Professional Services Account No. 264-3040-731.80-01 by \$7,325.00, and Drug Forfeiture's Capital Outlay Less than \$5,000 Account No. 264-3040-731.97-05 by \$7,598.00.

**Justification:**

The budget adjustment is necessary to purchase fifteen (15) portable radios from Saginaw County 9-1-1 Authority for the Saginaw Police Department at a total cost of \$7,598.00 (which will ease the present inventory issue and allow officers to get on the streets quicker), to replace two (2) Remington police rifles at a total cost of \$1,478.00 (that are worn and have become too costly to repair), and also to pay the remaining \$7,325.00 balance for the purchase of a police K-9.

**Council Action:**

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

# COUNCIL COMMUNICATION

**From:** The City Manager

**Subject:** Printing and Mailing of FY'2012 Rubbish Bills

**Manager's Recommendation:**

I recommend the lowest bid from 360 Services International be accepted and a purchase order be issued to them in the amount of \$8,167.61 for the printing, stuffing, postage and mailing of the 2012 and 2013 rubbish bills for fiscal year 2012.

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

Funds for this purchase are budgeted in the Rubbish Collection Fund - Administration Division's Operating Services Account No. 226-4581-841.80-05 (\$8,167.61) for fiscal Year 2012 and will be budgeted in the same account number for fiscal year 2013.

**Justification:**

Two-year bids were received from thirteen vendors for the printing, stuffing, postage and mailing of the 2012 and 2013 rubbish bills. Cost comparisons show a 1.5 % decrease from the previous year's purchase. Following is a tabulation of the bids:

<b><u>Vendors</u></b>	<b><u>FY 2012</u></b>	<b><u>FY2013</u></b>	<b><u>Totals</u></b>
360 Services International Livonia, MI	\$8,167.61	\$8,167.61	\$16,335.22
Postal Pros Albuquerque, NE	\$8,364.43	\$8,364.43	\$16,728.86
TBF Graphics Saginaw, MI	\$8,401.30	\$8,401.30	\$16,802.60
Allegra Marketing Lansing, MI	\$8,416.80	\$8,416.80	\$16,833.60
Midwest Direct	\$8,452.15	\$8,452.15	\$16,904.30

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Cleveland, OH

Wolverine Solutions Group Detroit, MI	\$8,779.51	\$8,779.51	\$17,559.02
Ancor Information Mgmt. Troy, MI	\$9,052.54	\$9,052.54	\$18,105.08
Moonlight Business Process Outsourcing Bencia, CA	\$9,251.00	\$9,251.00	\$18,502.00
The Data Center Salt Lake City, UT	\$9,372.78	\$9,372.78	\$18,745.56
DataMax Atlanta, GA.	\$9,569.75	\$9,569.75	\$19,139.50
Accumorm Printing & Graphics Detroit, MI	\$9,672.78	\$9,672.78	\$19,345.56
Inernational Security Products Paso Robles, CA	\$9,666.16	\$9,666.16	\$19,332.32
Laser Com Lansing, MI	\$8,766.37	\$11,041.20	\$19,807.57

## **Council Action**

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

# COUNCIL COMMUNICATION

**From:** The City Manager

**Subject:** Annual Supply of Automotive Filters

**Manager's Recommendation:**

I recommend the bid from Auto Wares OE be accepted and a purchase order be issued to them in the amount of \$25,880.50 for an annual supply of automotive filters.

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

Funds are budgeted in the Motor Pool Operations Fund, Motor Vehicle Supplies Account No. 661-4480-841.73-12 and will be accounted for in Motor Pool Operations Fund Inventory Account No. 661-0000-171.11-23.

**Justification:**

The City received bids for an annual supply of automotive filters. This is the second year of a two-year bid that was won by Auto Wares OE (formerly George Electric). The City's Motor Pool Operation requires an inventory of various filters in order to maintain its fleet. Following is a tabulation of the bids received:

Auto Wares OE (formerly George Electric) Saginaw, MI (out-city)	\$25,880.50
Quality Auto Parts Bridgeport, MI (out-city)	\$26,226.81
Larry's Non-Premium Saginaw, MI (in-city)	\$27,426.68
Larry's Premium Saginaw, MI (in-city)	\$28,274.01

**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) Agreement

**Manager's Recommendation:**

I recommend that the City Council approve the Community Development Block Grant (CDBG) Agreement for 2011-12 and that the Mayor be authorized to execute the same. This agreement has been approved by the City Manager as to the substance and the City Attorney as to form.

**Justification:**

The City of Saginaw has received a Grant Agreement for the fiscal year 2011-2012 CDBG program. The funding Agreement is in the amount of \$2,274,866.00. This is the City's entitlement amount approved by the federal government.

The activities referred to in the funding agreement include all the activities listed in the submission and approved by Council on January 24, 2011. A summary of the activities contained in the funding agreement is attached and included in the City Clerk's File No. (\_\_\_\_\_). The environmental reviews for those projects have been completed and we are awaiting final clearances from HUD. 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 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. The agreement is for a one-year period that began July 1, 2011 and will terminate June 30, 2012. In accepting this grant agreement, the City also agrees that it will comply with standard

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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 communication from the City Manager be approved.

# COUNCIL COMMUNICATION

**From:** The City Manager

**Subject:** HUD Emergency Shelter Grant (ESG) Agreement

**Manager's Recommendation:**

I recommend that the City Council approve the Emergency Shelter Grant (ESG) Agreement for 2011-12 and that the Mayor be authorized to execute the same. The agreement has been approved by the City Manager as to the 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 FY' 2011 for the Emergency Shelter Grant (ESG) portion of the Stewart B. McKinney Homeless Assistance Act (City Clerk's File No. \_\_\_\_\_). The funding agreement is in the amount of \$110,134.00. This is the City's entitlement amount approved by the federal government.

The activities recommended for funding include the four activities listed in the 2011-12 Action Plan, which is part of the Consolidated Plan submission approved by Council on May 9, 2011.

Of this funding agreement \$35,000.00 is to be used by the Underground Railroad, \$31,122.00 by the Youth Protection Council's Innerlink complex and housing programs, \$27,234.00 by Restoration Community Outreach, and \$16,788.00 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, 2011, when the current contract ends. It is being sent to you now to be reviewed and approved to allow Innerlink to continue 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.

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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 within 180 days of July 1, 2011, and completely expended by two years from this date. If this is not done, then funds, which have not been used, will become available for reallocation to other communities by HUD. Compliance with these conditions should not be a problem. In a separate communication, the City Council is being asked to approve contracts committing the \$110,134.00 provided by this grant to the Underground Railroad, The Innerlink Shelter Complex, and Restoration Community Outreach Shelter, and HMIS, for the activities described above.

In accepting this grant agreement, the City also agrees that it will comply with federal regulations pertaining to the Emergency Shelter Grant program and other applicable laws. These conditions are also made a part of all contracts with third parties or subgrantees finance with ESG monies.

**Council Action:**

Council\_\_\_\_\_ \_\_\_\_\_ moved that the communication from 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 the City Council approve the HOME Grant Agreement for 2011-12 and that the Mayor be authorized to execute the same. The grant agreement is subject to the approval of the City Manager as to the 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 FY' 2011 for the HOME Investment Partnership Program (City Clerk's File No. \_\_\_\_\_). The funding agreement is in the amount of \$624,595.00. The City will use \$415,066.00 for the single-family, owner-occupied residential grant program for very low-income homeowners. In addition, Habitat for Humanity will use \$93,694.00 for rehabilitation of houses, \$105,835 for the construction of a new house, and \$10,000.00 for operating fees in conjunction with the two activities listed above.

In accepting this grant agreement, the City agrees that it will 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 HOME Investment Partnership Grant program and other applicable laws. These conditions are also made a part of all contracts with third parties or subgrantees finance with HOME monies.

**Council Action:**

Council \_\_\_\_\_ moved that the communication 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 2011-12. The contracts are subject to the approval of the City Manager as to substance and the City Attorney as to form. This recommendation is contingent upon the approval of the agreement between the City of Saginaw and U.S. Department of Housing and Urban Development (HUD) and subsequent release of the funds from the HUD.

**Justification:**

Transmitted herewith are 12 contracts for housing, economic development and public services to be carried out under the City's 38<sup>th</sup> 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 \$12,390.00.

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 \$137,175.00.

This activity (City Clerk's File No. \_\_\_\_\_) is operated by Saginaw County Community Action Committee (CAC). It provides one-time 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 \$567,500.00.

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 which to start or expand businesses in the targeted areas. Each business loan is based

# COUNCIL COMMUNICATION

on the number of jobs to be created and made available for low and moderate-income residents in the City. The budget is comprised of entitlement funds, loan repayments, and carryover funds.

4. Habitat for Humanity Housing Counseling \$8,850.00.

This activity (City Clerk's File No. \_\_\_\_\_) is sponsored by Habitat for Humanity. It assists low and moderate-income households with pre-loan housing counseling services, credit counseling, financial management, and homebuyer education. Participants will also receive post-loan support once they have received a loan.

5. Youth Protective Services \$21,210.00.

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, 2011, when the current contract expires. By approving this contract, City Council will allow the activity staff to begin planning for the 2011-12 year, which begins October 1, 2011.

6. Teen Parent Support \$21,210.00.

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 21. 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, 2011, when the current contract expires. By approving this contract, City Council will allow the activity staff to begin planning for the 2011-12 year, which begins October 1, 2011.

7. New Alternatives Youth Service Center \$18,585.00.

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This project (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.

8. Youth Mentoring \$24,727.00.

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 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 and caring individuals.

9. Mission in the City \$22,125.00.

This activity (City Clerk's File No. \_\_\_\_\_) is sponsored by Mission in the City. It provides funding for a venue for after school and summer programs for the youth while providing recreational opportunities for adults and will function as the social hub for a very depressed area by having basketball courts, a paved walking path, and a pavilion with a grassy area for many other fitness activities. Mission in the City expects to serve up to 110 people per day in the summer.

10. Sojourner Truth \$17,700.00.

This activity (City Clerk's File No. \_\_\_\_\_) is operated by the Sojourner Truth Community Theatre. The activity will include a Season of Plays, which includes an after school program that will expose young people to the fine arts as an educational tool for building positive self-

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esteem, leadership skills, and social skills, which will help to defer them from violence, drug addition, and pregnancy.

11. Girl Pride Sugar and Spice/Young Men Who Dare \$17,700.00.

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. To 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. Mobilizing the Community \$17,700.00.

This activity (City Clerk's File No.\_\_\_\_\_) is operated by Parishioners On Patrol (POPS). Its members provide the service of patrolling the streets in an effort to help provide safe streets by working with the community in ways that have traditionally been difficult for the police. Since POPS, there has been an increase in neighborhood collaboration with the policing agencies. This project encourages and promotes residents to stand up for themselves. The project's mission is to make Saginaw a safe, vibrant, and healthy community.

Council approved the City's submission to the Department of Housing and Urban Development (HUD) for these funds on January 24, 2011.

**Council Action:**

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

# COUNCIL COMMUNICATION

**From:** The City Manager

**Subject:** HUD Emergency Shelter Grant (ESG) Subgrantee Contracts

**Manager's Recommendation:**

I recommend that City Council approve the ESG Subgrantee Contracts for 2011-12. These contracts have been approved by the City Manager as to substance and the City Attorney as to form. This recommendation is contingent upon the approval of the agreement between the City of Saginaw and U.S. Department of Housing and Urban Development (HUD) and subsequent release of the funds from the HUD.

**Justification:**

Transmitted herewith are 4 contracts (City Clerk's File Nos. \_\_\_\_\_) to provide \$110,134.00 from the Emergency Shelter Grant portion of the Steward B. McKinney Homeless Assistance Act to four 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 \$35,000.00 to be used for utilities, property insurance, building maintenance, selected operating costs and furnishings. At the Youth Protection Council, \$31,122.00 will be used to pay for insurance, utilities, equipment, minor repairs and operation costs at the Innerlink Shelter. At SC-CHAP \$16,778.00 will be used to fund HMIS. Restoration Community Outreach will receive \$27,234.00 to pay for insurance utilities, food, and supplies.

Council approved the City's submission to the Department of Housing and Urban Development (HUD) for these funds on January 24, 2011.

**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)  
Subgrantee Contracts

**Manager's Recommendation:**

I recommend that City Council approve the HOME Subgrantee Contracts for 2011-12. The contracts have been approved by the City Manager as to substance and the City Attorney as to form. This recommendation is contingent upon the approval of the agreement between the City of Saginaw and U.S. Department of Housing and Urban Development (HUD) and subsequent release of the funds from the HUD.

**Justification:**

Transmitted herewith are 3 contracts (City Clerk's File Nos. \_\_\_\_\_) to provide \$209,529.00 from the HOME Investment Partnership Program to assist Habitat for Humanity to proceed as the Community Housing Development Organization (CHDO), which would include the purchase of materials for rehabilitation of property, the construction of a single family residential structure, and the operating expenses.

Council approved the City's submission to the Department of Housing and Urban Development (HUD) for these funds on January 24, 2011.

**Council Action:**

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

# COUNCIL COMMUNICATION

**From:** The City Manager

**Subject:** Municipal Employees Retirement 65th Annual Meeting

**Manager's Recommendation:**

I recommend Grace DeLeon be appointed as officer delegate, and Dennis Jordan be appointed as alternate officer delegate, and Richard Massey as employee delegate, and Edward Brown as alternate employee delegate, to attend the Municipal Employees Retirement System's 65th Annual Meeting to be held September 27-29, 2011, in Traverse City, Michigan.

**Justification:**

The Municipal Employees Retirement Act provides that an annual meeting shall be held for representatives of participating municipalities for the purpose of selecting nominees for membership on the retirement board and to transact such business as may be required for the proper operation of the retirement system. The annual meeting for 2011 has been scheduled for September 27-29, 2011, in Traverse City, Michigan.

The officer delegate and alternate officer delegate are recommended based on appointing criteria. The employee delegate and employee alternate delegate are elected in accordance with the Act that requires the City Clerk hold a secret ballot election for all eligible MERS members. Such an election was held. Upon conclusion, votes were counted and tallied resulting in Richard Massey receiving the highest number of votes and Edward Brown the second highest.

**Council Action:**

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

# COUNCIL COMMUNICATION

**From:** The City Manager  
**Subject:** Dangerous Dog Signs

**Manager's Recommendation:**

Recommending issuance of a purchase order to The Artcraft Ad Specialties Co. LLC, the low bidder, in the amount of \$2,562.00 for the purchase of 1,000 polypropylene twin wall plastic screen printed signs to be provided to owners registering any dangerous dog 4 months of age or older.

Additionally, a budget adjustment should be completed to increase the City Clerk's Office Parts and Supplies Account No. 101-1730-701.73-30 from \$0.00 to \$2,562.00 for the purchase of \$1,000 polypropylene twin wall plastic screen printed signs. This increase in the expenditures should be offset by an increase to the General Fund's Fund Balance Account No 101-0000-680.00-00 by the same amount.

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

Funds for this purchase are available in the City Clerk's Office Parts and Supplies Account No. 101-1730-701.73-30.

**Justification:**

The proposed ordinance (§94.11-§94.17, "Dangerous Dogs" of Chapter 94 "Nuisances: Health and Safety," of Title IX, "General Regulations," of the City of Saginaw Code of Ordinances, O-1) necessitates the owner of any dangerous dog 4 months of age or older, register their dog with the City Clerk. As part of that registration, the City Clerk will provide the owner with 1 sign, which is included in the \$20.00 registration fee.

On April 26, 2011, the City received bids for 500 - 12" x 18" Yellow Extruded High polypropylene twin wall plastic screen printed signs. Following is a tabulation of the bids received and reviewed by the Purchasing Committee:

The Artcraft Ad Specialties Co. LLC University Park, FL	\$ 641.00 (Shipping included)
Voss Signs, LLC	\$ 670.00 (Shipping included)

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Manlius, NY

ID Enterprises \$ 745.00 (Shipping included)  
Livonia, MI

Decal Techniques Inc. \$ 800.00  
West Babylon, NY 24.00 (Shipping)  
\$ 824.00

Central Sign & Fabricating \$ 925.00 (Shipping included)  
Holly, MI

RG Plastics, LLC \$ 905.00  
Waterford, MI 45.00 (Shipping)  
\$ 950.00

TAPCO \$1,475.00  
Brown Deer, WI 100.00 (Shipping)  
\$1,575.00

Universal Sign & Graphics, LLC \$1,600.00 (Shipping included)  
Saginaw, MI

Rathco Safety Supply, Inc. \$1,750.00 (Shipping included)  
Portage, MI

Safety Services, Inc. \$2,370.00 (Shipping included)  
Kalamazoo, MI

Airgas Great Lakes Inc. \$4,245.00 (Shipping included)  
Saginaw, MI

Following the receipt of bids, it was decided that the signs would be easier to hang if they had grommets in the corners. Four (4) grommets per sign is an additional \$1.28 per sign for a total cost of \$1,281.00 for the initial order of 500 signs from the lowest bidder, The Artcraft Ad Specialties Co. LLC. Although grommets were not included in the original bid, it is presumed that the industry standard to add grommets would increase all other bids by the same amount. The City has exceeded 500 registrations and needs to order another 500 signs, raising the total purchase to \$2,562.00.

## **Council Action:**

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