



# COUNTY OF SAGINAW

OFFICE OF COUNTY CONTROLLER

111 SOUTH MICHIGAN AVENUE  
SAGINAW, MICHIGAN 48602

## MEMORANDUM

**ROBERT V. BELLEMAN**  
*Controller/Chief Administrative Officer*  
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TO: Board of Commissioners

FROM: Robert V. Belleman  
Controller/CAO

RE: County of Saginaw Facility Needs

The Board of Commissioners at its June 21, 2022 regular session approved \$126,000 to engage Kibbe & Associates to assist in the design and bidding to relocate the Board/Controller Office/Clerk Office/Treasurer Office/Public Works Office Project. Kibbe has finalized the proposed design to relocate the Board/Controller Offices to the former Sheriff Administration Building on Cass Avenue; relocate the Circuit Court Records Office to the current Treasurer Office and create a new Election Office in the current Public Works Office; and to relocate the Treasurer to the Controller's Office. The Public Works Office would relocate to the current Board Office. The former Sheriff Administration building is vacant.

The Board of Commissioners will also need to address the following other needs:

- 1) Circuit Court Probation (Total Square footage 8,852) is currently located in the Bagley Street property, which needs capital investments to address the sewage system, roof and parapet.
- 2) Medical Examiner's Office. The ME Office is temporarily located in the Health Department. Autopsies are performed in Port Huron. Randy Pfau, Dr. Bush, Dr. Spitz and Commissioner Boyd are pursuing the possibility of temporarily leasing autopsy space at Covenant Morgue while the County is evaluating a more permanent solution. Randy Pfau and Dr Bush estimate the Medical Examiner's office would need approximately 15,000 to 20,000 square feet to accommodate two autopsy suites, offices, family viewing space, and cold storage (30 bodies), etc.
- 3) Health Department – The Board of Health has recommended the County consider building a new, more modern medical facility to accommodate a Health Department & Medical Clinic in collaboration with CMU Medical Partners. The Health Department would cover the cost of a lease or construction project.
- 4) Mosquito Abatement Commission is preparing to relocate to the former Buena Vista Administrative site (Towerline Road) so it can sell its current site to the Public Schools District of the City of Saginaw. The Saginaw Public Schools

have initially offered \$4 million and the thirty (30) acre site on Towerline Road. However, the school district is unable to produce a deed to the Towerline Road property. The Board of Commissioners have already approved the site plan and building design for the Towerline property. Commissioner Boyd has been in conversation with the Superintendent of Public Schools of the City of Saginaw to negotiate a new deal. The Mosquito Abatement Commission facility would be paid off via the Mosquito Abatement Commission millage and a portion of the funds from the School District.

- 5) Maintenance Facility – The Maintenance Department is currently co-located with the Mosquito Abatement Commission facility at 211 Congress. The Mosquito Abatement Commission building on Towerline does not include space for the Maintenance Department. Additionally, I believe the Maintenance Department should be located close to the Courthouse and Jail since these two facilities are where maintenance personnel spend most of their time. The Maintenance Department would need to lease space and charge its lease costs out to the departments it provides services. A portion of its relocation costs would be covered by the \$4 million purchase payment from the School District.
- 6) Public Works Commission Maintenance Building/Equipment Storage Facility. Public Works Commission currently shares space at the Mosquito Abatement Commission facility. If Mosquito Abatement Commission relocates to Towerline, the Board will need to decide whether to incorporate additional space to house the two Public Works Commission field staff and related equipment. I believe any costs associated with this project should be paid by the Drains via a lease arrangement.

The Board of Commissioners will need to decide whether it desires to create a master plan identifying where it desires to locate its programs and facilities.

The Board of Commissioners will need to decide if it desires to create a “campus” and where that “campus” would be located.

The Board of Commissioners will need to decide what facilities needs will be addressed and when.

I am also enclosing a copy of the DLZ Facility Assessments for your review.