

Council Agenda
October 10, 2011 6:30 p.m.
Council Chamber

PRAYER AND PLEDGE OF ALLEGIANCE

ROLL CALL

CORRECTION AND APPROVAL OF MINUTES OF PRECEDING SESSIONS:

September 26, 2011 regular Council meeting

ANNOUNCEMENTS:

1. Michael C. Brush, to accept proclamation declaring October 14th, 2011 as Michael C. Brush Day.
2. Proclamation declaring October 11th, as Henry G. Marsh Day.

PUBLIC HEARINGS:

1. Amending the official City map to vacate a portion of Johnson Street at Water Street.
2. Intent to grant a PILOT to Westbrook Housing Development Limited Liability Corporation for the Bliss Park Senior Housing Project in the Covenant District.

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:

REPORTS FROM MANAGER:

Management Update:

1. Saginaw Promise Update by Kendrick Kemp/Joyce Seals
2. Economic Vitality Incentive Program (EVIP) Certification by Tim Morales

Council Agenda

October 10, 2011 6:30 p.m.

Council Chamber

Recommended Actions:

1. Recommending approval of a two-year Agreement with the Child and Family Services to provide an Employee Assistance Program (EAP) to City employees at the cost of \$14,239 annually. Further recommending that the City Manager and/or his designee be authorized to sign all documents.
2. Recommending that a budget adjustment be completed to increase the Drug Forfeiture Funds – Use of Fund Equity revenue line item no. 264-000-680.00-00 from \$113,377 to \$153,377, which is a \$40,000 increase. This will be offset by an increase in the Drug Forfeiture's Vehicles Account No. 264-3040-731.97-70 by the same amount.
3. Recommending approval of the grant application from the City of Saginaw Police Reserves to the Saginaw Community Foundation in the amount of \$3,409 to purchase two (2) Honda Ruckus Motor Scooters to be used for special events and parking enforcement and that the Mayor and/or his designee be authorized to execute the application and any related documents.
4. Recommending approval of an Agreement with the Saginaw County Sheriff's Department to transport prisoners at \$32.40 per transport through June 30, 2012 and effective July 1, 2012 the fees will increase to \$34.00 through June 30, 2013, the amount not to exceed 5%.
5. Recommending payment be made to HESCO, the sole source provider, in the amount of \$2,216, for emergency repair parts for the Water Treatment Plant ground storage tank fill valve at the Gratiot Road Booster Station.
6. Recommending that the low bids be split and purchase orders be issued for Wastewater Treatment Plant laboratory supplies, in the amounts as follows: Buy Indian Medical - \$270.60, Comade Inc. - \$92.52, USA Bluebook - \$2,480.23, Fisher Scientific - \$1,476.73 and VWR International - \$799.92, for a total of \$5,120.00
7. Recommending that the sole bid be accepted and a purchase order be issued to Dubois-Cooper Associates Inc. for parts to rebuild a Wemco dewatering pump at the Wastewater Treatment Plant, in the amount of \$5,348.
8. Recommending that the low bid be accepted and a purchase order be issued to Alpine Power Systems for load testing and mechanical and electrical service for the Wastewater Treatment Plant, in the amount of \$6,645.

Council Agenda

October 10, 2011 6:30 p.m.

Council Chamber

9. Recommending that the quote be accepted and a purchase order be issued to JWC Environmental, a sole source provider, for a cutter assembly exchange for the Wastewater Treatment Plant, in the amount of \$21,131.35.
10. Recommending that the Agreement with Tetra Tech, Inc. be approved and a purchase order be issued for engineering services for the Wastewater Treatment Plant, in the amount of \$132,800, and that the City Manager and/or his designee be authorized to sign the agreement.

INTRODUCTION OF ORDINANCES:

1. An ordinance to repeal Ordinance O-126 which amended 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," that was added to a new Table IX entitled "Miscellaneous Ordinances", of the Table of Special Ordinances, of the Saginaw Code of Ordinances O-1.
2. An ordinance to amend Paragraph (D), "Disqualification of Bidders" and Paragraph (F), "Opening of Bids," of §14.24 "Bids and Bonds," and §14.26, "Preference for Local Bidders" of "Purchasing, Contracting, and Selling Procedures," of Chapter 14, "Finance and Purchasing," of Title I, "Administrative Code," of the City of Saginaw Code of Ordinances O-1.

CONSIDERATION AND PASSING OF ORDINANCES:

1. An ordinance to amend the official City map to vacate a portion of Johnson Street at Water 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.
2. An ordinance to add "Low Income Housing Tax Exemption for Westbrook Housing Development Limited Liability Corporation," to the Table of Special Ordinances, VIII.

RESOLUTIONS:

1. Authorizing to amend City of Saginaw Ordinance D-98 and City-Midland Ordinance #323, with respect to the acquisition and operation of a Joint Source of Water Supply.
2. Authorizing the S2 Grant Agreement between the City of Saginaw, Michigan Finance Authority, and Michigan Department of Environmental Quality.

Council Agenda

October 10, 2011 6:30 p.m.

Council Chamber

3. Authorizing changes to the Freedom Of Information Act (FOIA) Fee Policy & FOIA Coordinator designees.

UNFINISHED BUSINESS:

MOTIONS AND MISCELLANEOUS BUSINESS:

Darnell Earley
City Manager

From: Darnell Earley, City Manager
Subject: Child and Family Services Employee Assistance Program Agreement
Prepared by: Dennis Jordan, Employee Services

Manager’s Recommendation:

I recommend approval of a two year Agreement between the City of Saginaw and Child and Family Services to provide an Employee Assistance Program (EAP) to City employees. The Agreement cost is \$14,239 annually. This Agreement has been approved by the City Manager as to substance and the City Attorney as to form. It is further recommended that the City Manager and/or his designee be authorized to sign all documents.

These vendors meet all requirements of §14.23, “Vendors”, of “Purchasing, Contracting, and Selling Procedure,” of Chapter 14, “Finance and Purchasing, of “Title 1, “General Provisions” of the Saginaw Code of Ordinances 0-1.

Funds have been budgeted in the Worker’s Compensation Fund’s - Employee Health Services – Professional Services Account No. 678-1751-701-80-01.

Justification:

Child and Family Services has provided excellent assistance to City employees since 1995. Services include assisting employees and their family members with personal problems such as job performance issues, emotional problems, substance abuse, financial issues and marital counseling. Staff has demonstrated a need for this service as observed through past utilization reports. In addition, the agency provides training seminars for supervisors/employees and specialized services such as emergency crisis counseling. Either party can terminate the Agreement by providing a 30 days notice.

Council Action:

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

From: Darnell Earley, City Manager
Subject: Budget Adjustment - Drug Forfeiture Funds
Prepared by: Kim Bond, Community Public Safety – Police

Manager’s Recommendation:

It is recommended that a budget adjustment be completed to increase the Drug Forfeiture Funds – Use of Fund Equity revenue line item No. 264-0000-680.00-00 from \$113,377 to \$153,377, which is a \$40,000 increase. The increase in revenue will be offset by an increase in the Drug Forfeiture’s Vehicles Account No. 264-3040-731.97-70 by the same amount.

Justification:

The budget adjustment is necessary to purchase a Ford SUV to be used by the Community Public Safety Police Safe Streets Unit to conduct drug related investigations, operations and activities.

Council Action:

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

From: Darnell Earley, City Manager
Subject: Grant Application, Saginaw Community Foundation, Police Reserves
Prepared by: Phil Ludos, Community Public Safety

Manager's Recommendation:

I recommend approval of the grant application from the City of Saginaw Police Reserves to the Saginaw Community Foundation in the amount of \$3,409, to purchase two (2) Honda Ruckus Motor Scooters to be used for special events and parking enforcement and that the Mayor or his designee be authorized to execute the application and any related documents. The grant application is approved by the City Manager as to substance and the City Attorney as to form.

Justification:

The Saginaw Community Foundation offers several grant programs to assist nonprofit organizations with special projects. The City of Saginaw Police Reserves is applying for a grant to purchase two (2) Honda Ruckus Motor Scooters to be utilized for special events and parking enforcement activities. The Police Reserves support all of the City sponsored events annually within the City as well as contracted events for police support through the City's Community Public Safety - Police. The reserve unit participated and supported forty-six (46) such events the past year and anticipates a similar number in the coming years. Local support is needed before submitting this grant application.

Council Action:

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

From: Darnell Earley, City Manager
Subject: Saginaw County Sheriff's Department Transport Agreement
Prepared by: Phil Ludos, Community Public Safety

Manager's Recommendation:

I recommend approval of an Agreement with the Saginaw County Sheriff's Department ("Sheriff Department") to transport prisoners. The Agreement has been approved by the City Manager as to substance and the City Attorney as to form.

Funds are available in Community Public Safety – Police, Investigation Division's Professional Services Account No. 101-3513-721.80-01.

Justification:

Since 1995, the City has had agreements with the Saginaw County Sheriff's Department to furnish a deputy for the purpose of transporting individuals arrested by City officers from the jail to the courthouse for arraignment. In 2008, City Council approved a three-year agreement, which expired June 30, 2011. The new Agreement becomes effective July 1, 2011.

Under the terms of the new Agreement, the County will maintain its fees at \$32.40 per transport through June 30, 2012 and effective July 1, 2012 the fees will increase to \$34.00 through June 30, 2013. The amount of the contract for each fiscal year cannot exceed 5% as negotiated by the parties.

Council Action:

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

From: Darnell Earley, City Manager
Subject: Emergency Repair Parts – Gratiot Road Booster Station Fill Valve
Prepared by: Paul Reinsch, Water Treatment Plant

Manager’s Recommendation:

I recommend that payment be made to HESCO, of Warren, Michigan, for emergency repair parts for the Water Treatment Plant, in the amount of \$2,216.

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

Funds for this purchase are budgeted in the Water Operations and Maintenance Fund -Treatment and Pumping Division's Parts and Supplies Account No. 591-4730-861.73-30.

Justification:

On September 9, 2011, emergency purchase order number 44569 was issued to HESCO in the amount of \$2,216 for a supply of repair parts for the ground storage tank fill valve at the Gratiot Road Booster Station, due to valve failure. The fill valve allows remote control of water flow to the ground storage tank through the Water Treatment Plant SCADA System. The ground storage tank contains an emergency supply of water in case of fire or main breaks for the City of Saginaw wholesale customers located in the southwest area of the distribution system. The water in this tank should be turned over regularly to maintain water quality and this is not possible without proper function of this valve. The items purchased are for a Golden Andersen Piston valve, of which HESCO is a sole source supplier.

Council Action:

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

From: Darnell Earley, City Manager
Subject: Laboratory Supplies
Prepared By: Brian Baldwin, Wastewater Treatment Plant

Manager's Recommendation:

I recommend that the low bids for laboratory supplies be split and purchase orders be issued for lab supplies, in the amounts as follows: Buy Indian Medical for \$270.60, Comade Inc. for \$92.52, USA Bluebook for \$2,480.23, Fisher Scientific for \$1,476.73, and VWR International for \$799.92. The total for lab supplies is \$5,120.00.

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

Funds for these purchases are budgeted in the Sewer Operations and Maintenance Fund, Treatment and Pumping Division's Laboratory Supplies Account No. 590-4830-861.73-09.

Justification:

On September 6, 2011, sealed bids were opened for laboratory supplies for the Wastewater Treatment Plant for Fiscal Year 2012. Bids were solicited for thirty six items and six vendors submitted bids on all or some of these items. The lowest cost for each item was selected.

Council Action:

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

From: Darnell Earley, City Manager
Subject: Dewatering Pump Parts
Prepared by: Brian Baldwin, Wastewater Treatment Plant

Manager's Recommendation:

I recommend that the sole bid from Dubois-Cooper Associates Inc. be accepted and a purchase order be issued for parts to rebuild a Wemco dewatering pump, in the amount of \$5,348.

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

Funds for this purchase are available in the Sewer Operations and Maintenance Fund, Remote Facilities Division's Parts and Supplies Account No. 590-4835-861.73-30.

Justification:

On September 20, 2011 the City of Saginaw opened sealed bids for parts to rebuild a Wemco dewatering pump. Dubois-Cooper Associates Inc. was the sole bidder. The Salt/Fraser Retention Basin has two Wemco dewatering pumps, which return the water to the Wastewater Treatment Plant after a rain event. One of these pumps is out of service and needs to be rebuilt.

Council Action:

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

From: Darnell Earley, City Manager
Subject: WWTP Generator Maintenance and Service
Prepared by: Brian Baldwin, Wastewater Treatment Plant

Manager’s Recommendation:

I recommend that the low bid from Alpine Power Systems be accepted and a purchase order issued to them for load testing and mechanical and electrical service, in the amount of \$6,645.00.

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

Funds are budgeted in the Sewer Operation and Maintenance Fund, Remote Facilities Division’s Professional Services Account No. 590-4835-861.80-01.

Justification:

On August 30, 2011, the City of Saginaw opened sealed bids for load testing and mechanical and electrical service for three generators used at the remote facilities. Two of the generators provide stand-by power for the Drake and Douglas lift stations and one is a portable. Following is a tabulation of the bids that were received:

Alpine Power Systems Redford, MI	\$6,645.00
W.W. Williams Saginaw, MI	\$6,853.00
American Generator Waterford, MI	\$7,425.00
Ancona Controls Wixom, MI	\$9,900.00

Council Action:

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

From: Darnell Earley, City Manager
Subject: Cutter Assembly Exchange
Prepared by: Brian Baldwin, Wastewater Treatment Plant

Manager's Recommendation:

I recommend that the quote from JWC Environmental be accepted and a purchase order be issued to them for a cutter assembly exchange, in the amount of \$21,131.35.

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 Sewer Operations and Maintenance Fund - Treatment and Pumping Division's Repairs and Replacements Account No. 590-4830-861.97-20.

Justification:

On September 19, 2011, we received a quote from JWC Environmental in the amount of \$21,131.35 for an exchange cutter assembly and spare parts for our screenings grinder. The first process in our wastewater treatment system is screening to remove rags and debris. The screenings are deposited in a sluice, which conveys them to a grinder where they are ground up and dewatered before being conveyed to a dump box for landfill disposal. The grinder blades wear over time and require replacement. JWC offers an exchange cutter assembly in order to minimize equipment down time. This quote is for an exchange cutter assembly and a spare coupling. JWC Environmental Controls is the manufacturer of the screenings grinder and the sole source for replacement parts.

Council Action:

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

From: Darnell Earley, City Manager
Subject: Engineering Services / Influent Wet Well Bar Screen
Prepared by: Jeanette Best, Wastewater Treatment Plant

Manager’s Recommendation:

I recommend that the Agreement from Tetra Tech, Inc. be approved and a purchase order issued to them in the amount of \$132,800.00, and that the City Manager and/or his designee be authorized to sign the agreement. The Agreement is subject to approval by the City Manager as to substance and the City Attorney as to form.

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

Funds are budgeted in the Sewer Operation and Maintenance Fund, Sewer Surplus Division’s Engineering Services Account No. 590-4840-881.80-02.

Justification:

On April 12, 2011, the City of Saginaw received proposals for engineering services to design a system for the automatic cleaning of the influent wet well bar screen. The bar screen in the influent wet well, designed to protect the influent pumps, is fifty feet below grade. The screen blinds over time and requires cleaning. To clean the screen the plant must be shut down and staff has to perform a confined space entry, manually clean the screens with rakes, and hoist the debris to the surface. This is an extremely labor intensive task which poses grave safety concerns.

Eleven firms submitted proposals. A committee composed of the Director of Water and Wastewater Treatment Services, the City Engineer, the Superintendent, Assistant Superintendent, and Engineer from the Wastewater Treatment Plant reviewed and scored the proposals. The five top rated firms interviewed by the committee. After the interviews, the top five firms were scored and then the envelopes containing the costs were opened and weighed into the overall score. Tetra Tech Inc. had the highest score and the lowest cost. Following is a tabulation of the top five scoring firms:

<u>Name</u>	<u>Scoring (100 possible)</u>	<u>Cost</u>
Tetra Tech Inc. Ann Arbor, MI	91.1	\$124,800.00
Hubbell Roth & Clark	89.3	\$139,970.00

Bloomfield Hills, MI Jones & Henry Toledo, OH	88.8	\$153,305.00
Stantec Consulting Inc. Ann Arbor, MI	79.1	\$144,917.00
URS Corp. Southfield, MI	74.9	\$190,000.00

After the scoring was completed, we requested Tetra Tech to provide us with a quotation for the additional services of preparing an update to our User Charge System (UCS) and assistance filing the application for a MDEQ S2 Grant for the project. Updating the UCS is required for State Revolving Fund loans. The S2 Grant could pay for up to ninety percent (90%) of the engineering services listed here. The quotation was \$8000.00 for both services bringing the total cost for Tetra Tech's engineering services to \$132,800.00

Council Action:

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

Council _____ moved that an ordinance introduced September 12, 2011, entitled and reading as follows, be taken up and enacted:

AN ORDINANCE TO AMEND THE OFFICIAL CITY MAP TO VACATE A PORTION OF JOHNSON STREET AT WATER 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.

The City of Saginaw Ordains:

Section 1. That a portion of Johnson Street at Water Street, as described herein, be and same is hereby vacated, that portion being described as follows:

A parcel of land in part of Lot 13, Block 5 and part of vacated Water Street, of Hoyts Plat, City of East Saginaw, now the City of Saginaw, recorded in Liber 38 on Page 303, being a part of Section 24, T.12 N.-R.4 E., City of Saginaw, Saginaw County, Michigan described as follows:

To fix the Point of Beginning, commence at the intersection of the centerlines of Washington Avenue and Johnson Street; thence N.75°-56'-46"W., on the centerline of said Johnson Street, 317.93 feet; thence S.13°-28'-09"W., on a line which is parallel with and 28.00 feet, measured at right angles, Westerly of the West line of Block 17 of said Hoyt's Plat and its Northerly extension, 57.00 feet to the point of beginning of this description; thence continuing S.13°-28'-09"W., 26.24 feet; thence N. 75°-58'-02"W., on a line which is parallel with and 10.00 feet, measured at right angles, North of the South line of Lot 12 and its Easterly extension, 130.90 feet; thence N.13°-28'-09"E., 26.24 feet; thence S.75°-58'-02"E., 130.90 feet to the point of beginning, containing, 0.080 acre of land.

Section 2. That there is hereby reserved in the alley vacated an easement for public utilities, cable TV and telecommunications to the same extent as though said alley had not been vacated and no structure shall hereafter be erected thereon without the prior written consent of the City of Saginaw.

Section 3. The official map of the City of Saginaw is hereby amended accordingly.

Section 4. This ordinance shall take effect October 20, 2011.

Enacted: October 10, 2011.

Council _____ moved that an Ordinance introduced September 26, 2011, entitled and reading as follows, be taken up and enacted:

AN ORDINANCE TO ADD "LOW INCOME HOUSING TAX EXEMPTION FOR WESTBROOK HOUSING DEVELOPMENT LIMITED LIABILITY CORPORATION," TO THE TABLE OF SPECIAL ORDINANCES, VIII.

The City of Saginaw ordains:

Section 1. "Low Income Housing Tax Exemption for Westbrook Housing Development Limited Liability Corporation," is hereby added to the Table of Special Ordinances VIII, of the City Of Saginaw Code Of Ordinances, O-1, and shall read as follows:

LOW INCOME HOUSING TAX EXEMPTION

This Ordinance shall provide for a service charge in lieu of taxes for a multiple-family dwelling project for elderly persons of low income to be financed or assisted pursuant to the provisions of the State Housing Development Authority Act of 1966, as amended.

(A) *Preamble.*

It is acknowledged that it is a proper public purpose of the State of Michigan and its political subdivisions to provide housing for its citizens of low income and to encourage the development of such housing by providing for a service charge to be paid in lieu of property taxes in accordance with the State Housing Development Authority Act of 1966 (1966 PA 346, as amended; MCL Section 125.1401 et seq.). The City is authorized by this Act to establish or change the service charge to be paid in lieu of taxes by any or all classes of housing exempt from taxation under this Act at any amount it chooses, not to exceed the taxes that would be paid but for this Act. It is further acknowledged that such housing for persons of low income is a public necessity, and as the City will be benefited and improved by such housing, the encouragement of the same by providing certain real estate tax exemption for such housing is a valid public purpose; further, that the continuance of the provisions of this Ordinance for tax exemption and the service charge in lieu of taxes during the period contemplated in this Ordinance are essential to the determination of economic feasibility of housing developments which are constructed or renovated and financed in reliance on such tax exemption.

The City acknowledges that Westbrook Housing Development, LLC, on behalf of its successors or assigns has offered, subject to receipt of a Mortgage loan from the Michigan State Housing Development Authority and an NSP 2 Mortgage Loan from the City, to construct and operate a senior housing development in the Covenant District to be identified as Bliss Park Senior Housing on certain property located in the City of

Saginaw, County of Saginaw, State of Michigan described on Exhibit A which is kept on file with the City Clerk, the keeper of records for the City of Saginaw, and is incorporated herein by reference to serve persons of low income; and Sponsor has offered to pay the City on account of this housing development an annual service charge for public services in lieu of all taxes.

(B) *Definitions.*

(1) Act means the State Housing Development Authority Act, being Public Act 346 of 1966 of the State of Michigan, as amended.

(2) Annual Shelter Rents means the total collections during an agreed annual period from or paid on behalf of all occupants of a Housing Development representing rent or occupancy charges, exclusive of charges for gas, electricity, water and sanitary sewer service, or other utilities furnished to the occupants.

(3) Authority means the Michigan State Housing Development Authority.

(4) Housing Development means a development which contains a significant element of housing for elderly persons of low income and such elements of other housing, commercial, recreational, industrial, communal, and educational facilities as the Authority determines improve the quality of the development as it relates to housing for elderly persons of low income.

(5) Elderly means a single person who is 62 years of age or older, or a household in which at least one member is 62 years of age or older and all other members are 55 years of age or older.

(6) HUD means the U. S. Department of Housing and Urban Development, its successors or assigns.

(7) Mortgage Loan means a construction loan to be made by the Authority to the Sponsor for the acquisition and construction of the Housing Development.

(8) NSP 2 Mortgage Loan means a loan made by the City of Saginaw pursuant to the Neighborhood Stabilization Program 2 for the acquisition, construction and/or permanent financing of the Housing Development.

(9) Sponsor means person(s) or entities, which have applied to the Authority for a Mortgage Loan to finance a Housing Development, its successors or assigns.

(10) Utilities mean fuel, water, sanitary sewer service and/or electrical service which are paid by the Housing Development.

(C) *Class of Housing Developments.*

It is determined that the class of Housing Developments to which the tax exemption shall apply and for which a service charge shall be paid in lieu of such taxes shall be Housing for the Elderly, which are financed or assisted pursuant to the Act. It is further determined that Bliss Park Senior Housing is of this class.

(D) *Establishment of Annual Service Charge.*

The Housing Development identified as Bliss Park Senior Housing and the property on which it has been constructed shall be exempt from all property taxes from and after the date hereof. The City, acknowledging that the Sponsor and the Authority have established the economic feasibility of the Housing Development in reliance upon

the enactment and continuing effect of this Ordinance and the qualification of the Housing Development for exemption from all property taxes and a payment in lieu of taxes as established in this Ordinance, and in consideration of the Sponsor's offer, subject to receipt of a Mortgage Loan from the Authority and an NSP 2 Mortgage Loan from the City to construct, own, and operate the Housing Development, hereby agrees to accept payment of an annual service charge for public services in lieu of all property taxes. The annual service charge shall be equal to four (4%) percent of the difference between the Annual Shelter Rents actually collected and Utilities.

(E) *Limitation on the Payment of Annual Service Charge.*

Notwithstanding Section D, the service charge to be paid each year in lieu of taxes for the part of the Housing Development which is tax exempt and which is occupied by other than low income persons or families shall be equal to the full amount of the taxes which would be paid on that portion of the Housing Development if the Housing Development were not tax exempt.

The term "low income" as used herein shall be the same meaning as found in 15(a)(7) of the Act.

(F) *Contractual Effect of Ordinance.*

Notwithstanding the provisions of Section 15(a)(5) of the Act to the contrary, a contract between the City and the Sponsor with the Authority as a third party beneficiary under the contract, to provide tax exemption and accept payments in lieu of taxes as previously described, is effectuated by enactment of this Ordinance.

(G) *Payment of Service Charge.*

The annual service charge in lieu of taxes as determined under the Ordinance shall be payable in the same manner as general property taxes are payable to the City except that the annual payment shall be paid on or before the first (1st) day of August of each year. Such annual service charge shall be first payable on or before August 1, 2013 based upon the Annual Shelter rents and Utilities for the 2012 calendar year.

(H) *Duration.*

This Ordinance shall remain in effect and shall not terminate so long as the NSP 2 Mortgage Loan remains outstanding and unpaid or the Authority or HUD has any interest in the property provided that construction of the Housing Development commences within eight months from the effective date of this Ordinance.

(I) *Severability.*

The various sections and provisions of this Ordinance shall be deemed to be severable, and should any section or provision of this Ordinance be declared by any court of competent jurisdiction to be unconstitutional or invalid the same shall not affect the validity of the Ordinance as a whole or any section or provision of this Ordinance other than the section or provision so declared to be unconstitutional or invalid.

Section 2. This ordinance shall become effective October 20, 2011.

Enacted: October 10, 2011.

From: Darnell Earley, City Manager
Subject: Repeal of Ordinance O-126 which Amended Ordinance D-98 and Adopting Resolution for the Saginaw-Midland Water Supply
Prepared by: Diane Herman, City Clerk

Manager's Recommendation:

I recommend that Ordinance O-126, which amended 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," that was added to a new Table IX entitled "Miscellaneous Ordinances," of the Table of Special Ordinances of the Saginaw Code of Ordinances O-1 be repealed and a resolution be adopted in its place in accordance with Ordinance D-357 adopted April 25, 1955.

Justification:

On July 22, 1946, the City of Saginaw adopted 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." This Ordinance set forth the terms and conditions between the City of Saginaw and City of Midland to acquire and operate under joint ownership a new source of water supply pursuant to the authority contained in the respective Charters of said cities and the laws of the State of Michigan, including particularly, Act Number 130 of the Public Acts of 1945. On August 22, 2011, City Council adopted Ordinance O-126, which amended certain sections of the Agreement.

A further review of this matter, revealed that on April 25, 1955, the City adopted Ordinance D-357, amending Ordinance D-98 by allowing any amendments to the 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 to be made by concurrent resolutions adopted by the legislative bodies of the cities of Saginaw and Midland.

Given the foregoing, it is recommended that Ordinance O-126 be repealed and a resolution be adopted in its place as set forth above.

Council Action:

This Council Communication is for explanation purposes only of the ordinance to and resolution to be adopted.

Council _____ introduced an Ordinance entitled and reading as follows:

AN ORDINANCE TO REPEAL ORDINANCE O-126 WHICH AMENDED 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" THAT WAS ADDED TO A NEW TABLE IX, ENTITLED "MISCELLANEOUS ORDINANCES," OF THE TABLE OF SPECIAL ORDINANCES, OF THE SAGINAW CODE OF ORDINANCES O-1.

Laid over under the Charter Provisions.

Council _____ moved that an ordinance introduced October 10, 2011, entitled and reading as follows, be taken up and enacted, seconded by Council _____:

AN ORDINANCE TO REPEAL ORDINANCE O-126 WHICH AMENDED 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" THAT WAS ADDED TO A NEW TABLE IX, ENTITLED "MISCELLANEOUS ORDINANCES," OF THE TABLE OF SPECIAL ORDINANCES, OF THE SAGINAW CODE OF ORDINANCES O-1.

The City of Saginaw ordains:

Section 1. That Ordinance O-126 which amended 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," that was added to a new Table IX entitled "Miscellaneous Ordinances," of the Table of Special Ordinances of the Saginaw Code of Ordinances O-1 is hereby repealed.

Section 2. This repealment shall become effective November 3, 2011.

Enacted: October 24, 2011.

From: Darnell Earley, City Manager
Subject: Amendments to Purchasing, Contracting, & Selling Procedures Ordinance
Prepared by: Diane Herman, City Clerk

Manager's Recommendation:

I recommend Paragraph (D), "Disqualification of Bidders" and Paragraph (F), "Opening of Bids," of §14.24 "Bids and Bonds," and §14.26, "Preference for Local Bidders" of "Purchasing, Contracting, and Selling Procedures," of Chapter 14, "Finance and Purchasing," of Title I, "Administrative Code," of the City of Saginaw Code of Ordinances O-1 be amended.

Justification:

At the August 8, 2011, Council Meeting, Mayor Branch appointed an Ad Hoc Committee consisting of Councilmen Scharffe and Coulouris to work with City staff to review the City's ordinance on Purchasing, Contracting, and Selling Procedures with regard to local preference given to City of Saginaw-based bidders. The City's current ordinance allowed for a 3% local preference.

The Ad Hoc Committee met with the City Manager and City staff and reviewed ordinances from other municipalities regarding local preference. It was decided to increase the preference from 3% to 5% with a cap on the difference of not more than \$5,000 of the lowest bid. As in the current ordinance, the Saginaw-based bidder would have to agree to reduce its bid to match the bid of the lowest bidder. In lowering the bid, the Saginaw-based bidder cannot change the specifications, requirements or scope of work.

Other changes to the ordinance include adding language to disqualify any bidder who is in default to the City at the time of submitting its bid, changing the Purchasing Committee members from "City Attorney or his/her designee" to "City Manager or his/her designee" based on the change in the structure of the City Attorney's Office. This language change would allow the City Manager to appoint any person he chooses as his designee.

Council Action:

This Council Communication is for explanation purposes only of the ordinance to be introduced.

Council _____ introduced an Ordinance entitled and reading as follows:

AN ORDINANCE TO AMEND PARAGRAPH (D), "DISQUALIFICATION OF BIDDERS," AND PARAGRAPH (F), "OPENING OF BIDS," OF § 14.24 "BIDS AND BONDS," AND § 14.26, "PREFERENCE FOR LOCAL BIDDERS," OF "PURCHASING, CONTRACTING, AND SELLING PROCEDURES," OF CHAPTER 14, "FINANCE AND PURCHASING," OF TITLE 1, "ADMINISTRATIVE CODE," OF THE CITY OF SAGINAW CODE OF ORDINANCES, O-1.

Laid over under the Charter Provisions

Council _____ moved that an ordinance introduced October 10, 2011, entitled and reading as follows, be taken up and enacted:

AN ORDINANCE TO AMEND PARAGRAPH (D), "DISQUALIFICATION OF BIDDERS," AND PARAGRAPH (F), "OPENING OF BIDS," OF § 14.24 "BIDS AND BONDS," AND § 14.26, "PREFERENCE FOR LOCAL BIDDERS," OF "PURCHASING, CONTRACTING, AND SELLING PROCEDURES," OF CHAPTER 14, "FINANCE AND PURCHASING," OF TITLE 1, "ADMINISTRATIVE CODE," OF THE CITY OF SAGINAW CODE OF ORDINANCES, O-1.

The City of Saginaw ordains:

Section 1. That Paragraph (D), "Disqualification of Bidders," of §14.24 "BIDS AND BONDS," of "Purchasing, Contracting, and Selling Procedures," of Chapter 14, "Finance and Purchasing," of Title I, "Administrative Code," of the City of Saginaw Code of Ordinances O-1, shall be amended by adding Subparagraph (7) which shall read as follows:

(D) *Disqualification of Bidders.*

(7) In addition to the foregoing, a bidder's bid on any City contract will be disqualified if at the time the bid is received by the City, such bidder is in default to the City. A default is defined as when the City has placed the bidder on notice that moneys are due and owing and the bidder has failed to pay said debt nor enter into a payment plan with the City. Failure to file yearly income tax returns for taxable income under \$1,000.00 or file an Income Tax Affidavit or failure to file corporate income tax for City-based businesses, is considered to be a default. A debt that is a subject of an administrative appeal or contested court case is not considered to be in default.

Section 2. That of §14.24 "BIDS AND BONDS," of "Purchasing, Contracting, and Selling Procedures," of Chapter 14, "Finance and Purchasing," of Title I, "Administrative Code," of the City of Saginaw Code of Ordinances O-1, shall be amended to read as follows:

(F) *Opening of Bids.* Sealed bids shall be opened in public at the time and place indicated on the bid form in the presence of an administrative committee known as the Purchasing Committee, consisting of the Purchasing Officer or his/her designee, City Manager or his/her designee, and the City Clerk or his/her designee. The head of the department, or a designated representative, shall also attend the bid opening when a bid is opened which affects his/her department or division. At least three (3) of these persons shall be present at every bid opening.

Section 3. That §14.26, "Preference for Local Bidders" of "Purchasing, Contracting, and Selling Procedures," of Chapter 14, "Finance and Purchasing," of Title

I, "Administrative Code," of the City of Saginaw Code of Ordinances O-1, shall be amended to read as follows:

§ 14.26 PREFERENCE FOR LOCAL BIDDERS.

(A) If the lowest bidder is not a Saginaw-based bidder, as defined above, any Saginaw-based bidder with a bid within 5% but not more than \$5,000 of the lowest bid shall be deemed the lowest bidder if it agrees to reduce its bid to match the bid of the lowest bidder. A lowered bid by a Saginaw-based business which is premised upon, in whole or in part, changes to or variances to the bid specifications, contract requirements, or scope of work, shall be considered non-responsive and will not be considered.

(B) If such a Saginaw-based business refuses to reduce its bid to match the lowest bid, then the next lowest responsive and responsible Saginaw-based business with a bid within 5% but not less than \$5,000 of the lowest bid shall be deemed the lowest bidder, if it agrees to reduce its bid to match the bid of the lowest bidder.

(C) If no responsive and responsible Saginaw-based businesses within 5% but not more than \$5,000 of the lowest bid agree to reduce their bids, then the contract shall be awarded to the person or business with the lowest, most responsive and responsible bid.

(D) In the event of a tie between two (2) or more Saginaw-based businesses, where all other factors are equal, the award of the bid shall be by coin toss conducted by the Purchasing Officer or his/her designee.

(E) No contract awarded pursuant to this ordinance shall be sublet in any manner that permits 50% or more of the dollar value of the contract to be performed by a subcontractor or subcontractors who do not meet the definition of "Saginaw-based."

(F) The section shall not waive or constrain, in any manner, the right and prerogative of the City to reject any and all bids or proposals from any Saginaw-based business which fails to meet the requirements of any other section of this ordinance, or to reject a bid which is in any way incomplete, irregular, not responsive or not responsible.

Section 2. This ordinance shall become effective November 3, 2011.
Enacted: October 24, 2011.

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

RESOLUTION TO AMEND
CITY OF SAGINAW ORDINANCE D-98
AND
CITY OF MIDLAND ORDINANCE #323

WHEREAS, on July 22, 1946, the City of Saginaw adopted 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;" and

WHEREAS, the ordinance set forth the terms and conditions between the City of Saginaw and City of Midland to acquire and operate under joint ownership a new source of water supply pursuant to the authority contained in the respective Charters of said cities and the laws of the State of Michigan, including particularly, Act Number 130 of the Public Acts of 1945; and

WHEREAS, Ordinance D-98 was amended on April 25, 1955 by Ordinance D-357, allowing for the amendment of the 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 by concurrent resolutions adopted by the legislative bodies of the cities of Saginaw and Midland; and

WHEREAS, it is the desire of the legislative body of the City of Saginaw to amend certain sections 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;" and

WHEREAS, it is the desire of the legislative body of the City of Midland to amend certain sections of its Ordinance #323.

NOW THEREFORE BE IT RESOLVED, that effective July 1, 2011, the first paragraph (A) and subparagraph (D) under paragraph numbered 5 of the 1946 AGREEMENT BETWEEN THE CITY OF SAGINAW AND THE CITY OF MIDLAND as set forth in Section 1 of Ordinance D-98 of the City of Saginaw and Ordinance #323 of the City of Midland on the 26th day of July, 1946, be and the same are hereby amended to read as follows:

(A) 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 the following allocation to the Emergency Improvement and 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 Engineering News Record the Construction Cost Index;
- If Improvement and Emergency Repair Fund Balance is below the adjusted target balance, then a minimum of \$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 (125) percent of the adjusted target balance, then a minimum of \$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 (125) percent of the adjusted target balance, then the rate per thousand gallons sold to each city should be based on near term estimated capital expenditures;

BE IT FURTHER RESOLVED, that all resolutions and parts of resolutions in conflict herewith are hereby rescinded to the extent of such conflict.

BE IT FURTHER RESOLVED, that the Mayor for the City of Saginaw be authorized to execute a joint resolution with the City of Midland, Michigan, and the Board of Trustees of the Saginaw-Midland Water Supply Corporation setting forth the changes to the ordinances of the respective cities as recommended by the Board of Trustees of the Saginaw-Midland Water Supply Corporation at a regular meeting held April 21, 2011.

From: Darnell Earley, City Manager
Subject: S2 Grant Application Resolution FY12
Prepared by: Jeanette Best, Wastewater Treatment Plant

Manager's Recommendation:

That the Resolution authorizing the S2 Grant Agreement be approved.

Justification:

The Wastewater Treatment Plant is applying to the Michigan Department of Environmental Quality (MDEQ) for an S2 Grant in the amount of \$132,800 to be used toward the Design Modifications to the Influent Pump Station and the User Charge System Update. If approved the City would be reimbursed by an amount up to 90% of the design engineering costs. Submission of the application requires the passing of a resolution authorizing the grant agreement. The State requires that the resolution be approved and submitted in its original format, thus a resolution authorizing the S2 Grant Agreement appears under the regular order of business for your consideration.

Council Action:

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

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

RESOLUTION AUTHORIZING THE S2 GRANT AGREEMENT

Council _____ offered and moved adoption of the following resolution:

WHEREAS, Part 52 (strategic water quality initiatives) of the Natural Resources and Environmental Protection Act, 1994 PA 451, as amended (“Part 52”), provides at MCL 324.5204a that the Michigan Finance Authority (the “MFA”) in consultation with the Michigan Department of Environmental Quality (the “DEQ”), shall establish a strategic water quality initiatives grant program; and

WHEREAS, in accordance with the provisions of 2010 PA 231, which provides grants to assist municipalities in completing loan application requirements under MCL 324.5308 or completing loan application requirements for other sources of financing for Sewage treatment works projects, storm water treatment projects or nonpoint source projects; and

WHEREAS, in accordance with the provisions of 1985 PA 227, as amended, Part 52, and other applicable provisions of law, the MFA, the DEQ, and the Municipality that is a grant recipient shall enter into a grant agreement (the “S2 Grant Agreement”) that requires the Municipality to repay the grant under certain conditions as set forth in MCL 324.5204a, as amended; and

WHEREAS, the Municipality does hereby determine it necessary to undertake planning, revenue system development, and/or design activities related to a project for which it intends to seek financing for construction; and

WHEREAS, it is the determination of the Municipality that at this time, a grant in the aggregate principal amount not to exceed \$132,800.00 (“Grant”) be requested from the MFA and the DEQ to pay for the planning and/or design activities; and

WHEREAS, the Municipality shall obtain this Grant by entering into the S2 Grant Agreement with the MFA and the DEQ,

NOW THEREFORE, BE IT RESOLVED THAT:

1. The Director of Water and Wastewater Treatment Services, a position currently held by Kimberly Mason and the Superintendent of Wastewater Treatment, a position currently held by Jeanette Best, are each designated as an Authorized Representative for purposes of the S2 Grant Agreement.

2. The proposed form of the S2 Grant Agreement between the Municipality, the MFA and DEQ (attached hereto as Appendix I) is hereby approved and the

Authorized Representatives are authorized and directed to execute the S2 Grant Agreement with such revisions as are permitted by law and agreed to by the Authorized Representatives.

3. The Municipality shall repay the Grant, within 90 days of being informed to do so, with interest at a rate not to exceed 8 percent per year, to the Authority if any of the following conditions occur:

(a) the Municipality fails to submit an administratively complete loan application for assistance from the SRF or the SWQIF or other source of financing for the project within 3 years of the Grant award;

(b) the project has been identified as being in the fundable range or is approved for funding from another source and the Municipality declines loan assistance for 2 consecutive fiscal years unless the Municipality proceeds with the funding from another source; or

(c) the Municipality is unable to, or decides not to, proceed with constructing the project.

4. The Grant, if repayable, shall be a first budget obligation from the general funds of the Municipality, and the Municipality is required, if necessary, to levy ad valorem taxes on all taxable property in the Municipality for the payment thereof, subject to applicable constitutional, statutory and Municipality tax rate limitations.

5. The Municipality shall not invest, reinvest or accumulate any moneys deemed to be Grant funds, nor shall it use Grant funds, nor shall it use Grant funds for general local government administration activities or activities performed by municipal employees.

6. The Authorized Representative is hereby jointly or severally authorized to take any actions necessary to comply with the requirements of the MFA and the DEQ in connection with the issuance of the Grant. The Authorized Representative is hereby jointly or severally authorized to execute and deliver such other contracts, certificates, documents, instruments, applications and other papers as may be required by the MFA or the DEQ or as may be otherwise necessary to effect the approval and delivery of the Grant.

7. The Municipality acknowledges that the S2 Grand Agreement is a contract between the Municipality, the MFA and the DEQ.

8. All resolutions and parts of resolutions insofar as they conflict with the provisions of this Resolution are rescinded.

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

RESOLUTION CHANGING THE FREEDOM OF INFORMATION ACT (FOIA) FEE POLICY & FOIA COORDINATOR DESIGNEES

Council _____ offered and moved adoption of the following resolution:

WHEREAS, Section 5 of the City's Freedom of Information Act Policy states that the City can charge for labor costs utilizing the wages of the lowest paid, full-time public body employee capable of retrieving the requested records; and

WHEREAS, Attachment C of the City's current "FOIA FEE POLICY," lists the lowest hourly pay rate in the City of Saginaw as of July 1, 2003 as \$13.47 per hour; and

WHEREAS, the rate of pay for the lowest hourly full-time public body employee employed by the City of Saginaw as of July 1, 2011 has increased to \$16.2604 per hour; and

WHEREAS, the current Attachment C of the City's Current "FOIA FEE POLICY" lists the copy charges as 14¢ per copy, which has been in place since 1999; and

WHEREAS, the actual cost to duplicate a record has increased since 1999 to 25¢ per copy considering the copier lease charges, energy and paper costs; and

WHEREAS, a public body can charge the actual incremental cost of publication or duplication of a record; and

WHEREAS, Section 9 of the City's current FOIA Policy states the City Attorney is the designated FOIA Coordinator with the following individuals authorized to act as FOIA Coordinator designees: Assistant City Attorneys, Legal Department Administrator, Legal Assistant II, Legal Assistant I, Fire Chief, Assistant Fire Chief, Fire Marshall, Police Chief, Deputy Police Chiefs and Police Department Technical Services Supervisor; and

WHEREAS, due to the change in the structure of the City Attorney position, the FOIA Policy should be updated to name the City Manager as the FOIA Coordinator and the list of designees should reflect the individuals who handle and/or process FOIA requests on behalf of the City.

NOW THEREFORE BE IT RESOLVED, that Section 9 of the FOIA Policy for the City of Saginaw is hereby amended as follows:

SECTION 9. DESIGNATION OF FOIA COORDINATOR.

The City Manager is hereby designated to be the City's FOIA Coordinator. In addition, the following officers shall be authorized to act as FOIA Coordinator designees: Executive Assistant to the City Manager, City Clerk, Deputy City Clerk, Fire Chief, Fire Marshall, Fire Department Training & Safety Officer, Police Chief, Police Department Support Services Administrator and Police Department Office Assistant II.

BE IT FURTHER RESOLVED that Attachment C, "FOIA FEE POLICY" of the FOIA policy for the City of Saginaw shall be amended as follows:

Copies:	25 cents per copy
Labor for search, examination review, deletion and separation of materials:	The lowest hourly pay rate in the City of Saginaw as of July 1, 2011, is \$16.2604 per hour. However, please note you may be charged a higher hourly rate depending upon who is capable of retrieving the information;" and

BE IT FURTHER RESOLVED that any and all other provisions of the City of Saginaw Freedom of Information Act Policy shall remain the same.