

REVISED COUNCIL AGENDA

September 14, 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:

1. Saginaw Police Officer Doug Stacer and Jody Wilk, Executive Director of the Saginaw Valley Police Canine Association, K-9 unit update.

CONSENT AGENDA:

1. Approve the August 24, 2015 regular council meeting minutes.
2. Approve Petition 15-13 from Saginaw Arts and Enrichment Commission to erect a banner located at Court Street from November 3 through December 2, 2015 to promote the annual "Hollyday Fair."
3. Approve the Professional Legal Services Agreement with Michele Allen for legal services through September 27, 2020.
4. Approve a purchase order to Southern Computer Warehouse, Inc. for \$4,686.96 for the purchase of Apple iPad tablets and keyboard cases to be used by City Council members.
5. Approve a purchase order to Ricoh USA for \$80,590.80 for a five-year lease of seven multi-function printers for various departments.
6. Approve the donation of two police canines at no cost to the Saginaw Police Department from the Saginaw Valley Police Canine Association.
7. Approve the loan agreement for several historical items from the Police Department to the Saginaw County Historical Society.
8. Approve the amendment to the agreement with Coplogic, Inc. for setup and support of the DeskOfficer Online Reporting System for the Police Department.

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9. Approve a purchase order to Douglass Safety Systems, Inc., a sole source, for \$8,883.20 for 5 sets of firefighter turnout gear for the fire department.
10. Approve the sale and listing of various city vehicles and equipment to be sold utilizing on-line auction service Govdeals.com.
11. Approve the contract agreement and purchase order to Helm Electric, Inc. for \$612,411.67 for the LED Street Light Installation Project and the purchase of two additional tablets and covers.
12. Approve a purchase order to Standard Electric, Inc. for \$1,264,303.90 for 7,067 LED street light fixtures to retrofit the street lighting system for the Right of Way Division.
13. Approve the contract agreement with Lois Kay Contracting Company for \$110,917.20 for the Michigan Department of Transportation M-58 State Street Overlay, C-1626, with the City receiving an additional 7.5% administration fee. Further, approve a FY 2016 budget adjustment in the amount of \$119,235.20 to recognize these funds.
14. Adopt the Resolution authorizing the Michigan Natural Resource Trust Fund Grant Declaration and Notice for the Boulder Climbing Garden and Connector Path at Celebration Park.
15. Adopt the Resolution authorizing the use of amplifying equipment at 318 S. Hamilton Street during the "Bibbs Designs Grand Opening" event on September 24, 2015 from 6:00 to 9:00 p.m.
16. Approve to increase the purchase order to Spartan Distributors by \$7,690.10, for a new total of \$83,501.46, for the upgrade of two 2015 Toro HDX two wheel drive utility carts to four wheel drive for the Cemeteries Division.
17. Approve a purchase order to Corrosion Fluid Products, a sole source, for \$11,718 for parts to rebuild two Ansimag hypochlorite mixing pumps for the Wastewater Treatment Remote Facilities.
18. Approve a purchase order to Calgon Carbon Corporation for \$27,600 for 40,000 pounds of Powdered Activated Carbon for the Water Treatment Division for FY 2016.

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

1. Approval of the Council reappointment of Hazel Moore to the Human Planning Commission with a term to expire December 31, 2017.

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2. Approval of the Council reappointment of Elsenia Porterfield to the Human Planning Commission with a term to expire December 31, 2017.
3. Approval of the City Manager's appointment of Jacob Shinnars to the Brownfield Redevelopment Authority with a term to expire December 31, 2018.
4. Approval of the Mayoral appointment of Thomas Miller, Jr. to the Saginaw Economic Development Commission with a term to expire June 30, 2018.
5. Acknowledgement of the Mayoral reappointment of Thomas Begin to the Saginaw Housing Commission with a term to expire September 30, 2020.

INTRODUCTION OF ORDINANCES:

CONSIDERATION AND PASSING OF ORDINANCES:

RESOLUTIONS:

1. Adopt the Resolution preserving the Michigan Unemployment Insurance Agency and jobs in the City of Saginaw.

UNFINISHED BUSINESS:

MOTIONS AND MISCELLANEOUS BUSINESS:

1. Consideration of Freedom of Information Act Appeal.

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., 989.759.1480.

A REGULAR MEETING OF THE COUNCIL OF THE CITY OF SAGINAW, MICHIGAN, HELD MONDAY, AUGUST 24, 2015, AT 6:30 P.M. IN THE COUNCIL CHAMBER AT CITY HALL, 1315 S. WASHINGTON AVENUE, SAGINAW, MICHIGAN.

PRAYER AND PLEDGE OF ALLEGIANCE

Mayor Browning offered a prayer. The pledge of allegiance of the United States of America was led by Troop 304 members Stratton Sanders and James Curtis.

ROLL CALL

Mayor Browning called the meeting to order. Council Members present: Dan Fitzpatrick, Demond Tibbs, Annie Boensch, Larry Coulouris, Brenda Moore, Michael Balls, Floyd Kloc, and Mayor Dennis Browning - 8. Council Members absent: Mayor Pro Tem Amos O'Neal - 1.

ANNOUNCEMENTS

City Clerk Janet Santos announced that City Hall would be closed Monday, September 7 in observance of the Labor Day holiday.

PERSONAL APPEARANCES

The following personal appearances addressed City Council: Debbie Melkonian, Mark Oberschmidt, Mary Washington, Amy Davis-Comstock, and Brandon Hausbeck.

REMARKS OF COUNCIL

Remarks were heard from the following Council Members: Coulouris, Boensch, Tibbs, Fitzpatrick, Kloc, Balls, Moore, and Mayor Browning.

REPORTS FROM CITY MANAGER

Management Update

City Manager Tim Morales provided informational updates on meetings, projects and events. Manager Morales announced that the City was awarded the Certificate of Achievement for Excellence in Financial Reporting by the Government Finance Officers Association of the United States and Canada for its comprehensive annual financial report for the fiscal year ended June 30, 2014. This is the sixth consecutive year the City has received this honor.

City Manager Morales introduced Phil Karwat, Director of Public Services. Mr. Karwat provided an update of the Capital Improvement Bond Issue. He explained each project and the savings the City will recognize.

Council Member Kloc left the meeting at 7:42 p.m. and returned at 7:43 p.m.

Moved by Council Member Kloc, seconded by Council Member Moore to suspend the Council Rules of Order to allow the consideration of the resolution. 8 ayes, 0 nays, 1 absent. Motion approved.

RESOLUTIONS

Moved by Council Member Kloc, seconded by Council Member Moore to adopt the resolution declaring intent to reimburse project expenditures with bond proceeds and authorizing publication of the notice of intent to issue bonds for capital improvements. 8 ayes, 0 nays, 1 absent. Motion approved.

Consent Agenda

1. Approve the minutes from the August 10, 2015 special meeting, closed session, and regular Council meeting.
2. Approve Petition 15-12 from Saginaw County Community Mental Health Authority to erect banners located at Court Street and West Genesee Avenue from October 1 through October 31, 2015 to promote October as "National Disability Awareness Month."
3. Approve a purchase order to IBM Corporation for \$16,506 to renew the Lotus Notes subscription for maintenance coverage and license fees to operate the e-mail, calendar and workflow system.
4. Approve a purchase order to Cintas Corporation for \$28,473.12 for FY 2016, and FY2017 and FY2018 pending budget approvals, for uniform rental services for various city departments.
5. Approve a purchase order to Bell Equipment Company at the National bid price of \$1,068,000 for four municipal trucks for the collection of yard waste and recycling materials for the Rubbish Collection Division.
6. Approve a purchase order to The Safety Company, LLC d/b/a MTech Company for \$381,658 for two 2016 Global M3 Street Sweepers for the Sewer Division.
7. Approve a purchase order to Jack Doheny Supplies at the National bid price of \$449,714.80 for a 2016 Vactor combination sewer cleaner for the Sewer Division.
8. Approve a purchase order to Tri-County International Trucks at the State bid price of \$274,960 for two tandem and one single axle 2016 International Cab and Chassis for the Maintenance Division. Further, approve a purchase order to Truck & Trailer Specialties, Inc. at the State bid price of \$94,102 for dump body equipment installed for the Maintenance and Service Division.
9. Approve a purchase order to Michigan Cat at the State bid price of \$126,185 for a 2015 Caterpillar Backhoe with hammer for the Maintenance and Service Division.
10. Approve a purchase order to AIS Construction Equipment Corp. at the State bid price of \$97,610 for a 2015 John Deere 310SK backhoe, with the trade-in of \$14,000 for a used JCB Backhoe, for a net price of \$83,610 for the Cemeteries Division.
11. Approve a purchase order to Red Holman Buick GMC at the State bid price of \$58,876.30 for a 2016 GMC Sierra 3500HD Hook-Lift truck with dump body, plow and salt spreader package for the Wastewater Division.
12. Approve a purchase order to Red Holman Buick GMC at the State bid price of \$94,527.60 for two 2016 GMC Sierra 3500HD Dump Trucks with plow and salter for the Cemeteries and Facilities Divisions.

13. Approve a purchase order to Spartan Distributors at the State bid price of \$75,811.36 for two 2015 Toro Groundsmaster mowers and two 2015 Toro Workman HDX 2WD utility carts for the Cemeteries Division.
14. Approve a purchase order to Spartan Distributors at the State bid price of \$80,054.19 for a 2015 Toro Groundsmaster mower for the Facilities Division.
15. Adopt the Resolution authorizing the use of amplifying equipment at Bliss Park during the "Back To School/Stay In School" event on September 5, 2015.
16. Approve a purchase order to Waterworks Systems and Equipment, Inc., a sole source, for \$3,202 for two chlorine and one sulfur dioxide vacuum regulators and various parts for stock to rebuild the chlorine and sulfur dioxide feed systems at the Wastewater Treatment Plant.
17. Approve ratification of the sale of the Saginaw Fire Department's retired 1986 Spartan / LTI 100' ladder truck to George Johns for \$5,050.

Moved by Council Member Coulouris, seconded by Council Member Boensch to approve consent agenda items 1 through 17 as presented. 8 ayes, 0 nays, 1 absent. Motion approved.

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

Council Member Kloc provided information regarding the City/School/County Liaison Committee.

CONSIDERATION AND PASSING OF ORDINANCES

Moved by Council Member Balls, seconded by Council Member Boensch to adopt an ordinance to amend Chapter 50, "Solid Waste," of Title V, "Public Works," of the City of Saginaw Code of Ordinances, O-1. 8 ayes, 0 nays, 1 absent. Motion approved.

Moved by Council Member Boensch, seconded by Council Member Fitzpatrick to adopt an ordinance to amend §52.33, "Charge For Premises Within City," and §52.34, "Charge For Premises Outside City" of Chapter 52, "Water," of Title V, "Public Works," of the City of Saginaw Code of Ordinances, O-1.

Discussion was held. City Manager Tim Morales introduced Thomas Beckley, Senior Manager of Raftelis Financial Consultants. Mr. Beckley explained the cost service methodology required to create an analysis for water rates. Kim Mason, Director of Water and Wastewater, addressed Council and provided information of an average water usage billing.

A voice vote was taken. Mayor Browning asked Clerk Santos to conduct a roll call vote.

Ayes: Coulouris, Moore, Balls, Fitzpatrick, Tibbs, Boensch and Mayor Browning

Nays: Kloc

Abstain: None

Absent: O'Neal

Motion approved.

ADJOURNMENT

Moved by Council Member Balls, seconded by Council Member Boensch to adjourn the meeting at 8:37 p.m. 8 ayes, 0 nays, 1 absent. Motion approved.

Janet Santos, CMMC/CMC/MMC
City Clerk

Petition for Banner

RECEIVED
CITY CLERK
CITY OF SAGINAW

PETITION CAN NOT BE ACCEPTED SIX (6) MONTHS PRIOR TO EVENT

AUG 25 2015

TO SAGINAW CITY COUNCIL:

We, the undersigned, do hereby petition the Honorable City Council to give favorable consideration to erect a banner at not more than two of the locations listed below. We understand that the \$150.00 banner fee per location must be paid to the Department of Engineering prior to hanging the banner and that the banner/s must be picked up within ten days after the FINAL display date. Fee established by Council resolution on June 7, 2004.

☒ 500 Block of Court Street

☐ 300 Block of South Michigan

☐ 200 Block of West Genesee

☐ 1000 Block of East Genesee Avenue

Saginaw Arts & Enrichment Commission

Organization Name

Promotion for Annual Hollyday Art Fair

Purpose of Banner

Hollyday Fair - Andersen Enrichment Center - December 2

MESSAGE ON BANNER:

Display Dates Requested: 11/03/2015 to 12/02/2015
Not to exceed 30 days

PETITIONERS

1 Marsha Braun

2 _____

3 _____

4 _____

CONTACT PERSON INFORMATION:

NAME Marsha Braun

PHONE 759-1363

ADDRESS 120 Ezra Rust - Andersen Enrichment Center

EMAIL mbraun.saec@yahoo.com

-----CLERK'S OFFICE USE ONLY-----

EMAIL TO ENGINEERING: _____

BY: _____

APPROVED BY COUNCIL: _____

CITY CLERK

15-13

From: Timothy Morales, City Manager
Subject: Approval of Agreement with Michele Allen for Legal Services
Prepared by: Yolanda M. Jones, Office of Management and Budget

Manager's Recommendation:

It is recommended that the Agreement for Professional Legal Services with Michele Allen be approved. This contract has been approved by the City Manager as to substance and the City Attorney as to form.

Justification:

The City has entered into agreements with various law firms to provide legal services to the city. These services are necessary in the areas of conflict of interest, expertise, and work overflow. These contracts are five years in duration, but either party may elect to terminate the contract upon sixty days notice. There is no minimum amount of work guaranteed or promised to any law firm. The purpose of the contracts is to provide a pre-existing framework for assignments sent to the various firms. The contract set the hourly rate for services and the amount expenses charged.

Michele Allen was previously employed by the City for many years as the Chief Assistant City Attorney, and has provided legal counsel since September 2010. Ms. Allen is very familiar with all operations of the City. This proposal is to continue these services beginning September 27, 2015 through September 27, 2020. With the approval of the agreement, the City will continue to provide an office space along with office supplies, computer, and telecommunications facilities. The hourly rate will be \$95.00. The area of concentration will involve Community Development Block Grant, Saginaw Economic Development, and there may be additional assignments in labor, contracts, and others as needed by the City Attorney.

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 Apple iPads and keyboard cases for City Council

Prepared by: Jeff Klopac, Technical Services Department

Manager's Recommendation:

I recommend that a purchase order be approved and issued to Southern Computer Warehouse Inc., (Marietta, GA) in the amount of \$4,686.96 for the purchase of Apple iPad tablets and keyboard cases to be used by City Council members.

Justification:

Technical Services Department has been attempting to reduce the amount of paper the City uses for its daily operations. The printing cost associated with bi-monthly City Council agendas and the yearly printing of its approved budget amounts to over \$5,000.

Technical Services and the Office of Management and Budget are proposing the purchase of eight Apple iPad tablets to be used by City Council members. The purpose of the tablets will be for receiving and viewing electronic Council packets and the yearly City budget document. The one time purchase of the tablets and keyboard cases is \$4,686.96, which is a first year savings of \$398. Each year after the initial purchase, the City will realize the savings from the annual printing costs of \$5085.00. The tablets are expected to last up to five years and will remain the property of the City. Maintenance and support will be provided by the Technical Services Department and the City Manager's Office.

	<u>Total</u>
Southern Computer Warehouse, Inc. Marietta, GA	\$4,686.96
CDW Government Vernon Hills, Il	\$4,958.32
Capitol Machintosh Lansing, MI	\$5,271.92
Yeo & Yeo Saginaw, Mi	No 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 and available in the Office of Management and Budget, Capital Less Than \$5,000 Account No.101-1735-971.000 (\$3,759.96). Technical Services-IS Capital Less Than \$5,000 Account No. 650-1738-971.000 (\$927.00).

Council Action:

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

From: Tim Morales, City Manager
Subject: Ricoh Multi-Function Copy Machine Lease
Prepared by: Jeff Klopchic, 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 \$80,590.80. This amount consists of seven multi-function printers, with \$16,118.16 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. We will be replacing seven existing multi-function printers with new models due to end of lease terms. The City will see a \$1,578.72 decrease in yearly costs associated with the new leases.

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 – Office of Management and Budget, Operating Services Account No. 101-1735-805.000 (\$1,661.88), Department of Fiscal Services, Treasury division's Operating Services Account No. 101-1743-805.000 (\$2,409.36) and Income Tax division's Operating Services Account No. 101-1745-805.000 (\$2,409.36). Department of Public Services, Cemeteries division's Operating Services Account No 101-1747-805.0000 (\$1,510.12), Major Streets Fund - Streets Administration division's Operating Services Account No. 202-4650-805.000 (1,510.12), the Rubbish Collection Fund, Administration division's Operating Services Account No. 226-4581-805.000 (\$1,510.12), the Water Operation and Maintenance Fund - Administration division's Operating Services Account No. 591-4710-805.000 (\$1,553.04) and Treatment and Pumping division's, Operating Services Account No 591-4730-805.000 (\$1,664.52) and the Department of Technical Service, Information Services Fund's Operating Services Account No 658-1720-805.000 (\$1,889.64)

Council Action:

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

From: Tim Morales, City Manager
Subject: Saginaw Valley Police Canine Assoc. Donation
Prepared by: Sienna Rendon, Community Public Safety – Police

Manager's Recommendation:

I recommend the City of Saginaw accept the donation of two highly trained police canines at no cost to the Saginaw Police Department. These canines are being donated on behalf of the Saginaw Valley Police Canine Association (SVPCA). In addition, the SVPCA has also pledged to cover any and all expenses related to feeding, temporary lodging and medical care of these canines as they have for the SPD's current two police canines.

Justification:

The SPD currently has two police canine units that are utilized in the patrol division. These units have been highly effective in the discovery and removal of dangerous narcotics in the community, the tracking of lost children and other vulnerable adults who wander away from their homes. Most importantly, our canine units have proved invaluable in providing a pathway to establishing a foundation to stronger relationships within the community, more specifically, the youth in our community. The City of Saginaw and the Saginaw Police Officer's Association of Michigan have completed a Letter of Understanding that would provide for the assignment of a canine unit to each of the four patrol shifts, which will give us 24/7 coverage. This will significantly enhance the services available to the citizens of Saginaw.

Council Action:

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

From: Timothy Morales, City Manager
Subject: Castle Museum Loan Agreement
Prepared by: Sienna Rendon, Community Public Safety – Police

Manager's Recommendation:

I recommend that Council approve the loan agreement between the City of Saginaw (City) and the Castle Museum of Saginaw County History and the Historical Society of Saginaw County (Castle Museum). This agreement has been approved by me as to substance and the City Attorney as to form.

Justification:

During the process of cleaning many areas at the Saginaw Police Department, several documents, books, photos, and educational items have been recovered after many years in storage that date back to the late 1800s. Due to limited space at the Department, these items can better be stored and/or displayed at the Castle Museum as historical timepieces of the Saginaw Police Department. The specifics of the loan are outlined in the Loan Agreement between said parties and are good for one year with automatic renewal unless either the City or Castle Museum request a change.

Council Action:

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

From: Timothy Morales, City Manager

Subject: LexisNexis Claims Solutions, Inc. Amendment to Agreement

Prepared by: Sienna Rendon, Community Public Safety – Police

Manager's Recommendation:

It is recommended that the First Amendment to Setup and License Agreement ("Amendment") between Coplogic Inc., on behalf of itself and its affiliates (including its successor-in-interest LexisNexis Claims Solutions, Inc. of Alpharetta, GA) and the City of Saginaw ("City") be approved. The parties previously entered into an Agreement for DeskOfficer Online Reporting System ("DORS") Software dated May 6, 2013 and now desire to amend it. The Agreement has been approved by me as to substance and the City Attorney as to form.

Justification:

Due to technical difficulties the DORS Software as provided by Coplogic has not been utilized by the Saginaw Police Department since when it was originally purchased in May of 2013. Since then, LexisNexis has purchased Coplogic and has subsequently provided the technology for online reporting that will be established on or after November 1, 2015. This permits citizens to complete, submit, and retrieve incident reports to the Saginaw Police Department online. Upon review and approval of a citizen generated incident report, the report becomes an official report of the Saginaw Police Department. The sale of such reports will cost citizens \$12.00 in which LexisNexis will retain \$7.00 as an Agency fee and the SPD will keep \$5.00. On a monthly basis, LexisNexis will provide a monthly report and will transfer the total amount of applicable fees payable to the Saginaw Police Department.

Council Action:

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

From: Timothy Morales, City Manager
Subject: Personal Protective Equipment – Turnout Gear
Prepared by: Christopher Van Loo, Fire Chief

Manager's Recommendation:

I recommend that a purchase order be approved and issued to Douglass Safety Systems, Inc., a sole source provider, in the amount of \$8,883.20 for the purchase of 5 sets of firefighter turnout gear for the fire department's new probationary firefighters.

Justification:

The fire department will hire 6 new firefighters on September 18, 2015. Each firefighter must be provided personal protective equipment to allow them to safely perform their job. This purchase will provide the new firefighters turnout gear that has been specified by the fire department and that meets NFPA Standard 1851 for Protective Ensembles. Though 6 new firefighters will be hired, the fire department will only need to purchase 5 sets of turnout gear as they have 1 set of turnout gear available in stock.

Douglass Safety Systems Inc. is a sole source provider of the specified manufacturer and model of the turnout gear to be purchased.

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.

Funding for this purchase is available in the General Fund, Community Public Safety - Fire, Fire Technical Services Division's Clothing Supplies, Account No. 101-3552-728.000.

Council Action:

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

From: Timothy Morales, City Manager
Subject: Sale of Property – Motor Pool Division
Prepared by: Don Riley, Department of Public Services

Manager's Recommendation:

I recommend the list of vehicles and equipment as listed below, which have become obsolete, worn out and unsuitable for use by the City be approved for sale, in accordance with Chapter 14: Finance and Purchasing, of the City of Saginaw Code of Ordinances. The sale of these items will be completed utilizing an on-line auction service.

Justification:

On July 24, 2015, the City of Saginaw became registered to conduct sales of property through the on-line auction service govdeals.com. GovDeals provides services to various government agencies, allowing them to sell surplus and confiscated items via the Internet at no cost to the City. Each participating agency has its own auction rules and regulations and may be subject to government ordinances. Govdeals.com meets the City of Saginaw purchasing requirements for the sale of property, real or personal. In accordance with the City of Saginaw, MI, Code of Ordinances, Chapter 14: Finance and Purchasing, Section 14.34, Sale of Property, Article B states that property not exceeding \$1,500 in value, may upon approval of the City Manager, be sold for cash by the Purchasing Officer after receiving quotes or competitive bids. Article C states that property with a value in excess of \$1,500 may be sold after advertising and receiving competitive bids, and after approval of the sale has been given by the City Council. These approvals for sale, will allow the Motor Pool Division to utilize the wide audience of the Govdeals site in order to obtain the most return for the sale of the City's surplus vehicles, equipment, and obsolete items.

Estimated Values for Vehicle Auction List

<u>VEH. NO.</u>	<u>YEAR</u>	<u>DESCRIPTION</u>	<u>EST. VALUE</u>
10-0098	1995	Chevy Lumina	\$380
15-0021	2000	Chevy Cavalier	\$870
30-0841	1992	Chevy Kodiak Flat Bed	\$420
36-0093	1998	Chevy Malibu	\$850
36-0291	1988	Chevy Sports Van	\$580
45-0211	1999	GM Panel Truck	\$530
45-0619	1999	Ram Pickup	\$4,500

<u>VEH. NO.</u>	<u>YEAR</u>	<u>DESCRIPTION</u>	<u>EST. VALUE</u>
51-0094	1999	Chevy Malibu	\$900
51-0477	1994	Chevy Suburban	\$600
52-0245	1998	Chevy 1ton Dump Truck	\$350
52-0431	1992	GM Kodiak Dump Truck	\$1,000
53-0420	2000	GM Salt/plow Truck	\$800
53-0421	2000	GM Salt/plow Truck	\$800
53-0821	1998	JCB Backhoe	\$2,000
53-0898	1991	Elgin Sweeper	\$800
53-0899	1998	Elgin Sweeper	\$800
57-0252	2004	GM 4500 Stake Truck	\$1,000
57-0647	1999	Jeep Cherokee	\$2,210
57-0838	2002	Ford Vactor Jet	\$4,000
76-0801	2004	Morbark Brush Chipper	\$600
76-0868	2001	Case 721C Loader	\$2,000
76-0872	1980	Case MW24C Loader	\$2,000
80-0214	1993	Chevy Pickup 1/2 Ton	\$1,000
80-0240	1997	Chevy S10 Pickup	\$800
80-0405	1999	GM Kodiak Dump Truck	\$1,000
80-0623	1997	Chevy S10 4X4 Pickup	\$900
80-0816	2000	Morbark Brush Chipper	\$700
84-0222	2001	Dodge Dakota Pickup	\$700
84-0418	1993	GM Kodiak Dump Truck	\$600
90-0629	1990	Chevy 2500 Pickup	\$1,000
90-1100	2002	Chevy Impala	\$800
90-1106	2002	Chevy Impala	\$800
90-1109	2002	Chevy Impala	\$800
90-1113	2005	Chevy Impala	\$800
90-1116	2005	Chevy Impala	\$800
90-1120	2005	Chevy Impala	\$800
90-1121	2005	Chevy Impala	\$800
90-1123	2005	Chevy Impala	\$800
90-1135	2008	Chevy Impala	\$800
90-1143	2010	Chevy Impala	\$800
90-1146	2009	Chevy Impala	\$800
90-1639	2003	Chevy Impala	\$800
90-1640	1997	Dodge Caravan	\$400
90-1641	1990	Ford F350	\$2,700
90-1642	2000	Chevy Tahoe	\$1,300

<u>VEH. NO.</u>	<u>YEAR</u>	<u>DESCRIPTION</u>	<u>EST. VALUE</u>
90-1643	2000	Cadillac Deville	\$400
90-1644	2000	Chevy Malibu	\$600
90-8823	2000	Chevy Suburban	\$1,000
90-9943	2000	Chrysler Cherokee	\$2,000
90-9944	2001	Chrysler Cherokee	\$2,500
90-9947	1996	Chevy Tahoe	\$500
EST. TOTAL			\$55,690

Govdeals.com 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.

Revenue received from the sale of the items will be deposited into the various funds Revenue Accounts from which the vehicles, equipment, or items were originally purchased.

Council Action:

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

From: Timothy Morales, City Manager
Subject: Contract with Helm Electric, Inc. (C-1625) - ROW Division
Prepared by: Beth London, Public Services Department

Manager's Recommendation:

I recommend that the low bid from Helm Electric, Inc. for the LED Street Light Installation, (C-1625) project, be accepted and a contract awarded to them in the amount of \$612,411.67. The contract amount includes two additional tablets and covers. Additional tablets and covers were allowed to be added without affecting the base bid, depending on how many tablets the bidder decided were necessary to complete the work, over the base bid of four. Contract documents have been signed by the contractor. The contract has been approved by me as to substance and the City Attorney as to form.

Justification:

On August 11, 2015, the City received bids for the LED Street Light Installation, C-1625 project. The following is a tabulation of the bids received:

Helm Electric Inc. Saginaw, MI (Out-City)	\$608,913.67
Corby Energy Services Inc. Belleville, MI	\$626,356.67
J. Ranck Electric Mt. Pleasant, MI	\$684,993.67
Rauhorn Electric Inc. Macomb, MI	\$753,767.07
Hooper Corporation Madison, WI	\$756,700.84
Motor City Electric Utilities Co. Detroit, MI	\$1,012,000.51
Wm. F. Nelson Electric Inc. Saginaw, MI (In-City)	\$1,620,051.67
SARIN Energy Solutions Overland Park, KS	\$2,405,635.96

The contract includes the replacement of 3,904 (150 Watt) and 2,469 (250 Watt) Cobra Head street light fixtures. The existing High Pressure Sodium lights will be replaced with Light Emitting Diode (LED) streetlights. The lights will be purchased directly by the City and are estimated to use 68 percent less energy over the current lights.

The bid also includes the purchase of four tablets that the contractor will be required to use to document the street light pole location, installation date, type of light, wattage equivalent, pole material, and pole ownership, as the street lights are installed. The intent is for each installation crew to have a tablet. Helm Electric anticipates utilizing six crews and will purchase two additional tablets for use during installation. The contract amount includes the cost of two additional tablets. The City will provide the GPS/GIS software programs and load them on the tablets. The tablets will become the property of the City at the completion of the project.

Helm Electric Inc. 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 will be made available after the sale of the General Obligation Capital Improvement bonds in the Capital Project Fund – Streetlight Division's Construction Project Account No. 401-4620-822.000, (\$612,411.67).

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 LED Street Light Fixtures– ROW Division
Prepared by: Beth D. London, Public Services Department

Manager's Recommendation:

I recommend the low bid from Standard Electric of Saginaw, MI (out-city), be accepted and a purchase order be issued to them in the amount of \$1,264,303.91 for the purchase of 7067 LED street light fixtures.

Justification:

On June 9, 2015, the City received bids for 7,067 LED street light fixtures. The street light fixtures will be used to retrofit the City's street lighting system. The bids received are listed below.

<u>Vendor</u>	<u>Cost</u>
Standard Electric Saginaw, MI (out-city)	\$1,264,303.91
Barrett Lighting Saginaw, MI (in-city)	\$1,836,419.63
All Green Lighting Garden Grove, CA	\$1,132,162.00 *
Trastar, Inc. Richardson, TX	\$1,624,850.00 *

*Did not bid on all items

The bids were evaluated on a price vs. performance vs. warranty basis and bid items 1, 2, 3, 6, and 7 were chosen because they were the lowest bid for that item. Items 4 and 5 were chosen because they had a longer warranty period (6 years vs 3 years) and presented a better value for the cost.

Items 1 and 2 show a different unit price than the unit price on the bid tabulation because these line items listed the photocells separately. After revising the cost of the light fixture to include the cost of the photocell, items 1 and 2 were still the lowest bid price.

The following is a list of the products selected by the City from Standard Electric's Bid:

	Description	Unit Price	Quantity	Total Price
1.	150 Watt cobra head replacements CREE BXSPRBHT3MEA40K VL SV R 120V	\$137.40	3950	\$542,730.00
2.	250 Watt cobra head replacements - CREE BXSP C HT 3ME 3 50KUL SV R 120V	\$189.20	2500	\$473,000.00
3.	Lumecon Ring of Fire - LROF T5 9 B 1 A NW X S X X L X X	\$517.17	423	\$218,762.91
4.	50 Watt medium base retrofit - TRUE GREEN 3108 1X G4A	\$81.48	80	\$6,518.40
5.	70 Watt medium base retrofit - TRUE GREEN 31083X G4A	\$107.40	84	\$9,021.60
6.	150 Watt post top retrofit - LUMECON ROF 2 1 NW A CL 8 X 1 S B PC1XL	\$625.25	20	\$12,505.00
7.	150 Watt wall pack - CREE XSPWA03FC UNV BZ	\$176.60	10	\$1,766.00
	TOTAL			\$1,264,303.91

Standard Electric 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 will be made available after the sale of the General Obligation Capital Improvement bonds in the Capital Project Fund – Streetlight Division's Construction Project Account No. 401-4620-822.000 (\$1,264,303.91).

Council Action:

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

From: Timothy Morales, City Manager
Subject: Contract with Lois Kay Contracting (C-1626) - ROW Division
Prepared by: Beth London, Public Services Department

Manager's Recommendation:

I recommend that the low bid from Lois Kay Contracting, for the MDOT M-58 State Street Overlay, C-1626, be accepted and a contract awarded to them in the amount of \$110,917.20. Contract documents have been signed by the contractor. The contract has been approved by me as to substance and the City Attorney as to form.

It is further recommended that the FY 2016 budget be amended to increase the Major Street Fund Revenues - Reimbursements Account No. 202-0000-676.000 from \$53,300 to \$172,535.20, which is a \$119,235.20 increase. This increase is necessary in order to recognize the reimbursement from MDOT to pay the contractor for this work, and the 7.5% administration fee. This increase in revenues will be offset by an increase to the Major Streets Fund, Streets Projects Division's Street Resurfacing Account No 202-4614-821.000 in the amount of \$119,235.20.

Justification:

On August 25, 2015, the City received bids for the MDOT M-58 State Street Overlay, C-1626 project. The following is a tabulation of the bids received:

Lois Kay Contracting Saginaw, MI (Out-City)	\$110,917.20
Pyramid Paving Bay City, MI	\$111,372.01*

*Correct bid due to error in calculation.

The contract includes milling and paving M-58 State Street from Oakley Street to Michigan Avenue.

This work is being funded 100% percent by MDOT. The City will be reimbursed for the cost of this work as part of the MDOT payment process for trunkline maintenance. The City will receive an additional 7.5% to cover overhead costs to administer this project. The 7.5% administration reimbursement is estimated to be \$8,318.79. The process for administering the subcontracting of MDOT maintenance projects/purchases is included in Section 9, Subcontracts, within the "Michigan Department of Transportation State Trunkline Maintenance Contract City of Saginaw" dated December 15 2014, which was

approved by City Council on September 26, 2014. The Contract with MDOT for State Trunkline Maintenance is for five years and expires on September 30, 2019.

Lois Kay Contracting 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 will be made available in the Major Streets Fund – Streets Projects Division's Street Resurfacing Account No. 202-4614-821.000 (\$110.917.20).

Council Action:

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

From: Timothy Morales, City Manager
Subject: MNRTF Grant Declaration and Notice - ROW Division
Prepared by: Beth London, Public Services Department

Manager's Recommendation:

I recommend that the Michigan Natural Resource Trust Fund (MNRTF) Grant Declaration and Notice be approved and that the Mayor or his designee be authorized to execute said Declaration and Notice. The Declaration and Notice has been approved by me as to substance and the City Attorney as to form. A resolution to approve the Declaration and Notice appears under the regular order of business.

Justification:

The construction of the Boulder Climbing Garden and Connector Path at Celebration Park is completed and a ribbon cutting ceremony and dedication is scheduled for September 16, 2015. This project was primarily funded by a MNRTF grant. MNRTF requires the City of Saginaw to sign and approve the MNRTF Grant Declaration and Notice for the Boulder Climbing Garden and Connector Path. The Declaration and Notice is to ensure the long-term conservation of the property and its use for public outdoor recreation. The Declaration and Notice will have to be filed and recorded with the Register of Deeds of Saginaw County.

The MNRTF Grant Agreement was approved by City Council on February 3, 2014. The construction contract with Wobig Construction Company to install the boulder climbing equipment and pathways was approved by City Council on January 12, 2015. The Amendment to extend the project completion date was approved by City Council on March 16, 2015. The project was completed on June 30, 2015.

Council Action:

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

**Michigan Natural Resources Trust Fund Grant Declaration and Notice
for the Boulder Climbing Garden and Connector Path**

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

WHEREAS, the declaration contained herein is based on the following factual recitals; and

WHEREAS, the City of Saginaw has developed the Property, in part, through the grant of money from the Michigan Natural Resources Trust Fund; and

WHEREAS, a condition of the grant by the DNR, the City has agreed to impose certain restrictions on the developed portion of the Property; and

NOW, THEREFORE, BE IT RESOLVED, that the City hereby declares that the portion of the property identified as the project area is and shall be held, transferred, sold, conveyed, leased, occupied and used subject to the obligation hereinafter set forth, all of which shall run with the land.

The lands included in this deed were developed by City with funding assistance from the Michigan Natural Resources Trust Fund pursuant to project agreement TF12-086 between the Michigan Department of Natural Resources and the City of Saginaw, executed on February 3, 2015. The project agreement describes certain requirements to ensure the long-term conservation of the property and its use for public outdoor recreation. The City is placing this notice on record as confirmation of its obligations as set forth in the project agreement, including the requirement that the consent of the Michigan Department of Natural Resources and the Michigan Natural Resources Trust Fund Board of Trustees is required prior to the conveyance of any rights or interest in the property to another entity, or for the use of the property for purposes other than conservation or public outdoor recreation.

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 September 14, 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

**AUTHORIZE BIBBS DESIGNS GRAND OPENING
TO USE AMPLIFYING EQUIPMENT
SEPTEMBER 24, 2015
AT 318 S. HAMILTON STREET**

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

WHEREAS, Bibbs Designs, LLC plans to have an event "Bibbs Designs Grand Opening" on September 24, 2015; and

WHEREAS, Bibbs Designs, LLC has requested permission to use amplifying equipment between the hours of 6:00 p.m. and 9:00 p.m.; 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 "Bibbs Designs Grand Opening" event to be held on September 24, 2015 between the hours of 6:00 p.m. and 9:00 p.m. located at 318 S. Hamilton Street.

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 September 14, 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

From: Timothy Morales, City Manager

Subject: Cemeteries Division – Utility Carts Upgrade

Prepared by: Don Riley, Public Services Department

Manager's Recommendation:

In anticipation of the sale of the General Obligation Capital Improvement Bonds, it is recommended that the purchase order to Spartan Distributors of Sparta, MI be increased by \$7,690.10, for a new total of \$83,501.46; for the upgrade of two (2) 2015 Toro Workman HDX two wheel drive utility carts to four wheel drive.

Justification:

On August 24, 2015 Council approved the purchase of two (2) 2015 Toro Groundsmaster 3280D mowers and two (2) 2015 Toro Workman HDX two wheel drive utility carts for the Cemeteries Division in the total amount of \$75,811.36. The Cemeteries Division has recently requested the ability to make these carts four wheel drives. The existing carts are two wheel drives and often times throughout the year the existing carts get stuck due to soft, wet, and or snowy grounds. The upgrades to this equipment are based upon State bid pricing at \$3,845.05 each. The new amount to be paid to Spartan Distributors is \$83,501.46, a \$7,690.10 increase.

Spartan Distributors 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 will be made available after the sale of the General Obligation Capital Improvement bonds in the Capital Project Fund – Cemeteries Division's Maintenance Equipment Account No. 401-1747-978.000.

Council Action:

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

From: Tim Morales, City Manager
Subject: Ansimag Pump Parts
Prepared by: Brian Baldwin, Water and Wastewater

Manager's Recommendation:

I recommend that the quote from Corrosion Fluid Products of Midland, MI, a sole source, be accepted and a purchase order be issued to them in the amount of \$11,718.00 for the purchase of the parts needed to rebuild two Ansimag hypochlorite mixing pumps for the Wastewater Treatment Remote Facilities for Fiscal Year 2016.

Justification:

The Wastewater Plant has seven retention and treatment facilities. Each of these facilities has two hypochlorite tanks which store hypochlorite used to disinfect wastewater before it is discharged. Each of the facilities has an Ansimag pump which is used to circulate hypochlorite between the two tanks to maintain a consistent concentration. Maintenance staff has identified the need to rebuild two of these pumps this fiscal year. On July 15, 2015 we received a quote from Corrosion Fluid Products for the parts needed to completely rebuild two of these pumps. Corrosion Fluid Products is the manufacturer's representative for Ansimag, and the sole source for replacement parts in our area.

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, Remote Facilities Division's Parts and Supplies Account No. 590-4835-742.000.

Council Action:

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

From: Timothy Morales, City Manager
Subject: Powdered Activated Carbon Purchase
Prepared by: Ted Bomba, Water and Wastewater

Manager's Recommendation:

I recommend that the low quote from Calgon Carbon Corporation of Moon Township, PA be accepted and that a purchase order be approved and issued to them in the amount of \$27,600.00 for the purchase of 40,000 pounds of Powdered Activated Carbon for the Water Treatment Division for Fiscal Year 2016.

Justification:

Powdered Activated Carbon (PAC) is used to assist in the elimination of organic and chemical impurities that affect the taste and odor of water. On September 1, 2015 four PAC suppliers were contacted and quotes requested. Two quotes were received, one "no" quote was received and one supplier did not reply. Quotes were requested over the bid process due to the need for immediate restocking. Due to warmer temperatures this summer more carbon was needed to control taste and odor. Following is a tabulation of the quotes received:

	<u>Per Pound</u>	<u>Total Bid</u>
Calgon Carbon Corporation Moon Township, PA	\$0.690	\$27,600.00
Thatcher Company of Montana Missoula, MT	\$0.732	\$29,280.00

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 budgeted in the Water Operations and Maintenance Fund, Treatment & Pumping Division's Chemicals Account No. 591-4730-727.000 for Fiscal Year 2016.

Council Action:

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

RESOLUTION TO PRESERVE THE MICHIGAN UNEMPLOYMENT INSURANCE AGENCY AND JOBS IN THE CITY OF SAGINAW

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

WHEREAS, the Michigan Unemployment Insurance Agency is currently researching ways to consolidate office space and bring together common work functions within other areas of the agency; and

WHEREAS, the office at 999 S. Washington Avenue in the City of Saginaw had a staff of 200 and was reduced to 85 employees in the City of Saginaw; and

WHEREAS, the Saginaw operation may be closed and employees relocated to Lansing, Michigan; and

WHEREAS, a move of the Michigan Unemployment Insurance Agency to the Lansing area will have a negative impact on the employees, the City of Saginaw and its citizens; and

WHEREAS, these state government workers have provided countless hours, financial donations and energy contributing to United Way, the Michigan Blood Bank, school supplies for our school children and other volunteer efforts; and

WHEREAS, Governor Snyder has focused efforts on the City of Saginaw as one of four communities in Michigan with high crime and unemployment rates; and

WHEREAS, the City of Saginaw fully relies on income taxes because of the property tax cap that has been in place since 1979 and losing 85 additional high paying jobs would significantly affect the City of Saginaw's budget and could result in additional cuts in public safety; and

WHEREAS, such reduction in operations and job loss would have a devastating effect on the local economy and could lead to further crime and unemployment rates.

NOW, THEREFORE, BE IT RESOLVED, that City of Saginaw hereby strongly urges the Unemployment Insurance Agency to reject any reduction or displacement of employees in the City of Saginaw. Instead support the retention of programs, services and facilities in their present form and location; and

BE IT FURTHER RESOLVED, that this resolution be communicated to the Michigan Unemployment Insurance Agency, the Michigan Licensing and Regulations and Governor Rick Snyder in hope and expectation that it will take into consideration the wishes of the city and the citizens it serves.

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 September 14, 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