

# Council Agenda

February 2, 2015 6:30 p.m.  
Council Chamber

## PRAYER AND PLEDGE OF ALLEGIANCE:

## ROLL CALL:

## ANNOUNCEMENTS:

## PUBLIC HEARINGS:

1. 2015-16 Community Development Block Grant Program, Emergency Solutions Grant (ESG) Program, and HOME Investment Partnership Program.

## PERSONAL APPEARANCES:

*(A list will be provided following submittal deadline)*

## REMARKS OF COUNCIL:

## REPORTS FROM MANAGER:

### Management Update:

1. Fiscal Year 2014 Annual Audit, David R. Youngstrom, CPA, Principal and Regional Audit Director, Yeo & Yeo Financial Services.
2. Colleen Sproul, Chairperson, Human Planning Commission (HPC), on HPC's recommendations for Community Development Block Grant, ESG, and HOME programs for 2015-2016.
3. Beth Carson Church, Assistant Director of Human Resources, update on changes to the 2014-2015 Personnel Complement and on Semi-Annual Equal Employment Opportunity Report.

## CONSENT AGENDA:

1. Approve the minutes from the January 24, 2015 Strategic Planning Session.
2. Approve the insurance proposals with Chubb/Federal Insurance Company for Combined Building & Personal Property, Business Income and Extra Expense, Valuable Papers and Records, Computer Coverage, Flood, Earthquake and Animals in the Petting Zoo; with The Hanover Insurance Group for Crime Coverage; with Chubb/Federal Insurance Company for Equipment Floater (including the Floating Docks) & Bridges Coverage; with Cincinnati Insurance Company for Machinery and Equipment Breakdown Coverage, and Hudson Insurance Company for Storage Tank Liability Insurance effective February 1, 2015 to February 1, 2016, for a total

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cost of \$348,217 and authorize the City Manager or his designee to execute any and all necessary insurance documents under the plans.

3. Approve the changes to the 2014–2015 Personnel Complement which will result in a base wage cost increase of \$13,268.
4. Approve a purchase order to Innovative Software Services, Inc. for \$7,813 for the renewal of annual software maintenance/support for the Fiscal Services Department, Income Tax Division.
5. Approve a purchase order to Environmental Systems Research Institute for \$3,000 for a Community Analyst and ArcGIS online software license for the GIS and Planning & Zoning Divisions.
6. Approve a purchase order to Kent Communications for \$1,575 for FY 2015 for the printing, stuffing and envelopes for the 2015 Notices of Assessment; and pending approval of the FY 2016 budget, approve the bid from Kent Communications for \$1,575 for the same services for FY 2016.
7. Approve a purchase order to ASK Development Solutions, Inc. for \$16,100 for the Community Development Block Grant Division for the preparation of an Analysis of Impediments to Fair Housing Choice for the City of Saginaw.
8. Approve the First Contract Amendment of the Treatment and Prevention Services Grant Agreement with Saginaw County to increase the original agreement by \$42,500 and extend the terms of the agreement for an additional six months. Further, approve a budget adjustment for FY 2015 to recognize these funds.
9. Approve the purchase orders to Tri County International Trucks at the State bid price of \$274,365 for the purchase of three 2015 International 7400 SBA 6X4 Cab and Chassis; and to Truck and Trailer Specialties, Inc. at the State bid price of \$322,038.48 for plowing, salting, and dump body equipment installed for the Streets Section Right of Way Division. Further, approve a FY 2015 budget adjustment to recognize these funds.
10. Approve the resolution authorizing sponsors of various community events to use amplifying equipment.
11. Approve the quote from AIS Construction Equipment Company, a sole source, for \$30,281.80 for the repair of the Streets Chipper #53-0803. Further, accept AIS Construction Equipment Company's offer of \$20,000 for the trade-in of two used Streets Belt Loaders and issue a purchase order for the remaining balance of \$10,281.80.

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12. Approve a purchase order to Mikes Bumping and Painting for \$2,403.60 for repairs to Facilities pickup truck No. 45-0231 for the Facilities Division.
13. Approve a purchase order to Great Lakes Power Services, Inc. for \$14,495 to test, clean, and evaluate the condition of the main switch gear for the City's seven Retention and Treatment Basins.
14. Approve a purchase order to McNaughton-McKay Electric Company for \$6,342 for three circuit breaker retrofit kits to provide over current protection on three of the main circuit breakers at the Wastewater Treatment Plant.
15. Approve the Subscription Agreement for Weather Services with Telvent DTN in the amount of \$3,900 for FY 2015, \$3,900 for FY 2016 and \$3,900 for FY 2017 to provide weather services for the Water Treatment Plant for three years.
16. Approve a purchase order to Kendall Electric, a sole source, for \$4,040 for FY 2015 for hardware/software product support through Rockwell Automation, Inc. for the Water and Wastewater Treatment Divisions; and pending approval of the FY 2016 and FY 2017 budgets, approve the bid from Kendall Electric for \$4,040 each year for the same services.

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

1. Approve the City Council reappointment of Carl Ruth to the Saginaw Transit Authority Regional Services with a term to expire January 31, 2018.
2. Approve the City Council reappointment of Leola Wilson to the Human Planning Commission with a term to expire January 31, 2017.
3. Approve the City Council reappointment of Jack Long to the Human Planning Commission with a term to expire January 31, 2017.
4. Approve the City Council reappointment of Colleen Sproul to the Human Planning Commission with a term to expire January 31, 2017.
5. Approve the City Council reappointment of Ricardo Longoria to the Human Planning Commission with a term to expire January 31, 2017.
6. Approve the City Council reappointment of James Wagner to the Human Planning Commission with a term to expire January 31, 2017.

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7. Approve the City Council reappointment of Bruce Gale to the Zoning Board of Appeals with a term to expire December 31, 2017.
8. Approve the Mayoral appointment of Gregory Dietrich to the Saginaw Economic Development Commission with a term to expire June 30, 2017.
9. Recognize the Mayoral appointment of Gloria Adair to the Saginaw Housing Commission (resident position) with a term to expire September 8, 2018.

## INTRODUCTION OF ORDINANCES:

## CONSIDERATION AND PASSING OF ORDINANCES:

## RESOLUTIONS:

1. Authorization to enter into installment purchase contracts for the purchase of three tandem axle trucks for the Department of Public Services in an amount not to exceed \$596,403.48.
2. Approving the Resolution appointing Phil Karwat as trustee and Beth London as alternate trustee to the Mid Michigan Waste Authority Board.
3. Approving the HOME Program Submission Program for 2015-2016.
4. Approving the HOMELESS Assistance Program Emergency Solutions Grant Submission Program for 2015-2016.
5. Approving the Community Development Block Grant Program Submission Program Year for 2015-2016.

## 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.

# CITY OF SAGINAW

## NOTICE OF PUBLIC HEARING

Community Development Block Grant (CDBG) Program,  
Emergency Solutions Grant (ESG) Program, and the HOME  
Investment Partnership (HOME) Program

NOTICE IS HEREBY GIVEN that a public hearing will be held on Monday, February 2, 2015, in the Council Chambers, 1315 S Washington, Saginaw, Michigan, commencing at 6:30 p.m., to give local citizens the opportunity to comment on the proposed projects for fiscal year 2015-2016. This is the second of two public hearings in association with the fiscal year 2015-2016 funding cycle. The Human Planning Commission has reviewed applications and set forth recommendations for the Council for funding decision. Projects must primarily serve low and moderate income residents in the City of Saginaw, aid in the prevention and elimination of slums and blight, or meet other community development needs that are eligible for federal funds.

Janet Santos, CMMC/CMC/MMC

City Clerk

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

Posted: January 29, 2015

By:   jks

A REGULAR MEETING AND A STRATEGIC PLANNING SESSION OF THE COUNCIL OF THE CITY OF SAGINAW, MICHIGAN, HELD SATURDAY, JANUARY 24, 2015, AT 9:00 A.M. IN THE MORLEY ROOM AT THE CASTLE MUSEUM, 500 FEDERAL AVENUE, SAGINAW, MICHIGAN.

PRAYER AND PLEDGE OF ALLEGIANCE

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

ROLL CALL

Mayor Browning called the meeting to order. Council Members present: Dan Fitzpatrick, Demond Tibbs, Annie Boensch, Mayor Pro Tem Amos O'Neal, Larry Coulouris, Brenda Moore, Michael Balls, Floyd Kloc, and Mayor Dennis Browning: 9. Council Members absent: 0.

Also in attendance were the following City staff members: Tim Morales, City Manager; Debbie Buck, Executive Assistant to the City Manager; Janet Santos, City Clerk; Yolanda Jones, Assistant to the City Manager/Budget Administration; Robert Ruth, Chief of Police; Christopher Van Loo, Fire Chief; Kim Mason, Director of Water/Wastewater Treatment; Dennis Jordan, Director of Human Resources; Beth Carson-Church, Assistant Director of Human Resources; Jeff Klopocic, Director of Technology; Phil Karwat, Director of Public Services; John Stemple, Chief Inspector; Kanah Franklin, Block Grant Administrator; Shontaye Bibbs, SEDC Loan Support; Beth Ernat, Downtown Development Authority Director; Tom Miller, Saginaw Future, and resident Paul Virciglio.

Moved by Council Member Coulouris, seconded by Mayor Pro Tem O'Neal to waive the Council Rules of Order and change the Order of Business to follow the special agenda prepared by the City Manager. 9 ayes, 0 nays, 0 absent. Motion approved.

Consent Agenda

1. Approve the January 12, 2015 regular Council meeting minutes.
2. Approve the filing of the 2015 Single Lot Special Assessment Tax Roll in the office of the City Clerk, and to set a public hearing to be held on February 16, 2015.
3. Adopt the Performance Resolution agreeing to the requirements to perform work within the Michigan Department of Transportation Trunkline right-of-way within the city boundaries.

Moved by Council Member Kloc, seconded by Council Member Boensch to approve consent agenda items 1 through 3 as presented. 9 ayes, 0 nays, 0 absent. Motion approved.

REPORTS FROM CITY MANAGER

Management Update

City Manager Tim Morales presented a recap of the January 2014 Strategic Planning Session. The SWOT analysis was reviewed which covered the City's Strength, Weakness, Opportunities and Threats (SWOT). The analysis shows that the Threats and

Weaknesses were similar. The goals and achievements of the Specific, Measurable, Attainable, Realistic, and Timely (SMART) were reviewed.

*A short break was taken at 10:15 a.m.*

City Manager Morales introduced Beth Ernat, Downtown Development Authority (DDA) Director. Ms. Ernat presented the history of the DDA, explained the Tax Increment Finance District (TIF) process and the nine goals that were established for the TIF District. She also reported on the achievements and the current and upcoming projects.

City Manager Morales announced that Yolanda Jones, Assistant to the City Manager/Budget Administrator will be the Department Head overseeing Budget, Grants, Block Grants and the SEDC. He then introduced Yolanda Jones and Tom Miller of Saginaw Future. Ms. Jones and Mr. Miller presented a Development Strategy to create a sustainable model for growth in the City. Six mechanisms for strategic growth were identified as 1) business retention, 2) identify our "anchors," 3) entrepreneurship and economic gardening, 4) neighborhood stabilization, 5) urban homesteading, and 6) quality of life.

*A lunch break was taken at 12:32 p.m. to 12:50 p.m.*

City Manager Morales introduced Yolanda Jones, Assistant to the City Manager/Budget Administrator and Phil Karwat, Public Services Director. Ms. Jones and Mr. Karwat presented information for Street Light Strategy that included a street light retrofit project that will provide energy savings and efficiency; and a street light special assessment option. The recommendation of the Street Light Taskforce is to finance a street light retrofit project, in conjunction with a city wide special assessment district, with a 10 or 15-year amortization.

Moved by Council Member Kloc, seconded by Council Member Coulouris to approve the Street Light Retrofit Program as proposed by the Public Services Director and to work with the City's financial advisor to determine what, if any, recommendation to bring to Council for the retrofit expense. A brief discussion was held. 9 ayes, 0 nays, 0 absent. Motion approved.

*A short break was taken at 2:08 p.m.*

City Manager Morales presented a 5-year financial outlook. The FY 2014 audit will be presented to Council at the February 2 regular meeting and the report is currently available on the State of Michigan website. The FY 2014 audit reflects an increase to the General Fund fund balance, which is a first in many years.

Moved by Council Member Kloc, seconded by Council Member Boensch to direct the City Manager to convene the Special Assessment Board and provide a report to council regarding a special assessment for a Street Light Special Assessment District. 9 ayes, 0 nays, 0 absent. Motion approved.

Due to time constraints it was agreed that the Equal Employment Opportunity Semi-Annual Report will be presented to Council at a later date.

Closing remarks were made by City Manager Morales and Mayor Browning.

PERSONAL APPEARANCES

There were no personal appearances.

ADJOURNMENT

Moved by Council Member Moore, seconded by Council Member Kloc to adjourn the meeting at 3:00 p.m. 9 ayes, 0 nays, 0 absent. Motion approved.

Janet Santos, CMMC/CMC/MMC  
City Clerk



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**From:** Timothy Morales, City Manager

**Subject:** Insurance proposals for the City's Building & Personal Property Coverage, Business Income, Valuable Papers and Records, Computers, Flood, Earthquake, Animals in the Petting Zoo, Crime, Equipment, Bridges, Machinery & Equipment Breakdown and Storage Tanks.

**Prepared by:** Janet Santos, City Clerk

**Manager's Recommendation:**

I recommend approval of the insurance proposals with Chubb/Federal Insurance Company for Combined Building & Personal Property, Business Income and Extra Expense, Valuable Papers and Records, Computer Coverage, Flood, Earthquake and Animals in the Petting Zoo; with The Hanover Insurance Group for Crime Coverage; with Chubb/Federal Insurance Company for Equipment Floater, including the Floating Docks, and Bridges Coverage; with Cincinnati Insurance Company for Machinery and Equipment Breakdown Coverage, and Hudson Insurance Company for Storage Tank Liability Insurance effective February 1, 2015 to February 1, 2016, for a total cost of \$348,217 and that I, or my designee, be authorized to execute any and all necessary insurance documents under the plans.

I further recommend that I, or my designee, be allowed to make adjustments to said policies, as necessary throughout the policy term, in removing and/or adding coverage on equipment, machinery and buildings, as the City acquires and/or disposes of same.

Coverage documents, policy changes and contracts to implement the new insurance are subject to the City Manager's approval as to substance and the City Attorney's approval as to form.

**Justification:**

Recently, Saginaw Bay Underwriters received proposals for insurance coverage on City Building & Personal Property, Business Income and Extra Expense, Valuable Papers and Records, Computer Coverage, Flood, Earthquake and Animals in the Petting Zoo, Crime Coverage, Equipment Floater & Bridges Coverage, Machinery & Equipment Breakdown Coverage and Storage Tank Liability Insurance to be effective February 1, 2015 to February 1, 2016. Upon receipt and review of the proposals received by Saginaw Bay Underwriters, the following insurance policies are being recommended:

**BLANKET COVERAGE**

Chubb/Federal Insurance Company policy includes Blanket Coverage for Buildings and Personal Property, Business Income and Extra Expense, Valuable Papers and Records, Computer Coverage, Flood, Earthquake, and Animals in the Petting Zoo. Last

year's premium was \$211,530 and this year's premium is \$211,716, which includes a Terrorism Coverage charge of \$8,953. This is an increase of \$186, over last year's premium, which is a result of adding two pump stations to the statement of values. The rate for this coverage remained the same. This policy carries a \$100,000 deductible with the exception of the Animals in the Petting Zoo, which has a \$500 deductible and Computer Coverage, which has a \$10,000 deductible.

## **CRIME COVERAGE**

The Hanover Insurance Group policy includes coverage for Public Employee Dishonesty, Forgery and Alteration, Theft, Disappearance and Destruction, inside and outside the premises, Computer Fraud & Funds Transfer Fraud. Last year's premium was \$7,863 and this year's premium is \$7,500, which is a decrease of \$363. This policy carries a \$10,000 deductible, with the exception of Forgery and Alteration which carries a \$1,000 deductible.

## **EQUIPMENT FLOATER POLICY**

Chubb/Federal Insurance Company policy includes Contractors Equipment, Miscellaneous Unscheduled Equipment, Employee Tools, Rental Cost Reimbursement, Equipment Leased/Rented from others, Floating Docks, Debris Removal, Fire Department Service Charges, Inventory or Appraisals, Pollutant Clean-up, Fire Protection and Equipment Refill. Last year's premium was \$23,841 and this year's premium is \$23,782 which is a decrease of \$59. The deductible for this policy ranges from \$1,000-\$5,000, with the exception of the Floating Docks which carries a \$25,000 deductible and Debris Removal which has a \$100,000 deductible.

## **BRIDGES POLICY**

Chubb/Federal Insurance Company policy includes coverage on the Douglas Schenck, Frank Andersen, G. Stewart Francke (formerly Holland Avenue), Genesee Avenue, Johnson Street, Norman Street, Ojibway Island (South End) and Ojibway Island Pedestrian (North & South End) Bridges. The premium for this policy is \$82,407, which is a decrease of \$1,902 from last year. The deductible on this policy is \$50,000.

## **MACHINERY & EQUIPMENT BREAKDOWN**

Cincinnati Insurance Company policy includes coverage on Electric Generators, Miscellaneous Electrical Apparatus, Recip. Eng. Internal Combustion, Transformers, Water Damage, Expediting Expenses, Water Damage, Ammonia Contamination and Hazardous Substance. The premium for this policy is \$10,420 which is the same as last year. The deductible on this policy is \$10,000.

## **STORAGE TANK LIABILITY INSURANCE**

Hudson Insurance Company policy includes coverage on 13 tanks (8 aboveground and 5 underground) that are insured at 4 locations. This year's premium is \$12,608, which is the same as last year.

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 are budgeted and available in the Self Insurance Fund's Insurance Account No 677-1762-806.000, with \$145,090 to be expended from the FY 2015 budget and \$203,127 from the FY 2016 budget.

**Council Action:**

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

**From:** Timothy Morales, City Manager  
**Subject:** FY 2015 Mid-Year Staffing Adjustments  
**Prepared by:** Beth Carson Church, Office of Human Resources

**Manager’s Recommendation:**

I recommend approval of the following Mid-Year changes to the 2014 – 2015 Personnel Complement as reflected in the attached sheet. Such changes stem from efforts to structure employee job duties and responsibilities in such ways as to continue the delivery of City services while attempting to increase efficiencies and revenue.

**Justification:**

All job vacancies and pay grades are examined by the Management Review Team to ensure appropriate staffing levels at appropriate wages. The result of this current examination does not affect total staffing levels. There is a slight increase in total wages of \$13,268; however work efficiencies will be gained through better distribution of responsibilities within the Maintenance & Service and Inspections areas. The change in base wage for the Parking Enforcement position will assist in the recruitment and retention of part-time employees; thereby ensuring a consistent revenue stream that will offset any wage increase.

**Council Action:**

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

## FY2015 PROPOSED MID-YEAR PERSONNEL COMPLEMENT CHANGES

### ADDITIONS TO STAFF

Dept./Division	Job Title	Pay Grade	FTE	Total Cost
<b>Public Services</b>				
Maintenance & Service	Ass't. Supt. of Maintenance & Service	M-68	1.00	\$63,741
<b>Total:</b>			<b>1.00</b>	<b>\$63,741</b>

### DELETIONS TO STAFF

Dept./Division	Job Title	Pay Grade	FTE	Total Cost
<b>Public Services</b>				
Maintenance & Service	Maintenance & Service Administrator	M-72	1.00	(\$68,798)
<b>Total:</b>			<b>1.00</b>	<b>(\$68,798)</b>

### RECLASSIFICATIONS, REALLOCATIONS AND TITLE CHANGES

Dept/Division	Job Title	Pay Grade	Revised Pay Grade	Total Cost
<b>Water/Wastewater Treatment</b>				
Water Treatment	Supt., Water Treatment & Field Operations	M-77	M-82	\$8,288
<b>Inspections</b>				
Inspections	Chief Inspector	M-69	M-71	\$2,757
Parking Enforcement (pt)	Basic Labor (pt) to Skilled Labor (pt)	\$8.50/hr	\$11.00/hr.	\$7,280
<b>Total:</b>				<b>\$18,325</b>

### SUMMARY OF ACTION TAKEN

	<u>FTE</u>	<u>Cost Impact</u>
Additions to Staff	1.00	\$63,741
Deletions to Staff	(1.00)	(\$68,798)
Reallocations/Title Chgs.	-	\$18,325
<b>Totals:</b>	<b>0.00</b>	<b>\$13,268</b>

**From:** Timothy Morales, City Manager  
**Subject:** Annual Innovative Software Services, Inc. Maintenance/Support  
**Prepared by:** Jeff Klopccic, Technical Services Department

**Manager's Recommendation:**

I recommend that a purchase order be approved and issued to Innovative Software Services, Inc. in the amount of \$7,813 for the renewal of annual software maintenance/support. The maintenance covers the Income Tax software used by the Fiscal Services Department, Income Tax Division, and includes all support and updates to the software for one year.

**Justification:**

The City annually renews our maintenance and license fees for City Tax Software. Innovative Software Services, Inc. is the proprietary owner of the City Tax income tax software. This annual renewal of maintenance and license fees is for a 12-month period and did not increase from last year.

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 payment are budgeted and available in the Technical Services – IS Fund, Operating Services Account No. 658-1720-805.000.

**Council Action:**

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

**From:** Timothy Morales, City Manager  
**Subject:** Purchase of GIS Community Development Software  
**Prepared by:** Jeff Kloplic, Technical Services Department

**Manager's Recommendation:**

I recommend that a purchase order be approved and issued to Environmental Systems Research Institute (ESRI) in the amount of \$3,000 for the purchase of a Community Analyst and ArcGIS online software license for the GIS and Planning & Zoning Divisions.

**Justification:**

The City utilizes ESRI software for its GIS applications and online mapping systems. ESRI is now offering a new Community Development software application that specializes in best practices for allocating resources for the greatest community impact. It is able to access thousands of demographic, Census, health, crime and business variables to formulate better policy decisions. The software also allows City programmers to develop internet applications that can be used by department personnel to access geographic and report analysis functionality on mobile tablet devices.

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 payment are budgeted and available in the Technical Services, GIS, Operating Services Account No. 650-1738-805.000.

**Council Action:**

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



**From:** Timothy Morales, City Manager

**Subject:** Printing 2015 & 2016 Notices of Assessment, FY 15 & 16

**Prepared by:** Kim Jaime, Fiscal Services

**Manager's Recommendation:**

I recommend the low bid from Kent Communications be accepted and a purchase order be issued to them in the amount of \$1,575 for FY 2015 for the printing, stuffing and envelopes for the 2015 Notices of Assessment; and pending approval of the FY 2016 budget, approve the bid from Kent Communications for \$1,575 for the same services for FY 2016.

**Justification:**

Two-year bids were received from 7 vendors for the printing, stuffing and envelopes for the 2015 and 2016 Notices of Assessment. Following is a table of the bids:

<u>Vendor</u>	<u>FY 2015</u>	<u>FY 2016</u>	<u>Total</u>
Kent Communications Grand Rapids, MI	\$1,575.00	\$1,575.00	\$3,150.00
Lasercom LLC Troy, MI	\$1,822.50	\$1,822.50	\$3,645.00
NWC Print Livonia, MI	\$2,353.90	\$2,353.90	\$4,707.80
Great Lakes Graphics Jackson, MI	\$1,800.00	\$1,800.00	\$3,600.00
SSS Printing, Inc Grand Rapids, MI	\$2,587.50	\$2,587.50	\$5,175.00
FP Horak Bay City, MI	\$2,635.00	\$2,635.00	\$5,270.00
IDS.COM Madison Heights, MI	\$2,748.38	\$2,748.38	\$5,496.76

As stated in the original bid document, the focus for evaluating bids is the cost for printing, stuffing and envelopes (postage excluded for comparison to prohibit companies from underbidding that portion just to get the bid).

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

Funds for this purchase are budgeted in the Department of Fiscal Services Assessor's Division's Printing Account No. 101-1744-900.000.

**Council Action:**

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

**From:** Timothy Morales, City Manager

**Subject:** Analysis of Impediments to Fair Housing Choice

**Prepared by:** Leticia Trevino, CDBG Specialist

**Manager's Recommendation:**

I recommend that a purchase order be approved and issued to ASK Development Solutions, Inc. in the amount of \$16,100 for the Community Development Block Grant Division for the preparation of an Analysis of Impediments to Fair Housing Choice for the City of Saginaw.

**Justification:**

The City solicited proposals from firms to prepare an Analysis of Impediments to Fair Housing Choice (AI) for the City of Saginaw. The AI is a report required by the U.S. Department of Housing and Urban Development (HUD) that seeks to identify the various factors that may affect fair housing choice in the City of Saginaw and to develop an action plan to overcome them. Impediments to fair housing choice are defined as any actions, omissions, or decisions that restrict, or have the effect of restricting, the availability of housing choices, based on race, color, religion, gender, disability, familial status, or national origin. The AI serves as the basis for fair housing planning, provides essential information to policy makers, administrative staff, housing providers, lenders, and fair housing advocates, and assists in building public support for fair housing efforts. The AI is required every five years.

On January 8, 2015, the City received two proposals for the services described above. Ask Development Solutions, Inc. submitted the low bid of \$16,100.

Below is the breakdown of both proposals.

ASK Development Solutions, Inc. Southfield, Michigan	\$16,100
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McKenna Associates Northville, Michigan	\$22,500
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The 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.

Funding for this purchase is budgeted and available in the Community Development Block Grant Fund Administration Division Professional Services Account No 275 6510 801 000.

**Council Action:**

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

**From:** Timothy Morales, City Manager

**Subject:** TAPS Grant First Contract Amendment between the City of Saginaw and the County of Saginaw

**Prepared by:** Sienna Rendon, Community Public Safety – Police

**Manager’s Recommendation:**

I recommend approval of the First Contract Amendment of the Treatment and Prevention Services (TAPS) Grant Agreement between the City of Saginaw and the County of Saginaw. The Amendment will increase the amount of the original Agreement by \$42,500. In addition, the Amendment will extend the period of the original Agreement for six months. It is further recommended that the Mayor or his designee be authorized to sign the Amendment. I have approved the Amendment as to substance and the City Attorney as to form.

It is also recommended that a budget adjustment be completed to increase the Saginaw Treatment and Prevention Services TAPS Fund Saginaw County Account No. 265-0000-674.003 from \$28,614 to \$71,114. The amount of the increase is \$42,500. Moreover, the increase in revenue will be offset by an increase to the Saginaw TAPS Fund’s Salaries Account No. 265-3325-702.000 by \$12,750 and the Overtime Account No. 265-3325-702.000 by \$29,750.

**Justification:**

In 2014, Council approved the original Agreement between the City and the County. The amount of the Agreement was \$84,000. Pursuant to the terms of the Agreement, the Saginaw Police Department and the Saginaw County Department of Public Health utilize the grant funds to provide educational and outreach activities that prevent and reduce substance abuse in high risk underserved populations.

**Council Action:**

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

**From:** Timothy Morales, City Manager

**Subject:** Right of Way Division – Replacement Plow Trucks with Salters

**Prepared by:** Don Riley, Public Services Department

**Manager’s Recommendation:**

I recommend that purchase orders be approved and issued to the two following vendors: Tri County International Trucks, Dearborn, MI at the State bid price of \$274,365 for the purchase of three 2015 International 7400 SBA 6X4 Cab and Chassis; and, Truck and Trailer Specialties, Inc. Dutton, MI at the State bid price of \$322,038.48 for plowing, salting, and dump body equipment installed.

In addition, with the approval of the Tandem Truck financing package resolution, it is recommended that a budget adjustment be completed to share the cost of the purchase between the Major Streets and Rubbish Collection Funds. This adjustment will increase the Major Street Fund’s Installment Contract Proceeds Revenue Account No (202-0000-671.004) by \$536,763. To offset this increase in revenues will be an increase to the Major Street Fund’s - Winter Maintenance Division’s Vehicle Account No (202-4655-982.000) by the same amount. Furthermore, the Rubbish Collection Fund’s Installment Contract Proceeds Revenue Account No (226-0000-671.004) should be increase from \$178,441 to \$238,082, which is a \$59,641 increase. To offset the increase in revenues, the Rubbish Collection Fund’s – Brush Collection Division’s Vehicle Account No (226-4585-982.000) should be increase by the same.

**Justification:**

On April 21, 2014, at the City Council meeting, the Public Services Director and Fire Chief provided justifications and explanations to City Council for the need to purchase replacement vehicles to include a fire apparatus, two (2) pick-up trucks with plow attachments, a front end loader and three (3) tandem axle plow trucks with necessary attachments. A resolution authorizing the installment purchase contracts for the fire apparatus and public service trucks was approved at this meeting. To date all vehicles, excluding the three plow trucks have been received and placed into service. The Streets Section of the Right of Way Division is replacing One 2000 GMC 8500 forward control and two 2002 GMC C7500 plow trucks with salters with over 44,000, 71,000, and 79,000 Miles on them that were scheduled for replacement in 2010 and 2012, they each have extensive wear, rust, corrosion, and fatigue to the bodies, wiring, frames, and drivelines, along with mechanical issues that make these units expensive to maintain in a daily use condition. Operating efficiency, operator safety, and loss of productivity due to down time contribute to the need to replace these pieces of equipment. These are three of twelve front line plow and salt trucks, which must be maintained in a ready condition as they are relied upon during snow events, to maintain the City's over 300 lane miles of paved streets and state highways. Further uses include hauling and pulling

various materials and support equipment. For versatility these trucks are being replaced with Hook loader equipped tandem axle units to better serve the department's needs. These purchases will be made using State bid pricing.

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 this purchase are budgeted in the Major Street Fund's - Winter Maintenance Division's Vehicle Account No (202-4655-982.000) in the amount of \$536,763 as well as in the Rubbish Collection Fund's – Brush Collection Division's Vehicle Account No (226-4585-982.000) in the amount of \$59,641.

**Council Action:**

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

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

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

**WHEREAS**, the sponsors (as listed below) plan to hold the following events in 2015:

<b>Name of Event</b>	<b>Location</b>	<b>Date</b>	<b>Sponsor</b>
Bring Back The Ice	Hoyt Park	2/7, 2/14	PRIDE/Friends of Hoyt Park
Cinco De Mayo	Ojibway Island	5/2	Union Civica Mexicana
Cinco 5K Run	Andersen Enrichment Center to Covenant	5/3	Cinco K Martial Arts Connection
National Day of Prayer	City Hall – Front Entrance	5/7	Rev. James & Leona Glenn
Saginaw High School Pre Prom Gathering	Ojibway Island	5/21	Saginaw Public School District
Arthur Hill High School Pre Prom Gathering	Ojibway Island	5/22	Saginaw Public School District
SASA Unity Day - High School	Bliss Park	5/22	Saginaw Arts & Sciences Academy
SASA Unity Day - Middle School	Bliss Park	5/22	Saginaw Arts & Sciences Academy
Memorial Day Parade	Washington Ave.	5/25	Saginaw Co. Veterans Memorial Plaza., Inc.
Jazz on Jefferson	Jefferson Avenue Downtown	6/3	Historical Society of Saginaw County
Kid's Free Fishing Day	Ojibway Island	6/6	Shiawassee NWR/ Green Point ELC
American Cancer Society Relay for Life	Ojibway Island	6/8 & 6/9	American Cancer Society
WKCCQ Music Festival	Ojibway Island	6/20	MacDonald Broadcasting Co./WKCCQ-FM
Brew at the Zoo	Children's Zoo	6/20	Children's Zoo at Celebration Square
Benefit Walk-A-Thon	Vet's Memorial Park	6/20	Project Unify
"Save the Dream" Fundraiser	Bliss Park	6/26	Circle of Love
St. Mary's Run for Life	Ojibway Island	6/27	St. Mary's of Michigan



<b>Name of Event</b>	<b>Location</b>	<b>Date</b>	<b>Sponsor</b>
Fireworks	Ojibway Island	7/4	Saginaw Area Fireworks, Inc.
Block Party	Wadsworth between N. 10th & N. 11 <sup>th</sup> St.	7/4	Sandra Steward
St. Joseph Catholic Church Festival	N. 7 <sup>th</sup> between Kirk St. & Sears St.	7/18, 7/19	St. Joseph Catholic Church
Lawn Chair Film Festival	Old Town / Hamilton St.	6/28, 7/5, 7/11, 7/19, 7/26, 8/2, 8/8, 8/9, 8/16	West Saginaw Civic Association
Friday Night Live	Morley Plaza	7/10, 7/17, 7/24, 7/31, 8/7, 8/14	PRIDE in Saginaw, Inc.
Rock the Island	Ojibway Island	7/18	Susan Fellabaum
Block Party	Post St. between Brockway & Birney	7/19	Angela Lupisella
Old Town Motor Fest	Hamilton St. to Madison St. & Mackinaw from Michigan to Hamilton	7/19	West Saginaw Civic Association
Block Party	Fayette to Gratiot & Mackinaw & S. Harrison to Lyon & Mackinaw	7/26	Bill Burns
Gospel Fest	Ojibway Island	8/1	Vicki Hill
African American Cultural Festival	Morley School/Park 2701 Lapeer St.	8/7, 8/8, 8/9	Saginaw African Cultural Fest Committee
Praise in the Parking Lot	1114 N. 6 <sup>th</sup> St.	8/9	Mt. Olive Baptist Church
Tri-City LGBT Pride Festival	Ojibway Island	8/15	Mid-Michigan LGBT Pride Fest
St. Paul Baptist Church Neighborhood Picnic	S. 15 <sup>th</sup> between Lapeer & Tuscola	8/22	St. Paul Baptist Church
Christ Community Church Picnic	Fordney Park	8/22	Christ Community Church
MCVI Run for Your Heart Race	Ojibway/River-Walk	9/12	Michigan Cardio-Vascular Inst. Found.
Trunk or Treat	1114 N. 6 <sup>th</sup> St.	10/31	Mt. Olive Baptist Church
Dia De Los Muertos	Andersen Enrichment Center to Covenant Health	11/7	Cinco K Martial Arts Connection
Holidays in the Heart of the City	Various Locations	11/20	PRIDE in Saginaw, Inc.
PRIDE Christmas Parade	N. Michigan.- Court & Ezra Rust St.	11/21	PRIDE in Saginaw, Inc.

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

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

**NOW, THEREFORE, BE IT RESOLVED**, that the City Council of the City of Saginaw hereby authorizes the use of amplifying equipment during the above events listed with dates and locations (subject to change), between the hours of 10:00 a.m. and 10:00 p.m., to be held at the various locations listed in the (above) chart.

Ayes:

Nays:

Absent:

Abstain:

## RESOLUTION DECLARED ADOPTED

I, Janet Santos, City Clerk of the City of Saginaw, Michigan, do hereby certify that the foregoing is a true and complete copy of the resolution adopted by the City of Saginaw, Saginaw County, State of Michigan, at a public meeting held on February 2, 2015; 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.

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Janet Santos, CMMC/CMC/MMC  
City Clerk

**From:** Timothy Morales, City Manager

**Subject:** Brush Chipper Repair – Streets

**Prepared by:** Don Riley, Public Services Department

**Manager’s Recommendation:**

I recommend approval of the quote from AIS Construction Equipment Company of Bridgeport, MI, the local sole source vendor, in the amount of \$30,281.80 for the repair of the Streets Chipper #53-0803. I further recommend acceptance of AIS Construction Equipment Company’s offer of \$20,000 for the trade-in of 2 used Streets Belt Loaders and the issuing of a PO for the remaining balance of \$10,281.80.

**Justification:**

On June 20, 2014, a quote was received from AIS Construction Equipment Company of Bridgeport, MI, the local sole source, for the replacement of the John Deere Power Unit on Chipper # 53-0803 a 2002 – 20 inch - Woodsman purchased for \$63,695. The current market pricing for a replacement unit for a similar chipper is \$111,000. This unit is used to maintain the city’s urban forest and brush pickup routes. The loss of this Chipper interferes with productivity and the ability to maintain the workload of the Right of Way Division. Through research done both on the Internet and through historical auction data it has been determined that the sale of both Belt Loader units #76-0876 (1979 Athey) and #76-0878 (2002 Leeboy –purchased in 2006) through City auction would net \$8,000-\$12,000 minus the 8% auction fee making the \$20,000 offer from AIS very competitive.

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

Funds for this purchase are budgeted in the Major Street Fund - Routine Maintenance Division's, Motor Vehicle Repairs Account No. 202-4651-931.000.

**Council Action:**

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

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

**Manager’s Recommendation:**

I recommend that the low quote from Mikes Bumping and Painting, Saginaw, Michigan (in-city) be accepted and that a purchase order be approved and issued to them in the amount of \$2,403.60 for repairs to Facilities pickup truck No. 45-0231.

**Justification:**

On November 3, 2014, Facilities pickup truck No. 45-0231 was involved in an accident at the stage area on Ojibway Island. The vehicle sustained damage to the left-front fender, door, and box side area. The repairs amount to less than the City’s \$15,000.00 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 local repair vendors that have completed quality repair work for the City in the past.

The following is a listing of the quotes received:

<u>Vendor</u>	<u>Cost</u>
Mikes Bumping and Painting Saginaw, MI (in-city)	\$2,403.60
Engel's Auto Body Saginaw, MI (out-city)	\$2,487.95
Gary’s Auto Body Shop Saginaw, MI (in-city)	\$2,461.40

Mikes Bumping and Painting 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 General Fund – Department of Public Services – Facilities Division’s, Motor Vehicle Repairs Account No. 101-7575-931.000.

**Council Action:**

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

**From:** Timothy Morales, City Manager  
**Subject:** Remote Facilities Switch Gear Testing  
**Prepared by:** Brian Baldwin, Water and Wastewater

**Manager's Recommendation:**

I recommend that the low bid from Great Lakes Power Services, Inc. of Linwood, MI be accepted and that a purchase order be issued to them in the amount of \$14,495 for providing the services to test, clean, and evaluate the condition of the main switch gear for the City's seven Retention and Treatment Basins.

**Justification:**

On January 6, 2015, the City received bids for the cleaning and testing of the high voltage switchgear at all seven of our retention and treatment basins. This is a preventative maintenance function, recommended every 3-5 years, to insure the quality and reliability of incoming power. The switchgear at the retention and treatment basin was last evaluated in 2010. The City does not own the equipment needed to perform this testing. The results of the bids were as follows:

Great Lakes Power Services, Inc. Linwood, MI	\$14,495.00
Powertech Services, Inc. Swartz Creek, MI	\$17,683.00
Power Plus Engineering, Inc. Novi, MI	\$23,760.00
Electrical Power Systems International Riverview, MI	\$23,893.00
J. Ranck Electric, Inc. Mt. Pleasant, MI	\$47,287.00

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

Funds for this purchase are budgeted in the Sewer Operations and Maintenance Fund, Surplus Division's Capital Outlay Repairs and Replacements Account No. 590-4840-974.000.

**Council Action:**

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

**From:** Timothy Morales, City Manager  
**Subject:** Circuit Breaker Retrofit Kits  
**Prepared by:** Brian Baldwin, Water and Wastewater

**Manager’s Recommendation:**

I recommend that the low bid from McNaughton-McKay Electric Co. of Saginaw, MI be accepted and that a purchase order be issued to them in the amount of \$6,342 for the purchase of three circuit breaker retrofit kits to provide over current protection on three of the Wastewater Treatment Plant’s main circuit breakers.

**Justification:**

On January 6, 2015 the City received bids for the purchase of three circuit breaker retrofit kits to provide over current protection on three of the Wastewater Treatment Plant’s main circuit breakers. When the Wastewater Treatment Plant’s main switch gear was tested in 2012, several potential problems were identified. Since that time we have budgeted funds to correct the problems identified. This bid is for the parts to replace the current overload protection in three of our main circuit breakers. The results of the bids were as follows:

McNaughton McKay Electric Co. Saginaw, MI	\$6,342.00
Bhayana Brothers, Inc. Pittsburgh, PA	\$8,807.40
Powertech Services Swartz Creek, MI	\$13,886.00

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

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

**Council Action:**

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

**From:** Timothy Morales, City Manager  
**Subject:** Telvent DTN Subscription Agreement for Weather Services  
**Prepared by:** Dan Simmer, Water and Wastewater

**Manager’s Recommendation:**

I recommend approval of the Subscription Agreement for Weather Services with Telvent DTN in the amount of \$3,900 for FY 2015, \$3,900 for FY 2016, and \$3,900 for FY 2017 to provide weather services for the Water Treatment Plant for three years. I also recommend the City Manager or his designee be authorized to execute the agreement. The Agreement has been approved by me as to substance and by the City Attorney as to form.

**Justification:**

On December 18, 2014, the City of Saginaw received a Subscription Agreement for three years of service to provide weather services for the Water Treatment Plant. This service allows Water Treatment Plant staff to track in-coming storms and properly assess the need for emergency power generation. Generators are run when storms approach to help maintain proper water pressure. Telvent DTN is the sole provider of this service.

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

Funds for this purchase are budgeted in the Water Operations and Maintenance Fund, Instrumentation and Process Controls Division’s Subscription/Reference Account No. 591-4715-823.002 for Fiscal Year 2015 and will be budgeted in the same account number for Fiscal Year 2016 and Fiscal Year 2017, pending City Council approval.

**Council Action:**

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

**From:** Timothy Morales, City Manager  
**Subject:** Rockwell Automation, Inc. Support  
**Prepared by:** Dan Simmer, Water and Wastewater

**Manager’s Recommendation:**

I recommend that a purchase order be approved and issued to Kendall Electric in the amount of \$4,040 for FY 2015 for hardware/software product support through Rockwell Automation, Inc. for the Water and Wastewater Treatment Divisions; and pending approval of the FY 2016 and FY 2017 budgets, approve the bid from Kendall Electric for \$4,040 each year for the same services.

**Justification:**

On August 11, 2014, the City of Saginaw received a quote for three years of service to provide automation software support services for the Water and Wastewater Treatment Divisions. This support covers hardware, software updates, and phone and e-mail support. Kendall Electric is the distributor for Rockwell Automation, Inc. in our area and is the sole provider of this service.

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

Funds for this purchase are budgeted in the Water Operations and Maintenance Fund, Instrumentation and Process Controls Division’s Subscription/Reference Account No. 591-4715-823.002 (\$2,020) and the Sewer Operations and Maintenance Fund, Instrumentation and Process Controls Division’s Subscription/Reference Account No. 590-4815-823.002 (\$2,020) for FY 2015 and will be budgeted in the same account numbers for FY 2016 and FY 2017, pending City Council approval.

**Council Action:**

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



**AUTHORIZING INSTALLMENT PURCHASE CONTRACT  
FOR TANDEM AXLE TRUCKS**

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

**WHEREAS:** the City of Saginaw (the "City") has approved a contract with Tri-County International Trucks, Inc. and Truck and Trailer Specialties, Inc. (the "Vendors"), providing for the acquisition of three tandem axle trucks with patrol equipment (the "Property"); and

**WHEREAS:** it is determined to be necessary and desirable and in the best interest of the City that the acquisition of the Property be financed by installment purchase authorized under the provisions of Act No. 99, Public Acts of Michigan, 1933, as amended ("Act 99"), and more specifically by the acquisition of the Property pursuant to an installment purchase contract with the Vendors and FirstMerit to be dated the date of delivery thereof (the "Contract"); and

**WHEREAS:** the aggregate outstanding balance, exclusive of interest, of all purchases made by the City pursuant to Act 99, including the Contract, does not exceed 1-¼% of the taxable value of the real and personal property in the City.

**NOW, THEREFORE, BE IT RESOLVED THAT:**

1. It is hereby found to be necessary and desirable for the City to finance the cost of the Property in the aggregate principal amount of not to exceed \$596,403.48 by purchasing the Property pursuant to the terms and conditions of the Contract; and the City hereby pledges its full faith and credit for the payment of its obligations thereunder and under any other installment purchase contracts delivered in lieu of the Contract pursuant to Paragraph 4 hereof.
2. The City shall include in its budget and pay the sum or sums necessary each year to meet the payments due pursuant to the provisions of the Contract.
3. The Contract shall be dated the date of delivery thereof. The interest rate on the outstanding principal balance of the Contract shall equal 3.22% per annum, and the Contract shall be payable as to principal and interest in twenty semiannual installments on the dates and in the amounts set forth in Exhibit A to the Contract.
4. The Contract, in the form presented to this meeting, is hereby approved, and the Mayor and the City Clerk are hereby authorized to execute and deliver the Contract in substantially the form approved, with such changes approved by them and consistent with the terms of this resolution. The approval of such changes shall be conclusively evidenced by their signatures on the Contract. The Contract may be executed in counterparts, each of which shall be an original and all of which shall constitute but one and the same instrument. If necessary, the Mayor and the City Clerk are authorized to deliver two separate installment purchase contracts for the Property, one with each Vendor, in substantially the form as the Contract, with such changes approved by them and consistent with this resolution, except that the principal and interest payments on each such installment purchase contract shall equal in the aggregate the principal and

interest payments set forth in the Contract and shall be prorated based on the cost of the respective truck(s) constituting the Property being financed by such contract to the total cost of the Property being financed.

5. The City covenants to comply with all provisions of the Internal Revenue Code of 1986, as amended (the "Code"), necessary to maintain the exclusion of interest on the Contract from gross income for federal income tax purposes.
6. The Mayor, the City Clerk, the Treasurer, the City Manager and other officers of the City as may be necessary are each hereby authorized to execute and deliver such documents, instruments and certificates as are necessary or desirable to consummate the described transactions and to maintain the exclusion of the interest on the Contract from gross income for federal income tax purposes.
7. The City hereby designates the Contract as a "qualified tax exempt obligation" for the purpose of deduction of interest expense by financial institutions under Section 265(b)(3)(B) of the Code.
8. The useful life of the Property is determined to be 10 years and upwards.
9. Dickinson Wright PLLC, Troy, Michigan, is hereby appointed as bond counsel with respect to the Contract.
10. All resolutions and parts of resolutions insofar as they conflict with the provisions of this resolution are rescinded.

Ayes:  
Nays:  
Absent:  
Abstain:

## RESOLUTION DECLARED ADOPTED

I, Janet Santos, CMMC/CMC/MMC, City Clerk of the City of Saginaw, Michigan, do hereby certify that the foregoing is a true and complete copy of the resolution adopted by the City of Saginaw, Saginaw County, State of Michigan, at a public meeting held on February 2, 2015; the original thereof is on file in the records of the office of City Clerk; 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.

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Janet Santos, CMMC/CMC/MMC  
City Clerk

## INSTALLMENT PURCHASE CONTRACT

Dated: February 6, 2015

1. The parties to this Installment Purchase Contract are the CITY OF SAGINAW, whose address is 1315 S. Washington Avenue, Saginaw, Michigan 48601-2599 (the "Buyer"), TRI-COUNTY INTERNATIONAL TRUCKS, INC., whose address is 5701 Wyoming Avenue, Dearborn, Michigan 48126 and TRUCK AND TRAILER SPECIALTIES, INC., whose address is 6726 Hannah Lake Road, Dutton, Michigan 49316 (collectively, the "Seller"), and FIRSTMERIT BANK N.A., whose address is 328 S. Saginaw Street, Flint, Michigan 48502 ("FirstMerit").

2. The Seller agrees to sell, and the Buyer agrees to purchase, the tandem axle trucks (the "Property") identified in the respective contracts (collectively, the "Contracts") between the Buyer and the Seller. The Buyer will pay the cost of purchasing the Property from the Financing Proceeds (as defined in Paragraph 3 hereof).

3. FirstMerit, as assignee of the Seller, agrees to pay to the Buyer the sum of Five Hundred Ninety-Six Thousand Four Hundred Three and 48/100 Dollars (\$596,403.48) (the "Financing Proceeds") upon the execution and delivery of this Installment Purchase Contract to enable the Buyer to acquire the Property from the Seller in accordance with the Contracts. The Buyer will use the Financing Proceeds to pay the cost of acquiring the Property and shall furnish FirstMerit with an invoice or invoices for the relevant Property each time that Financing Proceeds are applied to acquire the Property.

4. The Buyer promises to pay FirstMerit the principal sum of Five Hundred Ninety-Six Thousand Four Hundred Three and 48/100 Dollars (\$596,403.48) and interest on the principal balance from the date hereof and from time to time unpaid at the rate of 3.22% per annum. Interest shall be computed on the basis of a 360-day year comprised of twelve 30-day months. Principal and interest shall be due and payable in accordance with the schedule set forth on Exhibit A. All payments shall be payable at the address of FirstMerit set forth above, or to such other place or such other person as FirstMerit or any subsequent assignee may designate in writing.

5. This Installment Purchase Contract is a general obligation of the Buyer. The Buyer shall include in its general operating budget and pay each year until this Installment Purchase Contract is paid in full such sum or sums as may be necessary each year to make payments of principal and interest thereon when and as the same become due; provided, however, it is understood that the Buyer is not authorized to levy taxes in excess of its legal limitations for such purposes without the approval of its electors.

6. The obligation of the Buyer hereunder to pay principal and interest shall be absolute and unconditional and shall not be subject to any abatement, reduction, setoff, defense, counterclaim or recoupment for any reason whatsoever, including, without limitation, abatements

or reductions due to any present or future claims of the Buyer against the Seller. This Installment Purchase Contract shall not terminate, nor shall the obligation of the Buyer be affected by reason of any defect in or damage to or destruction of all or any part of the Property from whatever cause, it being the intention of the parties hereto that the principal and interest payable hereunder shall be payable in all events.

7. All rights of FirstMerit shall inure to the benefit of FirstMerit's successors and assigns; and all obligations of the Buyer shall bind the Buyer's successors and assigns.

8. The Buyer may not pledge, encumber, sell, assign, transfer or otherwise dispose of its rights or obligations under this Installment Purchase Contract, except as may be consented to in writing by FirstMerit or any subsequent assignee.

9. The Buyer hereby waives any claim it might have against FirstMerit for any loss, damage or expense caused by the Property or any defect therein, or use or maintenance thereof, or servicing or adjustment thereto. The Buyer acknowledges that FirstMerit is not a dealer in vehicles of any kind. If the Property is unsatisfactory for any reason, the Buyer shall not make any claim against FirstMerit.

10. The Buyer represents and warrants that (a) it has complied with the provisions of Act 99, Public Acts of Michigan, 1933, as amended ("Act 99"), and all other applicable laws and regulations, and all acts or conditions precedent to the execution of this Installment Purchase Contract have been accomplished; (b) this Installment Purchase Contract does not require any approval or consent of any holders of any indebtedness or obligations of the Buyer, and does not contravene any law, regulation or order binding on the Buyer or contravene the provisions of, or constitute a default under, or result in the creation of any lien or encumbrance upon the property of the Buyer under any indenture, mortgage, contract or other agreement to which the Buyer is a party, or by which it may be bound or affected; (c) this Installment Purchase Contract constitutes a legal, valid and binding obligation of the Buyer enforceable against the Buyer in accordance with its terms; and (d) there are no pending or threatened actions or proceedings before any court or administrative agency which will materially adversely affect the condition or operations of the Buyer or the ability of the Buyer to perform its obligations under this Installment Purchase Contract.

11. The Buyer covenants to comply with existing provisions of the Internal Revenue Code of 1986, as amended, necessary to maintain the exclusion of interest on this Installment Purchase Contract from gross income for federal income tax purposes.

12. The Buyer hereby warrants that the aggregate outstanding balance, exclusive of interest, of all purchases made by the Buyer pursuant to Act 99, including the purchase of the Property, does not exceed 1-1/4% of the taxable value of the real and personal property within the boundaries of the Buyer as of the date hereof.

13. This Installment Purchase Contract may be executed in several counterparts, each of which shall be an original and all of which shall constitute but one and the same instrument.

SELLER:  
TRI-COUNTY INTERNATIONAL TRUCKS,  
INC.

By: \_\_\_\_\_  
Name:  
Its:

TRUCK AND TRAILER SPECIALTIES, INC.

By: \_\_\_\_\_  
Name:  
Its:

BUYER:  
CITY OF SAGINAW

By: \_\_\_\_\_  
Dennis D. Browning  
Its: Mayor

And: \_\_\_\_\_  
Janet Santos, CMC/MMC  
Its: Clerk

ASSIGNEE:  
FIRSTMERIT BANK N.A.

By: \_\_\_\_\_  
Tiffany Bernethy  
Its: Client Specialist

EXHIBIT A  
PRINCIPAL AND INTEREST PAYMENT SCHEDULE

<u>Payment Number</u>	<u>Due Date</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
1	08-06-2015	\$25,513.71	\$9,602.10	\$35,115.81
2	02-06-2016	\$25,924.48	\$9,191.33	\$35,115.81
3	08-06-2016	\$26,341.87	\$8,773.94	\$35,115.81
4	02-06-2017	\$26,765.97	\$8,349.84	\$35,115.81
5	08-06-2017	\$27,196.91	\$7,918.90	\$35,115.81
6	02-06-2018	\$27,634.78	\$7,481.03	\$35,115.81
7	08-06-2018	\$28,079.70	\$7,036.11	\$35,115.81
8	02-06-2019	\$28,531.78	\$6,584.03	\$35,115.81
9	08-06-2019	\$28,991.14	\$6,124.67	\$35,115.81
10	02-06-2020	\$29,457.90	\$5,657.91	\$35,115.81
11	08-06-2020	\$29,932.17	\$5,183.64	\$35,115.81
12	02-06-2021	\$30,414.08	\$4,701.73	\$35,115.81
13	08-06-2021	\$30,903.74	\$4,212.07	\$35,115.81
14	02-06-2022	\$31,401.29	\$3,714.52	\$35,115.81
15	08-06-2022	\$31,906.86	\$3,208.95	\$35,115.81
16	02-06-2023	\$32,420.56	\$2,695.25	\$35,115.81
17	08-06-2023	\$32,942.53	\$2,173.28	\$35,115.81
18	02-06-2024	\$33,472.90	\$1,642.91	\$35,115.81
19	08-06-2024	\$34,011.82	\$1,103.99	\$35,115.81
20	02-06-2025	\$34,559.29	\$556.40	\$35,115.69

## RESOLUTION APPOINTING THE TRUSTEE AND ALTERNATE TRUSTEE TO THE MID MICHIGAN WASTE AUTHORITY BOARD

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

**WHEREAS:** the City of Saginaw has previously joined the Mid Michigan Waste Authority, hereafter "Authority", and is a constituent municipality pursuant to the Articles of Incorporation adopted by the Authority; and

**WHEREAS:** each constituent municipality is required to periodically designate a constituent member and alternate constituent member to serve on the authority Board of Trustees.

**NOW, THEREFORE, BE IT RESOLVED** by the City of Saginaw City Council as follows:

1. The following are hereby appointed as constituent member and alternate constituent member, respectively, of this City:

Constituent Member: Phillip Karwat  
Alternate Member: Beth London

2. The above appointed constituent member and alternate constituent member will serve a four (4) year term, to January, 2019, or until otherwise replaced by the City Council.

Ayes:  
Nays:  
Absent:  
Abstain:

### **RESOLUTION DECLARED ADOPTED**

I, Janet Santos, City Clerk of the City of Saginaw, Michigan, do hereby certify that the foregoing is a true and complete copy of the resolution adopted by the City of Saginaw, Saginaw County, State of Michigan, at a public meeting held on February 2, 2015; 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

## RESOLUTION APPROVING THE HOME PROGRAM SUBMISSION PROGRAM YEAR 2015-16

Council Member \_\_\_\_\_ moved, seconded by Council Member \_\_\_\_\_ to adopt the following resolution:

**WHEREAS**, under the provisions of Title II of the National Affordable Housing Act of 1990, as amended, the Secretary of Housing and Urban Development is authorized to make entitlement awards to states and units of general local government that have been designated as a participating jurisdiction to help finance housing programs approved in accordance with the provisions of Title II; and

**WHEREAS**, the Department of Housing and Urban Development has informed the City of Saginaw that they are entitled to an estimated amount of \$345,628 in HOME funds to carry out the 2015-16 year program; and

**WHEREAS**, the application has been completed in accordance with provisions of Title II of the National Affordable Housing Act of 1990, as amended, which identified housing programs that would be carried out with 2015-16 entitlement funds.

**NOW, THEREFORE, BE IT RESOLVED**, by the Council of the City of Saginaw:

1. That the HOME application for program year 2015-16 is hereby approved; and
2. That the City Manager is authorized to file this application with the Department of Housing and Urban Development.

Ayes:  
Nays:  
Absent:  
Abstain:

## **RESOLUTION DECLARED ADOPTED**

I, Janet Santos, City Clerk of the City of Saginaw, Michigan, do hereby certify that the foregoing is a true and complete copy of the resolution adopted by the City of Saginaw, Saginaw County, State of Michigan, at a public meeting held on February 2, 2015; 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.

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Janet Santos, CMMC/CMC/MMC  
City Clerk

**RESOLUTION APPROVING THE HOMELESS ASSISTANCE PROGRAM**  
**EMERGENCY SOLUTIONS GRANT SUBMISSION**  
**PROGRAM YEAR 2015-16**

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

**WHEREAS**, under the provisions of McKinney-Vento Homeless Assistance Act of 2009, the Secretary of Housing and Urban Development is authorized to make grants to states and units of general government to promote community-wide commitment to the goal of ending homelessness; provide funding for efforts to quickly rehouse homeless individuals and families while minimizing the trauma and dislocation cause to homeless individuals, families, and communities by homelessness; promote access to and effective utilization of mainstream programs by homeless individuals and families; and optimize self-sufficiency among individuals and families experiencing homelessness; and

**WHEREAS**, the Department of Housing and Urban Development has informed the City of Saginaw that they are entitled to an estimated amount of \$173,183 in Emergency Solutions Grant funds to carry out the 2015-16 year program; and

**WHEREAS**, the application has been completed in accordance with provisions of the McKinney-Vento Homeless Assistance Act of 2009, which identified operating activities that could be carried out with 2015-16 year funds.

**NOW, THEREFORE, BE IT RESOLVED**, by the Council of the City of Saginaw:

1. That the McKinney-Vento Homeless Assistance application for program year 2015-16 is hereby approved; and
2. That the City Manager is authorized to file this application with the Department of Housing and Urban Development.

Ayes:  
Nays:  
Absent:  
Abstain:

**RESOLUTION DECLARED ADOPTED**

I, Janet Santos, City Clerk of the City of Saginaw, Michigan, do hereby certify that the foregoing is a true and complete copy of the resolution adopted by the City of Saginaw, Saginaw County, State of Michigan, at a public meeting held on February 2, 2015; 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.

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Janet Santos, CMMC/CMC/MMC  
City Clerk

## RESOLUTION APPROVING THE COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM SUBMISSION PROGRAM YEAR 2015-16

Council Member \_\_\_\_\_ moved, seconded by Council Member \_\_\_\_\_ to adopt the following resolution:

**WHEREAS**, under the provisions of Title I of the Housing and Community Development Act of 1974, as amended, the Secretary of Housing and Urban Development is authorized to make grants to states and units of general local government to help finance community development programs approved in accordance with the provisions of Title 1; and

**WHEREAS**, the Department of Housing and Urban Development has informed the City of Saginaw that they are entitled to an estimated amount of \$2,058,758 in Block Grant funds to carry out the 2015-16 year program; and

**WHEREAS**, the application has been completed in accordance with provisions of Title I of the Housing and Community Development Act of 1974, as amended, which identified housing and community development programs that would be carried out with 2015-16 entitlement funds.

**NOW, THEREFORE, BE IT RESOLVED**, by the Council of the City of Saginaw:

1. That the Community Development Block Grant application for program year 2015-16 is hereby approved; and
2. That the City Manager is authorized to file this application with the Department of Housing and Urban Development.

Ayes:  
Nays:  
Absent:  
Abstain:

### **RESOLUTION DECLARED ADOPTED**

I, Janet Santos, City Clerk of the City of Saginaw, Michigan, do hereby certify that the foregoing is a true and complete copy of the resolution adopted by the City of Saginaw, Saginaw County, State of Michigan, at a public meeting held on February 2, 2015; 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