

**Council Agenda
Special Meeting**
November 16, 2015 – 6:00 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:

CONSENT AGENDA:

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

INTRODUCTION OF ORDINANCES:

CONSIDERATION AND PASSING OF ORDINANCES:

RESOLUTIONS:

UNFINISHED BUSINESS:

MOTIONS AND MISCELLANEOUS BUSINESS:

1. Consideration of motion to go into closed session to discuss pending litigation per MCL 15.268 Section 8.

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 AVE., 759-1480.

PUBLIC NOTICE

SAGINAW CITY COUNCIL SPECIAL MEETING

**In compliance with requirements of Act 267, P.A. 1976,
the following notice is posted:**

Notice is hereby given that the Saginaw City Council has scheduled a Special Meeting to conduct business regarding pending litigation. The Special Meeting will be held Monday, November 16, 2015 at 6:00 p.m. in Council Chamber, Room 205, located at 1315 S. Washington Avenue, Saginaw, Michigan, 48601.

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: 11-03-15

By: __jks_____

Council Agenda

November 16, 2015 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:

CONSENT AGENDA:

1. Approve the November 2, 2015 regular council meeting minutes.
2. Approve Petition #15-15 from Pride in Saginaw to display fireworks at Ojibway Island on Friday, November 20, 2015, or November 21, 2015 as a rain date, at 8:30 p.m.
3. Approve to receive and file the 2014-2015 Annual Audit and Annual Report of the Saginaw-Midland Municipal Water Supply Corporation.
4. Approve a purchase order to Bergman, Inc. for \$7,500 for construction of the accessible ramp at the YMCA Polling Location.
5. Approve the amendments to the 2015/2016 Approved Budget to recognize the carry forward of the 2015 annual purchase orders into the 2016 Approved Budget.
6. Approve the Certificate of Consistency on behalf of the Saginaw County Consortium of Homeless Assistance Providers as part of their grant application to the U. S. Department of Housing and Urban Development.
7. Approve the 2016 Fireworks Delegation Agreement with the Michigan Department of Licensing and Regulatory Affairs - Bureau of Fire Services and the Saginaw Fire Department.
8. Approve to increase the blanket purchase order no. 496896 to Apollo Fire Apparatus by \$15,000, for a new total of \$25,000, for preventive maintenance and emergency repair services for the Fire Department's six pumpers and two aerial apparatus for FY 2016.

Council Agenda

November 16, 2015 6:30 p.m.

Council Chamber

9. Approve to increase the purchase order to Bailey Construction by \$2,422, for a new total of \$8,285, for the frame-in construction of the rear projection screen opening in Council Chambers.
10. Approve a purchase order to Innovative Software Services, Inc. for \$8,048 for the renewal of annual software maintenance/support for the Fiscal Services Department, Income Tax Division.
11. Approve a purchase order to Ricoh USA for \$10,680 for a five-year lease of two multi-function printers for the Wastewater Treatment Plant and the Fire Department.
12. Approve to increase a purchase order to Rock Products by \$45,000, for a new total of \$90,000, for ready-mix concrete for additional road repairs by the Right of Way Division.
13. Approve a purchase order to Red Holman GMC at the State bid price of \$47,263.80 for a 2016 GMC Sierra 3500HD dump truck with a plow and spreader package for the Streets Section of the Right of Way Division.
14. Approve a blanket purchase order to ODB Co. for \$10,995.20 and to Bell Equipment Co. for \$4,300 for various sweeper brooms for the Motor Pool Operations Division for FY 2016; and pending approval of the FY 2017 budget, approve a purchase order to ODB Co. for \$12,152.10 and to Bell Equipment Co. for \$5,375 for the same services for FY 2017.
15. Approve a purchase order to Imaginit Technologies for \$6,780 for training for Autodesk's AutoCad Software for the Engineering Division.
16. Approve the purchase order to Penn Valley Pump Co. for \$28,160 for a double disk pump for the Wastewater Treatment Division.
17. Approve a purchase order to Holtz Combustion Services for \$27,875 for the purchase and installation of a replacement boiler for the Wastewater Treatment Division.

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

1. Approval of the City Manager's reappointment of James Nightingale to the City Planning Commission with a term to expire December 31, 2018.
2. Approval of the City Manager's reappointment of David Tagget to the City Planning Commission with a term to expire December 31, 2018.
3. Approval of the Council reappointment of George Bush to the Zoning Board of Appeals with a term to expire December 31, 2018.

Council Agenda

November 16, 2015 6:30 p.m.
Council Chamber

4. Approval of the Council appointment of David Helpap to the Zoning Board of Appeals with a term to expire December 31, 2016.

INTRODUCTION OF ORDINANCES:

CONSIDERATION AND PASSING OF ORDINANCES:

RESOLUTIONS:

1. Adopt the Resolution approving the authorization certificate for Commercial Card Service Agreement with Fifth Third Bank.
2. Adopt the Resolution for the City of Saginaw annual apportionment of \$5,625 for the Saginaw Area Storm Water Authority Annual Budget for FY 2016.

UNFINISHED BUSINESS:

MOTIONS AND MISCELLANEOUS BUSINESS:

ADJOURN:

Timothy Morales
City Manager

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A REGULAR MEETING OF THE COUNCIL OF THE CITY OF SAGINAW, MICHIGAN, HELD MONDAY, NOVEMBER 2, 2015, AT 6:30 P.M. IN THE COUNCIL CHAMBER AT CITY HALL, 1315 S. 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, Mayor Pro Tem Amos O'Neal, Larry Coulouris, Brenda Moore, Michael Balls, Floyd Kloc, and Mayor Dennis Browning - 8. Council Members absent: Annie Boensch - 1.

ANNOUNCEMENTS

City Clerk Janet Santos made the following announcements:

- City Council adopted resolution #2013-062 moving City elections to November even-year. Therefore, the City will not have an election on November 3, 2015.
- Citizens were reminded that curbside leaf collection service will end November 30th and that leaves or yard waste in plastic bags will not be collected.
- The City's Waste Convenience Station will be open Saturday, November 14th for City residents to dispose of items such as building materials, recycling for glass, plastic and paper.
- City Hall will be closed Wednesday, November 11th for Veteran's Day.

Mayor Browning presented a proclamation designating November 15, 2015 as "America Recycles Day." The proclamation was accepted by Carol Sommers and Katherine Tessin of the Mid-Michigan Waste Authority.

Mayor Browning presented a proclamation to recognize Hoyt Library's 125th Anniversary. The proclamation was accepted by Maria McCarville, Director of the Public Libraries of Saginaw.

PERSONAL APPEARANCES

The following personal appearances addressed City Council: Jean George, Paul Virciglio, Tom Webb, Bill Schaiberger, Thomas Hardt, Mary Washington, and John Milne.

REMARKS OF COUNCIL

Remarks were heard from the following Council Members: Balls, Moore, Mayor Pro-Tem O'Neal, Tibbs, Fitzpatrick, Kloc, and Mayor Browning.

REPORTS FROM CITY MANAGER

Management Update

City Manager Tim Morales provided informational updates on meetings, projects and events.

City Manager Tim Morales introduced City Clerk Janet Santos. Clerk Santos presented an update regarding the newly established voting precincts as approved by the City Election Commission. She also presented a report regarding the recommendations for new Polling Locations submitted by the Election Commission and an assigned Precinct and Polling Location Review Team.

Consent Agenda

1. Approve the October 19, 2015 special meeting, closed session and regular council meeting minutes and the amended June 22, 2015 regular council meeting minutes.
2. Approve the amendments to the 2015/2016 Approved Budget to recognize any changes that have occurred during the September period.
3. Approve the Commercial Card Rebate Amendment and the Commercial Card ACH Debit Authorization Agreements with Fifth Third Bank to facilitate payment methods and the process to receive rebates on City procurement cards.
4. Approve a purchase order to Environmental Systems Research Institute for \$4,844.62 for annual software renewal for maintenance and support for the GIS Division.
5. Approve the proposed 2016 City Council Meeting Schedule.
6. Approve a purchase order to Printing Systems, Inc. for \$5,706.69 to issue new voter identification cards to the applicable registered voters for the Elections Department.
7. Approve to increase blanket purchase order no. 496764 to Kay Communications by \$4,000, for a new total of \$10,000, for additional in-car camera repairs and replacements for the Saginaw Police Department.
8. Approve a purchase order to Berger Chevrolet, Inc. for \$80,844.50 for three fully equipped 2016 Chevrolet Impala Police Patrol vehicles.
9. Approve the Grant Agreement with Consumers Energy Company for \$2,500 for the Michigan Forestry and Park Associations Community Tree Planting Grant Program. Further, approve a budget adjustment for FY 2016 to recognize these funds.
10. Approve a purchase order to Aries Building Systems, LLC for \$5,438 for two tandem axle trailers for the Traffic Maintenance Section of the Right of Way Division.
11. Approve a purchase order to Mead and Sons Contracting for \$17,555 for FY 2016 for Dozing and Grading Services for the Maintenance and Service Division; and pending approval of the FY 2017 budget, approve a purchase order to Mead and Sons for \$18,950 for the same services for FY 2017.
12. Approve a one-year Adopt-A-Park Agreement with Saginaw West Lions Club to help maintain Bliss Park and authorize the Director of Public Services or his

designee to approve extensions of the Agreement for subsequent years, not to exceed four years.

Moved by Council Member Balls, seconded by Council Member Moore to approve consent agenda items 1 through 12 as presented. 8 ayes, 0 nays, 1 absent. Motion approved.

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

No reports were given.

CONSIDERATION AND PASSING OF ORDINANCES

Moved by Council Member Moore, seconded by Council Member Fitzpatrick, to adopt an ordinance to amend Chapter 16, titled "Police Officers And Firefighters Retirement System," §16.03(B), §16.03(C), titled "Retirement System Continued," §16.04(A)(1), §16.04(A)(2), titled "Board Of Trustees," §16.22(C), titled "Workers' Compensation Offset," §16.27(A), §16.27(B), titled "Management of Funds," §16.28(A), §16.28(B) titled "Income Funds," §16.29, titled "Method Of Making Payments," §16.30(A), titled "Assignments Prohibited," and §16.31, titled "Errors," of Title I, "Administrative Code," of the City of Saginaw Code of Ordinances, O-1. 8 ayes, 0 nays, 1 absent. Motion approved.

RESOLUTIONS

Moved by Council Member Kloc, seconded by Council Member Fitzpatrick to adopt the resolution objecting to the transfer of tax reverted properties from Saginaw County to the City. 8 ayes, 0 nays, 1 absent. Motion approved.

Moved by Council Member Fitzpatrick, seconded by Council Member Moore to adopt the resolution establishing new polling locations for all future elections. 8 ayes, 0 nays, 1 absent. Motion approved.

ADJOURNMENT

Moved by Council Member Balls, seconded by Council Member Moore to adjourn the meeting at 7:55 p.m. 8 ayes, 0 nays, 1 absent. Motion approved.

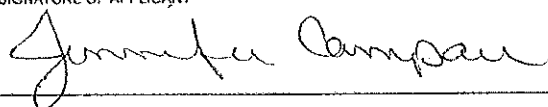
Janet Santos, CMMC/CMC/MMC
City Clerk

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#15-15

2015

Application for Fireworks Other Than Consumer or Low Impact
 Michigan Department of Licensing & Regulatory Affairs
 Bureau of Fire Services
 P.O. Box 30700
 Lansing MI 48909
 (517) 241-8847

| | | | |
|---|---|---|----------------------------------|
| Authority: Compliance Penalty: | 2011 PA 256 Voluntary Permit will not be issued | The Department of Licensing & Regulatory Affairs will not discriminate against any individual or group because of race, sex, religion, age, national origin, color, marital status, disability, or political beliefs. If you need assistance with reading, writing, hearing, etc., under the Americans with Disabilities Act, you may make your needs known to this agency. | |
| <input type="checkbox"/> Agricultural or wildlife fireworks <input type="checkbox"/> Special effects manufactured for outdoor pest control or agricultural purposes | | <input type="checkbox"/> Articles Pyrotechnic <input checked="" type="checkbox"/> Public Display <input type="checkbox"/> Display Fireworks <input type="checkbox"/> Private Display | |
| NAME OF APPLICANT Wolverine Fireworks Display, Inc. | | ADDRESS 205 W. Seidlers Rd., Kawkawlin, MI 48631 | AGE (18 or over) N/A |
| IF A CORPORATION, NAME OF PRESIDENT James Lambert | | ADDRESS Same | |
| IF A NON-RESIDENT APPLICANT, NAME OF MICHIGAN ATTORNEY OR RESIDENT AGENT | | ADDRESS | TELEPHONE NUMBER 989-662-0121 |
| NAME OF PYROTECHNIC OPERATOR Raymond Meyer | | ADDRESS 7183 Dutch Rd., Saginaw, MI 48609 | AGE (18 or over) 68 |
| NO. YEARS EXPERIENCE 35 | NO. DISPLAYS 100+ | WHERE Throughout MI, WI and IA | |
| NAME OF ASSISTANT Chris Roenicke | | ADDRESS 15 Valentine Ct., Saginaw, MI 48603 | AGE 49 |
| NAME OF OTHER ASSISTANT Tim Roenicke | | ADDRESS 7885 Una Dr, Saginaw, MI 48609 | AGE 22 |
| EXACT LOCATION OF PROPOSED DISPLAY Ojibway Island, Saginaw, MI | | | |
| DATE OF PROPOSED DISPLAY 11/20/15 RD 11/21/15 | | TIME OF PROPOSED DISPLAY 8:30 PM | |
| MANNER AND PLACE OF STORAGE, SUBJECT TO APPROVAL OF LOCAL FIRE AUTHORITIES, IN ACCORDANCE WITH NFPA 1123, 1124 & 1126 AND OTHER STATE OR FEDERAL REGULATIONS PROVIDE PROOF OF PROPER LICENSING OR PERMITTING BY STATE OR FEDERAL GOVERNMENT | | | |
| No storage necessary. Fireworks will arrive day of display. | | | |
| AMOUNT OF BOND OR INSURANCE (To be set by local government) \$5,000,000 | | NAME OF BONDING CORPORATION OR INSURANCE COMPANY Professional Program Insurance Brokerage | |
| ADDRESS OF BONDING CORPORATION OR INSURANCE COMPANY 371 Bel Marin Keys Blvd., Suite 220, Novato, CA 94949 | | | |
| NUMBER OF FIREWORKS | | KIND OF FIREWORKS TO BE DISPLAYED | |
| 84 | 3", Aerial Shells, 1.3G, UN0334, PGII | | |
| 106 | 4", Aerial Shells, 1.3G, UN0334, PGII | | |
| 42 | 5", Aerial Shells, 1.3G, UN0334, PGII | | |
| 29 | 6", Aerial Shells, 1.3G, UN0334, PGII | | |
| 5 | 1"-2", Multi-Shot Cakes, 1.3G, UN0334, PGII | | |
| 24 | 1 1/8"-2.5". Multi Shot Candles, 1.3G, UN0334, PGII | | |
| SIGNATURE OF APPLICANT  | | | DATE October 22, 2015 |

RECEIVED
CITY CLERK
CITY OF SAGINAW

OCT 26 2015

2015

Permit for Fireworks Other Than Consumer or Low Impact
Michigan Department of Licensing & Regulatory Affairs
Bureau of Fire Services
P.O. Box 30700
Lansing MI 48909
(517) 241-8847

Authority 2011 PA 256
Compliance Voluntary
Penalty Permit will not be issued
The Department of Licensing & Regulatory Affairs will not discriminate against any individual or group because of race, sex, religion, age, national origin, color, marital status, disability, or political beliefs. If you need assistance with reading, writing, hearing, etc., under the Americans with Disabilities Act, you may make your needs known to this agency.

This permit is not transferable. Possession of this permit authorizes the herein named person to possess, transport and display fireworks in the amounts, for the purpose of and at the place listed below only.

| Display Fireworks | | |
|--|---|--|
| ISSUED TO | Wolverine Fireworks Display, Inc. | AGE (18 or over) N/A |
| ADDRESS | 205 W. Seidlers Rd., Kawkawlin, MI 48631 | |
| NAME OF ORGANIZATION, GROUP, FIRM OR CORPORATION | Pride In Saginaw | |
| ADDRESS | PO Box 872, 101 N. Washington, Saginaw, MI 48606 | |
| NUMBER AND TYPES OF FIREWORKS | | |
| 84 3", Aerial Shells, 1.3G, UN0334, PGII | | |
| 106 4", Aerial Shells, 1.3G, UN0334, PGII | | |
| 42 5", Aerial Shells, 1.3G, UN0334, PGII | | |
| 29 6", Aerial Shells, 1.3G, UN0334, PGII | | |
| 5 Multi-Shot Cake Items, 1.3G, UN0334, PGII | | |
| 24 1 1/8"-2.5". Multi Shot Candles, 1.3G, UN0334, PGII | | |
| EXACT LOCATION OF DISPLAY OR USE Ojibway Island, Saginaw, MI | | |
| CITY, VILLAGE, TOWNSHIP | Saginaw | DATE 11/20/15 RD 11/21/15 TIME 8:30 pm |
| BOND OR INSURANCE FILED | <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO | AMOUNT \$5,000,000 |

Issued by action of the Legislative Body of a

City Village Township of _____ on the _____ day of

(Signature and Title of Legislative Body Representative)

THIS FORM IS VALID FOR THE YEAR SHOWN ONLY

RECEIVED
CITY CLERK
CITY OF SAGINAW

OCT 26 2015



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
10/26/2015

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

| | | |
|--|--------------------------------------|-------------------------------|
| PRODUCER PROFESSIONAL PROGRAM INSURANCE BROKERAGE 371 BEL MARIN KEYS BLVD., SUITE 220 NOVATO CA, 94949-5662 | CONTACT NAME: | |
| | PHONE (A/C, No, Ext): (415) 475-4300 | FAX (A/C, No): (415) 475-4303 |
| INSURED Wolverine Fireworks Display, Inc. 205 W. Seidlers Road Kawkawlin, MI 48631 | E-MAIL ADDRESS: | |
| | INSURER(S) AFFORDING COVERAGE | |
| | INSURER A: | LLOYD'S OF LONDON |
| | INSURER B: | RLI Insurance Company |
| | INSURER C: | |
| | INSURER D: | |
| INSURER E: | | |
| INSURER F: | | |

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

| INSR LTR | TYPE OF INSURANCE | ADDL INSR | SUBR WVD | POLICY NUMBER | POLICY EFF (MM/DD/YYYY) | POLICY EXP (MM/DD/YYYY) | LIMITS | |
|----------|--|-----------|----------|---------------|-------------------------|-------------------------|---|-----------------------|
| A | GENERAL LIABILITY | X | | PY/15-0010 | 02/01/2015 | 02/01/2016 | EACH OCCURRENCE | \$ 5,000,000 |
| | <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY | | | | | | DAMAGE TO RENTED PREMISES (Ea occurrence) | \$ 50,000 |
| | <input checked="" type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR | | | | | | MED EXP (Any one person) | \$ |
| | GEN'L AGGREGATE LIMIT APPLIES PER: | | | | | | | PERSONAL & ADV INJURY |
| | POLICY <input type="checkbox"/> PROJECT <input checked="" type="checkbox"/> LOC <input type="checkbox"/> | | | | | | GENERAL AGGREGATE | \$ 5,000,000 |
| | | | | | | | PRODUCTS - COM/POP AGG | \$ 5,000,000 |
| | | | | | | | | \$ |
| B | AUTOMOBILE LIABILITY | X | | SFT0029853 | 12/02/2014 | 12/02/2015 | COMBINED SINGLE LIMIT (Ea accident) | \$ 5,000,000 |
| | ANY AUTO ALL OWNED AUTOS | | | | | | BODILY INJURY (Per person) | \$ |
| | <input checked="" type="checkbox"/> HIRED AUTOS | | | | | | BODILY INJURY (Per accident) | \$ |
| | <input checked="" type="checkbox"/> SCHEDULED AUTOS NON-OWNED AUTOS | | | | | | PROPERTY DAMAGE (Per accident) | \$ |
| | | | | | | | \$ | |
| | UMBRELLA LIAB | | | | | | EACH OCCURRENCE | \$ |
| | EXCESS LIAB | | | | | | AGGREGATE | \$ |
| | DED | | | | | | | \$ |
| | RETENTIONS | | | | | | | \$ |
| | WORKERS COMPENSATION AND EMPLOYERS' LIABILITY | | | | | | WC STATUTORY LIMITS | OTHER |
| | ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) | | N/A | | | | E.L. EACH ACCIDENT | \$ |
| | If yes, describe under DESCRIPTION OF OPERATIONS below | | | | | | E.L. DISEASE - EA EMPLOYEE | \$ |
| | | | | | | | E.L. DISEASE - POLICY LIMIT | \$ |

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

Pride in Saginaw and City of Saginaw, MI are additional insured as respects the aerial fireworks display on 11/20/2015 (RD: 11/21/2015) located at the North Parking Lot on Ojibway Island, Saginaw, MI. Project specific limit applies. Limit of \$5,000,000 annual aggregate applies specifically to the Pride in Saginaw display at the North Parking Lot on Ojibway Island, Saginaw, MI on 11/20/2015. This policy extends coverage to the special event and its participants.

| | | |
|--|--|--|
| CERTIFICATE HOLDER Pride in Saginaw PO Box 872 101 N. Washington Saginaw, MI 48606 | | CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. |
| | | AUTHORIZED REPRESENTATIVE |

From: Timothy Morales, City Manager

Subject: Saginaw-Midland Municipal Water Supply Corporation 2014-2015 Annual Audit and Annual Report

Prepared by: Janet Santos, City Clerk

Manager's Recommendation:

I recommend that the 2014-2015 Annual Audit and Annual Report of the Saginaw-Midland Municipal Water Supply Corporation (SMMWSC) be received and filed.

Justification:

The City of Saginaw and the City of Midland are owners of the SMMWSC. According to Article XVII of the Articles of Incorporation, it states "The Corporation shall cause an annual audit to be made of its financial transactions by a certified public accountant and furnish at least five copies thereof to each constituent municipality." This recommendation will indicate that this requirement is met. The SMMWSC 2014-2015 Annual Audit and Annual Report was received by the City Clerk's Office on October 26, 2015.

The audit report and annual report will be available in the City Clerk's Office for public inspection.

Council Action:

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

From: Timothy Morales, City Manager
Subject: Polling Location Accessible Ramp Project
Prepared by: Janet Santos, City Clerk

Manager's Recommendation:

I recommend the approval to issue a purchase order to Bergman, Inc. in the amount \$7,500.00 for construction of the accessible ramp at the YMCA Polling Location.

Justification:

On September 21, 2015 the Election Commission adopted a resolution restructuring the City's voting precincts. On November 2, 2015 the City Council adopted a resolution establishing new polling locations for the precincts. Several of the polling locations will service two precincts. The YMCA has served as a polling location for one precinct for many years and will now serve two precincts at its facilities. A survey of the facility was conducted by the polling location sub-committee. It was determined and agreed upon that the front entrance and gymnasium would be utilized for the voters. This entrance is close to the parking area and will provide a separate entrance to protect the YMCA clients. However, the accessible ramp to the front entrance needs to be replaced. Both parties have a common interest in the accessible ramp and its safety standards, in a joint effort the City will utilize CDBG funds to install a permanent accessible ramp that meets all code requirements. This will ensure that the same voting opportunities are offered to individuals with disabilities.

Competitive bids were sought on this project with three bids received all of which were from local companies.

| | |
|----------------------|-------------|
| Bergman Construction | \$ 7,500.00 |
| Spence Brothers | \$14,500.00 |
| Wobig Construction | \$15,842.00 |

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 are available in the Community Development Block Grant Fund – Special Project Division's Repair and Replacement Account No. 275-6511-974.000.

Council Action:

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

From: Timothy Morales, City Manager
Subject: 2015/2016 Encumbrance Roll Forward Budget Adjustment
Prepared by: Yolanda M. Jones, Office of Management and Budget

Manager's Recommendation:

It is recommended that the 2015/2016 Approved Budget for the listed funds be amended. This adjustment is required to recognize the carry forward of the 2015 annual purchase orders into the 2016 Approved Budget

Justification:

The 2015/2016 annual budget will be adjusted in accordance with Public Act 2 of 1968, Uniform Budgeting and Accounting Act, the City Charter; and the approved 2015 Budget Resolution, which states that the City Manager must provide budget adjustments to City Council quarterly and/or as needed. As a result of the City Manager's encumbrance analysis, the below-mentioned budget adjustments take into consideration any errors, omissions, or changes in the funding levels and expenditures approved by City Council as prescribed by the City Charter.

The General Fund (101) should be increased from \$31,139,794 to \$31,142,216. This represents a net increase of \$2,422. This increase is represented by the following budgetary changes:

During FY 2015, city council approved the upgrade of council chambers. This budget adjustment recognizes the additional funds needed for the frame-in construction of the rear projection screen opening in council chambers. Expenditures will be recognized in the Saginaw Government Television (SGTV) Division's Capital Less than \$5,000 Account No (101-1711-971.000). This expenditure will be offset by the remaining restricted PEG funds, in the General Fund Revenues – Use of Fund Equity Account No (101-0000-989.000)

The Major Streets Fund (202) should be increased from \$5,445,534 to \$5,536,365. This represents an increase of \$90,831. This amendment reflects the \$90,831 in encumbrance from the prior year's purchase orders. These projects include: Herimansau and Weiss Street Improvements, Hamilton -Lyon to Court construction project, and Genesee – Harold to Hess construction project. Expenditures will be offset by available unassigned and unrestricted fund balance.

The Sewer Operations and Maintenance Fund (590) should be increased from \$25,641,247 to \$25,708,203. This represents a \$66,956 increase the fund. This amendment reflects the encumbrance of funds from the prior year. Projects that will continue from the previous fiscal year are – the continued upgrade of the Infor EAM

Enterprise System, the installation and maintenance of fiber optic cables, engineering services for the Throop and Niagara Regulator, and the Baum Street Improvement. An available appropriation of retained earnings will offset the increase in the fund.

The Water Operations and Maintenance Fund's (591) should be increased from \$21,590,610 to \$21,947,399. This is an increase of \$356,789. This amendment reflects the encumbrance of funds from the prior year. Projects that will continue from the previous fiscal year are – the three-year agreement with Greeley and Hansen, LLC for the Hydraulic Computer Services, continued upgrade of the Infor EAM Enterprise System, which is shared with the Sewer Operations and Maintenance Fund, the design services for 1701 South Jefferson and Mason – Davenport to Weis, Davis Road Water Main construction project, William Street rehabilitation road project, the discharge line leak at the Water Treatment Plant, and purchase of water meters. An available appropriation of retained earnings will offset the fund's increase.

Council Action:

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

From: Timothy Morales, City Manager

Subject: Saginaw County Consortium of Homeless Assistance Providers

Prepared by: Leticia Trevino, CDBG Specialist

Manager's Recommendation:

It is recommended that the City Council approve the Certificate of Consistency on behalf of the Saginaw County Consortium of Homeless Assistance Providers as part of their grant application submittal to the U.S. Department of Housing and Urban Development. The Certificate has been approved by the City Manager as to substance and the City Attorney as to form. It is further recommended that the Mayor or his designee be authorized to sign the Certificate on behalf of the City.

Justification:

The Saginaw County Consortium of Homeless Assistance Providers (SC-CHAP) annually submits an application to the U.S. Department of Housing and Urban Development (HUD) for homeless assistance funds. Included with this application is a Certificate of Consistency signed by the Mayor verifying that the proposed projects are consistent with the City of Saginaw's Consolidated Plan. This is critical, as it affirms the collaboration between the City of Saginaw and SC-CHAP in our efforts to end homelessness in the City, and supports our efforts to not duplicate projects with the City's CDBG or ESG funds.

In 2011, the City of Saginaw adopted its current five-year Consolidated Plan, which was submitted to HUD who approved it. A key component of that plan was to work towards ending homelessness in the City. This grant application being submitted by SC-CHAP addresses the issue of homelessness and is consistent with the Consolidated Plan goals and actions to assist the homeless in regaining a stable, healthy living environment. The application from the SC-CHAP is for \$1,935,821.00 which if approved would fund 26 programs within the City/County.

The signing of the Certificate of Consistency does not have any fiscal impact to the City of Saginaw, nor does the application have any impact on the City's Emergency Solutions Grant (ESG) funds, as these funds are not awarded from the Entitlement Funds, the source of the City's grant funds.

Council Action:

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

From: Timothy Morales, City Manager
Subject: 2016 Fireworks Delegation Agreement
Prepared by: Christopher Van Loo, Fire Chief

Manager's Recommendation:

I recommend approval of the 2016 Fireworks Delegation Agreement between the Michigan Department of Licensing & Regulatory Affairs - Bureau of Fire Services and the City of Saginaw Fire Department. I further recommend the City Manager or his designee be authorized to execute the agreement. The agreement has been approved by me as to substance and the City Attorney as to form.

Justification:

Public Act 256 of 2011, Sec. 11(5) and Sec. 19 allows the Michigan Department of Licensing & Regulatory Affairs (LARA) to delegate inspection duties of permanent and temporary retail fireworks facilities to local units of government / governing bodies within their jurisdiction. The delegated authority excludes certificate issuance, plan review, citation, and enforcement functions. Compensation for the delegated authority inspection duties is based on 70% of the consumer fireworks application fee paid by the applicant for facility inspection duties within the jurisdiction. This amounts to \$700 per permanent structure and \$420 per temporary structure.

The Saginaw Fire Department has State Certified Fire Inspectors on staff available to perform fireworks facilities inspections. Performing fireworks facility inspections would have no impact on daily operations and it would cause no increase in employee costs. The fireworks delegation of authority program would provide the Saginaw Fire Department a greater awareness of fireworks facilities within our community while also providing an opportunity for the City of Saginaw receive compensation provided by the act. The number of retail fireworks facilities located within the City is a variable number due to the temporary nature of most fireworks stands. It is currently estimated that there will be between three and six retail fireworks facilities in the City of Saginaw in 2016.

Council Action:

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

From: Timothy Morales, City Manager

Subject: Apollo Fire Apparatus

Prepared by: Christopher Van Loo, Fire Chief

Manager's Recommendation:

It is recommended that the blanket purchase order to Apollo Fire Apparatus, Romeo, MI, be increased by \$15,000 for a total of \$25,000 for preventive maintenance and emergency repair services for the Fire Department's six pumpers and two aerial apparatus for Fiscal Year 2016.

Justification:

On July 6, 2015, City Council approved purchase order # 496896 to Apollo Fire Apparatus for \$10,000. The additional funds requested in Apollo's blanket purchase order are the result of additional services that they will provide for our fleet. Primarily, the Fire Department will be shifting the majority of our preventive maintenance services to this vendor as they have demonstrated their ability to provide many services on a mobile basis, in our stations, at cost savings versus other vendors. Funding in another vendor's blanket purchase order has been decreased by \$15,000 to accommodate the increase in Apollo's blanket purchase order.

Outside vendor services are used to mechanically maintain, repair, test, and certify the Saginaw Fire Department fleet. Apollo Fire Apparatus Repair possesses the expertise and certifications necessary for fire apparatus repairs for pumpers and aerial gauges, pumps, hydraulics, and valves. This vendor is within the group of specialized vendors we use for pump, aerial, and valve services. Though they are not located in the Saginaw area, they do provide a mobile service that can accommodate our service needs.

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 are budgeted and available in the Community Public Safety – Fire, Fire Apparatus and Maintenance Division's Motor Vehicle Repairs Account No. 101 3554 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: Council Chambers Rear Projection Screen Frame In Construction
Purchase Order Increase

Prepared by: Jeff Klopcic, Technical Services Department

Manager's Recommendation:

I recommend that the purchase order with Bailey Construction, (Freeland, MI) be increased by \$2,422.00, from \$5,863.00 to \$8,285.00, for the frame-in construction of the rear projection screen opening in Council Chambers.

Justification:

SGTV recently completed its technology upgrade to Council Chamber by installing two 80" LED SMART televisions on the east and west walls. On May 18, 2015 the City Council approved a purchase order for a portion of this work to Bailey Construction. Part of the project was to frame-in the old rear projection screen with matching wood paneling and corresponding decorative columns. Additional materials and labor were required after construction began to replace two columns which were not anticipated at the time that bids were received. This was due to the fact that the existing original columns to the left and right of the opening were cut when the rear projection screen was installed. This defect was not obvious during the bidding process and was revealed at a later date.

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 General Fund – Saginaw Government Television (SGTV) Division's Capital Less than \$5,000 Account No. (101-1711-971.000).

Council Action:

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

From: Timothy Morales, City Manager
Subject: 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. (Eaton Rapids, MI) in the amount of \$8,048.00, 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, 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: Ricoh Multi-Function Copy Machine Lease
Prepared by: Jeff Klopocic, Technical Services Department

Manager's Recommendation:

I recommend that the bid from the State of Michigan Mi DEAL, be accepted and that a purchase order be approved and issued to Ricoh USA in the amount of \$10,680.00. This amount consists of two multi-function printers, with \$2,136.00 in annual payments due on a five-year lease.

Justification:

The Technical Services Department conducted a copy/print study in 2011. Concluding the City would see a dramatic decrease in print related cost if it were to remove all personal desktop printers from employee's desks and replace them with multi-function printers that were shared by a group of employees.

The Fire Department will be replacing an existing leased copier and will also be removing two desktop printers in replace for the new multi-function lease. The Waste Water Treatment plant will be removing a broken copier that is no longer able to be repaired with the new leased multi-function.

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 the yearly lease are budgeted and available in the General Fund – Community Public Safety - Fire Prevention division's, Operating Services Account No. 101-3553-805.000 (\$1,008.00), and the Sewer Operations and Maintenance Fund - Treatment and Pumping division's, Operating Services Account No. 590-4830-805.000 (\$1,128.00).

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 2016 Concrete Purchase Order Increase – ROW Division

Prepared by: Beth London, Public Services Department

Manager’s Recommendation:

I recommend that the annual FY 2016 Purchase Order with Rock Products of Saginaw, MI be increased by \$45,000, from \$45,000 to \$90,000, to purchase ready-mix concrete for street repairs throughout the City.

Justification:

On June 5, 2014, Rock Products submitted the only bid for ready-mix concrete for FY 2015 and FY 2016. On June 23, 2014, City Council approved purchase orders for Rock Products for ready-mix concrete for FY 2015 and FY 2016 in the amount of \$13,000 for each fiscal year. The Streets Section of the Right of Way Division requires ready-mix concrete to make road repairs for 297 miles of City streets.

On July 20, 2015, Council approved an increase to the FY 2016 purchase order to Rock Products for ready-mix concrete in the amount of \$32,000. To date, all except \$210 of the total amount approved \$45,000 for FY 2016 ready-mix concrete for street repairs has been depleted. Due to poor conditions of the City’s roads and numerous ongoing pothole complaints, the Streets Section will continue to make concrete road repairs for the duration of FY 2016.

Rock Products 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 – Routine Maintenance Division’s, Street and Road Material Account No. 202-4651-743.000 (\$15,000), and Local Streets Fund – Routine Maintenance Division’s, Street and Road Material Account No. 203-4651-743.000 (\$30,000).

Council Action:

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

From: Timothy Morales, City Manager
Subject: Right of Way Division - Replacement 1 Ton Dump Truck
Prepared by: Don Riley, Public Services Department

Manager's Recommendation:

I recommend that a purchase order be approved and issued to Red Holman GMC of Westland, MI at the State bid price in the amount of \$47,263.80 for the purchase of a 2016 GMC Sierra 3500HD dump truck with a plow and spreader package.

Justification:

The Streets Section of the Right of Way Division has budgeted to replace a 1999 one-ton dump truck with over 124,000 miles scheduled for replacement in 2009. This is one of three (3) units used daily by the Streets Section to maintain the City's over 310 lane miles of paved streets and state highway's, hauling and pulling various materials, and support equipment. This truck is being replaced with a four-wheel drive unit with a plow and spreader package in order to increase fleet versatility and productivity 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 Street Fund - Routine Maintenance Division's Vehicles Account No. 202-4651-982.000 (\$23,631.90) and in the Major Street Fund – Winter Maintenance Division's Vehicles Account No. 202-4655-982.000 (\$23,631.90).

Council Action:

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

From: Timothy Morales, City Manager
Subject: Right Of Way Division - Annual Supply of Sweeper Brooms
Prepared by: Don Riley, Public Services Department

Manager's Recommendation:

I recommend approval of a blanket purchase order to each vendor listed below in the amount of \$15,295.20 for various sweeper brooms for Garage inventory for the Motor Pool Operations FY 2016. I also recommend, pending approval of the FY 2017 budget, to issue a blanket purchase order to these same vendors in the amount of \$17,521.10 for FY 2017.

Justification:

On August 25, 2015, bids were received from four (4) vendors for two-year supplies of replacement gutter and main brooms that will be used on the City's Sweeper fleet to maintain City Streets. These brooms are being purchased for inventory as replacements when needed. A cost comparison shows an 8.5% decrease from the previous purchase in Fiscal Year 2015. It is in the best interest of the City to distribute the bids among two (2) of the four (4) bidders based upon their low respective bids.

The following is a listing of the purchase orders requested:

| <u>Vendor</u> | <u>FY 2016</u> | <u>FY 2017</u> | <u>2-Year Total</u> |
|--------------------------------------|-----------------------------------|-----------------------------------|-----------------------------------|
| ODB Co. Richmond, VA | \$10,995.20 | \$12,152.10 | \$23,147.30 |
| Bell Equipment Co. Lake Orion, MI | <u>\$ 4,300.00</u> \$15,295.20 | <u>\$ 5,375.00</u> \$17,521.10 | <u>\$ 9,675.00</u> \$32,822.30 |

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 Motor Pool Operation Fund – Garage Operations Division's, Motor Vehicle Supplies Account No. 661-4481-742.000, and will be accounted for in the Motor Pool Operation Fund – Garage Parts Inventory Account No. 661-0000-110.001 (\$15,295.20) for FY 2016. Funds will be budgeted in the same accounts in the amount of \$17,521.10 pending approval of FY 2017 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: Autodesk Software Training - ROW Division
Prepared by: Beth London, Public Services Department

Manager’s Recommendation:

I recommend that the quote from Imaginit Technologies, Independence, OH, be accepted and a purchase order be approved and issued to them in the amount of \$6,780 for training for Autodesk’s AutoCad Software.

Justification:

On October 30, 2015, the City received a quote from Imaginit Technologies to provide AutoCad Software training in-house to four (4) Engineering Section employees for \$6,780. The cost of the training includes live interactive training in the City’s training center, and the course book. Conducting training in-house allows the four (4) employees to be trained at once, providing a significant savings to the City as no lodging, travel or meals will be needed. Imaginit Technologies is the only Autodesk’s authorized software and training provider for the United States and Canada.

This software is used for drafting construction as-builts, preparation of drawings maps, and recordkeeping. This is also the software that is used by outside engineering firms performing designs, surveys and construction staking for the City.

Imaginit Technologies, 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 are available and budgeted for this purchase in the Major Street Fund – Engineering Division’s Training and Development Account No. 202-4612-823.003 (\$2,260), Sewer Operations and Maintenance Fund - Engineering Division’s Training and Development Account No. 590-4811-823.003 (\$2,260), Water Operations and Maintenance Fund - Engineering Division’s Training and Development Account No. 591-4711-823.003 (\$2,260).

Council Action:

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

From: Timothy Morales, City Manager
Subject: Penn Valley Double Disk Pump
Prepared by: Brian Baldwin, Water and Wastewater

Manager’s Recommendation:

I recommend that the low bid from Penn Valley Pump Co. of Warrington, PA be accepted and a purchase order be issued to them in the amount of \$28,160.00 to purchase a double disk pump for the Wastewater Treatment Division.

Justification:

The Wastewater Treatment Division currently has eight rotary lobe pumps which pump sludge from the bottom of clarifiers. The cost of maintaining these pumps has been about \$20,000.00 per year. Plant personnel have looked at options and determined that a double disk pump should be more reliable and less costly to maintain. The plan is to install one of these pumps and run it for one to two years to verify the performance before committing to this type of pump. On October 20, 2015, sealed bids were opened to provide one of these pumps and Penn Valley Pump Co. was the low bidder. Bid results were as follows:

| | |
|--|-------------|
| Penn Valley Pump Co. Warrington, PA | \$28,160.00 |
| HESCO Inc. Chesterfield, MI | \$28,605.00 |
| Drydon Equipment Co. Elgin, IL | \$30,400.00 |

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 purchase are available in the Sewer Operations and Maintenance Fund - Surplus Division’s Repairs and Replacements Account No. 590-4840-974-000 for Fiscal Year 2016.

Council Action:

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

From: Timothy Morales, City Manager
Subject: Boiler Replacement
Prepared by: Brian Baldwin, Water and Wastewater

Manager's Recommendation:

I recommend that the low bid from Holtz Combustion Services of Saginaw, MI be accepted and that a purchase order be issued to them in the amount of \$27,875.00 for the purchase and installation of a replacement boiler for the Wastewater Treatment Division.

Justification:

In February of 2015, the boiler that heats the thickener building at the Wastewater Treatment Plant failed. During the summer, the boiler and the associated piping were demolished and the asbestos-containing materials remediated. On October 27, 2015, sealed bids for the purchase and installation of a replacement boiler were opened. Bid results were as follows:

| | |
|--|-------------|
| Holtz Combustion Services Saginaw, MI | \$27,875.00 |
| Hayes Mechanical Saginaw, MI | \$33,475.00 |
| International Mechanics Inc. Howell, MI | \$36,591.53 |
| Johnson & Woods LLC. Saginaw, MI | \$37,200.00 |
| John E. Green Co. Saginaw, MI | \$42,350.00 |
| Remer Plumbing, Heating & AC Inc. Saginaw, MI | \$56,974.00 |
| William E. Walter Inc. Flint, MI | \$69,300.00 |

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 purchase are available in the Sewer Operations and Maintenance Fund, Surplus Division's Repairs and Replacements Account No. 590-4840-974-000 for Fiscal Year 2016.

Council Action:

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

AUTHORIZATION CERTIFICATE FOR COMMERCIAL CARD SERVICE AGREEMENT

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

WHEREAS: on October 19, 2015 the City Council approved a Commercial Card Service Agreement with Fifth Third Bank; and

WHEREAS: an Authorization Certificate for the Commercial Card Service Agreement is a requirement of the agreement; and

NOW, THEREFORE, BE IT RESOLVED that the City of Saginaw is authorized to obtain from Fifth Third Bank (the "Service") the right to use credit or purchasing cards and accounts on the credit of the City and thereby incur indebtedness and pay fees and finance charges on behalf of the City, and to enter into such agreement or agreements for the service as are required by Fifth Third Bank from time to time, including a Commercial Card Services Agreement or similar agreement, and related agreements ("Card Agreements") each of which, when accepted or signed by an Authorized Person described below is authorized, approved and adopted by the City.

BE IT FURTHER RESOLVED that, a) each of the individuals identified in the table entitled "Authorized Persons" appearing below, b) each person serving as an executive or senior finance officer or official of the City (such as the Chief Executive Officer, President, Chief Financial Officer, Controller and Vice President-Finance, City Manager Timothy Morales, or person with similar title or authority (each, an "Executive Person")) from time to time, and c) any other person designated by any such individual whose identity and signature are provided to Fifth Third Bank (each, an "Authorized Person") is authorized on behalf of the City and in its name to do any of the following:

- Execute and deliver any and all of the Card Agreements and any amendments to the Card Agreements;
- Designate those employees, agents, and other representatives, groups or divisions and other persons who will be authorized to receive and use cards and other rights to incur indebtedness in connection with the Service;
- Designate, and advise Fifth Third Bank of the identity of a person or persons who will serve as administrator with respect to the Service and have authority to, among other powers specified in the Card Agreements; manage the service on behalf of the City; select and administer security and operating procedures; designate persons as authorized users of a service; and, enable and administer user identification codes, passwords and other identification data.

BE IT FURTHER RESOLVED, that Fifth Third Bank is authorized to rely on the full and unrestricted authority as provided in these resolutions of any one Authorized Person unless otherwise certified to Fifth Third Bank by the Certifying Person.

RESOLUTION

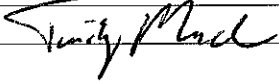
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BE IT FURTHER RESOLVED, that the Certifying Person is authorized to deliver a certified copy of these resolutions to Fifth Third Bank and certify to Fifth Third Bank the name, title and specimen signature of each Authorized Person.

BE IT FURTHER RESOLVED that these resolutions does not conflict with or contravene the certificate or articles of incorporation or organization, the bylaws, operating agreement, empowering law or similar governing documents or law of, or any agreement, law or regulation applicable to the City.

BE IT FURTHER RESOLVED that each of the following persons has been designated by the City Council as an Authorized Person with the authority specified in the foregoing resolution, and the signatures indicated below are genuine signatures of the indicated persons:

AUTHORIZED PERSONS

| Name of Authorized Person | Title of Authorized Person | Specimen Signature of Authorized Person |
|---------------------------|----------------------------|---|
| 1. Timothy Morales | City Manager |  |
| 2. | | |
| 3. | | |
| 4. | | |
| 5. | | |

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 16, 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

City Council

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

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 FY 2016 apportionment is \$5,625.00, to be paid in quarterly amounts of \$1,406.25.

Justification:

On October 21, 2015 at the SASWA general board meeting, a FY2016 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 Environmental Protection Agency's MS4 requirements, SASWA has proven beneficial for all members. The alternative was for each municipality to hire an engineering firm individually to meet storm water requirements, at an estimated cost of \$50,000.00 annually per community.

For FY2016, apportionments for all members have remained at 6.25% to recognize the engineering and technical services that each community needed 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 FY2016 SASWA budget is proposed in the amount of \$90,000.00, which amounts to \$5,625.00 per member and invoiced quarterly. This is in contrast to the FY2015 budget, which was set in the amount of \$93,000.00 or \$5,812.50 per member. This is a decrease of 3.3% for FY2016.

Funds for this purchase are budgeted in the FY2016 Sewer Operations and Maintenance Fund, Maintenance and Service Division's Operating Services Acct. No. 590-4821-805.000.

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 2016 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-thirds (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 2016 annual operational costs for the Authority is accepted and approved as presented.
2. The City of Saginaw 2016 annual budget, for the Authority is accepted and approved as presented, in the amount of \$5,625.00.

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 16, 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