

Council Agenda

January 14, 2008, 6:30 p.m., Council Chamber

PRAYER AND PLEDGE OF ALLEGIANCE

ROLL CALL:

CORRECTION AND APPROVAL OF MINUTES OF PRECEDING SESSIONS:

October 22, 2007, November 5, 2007 and November 12, 2007 regular Council meeting.

PUBLIC HEARINGS:

ANNOUNCEMENTS:

PERSONAL APPEARANCES:

(A list will be provided on Monday)

REMARKS OF COUNCIL:

PETITIONS:

08-01 from Diane M. Fong, Executive Director of Michigan CardioVascular Institute Foundation, requesting to be recognized as a nonprofit organization.

REPORTS FROM BOARDS AND COMMISSIONS AND COMMITTEES:

APPOINTMENTS OF BOARDS AND COMMISSION MEMBERS:

1. Consideration of appointing Robert J. Szczypka to the Board of Review with an indefinite term.
2. Consideration of appointing Dale Kenneth Deibel and Kanah Franklin to the Tax Increment Finance Authority with a term to expire January 14, 2011.
3. Consideration of reappointing Elsenia Lee Porterfield to the Human Planning Commission with a term to expire February 7, 2010.

REPORTS FROM MANAGER:

Management Update:

Recommended Actions:

1. Recommending that a purchase order be approved and issued to Computer Management Technologies in the amount of \$10,587.72 for the renewal of IBM hardware maintenance and software license fees for the City of Saginaw's AS400 systems. This vendor meets all requirements of the contract compliance provisions. Funds are available in Information Services Operating Services Account No. 658 1720 711 8005.
2. Recommending approval of the agreement with James Brooks and that the City Manager or his designee be authorized to execute the agreement and all related documents. Mr. Brooks owns the property on East Holland Avenue in the City of Saginaw that had previously been the site of the Rainbow Bread Bakery. The City wishes to acquire this land for economic potential redevelopment. Further, Mr. Brooks has agreed to deed this property and other adjacent property to the City in exchange for the waiver of the cost of the demolition of this structure.
3. Recommending that a budget adjustment be made to increase the General Fund's Reimbursements/Insurance Proceeds Account No. 101 0000 602 6804 from \$2,000.00 to \$22,224.29. This increase will be offset by a deposit of \$20,224.29 from the Chubb Group of Insurance Companies to settle a claim resulting from a theft at Forest Lawn Cemetery in April, 2007. The proceeds will be used to purchase replacement equipment for the Cemeteries Division.
4. Recommending acceptance of the quote from Midland Fence Company, Inc. and issuance of a purchase order in the amount of \$5,000.00 for the purchase of a replacement gate operator for the Right of Way Division. This vendor meets all requirements of the contract compliance provisions. Funds are available in the Water and Sewer Operation Repairs/Replacement Account Nos. 591 4721 861 9720 (\$2,800.00) and 590 4821 861 9720 (\$2,800.00).
5. Recommending that the GIS Professional Services Agreement between the City of Saginaw and Saginaw Area GIS Authority be approved. The Saginaw Area GIS Authority desires to enter into a Professional Services Agreement with the City of Saginaw specifically to provide it with designated Geographic Information Systems services. The City will receive yearly compensation in the amount of \$34,729.00. Each additional year commencing after October 1, 2008, there will be an annual compensation increase of 5%.

INTRODUCTION OF ORDINANCES:

CONSIDERATION AND PASSING OF ORDINANCES:

RESOLUTIONS:

1. Authorizing the Election Commissioners to appoint the necessary receiving boards to receive the materials (ballot boxes, poll books, and statement of votes) from the precincts at the close of the polls on January 15, 2008.

UNFINISHED BUSINESS:

MOTIONS AND MISCELLANEOUS:

Darnell Earley
City Manager

COUNCIL COMMUNICATION

From: The City Manager

Subject: Acquisition of Rainbow Bread Property

Manager's Recommendation:

I recommend that the agreement with James Brooks be approved and that the City Manager or his designee be authorized to execute the agreement and all related documents. This agreement is subject to approval by the City Manager as to substance and the City Attorney as to form.

Justification:

James Brooks owns property on East Holland Avenue in the City of Saginaw that had previously been the site of the Rainbow Bread bakery. The building located on this property is in poor condition and needs to be repaired or demolished. Mr. Brooks has agreed to deed this property and other adjacent property to the City in exchange for the waiver of the cost of the demolition of this structure. The City wishes to acquire this land for potential economic redevelopment. The parcels are located in the Cathedral District Neighborhood Revitalization Area. The acquisition of this property will be useful in implementing some of the planned development in the area.

Council Action:

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

COUNCIL COMMUNICATION

APPOINTMENT OF RECEIVING BOARDS FOR THE JANUARY 15, 2008 PRESIDENTIAL PRIMARY ELECTION

Council _____ offered and moved adoption of the following resolution:

WHEREAS, a Presidential Primary Election will be held in the City of Saginaw on Tuesday, January 15, 2008; and

WHEREAS, each of the City's twenty (20) precincts at the close of the polls, prepare the necessary paperwork to be sealed in specified envelopes, seal the ballots in the ballot box, and deliver the materials to the City Clerk's Office; and

WHEREAS, under Michigan law (MCL 168.679a), the legislative body of a City, by resolution, can authorize the Election Commissioners of the City to appoint receiving boards to accept and open the sealed envelopes and containers for review and verification.

NOW, THEREFORE, BE IT RESOLVED that the Election Commissioners for the City of Saginaw (consisting of the Chief of Police, City Attorney and City Clerk) are hereby authorized to appoint the necessary receiving boards to receive the materials (ballot boxes, poll books, and statement of votes) from the precincts at the close of the polls on January 15, 2008.

BE IT FURTHER RESOLVED that in accordance with MCL 168.679a, each board will consist of an equal number (or as near as possible) of inspectors from each major political party.

BE IT FURTHER RESOLVED that the receiving boards will be authorized to open the sealed envelopes and ballot boxes to verify: (1) that the number of ballots

COUNCIL COMMUNICATION

issued equals the number of voters in the poll book and statement of votes; (2) confirm that the ballot box has been properly sealed and that nothing other than ballots are contained within; and (3) verify that all necessary documents have been properly signed by the election inspectors of each precinct.

BE IT FURTHER RESOLVED that the receiving board, with the election inspectors, shall together take the necessary steps to correct any discrepancies, making notation of such correction in the poll book and shall notify the clerk of the board of canvassers of the corrective action taken. Upon review and correction, if necessary, the receiving board shall properly reseal the ballot boxes and envelopes.

COUNCIL COMMUNICATION

From: The City Manager

Subject: GIS Professional Services Agreement

Manager's Recommendation:

I recommend that the GIS Professional Services Agreement between the City of Saginaw and Saginaw Area GIS Authority be approved. The Agreement is approved by me as to substance and the City Attorney as to form.

Justification:

The Saginaw Area GIS Authority desires to enter into a Professional Services Agreement with the City of Saginaw. Specifically, the Saginaw Area GIS Authority wants the City to provide it with designated Geographic Information Systems services. City personnel have considerable GIS expertise and the City is considered a leader in this area.

City personnel will maintain the Saginaw Area GIS Authority countywide parcel and information retrieval program through the internet. The term of the Agreement is for a period of three years. It is retroactive to October 1, 2007 and ends on September 30, 2010.

The City will receive yearly compensation in the amount of Thirty-Four Thousand Seven Hundred and Twenty-Nine Dollars and 00/100 (\$34,729.00). Each additional year commencing after October 1, 2008, there will be an annual compensation increase of 5%.

Council Action:

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

COUNCIL COMMUNICATION

From: The City Manager

Subject: IBM Software/Hardware Maintenance agreement annual renewal payment

Manager's Recommendation:

I recommend that a purchase order be approved and issued to Computer Management Technologies, (in-city business) in the amount of \$10,587.72, for the renewal of IBM hardware maintenance and software license fees for the City of Saginaw's AS400 systems. The cost for renewal of the software and hardware maintenance coverage and license fees was approved as part of the FY 2007-2008 budget process.

Funds for this service are budgeted and available in Information Services Operating Services Account No. 658-1720-711.80-05.

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

Justification:

This renewal covers annual software and hardware maintenance for the IBM AS400 computer's operating system software, license programs, licensing, support and upgrades as well as hardware repairs. It also covers the Lotus Notes AS400 operating system software, license programs, licensing, support and upgrades.

Model 520 AS400 Hardware Maintenance	\$6,266.99
Model 520 AS400 Software Maintenance	\$3,056.92
Model 270 AS400 Software Maintenance	\$1,263.81
Total	\$10,587.72

This is an on-going agreement with IBM, renewable upon annual payment budgeted in the appropriate account each fiscal year.

Council Action:

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

COUNCIL COMMUNICATION

From: The City Manager

Subject: Budget Adjustment

Manager's Recommendation:

It is recommended that a budget adjustment be completed to increase the General Fund's Reimbursements/Insurance Proceeds Account No. 101-0000-602.68-04 from \$2,000.00 to \$22,224.29. This increase will be offset by a deposit of \$20,224.29 from the Chubb Group of Insurance Companies. This increase in revenue will also increase the Cemeteries Division Capital Outlay/Maintenance Equipment Account No. 101-1747-821.97-41 from to \$0 to \$20,224.29.

Justification:

The City received a check in the amount of \$20,224.29 from the Chubb Group of Insurance Companies to settle a claim resulting from a theft at Forest Lawn Cemetery in April of 2007. The proceeds will be used to purchase replacement equipment for the Cemeteries Division.

Council Action:

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

COUNCIL COMMUNICATION

From: The City Manager

Subject: Replacement Gate Operator

Manager's Recommendation:

I recommend acceptance of the quote from Midland Fence Company, Inc. and issuance of a purchase order in the amount of \$5,600.00 for the purchase of a replacement gate operator for 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 available in the Water and Sewer Operation Repairs/Replacement Account Nos. 591-4721-861-9720 (\$2,800.00) and 590-4821-861-9720 (\$2,800.00).

Justification:

Seven fence contractors were invited to perform a site visit. Midland Fence Company, Inc. of Midland, Michigan was the only company to visit the site and submit a quote to replace the worn gate operator. The gate operator being replaced had worked with a card reading system, but was no longer in working condition and could not be repaired. The gate was being left open during working hours. The new gate operator will allow quick and easy entry for employees, while affording the security needed.

Council Action:

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