

Council Agenda

November 21, 2016 – 6:30 p.m.
Council Chamber

PRAYER AND PLEDGE OF ALLEGIANCE:

ROLL CALL:

ANNOUNCEMENTS:

PUBLIC HEARINGS:

PERSONAL APPEARANCES:

(A list will be provided following submittal deadline)

REMARKS OF COUNCIL:

REPORTS FROM MANAGER:

Management Update:

1. Delta College Saginaw Center Update.

CONSENT AGENDA:

1. Approve the November 1, 2016 closed session and regular council meeting minutes.
2. Approve a purchase order to Engel's Auto Body for \$4,715.80 for repairs to Police Patrol Vehicle No. 90-1166.
3. Approve a purchase order to Red Holman Buick GMC at the State bid price of \$42,173.95 for a 2017 GMC Sierra 2500 4X4 Flatbed vehicle for the Traffic Engineering Section of the Right of Way Division.
4. Approve a purchase order to Ironhawk Industrial Distribution, LLC for \$5,291.76 for underbody snowplow blade wear guards for the Motor Pool Operations Garage Division.
5. Approve a purchase order to Allied Building Services Company for \$6,967 for the replacement of the furnace at Forest Lawn Cemetery Maintenance Building.
6. Approve a purchase order to Macomb Group for \$5,266.38 to supply a control valve, electronic actuator, and isolation valves to be used at the 14th St. and Weiss Retention and Treatment Basins for the Remote Facilities Division.
7. Approve ratification of emergency purchase order no. 500101 to Kendall Electric, a sole source, for \$2,682 for a communication card for the security system at the Water Treatment Division.

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8. Approve blanket purchase orders to primary suppliers of electrical and mechanical equipment repair services for a total amount of \$25,000 for various equipment services and repairs for the Water Treatment Division for FY 2017.
9. Approve a purchase order to Robert Weaver for \$2,256.00 to provide First Aid, CPR, and AED Training for staff at the Wastewater Treatment Division.
10. Approve a purchase order to JWC Environmental, a sole source, for \$4,834.54 for parts to rebuild a sludge grinder mechanism for the Wastewater Treatment Division.

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

1. Approve the Council appointment of Diane Makl to the Board of Review with a term to expire December 31, 2021.
2. Approve the Council appointment of Mary Agnes Konieczka to the Board of Review with a term to expire December 31, 2021.
3. Approve the Council appointment of Karla Matuzak to the Board of Review with a term to expire December 31, 2021.
4. Approve the Council appointment of Robert Szczypka to the Board of Review with a term to expire December 31, 2021.
5. Approve the Council appointment of Joseph Turner to the Board of Review with a term to expire December 31, 2021.
6. Approve the Council appointment of Nancy Borchard to the Zoning Board of Appeals with a term to expire December 31, 2017.
7. Approve the Council reappointment of Council Member Clint Bryant to the City Planning Commission with a term to expire November 30, 2019.
8. Acknowledgment of the Mayoral appointment of Kelley Peatross to the Saginaw Housing Commission with a term to expire September 30, 2020.

INTRODUCTION OF ORDINANCES:

CONSIDERATION AND PASSING OF ORDINANCES:

RESOLUTIONS:

1. Authorizing the extension of the Master Plan until December 31, 2019.

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2. Approving the City of Saginaw annual apportionment of \$5,333.33 for the Saginaw Area Storm Water Authority Annual Budget for FY 2017.

UNFINISHED BUSINESS:

MOTIONS AND MISCELLANEOUS BUSINESS:

ADJOURN:

Timothy Morales
City Manager

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

A REGULAR MEETING OF THE COUNCIL OF THE CITY OF SAGINAW, MICHIGAN, HELD MONDAY, NOVEMBER 1, 2016, AT 6:30 P.M. IN THE COUNCIL CHAMBER AT CITY HALL, 1315 SOUTH WASHINGTON AVENUE, SAGINAW, MICHIGAN.

PRAYER AND PLEDGE OF ALLEGIANCE

Council Member Fitzpatrick offered a prayer and led the pledge of allegiance of the United States of America.

ROLL CALL

Mayor Browning called the meeting to order. Council Members present: Dan Fitzpatrick, Demond Tibbs, Annie Boensch, Mayor Pro Tem Floyd Kloc, Brenda Moore, Clint Bryant, and Mayor Dennis Browning: 7. Council Members absent: Michael Balls, and John Humphreys: 2.

ANNOUNCEMENTS

City Clerk Janet Santos made the following announcements:

- The City Clerk's Office has Absentee ballots available now through Friday from 8:00 to 5:00 p.m., Saturday, November 5 from 9:00 a.m. to 4:00 p.m., and Monday, November 7 from 8:00 a.m. to 4:00 p.m. Absentee ballots must be returned to the City Clerk's Office before 8:00 p.m. Tuesday, November 8 to be processed.
- City Hall will be closed Friday, November 11 in observance of Veteran's Day.
- The City's Waste Convenience Station will be open Saturday, November 12 to City residents to dispose of items such as building materials, recycling for glass, plastic and paper. Hours are 10 am – 2:00 pm and the entrance is off Holland Avenue.
- Yard Waste service continues through the month of November.

Council Member Fitzpatrick presented a proclamation designating November 15, 2016 as "America Recycles Day." The proclamation was accepted by Carol Summers, Community Engagement Officer and Katherine Tessin, Administrative Director of Mid-Michigan Waste Authority.

Council Member Bryant presented a proclamation designating November 17, 2016 as "World Pancreatic Cancer Day." The proclamation was accepted by Beth Anne and Steve Swiercz on behalf of the Pancreatic Cancer Action Network.

Mayor Pro Tem Kloc presented a proclamation to commemorate Veterans Day and to honor the service and dedication of all U. S. Veterans. Commander Sherlinda Sanchez, Vice Commander Gilbert Guerva, and Secretary Robert Stricker, of the GI Forum accepted the proclamation.

Mayor Browning presented a proclamation to Council Member Fitzpatrick for his dedication and years of community service as a City Council member. Council member Fitzpatrick accepted the proclamation.

PERSONAL APPEARANCES

There were no personal appearances.

REMARKS OF COUNCIL

Remarks were heard from the following Council Members: Boensch, Tibbs, Fitzpatrick, Bryant, Moore, Mayor Pro Tem Kloc, and Mayor Browning.

REPORTS FROM CITY MANAGER

City Manager Tim Morales introduced Chief Building Inspector John Stemple. Mr. Stemple updated the Council regarding the wall collapse at 124 and 126 N. Washington Avenue properties and the cost to immediately secure the structures for public safety.

Council Member Moore left the meeting at 7:31 p.m. and returned at 7:32 p.m.

City Manager Morales reported updates regarding various events, activities and meetings.

CONSENT AGENDA:

1. Approve the October 24, 2016 regular council meeting minutes.
2. Approve Petition 16-19 from Positive Results Downtown to display fireworks at Ojibway Island on Friday, November 18, 2016, or November 19, 2016 as a rain date, at 8:30 p.m.
3. Approve Petition 16-20 to approve the amendment to the 2016-2017 Budget for Operations, Capital Improvement, and Debt Service for the Saginaw-Midland Municipal Water Supply Corporation.
4. Approve the proposed 2017 City Council Meeting Schedule.
5. Approve the 2015 State Homeland Security Grant for \$6,779.39 for four ballistic shields for the Saginaw Police Emergency Services Team. Further, approve a budget adjustment for FY 2017 to recognize these funds.
6. Approve a purchase order to Mid-Michigan Contracting, Inc. for \$18,000 for snow plowing services of the City's surface lots and parking ramp for FY 2017; and pending approval of the FY 2018 and FY 2019 budgets, approve a purchase order to Mid-Michigan Contracting for \$18,000 each year for the same services.
7. Approve the easement agreement with Thomas Township to allow for the construction of a gateway sign, decorative fence, flagpoles, and columns in two City water main easements located in Thomas Township.
8. Approve a purchase order to AIS Construction Equipment at the State bid price of \$20,830 for various Husqvarna asphalt and concrete saw blades for the Streets Section of the Right of Way Division.
9. Approve to increase the purchase order with R & R Ready Mix, Inc. by \$54,254, for a new total of \$133,249, for ready-mix concrete for street repairs throughout the City.
10. Approve a purchase order to Hydro International, a sole source, for \$8,050 for a spin chamber and collector for a grit slurry cup for the Wastewater Treatment Division.
11. Approve a purchase order to Infor for the EAM software annual renewal maintenance fee for \$13,777.40 for the Water and Wastewater Treatment Divisions.

Moved by Council Member Bryant, seconded by Council Member Moore to approve consent agenda items 1 through 11 as presented. 7 ayes, 0 nays, 2 absent. Motion

approved.

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

Moved by Council Member Bryant, seconded by Council member Boensch to appoint Bob Johnson to the Saginaw Public Library Board with a term to expire June 30, 2017. 7 ayes, 0 nays, 2 absent. Motion approved.

MOTIONS AND MISCELLANEOUS BUSINESS:

Moved by Mayor Pro Tem Kloc, seconded by Council member Boensch to go into closed session pursuant to MCL 15.268(h) to consider material exempt from discussion or disclosure by state or federal statute. Mayor Browning asked Clerk Santos to conduct a roll call vote.

Yeas: Boensch, Mayor Pro Tem Kloc, Moore, Bryant, Fitzpatrick, Tibbs, Mayor Browning

Nays: None

Absent: Balls, Humphreys

Abstain: None

Motion approved.

Council entered a closed session at 7:56 p.m.

Moved by Council Member Boensch, seconded by Council Member Moore to return to regular session at 8:11 p.m. 7 ayes, 0 nays, 2 absent. Motion approved.

Moved by Mayor Pro Tem Kloc, seconded by Council Member Boensch to uphold the partial disclosure denial. 7 ayes, 0 nays, 2 absent. Motion approved.

ADJOURNMENT

Moved by Mayor Pro Tem Kloc, seconded by Council Member Moore to adjourn the meeting at 8:13 p.m. 7 ayes, 0 nays, 2 absent. Motion approved.

Janet Santos, CMMC/CMC/MMC
City Clerk

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

Manager’s Recommendation:

I recommend that the low quote from Engel's Auto Body, Saginaw, Michigan be approved and that a purchase order be issued to them in the amount of \$4,715.80 for repairs to Police Patrol Vehicle No. 90-1166.

Justification:

On October 30, 2016, Police Patrol Vehicle No. 90-1166, a 2016 Chevrolet Impala with 12,227 miles, was involved in an accident at the intersection of S. Washington and Rust Avenues. The vehicle sustained damage to the right two doors, rocker panel, B pillar and rear quarter panel area. The repairs amount to less than the City’s \$25,000 deductible; therefore, no reimbursement from the insurance company is warranted. These repairs are necessary in order to maintain the vehicle in a safe and operable condition. Quotes were requested from four local repair vendors that have completed quality repair work for the City in the past, two have provided quotes for the repair.

The following is a listing of the quotes received:

<u>Vendor</u>	<u>Cost</u>
Engel's Auto Body Saginaw, MI (out-city)	\$ 4,715.80
Mike's Bumping and Painting Saginaw, MI (in-city)	\$ 6,434.00

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

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

Council Action:

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

From: Timothy Morales, City Manager

Subject: Replacement Barricade Truck – Right Of Way Division

Prepared by: Don Riley, Public Services Department

Manager’s Recommendation:

I recommend that a purchase order be approved and issued to Red Holman GMC, Westland, MI at the State bid price in the amount of \$42,173.95 for the purchase of a 2017 GMC Sierra 2500 4X4 Flatbed vehicle for the Traffic Engineering Section of the Right of Way Division.

Justification:

The Traffic Engineering Section has budgeted in fiscal year 2017 to replace a 1998 Chevrolet one ton panel truck with over 85,000 miles used for barricade set-up for the Water and Sewer Maintenance Division's water and sewer utility and road repairs, the Street Section's road repairs and maintenance activities, special events, and emergency road closures requested by the Police and Fire Departments. This vehicle is also used for stop bar, crosswalk, arrows and railroad pavement marking installations and was scheduled for replacement in 2008. It has extensive rust, wear, fatigue to the body, frame, and power train, along with mechanical issues that make this vehicle expensive to maintain in a useable condition. Operating efficiency, operator safety and loss of productivity due to down time are also contributing factors to the need for replacement. This vehicle is being replaced with a 4-wheel drive Stake rack truck equipped with a plow for winter maintenance at the Traffic Engineering Facility and will be purchased using State bid pricing.

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

Funds for this purchase are budgeted in the Major Streets Fund - Traffic Engineering Division's, Vehicles Account No. 202-4621-982.000 (\$29,521.77), the Water Operations and Maintenance Fund – Surplus Division's, Vehicles Account No. 591-4740-982.000 (\$8,434.79), and the Sewer Operations and Maintenance Fund – Surplus Division's, Vehicles Account No. 590-4840-982.000 (\$4,217.39).

Council Action:

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

From: Timothy Morales, City Manager
Subject: Underbody Plow Blade Wear Guards
Prepared by: Don Riley, Public Services Department

Manager's Recommendation:

I recommend that the low bid from Ironhawk Industrial Distribution, LLC of Euclid, OH be accepted and that a purchase order be issued to them in the amount of \$5,291.76 for underbody snowplow blade wear guards for the Motor Pool Operations Garage Division.

Justification:

On October 4, 2016, bids were received for 54 various replacement parts for snowplows. These wear guards are used three per truck, and greatly increase the life cycle of the plow blades when used in conjunction with carbide cutting edges. The wear guard that is designed to run against the curb while plowing also saves the curbside of the plow blade. These are being purchased for inventory as replacements when needed. A cost comparison shows a 38.5% decrease from the previous purchase cost in 2015.

The following is a listing of the bids received:

<u>Vendor</u>	<u>Total Cost</u>
Ironhawk Industrial Distribution, LLC Euclid, OH (out-city)	\$ 5,291.76
Winter Equipment Company Willoughby, OH (out-city)	\$ 8,002.70
Knapheide Truck Equipment Flint, MI (out-city)	\$15,086.70

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

Funds for this purchase are budgeted in the Motor Pool Operation Fund – Garage Operation Division's, Motor Vehicle Supplies Account No. 661-4481-737.000, and will

be accounted for in the Motor Pool Operation Fund – Garage Division's Inventory Account No. 661-0000-110.001.

Council Action:

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

From: Timothy Morales, City Manager
Subject: Cemetery Furnace Replacement – Cemetery Division
Prepared by: Bruce Caradine, Public Services Department

Manager’s Recommendation:

I recommend that the sole bid from Allied Building Services Company of Detroit, MI be accepted and a purchase order issued to them in the amount of \$6,967 to furnish material and labor for the total replacement of the furnace at Forest Lawn Cemetery Maintenance Building.

Justification:

On November 8, 2016 one qualified bid was received for the total replacement of the building furnace at the Forest Lawn Maintenance building. The cemetery maintenance building is used by the staff to repair, store and secure vehicles and equipment, used to meet each day to get job assignments, take their facility and lunch breaks. This furnace has both heating and air conditioning capabilities. The existing furnace has exceeded its life expectancy of 15 to 20 years (1980’s vintage) and this bid received will replace the needed furnace.

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

Funds for these services are budgeted in the following accounts: General Fund - Department of Public Services – Cemetery Division’s, General Repairs Account No. 101-1747-974.000.

Council Action:

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

From: Timothy Morales, City Manager
Subject: Chlorine Feed System Components
Prepared by: Brian Baldwin, Water and Wastewater

Manager’s Recommendation:

I recommend that the low bid from Macomb Group of Midland, MI be accepted and a purchase order be issued to them in the amount of \$5,266.38 to supply a control valve, an electronic actuator, and several isolation valves to be used at the 14th St. and Weiss Retention and Treatment Basins, Remote Facilities Division.

Justification:

The chlorine feed system at six of our Retention and Treatment Basins were designed to feed chlorine with pumps which feed chlorine in proportion to the incoming flow. The Retention and Treatment Basins staff suggested that we should be able to feed chlorine by gravity using control valves to regulate the feed based on the incoming flow. Over the last several years we have modified the chlorine feed systems at Emerson, Hancock, Salt/Fraser, and Fitzhugh Retention Basins and the results have been positive. Eliminating chlorine feed pumps and the air compressors which run them saves on both energy and maintenance costs. On October 25, 2016, sealed bids were opened for the control valve, actuator, and several isolation valves needed to modify the 14th St. and Weiss Retention and Treatment Basins. The conversion of these last two sites will complete a multi-year project to convert all of the chlorine feed systems on the retention and treatment basins from pumped to gravity flow. Following is a summary of the bids received:

The Macomb Group Midland, MI	\$5,266.38
Galloup Midland, MI	\$5,868.95
American Backflow Products Tallahassee, FL	\$6,831.88

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, Remote Facilities Division's Parts and Supplies Account No. 590-4835-742-000.

Council Action:

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

From: Timothy Morales, City Manager
Subject: Ratification of Emergency Purchase – Communication Card
Prepared by: Dan Simmer, Water & Wastewater

Manager’s Recommendation:

I recommend ratification of emergency purchase order number 500101 to Kendall Electric, Saginaw, MI, a sole source, in the amount of \$2,682 and issued on October 28, 2016 to purchase a communication card for the security system at the Water Treatment Division.

Justification:

On October 27, 2016, the Water Treatment Plant experienced a power outage that damaged one of the communication cards that controls the operation of all entrance gates. Due to a construction project taking place at the plant, it was imperative that this problem be corrected as soon as possible.

On October 28, 2016, the City received a quote from Kendall Electric of Saginaw, MI, the distributor for Allen Bradley products in our area and a sole source for this item.

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

Funds for this purchase are available in the Water Operation and Maintenance Fund – Instrumentation and Process Controls Division’s Parts and Supplies Account No. 591-4715-742-000 for Fiscal Year 2017.

Council Action:

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

From: Timothy Morales, City Manager
Subject: Blanket Purchase Orders for Repair Services
Prepared by: Paul Reinsch, Water and Wastewater Services

Manager's Recommendation:

I recommend approving blanket purchase orders to the Water Treatment Division's primary suppliers of electrical and mechanical equipment repair services in the amounts listed below, totaling \$25,000, for various equipment services and repairs for Fiscal Year 2017.

Justification:

The City's Water Treatment Division requires the services of vendors for various repairs of electrical and mechanical equipment from July 1, 2016 to June 30, 2017. There is no feasible means to predetermine what type of services will be needed to include impeller, wear ring and motor repairs, etc. These are random services that are needed in any given time period. Issuing individual purchase orders is costly and administratively time consuming. Water Treatment Plant staff will price quote individual services and select the lowest and best vendor for each service, with the cost charged to the respective blanket purchase order. The list of vendors is as follows:

<u>Vendor</u>	<u>PO Amount</u>
York Electric Bay City, MI	\$10,000
Hamilton Electric Saginaw, MI (out-city)	\$ 5,000
Central Metalizing Saginaw, MI (out-city)	\$10,000

These vendors meet all requirements of §14.23, "Vendors," of "Purchasing, Contracting, and Selling Procedure," of Chapter 14, "Finance and Purchasing," of Title I, "General Provisions" of the Saginaw Code of Ordinances O-1.

Funds for these services are budgeted in Water Operations and Maintenance Fund, Treatment and Pumping Division's Repairs and Replacements Account Number 591-4730-974-000.

Council Action:

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

From: Timothy Morales, City Manager
Subject: First Aid / CPR / AED Training
Prepared by: Brian Baldwin, Water and Wastewater

Manager’s Recommendation:

I recommend that the quote from Robert Weaver of Midland, MI, be accepted and a purchase order be issued to him in the amount of \$2,256.00 to provide First Aid, CPR, and AED Training for the 47 staff members of the Wastewater Treatment Division.

Justification:

Once every two years First Aid, CPR, and AED training are provided for all staff at the Water and Wastewater Treatment Plants. Mark Krawczak from the Water Treatment Division obtained three quotes from vendors who are certified and have provided this professional service in the past. Robert Weaver provided the lowest cost of \$48.00 per person. The quotes are as follows:

Robert Weaver Midland, MI	\$2,256.00
American Red Cross Saginaw, MI	\$2,632.00
Mobile Medical Saginaw, MI	\$3,055.00

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

Funds for this service are budgeted in the Sewer Operations and Maintenance Fund, Treatment and Pumping Division's Training and Development Account No. 590-4830-823.003 for FY2017.

Council Action:

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

From: Timothy Morales, City Manager
Subject: JWC Sludge Grinder Parts
Prepared by: Brian Baldwin, Water and Wastewater

Manager’s Recommendation:

I recommend that the quote from JWC Environmental of Buford, GA, a sole source, be accepted and a purchase order be issued to them in the amount of \$4,834.54 for the purchase of parts to rebuild a sludge grinder mechanism for the Wastewater Treatment Division.

Justification:

The Wastewater Treatment Plant has eight sludge pumps which remove solids from the primary clarifiers. On the suction side of these pumps are sludge grinders that grind up the sludge and prevent rocks, rags, and other large solids from damaging or plugging the pumps. One of these grinders failed and was removed from service. Because there is some redundancy in this system, spare parts are not kept in inventory but are ordered as needed. On October 19, 2016, we received a quote from JWC Environmental for the parts needed to rebuild this sludge grinder. JWC Environmental is the manufacturer of the sludge grinders and the sole source for spare parts.

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

Funds for this purchase are available in the Sewer Operations and Maintenance Fund, Treatment and Pumping Division's Parts and Supplies Account No. 590-4830-742.000 for Fiscal Year 2017.

Council Action:

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

From: Timothy Morales, City Manager

Subject: Extension of the Current Master Plan for the City of Saginaw

Prepared by: Michael Foust, Associate Planner

Manager's Recommendation:

I recommend that the City of Saginaw accept the recommendation from the City Planning Commission and extend the current Master Plan until December 31, 2019 with work to begin on the update July 1, 2018.

Justification:

In November of 2015 and subsequent months, reviews of the current Master Plan, adopted in 2011, were undertaken by the City Planning Commission, the Michigan Municipal League and Michigan State University Extension (MSUE). Results showed that we have a solid master plan with many worthwhile goals. The studies showed that many of the items in the Checklist For Action in the Master Plan have not been met at this time due to lack of funds and lack of staff. The studies showed that these items are still worth pursuing to further the goals of the Master Plan.

We had several meetings with MSUE regarding the Master Plan. We were hoping for some assistance from them in writing the update. The person who we were talking with went on sabbatical for a year to take a job with the State of Michigan. Also, MSUE has people in various districts of the State who could assist with the Master Plan but that position in this district is vacant at this time. MSUE hopes to fill the position next year.

Extending the current master plan does not mean that there will be no action. The current plan has many important goals to complete. Projects such as the form based zoning code and the Redevelopment Ready Community program that are currently being developed will further the goals of the Master Plan. Other action items will be reviewed and will be completed if possible.

Council Action:

This Council Communication is for explanation purposes only of the Resolution to be adopted.

RESOLUTION AUTHORIZING THE EXTENSION OF THE MASTER PLAN FOR THE CITY OF SAGINAW UNTIL DECEMBER 31, 2019

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

WHEREAS, the City of Saginaw has a Master Plan that was adopted in 2011; and

WHEREAS, the Master Plan has been reviewed by the Michigan Municipal League, the City Planning Commission and Michigan State University Extension; and

WHEREAS, the consensus of the reviews is that the City of Saginaw has a good Master Plan with many goals that have not been met and that only minor changes should be made to the Plan; and

WHEREAS, a recommendation from the City Planning Commission was made on October 25, 2016 to extend the current Master Plan until December 31, 2019 with work to begin on the update July 1, 2018; and

WHEREAS, the action items and goals of the current Master Plan will move forward to completion while the current Plan is extended.

NOW, THEREFORE, BE IT RESOLVED, that the City of Saginaw, through its City Council authorizes the extension of the Master Plan adopted in 2011 until December 31, 2019 with the update to begin on July 1, 2018.

Ayes:
Nays:
Absent:
Abstain:

RESOLUTION DECLARED ADOPTED

I, Janet Santos, City Clerk of the City of Saginaw, Michigan, do hereby certify that the foregoing is a true and complete copy of the resolution adopted by the City of Saginaw, Saginaw County, State of Michigan, at a public meeting held on November 21, 2016; the original thereof is on file in the records of my office; the meeting was conducted and public notice of said meeting was given pursuant to Act No. 267, Public Acts of Michigan, 1976, as amended, and minutes of this meeting were kept and will be made available as required.

Janet Santos, CMMC/CMC/MMC
City Clerk

From: Timothy Morales, City Manager
Subject: Saginaw Area Storm Water Authority Apportionment
Prepared by: Brian Baldwin, Water and Wastewater Services Department

Manager's Recommendation:

I recommend that the adoption of the apportionment be approved for the City of Saginaw as a Member of the Saginaw Area Storm Water Authority (SASWA). The Fiscal Year 2017 apportionment is \$5,333.33, to be paid in quarterly amounts of \$1,333.33.

Justification:

On October 19, 2016, at the SASWA general board meeting, a Fiscal Year 2017 proposed budget and apportionment was submitted for each member to present to their governing body for approval. From its inception in 2003, as a means for communities to comply with the EPA's MS4 requirements, SASWA has proven beneficial for all members as the alternative was for each municipality to hire engineering firms individually to meet storm water requirements, a cost that was once estimated at \$50,000 annually per community.

For Fiscal Year 2017, the apportionment for all members is 6.67% to recognize the engineering and technical services that each community needs relative to the size of their MS4 completion. Now each member benefits the same in respect to direct service rendered from the engineering firm and continued compliance with the National Pollution Discharge Elimination Permit for storm water. The Fiscal Year 2017 SASWA budget is proposed in the amount of \$80,000, which amounts to \$5,333.33 per member invoiced quarterly. This is a decrease from the Fiscal Year 2016 budget, which was set in the amount of \$90,000 and amounted to \$5,625.00 per member invoiced quarterly.

Funds are budgeted in the Sewer Operations and Maintenance Fund, Maintenance and Service Division's Operating Services Account No. 590-4821-805.000 for Fiscal Year 2017.

Council Action:

This communication is for explanation purposes only of the Resolution to be adopted.

**APPROVING THE APPORTIONMENT OF OPERATIONAL COSTS
AND ACCEPTING THE FISCAL YEAR 2017 BUDGET
OF THE SAGINAW AREA STORM WATER AUTHORITY**

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

WHEREAS, the City of Saginaw has previously joined the Saginaw Area Storm Water Authority, hereafter "Authority," and is a constituent municipality pursuant to the Articles of Incorporation adopted by the Authority; and

WHEREAS, two-third (2/3) of the legislative bodies of the Member Municipalities are required to approve the apportionment of the annual operating costs of the Authority; and

WHEREAS, the Authority is required to file with the legislative bodies of the Member Municipalities an annual budget for the next fiscal year covering the proposed expenditures to be made for the organization and operation of the Authority.

NOW, THEREFORE, BE IT RESOLVED,

1. The City of Saginaw apportionment of the 2017 annual operational costs for the Authority is accepted and approved as presented.
2. The City of Saginaw 2017 annual budget, for the Authority is accepted and approved as presented, in the amount of \$5,333.33.

Ayes:

Nays:

Absent:

Abstain:

RESOLUTION DECLARED ADOPTED

I, Janet Santos, City Clerk of the City of Saginaw, Michigan, do hereby certify that the foregoing is a true and complete copy of the resolution adopted by the City of Saginaw, Saginaw County, State of Michigan, at a public meeting held on November 21, 2016; the original thereof is on file in the records of my office; the meeting was conducted and public notice of said meeting was given pursuant to Act No. 267, Public Acts of Michigan, 1976, as amended, and minutes of this meeting were kept and will be made available as required.

Janet Santos, CMC/CMMC/MMC
City Clerk