

**Council Agenda**

**December 27, 2007, 6:30 p.m., Council Chamber**

PRAYER AND PLEDGE OF ALLEGIANCE:

ROLL CALL:

CORRECTION AND APPROVAL OF MINUTES OF PRECEDING SESSIONS:

ANNOUNCEMENTS:

PUBLIC HEARINGS:

PERSONAL APPEARANCES:

*(A list will be provided on Monday)*

REMARKS OF COUNCIL:

PETITIONS:

07-32 from Angelo Barris, President/CEO/ Mid-Michigan Children's Museum, 315 W. Genesee, requesting to be recognized as a nonprofit organization.

07-33 from Tom Miller, Jr., Saginaw Future, submitting request for an Obsolete Property Rehabilitation District for 303 Adams and 300-302 Cass St.

REPORTS FROM BOARDS AND COMMISSIONS AND COMMITTEES:

APPOINTMENT OF BOARDS AND COMMISSIONS MEMBERS:

1. Consideration of reappointing Gilberto Guevaro to the City Board of Canvassers with a term to expire 12/31/11.
2. Consideration of reappointing George C. Bush to the City Board of Canvassers with a term to expire 12/31/11.
3. Consideration of appointing Michael F. Gallagher to the Saginaw Riverfront Development to fill a vacancy with a term to expire 04/01/09.

REPORTS FROM MANAGER:

Management Update:

Recommended Actions:

1. Recommending approval of the budget adjustment for the Andersen Enrichment Center and the Water Surplus Funds.
2. Recommending that \$86,163.12 be reallocated from the Neighborhood Renewal Services Home Ownership Promotion (HOP) to the City of Saginaw Basic Needs Program.
3. Recommending approval to increase Election's Operating Services Account No. 101 1731 701 8005 by \$30,000.00 to cover the expenses of the January 15, 2008 Presidential Primary, which will be reimbursed by the State of Michigan subsequent to the Election.
4. Recommending that a purchase order be approved and issued to Bader Bros., Inc. in the amount of \$5,895.00 for the purchase of a 2007 John Deere utility vehicle to be used for the grounds maintenance of the City's Water Treatment Plant. This vendor meets all requirements of the contract compliance provisions. Funds are available in the Water Operations and Maintenance Account No. 591 4730 861 9741.
5. Recommending that the Agreement with Tetra Tech, Inc. be approved in the amount of \$40,500.00 to provide professional services for the development and distribution of a 2007 Regional Consumer Confidence Report for the Water Treatment Division. This vendor meets all requirements of the contract compliance provisions. Funds are available in the Water Operation and Maintenance Engineering Services Account No. 591 4730 861 8002.

INTRODUCTION OF ORDINANCES:

CONSIDERATION AND PASSING OF ORDINANCES:

RESOLUTIONS:

UNFINISHED BUSINESS:

MOTIONS AND MISCELLANEOUS:

Darnell Earley  
City Manager

# COUNCIL COMMUNICATION

**From:** The City Manager

**Subject:** Budget Adjustment-Andersen Enrichment Center and Water Surplus Funds

**Manager's Recommendation:**

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

The General Fund's Transfer Out/ Andersen Enrichment Center Account No. 101-9660-771.87-01 will be increased by \$6,389.00. This line item will be offset by a decrease in the General Fund's Unemployment line item Account No.101-8520-771.71-50 by the like amount.

The Andersen Enrichment Center's Transfers from Other Funds Account No. 236-0000-691.69-01 will be increased by \$6,389.00 from \$0.00 to \$6,389.00.

The Water Surplus Fund's Transfer In From Other Fund's Account No. 577-0000-691.69-01 will be increased from \$0.00 to \$1,348,664.00. Likewise, the Water Surplus' Repair and Replacement Account No. 577-4740-881.97-20 will be increased by the same amount.

Water Bond Construction Fund's Construction Projects line item Account No. 598-4741-881.80-47 will be decreased by \$1,348,664.00 from \$11,500,000 to \$10,151,336.00. To offset this decrease, the Water Bond Construction Fund's Transfers Out Account No. 598-9660-771.87-01 will be increased from \$0.00 to \$1,348,664.00.

**Justification:**

In order to cover healthcare costs for one employee in the Andersen Enrichment Center Fund, a transfer was completed. Additionally, in 2008 the City continues to work on the Hemlock Semiconductor Project. As this project continues, a portion of the project's costs has been incurred through the Water Surplus Fund. The transfer from the Water Construction Fund will cover these ongoing expenses.

**Council Action:**

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

# COUNCIL COMMUNICATION

**From:** The City Manager

**Subject:** Tetra Tech Inc. Consumer Confidence Report Agreement

**Manager's Recommendation:**

I recommend that the Agreement with Tetra Tech Inc. ("Tetra Tech") be approved in the amount of \$40,500.00. The Agreement has been approved by me as to substance and by the City Attorney as to form.

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

Funds for this project are available in the Water Operation and Maintenance Engineering Services Account No. 591-4730-861-8002.

**Justification:**

On November 16, 2007, the City received an Agreement from Tetra Tech to provide professional services for the development and distribution of a 2007 Regional Consumer Confidence Report ("CCR") for the Water Treatment Division. This report is a requirement of the 1996 Amendments to the Safe Drinking Water Act, which gives consumers more information about their drinking water and provides opportunities to get involved in protecting their source water. All community water systems are required to prepare and provide their customers with an annual water quality report or "CCR".

The Agreement includes development, assembly, printing, mail house services, and postage for the 2007 report. The Michigan Department of Environmental Quality District Engineer recommended this method of providing information to the City's customers. For the past four years, the City has successfully used this approach to distribute information to customers by distributing the Saginaw Regional Water Quality

# COUNCIL COMMUNICATION

Report“CCR”. The report will be developed and distributed to City customers and the majority of the communities served by our water system. The communities of Frankenmuth and Frankenmuth Township were the only wholesale customer communities that elected not to participate in the 2006 Regional CCR.

The Regional CCR has been shown to be in the best interest of all involved. This approach reduces the expense of production of the report, mailing costs, City staff time required, and waste created in multiple mailings. The City will coordinate the development of the report with Tetra Tech. The individual communities will sign participation agreements and reimburse the City for their share of the costs incurred. Tetra Tech has agreed to indemnify the City for all claims resulting from its negligence in performance of the Agreement up to \$2,000,000.00.

This is the tenth year that the City has worked with Tetra Tech. Due to Tetra Tech’s highly professional approach, its creative, ongoing efforts to reduce costs and great success in coordinating the Regional CCR, proposals were not sought from other firms. The quoted price represents a \$382.00 increase in cost for the City (\$17,500.00 vs. \$17,118.00) compared to last year’s estimated cost for the same services. The cost increase is all due to printing cost increases.

**Council Action:**

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

# COUNCIL COMMUNICATION

**From:** The City Manager

**Subject:** Reallocation of funds from Neighborhood Renewal Services Home Ownership Promotion Initiative Program to the City of Saginaw Basic Needs Program

**Manager's Recommendation:**

It is recommended that \$86,163.12 be reallocated from the Neighborhood Renewal Services Home Ownership Promotion ("HOP") Initiative to the City of Saginaw Basic Needs Program. The Block Grant Entitlement Revenue line item Account No. 276-0000-513-5822 will be increased by \$86,163.12 as will the Block Grant expenditure line item Account No. 276-6550-761-8340.

**Justification:**

On November 19, 2007, Council approved transferring \$100,000.00 from the HOP Program to the CAC Elderly and Disabled Program. Originally, \$186,163.12 was remaining from the HOP Program, when the Program was discontinued. As a result, HUD stated the funds had to be spent and could be reallocated to another recipient. On November 19, 2007, Council approved the reallocation of \$100,000.00 to the CAC Elderly and Disabled Program. The remaining balance is \$86,163.12.

Staff has determined that the remaining amount should be reallocated to the City of Saginaw Basic Needs Program. This citywide program has been very successful assisting seniors and other low and moderate-income households with home repairs up to \$7,500.00. Already this year, the program has assisted over 50 families. However, it is currently out of funds. Transferring the funds from HOP to the Basic Needs Program will close out all of HOP's funds.

**Council Action:**

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

# COUNCIL COMMUNICATION

**From:** The City Manager

**Subject:** Water Treatment Utility Vehicle

**Manager's Recommendation:**

I recommend that a purchase order be approved and issued to Bader Bros. Inc. in the amount of \$5,895.00 for the purchase of a 2007 John Deere utility vehicle.

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 item are available in the Water Operations and Maintenance Account No. 591-4730-861.97-41.

**Justification:**

Bader Bros. Inc. has offered a discounted price on a 2007 John Deere TX Series Utility Vehicle. The utility vehicle is a demo model with 57 hours of use and is in like new condition. This is a mid-level model with a safeguard package and other features not found on base models and includes a two-year warranty. The price quoted, with discounts, is less than the cost of base models of other manufacturers. This equipment will be used for the grounds maintenance of the City's Water Treatment Plant, in place of the larger full size trucks, to transport trimmers and hand mowers. This versatile utility vehicle will improve efficiency by freeing up a full size truck. This demonstrator is offered at a \$1,555.00 discount from the list price.

**Council Action:**

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

# COUNCIL COMMUNICATION

**From:** The City Manager

**Subject:** Election Expenses for January 15, 2008 Presidential Primary

**Manager's Recommendation:**

I recommend approval to increase Election's Operating Services Account No. 101-1731-701.80-05 line item by \$30,000.00 from \$6,710.00 to \$36,710.00 to cover the expenses of the January 15, 2008, Presidential Primary, which will be reimbursed by the State of Michigan subsequent to the Election.

**Justification:**

On November 21, 2008, clerks in the State of Michigan were advised by the Bureau of Elections there would be a January 15, 2008 Presidential Primary. The last time such an election was held was in January 2000. The expenses for this unscheduled election were not budgeted in the City Clerk's Election account and will be approximately \$30,000, which includes payroll for election workers, ballots and ballot programming, overtime for City Clerk staff and supplies. The State of Michigan will reimburse the City for all expenses except reusable items (i.e. pens) and regular pay for staff (8:00 a.m.-5:00 p.m.).

**Council Action:**

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