

Council Agenda

February 8, 2016
Council Chamber

6:00 P.M. COMMITTEE OF THE WHOLE MEETING

ROLL CALL:

REPORTS FROM MANAGER:

Management Update:

1. PlacePlans Initiatives Update, Luke Forrest, Program Manager, Michigan Municipal League.

ADJOURN:

6:30 P.M. REGULAR MEETING

PRAYER AND PLEDGE OF ALLEGIANCE:

ROLL CALL:

ANNOUNCEMENTS:

1. Proclamation presented to Deborah Trombley, Branch Head at Butman-Fish Library, to recognize Butman-Fish Library's 100th anniversary.

PUBLIC HEARINGS:

1. Hearing to create an Obsolete Property Rehabilitation Act District at 2700 Perkins Street.

PERSONAL APPEARANCES:

(A list will be provided following submittal deadline)

REMARKS OF COUNCIL:

REPORTS FROM MANAGER:

Management Update:

1. Fiscal Year 2015 Annual Audit, Jamie L. Rivette, CPA, Principal, Yeo & Yeo Financial Services.

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2. Solarization in Saginaw, Stanley Pruss, principal and co-founder, 5 Lakes Energy.

CONSENT AGENDA:

1. Approve the minutes from the January 25, 2016 Special Meeting.
2. Approve, receive, and file the letter from Amy Lusk regarding Disclosure of Pecuniary Interest in the City Attorney Contract.
3. Approve the amendments to the FY 2016 Approved Budget to recognize any changes that have occurred during the November period.
4. Approve a purchase order to InSource Solutions Group for \$15,742 for the renewal of annual software maintenance and support fees and individual e-filing services.
5. Approve ratification of a purchase order to BS&A Software for \$3,000 for the development of a custom data export from the City's Payroll program to provide reporting for the Affordable Health Care Act.
6. Approve a purchase order to DLT Solutions, Inc. for \$6,944.17 for FY 2016 for software maintenance renewal and support for the Public Services Department, Engineering Division and the Water and Waste Water Department.
7. Approve a purchase order to AIS Construction Equipment Company at the State bid price of \$48,830 for a 2016 Etnyre Maintenance Distributor for the Streets Section of the Right of Way Division.
8. Approve a purchase order to Michigan Pipe and Valve for \$99,250 for the annual supply of catch basin, manhole castings, and covers for the Maintenance and Service Division.
9. Approve a purchase order to Woodland-Kawkawlin Trailers for \$10,361.94 for three Tandem axle trailers for the Maintenance and Service Division.
10. Approve to increase blanket purchase order No. 497160 to Larry's Auto by \$1,000, for a new total of \$2,990, for miscellaneous shop tools for the Motor Pool Operations Division.
11. Approve the resolution authorizing sponsors of various community events to use amplifying equipment.

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12. Approve a purchase order to Engel's Auto Body for \$2,347.94 for repairs to Maintenance and Service Truck No. 57-0642.
13. Approve a purchase order to Truck and Trailer Specialties, Inc. at the State bid price of \$48,897 for the purchase and installation of a Hook Loader Unit and Forestry Chipper Body onto Streets Plow Truck No. 53-0412 for the Streets Section of the Right of Way Division.
14. Approve purchase orders to Alta Construction Equipment, at HGACBuy Contract pricing, for \$75,000 for a 2016 Kenworth K370 Cab-over cab and chassis; and for \$137,337 for a 2016 Cimline DuraMaxx DuraPatcher unit installed on the cab and chassis for the Streets Section of the Right of Way Division.
15. Approve a purchase order to AIS Construction Equipment Company, a sole source, for \$3,958.90 for the repair and upgrade of the stacker attachment for Loader No. 76-0873 used in the Streets Section of the Right Of Way Division.
16. Approve a purchase order to Truck and Trailer Specialties, Inc. at the State bid price of \$36,055.35 for a skid mounted 13' dump body in the amount of \$20,202 and a skid mounted 13' Arbortech Forestry body in the amount of \$15,853.35 for the Streets Section of the Right of Way Division.
17. Approve the Letter of Agreement and the property purchase of 504 Carroll Street from the Saginaw Public School District for \$1.00.

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

1. Approve the Council reappointment of Annie Boensch to the Region VII Area Agency on Aging with a term to expire March 31, 2019.

INTRODUCTION OF ORDINANCES:

1. An Ordinance to amend the official city map to rezone Lots 3 and 4, Block 21, City of Saginaw in Division North of Cass Street from R-2, Two Family Residential to RO-1, Restricted Office.

CONSIDERATION AND PASSING OF ORDINANCES:

RESOLUTIONS:

1. Adopt the Resolution establishing an Obsolete Property Rehabilitation District at 2700 Perkins Street.

UNFINISHED BUSINESS:

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MOTIONS AND MISCELLANEOUS BUSINESS:

1. Consideration of motion to go into closed session to discuss pending litigation per MCL 15.268 Section 8.

ADJOURN:

Timothy Morales
City Manager

IF YOU ARE DISABLED AND NEED ACCOMMODATION TO PROVIDE YOU WITH AN OPPORTUNITY TO PARTICIPATE OR OBSERVE IN PROGRAMS, SERVICES, OR ACTIVITIES, PLEASE CALL THE SAGINAW CITY CLERK, 1315 S. WASHINGTON AVENUE, 989.759.1480.

PROCLAMATION

WHEREAS, Butman-Fish Library opened to the public on January 24, 1916 and soon became a community gathering place where all were welcome. Funding for Butman-Fish Library was made possible from the generous contributions of William S. Fish as a memorial to his late wife, Mary Fish, and her father, the late Myron Butman; and

WHEREAS, Butman-Fish Library, along with its dedicated staff and volunteers, has faithfully served the City of Saginaw throughout the years to strengthen and enrich the lives of its citizens. The library has been a pillar in the Saginaw community, promoting free and open access to information, materials, and services to all members of the community; and

WHEREAS, in January 1979, a newer, larger Butman-Fish Public Library opened at its current location at 1716 Hancock Street. This new and improved Butman-Fish Library featured a book collection of over 45,000 volumes of material, a meeting room, and an extensive program of children's services; and

WHEREAS, Butman-Fish Library has grown in both building size and in services to accommodate the ever changing needs and tastes of the Saginaw community. Butman-Fish provides access to books, materials and technology which foster a love of reading, promote literacy, encourage economic growth and connect citizens in a modernized, digital society; and

WHEREAS, Butman-Fish Public Library continues to be an integral part of the intellectual, educational, and recreational health and well-being of our community. Butman-Fish will maintain its place in Saginaw history and endure as a visible sign of the inspiration, knowledge, and enrichment for the people of Saginaw;

NOW, THEREFORE, BE IT RESOLVED, I, Dennis D. Browning, Mayor of the City of Saginaw, on behalf of my fellow councilmembers, do hereby congratulate **Butman-Fish Public Library** on the honorable occasion of its 100th anniversary. We extend this expression of admiration and appreciation to the board members, staff, and volunteers of the Public Libraries of Saginaw for their accomplishments, commitment, and dedication to the Saginaw community.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the seal of the City of Saginaw to be affixed this 8th day of February in the year of our Lord two thousand sixteen.



Dennis D. Browning, Mayor

Councilpersons

*Amos O'Neal, Mayor Pro Tem
Michael D. Balls, Annie Boensch,
Larry Coulouris, Daniel Fitzpatrick,
Floyd Kloc, Brenda F. Moore,
and Demond L. Tibbs*



February 8, 2016

Timothy Morales, City Manager

CITY OF SAGINAW

NOTICE OF PUBLIC HEARING

In compliance with requirements of Act 146, P.A. 2000, the following notice is posted:

Notice is hereby given that the Saginaw City Council has scheduled a public hearing on the request for an Obsolete Property Rehabilitation District at 2700 Perkins Street.

The public hearing will be held Monday, February 8, 2016, at 6:30 p.m. in Council Chamber, Room 205, at the City Hall, 1315 S. Washington Avenue, Saginaw, MI. The legal description of the property is on file in the Office of the City Clerk.

All interested persons are invited to attend this public hearing.

Janet Santos, CMMC/CMC/MMC
City Clerk

IF YOU ARE DISABLED AND NEED ACCOMMODATION TO PROVIDE YOU WITH AN OPPORTUNITY TO PARTICIPATE OR OBSERVE IN PROGRAMS, SERVICES, OR ACTIVITIES, PLEASE CALL THE SAGINAW CITY CLERK, 1315 S. WASHINGTON AVENUE, 759-1480.

Posted: 1-22-16

By: __jks_____



CONTAINERCONCEPT
SOLUTIONS

1501 Cumberland St.
Saginaw, MI 48601
Phone (989)751-2810

January 19, 2015

RECEIVED
CITY CLERK
CITY OF SAGINAW

JAN 19 2016

Ms. Janet Santos, Clerk
City of Saginaw
1315 South Washington Ave.
Saginaw MI, 48601

Re: Request for an Obsolete Property Rehabilitation District

Dear Ms. Santos

(Container Concepts LLC) is requesting the establishment of an Obsolete Property Rehabilitation District for the following addresses 2700 Perkins Street, and an Obsolete Property Rehabilitation Certificate.

I've included a brief project description and preliminary budget for your information. A final application will be forth coming once our design/engineering is complete.

The facility will be used for the unique purpose of rcdesigning and the conversion of shipping containers. We are currently in development and discussion for the following entities; a disaster relief center office, a drive thru coffee shop and an ultimate sports complex. Our capabilities will include beautiful designs for concession stands, bathrooms, medical stations, administrative offices and retail shops.

Our future operations will be directed towards including the capitalization of the energy efficient Small / Tiny Housing market, ultimately to evolve into alignment with low cost housing development. All homes will be easily affordable and attainable, while being durable, easy to maintain and with a flexible design to meet both interior and exterior décor.

Another option under development is in regards to portable storage for those special events and occasions. They will include a complete kitchen/grill set up, portable coolers and freezers, transport containers for trade show exhibits and small vendor set ups for retail sales.

As suggested earlier, we are still working with mechanical/electrical engineering resources for detailed costs to bring the facility to proper building codes specification. Our initial estimate being used for consideration for refurbishment costs is \$100,000.00. In addition, we are still reviewing our labor resource/ employment numbers for submittal, and we anticipate having a significant increase to announce.

Thank you in advance for your consideration and please contact our Director of Business Development, Ed Morado, at (989)600-8384 for further information. Also, please date stamp receipt of this letter and return copy to me at 1501 Cumberland St. Saginaw, MI 48601.

Sincerely,

A handwritten signature in black ink, appearing to read 'Richard Rigda II', with a stylized flourish at the end.

Richard Rigda II

City of Saginaw
City Assessors Office
1315 S. Washington Ave.
Saginaw, MI 48601
989-759-1471



Lori D. Brown, CMAE III, PPE
City Assessor

January 20, 2016

Michigan Department of Treasury
State Tax Commission
Treasury Building
Lansing, MI 48922

Re: 2700 Perkins – Obsolete Property Rehabilitation Certificate Application

To Whom It May Concern:

Please allow this letter to serve as finding by the Assessor that the commercial building located at 2700 Perkins St. is functionally obsolete. The building suffers from significant loss in value due to lack of modernization, abandonment, blight and vacancy.

The property is an 80,000 square foot single story warehouse built in 1955. The building was vacated in 2001 and privately owned until it was foreclosed on by the Saginaw County Treasurer for delinquent taxes in 2013. The property was purchased from the Saginaw County Land Bank in 2015.

The building will need to undergo significant rehab for any future use. The property suffers from vandalism and severe blight due to the length of vacancy. The property is in overall extremely poor condition.

If you have any questions please feel free to contact me.

Thank you,

A handwritten signature in black ink that reads "Lori D. Brown".

Lori D. Brown, MAAO (3), R-7649
City of Saginaw
City Assessor

City of Saginaw
Assessor's Office
Ownership Summary of Proposed Obsolete Property Rehabilitation District
January 20, 2016

Proposed District: 2700 Perkins St.

This summary serves as notice that Richard Rigda Sr and Richard Rigda II own 100% of the proposed Obsolete Property Rehabilitation District at 2700 Perkins St.

Parcel #	Owner	Address		2015 Calculated Taxable Value
21-4420-00000	RIGDA SR, RICHARD J & RICHARD RIGDA II	2700 PERKINS	Comm Real	80,902 *EXEMPT

Legal Description:

THAT PART OF E. 1/3 OF N. 1/2 OF N.W. 1/4 OF SEC. 29, T. 12 N. R. 5. E. LYING NLY. OF NLY. LINE OF N.Y.C.R.R. & ELY. OF ELY. LINE OF P.M.R.R. RT. OF WAYS, EXC. NLY. 300 FT. OF ELY. 307 FT. AND EXC. THE S 220.36 FT AS MEASURED ALONG DIEKMAN DRAIN

*The property was exempt for 2015 because it was owned by the Saginaw County Land Bank

A SPECIAL MEETING OF THE COUNCIL OF THE CITY OF SAGINAW, MICHIGAN, HELD MONDAY, JANUARY 25, 2016, AT 11:00 A.M. IN THE MORLEY ROOM AT THE CASTLE MUSEUM, 500 FEDERAL STREET, SAGINAW, MICHIGAN.

PRAYER AND PLEDGE OF ALLEGIANCE

Mayor Browning offered a prayer and led the pledge of allegiance of the United States of America.

ROLL CALL

Mayor Browning called the meeting to order. Council Members present: Dan Fitzpatrick, Demond Tibbs, Annie Boensch, Larry Coulouris, Brenda Moore, Michael Balls, Floyd Kloc, and Mayor Dennis Browning: 8. Council Members absent: Mayor Pro Tem Amos O'Neal: 1.

Also in attendance were the following City staff members: Tim Morales, City Manager; Debbie Powell, Executive Assistant to the City Manager; Janet Santos, City Clerk; Yolanda Jones, Director of OMB/Community Services; Robert Ruth, Chief of Police; Christopher Van Loo, Fire Chief; Kim Mason, Director of Water/Wastewater Treatment; Dennis Jordan, Director of Human Resources; Beth Carson-Church, Assistant Director of Human Resources; Jeff Klopccic, Director of Technology; Phil Karwat, Director of Public Services; John Stemple, Chief Inspector; Tom Miller, Saginaw Future.

Moved by Council Member Coulouris, seconded by Council Member Moore to waive the Council Rules of Order and change the Order of Business to follow the special agenda prepared by the City Manager. 8 ayes, 0 nays, 1 absent. Motion approved.

REPORTS FROM BOARDS, COMMISSIONS AND COMMITTEES; AND
APPOINTMENT OF BOARD AND COMMISSION MEMBERS

Moved by Council Member Boensch, seconded by Council Member Moore to approve the reappointment of Wilnita Wilson to the Saginaw Transit Area Regional Service with a term to expire September 30, 2018. 8 ayes, 0 nays, 1 absent. Motion approved.

REPORTS FROM CITY MANAGER

Management Update

City Manager Tim Morales and Mayor Dennis Browning welcomed all to the meeting. City Manager Morales explained that the Strategic Planning session focus is to provide project status updates and details of what remains to be completed.

City Manager Morales introduced Yolanda Jones and Tom Miller. They presented information regarding Economic Development Strategy.

A short break with a working lunch was taken at 12:15 to 12:30.

City Manager Morales introduced Michelle Parkkoneon of the Michigan Economic Development Commission. Ms. Parkkoneon presented information regarding the Redevelopment Ready Communities Report of Findings.

City Manager Morales introduced Beth Carson-Church, Assistant Director of Human Resources. Ms. Carson-Church presented the Mid-Year Personnel Complement Changes for 2015-2016.

City Manager Morales introduced Dr. Eric Scorsone and Glenn Pape of the Michigan State University. Dr. Scorsone reported via skype and Mr. Pape was present. Mr. Pape addressed the best practices for Strategic Neighborhood Planning and explained how their office can offer resources to assist the City with the process to update the City's Master Plan.

Moved by Council Member Fitzpatrick, seconded by Council Member Boensch to add consent agenda item 4 as "approve the 2015-16 Mid-Year Personnel Complement Report." 8 ayes, 0 nays, 1 absent. Motion approved.

Consent Agenda

1. Approve the minutes from the January 11, 2016 regular Council meeting.
2. Approve the filing of the 2016 Single Lot Special Assessment Tax Roll in the office of the City Clerk for public examination, and that City Council call a public hearing to be held on February 22, 2016.
3. Approve the insurance proposals with Chubb/Federal Insurance Company for Combined Building & Personal Property, Business Income and Extra Expense, Valuable Papers and Records, Computer Coverage, Flood, Earthquake and Animals in the Petting Zoo; with The Hanover Insurance Group for Crime Coverage; with Chubb/Federal Insurance Company for Equipment Floater, including the Floating Docks and Bridges Coverage; with Cincinnati Insurance Company for Machinery and Equipment Breakdown Coverage, and Hudson Insurance Company for Storage Tank Liability Insurance effective February 1, 2016 to February 1, 2017, for a total cost of \$346,102, and authorize the City Manager or his designee to execute any and all necessary insurance documents under the plans.
4. **ADDED:** Approve the 2015-16 Mid-Year Personnel Complement Report.

Moved by Council Member Balls, seconded by Council Member Fitzpatrick to approve consent agenda items 1 through 4 as presented. 8 ayes, 0 nays, 1 absent. Motion approved.

PERSONAL APPEARANCES

There were no personal appearances.

ADJOURNMENT

Moved by Council Member Balls, seconded by Council Member Fitzpatrick to adjourn the meeting at 2:32 p.m. 8 ayes, 0 nays, 1 absent. Motion approved.

Janet Santos, CMMC/CMC/MMC
City Clerk

From: Timothy Morales, City Manager
Subject: Disclosure of Pecuniary Interest in City Attorney Contract
Prepared by: Andre R. Borrello, City Attorney

City Manager's Recommendation:

I recommend that disclosure be made a part of the official record of the Council meeting held February 8, 2016, and be made public in the same manner as a public meeting notice of the new City Attorney's pecuniary interest in the contract to be considered at the February 22, 2016 Council meeting, as further described below and in the letter from Ms. Lusk.

Justification:

On the next Council agenda will be revision of the City Attorney's contract, naming Amy Lusk as City Attorney. Under a strict reading of a statute that is intended to apply to elected officials and employees of municipalities who have an unreported or otherwise unknown financial interest in a public contract that requires a public body's approval, it could be viewed that the City Attorney is required to disclose her pecuniary interest in the contract as City Attorney, though such disclosure seems obvious.

Per the statute, Ms. Lusk requests that her disclosure be made a part of the official record of the meeting held February 8, 2016 and be made public in the same manner as a public meeting notice. At the City Council meeting to be held on February 22, 2106, the City Council shall approve the contract extension by a vote of not less than 2/3 of the full membership of the Council. Finally, upon approval, the City shall disclose the City Attorney's name as a party to the contract, the terms and conditions of the contract and the nature of her pecuniary interest, which is as an employee of the law firm of Gilbert, Smith & Borrello, PC.

Council Action:

Moved by Council Member _____, seconded by Council Member _____ to approve the recommendation from the City Manager.

GILBERT, SMITH & BORRELLO, P.C.

ATTORNEYS AT LAW

721 SOUTH MICHIGAN AVENUE
SAGINAW, MICHIGAN 48602-1529

WWW.GSB-LAW.COM

DAVID M. GILBERT
LAWRENCE WM. SMITH
ANDRÉ R. BORRELLO
AMY L. LUSK

SAGINAW (989) 790-2500
FAX (989) 790-2889

January 29, 2016

The Honorable Dennis D. Browning, Mayor
City of Saginaw
1315 S. Washington Avenue
Saginaw, Michigan 48601

via email only

Re: Disclosure of Pecuniary Interest in City Attorney Contract

Dear Mr. Mayor:

On the next Council agenda will be a revision of the City Attorney contract. Under a strict reading of a statute that I believe is intended to apply to elected officials and employees of municipalities who have an unreported or otherwise unknown financial interest in a public contract that requires a public body's approval, it could be viewed that as the appointed City Attorney, I am to disclose my pecuniary interest in my contract as City Attorney, though such disclosure seems redundant, obvious and apparent.

Obviously, City Council is well aware that I have a pecuniary interest in the contract for my services, as I am a party to the contract for which I will receive compensation for services rendered. Nevertheless, in an effort to dispel any question that City Council is aware of my interest, I am officially disclosing such pecuniary interest of the payments received for legal services rendered in the extension of my contract as City Attorney.

Per the statute, I ask that this disclosure be made a part of the official record of the meeting held February 8, 2016 and be made public in the same manner as a public meeting notice. At the City Council meeting to be held on February 22, 2016, the City Council must approve the contract by a vote of not less than 2/3 of the full membership of the Council. Finally, upon approval, the City shall disclose my name as a party to the contract, the terms and conditions of my contract and the nature of my pecuniary interest, which is as an employee of the law firm of Gilbert, Smith & Borrello, PC.

Thank you for your attention to this seemingly obvious and apparent matter.

Sincerely,

/s

Amy L. Lusk

cc: Mayor Pro Tem O'Neal
City Council Members
City Manager
City Clerk

From: Timothy Morales, City Manager
Subject: 2015/2016 November Budget Adjustment
Prepared by: Yolanda M. Jones, Office of Management and Budget

Manager's Recommendation:

It is recommended that the 2015/2016 Approved Budget for the listed funds be amended. This adjustment is required to recognize any errors, omissions, or changes that have occurred during the month of November.

Justification:

The 2015/2016 annual budget will be adjusted in accordance with Public Act 2 of 1968, Uniform Budgeting and Accounting Act, the City Charter; and the approved 2015 Budget Resolution, which states that the City Manager must provide budget adjustments to City Council quarterly and/or as needed. As a result of the City Manager's November analysis, the below-mentioned budget adjustments take into consideration any errors, omissions, or changes in the funding levels and expenditures approved by City Council as prescribed by the City Charter.

The General Fund (101) should be increased from \$31,147,741 to \$31,154,926. This represents an increase of \$7,185. This increase is due to the city receiving additional grant funds from the State of Michigan for the State Fire Protection Funds. These funds will be recognized in the General Fund Revenues' State Fire Protection Account No. (101-0000-574.009). The increase in revenues will be offset by the same increase to the Community Public Safety – Fire, Fire Training Division's Clothing Supplies Account No (101-3552-728.000).

The Andersen Enrichment Center Operations Fund (236) should be decreased by \$3,060, from \$99,036 to \$95,976. After a thorough review of the operations and the consideration of the financial position of this fund as of June 30, 2015, it was determined that the information management charge exceeds the budgets ability to maintain the current level of services. As a result, the City will only provide basic computer services for this fund. Furthermore, the Enrichment Commission and the Director of Public Services will continue to review the operations to determine new funding sources and operations strategies.

The Downtown Development Authority (DDA) Fund (243) should be increased by \$500,000 from \$136,234 to \$636,234. This increase is due to the Downtown Development Authority receiving a \$1.0 million grant from the MDEQ to aid in the SVRC Marketplace Project, which included the redevelopment of the former Saginaw News building and adjacent properties. City Council approved the submission and acceptance of the grant on July 6, 2015. Furthermore, the DDA Fund State Grant

Revenues Account No (243-0000-539.000) should be increased by \$500,000 to recognize these funds. In addition, the DDA Fund Redevelopment Grant Division's Professional Services Account No (243-6050-801.000) should be increased by the same. The remaining \$500,000 will be realized in the FY 2016/2017 budget.

The Department of Justice – JAG Fund (263) should increase \$38,769, from \$98,288 to \$137,057. This increase is due to the carryover of additional funds from the Byrne Justice Grant for 2014 grant periods. These funds will be utilized for the purchase of vehicles that have already been authorized by city council.

The TARP Blight Elimination Grant Fund (274) should be increased from \$31,500 to \$63,250. This equates to a \$31,750 increase. This increase is due to Saginaw County Land Bank receiving an extension on the grant which resulted in an opportunity to demolish additional properties.

The Information Management Fund (658) should be decreased from \$1,367,452 to \$1,364,392. This equates to a \$3,060 reduction. The Information Management Fund's Contribution From Other Funds Account No. (658-0000-675.000) will be decreased by \$3,060. This reduction is due to the decrease in the information management charge to the Andersen Center Operation Fund. To offset this reduction in revenues will be a reduction in the Information Management Fund's Overtime Account No (658-1720-704.000) by \$3,000 and the Social Security Account No (658-1720-715.017) by \$60.

The Self Insurance Fund (677) should be increased from \$1,292,318 to \$1,360,112. This is an increase of \$67,794. This increase is largely due to a reimbursement from one of the city's insurance carriers for a claim settlement. These additional funds will be recognized in the Self Insurance Fund's Reimbursement Account No (677-0000-676.000). The increase in revenues will be offset by an increase to expenditures in the Claims and Judgment Account No (677-1762-827.001) by the same amount.

Council Action:

Moved by Council Member _____, seconded by Council Member _____ to approve the recommendations of the City Manager.

From: Tim Morales, City Manager

Subject: InSource Solutions Group- Annual Maintenance/Support Renewal and e-filing fees

Prepared by: Janet Schramke, Income Tax Administrator

Manager's Recommendation:

I recommend that a purchase order be approved and issued to InSource Solutions Group in the amount of \$15,742 for the renewal of annual software maintenance and support fees and individual e-filing services. The maintenance amount of \$3,400 covers the electronic services for employer withholding used by the Income Tax Division of the Fiscal Services Department, and includes all support and updates to the software for one year. The individual e-filing tax return program fees are \$12,342, and include all support and updates to the hosting software for one year. This amount fluctuates annually based on volume. This is the same amount as last year.

Justification:

The City annually renews our maintenance and support fees for InSource Solutions Group employer tax withholding services. InSource Solutions Group is the proprietary owner of the electronic employer withholding tax software and secure server host. This annual renewal of maintenance and support fees is for a 12-month period and did not increase from last year.

E-filing services improve work and cash flow, by eliminating manual tasks such as opening mail, inputting tax returns and payments. Also, InSource Solutions Group will partner with our current software provider, Innovative Software Services, Inc. to provide a secure e-filing program for all users.

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 these payments are budgeted and are available in the General Fund-Department of Fiscal Services- Income Tax's Operating Services Account No. 101-1745-711-805.000.

Council Action:

Moved by Council Member _____, seconded by Council Member _____ to approve the recommendation from the City Manager.

From: Timothy Morales, City Manager
Subject: Ratification of a Custom Payroll Data Export for ACA Reporting
Prepared by: Jeff Kloplic, Technical Services

Manager’s Recommendation:

I recommend ratification of a purchase order be approved and issued to BS&A Software in the amount of \$3,000 for the development of a custom data export from the City’s Payroll program, to provide reporting for the Affordable Health Care Act.

Justification:

As a result of unfunded mandates created by the Patient Protection and Affordable Care act (ACA), the City will be responsible for additional reporting to plan participants as well as the IRS. Since the ACA was enacted in 2011, there have been many requirements that employers have had to comply with and all have been at the expense of the employer.

On June 22, 2015, the city council approved a service agreement with Health Decisions, Inc. Health Decisions, Inc. is the City’s third party vendor that will combine the City’s Payroll data along with Blue Cross and Blue Shield health coverage information to produce the necessary forms for IRS reporting. In order to provide the necessary data that was be needed to comply with ACA federal reporting requirements, the City worked with BS&A software. BS&A provided a custom data export that Technical Services staff can execute and send to Health Decisions Inc. to comply with the IRS tax reporting of deadline of March 31, 2016.

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

Funds for this purchase are budgeted in the Technical Services, Information Services Fund, Operating Services Account No. 658-1720-805.000.

Council Action:

Moved by Council Member _____, seconded by Council Member _____ to approve the recommendation from the City Manager.

From: Tim Morales, City Manager
Subject: Engineering Software and Support Subscription Renewal
Prepared by: Jeff Klopac, Technical Services

Manager’s Recommendation:

I recommend that a purchase order be approved and issued to DLT Solutions, Inc. in the amount of \$6,944.17 for Fiscal Year 2016. DLT Solutions is the General Services Administrations (GSA) vendor for the Federal Government. The City uses this contract for reduced software pricing. This software maintenance renewal and support is for the Public Services Department, Engineering Division and the Water and Waste Water Department.

Justification:

The Engineering Division uses several specialized engineering software applications developed by AutoDesk. This request renews the subscription and maintenance with support for AutoCAD, AutoCAD Map, AutoCAD Lite and AutoCAD Civil 3D. Also included in the purchase order is the annual support for Productivity NOW, which allows engineering staff to access online classes for all AutoDesk software products. Engineering staff utilizes these software applications for all design and build projects for the City of Saginaw

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

Funds for this purchase are budgeted in the Technical Services, Information Services Fund, Computer Software Account No. 658-1720-741.000.

Council Action:

Moved by Council Member _____, seconded by Council Member _____ to approve the recommendation from the City Manager.

From: Timothy Morales, City Manager
Subject: Replacement Tack Coat Distributor – Right of Way Division
Prepared by: Don Riley, Public Services Department

Manager’s Recommendation:

I recommend that a purchase order be approved and issued to AIS Construction Equipment Company of Bridgeport, MI at the state bid price, in the amount of \$48,830 for the purchase of a 2016 Etnyre Maintenance Distributor equipped as specified, for the Streets Section of the Right of Way Division.

Justification:

The Streets Section of the Right of Way Division has budgeted to replace a 1990 Aeroil Emulsion sprayer/tack coat distributor scheduled for replacement in 2005. This equipment has extensive wear, and fatigue to the hydraulic system, and frame structure, along with other mechanical issues that make this piece of equipment expensive to maintain in a useable condition. Operating efficiency, operator safety, and loss of productivity due to down time are also contributing factors to the need to replace this piece of equipment. This purchase will be made using state bid pricing.

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

Funds for this purchase are budgeted in the Major Street Fund - Routine Maintenance Division's, Maintenance Equipment Account No. 202-4651-978.000.

Council Action:

Moved by Council Member _____, seconded by Council Member _____ to approve the recommendation from the City Manager.

From: Timothy Morales, City Manager

Subject: Annual Supply of Catch Basin and Manhole Castings and Covers –
Maintenance and Service Division

Prepared by: Josh Hoffman, Public Services Department

Manager’s Recommendation:

I recommend that the low bid from Michigan Pipe and Valve, Saginaw, MI be accepted and a purchase order be issued to them in the amount of \$99,250.00 for the annual supply of catch basin, manhole castings, and covers for the Maintenance and Service Division.

Justification:

On November 17, 2015, bids were received for an annual supply of catch basin and manhole castings used in the maintenance and construction of the Sewage Collection System throughout the City.

The following is a tabulation of the bids received:

<u>Vendor</u>	<u>Cost</u>
Michigan Pipe and Valve Saginaw, MI (out-city)	\$ 99,250.00
EJ USA East Jordan, MI	\$103,787.30
Northern Concrete Pipe Bay City, MI	\$108,976.50

Michigan Pipe and Valve meets all requirements of § 14.23, “Vendors,” of Purchasing, Contracting, and Selling Procedures,” of Chapter 14, “Finance and Purchasing,” of Title I, “General Provisions” of the Saginaw Code of Ordinance 0-1.

Funds for this purchase are budgeted in the Sewer Operation and Maintenance Fund - Maintenance and Service Division’s, Parts and Supplies Account No. 590-4821-742.000.

Council Action:

Moved by Council Member _____, seconded by Council Member _____ to approve the recommendation from the City Manager.

From: Timothy Morales, City Manager
Subject: Purchase of Three (3) Tandem Axel Trailers – Maintenance and Service Division

Prepared by: Josh Hoffman – Public Services Department

Manager’s Recommendation:

I recommend the low bid from Woodland-Kawkawlin Trailers, Kawkawlin, MI be accepted and a purchase order be issued to them in the amount of \$10,361.94 for three (3) Tandem axle trailers for the Maintenance and Service Division.

Justification:

On December 15, 2015, the City received two (2) bids for three (3) Tandem axle trailers. The purpose of two (2) of the trailers will be utilized in hauling trench boxes and shoring used in excavation of the City’s water and sewer mains. The third trailer will be used for hauling concrete forms and materials used by the Maintenance and Service Division’s Concrete Crew for the installation of the permanent street repairs from water and sewer excavations in the ROW. These trailers will replace three (3) existing trailers that are over fifteen (15) years old and beyond their useful service life.

The following is a tabulation of the bids received:

<u>Vendor</u>	<u>Cost</u>
Woodland-Kawkawlin Trailers Kawkawlin, MI	\$10,361.94
Holden Industries South Wess City, MO	\$23,232.00

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

Funds for this purchase are budgeted in the Water Operation and Maintenance Fund – Maintenance and Service Division’s, Repairs and Replacements Account No. 591-4721-974.000 (\$5,180.97), and budgeted in the Sewer Operation and Maintenance Fund – Maintenance and Service Division’s, Repairs and Replacements Account No. 590-4821-974.000 (\$5,180.97).

Council Action:

Moved by Council Member _____, seconded by Council Member _____ to approve the recommendation from the City Manager.

From: Timothy Morales, City Manager
Subject: Blanket Purchase Order Increase – Garage Division
Prepared by: Don Riley, Public Services Department

Manager’s Recommendation:

I recommend that blanket purchase order No. 497160 created for Fiscal Year 2016 and issued to Larry’s Auto in the amount of \$1,990 be increased by \$1,000, for a new total amount of \$2,990, for the purchase of miscellaneous shop tools for the Motor Pool Operations Division.

Justification:

On July 21, 2015, the listed purchase order below was created in the amount totaling \$1,990. Due to the age of the Motor Pool tools and equipment, we have experienced some tool failures along with the need to upgrade some tools to match updated vehicle and equipment technology. Additional funds are needed to cover these additional purchases required for daily use and emergency repairs of City fleet vehicles for Fiscal Year 2016. The original blanket purchase order including the purchase order number, vendor, amount, and the recommended increase amount is as follows:

<u>PO Number</u>	<u>Vendor</u>	<u>Original PO Amount</u>	<u>Recommended Increase</u>	<u>New Total PO Amount</u>
497160	Larry’s Auto Saginaw, MI (in-city)	\$ 1,990	\$ 1,000	\$ 2,990

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

Funds are budgeted in the Motor Pool Operation Fund – Garage Operations Division's, Parts & Supplies Account No. 661-4480-742.000.

Council Action:

Moved by Council Member _____, seconded by Council Member _____ to approve the recommendation from the City Manager.

RESOLUTION TO AUTHORIZE SPONSORS OF VARIOUS COMMUNITY EVENTS THE USE OF AMPLIFYING EQUIPMENT

Moved by Council Member _____, seconded by Council Member _____ to adopt the following resolution:

WHEREAS, the sponsors (as listed below) plan to hold the following events:

Name of Event	Location	Date	Sponsor
Bring Back The Ice	Hoyt Park	1/23 to 3/30	PRIDE/Friends of Hoyt Park
Cinco 5K Run	Andersen Enrichment Center to Covenant	5/1	Cinco K Martial Arts Connection
National Day of Prayer	City Hall – Front Entrance	5/5	Rev. James & Leona Glenn
Cinco De Mayo	Ojibway Island	5/7	Union Civica Mexicana
Arthur Hill High School Pre Prom Gathering	Ojibway Island	5/7	Saginaw Public School District
First Merit Events	First Merit Event Park	5/11 to 9/19	Dow Event Center
Bringing Hope Changing Lives	Ojibway Island	5/14	Holy Cross Children's Services
SASA Unity Day - High School	Bliss Park	5/22	Saginaw Arts & Sciences Academy
Saginaw High School Pre Prom Gathering	Ojibway Island	5/26	Saginaw Public School District
Memorial Day Parade	Washington Ave.	5/30	Saginaw Co. Veterans Memorial Plaza., Inc.
Jazz on Jefferson	Jefferson Avenue Downtown	6/8	Historical Society of Saginaw County
Block Party	Simoneau St. between Sheridan & Warren	6/10	Darrell Hardy
Kid's Free Fishing Day	Ojibway Island	6/11	Shiawassee NWR/ Green Point ELC
Light Up The City	Ojibway Island	6/15	American Cancer Society
Brew at the Zoo	Children's Zoo	6/18	Children's Zoo at Celebration Square
WKCCQ Music Festival	Ojibway Island	6/18	MacDonald Broadcasting Co./WKCCQ-FM
St. Mary's Run for Life	Ojibway Island	6/25	St. Mary's of Michigan
Fireworks	Ojibway Island	7/4	Saginaw Area Fireworks
Block Party	Wadsworth between N. 10th & N. 11 th St.	7/4	Sandra Steward
St. Joseph Catholic Church Festival	N. 7 th between Kirk St. & Sears St.	7/9 & 7/10	St. Joseph Catholic Church

Name of Event	Location	Date	Sponsor
Block Party	Cronk St.	7/11	Calvin Gill, Jr.
Lawn Chair Film Festival	Old Town / Hamilton St.	6/26, 7/3, 7/10, 7/17, 7/24, 7/31, 8/7, 8/14	West Saginaw Civic Association
Friday Night Live	Morley Plaza	7/15, 7/22, 7/29, 8/5, 8/12, 8/19	PRIDE in Saginaw, Inc.
Rock The Island	Ojibway Island	7/23	Rock The Island Committee
Old Town Motor Fest	Hamilton St. between Madison & Mackinaw St. from Michigan Ave. to Hamilton St.	7/17	West Saginaw Civic Association
Gospel Fest	Ojibway Island	8/6	Vicki Hill
Project Next Generation	Burt St. between S. 13 th St. & S. 14 th St.	8/7 to 8/10	Temieka Shannon
African American Cultural Festival	Morley School/Park 2701 Lapeer St.	8/12, 8/13, 8/14	Saginaw African Cultural Fest Committee
Praise in the Parking Lot	1114 N. 6 th St.	8/14	Mt. Olive Baptist Church
St. Paul Baptist Church Neighborhood Picnic	S. 15 th between Lapeer & Tuscola St.	8/20	St. Paul Baptist Church
Christ Community Church Picnic	Fordney Park	8/27	Christ Community Church
School Is Cool	Ojibway Island	8/27	Lorenzo Pierson
Block Party	McCoskry St. between Brown & Sheridan St	8/27	Daryl White
Nitz Entertainment Peace Celebration	Unity Park	8/29	Levell Abraham
MCVI Run for Your Heart Race	Ojibway/River-Walk	9/10	Michigan Cardio-Vascular Inst. Found.
Team One Run for Wine	Riverwalk/South Washington Ave.	9/21	Andrew Brady
Trunk or Treat	1114 N. 6 th St.	10/31	Mt. Olive Baptist Church
Dia De Los Muertos/Cinco K Run	Andersen Enrichment Center to Covenant Health	11/6	Cinco K Martial Arts Connection
Holidays in the Heart of the City	Various Locations	11/19	PRIDE in Saginaw, Inc.
PRIDE Christmas Parade	N. Michigan.- Court & Ezra Rust St.	11/20	PRIDE in Saginaw, Inc.

WHEREAS, the above sponsors have annual events and request permission to use amplifying equipment on the dates listed above; and

WHEREAS, City Council can provide authorization for the use of amplifying equipment on public property; and

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Saginaw hereby authorizes the use of amplifying equipment during the above events listed with

dates and locations (subject to change), between the hours of 10:00 a.m. and 10:00 p.m., to be held at the various locations listed in the (above) chart.

Ayes:
Nays:
Absent:
Abstain:

RESOLUTION DECLARED ADOPTED

I, Janet Santos, City Clerk of the City of Saginaw, Michigan, do hereby certify that the foregoing is a true and complete copy of the resolution adopted by the City of Saginaw, Saginaw County, State of Michigan, at a public meeting held on February 8, 2016; the original thereof is on file in the records of my office; the meeting was conducted and public notice of said meeting was given pursuant to Act No. 267, Public Acts of Michigan, 1976, as amended, and minutes of this meeting were kept and will be made available as required.

Janet Santos, CMMC/CMC/MMC
City Clerk

From: Timothy Morales, City Manager
Subject: Vehicle Collision Repair – Maintenance and Service
Prepared by: Don Riley, Public Services Department

Manager's Recommendation:

I recommend that the low quote from Engel's Auto Body, Saginaw, Michigan be approved and that a purchase order be issued to them in the amount of \$2,347.94 for repairs to Maintenance and Service Truck No. 57-0642.

Justification:

On November 29, 2015, Maintenance and Service Truck No. 57-0642, a 2013 Ford F350 with 19,317 miles was involved in an accident at 1701 S. Jefferson Avenue. The vehicle sustained damage to the front bumper, and grill area. The repairs amount to less than the City's \$25,000 deductible; therefore, no reimbursement from the insurance company is warranted. These repairs are necessary in order to maintain the vehicle in a safe and operable condition. The quotes were requested from local repair vendors that have completed quality repair work for the City in the past.

The following is a tabulation of the quotes received:

<u>Vendor</u>	<u>Cost</u>
Engel's Auto Body Saginaw, MI (out-city)	\$ 2,347.94
Maaco Collision and Auto Paint Saginaw, MI (out-city)	\$ 2,358.76
Mike's Bumping and Painting Saginaw, MI (in-city)	\$ 3,091.05

Engel's Auto Body meets all requirements of §14.23, "Vendors," of "Purchasing, Contracting, and Selling Procedure," of Chapter 14, "Finance and Purchasing," of Title I, "General Provisions" of the Saginaw Code of Ordinances O-1.

Funds for this purchase are available in the Motor Pool Operation Fund – Garage Operations Division's, Motor Vehicle Repairs Account No. 661-4481-931.000.

Council Action:

Moved by Council Member _____, seconded by Council Member _____ to approve the recommendation from the City Manager.

From: Timothy Morales, City Manager
Subject: Hook Loader Unit and Forestry Chipper Body – Right of Way Division
Prepared by: Don Riley, Public Services Department

Manager’s Recommendation:

I recommend that a purchase order be approved and issued to Truck and Trailer Specialties, Inc., Dutton, MI, at the State Bid Price in the amount of \$48,897 for the purchase and installation of a Hook Loader Unit and Forestry Chipper Body onto Streets Plow Truck No. 53-0412, for the Streets Section of the Right of Way Division.

Justification:

The Streets Section of the Right of Way Division is purchasing a Hook Loader Unit and Forestry Chipper Body for use on No. 53-0412 a single axle plow truck purchased in August of 2014. This added attachment will increase fleet efficiency and operations productivity with versatile year round usage of this truck, possibly allowing a future fleet reduction and elimination of a 24 year old dedicated chipper truck that was scheduled for replacement in 2002, and will be purchased using State Bid Pricing.

Truck and Trailer Specialties, Inc. 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 Major Street Fund - Routine Maintenance Division's - Maintenance Equipment Account No. 202-4651-978.000.

Council Action:

Moved by Council Member _____, seconded by Council Member _____ to approve the recommendation from the City Manager.

From: Timothy Morales, City Manager
Subject: DuraPatcher Pavement Repair System – Right of Way Division
Prepared by: Don Riley, Public Services Department

Manager’s Recommendation:

I recommend purchase orders be approved and issued to Alta Construction Equipment, LLC of Saginaw, MI, (out city) at HGACBuy Contract pricing, in the amounts of \$75,000 for the purchase of a 2016 Kenworth K370 Cab-over cab and chassis and \$137,337 for a 2016 Cimline DuraMaxx DuraPatcher unit installed on the cab and chassis. The total cost of these purchases total \$212,337, for the Streets Section of the Right of Way Division.

Justification:

On November 25, 2013, Council authorized the City Manager or his designee to execute the Inter-local Contract allowing the City’s initial HGACBuy contract purchase, which allows Municipalities to use the purchasing power of National Bids to expedite procurement, receive volume-purchasing discounts, and many other significant benefits.

The Streets Section of the Right of Way Division is purchasing a Cimline DuraMaxx DuraPatcher pothole repairing unit that takes the place of cold and hot patches and is more of a permanent patch versus temporary. The City will save funds long term by permanently repairing potholes. With this equipment pothole repair operations are reduced from a two (2) person crew to a one (1) person operation. The operator will remain inside the truck for maximum safety and productivity, which will increase the operating efficiency of the Right of Way Division.

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

Funds for this purchase are available in the Major Street Fund - Routine Maintenance Division's, Maintenance Equipment Account No. 202-4651-978.000 (\$147,337), and the Local Street Fund – Routine Maintenance Division’s, Maintenance Equipment Account No. 203-4651-978.000 (\$65,000).

Council Action:

Moved by Council Member _____, seconded by Council Member _____ to approve the recommendation from the City Manager.

From: Timothy Morales, City Manager
Subject: Equipment Repair – Right Of Way Division
Prepared by: Don Riley, Public Services Department

Manager’s Recommendation:

I recommend that the quote from AIS Construction Equipment Company of Bridgeport, MI the local sole source vendor for this brand of equipment be approved and that a purchase order be issued to them in the amount of \$3,958.90 for repair and upgrade of the stacker attachment for Loader No. 76-0873 used in the Streets Section of the Right Of Way Division.

Justification:

On October 23, 2015, the stacker attachment for loader 76-0873 sustained damage during use at the city’s Compost site, AIS Construction Equipment Company the original vendor for this equipment will complete an upgrade to this stacker attachment making it more versatile and suitable to the application for which we are now using it. While the stacker unit was originally purchased for the piling of stored salt for winter road maintenance we are now also using it for compost piling operations increasing the efficiency and productivity of the Compost operation.

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

Funds for this purchase are available in the Motor Pool Operation Fund – Garage Operations Division’s, Motor Vehicle Repairs Account No. 661-4481-931.000.

Council Action:

Moved by Council Member _____, seconded by Council Member _____ to approve the recommendation from the City Manager.

From: Timothy Morales, City Manager

Subject: Dump Box and Forestry Body for Tandem Swap Loader Trucks – Right of Way Division

Prepared by: Don Riley, Public Services Department

Manager’s Recommendation:

I recommend that a purchase order be approved and issued to Truck and Trailer Specialties, Inc. Dutton, MI at the State Bid Price in the amount of \$36,055.35 for the purchase of a skid mounted 13’ dump body (\$20,202) and skid mounted 13’ Arbortech Forestry body (\$15,853.35), for the Streets Section of the Right of Way Division.

Justification:

In February of 2015, the Streets Section of the Right of Way Division purchased two (2) tandem axle hook loader trucks for the dump body and forestry chipper. These added attachments will increase fleet efficiency and operations productivity with versatile year round usage of these trucks possibly allowing a future fleet reduction and the elimination of a 24 year old dedicated chipper truck that was scheduled for replacement in 2002, and will be purchased using State Bid Pricing.

Truck and Trailer Specialties, Inc. 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 Major Street Fund - Routine Maintenance Division's, Maintenance Equipment Account No. 202-4651-978.000.

Council Action:

Moved by Council Member _____, seconded by Council Member _____ to approve the recommendation from the City Manager.

From: Timothy Morales, City Manager
Subject: 504 Carroll St. Property Purchase
Prepared by: John C. Stemple, Chief Inspector

Manager’s Recommendation:

I recommend approval of the Letter of Agreement with the Saginaw Public School District and authorize the purchase of the property at 504 Carroll Street from the Saginaw Public School District for the sum of \$1.00. I further recommend the City Manager or his designee be authorized to execute the agreement. The agreement has been approved by me as to substance and the City Attorney as to form.

Justification:

The City of Saginaw has offered to purchase the property located at 504 Carroll Street from Saginaw Public Schools. The School District approved the agreement on December 16, 2015 and has accepted an offer of \$1.00. The subject property is a former school which is attached to the City owned Civitan Building. Due to significant deterioration of the school building, the City owned portion of the building has been rendered unusable due to air quality issues. The City desires to preserve its portion of the building for future use; however could not without first removing the school portion of the building. Acquisition of this property will help to facilitate the preservation of the Civitan Building and its future use.

This is the negotiated purchase of unique real estate and is not subject to the standard requirement of competitive bidding, pursuant to section 14.27 “Sole Source”, of “Purchasing, Contracting, and Selling Procedure”, of Chapter 14, “Finance and Purchasing”, of Title 1, “General Provisions” of the Saginaw Code of Ordinances O-1.

Funds are available in the General Fund - Offices of Inspections and Neighborhood Services - Planning and Zoning Division’s Land and Improvement Account No. (101-3863-975.000).

Council Action:

Moved by Council Member _____, seconded by Council Member _____ to approve the recommendation from the City Manager.

From: Timothy Morales, City Manager

Subject: Rezoning request for Lots 3 and 4, Block 21, City of Saginaw in Division North of Cass Street

Prepared by: Michael Foust on behalf of the Planning Commission

Manager's Recommendation:

I recommend the rezoning of Lots 3 and 4, Block 21, City of Saginaw in Division North of Cass Street from R-2, Two Family Residential to RO-1, Restricted Office.

Justification:

The owner of 621 Cleveland approached zoning staff regarding adding another apartment to his home. He has two apartments now. The zoning map showed that the parcel and the one next door were zoned R-1, Single Family Residential. The owner showed me the legal description for a rezoning that took place in the mid-2000s to rezone a large area from R-2, Two Family Residential to R-1. The two lots were left out of that description and so most of the surrounding land was rezoned to R-1 and his parcels remained R-2. The rest of the block where these lots are located is zoned RO-1, Restricted Office.

It was explained that R-2 would not allow for more than two apartments in his home. A request was made to rezone the above described lots from R-2 to RO-1 which would allow for an additional apartment to be added to his home and would give the entire block the same designation, RO-1. The neighbor at 613 Cleveland, the neighboring lot, asked if the property were zoned RO-1 could she turn her rental into her office. That is an allowed use in an RO-1 district.

This is a housekeeping matter to clean up two lots that are zoned R-2 to be changed to the zoning for the rest of the block, RO-1. This would also allow the opportunity for the two owners to take actions to add an apartment and change the use of one property to an office, both of which are allowed under RO-1 zoning. There is no other R-2 zoning in this area.

The Planning Commission held a public hearing on July 28, 2015 and all interested parties were given the opportunity to be heard. The Planning Commission found in favor of the rezoning request.

Council Action:

This communication is for explanation purposes only for the separate ordinance to be introduced.

Moved by Council Member _____, seconded by Council Member _____ to introduce an Ordinance entitled and reading as follows:

AN ORDINANCE TO AMEND THE OFFICIAL CITY MAP TO REZONE LOTS 3 AND 4, BLOCK 21, CITY OF SAGINAW IN DIVISION NORTH OF CASS STREET FROM R-2, TWO FAMILY RESIDENTIAL TO RO-1, RESTRICTED OFFICE.

Laid over under the Charter Provision.

Council Member _____ moved, seconded by Council Member _____ that an ordinance introduced on February 8, 2016 be taken up and enacted, entitled and reading as follows:

O-_____

AN ORDINANCE TO AMEND THE OFFICIAL CITY MAP TO REZONE LOTS 3 AND 4, BLOCK 21, CITY OF SAGINAW IN DIVISION NORTH OF CASS STREET FROM R-2, TWO FAMILY RESIDENTIAL TO RO-1, RESTRICTED OFFICE

The City of Saginaw Ordains:

Section 1. That Lots 3 and 4, Block 21, City of Saginaw In Division North of Cass Street be rezoned from R-2, Two Family Residential to RO-1, Restricted Office

Section 2. That the official map of the City of Saginaw is hereby amended accordingly.

This ordinance shall become effective March 24, 2016.

Enacted: March 14, 2016.

Yeas:

Nays:

Absent:

Abstain:

Motion Carried.

Dennis Browning
Mayor

Janet Santos, CMMC/CMC/MMC
City Clerk

ORDINANCE DECLARED ADOPTED

I, Janet Santos, City Clerk of the City of Saginaw, Michigan, do hereby certify that the foregoing is a true and complete copy of the ordinance adopted by the City of Saginaw, Saginaw County, State of Michigan, at a public meeting held on March 14, 2016; the original thereof is on file in the records of my office; the meeting was conducted and public notice of said meeting was given pursuant to Act No. 267, Public Acts of Michigan, 1976, as amended, and minutes of this meeting were kept and will be made available as required.

Janet Santos, CMMC/CMC/MMC
City Clerk

ESTABLISHING OBSOLETE PROPERTY REHABILITATION DISTRICT AT 2700 PERKINS

Moved by Council Member _____, seconded by Council Member _____ to adopt the following resolution:

WHEREAS: under P.A. 146 of 2000 the City of Saginaw is authorized to form Obsolete Property Rehabilitation Districts; and

WHEREAS: the property at 2700 Perkins, TAX ID # 21-4420-00000 has been deemed functionally obsolete by the City of Saginaw; and

WHEREAS: the owner of the property has been notified, by certified mail that a public meeting will be conducted on February 8, 2016, in accordance with P.A. 146 of 2000.

NOW, THEREFORE, BE IT RESOLVED that the City of Saginaw hereby approves the formation of an Obsolete Property Rehabilitation District pursuant to Public Act 146 of 2000, as amended, for the eligible property legally described as:

2700 PERKINS

ASSESSOR'S FILE #: 21-4420-00000

THAT PART OF E 1/3 OF N 1/2 OF NW 1/4 OF SEC 29 T 12 N R 5 E LYING NLY OF NLY LINE OF N.Y.C.R.R. & ELY OF ELY LINE OF P. M. R. R. RT OF WAYS, EXC NLY 300 FT OF ELY 307 FT AND EXC THE S 220.36 FT AS MEASURED ALONG DIEKMAN DRAIN

Ayes:

Nays:

Absent:

Abstain:

RESOLUTION DECLARED ADOPTED

I, Janet Santos, City Clerk of the City of Saginaw, Michigan, do hereby certify that the foregoing is a true and complete copy of the resolution adopted by the City of Saginaw, Saginaw County, State of Michigan, at a public meeting held on February 8, 2016; the original thereof is on file in the records of my office; the meeting was conducted and public notice of said meeting was given pursuant to Act No. 267, Public Acts of Michigan, 1976, as amended, and minutes of this meeting were kept and will be made available as required.

Janet Santos, CMMC/CMC/MMC
City Clerk