

**Council Agenda
Special Meeting
January 25, 2016 – 11:00 a.m.
Castle Museum, Morley Room**

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 minutes from the January 11, 2016 regular Council meeting.
2. Approve the filing of the 2016 Single Lot Special Assessment Tax Roll in the office of the City Clerk for public examination, and that City Council call a public hearing to be held on February 22, 2016.
3. Approve the insurance proposals with Chubb/Federal Insurance Company for Combined Building & Personal Property, Business Income and Extra Expense, Valuable Papers and Records, Computer Coverage, Flood, Earthquake and Animals in the Petting Zoo; with The Hanover Insurance Group for Crime Coverage; with Chubb/Federal Insurance Company for Equipment Floater, including the Floating Docks and Bridges Coverage; with Cincinnati Insurance Company for Machinery and Equipment Breakdown Coverage, and Hudson Insurance Company for Storage Tank Liability Insurance effective February 1, 2016 to February 1, 2017, for a total cost of \$346,102, and authorize the City Manager or his designee to execute any and all necessary insurance documents under the plans.

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

INTRODUCTION OF ORDINANCES:

Council Agenda Special Meeting

**January 25, 2016 – 11:00 a.m.
Castle Museum, Morley Room**

CONSIDERATION AND PASSING OF ORDINANCES:

RESOLUTIONS:

UNFINISHED BUSINESS:

MOTIONS AND MISCELLANEOUS BUSINESS:

ADJOURN:

Timothy Morales
City Manager

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

A REGULAR MEETING OF THE COUNCIL OF THE CITY OF SAGINAW, MICHIGAN, HELD MONDAY, JANUARY 11, 2016, 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 and led the pledge of allegiance of the United States of America.

ROLL CALL

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

ANNOUNCEMENTS

City Clerk Janet Santos announced the following:

- City Hall will be closed January 18, 2016 for Martin Luther King, Jr. Day,
- the next regular City Council Meeting and Strategic Planning Session will be Saturday, January 23, 2016 at the Castle Museum beginning at 9:00 a.m.,
- the deadline to file a personal appearance at the January 23 meeting is Friday, January 22 at 4:00 p.m., and
- consent agenda item # 8 was removed prior to the meeting.

PUBLIC HEARING

Clerk Santos announced the public hearing regarding a request to create an Obsolete Property Rehabilitation Act District at 203 S. Washington Avenue. Mayor Browning called for comments. Tom Miller, Saginaw Future and Dean Emerson, CEO of SVRC Industries, spoke in favor of the request and provided project information. Mayor Browning called for public comments two additional times. No further comments were made.

Moved by Council Member Boensch, supported by Council Member Fitzpatrick to close the public hearing. 9 ayes, 0 nays, 0 absent. Motion approved.

PERSONAL APPEARANCES

The following personal appearances addressed City Council: Johnny Sanders, Armonite Clark, Jeremy Reinert, Deb Trombley, and Debra Melkonian.

REMARKS OF COUNCIL

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

REPORTS FROM CITY MANAGER

Management Update

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

City Manager Morales introduced Greg Dietrich, Marketing and Community Development Coordinator for Frankenmuth Credit Union. Mr. Dietrich presented information regarding the Recovery Homeownership Program and their planned

participation in the City of Saginaw.

Consent Agenda

1. Approve the December 21, 2015 regular council meeting minutes.
2. Approve Petition #16-01 from the Saginaw County Bar Association to erect a banner in the 500 block of Court Street from April 15, 2016 to May 13, 2016 to promote April 28, 2016 as "Law Day."
3. Approve a purchase order to CDW Government LLC for \$10,715 for the replacement of a Barracuda Web Filter for City computers.
4. Approve a purchase order to Trafficware LLC for \$2,706.07 for Synchro Studio 9 traffic analysis and simulation software upgrade.
5. Approve the Recovery Homeownership Program Memorandum of Understanding with Frankenmuth Credit Union for a term of 3 years from the commencement date.
6. Approve a purchase order to Douglass Safety Systems, Inc., a sole source, for \$3,575.08 for 2 sets of firefighter turnout gear for the fire department's new firefighters.
7. Approve the grant award of \$1,600 from The One Hundred Club of Saginaw County to the Saginaw Fire Department for the purchase of 2 ice rescue suits. Further, approve a budget adjustment for FY 2016 to recognize these funds.
8. **REMOVED:** ~~Approve the loan agreement with the Lansing Fire Department for the use of training equipment for 3 months.~~
9. Approve a purchase order to Michigan Ammo Co. for \$3,050 and to Michigan Police Equipment Co. for \$8,881 for training ammunition of various calibers for the Police Department.
10. Approve the grant award of \$3,925 from The One Hundred Club of Saginaw County to the Saginaw Police Department for a DataWorks Plus Fingerprint Identification System. Further, approve a budget adjustment for FY 2016 to recognize these funds.
11. Approve the Storage Agreement with Central Warehouse Operations and issue a purchase order in the amount of \$4,500 for the storage and handling of 6,450 LED street light fixtures for the Right of Way Division.

Moved by Council Member Coulouris, seconded by Council Member Moore to approve consent agenda items 1 through 7 and, 9 and 11 as presented. 9 ayes, 0 nays, 0 absent. Motion approved.

Moved by Council Member Fitzpatrick, seconded by Council Member Kloc to approve consent agenda item 10 as presented. 9 ayes, 0 nays, 0 absent. Motion approved.

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

Council Member Coulouris reminded members of the January 26, 2016 Planning Commission meeting and their agenda will include the review of the property located at the corner of Gallagher Street and S. Washington Avenue.

Moved by Council Member Kloc, seconded by Council Member Moore to approve items 1 through 4 as follows:

1. Mayoral reappointment of Nathan Collison to the Saginaw Riverfront Development Commission with a term to expire April 1, 2021.
2. Mayoral appointment of Ronald Wheatley to the Housing Board of Appeals with a term to expire December 31, 2017.
3. Mayoral reappointment of Myron Shinkel to the Housing Board of Appeals with a term to expire December 31, 2017.
4. Mayoral appointment of Marcallus Sunday to the Saginaw Economic Development Commission with a term to expire June 30, 2018.

9 ayes, 0 nays, 0 absent. Motion approved.

INTRODUCTION OF ORDINANCES

Moved by Council Member Kloc, seconded by Council Member Fitzpatrick to introduce an ordinance to amend the official city map to vacate North Second Street from the south line of Kirk Street to the north line of Sears Street in the City of Saginaw. 9 ayes, 0 nays, 0 absent. Motion approved.

Moved by Council Member Kloc, seconded by Council Member Fitzpatrick to introduce an ordinance to amend the official city map to vacate North First Street from the south line of Kirk Street to the north line of Sears Street in the City of Saginaw. 9 ayes, 0 nays, 0 absent. Motion approved.

Moved by Council Member Kloc, seconded by Council Member Moore to introduce an ordinance to amend the official city map to vacate Kirk Street from the east line of North First Street to the southerly line of redirected Kirk Street in the City of Saginaw. 9 ayes, 0 nays, 0 absent. Motion approved.

Moved by Council Member Kloc, seconded by Council Member Moore to introduce an ordinance to amend the official city map to vacate Franklin Street from the north line of Potter Street to the easterly line of North Washington Avenue in the City of Saginaw. 9 ayes, 0 nays, 0 absent. Motion approved.

Moved by Council Member Kloc, seconded by Council Member Moore to introduce an ordinance to amend the official city map to vacate an unnamed street from the easterly line of North Washington Avenue to the westerly line of Franklin Street in the City of Saginaw. 9 ayes, 0 nays, 0 absent. Motion approved.

Moved by Council Member Kloc, seconded by Council Member Moore to introduce an ordinance to amend the official city map to vacate Sears Street from the easterly line of North Washington Avenue to the west line of North Third Street in the City of Saginaw. 9 ayes, 0 nays, 0 absent. Motion approved.

RESOLUTIONS

Moved by Council Member Moore, seconded by Council Member Kloc to adopt the resolution establishing an Obsolete Property Rehabilitation Act District at 203 S. Washington Avenue. 9 ayes, 0 nays, 0 absent. Motion approved.

ADJOURNMENT

Moved by Council Member Boensch, seconded by Council Member Moore to adjourn the meeting at 7:51 p.m. 9 ayes, 0 nays, 0 absent. Motion approved.

Janet Santos, CMMC/CMC/MMC
City Clerk

From: Timothy Morales, City Manager
Subject: 2016 Single Lot Special Assessment Tax Roll
Prepared by: Janet Santos, City Clerk

Manager's Recommendation:

It is recommended that the 2016 Single Lot Special Assessment Tax Roll transmitted herewith be received and filed in the office of the City Clerk for public examination; that City Council meet and review said roll at a regular meeting to be held Monday, February 22, 2016; and that the Clerk is hereby directed to post a public notice of said hearing.

Justification:

The City Engineer filed the 2016 Single Lot Special Assessment Tax Roll with the City Clerk on January 11, 2016, for the following assessments:

1. Nuisances: Trash Removal, Weed Cutting, NSP Demolitions
2. Wastewater: Test/Sample/Insp Administration Fees, IPP Fines & Surcharges, Permit Fees
3. Sewer Line Replacements (SEW16)
4. False Alarms: Fire (FF16) & Police (PF16)

The expenses on single lot assessments are not the type that require prorating of costs among several lots and parcels of land in the special assessment district, but are assessed to owners of the individual lots on which a service was performed. The owners of record have been billed in accordance with provisions of Title III, Administration, Chapter 33, "Taxation and Assessment," § 33.26, "Assessing Single Lots," of the Saginaw Code of Ordinances, O-1.

Council Action:

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

City of Saginaw

PUBLIC NOTICE

Pursuant to Title III, Administration, Chapter 33, "Taxation and Assessment," Section 33.27, "Assessment Roll Hearing and Confirmation," of the City of Saginaw Code of Ordinances, O-1, notice is hereby given that the Council of the City of Saginaw, Michigan, will meet at **6:30 p.m. Monday, February 22, 2016**, in the Council Chamber of City Hall and review the following single lot special assessment rolls:

Nuisances: Trash Removal, Weed Cutting, NSP Demolitions
Wastewater: Test/Sample/Insp Administration Fees, IPP Fines & Surcharges, Permit Fees
Sewer Line Replacements
Water Line Replacements
False Alarms: Fire & Police

Anyone objecting to such an assessment may appear in person at the hearing to protest or may file an objection in writing with the City Clerk prior to the close of said hearing, which written objection shall specify in what respect the objection is made. Postmark date will not be honored and no phone call objections will be accepted.

An appearance and protest at the hearing in this assessment proceeding is required in order to appeal the amount of the special assessment to the Michigan State Tax Tribunal. Such appeal must be submitted within 30 days of the City Council having approved the single lot special assessment tax roll. The single lot special assessment rolls are on file in the office of the City Clerk and are available for inspection during regular office hours up to the time of the hearing.

Janet Santos, CMMC/CMC/MMC
City Clerk

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Posted 1-25-2016
By: _jks_____

From: Timothy Morales, City Manager

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

Prepared by: Janet Santos, City Clerk

Manager's Recommendation:

I recommend approval of the insurance proposals with Chubb/Federal Insurance Company for Combined Building & Personal Property, Business Income and Extra Expense, Valuable Papers and Records, Computer Coverage, Flood, Earthquake and Animals in the Petting Zoo; with The Hanover Insurance Group for Crime Coverage; with Chubb/Federal Insurance Company for Equipment Floater, including the Floating Docks, and Bridges Coverage; with Cincinnati Insurance Company for Machinery and Equipment Breakdown Coverage, and Crum & Forster Insurance Company for Storage Tank Liability Insurance effective February 1, 2016 to February 1, 2017, for a total cost of \$346,102 and that I, or my designee, be authorized to execute any and all necessary insurance documents under the plans.

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

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

Justification:

Recently, Saginaw Bay Underwriters received proposals for insurance coverage on City Building & Personal Property, Business Income and Extra Expense, Valuable Papers and Records, Computer Coverage, Flood, Earthquake and Animals in the Petting Zoo, Crime Coverage, Equipment Floater & Bridges Coverage, Machinery & Equipment Breakdown Coverage and Storage Tank Liability Insurance to be effective February 1, 2016 to February 1, 2017. Upon receipt and review of the proposals received by Saginaw Bay Underwriters, the following insurance policies are being recommended:

PROPERTY COVERAGE

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

year's premium was \$212,292 and this year's premium is \$211,629, which includes a Terrorism Coverage charge of \$7,036. This is a decrease of \$663, over last year's premium. This policy carries a \$100,000 deductible with the exception of the Animals in the Petting Zoo, which has a \$500 deductible and Computer Coverage, which has a \$10,000 deductible.

CRIME COVERAGE

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

EQUIPMENT FLOATER POLICY

Chubb/Federal Insurance Company policy includes Contractors Equipment, Miscellaneous Unscheduled Equipment, Employee Tools, Rental Cost Reimbursement, Equipment Leased/Rented from others, Floating Docks, Fire Department Service Charges, Inventory or Appraisals, Pollutant Clean-up, Fire Protection Equipment Refill. Last year's premium was \$23,790 and this year's premium is \$22,768 which is a decrease of \$1,022. The deductible for this policy ranges from \$1,000-\$5,000, with the exception of the Floating Docks which carries a \$25,000 deductible.

BRIDGES POLICY

Chubb/Federal Insurance Company policy includes coverage on the Douglas Schenck, Frank Andersen, G. Stewart Francke (formerly Holland Avenue), Genesee Avenue, Johnson Street, Norman Street, Ojibway Island (South End) and Ojibway Island Pedestrian (North & South End) Bridges. The premium for this policy is \$79,871, which is a decrease of \$2,536 from last year. The deductible on this policy is \$50,000.

MACHINERY & EQUIPMENT BREAKDOWN

Cincinnati Insurance Company policy includes, but is not limited to, coverage on Mechanical Equipment, Electric Generators, Miscellaneous Electrical Apparatus, Recip. Eng. Internal Combustion, Transformers, Water Damage, Expediting Expenses, Ammonia Contamination and Hazardous Substance. The premium for this policy is \$10,420 which is the same as last year. The deductible on this policy is \$10,000.

STORAGE TANK LIABILITY INSURANCE

Crum & Forster Insurance Company policy includes coverage on 13 tanks (8 aboveground and 5 underground) that are insured at 4 locations. Last year's premium was \$12,608 and this year's premium is \$13,864, which is an increase of \$1,256, due to the age of the tanks.

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

Funds are budgeted and available in the Self Insurance Fund "Insurance," Account # 677-1762-806.000, with \$144,209 to be expended from the FY2016 budget and \$201,893 from the FY2017 budget.

Council Action:

Moved by Council Member _____, seconded by Council Member _____ that the recommendation of the City Manager be approved.