

Council Agenda

December 20, 2010 6:30 p.m., Council Chamber

PLEASE NOTE: There will be a Committee of the Whole Meeting today beginning at 5:00 PM. Michael Emmenecker, Chair of the City Planning Commission, and Rob Eggers of Spicer Engineering will give an update on the City's Master Plan.

PRAYER AND PLEDGE OF ALLEGIANCE

ROLL CALL

CORRECTION AND APPROVAL OF MINUTES OF PRECEDING SESSIONS:

December 6, 2010 regular Council meeting

ANNOUNCEMENTS:

PUBLIC HEARINGS:

PERSONAL APPEARANCES:

REMARKS OF COUNCIL:

PETITIONS:

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

From the Council Boards and Commission Committee:

1. Consideration of appointing Randall Arndt to the Downtown Development Authority, to fill a vacancy, with a term to expire December 31, 2014.
2. Consideration of appointing Terri Lynn Miller to the Historic District Commission, to fill a vacancy, with a term to expire December 20, 2013.
3. Consideration of appointing Jack Long to the Human Planning Commission, to fill a vacancy at Precinct 02, with a term to expire December 20, 2012.

REPORTS FROM MANAGER:

Management Update:

Recognition of Saginaw Future's economic development in the City of Saginaw.

Recommended Actions:

1. Recommending approval of the 2010/2011 Budget Adjustment.
2. Recommending a budget adjustment be approved to increase the General Fund's Fire Donations Account, No. 101 0000 601 6761 from \$100.00 to \$351.00; which equates to a \$251.00 increase. The increase in revenues will be offset by an increase in the Fire Department Administration Food Supplies Account No. 101 3750 751 73 06 by the same amount.
3. Recommending that the City of Saginaw enter into an agreement with Parishioners on Patrol of Saginaw to provide the services of the Community Mobilizing Position. The agreement has been approved by the City Manager as to substance and the City Attorney as to form. Additionally, Parishioners on Patrol of Saginaw should be paid \$14,976.00 for one year beginning October 1, 2010 and ending September 30, 2011. Funds are budgeted in the Community Policing Fund – Weed and Seed Division's Professional Services Account No. 260 3321 741 80 01.
4. Recommending the write off of one residential rehabilitation loan for \$16,117.35 because it has been deemed uncollectible. The clients for Loan No. 85190612 filed for bankruptcy and they did not reaffirm the mortgage owed to the City during the bankruptcy proceedings. Therefore, the City cannot collect on the loan.
5. Recommending a purchase order be approved and issued to ESRI, Inc. in the amount of \$6,189.70 for the ESRI annual GIS Software Maintenance fee. This software utilization includes the Weed Abatement program, Saginaw Fire View, Police Crime View, and Public Utilities viewer. In addition to purchasing the software, an annual renewal maintenance fee is required to receive all new upgrades for the software licenses and the right to call the ESRI help desk for all software related questions and/or problems. Funds are budgeted in the Department of Technical Services, GIS Operating Services Account No. 650 1738 781 80 05.
6. Recommending that the bid from the State of Michigan be accepted and that a purchase order be issued to Ikon Office Solutions in the amount of \$65,040.00. This amount consists of \$13,008.00 in annual payments for five years on lease options. Further recommend that the lease agreement between the City of Saginaw and Ikon Office Solutions be approved and the Director of Technical Services be authorized and directed to execute it and any associated documents on behalf of the City. The funds are available in the following Operating Services Accounts: Fiscal Services - Administration Account, No. 101 1740 711 8005 (\$1,316.00), Water - Customer Accounting Account, No. 591 5310 711 8005 (\$950.00), Sewer Customer Accounting Account, No. 590 5311 711 8005

(\$950.00), City Treasurer Account, No. (101 1743 711 8005 (\$3,216.00), Technical Services - GIS Account, No. 650 1738 781 8005 (\$1,536.00), Engineering Account, No. 101 4611 781 8005 (\$3,504.00), Sewer Operations and Maintenance Fund – Administration Account, No. 590 4810 851 8005 (\$768.00) and Water Operations and Maintenance Fund - Administration Account, No. 591 4710 851 8005 (\$768.00).

7. Recommending that the Proposal and Agreement with Burns and McDonnell Engineering Company, Inc. ("Burns and McDonnell") be approved in the amount \$41,300.00. Terms of the Proposal and Agreement include development, assembly, printing, mail house services, and postage for the 2010 Regional Consumer Confidence Report ("CCR"). In addition, Burns and McDonnell have agreed to indemnify the City for all claims resulting from its negligence in performance of the Agreement up to \$2,000,000.00. The Proposal and Agreement have been approved by the City Manager as to substance and the City Attorney as to form. Funds are budgeted in the Water Operations and Maintenance Fund and Pumping Division's, Engineering Services, Account No. 591 4730 861 80 02.
8. Recommending issuance of a purchase order to Delta Door Sales, Inc. in the amount of \$2,450.00 for providing material and labor for the emergency repair of the north overhead door to City Hall's old garage. Funds are available in the General Fund – Building & Grounds Maintenance Division's General Repairs Account No. 101 7575 821.80 40.
9. Recommending that purchase orders be issued to Gorno Ford of Woodhaven, Michigan in the amount of \$31,343.00 for the purchase of a 2011 Ford Extended Cab Diesel Chassis and to Scientific Brake & Equipment Company of Saginaw, Michigan in the amount of \$15,100.00 for the purchase of equipment to outfit the chassis. Funds for these purchases are budgeted in the Sewer Operation and Maintenance Fund – Surplus Division's Vehicles Account No. 590 4840 881 97 70 (\$15,671.50) and Water Operation and Maintenance Fund – Maintenance and Service Division's Surplus Capital Outlay/Vehicles Account No. 591 4740 881 97 70 (\$15,671.50) for Gorno Ford and \$7,550.00 per account in the same account numbers for Scientific Brake Equipment Company.
10. Recommending approval of the Michigan Department of Transportation Cost Agreement (No. 10 5628) for Preliminary Engineering Services for Michigan Avenue from Stephens Street to State Street. The Agreement has been approved by the City Manager as to substance and the City Attorney as to form. It is also recommended that a budget adjustment be completed to increase the Major Streets Fund – State of Michigan MDOT Projects Account No. 202 0000 511 5709 from \$0.00 to \$57,300.00, which equates to a \$57,300.00 increase. This increase in revenue will be offset by an increase in the Major Streets Fund – Streets Projects Division's Engineering Services Account No. 202 4614 781 8002 by \$57,300.00. Funds for the City's share are available in the Major Streets

Fund – Streets Projects Division's Engineering Services Account No. 202-4614-781 80 02 (\$12,700.00).

11. Recommending approval of the Michigan Department of Transportation I-675 Ramp Alignment Donation and Consent Grade Agreements. The Agreements have been approved by the City Manager as to substance and the City Attorney as to form. It is further recommended that City Council authorize the City Engineer to sign the Agreements.

INTRODUCTION OF ORDINANCES:

CONSIDERATION AND PASSING OF ORDINANCES:

1. An Ordinance to amend § 99.01, "Definitions," § 99.02, "Types Of Special Events," Paragraph (B)(2) OF § 99.03, "Conditions Of Use," § 99.05, "Waiver of Fees And Insurance," § 99.08, "Billings for Special Events," Paragraph (C) of § 99.09, "Payment Of Fees," Paragraphs (A) and (B) Of § 99.11, "Sale and/or Consumption Of Alcoholic Beverages," § 99.15, "Use of City-Owned Regional Parks, Community Parks and Neighborhood Parks," § 99.17 "Vendor Insurance and License Requirements" and rename this section "Special Event Vendor License", § 99.20, "Written Confirmation of Approval," and to add § 99.21, "Use of Sound Amplifying Equipment," and § 99.22, "Violations," to Chapter 99, "Special Events" of Title IX, "General Regulations" of the City of Saginaw Code of Ordinances O-1.

RESOLUTIONS:

1. Affirming the City of Saginaw's commitment to fair housing.
2. Approving MDOT's I-675 ramp alignment donation and consent grade agreements.
3. Approving MDOT's cost agreement number 10-5628 for preliminary engineering services for Michigan Avenue from Stephens Street to State Street.

UNFINISHED BUSINESS:

MOTIONS AND MISCELLANEOUS BUSINESS:

Darnell Earley
City Manager

COUNCIL COMMUNICATION

From: The City Manager

Subject: Second Quarter Budget Adjustment

Manager's Recommendation:

It is recommended that the 2010/2011 Adjusted Budget for the following funds be amended:

The overall General Fund's (101) should be decreased by \$113,987.00 from \$35,105,773.00 to \$34,991,786.00. The following details the adjustments:

- The EPA Grant Account, No. (101-0000-513.58-35) should be decreased by \$446,393.00 from \$1,124,759.00 to \$678,366.00.
- The City/County/School Liaison Account, No. (101-0000-571.67-06) should be decreased by \$5,000.00 from \$15,000.00 to \$10,000.00. Additionally, the expenditures should be decreased by the same amount. In early FY 2011, the City was notified that the County would no longer participate in the program.
- Additionally, the Operating Transfer to the Insurance Fund Account, No. (101-9660-771.87-05) should be decreased by \$52,080.00 from \$336,393.00 to \$284,313.00. To offset the decrease in the insurance costs, there will be an increase in the cost of retirement in the Police and Fire Departments.
- The Use of Fund Equity Account, No. (101-0000-680.00-00) should be increased by \$56,622.00 from \$984,919.00 to \$1,041,541.00. This increase in fund equity will be offset by an increase in the cost of retirements in the Police and Fire Departments.

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- The Sale of Land/Building Account, No. (101-0000-581.67-10) should be increased by \$332,864.00 from \$0.00 to \$332,864.00. The increase in revenues will be offset by the purchase of property from the Central Michigan Railway Company by the Department of Development – Planning and Zoning's Land and Improvements Account, No (101-3863-761.97-30).

The Rubbish Collection (226) Fund should be increased by \$50,000.00. These funds will be utilized to cover the 2011 Leaf Collection season. Available unrestricted and undesignated fund balance will offset this increase.

The Sewer Operations and Maintenance Fund's (590) Use of Fund Equity Account, No. (590-0000-680.00-00) should be increased by \$26,011.00, from \$6,685,631.00 to \$6,711,642.00. The increase in the use of fund equity will be offset by the purchase of military time for an employee allocated to the Sewer Treatment and Pumping Division.

The Public Works Building Fund's (641) Sale of Junk Account, No. (641-0000-532.62-36) should be increased from \$0.00 to \$404.00. This increase will be offset by an increase in the same amount to the Parts and Supplies Account, No. (641.4439-811.73-30).

The Motor Pool Operations Fund's (661) Vehicle Account, No. (661-4480-841.97-70) should be from \$0.00 to \$118,334.00 for the purchase of the AVL System and vehicle, which was approved by council in FY 2010. The increase in expenditures will be offset by the appropriation of retained earnings in the use of fund equity, Account, No. (661-0000-680.00-00).

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Justification:

The 2010/2011 annual budget will be adjusted in accordance with Public Act 2 of 1968 Uniform Budgeting and Accounting Act, the City Charter, and the approved 2011 Budget Resolution, which states that the City Manager must provide quarterly budget adjustments to City Council as a result of budget to actual analysis. As a result of the City Manager's 2nd quarter analysis, the above-mentioned budget adjustments takes into consideration any errors, omissions, or changes in the funding levels and expenditures approved by City Council as prescribed by the City Charter.

Council Action:

Council _____ moved that the recommendation of the City Manager be approved.

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Manager's Recommendation: Approval of the resolution as follows:

RESOLUTION TO AFFIRM THE CITY OF SAGINAW'S COMMITMENT TO FAIR HOUSING

Council _____ offered and moved adoption of the following resolution:

WHEREAS, the City consistently supports access to fair housing in the community; and

WHEREAS, the City of Saginaw will foster effective fair housing strategies in the community; and

WHEREAS, the City of Saginaw recognizes the need to certify that it will affirmatively further fair housing as a condition to receive federal funds; and

WHEREAS, the City's five year Consolidated Plan recognizes the need to discourage discrimination against tenants in protected classes; and

WHEREAS, the City vehemently discourages discrimination against tenants that are in protected classes; and

WHEREAS, the City intends to accelerate significant outreach efforts to the community to promote fair housing through fair housing education for tenants and landlords; and

WHEREAS, the City will continue to provide assistance to individuals when a valid fair housing violation is established by providing support when complaints are filed and by assisting with resolution of the issues; and

WHEREAS, the City intends to provide additional assistance to tenants and landlords through community outreach efforts provided by local organizations such as

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drafting articles for the local newspapers, facilitating workshops and giving presentations to various groups; and

WHEREAS, City Council fully recognizes the need for fair housing education and fully supports the City sponsoring a Fair Housing Education Week in 2011; now

THEREFORE BE IT RESOLVED, that City Council affirms its continued support for fair housing in the City of Saginaw.

BE IT FURTHER RESOLVED, that the City of Saginaw is committed to analyzing the impediments to fair housing choice within the community and will develop and implement strategies to eliminate such barriers.

COUNCIL COMMUNICATION

From: The City Manager

Subject: Michigan Department of Transportation Cost Agreement (No. 10-5628) for Preliminary Engineering Services for Michigan Avenue from Stephens Street to State Street

Manager's Recommendation:

I recommend that the Michigan Department of Transportation ("MDOT") Cost Agreement ("Agreement"), Number 10-5628, be approved. The Agreement has been approved by the City Manager as to substance and the City Attorney as to form. A resolution to approve this Agreement appears under the regular order of business.

It is also recommended that a budget adjustment be completed to increase the Major Streets Fund – State of Michigan MDOT Projects Account Number 202-0000-511.57-09 from \$0.00 to \$57,300.00, which equates to a \$57,300.00 increase. This increase in revenue will be offset by an increase in the Major Streets Fund – Streets Projects Division's Engineering Services Account Number 202-4614-781.80-02 by \$57,300.00.

Funds for the City's share are available in the FY 2010-11 Major Streets Fund -Streets Projects Division's Engineering Services Account No. 202-4614-781.80-02 (\$12,700.00). The Project Number is ST 0905 in FY 2010-11.

Justification:

Transmitted herewith is a proposed Cost Agreement (City Clerk's File No. _____) with MDOT for the purpose of setting forth the rights and obligations of the parties in agreeing to the performance of the City of Saginaw ("City") to conduct preliminary engineering services. The City's responsibilities consist of the preparation of reports and studies, as well as the design, final construction plans and specifications necessary for the construction of Michigan Avenue from Stephens Street to State Street, including traffic

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signal design at the intersection of Michigan Avenue with Genesee Avenue and all other necessary related work.

The total eligible project cost is estimated to be \$70,000.00. The project cost shall be met in part by contributions by the federal government. Federal Surface Transportation funds shall be applied to eligible items of the project cost at the established federal participation ratio equal to 81.85 percent. The balance of the project cost, after deduction of federal funds shall be paid by the City of Saginaw. Any items of the project cost not reimbursed by federal funds will be the sole responsibility of the City. Federal Surface Transportation Urban Local (STUL) funds will pay \$57,300.00 and the City's estimated share is \$12,700.00. The City is responsible for any cost overruns in excess of \$70,000.00.

Council Action:

Council _____ moved that the recommendation of the City Manager be approved.

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Manager's Recommendation: Approval of the resolution as follows:

**RESOLUTION TO APPROVE MDOT COST AGREEMENT
NUMBER 10-5628 FOR PRELIMINARY ENGINEERING SERVICES FOR MICHIGAN
AVENUE FROM STEPHENS STREET TO STATE STREET**

Council _____ offered and moved adoption of the following resolution:

WHEREAS, a Cost Agreement, Number 10-5628, has been submitted by the Michigan Department of Transportation, which requires the City of Saginaw to adopt a resolution indicating its willingness to perform preliminary engineering services, consisting of the preparation of reports and studies, as well as the design, final construction plans and specifications necessary for the construction of Michigan Avenue from Stephens Street to State Street, including traffic signal design at the intersection of Michigan Avenue with Genesee Avenue and all other necessary related work; and

WHEREAS, the Agreement has been approved by the City Manager as to substance and the City Attorney as to form; now

NOW, THEREFORE, BE IT RESOLVED, that City officials be authorized to execute this Agreement on behalf of the City of Saginaw.

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From: The City Manager

Subject: ESRI Annual GIS Software Maintenance Fee

Manager's Recommendation:

I recommend that a purchase order be approved and issued to ESRI, Inc. in the amount of \$6,189.70. This vendor meets all requirements of §14.23, "Vendors", of "Purchasing, Contracting, and Selling Procedure," of Chapter 14, "Finance and Purchasing, of "Title 1, "General Provisions" of the Saginaw Code of Ordinances O-1.

Funds are budgeted in the Department of Technical Services, GIS Operating Services Account No. 650-1738-781.80-05.

Justification:

Personnel from GIS, Engineering, Inspections, Public Services, Assessing, Police and Fire utilize GIS software on a daily basis. This software utilization includes the Weed Abatement program, Saginaw Fire View, Police Crime View, and Public Utilities viewer. In addition to purchasing the software, an annual renewal maintenance fee is required to receive all new upgrades for the software licenses and the right to call the ESRI help desk for all software related questions and/or problems.

The fiscal year 2010 annual renewal maintenance fee was \$6,024.00, which is an increase of \$165.70.

Council Action:

Council ____ moved that the recommendation of the City Manager be approved.

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From: The City Manager

Subject: Replacement Inspection / Valve Turner Truck.

Manager's Recommendation:

I recommend that purchase orders be issued to Gorno Ford of Woodhaven, Michigan in the amount of \$31,343.00, and Scientific Brake & Equipment Company of Saginaw, Michigan in the amount of \$15,100.00.

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

Funds for these purchases are budgeted in the Sewer Operation and Maintenance Fund – Surplus Division's Vehicles Account No. 590-4840-881.97-70 (\$15,671.50) and Water Operation and Maintenance Fund - Maintenance and Service Division's Surplus Capital Outlay/Vehicles Account No. 591-4740-881.97-70 (\$15,671.50) for Gorno Ford and \$7,550.00 per account in the same account numbers for Scientific Brake & Equipment Company.

Justification:

The City received a bid per State of Michigan bid spec. #3958-0093D, for the purchase of a 2011 Ford F350XL Extended Cab 4X4 Diesel Chassis. This truck would replace truck #57-0235, a 1997 Chevrolet one ton truck with 162,000 miles, extensive rust, and in need of extensive repairs. The truck is equipped with valve turning equipment and a hoist and is used for the operation, repair, and replacement of city water and sewer valves, fittings, and piping. A bid was also received from Scientific Brake and Equipment Company for the equipment to outfit the chassis. They are the

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local sole source for this special model U108ADWLP Low Profile Steel Utility Body. Through supervisory and operator input it has been determined that this chassis and body combination will be the best fit for this operation.

Council Action

Council _____ moved that the recommendation of the City Manager be approved.

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From: The City Manager

Subject: Burns and McDonnell Engineering Company Inc. Proposal and Agreement

Manager's Recommendation:

I recommend that the Proposal and Agreement with Burns and McDonnell Engineering Company Inc. ("Burns and McDonnell") be approved in the amount of \$41,300.00. Terms of the Proposal and Agreement include development, assembly, printing, mail house services, and postage for the 2010 Regional Consumer Confidence Report ("CCR"). In addition, Burns and McDonnell have agreed to indemnify the City for all claims resulting from its negligence in performance of the Agreement up to \$2,000,000.00. The Proposal and Agreement have been approved by me as to substance and the City Attorney as to form.

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

Funds are budgeted in the Water Operations and Maintenance Fund – and Pumping Division's, Engineering Services, Account Number 591-4730-861.80-02.

Justification:

On October 25, 2010, the City received a Proposal and Agreement to provide professional consulting services for the design, production and distribution of the 2010 CCR. The 1996 amendments to the Safe Drinking Water Act requires the City to provide consumers information about their drinking water and opportunities to get involved in protecting their source water pursuant to a CCR. All community water systems are required to prepare and provide their customers with an annual water quality report or CCR.

Several years ago, the District Engineer for the previously named Michigan Department of Environmental Quality recommended the use of a regional approach to the report. For the past six years, the City has successfully used this approach to distribute information to customers by distributing the Saginaw Regional Water Quality Report/CCR. Specifically, this approach reduces the expense of production of the report, mailing costs and City staff time. The City will coordinate the development of the

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CCR with Burns and McDonnell. The individual communities will sign participation agreements and reimburse the City for their share of the costs. The CCR will be developed and distributed to City customers that elect to participate in the 2010 Regional CCR.

The City worked with Tetra Tech to produce the CCR from 1996 through the 2008 report produced in 2009. Susan Franklin, an employee of Tetra Tech, was instrumental to the success of the work on the CCR project for all of those years. She has extensive knowledge regarding the CCR, the City and the municipalities that receive water services from it. In 2009, Ms. Franklin left Tetra Tech for a new position with Burns and McDonnell. Due to her professionalism, creativity, on-going cost saving efforts, and great success in coordinating the Regional CCR, the City elected to contract with her new employer for production of the 2009 CCR. As expected, Ms. Franklin was able to seamlessly provide another report with all the quality and professionalism we have come to expect. Burns and McDonnell was also found to be a good consultant to work with.

City staff highly recommends continued use of Ms. Franklin and Burns and McDonnell as our consultants. The quoted cost includes a 0.50 % increase when compared to last year. However, Ms. Franklin has made a recommendation that would potentially save \$500.00 and if accepted by the parties involved, could result in a 0.7% decrease compared to last year. Specifically, she has suggested that instead of using the bulk mailing group method that the parties pay a flat rate per piece based on their number of active service connections, instead of the actual route counts for their community.

Council Action:

Council _____ moved that the recommendation of the City Manager be approved.

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Manager's Recommendation: Approval of the resolution as follows:

RESOLUTION TO APPROVE MDOT I-675 RAMP ALIGNMENT DONATION AND CONSENT GRADE AGREEMENTS

Council _____ offered and moved adoption of the following resolution:

WHEREAS, a Donation and Consent Grade Agreements ("Agreements"), have been submitted by the Michigan Department of Transportation ("MDOT"); and

WHEREAS, the State of Michigan will begin construction of new ramps, from I-675 to Washington Avenue. Specifically, the project will include a new northbound I-675 exit ramp at Warren Avenue and a full four-way interchange along with a new southbound I-675 entrance ramp at Warren Avenue. In addition, the project includes new bridges at Fifth and Sixth Streets, removal of bridge spans and the vacation and closure of Second and Weadock Avenues between Wadsworth St. and Fitzhugh St. and improvements will be made to Wadsworth Street; and

WHEREAS, MDOT must obtain the City's permission to access three parcels owned by the City of Saginaw that abut the I-675 right-of-way off of Wadsworth Street; and

WHEREAS, the three properties are located at 412 North Franklin St., 429 North 3rd Avenue and 434 North 2nd Avenue; and

WHEREAS, MDOT has determined pursuant to a market data study that just compensation for the three properties is \$2,100.00; and

WHEREAS, MDOT has requested that the City waive just compensation for the three properties; and

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WHEREAS, staff has determined that it is in the best interest of the City to waive just compensation for the three properties; and

WHEREAS, the Agreement has been approved by the City Manager as to substance and by the City Attorney as to form; now

NOW, THEREFORE, BE IT RESOLVED, that the City Council authorize the City Engineer to execute the Agreements on behalf of the City of Saginaw.

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From: The City Manager

Subject: Michigan Department of Transportation I-675 Ramp Alignment Donation and Consent Grade Agreements

Manager's Recommendation:

I recommend that approval of the Michigan Department of Transportation ("MDOT") I-675 Ramp Alignment Donation and Consent Grade Agreements ("Agreements") be approved. The Agreements have been approved by the City Manager as to substance and the City Attorney as to form. It is further recommended that City Council authorize the City Engineer to sign the Agreements.

Justification:

In the spring of 2011, the State of Michigan will begin construction on the new exit and ramps to Washington Avenue. Specifically, the project will include a new northbound I-675 exit off-ramp at Warren Avenue and a full four-way interchange along with a new southbound I-675 entrance ramp at Warren Avenue. In addition, the project includes new bridges at Fifth and Sixth Streets, removal of bridge spans, and the vacation and closure of Second and Weadock Avenues between Wadsworth St. and Fitzhugh St. Moreover, improvements will be made to Wadsworth Street. This project will provide direct access to downtown Saginaw, specifically the Dow Event Center, Temple Theatre, St. Mary's Hospital and Michigan Cardio Vascular Institute.

In order for MDOT to realign and construct the interchange, it must obtain the City's permission to access three parcels owned by the City of Saginaw that abut the I-675 right-of-way off of Wadsworth Street. Any time MDOT is required to enter onto another party's property to grade it pursuant to a construction project, the federal

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government requires it to offer the other party just compensation. MDOT has determined pursuant to a market data study that just compensation for the property located at 418 North Franklin Street is \$2,100.00. Furthermore, it has determined that just compensation for the properties located at 429 North 3rd Avenue and 434 North 2nd Avenue is \$100.00, combined.

MDOT has requested that the City waive compensation and donate the three properties. The total cost of the project is \$12,200,000.00. Specifically, the federal government is contributing \$9,800,000.00, the State of Michigan is contributing \$2,200,000.00 and the City is contributing \$290,000.00. MDOT has made significant financial contributions to City construction projects over the years. For example, MDOT saved the City \$500,000.00 by assuming responsibility for recent projects, including the M-13 Streetscape project from Holland to Janes. Staff has reviewed the matter and recommends that the City waive compensation.

Council Action:

Council _____ moved that the recommendation of the City Manager be approved.

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From: The City Manager

Subject: Vendor Donations – Budget Adjustment

Manager's Recommendation:

It is recommended that a budget adjustment be completed to increase the General Fund's Fire Donations Account No. 101-0000-601.67-61 from \$100.00 to \$351.00; which equates to a \$251.00 increase. The increase in revenues will be offset by an increase in the Fire Department Administration Food Supplies Account No. 101-3750-751.73-06 by the same amount.

Justification:

During the month of September, the fire department received donations from various vendors to provide for the food supplies for their annual awards ceremony. This budget adjustment will recognize the receipt of these monies as well as pay the invoice for these supplies.

Council Action

Council _____ moved that the recommendation of the City Manager be approved.

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From: The City Manager

Subject: Parishioners On Patrol of Saginaw – Contracting Agency

Manager's Recommendation:

I recommend that the City of Saginaw enter into an agreement with Parishioners on Patrol of Saginaw to provide the services of the Community Mobilizing Position. The agreement has been approved by the City Manager as to substance and the City Attorney as to form.

Additionally, Parishioners on Patrol of Saginaw ("POPS") should be paid \$14,976.00 for one year beginning October 1, 2010 and ending September 30, 2011.

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

Funds are budgeted in the Community Policing Fund – Weed and Seed Division's Professional Services Account No. 260-3321-741.80-01

Justification:

Parishioners on Patrol of Saginaw ("POPS") was selected by the Eastside Weed and Seed Steering Committee to serve as the contracting agency to provide the service of Community Mobilization. This award is part of the approved Department of Justice Budget for the 2010 fiscal year, which began October 2010. POPS assumes all liability of this position and the individual relationship is negotiated, managed and overseen by POPS and the Site Coordinator.

Council Action:

Council _____ moved that the recommendation from the City Manager be approved.

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From: The City Manager

Subject: Write Off of One CDBG Residential Rehabilitation Loans

Manager's Recommendation:

I recommend the write off of one residential rehabilitation loan because it has been deemed uncollectible. The total amount to be written off is \$16,117.35.

Justification:

The residential lending program is operated by the Department of Development. Low interest loans are made to low to moderate-income individuals for housing rehabilitation in designated CDBG program areas. Regular mortgage loans are established and liens are placed against the properties. CDBG staff follows normal collection procedures, if clients do not meet their monthly obligations. The procedures include client notification and credit bureau reporting, which can result in foreclosure.

The clients for Loan Number 85190612 filed for bankruptcy. However, they did not reaffirm the mortgage owed to the City during the bankruptcy proceedings. Therefore, the City cannot collect on the loan. The loan has a principal balance of \$14,832.34. Penalty and interest charges are in the amount of \$1,285.01. The last mortgage payment was made on July 14, 2008.

Council Action:

Council _____ moved that the recommendation of the City Manager be approved.

COUNCIL COMMUNICATION

From: The City Manager

Subject: Repair City Hall Old Garage Overhead Door

Manager's Recommendation:

I recommend that Delta Door Sales, Inc. be issued a purchase order in the amount of \$2,450.00 for providing material and labor for the emergency repair of the north overhead door to City Hall's old garage.

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

Funds are available in the Building & Grounds Maintenance Division's General Repairs Account No.101-7575-821.80-40.

Justification:

On September 12, 2010 the Saginaw County Sheriff Dive Team propped the automatic garage door open, which caused the door's springs and cable to disengage. The door crashed down to the ground and was damaged beyond repair. To secure the building, the garage front entrance opening was temporarily barricaded which made it impossible for vehicles to utilize the garage. It was imperative that the door be repaired immediately to house and secure the City's and the Saginaw County Sheriff Dive Rescue Team's vehicles. The original installer of the door, Delta Door Sales, Inc., was contacted for an estimate and they made all of the necessary repairs. Their initial quote totaled \$2,100.00; however, after the repairs were started, additional damage was discovered that increased the total cost of repairs to \$2,450.00.

Council Action:

Council _____ moved that the recommendation of the City Manager be approved.

COUNCIL COMMUNICATION

From: The City Manager

Subject: Ikon Office Solutions Copy Machine Lease

Manager's Recommendation:

I recommend that the bid from the State of Michigan be accepted and that a purchase order be issued to Ikon Office Solutions in the amount of \$65,040.00. This amount consists of \$13,008.00 in annual payments for five years on lease options for the following offices – Fiscal Services - Administration (\$1,316.00), Water - Customer Accounting (\$950.00), Sewer Customer Accounting (\$950.00), City Treasurer (\$3,216.00), Technical Services - GIS (\$1,536.00), and Engineering (\$3,504.00), Sewer Operations and Maintenance Fund – Administration (\$768.00) and Water Operations and Maintenance Fund - Administration (\$768.00).

Further, that the lease agreement between the City of Saginaw and Ikon Office Solutions be approved and the Director of Technical Services be authorized and directed to execute it and any associated documents on behalf of the City. This agreement has been approved by the City Manager as to substance and by the City Attorney as to form.

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

Funds for this purchase are available in the following Operating Services accounts - Fiscal Services - Administration, Account No. 101-1740-711.80-05, Treasurer, Account No. 101-1743-711.80-05, Water - Customer Accounting, Account No. 591-5310-711.80-05, Sewer – Customer Accounting, Account No. 590-5311-

COUNCIL COMMUNICATION

711.80-05, Engineering, Account No. 101-4611-781.80-05, Technical Services - GIS, Account No 650-1738-781.80-05, Sewer Operations and Maintenance Fund - Administration, Account No. 590-4810-851.80-05, and Water Operations and Maintenance Fund – Administration, Account No. 591-4710-851.80-05.

Justification:

The State of Michigan solicited bids for copy machines of which Ikon Office Solutions was the successful bidder. The lease cost includes copier maintenance, supplies and new model switch out program. To ease the impact to departmental budgets a 60-month lease is recommended for the offices of the Finance, City Treasurer, Public Services, Engineering, and Technical Services.

Council Action:

Council _____ moved that the recommendation of the City Manager be approved.