

Council Agenda

August 11, 2008, 6:30 p.m. Council Chamber

PRAYER AND PLEDGE OF ALLEGIANCE

ROLL CALL:

CORRECTION AND APPROVAL OF MINUTES OF PRECEDING SESSIONS:

PUBLIC HEARINGS:

ANNOUNCEMENTS:

PERSONAL APPEARANCES:

- *(A list will be provided on Monday)*

REMARKS OF COUNCIL:

PETITIONS:

- 08-23 from Marsha Braun, 120 Ezra Rust Drive, requesting permission to erect a banner in the 500 block of Court St. from November 6, 2008 - December 5, 2008 for the purpose of promoting the annual Hollyday Fair.
- 08-24 from Brian Pruitt, 4685 Century Dr., requesting that the park presently known as Vets Memorial be changed or have added in addition to its present title "The Lawrence H. McKinney Recreational Commons."
- 08-25 from Jennifer McDonand, Pit & Balcony Community Theatre, requesting that their organization be recognized as nonprofit, operating in the Saginaw community.

REPORTS FROM BOARDS AND COMMISSIONS AND COMMITTEES AND

APPOINTMENT OF BOARD AND COMMISSION MEMBERS:

APPOINTMENT OF BOARD AND COMMISSION MEMBERS:

1. Consideration of reappointing Carlos Ramet and Leslie Tincknell to the Saginaw Arts and Enrichment Commission with a term to expire 6/30/11.
2. Consideration of reappointing Herb Spence to the Saginaw Riverfront Development Commission with a term to expire 4/01/13.
3. Consideration of reappointing Robert VanDeVenter to the Hospital Finance Authority with a term to expire 6/30/13.
4. Consideration of reappointing Marvin D. Hare to the Local Development Finance Authority with a term to expire 6/01/12.

REPORTS FROM MANAGER:

Management Update:

1. Fourth Quarter Budget-to-Actual Report
2. Code Enforcement Overview

Recommended Actions:

1. Recommending Grace Deleon be appointed as officer delegate, and Beth Church be appointed as alternate officer delegate, and Wittye Wilson, as employee delegate, and Rick Massey as alternate employee delegate, to attend the Municipal Employees Retirement System's 62nd Annual Meeting to be held September 30 – October 2, 2008, in Acme, Michigan.
2. Recommending that payment be made to Creditron Corporation in the amount of \$7,993.00 for the renewal of annual software maintenance and \$2,768.00 for the renewal of annual hardware maintenance for a total payment of \$10,761.00. The maintenance covers the Creditron system which processes and images payments and checks received by the Fiscal Services Department, Treasurer's Division. This vendor meets all requirements of the contract compliance provisions. Funds are budgeted and available in the Information Services Operating Services Account No. 658 1720 711 8005.
3. Recommending approval and issuance of a purchase order to Netsource One, Inc., as our designated Lotus Notes Development Corporation reseller, in the amount of \$14,408.20, as an annual payment for the renewal of the City's Lotus Notes software subscription for maintenance coverage and license fees to operate the City of Saginaw's email and calendar system. This vendor meets all requirements of the contract compliance provisions. Funds are budgeted and available in the Information Services Operating Services Account No. 658 1720 711 8005.
4. Recommending approval of payment to Lenovo, Inc. in an amount not to exceed \$33,000.00 for the purchase of personal computer monitors to replace monitors that are at end-of-lease. This vendor meets all requirements of the contract compliance provisions. Funds are budgeted and available in the Information Services Capital Outlay Account No. 658 1720 711 9705.
5. Recommending approval to increase the service fees for the Lee Street Boat Launch Operations. The additional revenue will be placed in Charges for Services/Boat Launch Fees Account No. 239 0000 531 6025.
6. Recommending approval of the Agreement with Brady's Business Systems/TCOM for the maintenance of the copier in the Engineering Division. The term of the Agreement is for one year. This vendor meets all requirements of the contract compliance provisions. Funds are available in the Engineering Operating Services Account No. 101 4611 781 8005.
7. Recommending acceptance of the low bid from Airgas Great Lakes for lab gases and that purchase orders be issued to them in the amount of \$1,261.32 for fiscal year 2009 and \$1,430.40 for fiscal year 2010. Lab gases are used as carrier gases for metals analysis by the Wastewater Treatment Plant laboratory. This vendor meets all requirements of the contract compliance provisions. Funds are budgeted in the Sewer Operation and Maintenance Fund Account No. 590 4830 861 7309 for fiscal year and will be budgeted for in fiscal year 2010.
8. Recommending acceptance of the low quote and issuance of a purchase order to Applied Industrial in the amount of \$2,112.38 for carrier bearings to be used in the repair of the

raw sewage pumps. This vendor meets all requirements of the contract compliance provisions. Funds are budgeted in the Sewer Operation and Maintenance Parts and Supplies Account No. 590 4830 861 7330.

9. Recommending acceptance of the low bid and issuance of a blanket purchase order to George Electric in the amount of \$12,954.47 for an annual supply of vehicle filters to be used by the Municipal Garage. This vendor meets all requirements of the contract compliance provisions. Funds are available in the Motor Pool Operations Vehicle Supplies Account No. 661 4480 841 7312.
10. Recommending that payments be made to various vendors respectively, in the appropriate amounts, for training related invoices that will not exceed \$22,000.00. The Wastewater Treatment Division is required by MIOSHA and other regulatory agencies to provide safety training and refresher courses for its employees who must work with hazardous materials and chemicals and enter confined spaces in the course of their work. These vendors will meet all requirements of the contract compliance provisions. Funds are budgeted in the Sewer Operation and Maintenance Account No. 590 4830 861 8001.

INTRODUCTION OF ORDINANCES:

1. An Ordinance to add Paragraph (E) to §111.11, "Application for License" of Chapter 111, "Alcoholic Beverages" of Title XI, "Business Regulation," of the Saginaw Code of Ordinances O-1.

CONSIDERATION AND PASSING OF ORDINANCES:

RESOLUTIONS:

1. Authorizing the acceptance of the grant in the amount of \$50,000.00 for the Saginaw Depot Preservation Corporation for capital improvements from the Michigan Council for Arts & Cultural Affairs.
2. Authorizing the consumption of alcoholic beverages at a Chamber of Commerce event sponsored by Spence Brothers on Morley Plaza, a publicly owned property, on August 14, 2008.

UNFINISHED BUSINESS:

MOTIONS AND MISCELLANEOUS:

Darnell Earley
City Manager

COUNCIL COMMUNICATION

From: The City Manager

Subject: Annual Supply of Vehicle Filters

Manager's Recommendation:

I recommend acceptance of the low bid and issuance of a blanket purchase order to George Electric in the amount of \$12,954.47 for an annual supply of vehicle filters to be used by the Municipal Garage.

This vendor meets all the requirements of the Contract Compliance Provisions, Title1, Chapter 14 §14.35-14.44, of the Saginaw Code of Ordinances.

Funds are available in the Motor Pool Operations Vehicle Supplies Account No. 661-4480-841.73-12.

Justification:

On July 15, 2008, the City of Saginaw received bids for the purchase of various vehicle filters. The oil filters, fuel filters and transmission filters will be used in the Municipal Garage for the period of July 1, 2008 through June 30, 2009. These are replacement filters for the Right of Way Motor Equipment section of the Public Services Department. Listed below are the bids received and reviewed by the Purchasing Department:

George Electric Saginaw, MI	\$12,954.47
Larry's Auto Supply Saginaw, MI	\$15,003.32

Council Action:

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

COUNCIL COMMUNICATION

From: The City Manager

Subject: Repair Raw Sewage Pumps

Manager's Recommendation:

I recommend that the low bid from Applied Industrial be accepted and that a purchase order be issued to them in the amount of \$2,112.38 for carrier bearings to be used in the repair of the raw sewage pumps.

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 Operation and Maintenance Parts and Supplies Account No. 590-4830-861.73-30.

Justification:

The raw sewage pumps are required to pump raw wastewater into the treatment plant. Two of the six pumps are in need of a rebuild. New impellers and shafts were ordered and are on site. The final items needed are new carrier bearings. Quotes for these bearings were requested because this is a critical piece of equipment and immediate repairs are necessary. Following is a tabulation of the three quotes received for the replacement bearings:

Applied Industrial Saginaw, MI	\$2,112.38
Motion Industries Saginaw, MI	\$2,415.58
Binkleman, Corp. Saginaw, MI	\$2,481.24

Council Action:

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

COUNCIL COMMUNICATION

From: The City Manager

Subject: Municipal Employees Retirement 62ND Annual Meeting

Manager's Recommendation:

I recommend Grace DeLeon be appointed as officer delegate, and Beth Church be appointed as alternate officer delegate, and Wittye Wilson, as employee delegate, and Rick Massey as alternate employee delegate, to attend the Municipal Employees Retirement System's 62nd Annual Meeting to be held September 30 - October 2, 2008, in Acme, Michigan.

Justification:

The Municipal Employees Retirement Act provides that an annual meeting shall be held for representatives of participating municipalities for the purpose of selecting nominees for membership on the retirement board and to transact such business as may be required for the proper operation of the retirement system. The annual meeting for 2008 has been scheduled for September 30 - October 2, 2008, in Acme, Michigan.

The officer delegate and alternate officer delegate are recommended based on appointing criteria. The employee delegate and employee alternate delegate are elected in accordance with the Act that requires the City Clerk to hold a secret ballot election for all eligible MERS members. Such an election was held. Upon conclusion, votes were counted and tallied resulting in Wittye Wilson receiving the highest number of votes and Rick Massey the second highest.

Council Action:

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

COUNCIL COMMUNICATION

From: The City Manager

Subject: Amendment to Alcoholic Beverages Ordinance

Manager's Recommendation:

It is recommended that Paragraph (E) be added to §111.11, "Application for License," of Chapter 111, "Alcoholic Beverages" of Title XI, "Business Regulations" of the Saginaw Code of Ordinances O-1. An Ordinance has been prepared and appears under the regular order of business.

Justification:

The City's current ordinance to license Alcoholic Beverage establishments states under Paragraph (C) that "The City Manager will review the application and departmental reports and submit them to the City Council with a recommendation as to approval/disapproval of the license." The City Clerk was recently advised by the State of Michigan Liquor Control Commission that local approval is not required for SDD and SDM licensed businesses (namely, party stores). These licenses are strictly regulated and approved by the State of Michigan Liquor Control Commission in conjunction with the City Police Department, County Department of Health or Michigan Department of Agriculture.

City Council, or its designee, only has the right to notify the Liquor Control Commission if the building location of the license does not comply with all appropriate state and local building, plumbing, zoning, fire, sanitation and health laws and ordinances, or if the applicant is considered ineligible due to other factors, which must be outlined in detail. As such, the ordinance is being amended accordingly. City Council does have the authority to recommend revocation or denial of renewal of an application for an SDD or SDM licenses for the reasons set forth in §111.13, of Chapter 111.

Council Action:

This Council Communication is for explanation purposes only of the ordinance to be introduced.

COUNCIL COMMUNICATION

Council _____ introduced an ordinance entitled and reading as follows:

AN ORDINANCE TO ADD PARAGRAPH (E) TO §111.11, "APPLICATION FOR LICENSE" OF CHAPTER 111, "ALCOHOLIC BEVERAGES" OF TITLE XI, "BUSINESS REGULATION," OF THE SAGINAW CODE OF ORDINANCES O-1.

Laid over under the Charter provision.

COUNCIL COMMUNICATION

Council _____ moved that an ordinance introduced, August 11, 2008, entitled and reading as follows, be taken up and enacted:

AN ORDINANCE TO ADD PARAGRAPH (E) TO §111.11, "APPLICATION FOR LICENSE" OF CHAPTER 111, "ALCOHOLIC BEVERAGES" OF TITLE XI, "BUSINESS REGULATION," OF THE SAGINAW CODE OF ORDINANCES O-1.

The City of Saginaw Ordains:

Section 1. Paragraph (E) is hereby added to §111.11, "Application for License," of Chapter 111, "Alcoholic Beverages" of Title XI, "Business Regulations" of the Saginaw Code of Ordinances O-1, and shall to read as follows:

§ 111.11 APPLICATION FOR LICENSE.

(E) *Exception.* Local approval (City Manager and City Council) is not required for an SDD and SDM license application, transfer or renewal. These licenses are strictly regulated and approved by the State of Michigan Liquor Control Commission in conjunction with the City Police Department, County Department of Health or Michigan Department of Agriculture. The local governing body, or its designee, may however, notify the Liquor Control Commission within fifteen (15) days of receipt of notification from the State of the pending application, if the applicant's location will not be in compliance with all appropriate state and local building, plumbing, zoning, fire, sanitation and health laws and ordinances, or if the applicant is considered ineligible due to other factors. All conditions of non-compliance must be outlined in detail, indicating the laws and ordinances applicable to the case, with a copy of the law and ordinance submitted with the notification. In addition to the foregoing, the City Council reserves the right to recommend revocation or denial of renewal of an application for SSD or SDM licenses as set for in §111.13.

Section 2. That this Ordinance shall take effect on September 4, 2008.

Enacted: August 25, 2008

COUNCIL COMMUNICATION

From: The City Manager

Subject: Increase in Lee Street Boat Launch Fees

Manager's Recommendation:

I recommend approval to increase the service fees for the Lee Street Boat Launch Operations. The additional revenue will be placed in the Charges for Services/Boat Launch Fees Account No. 239-0000-531.60-25.

Justification:

Daily boat launch passes currently cost \$6.00 and we propose increasing them to \$7.00. Seasonal (yearly) boat launch passes currently cost \$30.00 and we propose increasing them to \$35.00. Vehicle parking currently costs \$1.00 and we propose increasing it to \$2.00. Boat launch fees were last increased on January 1, 2006. Facilities with the same type of service in other locations have increased their boat launch fees by 20 to 30 percent over the past few years. It is recommended that the proposed increase in rates become effective January 1, 2009. The rise in fees will increase revenue and offset the rising cost of maintaining the boat launch. The revenue will also help pay for staffing and maintenance of the facility.

Council Action:

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

COUNCIL COMMUNICATION

From: The City Manager

Subject: Renewal of Lotus Notes Software Subscription

Manager's Recommendation:

I recommend approval and issuance of a purchase order to Netsource One, Inc., as our designated Lotus Notes Development Corporation reseller, in the amount of \$14,408.20, as an annual payment for the renewal of the City's Lotus Notes software subscription for maintenance coverage and license fees to operate the City of Saginaw's e-mail and calendar system.

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 Information Services Operating Services Account No. 658-1720-711.80-05.

Justification:

Lotus Notes is the e-mail and calendar software used by the City of Saginaw. The annual subscription provides support, upgrades and license coverage for Lotus Notes.

Council Action:

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

COUNCIL COMMUNICATION

From: The City Manager

Subject: Monitor purchase

Manager's Recommendation:

I recommend approval of payment to Lenovo Inc. (IBM's personal computing division), in an amount not to exceed \$33,000.00, for the purchase of personal computer monitors to replace monitors that are at end-of-lease.

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 and available in the Information Services Capital Outlay Account No. 658-1720-711.97-05.

Justification:

The City of Saginaw currently leases the majority of its personal computing assets from IBM. Monitors, laptops and personal computers are leased for three years. After three years, up-to-date hardware is ordered and swapped with the end-of-lease hardware, which is then returned to IBM. As a cost saving measure, all end-of-lease monitors will be replaced with purchased monitors. Currently, the price for monitors is low and there is little advancement in technology. Useful life expectancy for the monitors should extend beyond five years. Conservatively, total City savings for purchased monitors over five years should be \$30,000 when compared to leasing.

Council Action:

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

COUNCIL COMMUNICATION

From: The City Manager

Subject: Annual Creditron Corporation Software and Hardware maintenance renewal payment

Manager's Recommendation:

I recommend that payment be made to Creditron Corporation in the amount of \$7,993.00 for the renewal of annual software maintenance and \$2,768.00 for the renewal of annual hardware maintenance for a total payment of \$10,761.00. The maintenance covers the Creditron system which processes and images payments and checks received by the Fiscal Services Department, Treasurer's Division.

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

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

Justification:

The City annually renews our maintenance fees for the Creditron system. This annual renewal of maintenance fees is for a 12-month period.

Council Action:

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

COUNCIL COMMUNICATION

From: The City Manager

Subject: Lab Gases for WWTP

Manager's Recommendation:

I recommend acceptance of the low bid and issuance of purchase orders to Airgas Great Lakes in the amount of \$1,261.32 for fiscal year 2009 and \$1,430.40 for fiscal year 2010 for the purchase of lab gases.

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 in the Sewer Operation and Maintenance Fund Account No. 590-4830-861.73-09 for fiscal year 2009 and will be budgeted in the same account for fiscal year 2010.

Justification:

Lab gases are used as carrier gases for metals analysis by the wastewater treatment plant laboratory. Two bids were received for lab gases. Following is a tabulation of the bids received:

Airgas Great Lakes	Total Cost Year 1	\$1,261.32
Saginaw, MI	Total Cost Year 2	<u>\$1,430.40</u>
	Total	\$2,691.72
Purity Cylinder Gas Inc.	Total Cost Year 1	\$1,411.68
Saginaw, MI	Total Cost Year 2	<u>\$1,459.80</u>
	Total	\$2,871.48

Council Action:

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

COUNCIL COMMUNICATION

From: The City Manager

Subject: Personnel Training

Manager's Recommendation:

I recommend that payments be made to the various vendors respectively, in the appropriate amounts, to pay for training related invoices that will not exceed \$22,000.00.

These vendors will meet all requirements of the Contract Compliance Provisions, Title 1, Chapter 14, §14.35-14.44, of the Saginaw Code of Ordinances.

Funds for this training are budgeted in the Sewer Operation and Maintenance Account No. 590-4830-861.80-01.

Justification:

The Wastewater Treatment Division is required by MIOSHA and other regulatory agencies to provide safety training and refresher courses for its employees who must work with hazardous materials and chemicals and enter confined spaces in the course of their work. Several classes are taught at the plant throughout the year using services provided by professional trainers and instructors. Quotes for these professional services are requested from several trainers who have been recommended by other utilities, professional training organizations, or state regulatory agencies. These quotes are compared and the most cost effective quote is taken.

To insure the safety of our staff, all plant employees are required to take these classes.

Council Action:

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

COUNCIL COMMUNICATION

From: The City Manager

Subject: Saginaw Depot Preservation Corporation

Manager's Recommendation:

I recommend approval of the attached resolution authorizing acceptance of the Grant for the Saginaw Depot Preservation Corporation from the Michigan Council for Arts & Cultural Affairs (MCACA) for Capital Improvements.

Justification:

Council approved this grant application on June 4, 2007. The administration of the grant must be maintained by the City of Saginaw in compliance with State regulations. The Saginaw Depot Preservation Corporation was granted \$50,000 from the MCACA for Capital Improvements. An equal match is required and will be provided by the Saginaw Depot Preservation Corporation.

Council Action:

Council _____ moved that the communication from the City Manager be received and filed.

COUNCIL COMMUNICATION

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

Council _____ offered and moved adoption of the following resolution:

WHEREAS, the City of Saginaw was granted funding from the Michigan Council for Arts & Cultural Affairs Capital Improvement Program as requested by the Saginaw Depot Preservation Corporation; and

WHEREAS, the City of Saginaw must be the recipient of the grant in compliance with rules governed by the State of Michigan; and

WHEREAS, the City of Saginaw via the Saginaw Depot Preservation Corporation was granted \$50,000 from the Michigan Council for Arts & Cultural Affairs Capital Improvement Program and an equal match is required; and

WHEREAS, the Saginaw Depot Preservation Corporation will provide the entire match; and

WHEREAS, the Saginaw Depot Preservation Corporation project will be an exceptional addition to the City of Saginaw; and

WHEREAS, no matching funds are required by the City of Saginaw.

NOW, THEREFORE, BE IT RESOLVED that the City Council for the City of Saginaw by this Resolution does hereby approve the acceptance of the allocation on behalf of the Saginaw Depot Preservation Corporation to the Michigan Council for Arts & Cultural Affairs in the amount of \$50,000.

BE IT FURTHER RESOLVED that the Grants Coordinator will monitor the disbursements via the terms of the grant and provide oversight of documentation as required by the funding source, as to ensure compliance with the grantor on the City's behalf, since the City is ultimately responsible for requirements via the grantor. The disbursements will be entered into the City of Saginaw account number 101 0000 511 5109 (State grants) and will be disbursed to the Saginaw Depot Preservation Corporation from account number 101 3863 761 8001 (professional service fees).

COUNCIL COMMUNICATION

From: The City Manager

Subject: Authorization to Allow the Consumption of Alcoholic Beverages on Morley Plaza

Manager's Recommendation:

I recommend approval of the attached Resolution authorizing the consumption of alcoholic beverages at a Chamber of Commerce event sponsored by Spence Brothers on Morley Plaza, a publicly owned property, on August 14, 2008.

Justification:

On August 14, 2008, Spence Brothers will be hosting an event for the Chamber of Commerce, on Morley Plaza, which is publicly owned property. Spence Brothers has requested that the City allow it to serve beverages to participants for consumption during this special event. Title XIII, Section 132.01(C) of the Saginaw Code of Ordinances states that City Council can authorize the consumption 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 subsection (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;
- (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.

COUNCIL COMMUNICATION

Spence Brothers will provide the proper documents to the City by August 12, 2008. If Spence Brothers fails to provide the documentation, it will not be allowed to serve alcoholic beverages for consumption on Morley Plaza on August 14, 2008. The City will set insurance requirements and all insurance certificates must be reviewed and approved by the City Attorney.

Council Action:

Council _____ moved the recommendation of the City Manager be approved and that a Resolution be adopted.

COUNCIL COMMUNICATION

RESOLUTION TO PERMIT THE CONSUMPTION OF ALCOHOLIC BEVERAGES ON PUBLIC PROPERTY

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

Council _____ offered and moved adoption of the following resolution:

WHEREAS, Spence Brothers plans to host an event for the Chamber of Commerce on Morley Plaza, on August 14, 2008; and

WHEREAS, Spence Brothers has requested that it be allowed to serve alcoholic beverages to participants for consumption on Morley Plaza; and

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

WHEREAS, Spence Brothers 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 consumption of alcoholic beverages on publicly owned property during the one day event to be held on August 14, 2008, on Morley Plaza, provided that Spence Brothers provides the mandatory information listed in Title XIII, Section 132.01(C) of the Saginaw Code of Ordinances no later than August 12, 2008 to the proper City officials.

BE IT FURTHER RESOLVED, if Spence Brothers does not provide the documents by the stated date, it will not be allowed to serve alcoholic beverages to participants for consumption during the event.

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

COUNCIL COMMUNICATION

COUNCIL COMMUNICATION

From: The City Manager

Subject: Brady's Business Systems/TCOM Agreement

Manager's Recommendation:

I recommend approval of the Agreement with Brady's Business Systems/TCOM ("Brady") for the maintenance of the copier in the Engineering Division. The term of the Agreement is for one year. The Agreement has been approved by me as to substance 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.

Funds for this purchase are available in the Engineering Operating Services Account No. 101-4611-781-8005.

Justification:

In 2005, the Engineering Division bought a copier from Brady. The current Service Agreement is expiring at the end of the month. Under the terms of the current agreement, the City pays .00690 cents for copies. Pursuant to the terms of the new agreement, the City will pay .00790 cents for copies. In addition, the term of the Agreement is for one year and it will automatically renew at the end of the term, unless the City provides 30 days written notification.

Council Action:

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