

Council Agenda

April 9, 2012 6:30 p.m.

Council Chamber

PRAYER AND PLEDGE OF ALLEGIANCE

ROLL CALL

CORRECTION AND APPROVAL OF MINUTES OF PRECEDING SESSIONS:

March 19, 2012 Regular Council Meeting

ANNOUNCEMENTS:

1. Trees for the Tri-Cities, acceptance of the proclamation designating April 24, 2012 as Arbor Day in the City of Saginaw, received by Linda Mitlying.
2. Kiwanis Club of Saginaw, acceptance of the Proclamation designating April 19, 2012 as Kiwanis Club of Saginaw Day, received by Councilman Kloc.
3. Saginaw High Trojans, acceptance of the Proclamation in recognition of the State Class A Basketball Championship.

PUBLIC HEARINGS:

PERSONAL APPEARANCES:

(A list will be provided on Monday after 1:00 p.m.)

REMARKS OF COUNCIL:

PETITIONS:

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

From the Council Boards and Commission Committee:

1. Consideration of reappointing John D.L. Humphreys to the Saginaw Riverfront Development Commission with a term to expire on April 1, 2017.
2. Consideration of reappointing David E. Brown to the Saginaw Economic Development Corporation with a term to expire on April 9, 2015.
3. Consideration of reappointing Sheryl B. Gregory to the Historic District Commission with a term to expire April 9, 2015.

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REPORTS FROM MANAGER:

Management Update:

1. Public Safety Funding/Planning Committee

Recommended Actions:

1. Recommending final approval of claim and approval of payment to claimant in the amount of \$14,803.05 for the flooded basement at 2604 Eddy Street.
2. Recommending approval of the Agreement between the City and the Spicer Group to lease parking spaces in Municipal Lot Number 1, 220 S. Franklin, in the amount of \$25,920. Agreement is for a period of one (1) year, May 1, 2012 through April 30, 2013.
3. Recommending approval of the Federal Emergency Management Agency (FEMA) under the Assistance to Firefighters Grant (AFG) in the amount of \$32,298 and the proceeds distributed. The monies to be used for purchase of five (5) ISG Thermal Imaging Cameras. Further recommend that the FEMA Account No. 101-0000-513.58.26 be increased from \$0 to \$32,298. This increase will be offset by an increase to Community Public Safety-Fire, Fire Suppression Division's Parts and Supplies Account No. 101-3551-751.73-30 by the same amount.
4. Recommending issuance of a purchase order to Douglass Safety Systems, Sanford, MI, a sole source provider, in the amount of \$40,373 for the purchase of five (5) ISG Thermal Imaging Cameras. Funding for the cameras is through FEMA Firefighters Grant Act in the amount of \$32,298. The City is federally required to match 20% which equals \$8,075.
5. Recommending the 2012 Approved Budget for Saginaw Treatment and Prevention Services (TAPS) Fund Revenue Account No. 265-0000-571.67-07, be increased from \$12,180 to \$71,180, which equals a \$59,000 increase. An increase to revenues will be offset by an increase to Saginaw TAPS Fund's Overtime Account No. 265-3325-741.70-10, by the same amount. Funds to be used to provide educational and outreach activities that reduce teen alcohol/drug use.
6. Recommending the 2012 Approved Budget for General Fund Revenue's Fines and Forfeiture/Police Account No. 101-0000-544.65-26 be increased from \$100,000 to \$187,880, which equates to an \$87,880 increase. This increase reflects the revenues and expenditures from the gambling proceeds investigation. This increase will be offset by an increase to Community Public

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Safety-Police, Police Patrol Division's Professional Services Account No. 101-3511-721.80-01 by the same amount.

7. Recommending approval of the Grass Cutting Services Agreement with the Saginaw County Land Bank Authority (SCLBA) in the amount of \$80,000, with a term of one-year for grass cutting services for non Neighborhood Stabilization Program 2 (NSP2). Further recommend that the Director of Public Services, or his designee, be authorized to sign the agreement and any other related documents.
8. Recommending issuance of a purchase order to E.L.I.T.E. Lawn Care, Freeland, MI, the low bidder, in the amount of \$80,000, for the Weed Abatement Lawn Mowing Services for the period April 16, 2012 through October 31, 2012. Further recommending the General Fund – Abatement of Nuisances Operating Services Account No. 101-7571-841.80-05 be increased by \$27,000 from \$40,141 to \$67,141. The current budgeted revenue in the General Fund – Revenue Contribution, Saginaw County Account No. 101-0000-571.67-07, will offset the increase.
9. Recommending approval of the Ojibway Island User Agreement between the City of Saginaw and McDonald Broadcasting (WKCCQ-FM) for the use of Ojibway Island at the WKCCQ County Music Festival.
10. Recommending approval of the request by WKCCQ for in-kind service, in lieu of payment, for one half of the special event fees for the Country Music Fest Free Concert scheduled for June 16, 2012.
11. Recommending approval of the Ojibway Island User Agreement between the City of Saginaw and Union Civica Mexicana for the Cinco De Mayo Festival to be held on May 5, 2012.
12. Recommending approval of the First Contract Amendment with Lois Kay Contracting Company for the 2010-2011 CDBG-R Resurfacing Project increasing the amount by \$21,179.26 due to field conditions encountered.
13. Recommending issuance of a purchase order to North American Salt Company, Inc., Overland Park, KS, at the State Bid price of \$78,708 for back-up road salt for Fiscal Year 2012.
14. Recommending issuance of a purchase order to Stargate HVAC Services, Romulus, MI, the low bidder, in the amount of \$4,632 for two (2) replacement hanging furnaces for the truck bays in the Maintenance and Service Division.

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15. Recommending acceptance of the quote from Corrpro, Medina, OH, a sole source provider, and issuance of a purchase order in the amount of \$4,585 for training to install cathodic protection on water mains.
16. Recommending payment be made to American Excavating, Saginaw, MI, in the amount not to exceed \$4,750, for emergency services rendered to assist City crews in the repair of the 24" water main in the location of Janes Avenue and Baum Street.
17. Recommending issuance of a purchase order to CDW-G of Vernon Hills, IL, the low bidder, in the amount of \$15,293.40 for the purchase of sixty (60) Microsoft Office Standard 2010 Licenses.
18. Recommending approval of the five (5) phone equipment maintenance agreements with I.T.I., Inc., Bridgeport, MI, and issuance of a purchase order in the amount of \$15,472.68 for phone maintenance from April 1, 2012 through March 31, 2013.
19. Recommending issuance of a purchase order to Ikon Office Solutions, Flint, MI, at the State Bid price of \$2,750 for the purchase/lease of a multi-function printer for the Weed Abatement Program.
20. Recommending acceptance of the proposal and contract with Dixon Engineering, Inc., Lake Odessa, MI, and issuance of a purchase order in the amount of \$19,250 for a tank painting project at the Aqua Booster Station Site.
21. Recommending acceptance of the quote and issuance of a purchase order to Lubrication Engineers, Inc., Fort Worth, TX, a sole source provider, in the amount of \$2,645.80 for the purchase of lubricant products for the Wastewater Plant.
22. Recommending issuance of a purchase order to Terra Contracting, LLC, Kalamazoo, MI, the low quote, in the amount of \$12,412 be issued for the cleaning of an underground chemical storage tank at the Wastewater Plant.
23. Recommending approval of the three (3) maintenance agreements with Brady's Business Systems (formerly Tri-City Office Machines) Saginaw, for two (2) copiers for the Water and Wastewater Treatment Services Department and one (1) copier for the Public Services Department.

INTRODUCTION OF ORDINANCES:

CONSIDERATION AND PASSING OF ORDINANCES:

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RESOLUTIONS:

1. Recommending approval of the Resolution to Revoke Industrial Facilities Exemption Certificate No. 2006-0503 for Prints Plus, Inc.
2. Recommending approval of the Resolution to permit the sale of alcoholic beverages on Ojibway Island for the WKCQ-FM Music Fest Free Concert on June 16, 2012.
3. Recommending approval of the Resolution to authorize sponsors of various community events to use amplifying equipment on dates and locations as listed.
4. Recommending approval of the Resolution authorizing submission of the Deficit Elimination Plan for the Celebration Park Fund to the State Treasury.

UNFINISHED BUSINESS:

MOTIONS AND MISCELLANEOUS BUSINESS:

Darnell Earley
City Manager

PROCLAMATION

WHEREAS, in 1872, J. Sterling Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for the planting of trees; and

WHEREAS, this holiday, called Arbor Day, was first observed with the planting of more than a million trees in Nebraska, and is now observed throughout the nation and the world; and

WHEREAS, trees can reduce the erosion of our precious topsoil by wind and water, cut heating and cooling costs, moderate the temperature, clean the air, produce life-giving oxygen, and provide habitat for wildlife; and

WHEREAS, trees are a renewable resource giving us paper, wood for our homes, and for our fires. Trees also increase property values, enhance the economic vitality of business areas, and beautify our community. The City of Saginaw would like to recognize Trees For The Tri-Cities that was established in 2008, and since inception has planted 173 in various locations that include Jessie Rouse School, Ojibway Island, Heritage Square, Adams Boulevard, and Ezra Rust Street in the City of Saginaw; and

WHEREAS, trees provide numerous aesthetics and economic benefits, in which Trees For The Tri-Cities has made a significant investment to the community by purchasing, planting, watering and nurturing trees in the City of Saginaw to improve the quality of life for City residents; and

WHEREAS, trees, wherever they are planted, are a source of joy and spiritual renewal. Trees For The Tri-Cities has collaborated with the City of Saginaw and committed to planting 80 trees in March and April 2012 in locations that include Ojibway Island, Adams Boulevard, Heritage Square, and Delaware Boulevard; now,

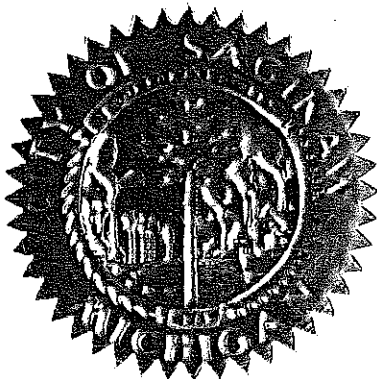
NOW THEREFORE BE IT RESOLVED, I, Gregory L. Branch, Mayor of the City of Saginaw, do hereby proclaim April 24, 2012 as

"ARBOR DAY"

in the City of Saginaw, and invite citizens to join us in observance of this day in the Council Chambers of City Hall on April 24, 2012 at 11:00 am; and

FURTHERMORE, I urge all citizens to plant trees to gladden the heart and promote the well being of this and future generations.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the seal of the City of Saginaw to be affixed this 9th day of April in the year of our Lord two thousand and twelve.



April 9, 2012

A handwritten signature in black ink, appearing to read "Gregory L. Branch".

Gregory L. Branch, Mayor

Councilpersons

*Dennis Browning, Mayor Pro Tem
Annie Boensch, Norman Braddock,
Larry Coulouris, Daniel Fitzpatrick, Floyd Kloc,
Amos O'Neal, and Andrew Wendt*

Darnell Earley, City Manager

PROCLAMATION

WHEREAS, the Kiwanis Club of Saginaw, also known as the Downtown Kiwanis Club, this year celebrates its 95th Anniversary as an active and vibrant club, having been chartered on April 19, 1917 as Saginaw's first Kiwanis Club; and

WHEREAS, Kiwanis is a worldwide service organization with over 600,000 members in over 80 countries dedicated to changing the world one child and one community at a time; and

WHEREAS, thousands of members of the Kiwanis Club of Saginaw, past and present, have dedicated themselves to the service of this City through 95 years of volunteerism by assisting with programs that focus on child development, health and education to improve the lives of children, and on service to and betterment of local communities; and

WHEREAS, for 95 years the Kiwanis Club of Saginaw has donated funds, services and volunteer hours to support the Saginaw community, including local organizations such as the East Side Soup Kitchen, City Rescue Mission, the Boys and Girls Club, Underground Railroad, the Childrens' Zoo, and Childrens' Museum, Toys For Tots, Saginaw Schools Reading, and Birth To Five, programs, local hospitals, Christian Outreach Baby Pantry, and many others; and

WHEREAS, the Kiwanis Club still maintains the longest running youth service activity in all of Kiwanis, Camp Kiwanis, which the Club has operated since 1919 to provide a place near Saginaw for area youth groups to enjoy the outdoors and have a camping experience; and

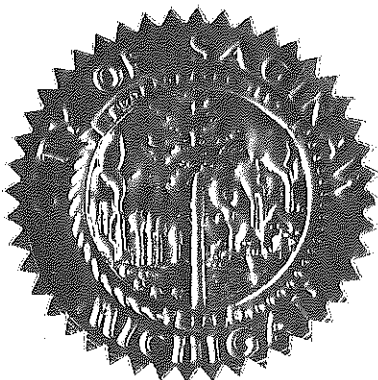
WHEREAS, the generous giving by the Kiwanis Club of Saginaw has made a positive impact on the Saginaw Community for 95 years;

NOW THEREFORE, I, Gregory L. Branch, Mayor of the City of Saginaw, hereby proclaim April 19, 2012 as

"KIWANIS CLUB OF SAGINAW DAY"

in the City of Saginaw and extend this expression of pride in honoring all members of this Club as vibrant, caring, and giving individuals who have made a tremendous impact on the City of Saginaw.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the seal of the City of Saginaw to be affixed this 9th day of April in the year of our Lord two thousand and twelve.



April 9, 2012

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Gregory L. Branch, Mayor

Councilpersons

*Dennis Browning, Mayor Pro Tem
Annie Boensch, Norman Braddock,
Larry Coulouris, Daniel Fitzpatrick, Floyd Kloc,
Amos O'Neal, and Andrew Wendt*

Darnell Earley, City Manager

PROCLAMATION

WHEREAS, on Saturday, March 24, 2012, the Saginaw High Trojans defeated Rockford High School which resulted in Saginaw High Trojans becoming Class A State Basketball Champions; and

WHEREAS, Saginaw High Trojans had twenty-six wins and only two losses, won the Saginaw Valley League Title with a 9-1 league record, and finished the season ranked second in the State of Michigan; and

WHEREAS, Head Coach Julian Taylor, a former Trojan player and 1990 Saginaw High Graduate, in his first year as Saginaw High's head coach, has established himself as one in a long line of championship coaches at Saginaw High, including Larry Laeding, Marshall Thomas, and Lou Dawkins; and

WHEREAS, this victory marks the sixth time Saginaw High has won the Michigan Class A Championship and the Trojans' 10th appearance in the Class A finals; and

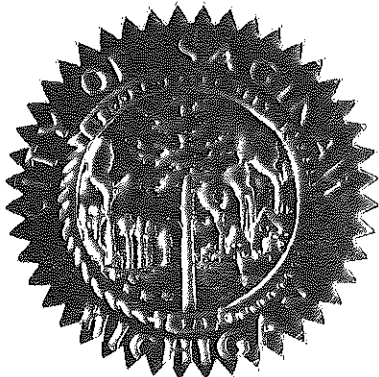
WHEREAS, we are proud of the record you have earned, your good sportsmanship, and the fine publicity you have brought to our community by your inspired team play and successful basketball season; and

WHEREAS, it gives me great pleasure to express to all the members of the Saginaw High School Trojans Basketball Team, coaches, boosters, parents, and fans, our sincere congratulations on your Class A State Championship; and

WHEREAS, all team members, coaches, and staff deserve special commendation for your fine efforts, outstanding season and for confirming what hard work and dedication can accomplish; now

THEREFORE, I, Gregory L. Branch, Mayor of the City of Saginaw, on behalf of my fellow councilmembers and all our citizens, do hereby extend this expression of our pride to the Saginaw High School Trojans for your leadership and the 2012 Boys Basketball State Championship.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the seal of the City of Saginaw to be affixed this 9th day of April in the year of our Lord two thousand and twelve.



April 9, 2012

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Gregory L. Branch, Mayor

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*Dennis Browning, Mayor Pro Tem
Annie Boensch, Norman Braddock,
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Kloc, Amos O'Neal, and Andrew Wendt*

Darnell Earley, City Manager



CITY OF SAGINAW
DEPARTMENT OF FISCAL SERVICES
1315 S. WASHINGTON AVE
SAGINAW, MICHIGAN 48601
(989) 759-1784

TO: Darnell Earley, City Manager
FROM: Tim Morales, Deputy City Manager/CFO
DATE: April 2, 2012
SUBJECT: Deficit Elimination Plan – Celebration Park Fund

Included in the Council Agenda for next Monday (April 9, 2012) is a resolution authorizing the Deficit Elimination Plan (DEP) for the Celebration Park Fund. According to MCL 141.921, if a local unit of government ends its fiscal year in a deficit condition, the local unit shall formulate and file a financial plan with the Department of Treasury. If approved by the Council, this resolution will satisfy that requirement once it is submitted to the State Department of Treasury. If a plan is not submitted, the state may withhold a portion of the city's revenue sharing payments. The deficit position of the Celebration Park Fund is noted in the 2011 audit on page 87.

The majority of the deficit fund balance is due to the funding mechanism utilized to construct the park. As you know, the park was built using grant funds as well as donations made to the city through the Community Foundation. The timeline for construction and development of the park was based upon the conditions of the primary grant from the DNR, therefore construction could not be delayed if those funds were to be utilized. Many of the donations, and some of the grants, were payable over multiple year periods – none of which exceeded four years. The City will receive \$683,854 in donations and grants over the next two years that will serve to reduce the deficit. The remaining portion of the deficit is related to other purchases and operating expenses at the park and will be covered through transfers from other funds.

Please note that operating costs for the park are expected to be between \$50,000 and \$60,000 annually, as is noted in the plan for 2013 and 2014 (\$54,074 and \$58,175). The city is planning to solicit additional donations to help meet the cost of operations to avoid or reduce annual transfers from other funds.

Please contact me with any questions.

From: Darnell Earley, City Manager
Subject: Resolution of Flooded Basement Claim
Prepared by: City Clerk

Manager's Recommendation:

I recommend final approval of claim number P134-11-00512 and payment to Claimant in the amount of \$14,803.05 to resolve a flooded basement claim at 2604 Eddy St. This claim settlement has been approved by the City Manager as to substance and the City Attorney as to form.

Funds to pay these claims are available in the City's Self Insurance Fund, Claims and Judgments Account No. 677-1762-711.80-74.

Justification:

On or about February 8, 2012, the claimant's basement flooded with water when City crews were in the process of repairing a water main break. The City's third-party administrator has reached a settlement with the Claimant in the amount of \$14,803.05. As part of the agreement, Claimant has signed a release, releasing the City from any and all further liability on this claim.

Council Action:

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

From: Darnell Earley, City Manager
Subject: Spicer Group Lot 1 Parking Agreement
Prepared by: Odail Thorns, Development

Manager’s Recommendation:

I recommend that the Agreement with the Spicer Group (“Spicer”) to lease parking spaces in Municipal Lot Number 1 (“Lot 1”) be approved. The Agreement is for a period of one year, commencing on May 1, 2012 and expiring on April 30, 2013. It has been approved by me as to substance and the City Attorney as to form.

Justification:

Transmitted herewith is a Standard Group Rate Parking Agreement between the City of Saginaw (“City”) and Spicer. Under the Agreement, Spicer will pay the City Six Thousand Four Hundred Eighty Dollars and 00/100 (\$6,480.00) per quarter to lease seventy five (75) parking spaces in Lot 1, located at 220 South Franklin Street. The total amount of the Agreement is Twenty Five Thousand Nine Hundred Twenty Dollars and 00/100 (\$25,920.00). In addition, the Agreement contains a sixty (60) day termination clause. Specifically, either party can terminate the Agreement for any cause by providing the other party sixty (60) days written notice.

Council Action:

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

From: Darnell Earley, City Manager
Subject: FEMA, Assistance to Firefighters Grant
Prepared by: Sienna Rendon, Fire Administration

Manager’s Recommendation:

That the Federal Emergency Management Agency (FEMA) under the Assistance to Firefighters Grant (AFG) be approved in the amount of \$32,298 and the proceeds distributed.

With the approval of the grant award, it is also recommended that the 2012 Approved Budget for General Fund Revenue’s FEMA Account No. 101-0000-513.58-26 be increased from \$0 to \$32,298. This increase will be offset by an increase to Community Public Safety-Fire, Fire Suppression Division’s Parts and Supplies Account No. 101-3551-751.73-30 by the same amount. These monies will be utilized to purchase five (5) ISG Thermal Imaging Cameras.

Justification:

On February 9, 2012, Community Public Safety - Fire was notified that they were recipients for grant award from FEMA under the Assistance to Firefighters Grant (AFG) program for fire operations and firefighter safety.

Council Action:

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

From: Darnell Earley, City Manager
Subject: ISG Thermal Imaging Cameras
Prepared by: Sienna Rendon, Fire Administration

Manager’s Recommendation:

I recommend a purchase order be approved and issued to Douglass Safety Systems of Sanford, MI, a sole source provider, in the amount of \$40,373 for the purchase of five (5) ISG Thermal Imaging Cameras. Funding for these cameras is through FEMA, Assistance to Firefighters Grant Act in the amount of \$32,298. The City is federally required to match 20% of the purchase price, which equals \$8,075.

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 are budgeted in the General Fund Community Public Safety-Fire, Fire Suppression Division’s, Parts and Supplies Account No. 101-3551-751.73-30.

Justification:

The two current thermal imaging cameras that the City owns were purchased in the mid-1990s and have become very unreliable. Battery replacement and repair costs due to their age, coupled with their outdated technology and increasing unreliability prompted the Community Public Safety – Fire to seek replacements. Over the last two years, extensive field tests were conducted on numerous different thermal camera models. The ISG Elite XR proved to be the best fit for city’s needs. Douglass Safety Systems is the sole provider for this purchase.

A council communication has been prepared and approved on a previous council agenda for the purchase of two (2) thermal imaging cameras in the amount of \$16,160.00. Since then, the CPS-Fire Department has learned that we are the recipients of the aforementioned FEMA-AFG grant. The 20% match on behalf of the City is \$8,750.00, which is just over half of the original expense of \$16,160.00. This is nearly a fifty-percent (50%) savings for three (3) additional cameras.

Council Action:

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

From: Darnell Earley, City Manager
Subject: Saginaw TAPS Budget Adjustment
Prepared by: Phillip Ludos, Assistant City Manager for Public Safety

Manager’s Recommendation:

It is recommended that the 2012 Approved Budget for Saginaw Treatment and Prevention Services (TAPS) Fund Revenue – Saginaw County Account No. 265-0000-571.67-07 be increased from \$12,180 to \$71,180, which equates to a \$59,000 increase. This increase to revenues is based on new Saginaw TAPS and Family Youth Initiative agreements approved by Council on March 5, 2012. An increase to revenues will be offset by an increase to Saginaw TAPS Fund’s – Overtime Account No. 265-3325-741.70-10 by the same amount

Justification:

On March 5, 2012, the City Council approved the two Agreements between the City of Saginaw and Saginaw County Department of Public Health to receive funds under the Treatment and Prevention Grant. These funds will be used to provide educational and outreach activities that reduce teen alcohol/drug use.

Council Action:

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

From: Darnell Earley, City Manager

Subject: Budget Adjustment and Payment to the Saginaw County Prosecuting Attorney's Office Gambling Proceeds Distribution

Prepared by: Phillip Ludos, Assistant City Manager for Public Safety

Manager's Recommendation:

It is recommended that the 2012 Approved Budget for General Fund Revenue's Fines and Forfeiture/Police Account No. 101-0000-544.65-26 be increased from \$100,000 to \$187,880, which equates to an \$87,880 increase. This increase will be offset by an increase to Community Public Safety-Police, Police Patrol Division's Professional Services Account No. 101-3511-721.80-01 by the same amount.

Additionally, in accordance with the City of Saginaw and the Saginaw County Prosecuting Attorney's Office (SCPAO) Gambling Proceeds Distribution Agreement, a payment should be issued to SCPAO in the amount of \$58,532.30 for their portion of the gambling seizure settlement.

Funds are budgeted in the General Fund Community Public Safety-Police, Police Patrol Division's, Professional Services Account No. 101-3511-721.80-01.

Justification:

On March 5, 2012, City Council approved the agreement between the City of Saginaw and SCPAO for the distribution of gambling proceeds obtained pursuant to a long term investigation. This is the budget adjustment to reflect the revenues and expenditures from this long term investigation.

Council Action:

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

From: Darnell Earley, City Manager
Subject: Saginaw County Land Bank Authority Grass Cutting Service Agreement

Prepared by: Phillip Karwat, Director of Public Services

Manager's Recommendation:

I recommend that the Grass Cutting Services Agreement ("Agreement") with the Saginaw County Land Bank Authority ("SCLBA") be approved. The term of the Agreement is one year. In addition, the amount of the Agreement is Eighty Thousand Dollars and 00/100 (\$80,000.00). The Agreement has been approved by me as to substance and the City Attorney as to form. I further recommend that the Director of Public Services or his designee be authorized to sign the Agreement and any other related documents.

Justification:

The SCLBA has contracted with the City of Saginaw ("City") for the past three (3) years to provide grass cutting services for non Neighborhood Stabilization Program 2 ("NSP2") vacant properties. Based upon the City's prior performance, the parties have agreed to enter into this Agreement for the City to provide services for the 2012 grass cutting season. Specifically, the City will provide grass cutting services for non NSP2 vacant properties. In addition, the City will prepare and provide reports to the SCLBA regarding its grass cutting activities. The season begins April 16, 2012 and ends October 31, 2012.

Council Action:

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

From: Darnell Earley, City Manager

Subject: Weed Abatement Lawn Mowing Services and Budget Adjustment

Prepared by: Phillip Karwat, Director of Public Services

Manager's Recommendation:

I recommend that a purchase order be approved and issued to E.L.I.T.E. Lawn Care, the low bidder, in the amount of \$80,000 for the Weed Abatement Lawn Mowing Services for a period from April 16, 2012 through October 31, 2012. It is also recommended that a budget adjustment be completed to increase the General Fund – Abatement of Nuisances Operating Services Account No. 101-7571-841.80-05 by \$27,000 from \$40,141 to \$67,141. The current budgeted revenue in the General Fund – Revenue Contribution, Saginaw County Account No. 101-0000-571.67-07, will offset the increase in expenditures for FY 2012. The City of Saginaw, through an agreement with the Saginaw County Land Bank, will receive \$80,000 per year for cutting Land Bank properties. These funds are to be allocated in the General Fund with \$27,000 in FY 2012 and \$53,000 in FY 2013.

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 are available in FY 2012 General Fund - Abatement of Nuisances Division's, Operating Services Account No. 101-7571-841.80-05 in the amount of \$27,000. Funds will also be made available in FY 2013 General Fund - Abatement of Nuisances Division's, Operating Services Account No. 101-7571-841.80-05 in the amount of \$53,000.

Justification:

From 2004 to 2011, the number of cuts performed by the Weed Abatement Program has increased by 640% from 1,192 in 2004 to 7,629 in 2011. The demands for weed abatement services in 2011 have exceeded the City's ability to provide the service. Currently, the Weed Abatement Program does not have enough tractors and staff to keep up with the increasing number of citywide weed cutting violations. This purchase order will continue to provide mowing equipment and operators to assist the Weed Abatement crews with cutting vacant lots and properties that are in violation of the City's Noxious Weeds Ordinance.

Following is a tabulation of the bids received:

E.L.I.T.E. Lawn Care Freeland, MI (out-city)	\$40.00 per hour
The Wash Boys Saginaw, MI (in-city)	\$47.50 per hour
Martha Brown Custom Builders Burt, MI (out-city)	\$70.00 per hour
Allen Contracting Services Saginaw, MI (out-city)	\$85.00 per hour

Council Action:

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

From: Darnell Earley, City Manager
Subject: McDonald Broadcasting Company WKCQ–FM Island User Agreement
Prepared by: Phillip Karwat, Public Services Director

Manager’s Recommendation:

I recommend approval of the Ojibway Island User Agreement (Agreement) between the City of Saginaw (City) and McDonald Broadcasting Company WKCQ – FM (WKCQ - FM). The Agreement is approved by me as to substance and the City Attorney as to form.

Justification:

On June 16, 2012, WKCQ - FM will host its annual WKCQ Country Music Festival Free Concert on Ojibway Island (Ojibway). WKCQ - FM will pay the City a flat fee of Seven Hundred Dollars and 00/100 (\$700.00) for the rental of Ojibway. This is the first year that WKCQ - FM will charge participants admission to the festival and sell alcoholic beverages.

Therefore, the parties have agreed that WKCQ - FM will pay the City a minimum service fee of Two Thousand Dollars and 00/100 (\$2,000.00) for ticket sales. In lieu of payment, one half of ticket sales in the amount of One Thousand Dollars and 00/100 (\$1,000.00) for the Country Music Fest Free Concert scheduled June 16, 2012 will be in-kind services. Moreover, WKCQ - FM will pay the City, fifty cents (\$0.50) per ticket for ticket sales over 500. Furthermore, WKCQ - FM must provide an insurance certificate and liquor liability license to the City because it plans to sell alcoholic beverages to participants.

Council Action:

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

From: Darnell Earley, City Manager
Subject: WKCQ Country Music Fest Free Concert
Prepared by: Phillip Karwat, Director of Public Services

Manager's Recommendation:

I recommend that Council consider a request by WKCQ for in-kind service, in lieu of payment, for one half of the special event fees for the Country Music Fest Free Concert scheduled for June 16, 2012 on Ojibway Island.

Justification:

On February 22, 2012, the Public Services Department received a special event application from WKCQ for the Country Music Fest Free Concert on June 16, 2012. WKCQ has requested that we extend payment terms of half cash and half in-kind advertising for payment of city services and facility use fees.

An Ordinance became effective on August 19, 2004 to add Chapter 99, "Special Events Regulations" to Title IX, General Regulations of the City of Saginaw Code of Ordinances O-1. Section §99.5 of this ordinance states that fees and insurance will not be waived under any circumstances. The fees would not be waived in this instance, but another form of payment would be accepted. The average amount of in-kind services to be provided to the City from WKCQ since 2006 has been approximately \$7,800. This year, \$9,000 is the estimated amount of in-kind services to be provided by WKCQ.

Council Action:

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

From: Darnell Earley, City Manager
Subject: Union Civica Mexicana Ojibway Island User Agreement
Prepared by: Phillip Karwat, Director of Public Services

Manager's Recommendation:

I recommend approval of the Ojibway Island User Agreement (Agreement) between the City of Saginaw (City) and Union Civica Mexicana (UCM). The Agreement is approved by me as to substance and the City Attorney as to form.

Justification:

On May 5, 2012, UCM will host its annual Cinco De Mayo Festival on Ojibway Island (Ojibway). UCM will pay the City a flat fee of Seven Hundred Dollars and 00/100 (\$700.00), for the rental of Ojibway, due and payable ten (10) days prior to the event. The parties have further agreed that UCM will pay the City a flat service fee of One Thousand Dollars and 00/100 (\$1,000.00) based on ticket sales for the event. Payment for this fee must be remitted to the City fourteen (14) days after the event.

UCM has agreed to carry and name the City as an additional insured on its commercial general liability insurance policy. Furthermore, UCM will indemnify the City against any potential claims arising from the event and otherwise comply with all applicable laws, rules, and ordinances.

Council Action:

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

From: Darnell Earley, City Manager
Subject: Purchase of Microsoft Office
Prepared by: Chris Seager, Technical Services

Manager’s Recommendation:

I recommend acceptance of the low bid and approval of a purchase order to CDW-G, Vernon Hills, IL, in the amount of \$15,293.40, for the purchase of Microsoft Office 2010 Standard Version Software for desktop pc’s and laptops.

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

Funds for this purchase are budgeted and available in the Technical Services IS Fund Computer Software Account No. 658-1720-711.73-25.

Justification:

On March 13, 2012 the City received bids for the purchase of sixty (60) Microsoft Office Standard 2010 licenses, which includes Word, Excel, PowerPoint, Publisher and OneNote. The software subscription provides support, updates, and license coverage.

Following is a tabulation of the bids received:

	<u>Total</u>
CDW-G Vernon Hills, IL	\$15,293.40
Communication Professionals Farmington Hills, MI	\$16,483.20
Howard Technology Solutions Laurel, MS	\$20,520.00
SPI Innovations Flint, MI	\$21,195.00

Council Action:

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

From: Darnell Earley, City Manager
Subject: First Amendment for 2010-2011 CDBG-R Resurfacing Contract
Prepared by: Phillip J. Karwat, Director of Public Service

Manager’s Recommendation:

I recommend that the First Contract Amendment (“Amendment”) with Lois Kay Contracting Company (“Lois Kay”) for the 2010-2011 CDBG-R Resurfacing Project (11HO86) increasing the amount by \$21,179.26, be approved. I have approved the Amendment as to substance and the City Attorney as to form.

Funds for this increase are available in the Sewer Operation and Maintenance Fund – Maintenance and Service Division’s Repairs and Replacements Account No. 590-4821-861.97-20 in the amount of (\$13,033.26) and Water Operation and Maintenance Fund – Maintenance and Service Division’s Repairs and Replacements Account No. 591-4721-861.97-20 in the amount of (\$8,146.00).

Justification:

On October 11, 2010, City Council approved a contract for CDBG-R resurfacing with Lois Kay Contracting Company in the amount of \$476,789.83. During construction, contract change orders were issued in the amount of \$79,347.05 because of field conditions encountered and emergency road repairs that were made for the Water and Sewer Maintenance Division. These change orders increased the contract to \$556,136.88.

Additional work in the amount of \$21,179.26 was required to complete the project, bringing the final contract amount to \$577,316.14, an increase of 21% over the original contract amount. The City of Saginaw Purchasing Ordinance allows an increase in the contract amount by up to twenty percent (20%). Any proposed increases greater than this require Council approval.

Council Action:

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

From: Darnell Earley, City Manager
Subject: Back-Up Salt – ROW Division
Prepared by: Phillip Karwat – Director of Public Services

Manager’s Recommendation:

I recommend that the bid from North American Salt Company, Inc., Overland Park, KS, be accepted at the State bid price, and that a purchase order be approved and issued to them in the amount of \$78,708 for back-up road salt for FY 2012.

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

Funds for this purchase are budgeted in the Major Streets Fund – Winter Maintenance Division’s Street and Road Materials Account No. 202-4655-841.73-40 (\$19,677.00), Local Streets Fund – Winter Maintenance Division’s Street and Road Materials Account No. 203-4655-841.73-40 (\$19,677.00), Major Streets Fund - State Winter Maintenance Division’s Street and Road Materials Account No. 202-4692-841.73-40 (\$39,354.00).

Justification:

On April 18, 1977, City Council approved a cooperative purchasing agreement with the State of Michigan, which allows the City to purchase material and equipment at State bid pricing. The City has used this agreement to purchase road salt for ice control in the past. An order for 2,000 tons of back-up salt was placed last fall. However, due to the mild winter, the City is purchasing only the minimum amount required, which is 70% of the back-up salt order or 1,400 tons of salt.

North American Salt Company of Overland Park, Kansas was the low bidder on the State bid, at \$56.22 per ton. This price per ton includes the salt, weighing and loading, handling and the truck freight charges. This is comparable to a price of \$56.34 per ton for the bulk shipment of 2,000 tons received in October 2011.

Council Action

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

From: Darnell Earley, City Manager

Subject: Replacement Furnaces for Truck Bays, Maintenance and Service Divisions

Prepared by: Phillip Karwat, Director of Public Services

Manager's Recommendation:

I recommend the low bid from Stargate HVAC Services be accepted and a purchase order be issued to them in the amount of \$4,632.

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

Funds for this purchase are budgeted in Sewer Operations and Maintenance Fund – Maintenance and Service Division's Repairs and Replacements Account No. 590-4821-861.97-20 in the amount of \$2,316, and Water Operations and Maintenance Fund - Maintenance and Service Division's Repairs and Replacement Account No. 591-4721-861.97-20 in the amount of \$2,316.

Justification:

On February 21, 2012, bids were received for two (2) replacement hanging furnaces for the truck bays at the Maintenance and Service Division located at 1701 South Jefferson. While investigating the non-working units by Answer Heating and Cooling, it was determined that two of the four furnaces had cracked heat exchangers, could no longer be of service, and needed replacements. The bid includes the removal of the existing furnaces and installation of the new furnaces. The following is a tabulation of the bids received:

Stargate HVAC Svs. Romulus, MI (out-city)	\$ 4,632.00
A.C. Klopf Saginaw, MI (in-city)	\$ 5,580.00
Smillie Heating and Cooling Tittabawassee Twp. MI (out-city)	\$ 7,200.00
A&M Contracting Chesaning, MI (out-city)	\$ 7,250.00
Remer Plumbing and Heating Saginaw, MI (out-city)	\$ 8,490.00

Home Depot Saginaw, MI (out-city)	\$ 9,862.00
Davison Heating and Cooling Davison, MI (out-city)	\$10,886.00

Council Action:

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

From: Darnell Earley, City Manager

Subject: Training to Install Cathodic Protection for Water Mains

Prepared by: Phillip Karwat, Director of Public Services

Manager's Recommendation:

I recommend the quote from Corrpro, of Medina, OH, be accepted and a purchase order be issued to Corrpro in the amount of \$4,585 for training to install cathodic protection on water mains.

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 are budgeted in Water Operations and Maintenance Fund – Maintenance and Service Division's Operating Services Account No. 591-4721-861-80-05.

Justification:

On February 23, 2012, a quote was received from Corrpro. Corrpro is a Company that specializes in Water Industry Corrosion Control for training and equipment to install protection on water mains when excavated for repairs by maintenance and service employees. This service is a sole source for this type of training and material. Corrpro has installed and maintains numerous Cathodic Protection Systems for the Water Treatment Plant and the Maintenance and Service Division. Recent projects Corrpro has installed, and maintains for the City, also include the Gratiot Road Pumping Station Storage Tank, Aqua Station Storage Tank, and Twin 30" Steel Water Mains River Crossing on the North end of Ojibway Island.

Council Action:

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

From: Darnell Earley, City Manager
Subject: Emergency Repairs to 24" Water Main
Prepared by: Phillip Karwat, Director of Public Services

Manager's Recommendation:

I recommend payment be made to American Excavating, Saginaw, MI, in an amount not to exceed \$4,750 for services rendered to assist Maintenance and Service Crews in the emergency repair of a Water Transmission Main.

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 are budgeted in Water Operations and Maintenance Fund - Maintenance and Service Division's Operating Services Account No. 591-4721-861.80-05.

Justification:

On February 28, 2012, the Maintenance and Service Division was advised of a large volume of water running into an AT&T underground vault on Janes Avenue at Baum Street. On February 29, 2012, Maintenance and Service Division's crews excavated to investigate the water main leak. The investigation revealed a water main broken underneath the AT&T vault and the City's 78-inch Trunk Sewer. American Excavating was called to assist the City crews due to the location of the break, the AT&T vault, the size of the excavation needed to replace a 24-inch water main, and to reconnect a 10-inch water main safely. The assistance from American Excavating included excavating and installation of trench protection. Trench protection was necessary to protect city employees and to prevent the AT&T Vault and conduits extending to the AT&T office building on Washington Avenue, from toppling into the trench. American Excavating was utilized for their availability to respond with the manpower, equipment, and materials needed to assist City crews in completing this emergency work.

Council Action:

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

From: Darnell Earley, City Manager

Subject: I.T.I., Inc. Maintenance Agreements for Telephone Equipment

Prepared by: Chris Seager, Technical Services

Manager's Recommendation:

I recommend approval of the phone equipment maintenance agreements with I.T.I., Inc., Bridgeport, MI, and that a purchase order be approved and issued to them in the amount of \$15,472.68. It is further recommended that the City Manager, or his designee, be authorized and directed to execute the five (5) maintenance agreements with I.T.I., Inc. These agreements were approved by me as to substance and the City Attorney as to form.

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

Funds for this payment are budgeted and available in Technical Services Operating Services Account Number 658-1720-711.80-05.

Justification:

These maintenance agreements cover the telephone equipment located at City Hall, Police Department, Public Works Building and Wastewater Treatment Plant for a one-year period from April 1, 2012 through March 31, 2013. The agreements cover all service under normal wear and tear including parts, labor, and travel time. It also offers free user training, no charge for service related software updates, free loaner equipment and 24-hour, 7 day service, without paying any after hour premium. The agreements have a warranty disclaimer concerning fraudulent intrusion. This disclaimer is common in such agreements.

The current agreement with I.T.I. expired on March 31, 2012. They agreed to continue maintenance under this agreement as long as the renewal process is taking place.

Council Action:

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

From: Darnell Earley, City Manager
Subject: Weed Abatement Multi-Function Printer
Prepared by: Jeff Klopac, Technical Services

Manager’s Recommendation:

I recommend that the bid from the State of Michigan be accepted and that a purchase order be issued to Ikon Office Solutions in the amount of \$2,750 for Fiscal Year 2012. This purchase is for a Ricoh Multi-Function printer for the Weed Abatement Program.

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

Funds for this purchase are budgeted in the Technical Services, IS Fund, Capital Outlay Less than \$5,000 Account No. 658-1720-711.97-05.

Justification:

The State of Michigan solicited bids for purchase/lease of multi-function printer machines, of which Ikon Office Solutions out of Flint, MI, was the successful bidder. The purchase of the new multi-function printer will allow the Weed Abatement Program to create work orders and invoices. The work order system is integrated with the City’s GIS System, which allows mapping locations with color aerial photos to be incorporated in the print. The Weed Abatement Program is anticipating cutting over 8,000 properties this summer and creating over 13,000 work orders.

Council Action:

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

From: Darnell Earley, City Manager
Subject: Dixon Engineering Proposal and Contract Agreement for Tank Painting
Prepared by: Paul D. Reinsch, Water and Wastewater

Manager's Recommendation:

I recommend that the Proposal and Contract Agreement from Dixon Engineering, Inc., Lake Odessa, MI, be accepted and that a purchase order be approved and issued to them in the amount of \$19,250 for Professional Services regarding a tank painting project. The Proposal and Contract Agreement have been approved by me as to substance and by the City Attorney as to form.

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 are budgeted in the Water Operations and Maintenance Fund, Treatment and Pumping Division's Engineering Services Acct. No. 591-4730-861.80-02.

Justification:

On November 10, 2011, the City received a proposal and contract agreement for professional services to be performed by Dixon Engineering, Inc. The scope of work includes preparation of technical specifications, consulting and on-site inspection services for a 4 million gallon steel ground storage tank-painting project at the Aqua Booster Station Site. This painting project has been planned and budgeted in response to recommendations made by Dixon Engineering after routine inspections and adhesion testing were completed in November of 2010. Due to Dixon Engineering's familiarity with the location and its needs, as well its past history of providing services to the City of Saginaw at reasonable cost, City staff feels it is prudent to contract with them for the professional services required. The painting project, when completed, will limit and control corrosion of these metallic components and extend their service life.

Council Action:

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

From: Darnell Earley, City Manager
Subject: Oil and Lubricant Purchase
Prepared by: Jeanette Best, Water and Wastewater

Manager's Recommendation:

I recommend that the quote from Lubrication Engineers Inc., a sole source provider, of Fort Worth, TX, be accepted and a purchase order be issued to them in the amount of \$2,645.80 for lubrication products for the wastewater plant.

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

Funds for this purchase are available in the Sewer Operations and Maintenance Fund, Treatment and Pumping Division's Parts and Supplies Account No. 590-4830-861.73-30.

Justification:

This quote is for the purchase of fifty-five (55) gallons of gear lubricant for the final settling tank drive units, ten (10) gallons of compressor turbine oil for sampling pumps, and five (5) gallons of compressor oil for the laboratory vacuum pumps.

Over the years, the wastewater plant has tested many different types of lubricants. Oil analysis and bearing replacement frequency has shown that the products manufactured by Lubrication Engineers, provide the best value for us by extending the time between oil changes and minimizing equipment failure due to lubrication issues. By extending the interval between required oil changes, we have realized approximately a 10% cost saving over other products we tried. Lubrication Engineers is the manufacturer of the products and is the sole source for its purchase.

Council Action:

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

From: Darnell Earley, City Manager
Subject: Underground Storage Tank Cleaning
Prepared by: Jeanette Best, Water and Wastewater

Manager’s Recommendation:

I recommend that the low quote from Terra Contracting, LLC, Kalamazoo, MI, be accepted and a purchase order issued to them in the amount of \$12,412 for the cleaning of an underground chemical storage tank at the Wastewater Treatment Plant. The proposal, which includes Scope of Work and other terms, has been approved by me as to substance and by the city Attorney as to form.

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

Funds for this purchase are budgeted in the Sewer Operation and Maintenance Fund, Treatment and Pumping Division’s Sewer Surplus, General Repairs Account No. 590-4840-881.80-40.

Justification:

On February 21, 2012, the City of Saginaw received two quotes for the cleaning of an underground chemical storage tank at the wastewater plant. Quotes were requested from seven different firms. Only two of the firms responded. Quotes were requested instead of bids, anticipating a quicker turn-around time. The tank developed a leak into its interstitial space, and it is unusable until it is repaired. Before repairs can be made, the tank must be cleaned. This tank is one of two storage tanks used to store Ferrous Sulfate, which removes phosphorus from the wastewater. Following is a tabulation of the quotes received:

Terra Contracting, LLC Kalamazoo, MI	\$12,412.00
Young Environmental Cleanup, Inc. Flint, MI	\$14,500.00

Council Action:

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

From: Darnell Earley, City Manager

Subject: Copier Maintenance Agreements for Water and Wastewater and Maintenance and Service Division

Prepared by: Kimberly Mason, Water and Wastewater

Manager's Recommendation:

I recommend approval of three Maintenance Agreements with Brady's Business Systems (formerly Tri City Office Machines) of Saginaw, Michigan for two (2) copiers in the Water and Wastewater Treatment Services Department and one (1) in the Public Services Department. Furthermore, it is recommended that City Council authorize the Director of Water and Wastewater Treatment Services and/or her designee to sign the Agreements. The Agreements have been approved by me as to substance and the City Attorney as to form.

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 are budgeted in the Water Operation and Maintenance Fund's Maintenance and Service Operating Services Acct. No. 591-4721-861.80-05 and Treatment and Pumping Operating Services Acct. No. 591-4730-861.80-05 and the Sewer Operation and Maintenance Fund's Maintenance and Service Operating Services Acct. No. 590-4821-861.80-05 and Treatment and Pumping Operating Services Acct. No. 590-4830-861.80-05.

Justification:

In 2005, three (3) copiers were purchased from Tri City Office Machines for use at the Water Treatment Plant, the Wastewater Treatment Plant, and the Maintenance and Service Division. The original Service Agreement expired on 12/28/09. Subsequent Service Agreements for 2010 and 2011 expired on 12/28/11. Pursuant to the terms of the new Agreement, the City will pay \$.01512 cents per copy for 2012. The terms of the Agreement are for one (1) year. Brady's will provide all parts, labor, black toner, drums and unlimited service calls. They have a guaranteed 4-hour response time on all down equipment and will provide a loaner machine if equipment requires in shop repair.

Renewal of the Agreement with the original company is being sought because Brady's has been servicing the machines for seven (7) years and has the complete maintenance history. Brady's has also been very responsive to servicing the machines. It is imperative that the machine in the Maintenance & Service Division be repaired quickly because of the Miss Dig utility staking information that requires emergency notification and a rapid response time. The office staff responsible for handling these requests can only print to the multifunction copier.

Council Action:

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

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

**RESOLUTION TO REVOKE INDUSTRIAL FACILITIES EXEMPTION
CERTIFICATE NO. 2006-0503 FOR PRINTS PLUS, INC.
IN THE CITY OF SAGINAW, SAGINAW COUNTY**

Council _____ offered and moved the adoption of the following resolution, seconded by Council _____.

WHEREAS, an Industrial Development District was established by Resolution approved by City Council at a regular meeting held May 1, 2006, for property description #13-9650, in the City of Saginaw, County of Saginaw, located at 2301 N. Michigan Avenue, Saginaw, Michigan; and

WHEREAS, the City Council of the City of Saginaw at a regular meeting held June 19, 2006, approved an Industrial Facilities Tax Exemption Certificate, identified as IFTEC No. 2006-0503, for Prints Plus, Inc. for \$118,000.00 in personal property for a period of twelve (12) years, expiring December 30, 2018, and

WHEREAS, the City of Saginaw and Prints Plus, Inc. entered into an Industrial Facilities Tax Abatement Agreement, dated June 19, 2006, as provided under P.A. 198 of 1974, as amended, which gave the City Manager the authority under certain circumstances to recommend to City Council that the Industrial Facilities Tax Exemption Certificate be reduced or revoked; and

WHEREAS, the City Assessor has reviewed this matter and advised that Prints Plus, Inc. disposed of the equipment, which is the subject matter of Industrial Facilities Tax Exemption Certificate No. 2006-0503 (Parcel #13-9650) in 2011; and

WHEREAS, Prints Plus, Inc., was notified by Certified Mail and given the opportunity to request a public hearing to object to the revocation of Industrial Facilities Tax Exemption Certificate No. 2006-0503; and

WHEREAS, given the foregoing, the City Manager having reviewed this matter on or about April 3, 2012, recommends City Council for the City of Saginaw revoke Industrial Facilities Tax Exemption Certificate No. 2006-0503 (Parcel #13-9650) issued to Prints Plus, Inc.

NOW, THEREFORE, BE IT RESOLVED, that the City Council for the City of Saginaw hereby revokes Industrial Facilities Tax Exemption Certificate No. 2006-0503 for Prints Plus, Inc. for personal property described as Parcel #13-9650, located in the City of Saginaw, County of Saginaw, at 2301 N. Michigan Avenue, Saginaw, Michigan.

BE IT FURTHER RESOLVED that the City Council for the City of Saginaw requests the Michigan State Tax Commission revoke Industrial Facilities Tax Exemption Certificate No. 2006-0503 for Prints Plus, Inc. for the personal property described as Parcel #13-9650, located in the City of Saginaw, County of Saginaw, at 2301 N. Michigan Avenue, Saginaw, Michigan.

From: Darnell Earley, City Manager

Subject: Authorization to Allow the Sale of Alcoholic Beverages on Ojibway Island

Prepared by: Phillip Karwat, Director of Public Services

Manager's Recommendation:

I recommend adoption of the attached Resolution authorizing the sale of alcoholic beverages on Ojibway Island, a public property, during the annual WKCQ Country Music Fest Free Concert to be held on June 16, 2012.

Justification:

On June 16, 2012, MacDonald Broadcasting Company WKCQ-FM (WKCQ) will host its annual Country Music Fest Free Concert on Ojibway Island, a public property. The sponsor has requested that the City allow them to sell alcoholic beverages during the event. Title XIII, Chapter 132, Section 132.01(C) of the Saginaw Code of Ordinances states that City Council can authorize the sale of alcoholic beverages on public property, if the vendor provides the following to the City:

- (1) The precise location where said beverages are to be sold and consumed;
- (2) The dates and times for said activities;
- (3) A proper state license for the sale and consumption of alcoholic beverages at the place and times listed in subsections (1) and (2) above;
- (4) Adequate public liability and property damage insurance for the benefit of the City with a company licensed to sell insurance in the State of Michigan;
- (5) Such other insurance as the City Council deems adequate for the benefit of the City;
- (6) Adequate personnel to control the premises where the alcoholic beverages are to be sold and consumed; and
- (7) Such other reasonable requirements as said City Council deems appropriate.

The vendors will provide the proper documents to the proper City officials. If the vendors fail to provide the documentation by June 4, 2012, it will not be allowed to sell alcoholic beverages on Ojibway Island. The City has set the insurance requirements and all insurance certificates must be reviewed and approved by the City's Attorney. Furthermore, the vendor has been advised of the insurance requirements and the deadline for submitting insurance certificates to the City.

Council Action:

This council communication is for explanation purposes only.

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

**RESOLUTION TO PERMIT THE SALE OF
ALCOHOLIC BEVERAGES ON OJIBWAY ISLAND**

Council _____ offered and moved adoption of the following resolution:

WHEREAS, MacDonald Broadcasting Company WKCQ – FM plans to hold a festival on Ojibway Island on June 16, 2012; and

WHEREAS, MacDonald Broadcasting Company WKCQ – FM requested that they be allowed to sell alcoholic beverages to participants on public property; and

WHEREAS, City Council can provide authorization for the sale of alcoholic beverages on public property; and

WHEREAS, MacDonald Broadcasting Company WKCQ – FM must provide certain documents prior to the event.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Saginaw hereby authorizes the sale of alcoholic beverages on public property during the WKCQ Country Music Fest Free Concert to be held on June 16, 2012 on Ojibway Island, provided that MacDonald Broadcasting Company WKCQ – FM provides the mandatory information listed in Title XIII, Section 132.01(C) of the Saginaw Code of Ordinances no later than June 4, 2012, to the proper City officials.

BE IT FURTHER RESOLVED, if MacDonald Broadcasting Company WKCQ – FM does not provide the documents by the stated date, they will not be allowed to sell alcoholic beverages during the event on June 16, 2012.

BE IT FURTHER RESOLVED, that the City has set all insurance requirements and all insurance certificates must be reviewed and approved by the City Attorney.

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

**RESOLUTION TO AUTHORIZE SPONSORS OF VARIOUS
COMMUNITY EVENTS TO USE AMPLIFYING EQUIPMENT
(ON DATES & LOCATIONS AS LISTED BELOW)**

Council _____ offered and moved adoption of the following resolution:

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

Name of Event	Location	Date	Sponsor
SHS Championship Parade	Genesee/Webber	3/29	Saginaw High School
Cinco De Mayo	Ojibway Island	5/5	Union Civica Mexicana
SASA Unity Day - Middle School	Bliss Park	6/1	Saginaw Arts & Sciences
Birthday Party for Theodore Roethke	Court St. Bridge	5/20	Friends of Theodore Roethke
SASA Unity Day - High School	Bliss Park	5/25	Saginaw Arts & Sciences
Jazz on Jefferson	Jefferson Ave.	6/6	Historical Society of Saginaw County
"Save the Dream" Fundraiser	Bliss Park	6/8	Circle of Love
Kid's Free Fishing Day	Ojibway Island	6/9	Shiawassee NWR/ Green Point ELC/ City of Saginaw
WKCCQ Music Festival	Ojibway Island	6/16	MacDonald Broad- casting Co./WKCCQ-FM
Saginaw Eddy Concert Band	Ojibway Island	6/17, 6/24, 7/8, 7/15, 7/22, 7/29, 8/5	James Hargett
Brew at the Zoo	Children's Zoo	6/21	Children's Zoo at Celebration Square
St. Mary's Run for Life	Ojibway Island	6/23	St. Mary's of Michigan
Tri-City LGBT Pride Festival	Ojibway Island	6/23	Divine Light Interface Ministry
Fireworks	Ojibway Island	7/4	Saginaw Area Fireworks, Inc.
Lawn Chair Film Festival	Old Town	7/8, 7/15, 7/29, 8/5, 8/12	West Saginaw Civic Association
Summer Jam Fest 2012	Ojibway Island	7/14	Lorenzo Pierson
Old Town Motor Fest	Hamilton/Niagara Hancock/Madison	7/17	Steven Snow
Friday Night Live	Morley Plaza	7/13, 7/20, 7/27, 8/3, 8/10, 8/17	PRIDE in Saginaw, Inc.

Name of Event	Location	Date	Sponsor
Youth Fest 2012	Ojibway Island	7/21	Dragon Fly Ministry
Gospel Fest	Ojibway Island	8/4	Vicki Hill
African American Cultural Festival	Morley School	8/10,11,12	Saginaw African Cultural Fest Committee
American Cancer Society Relay for Life	Ojibway Island	8/11 & 12	American Cancer Society
Saginaw Wonder Festival	Ojibway Island	8/25	First Ward Community Center
North East Community Ed. Festival	Unity Park	8/25	Mary Washington
MCVI Run for Your Heart Race	Ojibway/River-Walk	9/8	Michigan Cardio-Vascular Inst. Found.
Holidays in the Heart of the City	Various	11/16	PRIDE in Saginaw, Inc.
PRIDE Christmas Parade	N. Michigan	11/17	PRIDE in Saginaw, Inc.

WHEREAS, the above sponsors have requested 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 and dates (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.

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

**RESOLUTION TO ELIMINATE THE DEFICIT
FUND BALANCE IN THE CELEBRATION PARK FUND**

Council _____ offered and moved adoption of the following resolution:

WHEREAS, the City of Saginaw's Celebration Park Fund had a \$790,486 deficit fund balance on June 30, 2011; and

WHEREAS, Act 275 of the Public Acts of 1980 requires that a Deficit Elimination Plan be formulated by the local unit of government and filed with the Michigan Department of Treasury.

NOW THEREFORE, BE IT RESOLVED, that the City of Saginaw's City Council adopts the following as the City of Saginaw Celebration Park Fund Deficit Elimination Plan:

	2012	2013	2014
Fund Balance - July 1	\$ (790,486)	\$ (230,882)	\$ (87,556)
Revenue			
Property Taxes	-	-	-
State Grants	47,510	50,837	-
Donations	530,000	55,507	-
Interest & Rents	94	3,500	-
Transfers	53,127	87,556	145,691
Total Revenue	\$ 630,731	\$ 197,400	\$ 145,691
Expenditures			
Salaries & Wages	23,627	27,074	31,135
Supplies	9,500	9,500	9,500
Equipment Repair	-	-	-
Contractual Services	15,000	-	-
Other	21,000	17,500	17,500
Capital Outlay	2,000	-	-
Total Expenditures	\$ 71,127	\$ 54,074	\$ 58,135
Fund Balance - June 30	\$ (230,882)	\$ (87,556)	\$ -

BE IT FURTHER RESOLVED, that the Department of Fiscal Services is authorized to submit the Deficit Elimination Plan to the Michigan Department of Treasury for certification.