

**Council Agenda**

**October 8, 2007, 6:30 p.m., Council Chamber**

**PRAYER AND PLEDGE OF ALLEGIANCE:**

**ROLL CALL:**

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

**ANNOUNCEMENTS:**

1. Fire Chief E. Dean Holland to accept proclamation designating October 7-13, 2007 as "Fire Prevention Week" in the City of Saginaw.
2. Gary Lawton, Fire Department, to accept Certification of Recognition for military service.
3. Barbara Harvey, Unit Director for Boys & Girls Club, to accept proclamation designating October 18, 2007 as "Lights On After School" in the City of Saginaw.

**PUBLIC HEARINGS:**

**PERSONAL APPEARANCES:**

*(A list will be provided on Monday)*

**REMARKS OF COUNCIL:**

**PETITIONS:**

07-29 Alan Ziegler, Mistequay Group, Ltd., submitting application for Industrial Property Tax Abatement for the property at 1156 N. Niagara.

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

**APPOINTMENT OF BOARDS AND COMMISSIONS MEMBERS:**

1. Consideration of reappointing Kevin D. Camese and Karen M. Courneya to the STARS Board with a term to expire September 26, 2010.
2. Consideration of reappointing Gregory H. Largent to the Historic District Commission with a term to expire October 8, 2009.

3. Consideration of reappointing Myron Shinkel to the Housing Board of Appeals with a term to expire October 8, 2009.
4. Consideration of reappointing George C. Bush to the Civil Service Commission with a term to expire October 8, 2013. (*pending successful background check*)

REPORTS FROM MANAGER:

Management Update:

Recommended Actions:

1. Recommending approval of the Easement between the City of Saginaw and Saginaw Charter Township.
2. Recommending that a purchase order be approved and issued to Novell in the amount of \$11,550.00 for the purchase of annual maintenance of the citywide network software. This vendor meets all requirements of the contract compliance provisions. Funds are budgeted and available in the Information Services Operating Services Account No. 658 1720 711 8005.
3. Recommending that payments be made to Sungard HTE, Inc. for software maintenance and license fees, in a total amount not to exceed \$149,900.00, pursuant to the HTE Software License Agreement and Supplemental Software License and Services Agreement approved by City Council in October, 1997 as part of the IBM Technology Upgrade Plan. This vendor meets all requirements of the contract compliance provisions. Funds are budgeted in the Information Services Operating Services Account No. 658 1720 711 8005.
4. Recommending acceptance of the quote and issuance of a purchase order to Total Business Systems for the emergency purchase of 50,000 pressure seal forms to be used by the Treasury Division. This vendor meets all requirements of the contract compliance provisions. Funds are available in the Treasurer's Parts and Supplies Account No. 101 1743 711 7320 (\$1,265.00), Income Tax Parts and Supplies Account No. 101 1745 711 7320 (\$1,265.00), and City Clerk's Parts and Supplies Account No. 101 1730 701 7320 (\$385.00).
5. Recommending acceptance of the low bid and issuance of a purchase order to S C Supply Company in the amount of \$3,071.00 for the purchase of traffic control barrels. This vendor meets all requirements of the contract compliance provisions. Funds are budgeted in the Traffic Engineering Parts and Supplies Account No. 101 4621 791 7330.
6. Recommending acceptance of the low bid and issuance of a purchase order to Michigan Switchgear in the amount of \$8,500.00 for testing, cleaning, and calibration services of the Wastewater Treatment Remote Facilities electrical

switchgear. This vendor meets all requirements of the contract compliance provisions. Funds are available in the Sewer Operation and Maintenance Fund Account No. 590 4830 861 8005.

7. Recommending acceptance of the low bid and issuance of a purchase order to Draper Chevrolet in the amount of \$37,317.19 for the purchase of three 2007 Chevy Cobalts to be used by the Assessor's Office and Inspections Division. This vendor meets all requirements of the contract compliance provisions. Funds are budgeted in the Motor Pool Operations Account No. 661 4480 841 9770.
8. Recommending acceptance of the only bid and issuance of a purchase order to Bell Equipment in the amount of \$154,900.00 for the purchase of a three-wheeled street sweeper to be used by the Right of Way Division. This vendor meets all requirements of the contract compliance provisions. Funds are budgeted in the Sewer Surplus Maintenance Equipment Replacement Account No. 576 4840 881 9741.

INTRODUCTION OF ORDINANCES:

CONSIDERATION AND PASSING OF ORDINANCES:

RESOLUTIONS:

1. Approving the grant application from City Rescue Mission to MSHDA.

UNFINISHED BUSINESS:

MOTIONS AND MISCELLANEOUS:

Darnell Earley  
City Manager

# COUNCIL COMMUNICATION

**From:** The City Manager

**Subject:** Watermain Easement

**Manager's Recommendation:**

I recommend that the Easement between the City of Saginaw ("City") and Saginaw Charter Township ("Saginaw Township") be approved. Consideration for the Easement is \$1.00. The Easement has been approved by the City Manager as to substance and the City Attorney as to form.

**Justification:**

The City and Saginaw Township have discussed the parties entering into an Easement. Saginaw Township plans to construct a watermain and needs access across the City's property to perform the work. The watermain is being constructed for Delta Truss Manufacturing. The Easement is located within City-owned property, which contains a watermain that services Carrollton Township.

**Council Action:**

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

# COUNCIL COMMUNICATION

**From:** The City Manager

**Subject:** Novell Licenses and Annual Maintenance payment

**Manager's Recommendation:**

I recommend that a purchase order be issued to Novell in the amount of \$11,550 for the purchase of annual maintenance.

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 and available in the Information Services Operating Services Account No. 658-1720-711.80-05.

**Justification:**

The City received a proposal for the renewal of licenses and annual maintenance of the citywide network software. Information Services requested the renewal of fewer licenses from previous years in an effort to lower costs. By participating in the State of Michigan Master License Agreement with Novell, which is renewable on an annual basis, the City realizes a 50% savings over standard pricing of the software and maintenance. The total price for 10/01/2007 thru 9/30/2008 is \$11,550.

**Council Action:**

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

# COUNCIL COMMUNICATION

**From:** The City Manager

**Subject:** Sungard HTE, Inc. Software Annual Maintenance

**Manager's Recommendation:**

I recommend that payments be made to Sungard HTE, Inc., for software maintenance and license fees, in a total amount not to exceed \$149,000, pursuant to the HTE Software License Agreement and Supplemental Software License and Services Agreement approved by City Council on October 27, 1997, as part of the IBM Technology Upgrade Plan. Sungard HTE, Inc., bills the City of Saginaw for maintenance and license fees on a quarterly basis.

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

Funds for these payments have been budgeted and are available in the Information Services Operating Services Account No. 658-1720-711.80-05.

**Justification:**

Maintenance and license agreements for HTE, HTE COGNOS Query, Looking Glass and QRep require annual payment. Maintenance agreements allow the City to obtain periodic software enhancements and use HTE resources for problem support. License fee payments are required to use copyrighted programs. This communication covers quarterly payments for fiscal year 2008. Our agreement with Sungard HTE, Inc., allows an annual increase in fees equal to the Consumer Price Index.

**Council Action:**

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

# COUNCIL COMMUNICATION

**From:** The City Manager

**Subject:** ~~Testing, Cleaning, and Calibration Services, Printing and Mailing of Water Bills~~

Formatted

Formatted

**Manager's Recommendation:**

I recommend that the ~~low bid from~~ Michigan Switchgear ~~low bid from TBF Graphics~~ be accepted and that a purchase order be issued to them in the amount of \$8,500. ~~0060,600.00 for~~ testing, cleaning and calibration of the Wastewater Treatment Remote Facilities' electrical switchgear.

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~~ ~~are available~~ in the Sewer Operation and Maintenance Fund Account No. 590-~~4830-861.80-05-5311-711-8005~~ ~~(\$30,300.00)~~, and ~~Water Operation and Maintenance Fund Account No. 591-5310-711-8005 (\$30,300.00)~~.

**Justification:**

On August 14, 2007 the City received bids ~~for~~ testing, cleaning, and calibration of the Wastewater Treatment Remote Facilities' electrical switchgear. ~~This equipment provides the electrical distribution for the remote Retention Treatment Basins. The cleaning and calibration service is a required preventative maintenance task. Following is a tabulation of the bids that were received:~~

Michigan Switchgear Bay City, MI	\$8,500.00
Great Lakes Power Linwood, MI	\$8,595.00

**Council Action:**

# COUNCIL COMMUNICATION

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



# COUNCIL COMMUNICATION

**From:** The City Manager

**Subject:** Replacement Vehicles

**Manager's Recommendation:**

I recommend that a purchase order be issued to Draper Chevrolet in the amount of \$37,317.19 for the purchase of three 2007 Chevy Cobalts to be used by the City Assessor's Office and Inspections 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 Motor Pool Operations Account No. 661-4480-841.97-70.

**Justification:**

On September 4, 2007 bids were opened for replacement vehicles to be used by the Assessor and Inspections Divisions. The Assessor Division is replacing a 1992 Lumina that has a number of problems with the cooling, charging and air conditioning systems. The Inspections Division is replacing two Cavaliers; the 1990 model has a damaged engine and the 1991 model is in need of many major repairs (i.e. brakes, transmission and body). Following is a tabulation of bids received:

Draper Chevrolet Saginaw, MI	\$ 37,317.19
Suski Chevrolet Birch Run, MI	\$40,369.51
Whiteside Chevrolet St. Clairsville, OH	\$41,100.00

**Council Action:**

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

# COUNCIL COMMUNICATION

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

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

WHEREAS, Rifkin Scrap Iron & Metal Co. did on August 8, 2007, file its application for an Industrial Facilities Exemption Certificate as provided by Act 198, P.A. of 1974, as amended, hereinafter referred to as the Act, receipt of said application having been reported to City Council on September 10, 2007, and said application being on file in City Clerk's File 07-24; and

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

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

1. The Council of the City of Saginaw on August 10, 1981, on the petition of Rifkin Scrap Iron & Metal Co. did lawfully establish in the City of Saginaw, an Industrial Development District pursuant to the Act, said district comprising that certain piece or parcel of land in the State of Michigan, County of Saginaw and City of Saginaw under the City of Saginaw Tax Roll No. 14-0250-000-00, commonly known as 1445 N. Niagara.

2. Upon receipt of the above-mentioned application for an Industrial Facilities Exemption Certificate from Rifkin Scrap Iron & Metal Co., the City Clerk did notify in writing the Assessor of the City of Saginaw and the legislative body of each taxing unit which levies ad valorem property taxes in the City of Saginaw, this being the governmental unit in which the facility for an Industrial Facilities Exemption Certificate is

# COUNCIL COMMUNICATION

sought to be located, said taxing units being the Intermediate School District, the School District of the City of Saginaw, County of Saginaw, Saginaw Public Libraries, Delta College and Saginaw Transit Authority Regional Services, enclosing a copy of the above-described application for Industrial Facilities Exemption Certificate and notifying each that it would be given an opportunity to be heard on this matter by the Council at its regular meeting.

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

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

5. Construction of the facility or installation of machine and equipment, which is the subject of the above-mentioned application, was not begun earlier than six (6) months before the filing of the application for the Industrial Facilities Exemption Certificate.

# COUNCIL COMMUNICATION

6. The application filed for the certificate indicates one (1) new job will be created and seventy-five (75) current jobs will be retained, in the City of Saginaw, this being the community in which the facility is situated.

7. The aggregate state equalized valuation of real and/or personal property exempt from ad valorem taxes under the Act in the City of Saginaw after granting the Industrial Facilities Exemption Certificate applied for will not exceed 5 percent of an amount equal to the sum of the state equalized valuation of real and/or personal property exempt from ad valorem taxes under the Act in the City of Saginaw.

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

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

BE IT FURTHER RESOLVED, that the Council of the City of Saginaw does hereby approve the above-described application of Rifkin Scrap Iron & Metal Co. for an Industrial Facilities Exemption Certificate for a period of 12 years.

# COUNCIL COMMUNICATION

**From:** The City Manager

**Subject:** Replacement Streets Sweeper

**Manager's Recommendation:**

I recommend acceptance of the single bid and issuance of a purchase order to Bell Equipment, Lake Orion, MI in the amount of \$154,900.00 for the purchase of a three-wheeled street sweeper to be used by the Right of Way 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 Sewer Surplus Maintenance Equipment Replacement Account No. 576-4840-881-97-41.

**Justification:**

On September 11, 2007 a single bid was received on a three-wheeled street sweeper for use in the Right Of Way Division/Streets Section in the maintenance of city streets and catch basins. The new sweeper is replacing a 1990 model that frequently breaks down and is increasingly costly to maintain. A cost comparison shows a 14% increase from the previous purchase, due to an additional broom added for catch basin cleaning.

**Council Action:**

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

# COUNCIL COMMUNICATION

**From:** The City Manager

**Subject:** Purchase of MMUTCD approved traffic control barrels

**Manager's Recommendation:**

I recommend that the low bid received from S C Supply be accepted and that a purchase order be approved and issued to them in the amount of \$3,071.00 for the purchase of traffic control barrels.

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 equipment are budgeted in the Traffic Engineering Parts and Supplies Account No. 101-4621-791-7330.

**Justification:**

On September 18, 2007, the City received bids for Trimline barrels used for traffic control on State trunk lines and major streets. This equipment is necessary to perform detours and other traffic control to ensure safe and efficient movement of vehicles within the City of Saginaw's 320 plus miles of roadway and approximately 110 signalized intersections. Following is a tabulation of the bids received.

S C Supply Co. South Bend, IN	\$3,071.00
Grainger Alpharetta, GA	\$3,339.00

**Council Action:**

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

# COUNCIL COMMUNICATION

**From:** The City Manager

**Subject:** Pressure Seal Forms

**Manager's Recommendation:**

I recommend that the quote from Total Business Systems for 50,000 pressure seal forms be accepted and a purchase order be issued to them in the amount of \$2,750.00 for Z-Fold Pressure Seal Forms.

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 Treasurer's Parts and Supplies Account No. 101-1743-711-7320 (\$1,265.00), Income Tax Parts and Supplies Account No. 101-1745-711-7320 (\$1,100.00) and City Clerk's Parts and Supplies Account No. 101-1730-701-7320 (\$385.00).

**Justification:**

The Treasurer Division inadvertently overlooked the fact that their stock was low for Pressure Sealed Forms that are used for printing payroll direct deposit, printing income tax 1099's, and printing business licenses. As a result, emergency quotes were solicited and the results are as follows:

Total Business Systems Alma, MI	\$2,750.00
TBF Graphics Saginaw (In-City)	\$3,142.50

**Council Action:**

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

# COUNCIL COMMUNICATION

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

**Approval of Grant Application from City Rescue Mission to MSHDA.**

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

WHEREAS, the City of Saginaw has been asked by the Michigan State Housing Development Authority ("MSHDA") to approve grants from local non-profit applicants before MSHDA will process them; and

WHEREAS, City Rescue Mission of Saginaw, Inc. has sought this local approval so that it may submit an application to replace carpeting and furniture at its facility; and

WHEREAS, the City recognizes the value of the services provided by City Rescue Mission of Saginaw, Inc. in its use of past grants,

NOW, THEREFORE, BE IT RESOLVED, that the City of Saginaw approves the application of City Rescue Mission of Saginaw, Inc. to MSHDA.