

# Council Agenda

March 9, 2009 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 after 1:00 p.m.)*

REMARKS OF COUNCIL:

PETITIONS:

- 09-05 from Mairin MacDonald, WKCQ-FM, requesting permission to erect a banner in the 500 block of Court Street from May 22, 2009 – June 20, 2009 for the purpose of promoting the KCQ Country Music Fest Free Concert.

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

From the City Planning Commission:

1. Explaining the Ordinance listed under the regular order of business that amends the official City map by vacating a 55' portion alley bounded by Lyon Street, South Mason Street, Mackinaw Street and South Oakley Street, abutting the properties known as 1220 as Lyon Street and 523 South Oakley Street.

REPORTS FROM MANAGER:

Management Update:

Recommended Actions:

1. Recommending that the purchase order issued to Front Line Services for the fire department apparatus repairs for fiscal year 2009 be increased by \$29,000 for a purchase order total of \$114,000. Due to extensive repairs and preventative maintenance, these funds have been used. An increase is needed to cover anticipated costs for the remaining months of this fiscal budget year to maintain the fire apparatus in a state of readiness. This vendor meets all requirements of the contract compliance provisions. Funds are budgeted and available in the Fire Apparatus Motor Vehicle Repairs Account No. 101 3754 751 8042.
2. Recommending that a budget adjustment be completed for the purchase of digital computer transcription software and equipment. The Drug Forfeiture's Decrease in Fund Equity Account No. 264 000 680 0000 should be increased from \$0 to \$1,700.00. Likewise, the Drug Forfeiture's computer Software Account No. 264 3040 731 7325 should be increased by \$1,700.00 for the purchase of transcription software and equipment.
3. Recommending that a purchase order be approved and issued to Gator Hawk Armor in the amount of \$9,576.00 for concealable body armor for the City's police officers. Gator Hawk Armor is offering to extend the current pricing through June 30, 2009. This vendor meets all requirements of the contract compliance provisions. Funds are budgeted in the Police Department's Supplies/Clothing Supplies Account No. 101 3014 721 7303.
4. Recommending approval to purchase one fully equipped 2009 Chevy Impala police patrol vehicle from Berger Chevrolet of Grand Rapids, MI in conjunction with the state bid process. City Council approved an insurance proceeds budget adjustment for the police department on February 23, 2009, and the police department would like to utilize these available funds to replace one patrol vehicle totaled in an accident. This vendor meets all requirements of the contract compliance provisions. Funds are available in the Motor Pool Operations/Capital Outlay/Vehicles Account No. 661 4480 841 9770.
5. Recommending that the Substance Abuse Prevention Services Agreement with the Saginaw County Department of Public Health be approved. The Agreement has been approved by the City Manager as to substance and the City Attorney as to form. The purpose of the Agreement is to develop and deliver prevention services to specific high risk populations identified as underserved and provided in a variety of settings. Pursuant to the terms of the Agreement, the City will receive \$164,000.00 to conduct 2,050 units of service for a drug free community. The funds are specifically used by the Saginaw Police Department to fund its drug prevention efforts through the Family Youth Initiative program.
6. Recommending that the easement with Consumers be approved for overhead and underground electric lines and gas pipelines on property located at 101 South Hamilton. Consumers is requesting the easement to service the newly constructed dwelling located at 100 South Michigan. Consumers will indemnify, defend and hold harmless the City from any liability claims. The easement has been approved by the City Manager as to substance and the City Attorney as to form.
7. Recommending that the Grant Agreement with the State of Michigan Department of Police, Emergency Management and Homeland Security Division be approved. The City was awarded funds in the amount of \$921,736.43. Federal funds will be provided under the Act at 75% for reimbursement of eligible costs in the amount of \$790,059.80, except for projects that are eligible for 80% reimbursement. Furthermore, the State of Michigan

will provide reimbursement in the amount of 12.5% of \$131,676.63 and the City is responsible for providing the remaining matching funds equal to 12.5% of the total cost.

8. Recommending acceptance of the bid from the State of Michigan bid list for the lease of a copy machine for CDBG and that the Product Schedule Agreement and Work Order Agreement be approved and that the City Manager or his designee be authorized to sign all lease agreements on behalf of the City. The term of the lease is for 36 months and the monthly payment is \$223.00. Further recommend that payment be made to Ikon Office Solutions in the amount of \$669.00 for the balance of fiscal year 2009 and \$7,359.00 total for fiscal years 2010-2012. This vendor meets all requirements of the contract compliance provisions. Funds are available in the CDBG Residential Loans and Grants/Operating Services Account No. 276 6540 761 8005.
9. Recommending that the Mayor and City Manager, and their designees, be authorized to utilize the HUD LOCCS Voice Response System. Council has already authorized the acceptance of the special project grant from the U. S. Department of Housing and Urban Development (HUD) for demolition and land acquisition in the Riverfront area. As part of the administration of that grant, HUD has requested formal written authorization from the Mayor to allow various City employees to use the LOCCS Voice Response System. This authorization and use of this system is required to administer the grant and draw down the available funds.
10. Recommending that the Third Amendment to the Purchase and Development Agreement with Wolgast Corporation be approved and that the City Manager or his designee be authorized to execute all documents necessary. This Third Amendment to the Purchase and Development Agreement has been approved by the City Manager as to substance and the City Attorney as to form.
11. Recommending that the Second Amended Development Agreement between the City of Saginaw, Abraham Allen and Great Lakes Crossroad, LLC, be approved and that the City Manager or his designee be authorized to execute all documents necessary. This Second Amended Development Agreement has been approved by the City Manager as to substance and the City Attorney as to form.
12. Recommending that the City approve the Cost Agreements for traffic signal maintenance at eight (8) locations throughout the City. The Agreements have been approved by the City Manager as to substance and the City Attorney as to form. Funds for these agreements are available in the Traffic Engineering Utilities Account No. 101 4621 791 8031.
13. Recommending that the City approve the Cost Agreements for traffic signal construction at two City locations. The Agreements have been approved by the City Manager as to substance and the City Attorney as to form. Funds for these agreements are available in the Traffic Engineering Utilities Account No. 101 4621 791 8031.
14. Recommending approval of the Agreement with Cummins Bridgeway LLC be approved in the amount of \$1,414.80. Under this Agreement, Cummins will provide planned equipment maintenance for the Diesel generators at the Gratiot Road Pumping Station. The station has two generators that provide emergency power to the station in the event a power outage occurs. This vendor meets all requirements of the contract compliance provisions. Funds are budgeted in the Water Treatment Operations Account No. 591 4730 861 8063.

15. Recommending that payment be made to Hamilton Electric in the amount of \$6,950.00 for the emergency purchase of two chlorine inductor motors to be used by the Wastewater Treatment Plant. This vendor meets all requirements of the contract compliance provisions. Funds are budgeted in the Sewer Operation and Maintenance Fund Parts and Supplies Account No. 590 4830 861 7330.
16. Recommending acceptance of the only bid and issuance of a purchase order to RS Technical Services, Inc., in the amount of \$7,750.00 for the purchase of a controller/analyzer unit to be used by the Water Treatment Plant. This vendor meets all requirements of the contract compliance provisions. Funds are available in the Water Treatment Laboratory Equipment Account No. 591 4730 861 9740.
17. Recommending that payment be made to Great Lakes Power Services for emergency purchase order #38022 (\$2,500.00) issued on February 12, 2009 to assess damages to the electrical switchgear at the Aqua pumping station and for emergency purchase order #38089 issued February 20, 2009 in the amount of \$9,600.00 to perform the work of removing and replacing the bus bars to both transformers. The Aqua pump station is critical to the distribution of water to Saginaw Township, Zilwaukee and other northern communities serviced by the Saginaw Water Plant. This vendor meets all requirements of the contract compliance provisions. Funds are available in the Water Treatment General Repairs Account No. 591 4730 861 8040.
18. Recommending that the Agreement with Hubbell, Roth & Clark, Inc. be approved and a purchase order issued to them in an amount not to exceed \$54,000.00 for miscellaneous system improvements of the Wastewater Treatment Plant. The proposed project plan for miscellaneous system improvements would address other components of the plant that have outlived their expected lifespan by upgrading and replacing them with new technology and mechanical equipment. This vendor meets all requirements of the contract compliance provisions. Funds are available in the Sewer Operation and Maintenance Engineering Services Account No. 590 4830 861 8002.
19. Recommending acceptance of the quote and issuance of a purchase order to Martin Control Services in the amount of \$69,295.00 for a replacement flow meter for the Weiss Street Retention Treatment Basin. This vendor meets all requirements of the contract compliance provisions. Funds are budgeted in the Sewer Surplus Repair and Replacement Account No. 576 4840 881 9720.
20. Recommending that task order nos. 8, 9, 10 and 11 between the City of Saginaw and Greeley and Hansen LLC be accepted and that a purchase order be approved and issued to them in the amount of \$514,339.00. These task orders together are necessary to evaluate and make knowledgeable, fiscally responsible choices for long-term improvements of the water treatment facilities for the future of the City of Saginaw and its wholesale customers.

#### INTRODUCTION OF ORDINANCES:

1. An Ordinance to add "Low Income Housing Tax Exemption for Saginaw Shelter for the Homeless Nonprofit Housing Corporation," to the Table of Special Ordinances, VIII.
2. An Ordinance to amend the official City map by vacating a 55' portion of the alley bounded by Lyon Street, South Mason Street, Mackinaw Street and South Oakley Street, abutting the properties known as 1220 Lyon Street and 523 South Oakley 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 II of the Saginaw Code of Ordinances.

#### CONSIDERATION AND PASSING OF ORDINANCES:

1. An Ordinance to amend Paragraph (B), of §16.02, "Definitions," of Chapter 16, "Police Officers and Firefighters Retirement System," of Title I, "Administrative Code," of the Saginaw Code of Ordinances O-1.

#### RESOLUTIONS:

1. Declaring the City's intent to amend the official City map by vacating a 55' portion of the alley bounded by Lyon Street, South Mason Street, Mackinaw Street and South Oakley Street.
2. Approving the Michigan Department of Transportation Traffic Signal Maintenance Cost Agreements.
3. Approving the Michigan Department of Transportation Traffic Signal Construction Cost Agreements.

#### UNFINISHED BUSINESS:

#### MOTIONS AND MISCELLANEOUS BUSINESS:

- Motion to conduct closed session to consult with attorney on trial or settlement strategy in connection with pending litigation.

Darnell Earley  
City Manager

# COUNCIL COMMUNICATION

**From:** The City Manager

**Subject:** Police Officer Ballistics Vests

**Manager's Recommendation:**

I recommend that a purchase order be approved and issued to Gator Hawk Armor in the amount of \$9,576.00 for concealable body armor for the city's police officers.

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

Funds for this purchase are budgeted in the Police Department's Supplies/Clothing Supplies Account No. 101-3014-721.73-03.

**Justification:**

On February 3, 2009, the Saginaw Police Department received a quote from Gator Hawk Armor offering to extend the current pricing from bid P-538-07 through June 30, 2009. Gator Hawk Armor is the sole qualified bidder.

**Council Action:**

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

# COUNCIL COMMUNICATION

**From:** The City Manager

**Subject:** Police Department – Digital Transcription Software Budget Adjustment

**Manager’s Recommendation:**

I recommend a budget adjustment to be completed for the purchase of digital computer transcription software and equipment.

The Drug Forfeiture’s Decrease in Fund Equity line item no. 264-0000-680.00-00 should be increased from \$0.00 to \$1,700.00. Likewise, the Drug Forfeiture’s computer Software line item no. 264-3040-731.73-25 should be increased by \$1,700.00 for the purchase of transcription software and equipment.

**Justification:**

The City’s Police Department currently uses standard cassette tapes, which are analog, to record interviews of subjects. With modern technological advances such as the compact disc and digital recordings, analog equipment is rapidly becoming obsolete. The Police Department has not made a purchase of recording equipment in over 15 years. The cost of this equipment is as follows:

3 SME-DAVTS Transcription Systems @ 229.00 ea.	\$ 687.00
1 Ganz 4 Channel DVR, 250 GB HDD, CD/DVD RW	<u>\$ 990.00</u>
	\$1,677.00
	<u>10.00</u> S&H
	\$1,687.00

**Council Action:**

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

# COUNCIL COMMUNICATION

**From:** The City Manager

**Subject:** Purchase of One Police Patrol Vehicle

**Manager's Recommendation:**

I recommend the approval to purchase one (1) fully equipped 2009 Chevy Impala police patrol vehicle from Berger Chevrolet of Grand Rapids, MI, in conjunction with the State Bid process.

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 are available in the Motor Pool Operations / Capital Outlay/Vehicles, Account No. 661-4480-841.97-70.

**Justification:**

On February 23, 2009, City Council approved an insurance proceeds budget adjustment for the Saginaw Police Department. The Saginaw Police Department would like to utilize these available funds to replace one (1) patrol vehicle totaled in an accident. The emergency equipment was not damaged and will be re-installed on the new patrol vehicle.

The vehicle will be purchased outright at the cost of \$19,178.00. This amount includes delivery, documentation fees and titles.

**Council Action:**

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



# COUNCIL COMMUNICATION

**From:** The City Manager

**Subject:** Consumers Energy Easement

**Manager's Recommendation:**

I recommend that the easement with Consumers Energy be approved. The easement has been approved by the City Manager as to substance and the City Attorney as to form.

**Justification:**

The City received a request from Consumers Energy ("Consumers") for an easement for overhead and underground electric lines and gas pipelines on its property located at 101 South Hamilton. Consumers is requesting the easement to service the newly constructed dwelling located at 100 South Michigan. Consumers will indemnify, defend and hold harmless the City from any liability claims. In addition, Consumers will repair blacktop and/or concrete and grade and reseed the areas that it disturbs in exercising its rights under the easement.

**Council Action:**

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

# COUNCIL COMMUNICATION

**From:** The City Manager

**Subject:** State of Michigan Public Assistance Grant Agreement

**Manager's Recommendation:**

I recommend that the Grant Agreement ("Agreement") with the State of Michigan Department of Police, Emergency Management and Homeland Security Division be approved. The City Manager has approved the Agreement 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 the Agreement and any other documents on behalf of the City.

**Justification:**

In June 2008, there was a storm that caused significant damage in the City of Saginaw. As a result, President Bush declared the City of Saginaw a disaster area on August 27, 2008, pursuant to the Robert T. Stafford Disaster Relief and Emergency Assistance Act. Afterwards, City personnel submitted a grant application to the state requesting supplementary financial assistance for clean up activities. The total cost of the City's clean up activities is \$1,053,413.04.

The City was awarded funds in the amount of \$921,736.43. Federal funds will be provided under the Act at 75% for reimbursement of eligible costs in the amount of \$790,059.80, except for projects that are eligible for 80% reimbursement. Furthermore, the State of Michigan will provide reimbursement of 12.5% in the amount of \$131,676.63 and the City is responsible for providing the remaining matching funds equal to 12.5% of the total cost.

# COUNCIL COMMUNICATION

According to the terms of the Agreement, all Freedom of Information Act (“FOIA”) requests regarding information submitted in the course for applying for funding, must be submitted to the Michigan State Police (“MSP”). Under normal circumstances, the City would handle its own FOIA requests. Staff had a concern that if the MSP denies a request and the requestor files an appeal with a court and is granted fines and penalties that the City would have to pay for its possible error. Staff discussed the matter with the MSP and it would not amend or delete that language from the Agreement.

As a result, City personnel determined the risk was minimal and it was in the best interest of the City to accept the terms of the Agreement and that City Council should be advised of the risk. However, if the MSP is sued and a court grants the requestor fines and costs, the City’s SIR would be impacted. Currently, the City’s SIR is \$250,000.00.

**Council Action:**

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

# COUNCIL COMMUNICATION

**From:** The City Manager

**Subject:** Ikon Office Solutions Agreements

**Manager's Recommendation:**

I recommend that the bid from the State of Michigan for the lease of a copy machine for CDBG be accepted and that the Product Schedule Agreement and Work Order Agreement be approved. The term of the lease is for 36 months and the monthly payment is \$223.00. Also, I request that payment be made to Ikon Office Solutions ("Ikon") in the amount of \$669.00 for the balance of fiscal year 2009 and \$7,359.00 total for fiscal years 2010 through 2012.

The Agreements are approved by me as to substance and the City Attorney as to form. It is further recommended that the City Manager and/or his designee be authorized by City Council to sign all lease agreement documents on behalf of the City.

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 CDBG Residential Loans and Grants/Operating Services Account No. 276-6540-761-8005.

**Justification:**

The State of Michigan solicited bids for copy machines of which Ikon was the successful bidder. The copier machine that is currently in use in the CDBG Residential Loans and Grant Department has become too costly for repairs. To ease the impact to departmental budgets, a thirty-six (36) month lease was negotiated by the parties.

**Council Action:**

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

# COUNCIL COMMUNICATION

**From:** The City Manager

**Subject:** Michigan Department of Transportation Traffic Signal Maintenance Cost Agreements

**Manager' Recommendation:**

I recommend that the City approve the Cost Agreements (“Agreements”) for traffic signal maintenance at eight locations throughout the City. The Agreements have been approved by me as to substance and the City Attorney as to form. A Resolution to approve the Agreements appears under the regular order of business for your consideration.

Funds for these Agreements are available in the General Fund Traffic Engineering Utilities Account No. 101-4621-791-8031.

**Justification:**

Transmitted herewith are eight Agreements (City Clerk’s File Nos. \_\_\_\_\_) with the Michigan Department of Transportation (MDOT) for traffic signal modernization maintenance at the following locations:

<u>Location</u>	<u>City %</u>	<u>MDOT %</u>	<u>Total</u>
M-13 (Washington) @ Ezra Rust Dr	50	50	\$1,320
M-58 (Davenport) @ Mason	50	50	\$600
M-58 (State) @ Mason	50	50	\$480
M-58 (Davenport) @ Mackinaw	50	50	\$624
M-58 (State) @ Mackinaw	50	50	\$624
M-58 (Davenport) WB @ Stone	0	100	\$0
M-58 (Davenport) @ Brenner	0	100	\$0
M-58 (State) EB @ Woodbridge	50	50	\$480

Once all work has been completed for the modernization at these locations, the existing Agreements that are in place will be replaced with these new Agreements.

**Council Action:**

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

# COUNCIL COMMUNICATION

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

## RESOLUTION TO APPROVE MICHIGAN DEPARTMENT OF TRANSPORTATION TRAFFIC SIGNAL MAINTENANCE COST AGREEMENTS

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

WHEREAS, Cost Agreements ("Agreements") have been submitted by the Michigan Department of Transportation ("MDOT"), which requires the City of Saginaw to adopt a resolution demonstrating its willingness to participate in the cost of traffic signal maintenance at the following locations;

### Location

M-13 (Washington) @ Ezra Rust Dr  
M-58 (Davenport) @ Mason  
M-58 (State) @ Mason  
M-58 (Davenport) @ Mackinaw  
M-58 (State) @ Mackinaw  
M-58 (Davenport) WB @ Stone  
M-58 (Davenport) @ Brenner  
M-58 (State) EB @ Woodbridge

and

WHEREAS, future maintenance of traffic signal equipment at these intersections will be shared between MDOT and the City as shown on the Council Communication; and

WHEREAS, said Agreements have been approved by the City Manager as to substance and by the City Attorney as to form.

NOW, THEREFORE, BE IT RESOLVED, that City Officials be authorized to execute said Agreements on behalf of the City of Saginaw.

# COUNCIL COMMUNICATION

**From:** The City Manager

**Subject:** Michigan Department of Transportation Traffic Signal Construction Cost Agreements

**Manager' Recommendation:**

I recommend that the City approve the Cost Agreements ("Agreements") for traffic signal construction at two City locations. The Agreements have been approved by me as to substance and the City Attorney as to form. A Resolution to approve the Agreements appears under the regular order of business for your consideration.

Funds for these Agreements are available in the General Fund Traffic Engineering Utilities Account No. 101-4621-791-8031.

**Justification:**

Transmitted herewith are two Agreements (City Clerk's File Nos. \_\_\_\_\_) with the Michigan Department of Transportation (MDOT) for traffic signal construction at the following locations:

<u>Location</u>	<u>City %</u>	<u>MDOT %</u>	<u>Total</u>
M-13 (Washington) @ 10 <sup>th</sup>	50	50	\$624
M-13 (Washington) @ Emerson	50	50	\$816

Once all work has been completed for the construction at these locations, the existing Agreements that are in place will be replaced with these new Agreements.

**Council Action:**

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

# COUNCIL COMMUNICATION

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

## RESOLUTION TO APPROVE MICHIGAN DEPARTMENT OF TRANSPORTATION TRAFFIC SIGNAL CONSTRUCTION COST AGREEMENTS

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

WHEREAS, Cost Agreements ("Agreements") have been submitted by the Michigan Department of Transportation ("MDOT"), which requires the City of Saginaw to adopt a resolution demonstrating its willingness to participate in the cost of traffic signal construction at the following locations;

**Location**

M-13 (Washington) @ 10<sup>th</sup>  
M-13 (Washington) @ Emerson

and

WHEREAS, future construction of traffic signal equipment at these intersections will be shared between MDOT and the City as shown on the Council Communication;

and

WHEREAS, said Agreements have been approved by the City Manager as to substance and by the City Attorney as to form.

NOW, THEREFORE, BE IT RESOLVED, that City Officials be authorized to execute said Agreements on behalf of the City of Saginaw.



# COUNCIL COMMUNICATION

**From:** The City Manager

**Subject:** Saginaw County Substance Abuse Prevention Services Agreement

**Manager's Recommendation:**

I recommend that the Substance Abuse Prevention Services Agreement with the Saginaw County Department of Public Health ("DPH") be approved. The Agreement has been approved by me as to substance and the City Attorney as to form.

**Justification:**

During the past several years the DPH and City have entered into an agreement regarding Substance Abuse Prevention Services. The purpose of the Agreement is to develop and deliver prevention services to specific high risk populations identified as underserved and provided in a variety of settings. Pursuant to the terms of the Agreement, the City will receive \$164,000.00 to conduct 2,050 units of service for a drug free community. The funds are specifically used by the Saginaw Police Department to fund its drug prevention efforts through the Family Youth Initiative program.

**Council Action:**

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

# COUNCIL COMMUNICATION

**From:** The City Manager

**Subject:** HUD Authorization for Riverfront Grant

**Manager's Recommendation:**

I recommend that the Mayor and City Manager, and their designees, be authorized to utilize the HUD LOCCS Voice Response System. This Authorization has been approved by the City Manager as to substance and the City Attorney as to form.

**Justification:**

The Council has already authorized the acceptance of the special project grant from the U.S. Department of Housing and Urban Development ("HUD") for demolition and land acquisition in the Riverfront area. As part of the administration of that grant, HUD has requested formal written authorization from the Mayor to allow various City employees to use the LOCCS Voice Response System. This authorization and use of this system is required to administer the grant and draw down the available funds. The proposed Council action is designed to authorize both the City Manager and Mayor to access this system and allow them to designate other employees as well. This proposal will satisfy the current requirements of HUD as well as provide flexibility for further administration of the grant.

**Council Action:**

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

# COUNCIL COMMUNICATION

**From:** The City Manager

**Subject:** Third Amendment to Development Agreement with Wolgast Corporation

**Manager's Recommendation:**

I recommend that the Third Amendment to the Purchase and Development Agreement with Wolgast Corporation be approved and that the City Manager or his designee be authorized to execute all documents necessary. This Third Amendment to the Purchase and Development Agreement has been approved by the City Manager as to substance and the City Attorney as to form.

**Justification:**

On December 5, 2005 the City of Saginaw entered into a Purchase and Development Agreement with Wolgast Corporation for property located in the 3200, 3300, 3400, 3500, and 3600 block of Douglass St. on the southeast side of the City. Due to the initial lack of success in obtaining tax credits, the project was delayed, and the agreement amended. The Michigan State Housing Development Authority ("MSHDA") approved Wolgast's application, but the process took longer than expected, and the Agreement was amended again on February 27, 2007. The recent difficulties in the credit market have occasioned a further delay and this proposed amendment would allow Wolgast Corporation to extend the closing date until July 1, 2009.

**Council Action:**

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

# COUNCIL COMMUNICATION

**From:** The City Manager

**Subject:** Great Lakes Crossroad L.L.C.

**Manager's Recommendation:**

I recommend that the Second Amended Development Agreement between the City of Saginaw, Abraham Allen and Great Lakes Crossroad, L.L.C. be approved and that the City Manager or his designee be authorized to execute all documents necessary. This Second Amended Development Agreement has been approved by the City Manager as to substance and the City Attorney as to form.

**Justification:**

The City of Saginaw, Abraham Allen and Great Lakes Crossroad, L.L.C. entered into a development agreement on April 16, 2002 with regard to the building at 234 S. Water Street, commonly known as the "Armory". The parties executed an amended development agreement on June 19, 2006, extending the completion date of the proposed elevator until June 30, 2008.

Great Lakes Crossroad L.L.C. has requested an extension of that completion date of the passenger elevator until February 28, 2010. The time extension is required due to general economic conditions that have delayed the completion of this development.

**Council Action:**

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

# COUNCIL COMMUNICATION

**From:** The City Manager

**Subject:** Enactment of Ordinance for Housing Tax Exemption

**Manager's Recommendation:**

I recommend that the ordinance for Low Income Housing Tax Exemption be enacted. This will create a new PILOT for scattered site single family housing.

**Justification:**

Habitat for Humanity will acquire five residences that it will repair and rehabilitate. It will then transfer them to: "Saginaw Shelter for the Homeless Non Profit Housing Corporation", an entity created by the City Rescue Mission of Saginaw. That new organization proposes to use the following single family homes for transitional housing:

1. 1519 Delaware;
2. 1625 Johnson;
3. 416 S. 7<sup>th</sup>;
4. 515 S. 11<sup>th</sup>; and
5. 429 S. 10<sup>th</sup>.

The plan is to use these houses for shelter for single mothers with dependent children until such time as they are able to acquire a house under the Habitat for Humanity program or locate housing through other means. The program has notified the residents of the various areas involved and sought their support for this proposed PILOT ordinance.

Enacting a Payment in Lieu of Taxes ("PILOT") Ordinance would reduce the tax burden on the properties, allow for the renovation of these properties and make the program economically viable. The duration of the PILOT will be 40 years, and the service fee will be 8% of shelter rents.

**Council Action:**

This Council Communication is for explanation of the ordinance and requires no separate approval.

# COUNCIL COMMUNICATION

Council \_\_\_\_\_ introduced an amended ordinance entitled and reading  
as follows:

AN ORDINANCE TO ADD "LOW INCOME HOUSING TAX  
EXEMPTION FOR SAGINAW SHELTER FOR THE HOMELESS  
NON PROFIT HOUSING CORPORATION," TO THE TABLE OF  
SPECIAL ORDINANCES, VIII.

Laid over under the Charter provision.

# COUNCIL COMMUNICATION

Council \_\_\_\_\_ moved that an ordinance introduced March 9, 2009, entitled and reading as follows, be taken up and enacted:

AN ORDINANCE TO ADD "LOW INCOME HOUSING TAX EXEMPTION FOR SAGINAW SHELTER FOR THE HOMELESS NON PROFIT HOUSING CORPORATION," TO THE TABLE OF SPECIAL ORDINANCES, VIII.

The City of Saginaw ordains:

Section 1. "Low Income Housing Tax Exemption for Saginaw Shelter for the Homeless Non Profit Housing 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 an existing scattered site single family dwelling project for 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

# COUNCIL COMMUNICATION

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 for Saginaw Shelter for the Homeless Non Profit Housing Corporation (“Owner”) proposes, after renovation by Habitat for Humanity, to acquire a scattered site single family rental development. The City further acknowledges that Owner has offered, and subject to receipt of a repayable grant and/or Mortgage Loan from the Michigan State Housing Development Authority, after repair and renovation by Habitat for Humanity, to acquire, own and operate one or more Housing Developments 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; that each Housing Development shall be maintained on a part of the property described on Exhibit A owned by Owner, a non profit housing corporation formed in accordance with the laws of the State of Michigan for the sole purpose of owning and operating that Housing Development; that the Owner of each phase on which a Housing Development exists or is constructed shall pay to the City on account of such Housing Development an annual service charge for public



# COUNCIL COMMUNICATION

services in lieu of all taxes; and that the provisions of this Ordinance are intended to establish such annual service charge in lieu of taxes for each Housing Development operated on any portion of the property described on Exhibit A that complies with and satisfies the provisions of this Ordinance.

(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 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) Code means the U.S. Internal Revenue Code of 1986, as the same may be amended from time to time (or any corresponding provisions of any successor law).

(5) Contract Rents are as defined by the U.S. Department of Housing and Urban Development in regulations promulgated pursuant to the U.S. Housing Act of 1937, as amended.

(6) Housing Development means a development which contains a significant element of housing for Persons of Low Income and such elements of other housing, commercial, recreational, industrial, communal, and educational facilities as the Authority determines to improve the quality of the development as it relates to housing for Persons of Low Income.

# COUNCIL COMMUNICATION

(7) Low Income Housing Tax Credits means tax credits allocated by the Authority to a Housing Development pursuant to Section 42 of the Code.

(8) Mortgage Loan means a loan to be made by the Authority to the Sponsor for the acquisition, renovation and/or permanent financing of the Housing Development.

(9) Persons of Low Income means low income persons or families as defined in Section 15(a)(7) of the Act.

(10) Sponsor means for Saginaw Shelter for the Homeless Non Profit Housing Corporation or person(s) or entities, formed or to be formed, which have applied to the Authority for a Mortgage Loan to finance a Housing Development and/or Low Income Housing Tax Credits.

(11) Utilities mean gas, electricity, water and sanitary sewer service, or other utilities furnished to the occupants and paid by the Housing Development.

(C) *Class of Housing Developments.*

It is hereby determined that the class of Housing Development to and for which the tax exemption shall apply and for which a service charge shall be paid in lieu of such real property taxes pursuant to this Ordinance shall be scattered site single family units, which are financed or assisted pursuant to the Act and which are constructed or maintained upon the real property described on Exhibit A. It is further determined that a Housing Development for which a site plan has been submitted by a Sponsor and approved by the City, is of this class, so long as the same complies with the provisions of this Ordinance.

(D) *Establishment of Annual Service Charge.*

# COUNCIL COMMUNICATION

A Housing Development and the real property forming a part of Exhibit A 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 Owner have established or will establish 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 proposal, subject to receipt of a Mortgage Loan or an allocation of Low Income Housing Tax Credits from the Authority to acquire, renovate, 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 for the Housing Development. The annual service charge shall be eight (8.0%) percent of Annual Shelter Rents.

(E) *Contractual Effect of Ordinance.*

Notwithstanding the provisions of Section 15(a)(5) of the Act to the contrary, a contract between the City and each Sponsor and Owner, with the Authority as a third-party beneficiary thereunder, to provide tax exemption and accept payments in lieu of taxes as previously described is effectuated by enactment of this Ordinance. The City Manager and the City Clerk shall be and hereby are authorized to execute any and all contracts, which may be required by the Authority for the purpose of effectuating and executing the provisions of this section.

(F) *Payment of Service Charge.*

The 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

# COUNCIL COMMUNICATION

that the annual payment shall be paid on or before the first (1<sup>st</sup>) day of August of each year. Prior to the first day of June of each year, the Sponsor or Owner shall submit to the City a copy of its certified audit as submitted to the Authority in order for the City to verify the payment to be made hereunder.

(G) *Duration.*

This Ordinance shall remain in effect as to each Housing Development and shall not terminate so long as the property is subject to a Mortgage Loan, tax credit regulations under Section 42 of the Code, or the Authority has any interest in the property not to exceed 40 years after the date that the Owner acquires the Housing Development. Provided, however, that if renovation of a Housing Development does not commence within five years from the effective date of this Ordinance, that Housing Development shall not qualify for exemption hereunder.

(H) *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. All ordinances or parts of ordinances in conflict with this Ordinance are hereby repealed to the extent of such conflict.

Section 2. This ordinance shall become effective April 2, 2009.

Enacted: March 23, 2009.

# COUNCIL COMMUNICATION

# COUNCIL COMMUNICATION

**From:** The City Planning Commission

**Subject:** Amend the official City map by vacating a 55' portion alley bounded by Lyon Street, South Mason Street, Mackinaw Street and South Oakley Street, abutting the properties known as 1220 Lyon Street and 523 South Oakley Street

**Planning Commission Recommendation:**

It is recommended that the official City map be amended by vacating the 55' portion of the alley bounded by Lyon Street, South Mason Street, Mackinaw Street and South Oakley Street, abutting the properties known as 1220 Lyon Street and 523 South Oakley Street.

**Justification:**

Ms. Maritza Perkins requested that a 55' portion of the alley bounded by Lyon Street, South Mason Street, Mackinaw Street and South Oakley Street, abutting the properties known as 1220 Lyon Street and 523 South Oakley Street, be vacated in order to deter unnecessary traffic through the alley. The petition was referred to the City Planning Commission for investigation and a report with recommendation. The Commission held a public hearing on the request on September 23, 2008 and all interested persons were heard. The Commission recommended approval of the petition to vacate the 55' portion of this alley.

**Council Action:**

Council \_\_\_\_\_ moved that the report from the Planning Commission be received and filed.

# COUNCIL COMMUNICATION

Council \_\_\_\_\_ introduced an ordinance entitled and reading as

follows:

AN ORDINANCE TO AMEND THE OFFICAL CITY MAP BY VACATING A 55' PORTION OF THE ALLEY BOUNDED BY LYON STREET, SOUTH MASON STREET, MACKINAW STREET AND SOUTH OAKLEY STREET, ABUTTING THE PROPERTIES KNOWN AS 1220 LYON STREET AND 523 SOUTH OAKLEY 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 II OF THE SAGINAW CODE OF ORDINANCES.

Laid over under the charter provision.

# COUNCIL COMMUNICATION

Council \_\_\_\_\_ moved that an ordinance introduced March 9, 2009, entitled and reading as follows, be taken up and enacted:

AN ORDINANCE TO AMEND THE OFFICAL CITY MAP BY VACATING A 55' PORTION OF THE ALLEY BOUNDED BY LYON STREET, SOUTH MASON STREET, MACKINAW STREET AND SOUTH OAKLEY STREET, ABUTTING THE PROPERTIES KNOWN AS 1220 LYON STREET AND 523 SOUTH OAKLEY, 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 ORDINANCE II OF THE SAGINAW CODE OF ORDINANCES.

The City of Saginaw Ordains:

Section 1. That a 55' portion of the alley bounded by Lyon Street, South Mason Street, Mackinaw Street and South Oakley Street, abutting the properties known as 1220 Lyon Street and 523 South Oakley Street, located in the City of Saginaw, be and same is hereby vacated.

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 on April 16, 2009.

Enacted: April 6, 2009.



# COUNCIL COMMUNICATION

**Planning Commission Recommendation:** Approval of the resolution as follows:

**RESOLUTION OF INTENT TO AMEND THE OFFICIAL CITY MAP BY VACATING A 55' PORTION OF THE ALLEY BOUNDED BY LYON STREET, SOUTH MASON STREET, MACKINAW STREET AND SOUTH OAKLEY STREET**

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

WHEREAS, the City Planning Commission held a public hearing on September 23, 2008, on a proposal to amend the official City map by vacating a 55' portion of the alley bounded by Lyon Street, South Mason Street, Mackinaw Street and South Oakley Street, abutting the properties known as 1220 Lyon and 523 South Oakley Street, in the City of Saginaw; and

WHEREAS, after a duly advertised public hearing, the Commission found that the public and private interest would best be served by the requested alley vacation.

NOW, THEREFORE, be it resolved that the City Council of the City of Saginaw hereby declares its intent to amend the official City map by vacating a 55' portion of the alley bounded by Lyon Street, South Mason Street, Mackinaw Street and South Oakley Street, in the City of Saginaw.

BE IT FURTHER RESOLVED, that the City Council will meet on April 6, 2009 at 6:30 p.m. in the Council Chamber at City Hall to hear any objections to the proposed alley vacation.

# COUNCIL COMMUNICATION

**From:** The City Manager

**Subject:** Emergency Purchase of Chlorine Inductor Motor

**Manager's Recommendation:**

I recommend that payment be made to Hamilton Electric in the amount of \$6,950.00 for the emergency purchase of two chlorine inductor motors to be used by the Wastewater Treatment Plant.

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

Funds for this purchase are budgeted in the Sewer Operation and Maintenance Fund Parts and Supplies Account No. 590-4830-861.73-30.

**Justification:**

The chlorine inductor for the Wastewater Treatment Plant's effluent discharge failed. It was determined that the submersible pump motor had burned out. A temporary repair was made using the motor from a chlorine inductor from one of the retention treatment basins (RTBs). It is critical, and required by the Plant's National Pollutant Discharge Elimination System Permit, that all water treated by the Wastewater Treatment Plant and the RTBs be disinfected before it is discharged to the river. Therefore, an emergency purchase of two replacement motors was made. One motor will be used to repair the chlorine inductor immediately and the other will be kept as a spare for future use. In the past, when we requested bids on this item, Hamilton Electric of Saginaw provided the lowest price and the quickest delivery.

**Council Action:**

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

# COUNCIL COMMUNICATION

**From:** The City Manager

**Subject:** Cummins Bridgeway LLC Maintenance Agreement

**Manager's Recommendation:**

I recommend that the Agreement with Cummins Bridgeway LLC ("Cummins") be approved in the amount of \$1,414.80. 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 purchase are budgeted in the Water Treatment Operations Account No. 591-4730-861.80-63.

**Justification:**

On July 29, 2008, the City received an Agreement from Cummins to provide planned equipment maintenance for the Diesel generators at the Gratiot Road Pumping Station. The station has two generators that provide emergency power to the station in the event a power outage occurs. Proper operation is critical for the station, which boosts and supplies water to the western and southwest communities.

The generators were new in 2007 and the warranty lasts until 2010. The Agreement covers all the periodic maintenance required for the generators during the warranty period.

**Council Action:**

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

# COUNCIL COMMUNICATION

**From:** The City Manager

**Subject:** Water Treatment Plant Analyzer/Controller

**Manager's Recommendation:**

I recommend acceptance of the only bid and issuance of a purchase order to RS Technical Services, Inc., Lowell, MI, in the amount of \$7,750.00 for the purchase of a controller/analyzer unit to be used by the Water Treatment Plant.

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 Treatment Laboratory Equipment Account No. 591-4730-861.97-40.

**Justification:**

On February 10, 2009, the City received a sole bid from RS Technical Services, Inc., for a Wallace and Tiernan MFC Controller/Analyzer with Deplox 5 technology. This unit will continuously measure free chlorine, pH, conductance and temperature to monitor the quality of the water in the distribution system. No price comparison is available.

**Council Action:**

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

# COUNCIL COMMUNICATION

**From:** The City Manager

**Subject:** Aqua Station Emergency Electrical Repairs

**Manager's Recommendation:**

I recommend that payment be made to Great Lakes Power Services for emergency purchase orders in the amount of \$12,100.00.

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 Treatment General Repairs Account No. 591-4730-861.80-40.

**Justification:**

On February 12, 2009 emergency purchase order no. 38022 was issued to Great Lakes Power Services in the amount of \$2,500.00 to assess damages to the electrical switchgear at the Aqua pumping station. There was a fire in the electrical bus bars from one of the main transformers to the switchgear that resulted in the loss of power to two pumps at the station. The bus bars were completely melted through and it was recommended that they be removed and replaced with conduit and wire. It was also recommended that the bus bars for the second main transformer be replaced as well, due to their age. On February 20, 2009, emergency purchase order no. 38089 was issued in the amount of \$9,600.00 to perform the work of removing and replacing the bus bars to both transformers. The Aqua pump station is critical to the distribution of water to Saginaw Township, Zilwaukee and other northern communities serviced by the Saginaw Water Plant. Great Lakes Power Services was chosen for their expertise in electrical switchgear maintenance. We have used them several times in the past for switchgear work.

**Council Action:**

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

# COUNCIL COMMUNICATION

**From:** The City Manager

**Subject:** Hubbell, Roth and Clark, Inc. Agreement

**Manager's Recommendation:**

I recommend that the Agreement with Hubbell, Roth & Clark, Inc. ("HRC") be approved and a purchase order issued to them in an amount not to exceed \$54,000.00 for miscellaneous system improvements of the Wastewater Treatment Plant. The Agreement is subject to approval as to substance by the City Manager and 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.

The funds are available in the Sewer Operation and Maintenance Engineering Services Account No. 590-4830-861.80-02.

**Justification:**

The City's Wastewater Treatment is nearly 60 years of age. The secondary treatment portion of the plant is nearly 40 years old. The recent construction project at the plant upgraded and refurbished the oldest parts of the plant and replaced some of the original equipment from the 1950's. The proposed project plan for miscellaneous system improvements would address other components of the plant that have outlived their expected lifespan by upgrading and replacing them with new technology and mechanical equipment. This project plan would allow us to submit several projects to the Michigan Department of Environmental Quality for funding consideration under President Obama's stimulus package. HRC has submitted a proposal for the scope of services required to develop the project plan. The amount of the Agreement would not exceed \$54,000.00.

**Council Action:**

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

# COUNCIL COMMUNICATION

**From:** The City Manager

**Subject:** Replacement Flow Meter Weiss Street Retention Treatment Basin

**Manager's Recommendation:**

I recommend that the quote from Martin Control Services for a replacement flow meter be accepted and that a purchase order be issued to them in the amount of \$69,295.00.

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

Funds for this service are budgeted in the Sewer Surplus Repair and Replacement Account No. 576-4840-881.97-20.

**Justification:**

The flow meter for the Weiss Street Retention Treatment Basin (RTB) has failed after over 15 years and needs to be replaced. This meter measures the gravity flow from the collector sewers into the Weiss Street RTB. Accusonic Flow Meters are used at all the other RTBs and this is the matching replacement for the failed meter. Using one brand of flow meter makes it easier to maintain them and allows us to keep a smaller inventory of repair parts in stock. Martin Control Services is the sole source for the Accusonic Flow Meter. Flow meters are required on all the retention basins by our National Pollutant Discharge Elimination System Permit.

**Council Action:**

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

# COUNCIL COMMUNICATION

**From:** The City Manager

**Subject:** Apparatus Repairs/Front Line Services

**Manager's Recommendation:**

I recommend that the purchase order issued to Front Line Services for the Saginaw Fire Department Apparatus repairs for fiscal year 2009 be increased by \$29,000 for a purchase order total of \$114,000.

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 are budgeted and available in the Fire Apparatus Motor Vehicle Repairs Account No. 101-3754-751.80-42.

**Justification:**

Council approved a purchase order for \$85,000 to this vendor at the beginning of the fiscal year for apparatus repairs. Due to extensive repairs and preventative maintenance, these funds have been used. An increase is needed to cover anticipated costs for the remaining months of this fiscal budget year to maintain our fire apparatus in a state of readiness.

**Council Action:**

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



# COUNCIL COMMUNICATION

**From:** The City Manager

**Subject:** Approval of Greeley and Hansen Task Order Nos. 8, 9, 10 & 11

**Manager's Recommendation:**

I recommend that task order nos. 8, 9, 10 & 11 between the City of Saginaw and Greeley and Hansen LLC be accepted and that a purchase order be approved and issued to them in the amount of \$514,339.00.

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

Funds for these services are available in the Water Surplus Engineering Services Account No. 577-4740-881.80-02 for FY 2009.

**Justification:**

On June 5, 2006, City Council approved an agreement with Greeley and Hansen LLC that involved the completion of various task orders to develop a master plan for the City's water system. The task orders also included the development and design of an interim disinfection system at the water treatment plant. To date Greeley and Hansen has assembled basic data, worked on initial studies of the treatment plant, concentrating on treatment alternatives, built a computerized model of the distribution and transmission systems, studied options and designed an interim disinfection system for the plant, and begun design of a booster station that will serve the northwestern portion of the distribution system.

Task orders 8 – 11 involve determining the serviceability of the current water treatment plant which began operations in 1929, for long-term use. Alternatives will be developed in accordance with the determination made, which could include upgrades,

# COUNCIL COMMUNICATION

expansion, or construction of a new plant. Based on these recommendations, studies will help determine the transmission/distribution system upgrades needed to meet projected year 2030 demands for water. These task orders together are necessary to evaluate and make knowledgeable, fiscally responsible choices for long-term improvements of the water treatment facilities for the future of the City of Saginaw and its wholesale customers.

**Council Action:**

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