

PRE-MEETING AGENDA

ADRIAN CITY COMMISSION
AGENDA
PRE-MEETING STUDY SESSION
OCTOBER 20, 2008
6:15 P.M.

The City Commission will meet for a pre-meeting study session on Monday, October 20, 2008, at **6:15 p.m.** in the 2nd floor Conference Room at City Hall to discuss the following:

- I. Closed Session to Discuss Real Estate Acquisition
- II. Other Items as Time Permits

NOTE: Pre-Meeting will begin at 6:15 p.m. Please eat before you come to the meeting.

COMMISSION AGENDA

**AGENDA
ADRIAN CITY COMMISSION
OCTOBER 20, 2008
7:00 P.M.**

- I. MOMENT OF SILENCE AND PLEDGE OF ALLEGIANCE TO THE FLAG
- I I. ROLL CALL
- I I I. APPROVAL OF THE MINUTES OF THE OCTOBER 6, 2008 REGULAR MEETING OF THE ADRIAN CITY COMMISSION
- I V. PRESENTATION OF ACCOUNTS
- V. PRESENTATION
 - 1. Proceeds (\$75.00 per organization) from the Mayor's Youth Council art contest, held at the Art-A-Licious silent auction, will be awarded to:
 - Boys and Girls Club – Dana Pink
 - Adrian Public Schools- Homeless - Beth McCullough
 - Adrian Public Library – Teen Center – Carol Souchock
- V I. COMMUNICATIONS
 - 1. C-1. Local Development Finance Authority – 2006-07 Michigan Department of Treasury Audit Results
 - 2. C-2. City of Adrian Financial Forecast – 1st Quarter
- V I I. CONSENT AGENDA
 - 1. CR08-080. Resolution to make temporary traffic control orders permanent on Lawrence Street by posting a "Railroad Advanced Warning" sign for eastbound traffic.
 - 2. CR08-081. Resolution to make temporary traffic control orders permanent on Geddes Street by posting "No Parking At Any Time" signs on both sides of the street.
 - 3. CR08-082. Resolution certifying the costs and directing the City Assessor to prepare a Special Assessment Roll for SAD #371 – E. Albert St. from N. Main to N. Broad Streets.
 - 4. CR08-083. Resolution setting a public hearing date to hear and consider comments to the Special Assessment Roll for SAD #371 – E. Albert St. from N. Main to N. Broad Streets.

5. CR08-084. Resolution certifying the costs and directing the City Assessor to prepare a Special Assessment Roll for SAD #372 – E. Church St. from Broad to S. Locust Streets.
6. CR08-085. Resolution setting a public hearing date to hear and consider comments to the Special Assessment Roll for SAD #372 – E. Church St. from Broad to S. Locust Streets.
7. CR08-086. Resolution certifying the costs and directing the City Assessor to prepare a Special Assessment Roll for SAD #373 – Geddes Street from Bristol to Mulberry Streets.
8. CR08-087. Resolution setting a public hearing date to hear and consider comments to the Special Assessment Roll for SAD #373 – Geddes Street from Bristol to Mulberry Streets.
9. CR08-088. Resolution certifying the costs and directing the City Assessor to prepare a Special Assessment Roll for SAD #374 – Jordan Street from S. Main to S. Winter Streets.
10. CR08-089. Resolution setting a public hearing date to hear and consider comments to the Special Assessment Roll for SAD #374 – Jordan Street from S. Main to S. Winter Streets.
11. CR08-090. Resolution certifying the costs and directing the City Assessor to prepare a Special Assessment Roll for SAD #375 – Bent Oak from N. Main to Siena Heights.
12. CR08-091. Resolution setting a public hearing date to hear and consider comments to the Special Assessment Roll for SAD #375 – Bent Oak from N. Main to Siena Heights.

V I I I. PUBLIC COMMENT

I X. REGULAR AGENDA

A. ORDINANCES

1. Ord. 08-14. Second reading of an Ordinance to amend Article VIII – RM-1 Low Rise Multiple Family Residential District and Article IX – RM-2 High Rise Multiple Family Residential District by reinstating student group homes as a "Use Subject to Zoning Exception Permit".

B. RESOLUTIONS

1. R08-137. Resolution to approve the appointment of Mitchell Ebeling, Samantha Stevens, MinYoung Yoo, Brittani Farrington and Keenan Britt to the Mayor's Youth Council.

2. R08-138. Resolution to adopt the City of Adrian Identity Theft Prevention Policy, appointment of an administrative Identify Theft Prevention Committee and the designation of the Finance Director (or Asst. Finance Director in his absence) to administer the program.
3. R08-139. Resolution to award bid for a pickup truck for Public Works.
4. R08-140. Resolution authorizing the Mayor and City Clerk execute a Consulting Agreement with James E. Tischler for consulting services.

X. MISCELLANEOUS

1. Planning Commission Minutes
2. Departmental Report
3. Fire Department Report
4. D.A.R.T. Passenger Ridership Report

X I. PUBLIC COMMENT

X I I. COMMISSION COMMENTS

MINUTES

**MINUTES
ADRIAN CITY COMMISSION
OCTOBER 6, 2008
7:00 P.M.**

Prior to the opening of the regular meeting, Commissioner Steele moved to go into closed session to consider the sale of real estate, seconded by Commissioner DuMars, motion carried by a unanimous vote.

Official proceedings of the October 6, 2008 regular meeting of the City Commission, Adrian, Michigan.

The regular meeting was opened with a moment of silence and the Pledge of Allegiance to the Flag.

PRESENT: Mayor McDowell, Commissioners Steele, Osborne, Valentine, Mitzel and DuMars

ABSENT: Commissioner Clegg

Mayor McDowell in the Chair.

Commissioner DuMars moved to excuse Commissioner Clegg, seconded by Commissioner Mitzel, motion carried by a unanimous vote.

Commissioner DuMars moved to approve the minutes of the September 15, 2008, regular meeting of the Adrian City Commission, seconded by Commissioner Steele, motion carried by a unanimous vote.

PRESENTATION OF ACCOUNTS

Utility Department Receiving Fund Voucher #2896 through #2905	\$ 180,003.09
General Fund Vouchers #18861 through #18903	\$3,999,167.65
Clearing Account Vouchers amounting to	<u>\$ 553,135.62</u>
TOTAL EXPENDITURES	<u>\$4,732,306.36</u>

On motion by Commissioner Steele, seconded by Commissioner DuMars, this resolution was adopted by a unanimous vote.

COMMUNICATIONS

1. C-1. State Revenue Sharing Update
2. C-2. Report on MGFOA's 59th Annual Fall Training Institute recently attended by Jeff Pardee and Cindy Prue

CONSENT AGENDA

RESOLUTIONS

RE: BROWNFIELD REDEVELOPMENT AUTHORITY- Reappointment to Board

RESOLUTION CR08-076

WHEREAS, the terms of office of Roger Ferguson, Don Taylor, Karol Bolton, Jeff Pardee, Barbara Mitzel, Ron Reeves and Gary McDowell on the Brownfield Redevelopment Authority Board are due to expire; and

WHEREAS, these terms must be filled in accordance with the Adrian City Charter; and

WHEREAS, the above-named individuals have expressed a willingness to serve on the Brownfield Redevelopment Authority if reappointed; and

WHEREAS, the Adrian City Commission has given careful consideration to the reappointment of these individuals.

NOW, THEREFORE, BE IT RESOLVED, that the Adrian City Commission does hereby approve the reappointment of Roger Ferguson, Don Taylor, Karol Bolton, Jeff Pardee, Barbara Mitzel, Ron Reeves and Gary McDowell to the Brownfield Redevelopment Authority for 3 year terms to expire in 2011.

RE: HISTORIC DISTRICT COMMISSION – Appointment to Board

RESOLUTION CR08-077

WHEREAS, the resignation of Connie Durst from the Historic District Commission has created a vacancy on this board; and

WHEREAS, this vacancy must be filled in accordance with the Adrian City Charter; and

WHEREAS, Brian Boze, 312 Dennis Street, has expressed a willingness to serve on the Historic District Commission, if appointed; and

WHEREAS, the City Commission has given careful consideration to the appointment of Brian Boze.

NOW, THEREFORE, BE IT RESOLVED that the Adrian City Commission does hereby approve the appointment of Brian Boze to the Historic District Commission to fill the current vacancy, expiring in August, 2009.

RE: UTILITIES DEPARTMENT – Lime Residual Removal at the Water Treatment Plant

RESOLUTION CR08-078

WHEREAS, the Adrian City Commission, by Resolution #R07-085 dated May 7, 2007, approved the FY2007-08 Budget and General Appropriations Act, which included \$175,000 in the Water Fund Purification Pumping Contract Services account (591-536.00-801.503) for the removal of residual lime at the Water Treatment Plant; and

WHEREAS, bids were solicited and five (5) bids were received on Thursday, September 18, 2008 by the City of Adrian Purchasing Office for the removal of residual lime at the Water Treatment Plant, with the following results (the Base Bid is for the removal of 8,000 cubic yards of material; the alternate is for the complete cleaning of the entire lagoon #1 along Bent Oak Ave.):

<u>Vendor</u>	<u>Base Amount</u>	<u>Alternate Amount</u>
Pohlcat, Inc., Sidney, OH	\$94,400	\$154,000
ProLime Services, Washington, MI	113,375	178,600
Slusarski Excavating, Adrian, MI	140,800	264,000
Midwest Compost, Clyde, OH	148,960	268,950
Synagro, Baltimore, MD	158,800	297,750

WHEREAS, the Finance Director indicates that sufficient funds for this purpose are available in the Water Fund Purification Pumping Contract Services account (591-536.00-801.503); and

WHEREAS, the Utilities Director and City Administrator recommend that the low bidder, Pohlcat, Inc., Sidney, OH, be engaged in the City's Standard Professional Services Contract for the removal of residual lime (alternate bid for the complete cleaning of the entire lagoon #1) at the Water Treatment Plant at a cost not to exceed \$154,000.

NOW, THEREFORE, BE IT RESOLVED that the Adrian City Commission, by this resolution, hereby authorizes the engagement of Pohlcat, Inc., Sidney, OH in the City's Standard Professional Services Contract for the removal of residual lime (alternate bid for the complete cleaning of the entire lagoon #1) at the Water Treatment Plant at a cost not to exceed \$154,000.

RE: HISTORIC DISTRICT COMMISSION – Reappointments to Board

RESOLUTION CR08-079

WHEREAS, the terms of office of Kara Lennard and Dr. William DeMots on the Historic District Commission have expired, which has created vacancies on this board; and

WHEREAS, these vacancies must be filled in accordance with the Adrian City Charter; and

WHEREAS, Ms. Lennard and Dr. DeMots have expressed a willingness to serve again on the Historic District Commission if reappointed; and

WHEREAS, the Adrian City Commission has given careful consideration to the reappointment of Ms. Lennard and Dr. DeMots.

NOW, THEREFORE, BE IT RESOLVED, that the Adrian City Commission does hereby approve the reappointment of Kara Lennard and Dr. William DeMots to the Historic District Commission for a three year term, expiring in 2011.

On motion by Commissioner DuMars, seconded by Commissioner Osborne, Consent Resolutions CR08-076 through CR08-079 were adopted by a unanimous vote.

REGULAR AGENDA

ORDINANCE

1. Ord. 08-14. Introduction of an Ordinance to amend Article VII – RM-1 Low Rise Multiple Family Residential District, and Article IX – RM-2 High Rise Multiple Family Residential District, by reinstating student group homes as a “Use Subject to Zoning Exception Permit”.

RESOLUTIONS

RE: UTILITIES DEPARTMENT –Wastewater Treatment Plant – Access Drive Asphalt Paving Project

RESOLUTION R08-134

WHEREAS, the access drive to the Wastewater Treatment Plant is in need of repaving before the winter months cause hazardous conditions; and

WHEREAS, Michigan Paving has agreed to extend the price of their current contract with the Department of Public Works for the College Park Subdivision Project, as follows:

	<u>Price per Ton</u>
HMA, 13A Leveling	\$61.13
HMA, 36A Wearing	\$60.39

resulting in an estimated total project cost of \$50,000; and

WHEREAS, because this is a shared drive to access the Compost Site (DPW), brush dump (Parks & Forestry) and Utilities O&M Facility, as well as the Waste Water Treatment Plant, agreements have been reached to share the cost of the total project by the various departments, accordingly; and

WHEREAS, the Utilities Director, recognizing the urgency of this project, has indicated a desire to delay previously authorized projects in favor of immediately completing this project; specifically, the Window and Door Replacement Project at the Wastewater Treatment Plant (\$40,000) and the WWTP/Broad Street HVAC Replacement Project (\$25,000), thereby freeing up sufficient funds for this purpose

in the Wastewater Capital Project Fund (497-554.00-975.120 and 497-553.00-975.143); and

WHEREAS, the Finance Director indicates that these projects will be included in the FY2009-10 Capital Project Budget, as well as the previously mentioned cost sharing with other user departments; and

WHEREAS the Utilities Director and City Administrator recommend approval of this resolution for paving of the access drive to the Wastewater Treatment Plant and waiver of the competitive bid process, recognizing the economy of extending the current price of the outstanding contract with Michigan Paving.

NOW, THEREFORE, BE IT RESOLVED that the Adrian City Commission, by this resolution, hereby authorizes paving of the access drive to the Wastewater Treatment Plant by Michigan Paving, Inc., Jackson, MI, at an estimated cost of \$50,000.00.

BE IT, FURTHER, RESOLVED that, in the best interests of the City, the competitive bid process be waived in accordance with the City's Purchasing Policy, as specified in Chapter 12 of the City Charter and Section 2-304 of the Codified City Ordinances.

BE IT FURTHER RESOLVED that the FY2008-09 Budget be amended as follows:

Wastewater Capital Project Fund (497)

Expenditures:

From:

(497-553.00-975.120) WWTP Window/Door Replacement Project	\$(25,000)
(497-553.00-975.143) WWTP/Broad Street HVAC Replacement	<u>(40,000)</u>
	\$(65,000)

To:

(497-553.00-975.136) WWTP Access Drive Paving Project	\$ 50,000
(497-990.00-990.000) Contingency	<u>15,000</u>
	\$ 65,000

Total	\$ -0-
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On motion by Commissioner Mitzel, seconded by Commissioner DuMars, this resolution was adopted by a unanimous vote.

RE: UTILITIES DEPARTMENT –Contract Change Order #8 (Irish Construction Company) for Wastewater Treatment Plant Improvements

RESOLUTION R08-135

WHEREAS, the City Commission, at its meeting of November 17, 2005, approved Resolution R05-179 awarding a construction contract for Wastewater System improvements to Irish Construction Company in the amount of \$5,244,600, contingent upon successful financial arrangements with the State Revolving Fund; and

WHEREAS, the low interest loan (1.625%) with the Michigan Department of Environmental Quality State Revolving Fund was successfully closed on December 15, 2005 and Notice to Proceed was issued to the contractor; and

WHEREAS, Contract Change Orders #1 through #7 with Irish Construction Company, totaling an increase of \$76,262.62 (1.45%), were previously approved by the City Commission; and

WHEREAS, the Water Treatment Plant Superintendent recommends approval of Contract Change Order #8, which consists of additional concrete restoration work inside Digester #3, resulting in a total increase of \$23,016.39 (0.4%) of the original contract and a revised contract amount of \$5,343,979.01; and

WHEREAS, Contract Change Orders #1 through #8, combined, amounts to 1.85% of the original contract, well within the allowable margin of 4.00%; and

WHEREAS, the Utilities Director and City Administrator recommend approval of this resolution authorizing the aforementioned Contract Change Order.

NOW, THEREFORE, BE IT RESOLVED that the Adrian City Commission, by this resolution, hereby approves Contract Change Order No.8 with Irish Construction Company, Inc. for Wastewater Treatment Plant Improvements for the City of Adrian.

On motion by Commissioner DuMars, seconded by Commissioner Steele, this resolution was adopted by a unanimous vote.

RE: PUBLIC WORKS – Purchase of Pickup Truck

RESOLUTION R08-136

WHEREAS, sealed bids were received September 25, 2008, for the purchase of a pickup truck for use by the Public Works Department; and

WHEREAS, said bids have been tabulated and recommendations made by Kristin Bauer, City Engineer, with the results as follows:

<u>VENDOR</u>	<u>VEHICLE MAKE/ MODEL</u>	<u>BID AMOUNT</u>
Ed Schmidt Auto Group, Maumee, OH	2009 Chevy Colorado	\$17,809.88
Adrian Dodge, Adrian, MI	2009 Dodge Dakota	\$17,818.00
Varsity Ford, Ann Arbor, MI	2009 Ford F 150	\$18,297.00
Clift Buick-Pontiac, Adrian, MI	2008 GMC Sierra	\$18,753.00
Dave Knapp Ford	2009 Ford F-150	\$19,125.40

WHEREAS, the City Engineer has recommended that the Local Preference Policy be waived as the local bidder did not meet specifications and that the bid be awarded to Ed Schmidt Auto Group of Maumee, OH for a 2009 Chevy Colorado at a cost of \$17,809.88.

NOW, THEREFORE, BE IT RESOLVED that the Adrian City Commission does hereby award the bid to Ed Schmidt Auto Group of Maumee, OH at a cost of

\$17,809.88 as the lowest bid that met specifications and that the Local Preference Policy be waived.

On motion by Commissioner Steele, seconded by Commissioner DuMars, this resolution was TABLED by a unanimous vote.

This bid will be considered at a future Commission meeting after re-evaluation of the bids.

MISCELLENEOUS

1. Adrian Parks & Recreation Quarterly Report

PUBLIC COMMENT

1. Joseph Alshabi, 168 Orchard and owner of the Point Grocery on N. Main, questioned the late payment penalty on his property taxes.

COMMISSION COMMENTS

1. Commissioner Mitzel submitted her resignation from the City Commission. The resignation was reluctantly accepted by the remaining members of the Commission, who recognized her long tenure and outstanding service to the city.

The next regular meeting of the Adrian City Commission will be held on Monday, October 20, 2008 a 7:00 p.m. in the Commission Chambers on the 2nd floor of Adrian City Hall.

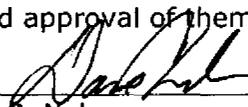
Gary E. McDowell
Mayor

Pat Baker
City Clerk

C H E C K
R E G I S T E R

October 20, 2008

I have examined the attached vouchers and recommend approval of them for payment.



Dane C. Nelson
City Administrator

DCN:bjw

RESOLVED, that disbursements be and they are hereby authorized for warrants directed to be drawn on the City Treasurer for the following:

Utility Department Vouchers	
Vouchers #2906 through #2916.....	\$ 198,819.69
General Fund	
Vouchers #18904 through #18926	504,717.99
Clearing Account Vouchers	
amounting to.....	<u>1,007,973.72</u>
TOTAL EXPENDITURES	<u>\$1,711,511.40</u>

On motion by Commissioner _____, seconded by
Commissioner _____, this resolution was
_____ by a _____ vote.

October 20, 2008

UTILITY DEPARTMENT VOUCHERS

<u>Check Number</u>	<u>To</u>	<u>Description</u>	<u>Amount</u>
<u>Receiving</u>			
2906	Verizon North	O&M Phone Bill	\$ 123.03
2907	City of Adrian: Payroll	Payroll for Oct 3	\$ 49,047.14
2908	City of Adrian: Clearing Acct	Oct 6 Check Register	\$ 155,523.66
2909	Consumers Energy	Water Plant Electric	\$ 23,676.86
2910	Verizon North	Various Phone Bills	\$ 233.52
2911	City of Adrian: General Fund	Oct Office Rent	\$ 650.00
2912	City of Adrian: Payroll	Payroll for Oct 10	\$ 17,581.36
2913	City of Adrian: General Fund	September charges	\$ 52,064.75
2914	City of Adrian: IT Dept	Sept Services	\$ 6,025.34
2915	Citizens Gas Fuel Co	Various Heat Bills	\$ 264.49
2916	City of Adrian: Payroll	Payroll for Oct 17	\$ 49,153.20
Total			\$ 354,343.35
Less CK# 2908			\$ 155,523.66
TOTAL			\$ 198,819.69

WW = \$168,009.92

Wat = \$186,333.43

20-Oct-08

GENERAL FUND
CHECK REGISTER

CHECK#	AMOUNT	PAYEE	DESCRIPTION
18904	\$ 223,418.04	City of Adrian: Payroll	Payroll for Oct 3
18905	\$ 14,848.00	First Federal Bank	Soc Security for Oct 3
18906	\$ 30,000.00	City of Adrian: Clearing Acct	Oct 6 Check Register
18907	\$ 302.36	City of Adrian: Petty Cash	Petty Cash
18908	\$ 548.74	City of Adrian: Utilities	Various Water Bills
18909	\$ 227,873.54	City of Adrian: Clearing Acct	Oct 6 Check Register
18910	\$ 4,500.23	Quick Service Transportation	Payroll W/E Oct 4
18911	\$ 7,025.88	Consumers Energy	Various Electric Bills
18912	\$ 947.20	Verizon North	Various Phone Bills
18913	\$ 12,668.21	City of Adrian: Payroll	Payroll for Oct 10
18914	\$ 2,702.82	First Federal Bank	Soc Security for Oct 10
18915	\$ 733.83	City of Adrian: Local St	September charges
18916	\$ 49.92	Verizon North	Fire Phone Bill
18917	\$ 200.00	Brenda Helf	Recreation Refund
18918	\$ 200.00	United Bank & Trust	Recreation Refund
18919	\$ 20.00	Kevin Cadieux	Recreation Refund
18920	\$ 20.00	Harley Wilt	Recreation Refund
18921		City of Adrian: Utilities	Transfer State MI Funds
18922		City of Adrian: Econ Develop	Transfer State MI Funds
18923	\$ 4,433.86	Quick Service Transportation	Payroll W/E Oct 11
18924	\$ 1,450.72	Citizens Gas Fuel Co	Various Heat Bills
18925	\$ 215,851.52	City of Adrian: Payroll	Payroll for Oct 17
18926	\$ 14,796.66	First Federal Bank	Soc Security for Oct 17

\$ 762,591.53
\$ (257,873.54) Less: CK# 18906 & 18909
\$ 504,717.99

CLAIMANT	AMOUNT CLAIMED	AMOUNT ALLOWED	AMOUNT REJECTED
1. 3-S CONSTRUCTION, INC.	108,416.48		
2. A.D.A. SECURITY, INC.	160.00		
3. ACCESS SHOPPER'S GUIDE	155.00		
4. ADRIAN CHARTER TOWNSHIP	175.50		
5. CITY OF ADRIAN	75.00		
6. ADRIAN COMMUNICATIONS	270.95		
7. ADRIAN MECHANICAL SERVICES C	1,355.06		
8. ADRIAN PUBLIC SCHOOLS	7,686.00		
9. ADRIAN WATER CONDITIONING IN	82.38		
10. AIR SOURCE ONE, INC.	70.59		
11. AIRGAS GREAT LAKES	102.50		
12. ALL METALS INC.	92.81		
13. ALLIED WASTE SERVICES #259	3,957.40		
14. AMAZON CREDIT PLAN	907.04		
15. APEX SOFTWARE	955.00		
16. ARBORICULTURE SOCIETY OF MIC	330.00		
17. ASTI ENVIRONMENTAL SERVICES	1,800.25		
18. CHRIS ATKIN	126.36		
19. AUDIOCRAFT PUBLISHING INC	199.68		
20. AUTO ZONE COMMERCIAL	29.73		
21. BAKER & TAYLOR BOOKS	1,060.92		
22. BASELINE CONSTRUCTORS, INC	26,991.85		
23. BATTERY WHOLESALE	141.55		
24. BAUDVILLE INC	256.44		
25. GREG BELL CHEVROLET, INC	33.43		
26. BELL EQUIPMENT CO	938.00		
27. BILL'S SERVICE, INC.	80.00		
28. ROBERT BISHOP	225.87		
29. BLACK SWAMP EQUIPMENT	541.83		
30. BOOK OF THE MONTH CLUB	37.62		
31. BOYS & GIRLS CLUB	75.00		
32. BRADY SAND & GRAVEL INC	443.95		
33. BRAKES-N-MORE	176.14		
34. BUCK & KNOBBY EQUIP CO INC	556.75		
35. CALIFORNIA CONTRACTORS SUPPL	143.76		
36. CDPA ARCHITECTS INC	15,467.12		
37. CIVICPLUS	1,004.25		
38. CLEGG ELECTRIC INC.	11,224.10		
39. CMA CONSTRUCTION SERVICES	163,419.32		
40. CMP DISTRIBUTORS, INC.	206.00		
41. COAST TO COAST DELI	66.62		
42. COMMEMORATIVE PUBLICATIONS I	69.50		
43. COMPRESSOR ENGINEERING CORP	990.51		
44. CONTINENTAL CARBONIC PRODUCT	1,296.66		
45. CONTINENTAL SERVICE	405.34		
46. CROSS LAKE CONSTRUCTION	36,097.65		
47. CUTLER DICKERSON CO	810.83		
48. CUTTING EDGE ENGRAVING	49.50		
49. D&P COMMUNICATIONS, INC.	1,583.52		
50. THE DAILY TELEGRAM	635.21		
51. DOAN CONSTRUCTION CO	1,143.50		
52. DOWNUNDER MUNICIPAL SERVICES	5,655.00		
53. EAST JORDAN IRON WORKS INC	6,949.60		
54. EASTLUND CONCRETE CONSTRUCTI	208,713.14		
55. STEVE EBERLE	20.00		
56. ENDERS CONSTRUCTION	8,960.00		
57. ENGLEWOOD ELECTRICAL SUPPLY	531.84		
58. FASTENAL COMPANY	638.33		
59. FISHER SCIENTIFIC COMPANY LL	389.28		
60. FLORIDA DIVISION	35.00		
61. FLORIDA MICRO LLC	4,819.50		
62. FRANK'S AMERICAN CONCRETE	28,348.32		
63. GALE	112.30		
64. GALL'S INC	118.99		
65. ROBERT GENTRY	23.20		
66. GERKEN MATERIALS INC.	4,281.61		
67. MARK GIGAX	20.00		
68. GOVT FINANCE OFFICERS ASSOC	270.00		
69. GRAINGER PARTS OPERATIONS	119.70		
70. GREAT LAKES AUTOMATIC DOOR,	547.32		
71. DARRIN GRIEWAHN	25.88		
72. DENISE GRITZMAKER	20.00		
73. GURDJIAN AND ASSOCIATES INC	13,150.00		
74. HACH COMPANY	338.05		
75. HADDEN TIRE COMPANY	543.20		

CLAIMANT	AMOUNT CLAIMED	AMOUNT ALLOWED	AMOUNT REJECTED
76. HAFELI STARAN HALLAHAN	145.86		
77. HASTINGS AIR ENERGY CONTROL,	453.54		
78. DEREK HELINSKI	34.03		
79. SHANE HORN	20.00		
80. HUBBARDS AUTO CENTER	740.88		
81. HURON LIME INC.	3,007.10		
82. I C M A VANTAGE POINT	5,989.66		
83. I.T. RIGHT	6,210.00		
84. ICMA RETIREMENT CORPORATION	217.51		
85. IDEARC MEDIA CORP.	22.75		
86. IMAGE GALLERY	55.00		
87. I.M.S.A. PUBLIC SAFETY	60.00		
88. INDUSTRIAL MILL SUPPLY CORP	121.38		
89. INGRAM LIBRARY SERVICES	80.46		
90. INTERNATIONAL MUNICIPAL	360.00		
91. IRISH CONSTRUCTION COMPANY	40,373.94		
92. JACKSON CITIZEN PATRIOT	237.25		
93. JACKSON TRUCK SERVICE INC.	611.01		
94. JACUZZI BRANDS	3,773.00		
95. KAR LABORATORIES INC	165.00		
96. KELLER THOMA, P.C.	997.50		
97. KELLY INFLATABLES	260.00		
98. DAVE KNAPP FORD	148.05		
99. KONICA MINOLTA- ALBIN	20.32		
100. KUSSMAUL ELECTRONICS CO, INC	253.63		
101. LANSING SANITARY SUPPLY INC	623.20		
102. LEGACY PRINTING	379.85		
103. LENAWEE COUNTY TREASURER	1,111.00		
104. LENAWEE INTERMEDIATE SCHOOL	3,433.00		
105. LENAWEE TIRE & SUPPLY CO	4,751.34		
106. LEXIS NEXIS RM INC	150.00		
107. LOTUS PALACE	150.00		
108. LOWE'S CREDIT SERVICES	2,866.46		
109. MACOMB COMMUNITY COLLEGE	300.00		
110. MANPOWER OF LANSING MI INC.	2,284.80		
111. GARY MCDOWELL	132.22		
112. MCMASTER- CARR SUPPLY CO.	244.13		
113. MEIJER, INC	248.16		
114. MICH MUNICIPAL LIABILITY	984.00		
115. MICHIGAN AMATEUR SOFTBALL	191.80		
116. MICHIGAN CORPORATE OFFICE PL	1,609.40		
117. MICHIGAN DEPARTMENT OF	323.64		
118. MICHIGAN DOWNTOWN ASSOC	200.00		
119. MICHIGAN LIBRARY CONSORTIUM	3,246.00		
120. STATE OF MICHIGAN	3,967.02		
121. MICHIGAN STATE POLICE	567.26		
122. MICHIGAN STATE UNIVERSITY	119.00		
123. MICHIGAN TBA DISTRIBUTORS IN	179.32		
124. MICHIGAN TECH UNIV-LTAP	55.00		
125. MICHIGAN WATER ENVIROMENT AS	86.00		
126. MICROMARKETING LLC	872.63		
127. MIDWEST TAPE	291.04		
128. MUGS N' MORE IMAGING	596.85		
129. MUNICIPAL EMPLOYEES' RETIRE	1,030.00		
130. NAPA AUTO & TRUCK PARTS	917.96		
131. NATIONAL DIAGNOSTICS, INC.	28.00		
132. NELSON TRANE	393.00		
133. NEXTEL COMMUNICATIONS	1,112.00		
134. NORTH EASTERN UNIFORMS & EQU	160.20		
135. OFFICEMAX CONTRACT INC.	151.65		
136. PALMER ENVELOPE CO.	440.00		
137. PARAGON LABORATORIES INC	60.00		
138. JEFFREY PARDEE	304.20		
139. PEERLESS SUPPLY INC	596.91		
140. GLENN PRESTON	20.00		
141. PUBLIC AGENCY TRAINING CIUNC	550.00		
142. PURCHASE POWER	3,018.99		
143. PVS TECHNOLOGIES INC	6,507.37		
144. QUICK SERVICE TRANSPORTATION	3,599.28		
145. QUILL CORPORATION	307.22		
146. R & W NURSERY	175.00		
147. RAY PRINTING CO. INC	1,383.22		
148. RECORDED BOOKS LLC.	373.25		
149. RED PAINT PRINTING LLC	230.50		
150. TIM RITCHIE	20.00		

CLAIMANT	AMOUNT CLAIMED	AMOUNT ALLOWED	AMOUNT REJECTED
151. SCIENTIFIC METHODS INC	570.00		
152. SERVICE ELECTRIC CO OF ADRIA	3,238.57		
153. SHERWIN-WILLIAMS CO	244.74		
154. SIRCHIE FINGER PRINT LABORAT	123.36		
155. SLUSARSKI EXCAVATING & PAVIN	136,274.71		
156. SNYDER WIRELESS & SATELLITE	49.99		
157. STANDARD & POOR'S CORP	1,407.92		
158. STATE CHEMICAL MFG CO.	335.25		
159. STEVENSON LUMBER, INC.	27,788.47		
160. JEFFREY A. STICKNEY, DO,PC	88.00		
161. SUPER LAUNDROMAT &	31.40		
162. CLAUDETTE J SWIFT	1,716.00		
163. T & L RENTALS	1,746.30		
164. TANNER SUPPLY COMPANY	4,875.00		
165. TETRA TECH MPS	689.63		
166. THOMAS SCIENTIFIC	396.43		
167. THOMSON WEST	555.63		
168. TIME EMERGENCY EQUIPMENT INC	47.80		
169. TRACTOR SUPPLY COMPANY	249.74		
170. TRACY TIME SYSTEMS	66.15		
171. TTB CLEANING LLC	100.00		
172. U S POSTMASTER	1,800.00		
173. UNIQUE MANAGEMENT SERVICES I	53.70		
174. USA BLUEBOOK	58.84		
175. UTILITIES INSTRUMENTATION	3,520.00		
176. VAN BRUNT TRANSPORT INC	22,494.66		
177. VISION PERFORMANCE GROUP	4,800.00		
178. W Q T E RADIO	700.00		
179. WEED MAN	45.00		
180. KRISTEN WETZEL	50.00		
181. BRENDA WILLIAMS	41.46		
182. YAHOO! CUSTODIAN OF RECORDS	39.50		
183. ZEMLO, INC	325.00		
TOTAL ALL CLAIMS		1,007,973.72	

COMMUNICATIONS

C-1



MEMO

Date: October 9, 2008

To: Dane C. Nelson, City Administrator
Hon. Gary McDowell, Mayor
City Commission

From: Jeffrey C. Pardee, Finance Director *Jeffrey Charles*

Re: **Local Development Finance Authority – 2006 & 2007 Michigan Department of Treasury Audit Results**

The Michigan Department of Treasury has completed the audit (copy attached) of the City of Adrian’s Local Development Finance Authority (LDFA) for FY2006-07 and FY2007-08. As a result of the audit, the authority has been directed to return \$14,023.00 to the City of Adrian Treasurer, who, in turn, is required to pay the following amounts to the proper taxing jurisdictions:

<u>Taxing Jurisdiction</u>	<u>Amount</u>
Adrian Public Schools	\$ 7,611.00
Lenawee Intermediate School District	3,308.00
Lenawee County Treasurer	1,111.00
Local Audit and Finance Division (State Treasurer)	<u>1,993.00</u>
Total	<u>\$14,023.00</u>

The foregoing amounts represent school taxes that were capture/escrowed by the authority in excess of the permissible amount. The City of Adrian’s LDFA was established in 1992, prior to passage of the School Finance Act (Proposal A) of 1994, thereby permitting the capture of School Aid Funds to retire outstanding debt. Because the LDFA District, as established, included Industrial Facility Tax Districts for Adrian Fabricators and AMCO Conv/Dura (which were subsequently closed), the computation for the Captured Value resulted in a negative amount for those properties. Without receiving clear direction from the Department of Treasury on the proper computation of the LDFA liability resulting from the negative IFT computations, a sum of money (\$17,796.00) was escrowed until this issue was resolved.

The subject audit includes the resolution of the aforementioned issue and the resultant excess capture computation and required distributions. In addition to the distribution to the above listed taxing jurisdictions, the balance of \$3,773.00 will be distributed to Jacuzzi Brands (formerly Garden State Tanning), which will conclude the outstanding debt obligation agreement created in 1992. All of the above amounts will be included in the next check register submitted to the City Commission for approval on October 20, 2008.

If you have any questions or need for further information, please contact my office.



STATE OF MICHIGAN
DEPARTMENT OF TREASURY
LANSING

JENNIFER M. GRANHOLM
GOVERNOR

ROBERT J. KLEINE
STATE TREASURER

October 6, 2008

**RE: City of Adrian LDFA
2006 & 2007**

Mr. Jeffrey Pardee, Finance Director
City of Adrian
100 East Church Street
Adrian, Michigan 49221

Dear Mr. Pardee:

The Department of Treasury has completed the audit of this authority's capture of K-12 school taxes for the years listed above. As a result of this audit, the authority is directed to return \$14,023 to the City of Adrian treasurer.

The authority is not to return this amount directly to other taxing jurisdictions; the authority is required to return it to the municipal treasurer. The treasurer is in turn required to pay this amount, apportioned among the appropriate taxing jurisdictions per the audit summary sheet, with an explanation that the amounts represent school taxes that were captured/escrowed by the authority in excess of the permissible amount.

Please send a copy of the payment documentation to the Local Audit and Finance Division, Michigan Department of Treasury, at the address listed below. Treasury will then notify the individual taxing jurisdictions of the amounts they should expect to receive from the local treasurer.

If you have any questions regarding the procedures to return excess captured tax revenue to the appropriate venues, please call me at (517) 373-3138 or GoodrichH@michigan.gov.

Sincerely,

A handwritten signature in black ink that reads "Harlan Goodrich".

Harlan Goodrich
Auditor

C: Donna Stewart, Treasurer – City of Adrian

Audit Summary for

CITY OF ADRIAN LDFA 1 2006-2007

**Allowable K-12 capture
(Lesser of eligible debt or
100% of available K-12 revenue)**

	1998	1999	2000	2001	2002	2003	2004	2005	2006	2007	Total
									\$68,700	\$63,100	\$131,800
Local School									\$2,210	\$5,401	\$7,611
ISD									\$1,008	\$2,300	\$3,308
SET									\$1	\$1,110	\$1,111
IFT									\$1,016	\$977	\$1,993
Total	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$4,235	\$9,788	\$14,023
Repay	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$4,235	\$9,788	\$14,023
positives	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$4,235	\$9,788	\$14,023
negatives	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

Positive amounts are owed by the Authority.
Negative amounts are owed to the Authority.

Note: These audits are based on values you provided. If you did not report BOR or MTT changes, you are required to do so.



MEMO

100 E. Church St . Adrian, Michigan 49221-2773

DATE: October 14, 2008

TO: Hon. Gary McDowell, Mayor
City Commission
Dane C. Nelson, City Administrator

FROM: Jeffrey C. Pardee, C.P.F.O.
Finance Director 

SUBJECT: City of Adrian Financial Forecast

Please find attached the First-Quarter Financial Forecast for the City of Adrian for Fiscal Year 2008-09. As of September 30, 2008, actual General Fund revenue - \$8,053,704 - exceeded expenditures - \$2,956,626 by \$5,097,078. However, this favorable variance is due to the timing of the Summer tax collection, which will be drawn down during the balance of the fiscal year. Based on the 1st Quarter Report, estimated expenditures - \$12,822,710 - are expected to exceed forecasted revenues - \$11,351,167 - by (\$1,471,543).

The unfavorability is primarily due to reduced revenue from Investment Earnings (\$150,000) due to current market conditions, as well as a planned draw down on fund balance (\$455,585) for property acquisition and debt service related to the new Downtown City Government Complex. In addition, Prior Year Revenue has been appropriated for the following purposes:

- Encumbrances & Carry Forwards (Listing Attached)	\$700,207
- Purchase of Adult Education Building	140,000
- Adrian Public Library-Elevator Installation	<u>61,751</u>
Total	<u>\$901,958</u>

In accordance with the Uniform Budgeting Act (Public Act 621 of 1978) for Local Units of Government, variances from budget are identified and explained in the Financial Forecast. As reflected in the Financial Forecast, expenditures through the first quarter are on track with the Amended Budget. A reconciliation of all budget amendments, including General Fund Contingency, is presented on Page 12 of the Financial Forecast.

In addition to the General Fund, all other Governmental (Special Revenue, Debt Service, and Capital Projects Funds) and Proprietary (Enterprise Funds, e.g., Water and Sewer Funds) have been included in the Financial Forecast. Generally, these funds are on track with the budget as amended. However, it should be noted that the amended FY2008-09 Financial Plan anticipates a draw down on Fund Equity in the following funds:

Major Street Fund	\$(814,310)	Use of accumulated grant funds for street projects
Local Street Fund	(150,967)	College Park Subdivision
Community Development Fund	(30,000)	Delay in HUD Foreclosure Sales
Economic Development Fund	(20,008)	Use of accumulated grant funds for site assessments

Downtown Development Authority	(74,700)	Refuse Collection revenue budgeted in the DDA-TIF Fund
LDFA-GAIDC Fund	(81,000)	Transfer of GAIDC Funds occurred in FY2007-08
Capital Project Funds – Water	(90,420)	See encumbrance listing for unfinished projects
Capital Project Funds – Sewer	(349,869)	See encumbrance listing for unfinished projects
Transportation Fund	(550,993)	Use of accumulated grant funds for Trnp Bldg
Sewer Fund	(1,152,815)	Use of accumulated Fund Balance to mitigate Utility user charge rate increase
Water Fund	(1,279,756)	Use of accumulated Fund Balance to mitigate Utility user charge rate increase; plus Acquisition of Williams Property
Information Technology Fund	(89,737)	Planned draw down on Fund Balance
Fire Department – Motor Pool Fund	(25,497)	Planned draw down on Fund Balance
Total	<u>\$ (4,710,072)</u>	

With the exception of the Economic Development Fund, all of the foregoing draw-downs on fund balance were either planned, with sufficient funding available, or a result of previously authorized appropriations which were encumbered or carried forward into the ensuing budget. A budget amendment will be proposed to address the Economic Development Fund, to reconcile total revenue and costs associated with the Art-A-Licious Event.

Future Considerations:

In today's uncertain credit market, there is a legitimate concern regarding the custodial risk associated with over-concentration of cash balances and investments in a few financial institutions. To mitigate the custodial risk, the City's funds are held by a diverse group of financial institutions. The following is a summary of the City's \$10 million portfolio as of August 31, 2008 and the balances in each bank or investment pool:

<u>Institution</u>	<u>Amount</u>
Huntington Bank	\$ 3,893,034
United Bank & Trust	1,538,739
Key Bank	620,341
First Federal Bank	1,000,000
Multi-Bank Securities	1,691,935
MBIA-Class Pool	<u>2,145,100</u>
Total	<u>\$10,889,149</u>

Effective October 3, 2008, the Federal Deposit Insurance Corporation (FDIC) increased the insured balances in each financial institution from \$100,000 to \$250,000. In addition, each of the investments in Multi-Bank Securities is held by a separately insured banking institution. Finally, United Bank & Trust is allocating a portion of the City's investments to their Washtenaw operation, which will double the insured portion of that deposit. In other words, the total insured portion of the aforementioned amount is \$3,191,935, equivalent to 29% percent.

This is a common problem for any municipality that has significant funds invested in a limited number of financial institutions. As a result, the Michigan legislature is considering new laws that would permit local municipalities to participate in the Federal Reserve CDARS® Program, which would allow banks to exchange funds thereby provide access up to \$50 million of FDIC coverage using one bank. Further developments will be forwarded to your attention. If you have any questions or need for further information, please contact my office.

CITY OF ADRIAN
FY2008-09 FIRST QUARTER FINANCIAL FORECAST
September 30, 2008

<u>FUND/DEPARTMENT</u>	<u>FY2008-09 ADOPTED BUDGET</u>	<u>FY2008-09 AMENDED BUDGET</u>	<u>AMENDED over/(under) ADOPTED</u>	<u>YEAR-TO-DATE ACTUAL</u>	<u>FORECAST</u>	<u>VARIANCE FORECAST TO BUDGET</u>		<u>EXPLANATION</u>
						<u>AMOUNT</u>	<u>PERCENT</u>	
GENERAL FUND REVENUE (101):								
Revenues								
Dept 101.00: CITY COMMISSION								
489.000 Misc. City Promotions	\$0	\$0	\$0	\$116	\$200	\$200		
Total - Dept 101.00	\$0	\$0	\$0	\$116	\$200	\$200		
Dept 172.00: CITY ADMINISTRATOR								
532.000 Administration Income	\$0	\$24,000	\$24,000	\$0	\$24,000	\$0	0.0%	
Total - Dept 172.00	\$0	\$24,000	\$24,000	\$0	\$24,000	\$0	0.0%	
Dept 201.00: FINANCE DEPARTMENT								
445.000 PENALTIES & INTEREST ON TAXES	\$50,000	\$50,000	\$0	\$50,920	\$51,000	\$1,000	2.0%	
480.000 DOG LICENSES	2,000	2,000	0	168	2,000	0	0.0%	
607.000 TAX COLLECTION FEES	231,348	231,348	0	154,838	231,348	0	0.0%	
664.000 INVESTMENT INCOME	350,000	350,000	0	46,468	200,000	(150,000)	-42.9%	Declining Market Rates
685.000 SALE OF EQUIPMENT	3,000	3,000	0	0	3,000	0	0.0%	
696.000 CASH OVER/SHORT	0	0	0	15	0	0		
Total - Dept 201.00	\$636,348	\$636,348	\$0	\$252,409	\$487,348	(\$149,000)	-23.4%	
Dept 209.00: CITY ASSESSOR								
444.000 PRINCIPLE RES. DENIAL PENALTY	\$1,000	\$1,000	\$0	\$0	\$1,000	\$0	0.0%	
488.000 CONTRACT SERVICES REVENUE	0	0	0	50	100	100		
Total - Dept 209.00	\$1,000	\$1,000	\$0	\$50	\$1,100	\$100	10.0%	
Dept 210.00: CITY ATTORNEY								
488.000 CONTRACT SERVICES	\$11,000	\$11,000	\$0	\$2,751	\$11,000	\$0	0.0%	
Total - Dept 210.00	\$11,000	\$11,000	\$0	\$2,751	\$11,000	\$0	0.0%	
Dept 215.00: CITY CLERK								
458.000 VENDORS-HAULERS & PEDDLERS	\$1,000	\$1,000	\$0	\$90	\$1,000	\$0	0.0%	
459.000 AMUSEMENTS	3,500	3,500	0	0	3,500	0	0.0%	
608.000 SCHOOL ELECTION FEES	0	0	0	0	0	0		
644.000 PRINTED MATERIALS	0	0	0	20	100	100		
Total - Dept 215.00	\$4,500	\$4,500	\$0	\$110	\$4,600	\$100	2.2%	
Dept 226.00: HUMAN RESOURCES								
691.000 VENDING PROCEEDS-WELLNESS	\$100	\$100	\$0	\$0	\$100	\$0	0.0%	
693.000 WELLNESS PROCEEDS	100	100	0	67	100	0	0.0%	
Total - Dept 226.00	\$200	\$200	\$0	\$67	\$200	\$0	0.0%	

CITY OF ADRIAN
FY2008-09 FIRST QUARTER FINANCIAL FORECAST
September 30, 2008

<u>FUND/DEPARTMENT</u>	<u>FY2008-09 ADOPTED BUDGET</u>	<u>FY2008-09 AMENDED BUDGET</u>	<u>AMENDED over/(under) ADOPTED</u>	<u>YEAR-TO-DATE ACTUAL</u>	<u>FORECAST</u>	<u>VARIANCE FORECAST TO BUDGET</u>		<u>EXPLANATION</u>
						<u>AMOUNT</u>	<u>PERCENT</u>	
Dept 276.00: CEMETERY								
625.000 ENGRAVING	\$600	\$600	\$0	\$600	\$600	\$0	0.0%	
628.000 FOUNDATIONS - CEMETERY	10,000	10,000	0	3,651	10,000	0	0.0%	
629.000 GRAVE OPENINGS	37,000	37,000	0	14,370	37,000	0	0.0%	
630.000 UPKEEP OF CEM LOTS (NOT PC)	8,000	8,000	0	0	8,000	0	0.0%	
643.000 CEMETERY LOTS	2,000	2,000	0	600	2,000	0	0.0%	
Total - Dept 276.00	\$57,600	\$57,600	\$0	\$19,221	\$57,600	\$0	0.0%	
Dept 301.00: POLICE DEPARTMENT								
455.000 PARKING	\$1,000	\$1,000	\$0	\$30	\$1,000	\$0	0.0%	
456.000 TAXI	250	250	0	0	250	0	0.0%	
508.000 TRAFFIC GRANT	0	0	0	1,137	1,200	1,200		
513.000 BULLET PROOF VEST GRANT	2,500	2,500	0	0	2,500	0	0.0%	
514.000 LIVESCAN FINGERPRINTING	5,700	5,700	0	0	5,700	0	0.0%	
515.000 OHSP TRAFFIC GRANT	3,000	3,000	0	580	3,000	0	0.0%	
534.000 NARCOTIC ENFORCEMENT GRANT	0	0	0	1,410	1,500	1,500		
543.000 POLICE TRAINING GRANT	7,000	7,000	0	0	7,000	0	0.0%	
576.000 LIQUOR LICENSES	0	0	0	13,045	13,000	13,000		
624.000 LIVESCAN APPLICANT FINGERPRINTING	8,000	8,000	0	1,289	8,000	0	0.0%	
627.000 DUPLICATING & PHOTOSTATS	2,500	2,500	0	1,182	2,500	0	0.0%	
656.000 PARKING FINES	11,000	11,000	0	3,461	11,000	0	0.0%	
659.000 ORDINANCE FINES & COSTS	80,000	80,000	0	18,056	80,000	0	0.0%	
660.000 TOW & IMPOUND FEES	20,000	20,000	0	2,620	20,000	0	0.0%	
676.701 CONTRIB-TRUST FUND	0	6,000	6,000	7,305	7,400	1,400	23.3%	Drug Forfeitures
683.000 SALE OF PROPERTY	8,000	8,000	0	0	8,000	0	0.0%	
684.000 SAFETY CITY	2,000	2,000	0	0	2,000	0	0.0%	
689.000 MOTORCYCLE SPONSORSHIP	2,000	2,000	0	0	2,000	0	0.0%	
694.000 SEX OFFENDER REGISTRATION	420	420	0	175	420	0	0.0%	
695.000 OTHER	0	0	0	4,977	5,000	5,000		Reimb. Driving School
Total - Dept 301.00	\$153,370	\$159,370	\$6,000	\$55,267	\$181,470	\$22,100	13.9%	
Dept 336.00: FIRE DEPARTMENT								
502.000 PL CODE PROJECT-FIRE	\$2,000	\$2,000	\$0	\$0	\$2,000	\$0	0.0%	
686.000 FIRE TRAINING CLASSES	500	500	0	0	500	0	0	
Total - Dept 336.00	\$2,500	\$2,500	\$0	\$0	\$2,500	\$0	0.0%	

CITY OF ADRIAN
FY2008-09 FIRST QUARTER FINANCIAL FORECAST
September 30, 2008

FUND/DEPARTMENT	FY2008-09	FY2008-09	AMENDED	YEAR-TO-DATE	FORECAST	VARIANCE		EXPLANATION
	ADOPTED	AMENDED	over/(under)			ACTUAL	FORECAST	
	BUDGET	BUDGET	ADOPTED			AMOUNT	PERCENT	
Dept 371.00: INSPECTION DEPARTMENT								
452.000 ELECTRICAL CONTRACTORS	\$100	\$100	\$0	\$0	\$100	\$0	0.0%	
453.000 HEATING & PLUMBING	100	100	0	0	100	0	0.0%	
454.000 JUNK DEALERS & SCAVENGERS	100	100	0	0	100	0	0.0%	
456.000 TAXI	100	100	0	0	100	0	0.0%	
458.000 VENDORS-HAULERS & PEDDLERS	0	0	0	50	50	50		
460.000 BOWLING & BILLIARD	100	100	0	0	50	(50)	-50.0%	
463.000 PERMITS-SIGNS & HANGERS	1,500	1,500	0	254	1,500	0	0.0%	
477.000 BUILDING	150,000	150,000	0	59,848	150,000	0	0.0%	
478.000 ELECTRICAL	40,000	40,000	0	12,050	40,000	0	0.0%	
479.000 HEATING	35,000	35,000	0	8,615	35,000	0	0.0%	
482.000 PLUMBING	15,000	15,000	0	4,941	15,000	0	0.0%	
483.000 SEWER TAPPING	200	200	0	0	200	0	0.0%	
485.000 ZONING PERMITS & FEES	5,000	5,000	0	1,225	5,000	0	0.0%	
486.000 MISCELLANEOUS	100	100	0	330	100	0	0.0%	
487.000 RENTAL HOUSING REGISTRATION	10,000	10,000	0	4,807	10,000	0	0.0%	
Total - Dept 371.00	\$257,300	\$257,300	\$0	\$92,120	\$257,300	\$0	0.0%	
Dept 441.00: DEPARTMENT OF PUBLIC WORKS								
481.000 SIDEWALK-CURB & EXCAVATING	\$100	\$100	\$0	\$212	\$200	\$100	100.0%	
631.000 REFUSE COLLECTION	400	400	0	45	300	(100)	-25.0%	
Total - Dept 441.00	\$500	\$500	\$0	\$257	\$500	\$0	0.0%	
Dept 443.00: MOTOR VEHICLE POOL								
683.000 SALE OF PROPERTY	\$0	\$0	\$0	\$2,451	\$2,500	\$2,500		Sale -1997 Sky Lark
Total - Dept 443.00	\$0	\$0	\$0	\$2,451	\$2,500	\$2,500		
Dept 449.00: ENGINEERING DEPARTMENT								
671.000 RENTS	\$24,000	\$24,000	\$0	\$5,625	\$24,000	\$0	0.0%	
Total - Dept 449.00	\$24,000	\$24,000	\$0	\$5,625	\$24,000	\$0	0.0%	

CITY OF ADRIAN
FY2008-09 FIRST QUARTER FINANCIAL FORECAST
September 30, 2008

FUND/DEPARTMENT	FY2008-09	FY2008-09	AMENDED	YEAR-TO-DATE	FORECAST	VARIANCE		EXPLANATION
	ADOPTED	AMENDED	over/(under)			FORECAST TO BUDGET		
	BUDGET	BUDGET	ADOPTED	ACTUAL		AMOUNT	PERCENT	
Dept 691.00: RECREATION DEPARTMENT								
651.053 USE/ADM FEES-REC-CONCESSIONS	\$24,000	\$24,000	\$0	\$14,478	\$24,000	\$0	0.0%	
651.054 USE/ADM FEES-REC-YOUTH SPORTS	9,000	9,000	0	8,625	9,000	0	0.0%	
651.055 USE/ADM FEES-REC-ADULT SPORTS	80,000	80,000	0	28,327	80,000	0	0.0%	
651.056 USE/ADM FEES-REC-YOUTH PROGRAM	14,000	14,000	0	536	14,000	0	0.0%	
651.058 USE/ADM FEES-REC-SPECIAL EVENT	27,000	27,000	0	2,586	27,000	0	0.0%	
651.059 USE/ADM FEES-REC-PIOTTER CENTE	37,000	37,000	0	6,473	37,000	0	0.0%	
651.060 USE/ADM FEES-REC-SKATE PARK	6,000	6,000	0	1,938	6,000	0	0.0%	
651.061 USE/ADM FEES-REC-AQUATICS	90,000	90,000	0	38,674	90,000	0	0.0%	
651.062 USE/ADM FEES-REC-ADULT CLASSES	12,000	12,000	0	3,622	12,000	0	0.0%	
651.070 USE/ADM FEES-REC-AMUSE TCKS	7,000	7,000	0	3,571	7,000	0	0.0%	
651.071 USE/ADM FEES-REC-HAUNTED BARN	100	100	0	0	100	0	0.0%	
651.072 USE/ADM FEES-REC-SHELTER USE	8,000	8,000	0	1,071	8,000	0	0.0%	
Total - Dept 691.00	\$314,100	\$314,100	\$0	\$109,901	\$314,100	\$0	0.0%	
Dept 691.01: ADRIAN AREA LITTLE LEAGUE								
651.041 USE/ADM FEES-REC-TBALL	\$5,000	\$5,000	\$0	\$0	\$5,000	\$0	0.0%	
651.042 USE/ADM FEES-REC-MACHINE PITCH	5,000	5,000	0	0	5,000	0	0.0%	
651.043 USE/ADM FEES-REC-MINORS	5,720	5,720	0	0	5,720	0	0.0%	
651.044 USE/ADM FEES-REC-MAJORS	4,290	4,290	0	0	4,290	0	0.0%	
651.045 USE/ADM FEES-REC-JUNIORS	2,475	2,475	0	0	2,475	0	0.0%	
675.000 DONATIONS - PRIVATE	7,650	7,650	0	0	7,650	0	0.0%	
Total - Dept 691.01	\$30,135	\$30,135	\$0	\$0	\$30,135	\$0	0.0%	
Dept 691.02: ADRIAN AREA SOCCER CLUB								
651.046 USE/ADM FEES-REC-TBALL	\$3,000	\$3,000	\$0	\$0	\$3,000	\$0	0.0%	
651.047 USE/ADM FEES-REC-MACHINE PITCH	4,000	4,000	0	0	4,000	0	0.0%	
651.048 USE/ADM FEES-REC-MINORS	1,500	1,500	0	0	1,500	0	0.0%	
651.049 USE/ADM FEES-REC-MAJORS	1,500	1,500	0	0	1,500	0	0.0%	
Total - Dept 691.02	\$10,000	\$10,000	\$0	\$0	\$10,000	\$0	0.0%	
Dept 697.00: PARKS & FORESTRY DEPARTMENT								
673.106 WEED MOWING	\$11,000	\$11,000	\$0	\$8,800	\$11,000	\$0		
Total - Dept 697.00	\$11,000	\$11,000	\$0	\$8,800	\$11,000	\$0	0.0%	

CITY OF ADRIAN
FY2008-09 FIRST QUARTER FINANCIAL FORECAST
September 30, 2008

FUND/DEPARTMENT	FY2008-09 ADOPTED BUDGET	FY2008-09 AMENDED BUDGET	AMENDED over/(under) ADOPTED	YEAR-TO-DATE ACTUAL	FORECAST	VARIANCE FORECAST TO BUDGET		EXPLANATION
						AMOUNT	PERCENT	
Dept 738.00: ADRIAN PUBLIC LIBRARY								
567.000 LIBRARY STATE AID	\$8,000	\$8,000	\$0	\$8,471	\$8,000	\$0	0.0%	
627.000 DUPLICATING & PHOTOSTATS	2,000	2,000	0	223	2,000	0	0.0%	
651.000 APPLICATION FEE	500	500	0	3	500	0	0.0%	
657.000 LIBRARY BOOK FINES	13,000	13,000	0	1,275	13,000	0	0.0%	
658.000 PENAL FINES	130,000	130,000	0	127,760	128,000	(2,000)	-1.5%	Reduced State Revenue
671.000 RENTS	1,000	1,000	0	0	1,000	0	0.0%	
Total - Dept 738.00	\$154,500	\$154,500	\$0	\$137,732	\$152,500	(\$2,000)	-1.3%	
Dept 990.00: NON-DEPARTMENTAL								
404.000 CURRENT REAL PROPERTY TAX	\$5,350,464	\$5,350,464	\$0	\$5,313,831	\$5,350,464	\$0	0.0%	
405.000 CURRENT PERS PROP TAX	1,018,997	1,018,997	0	1,018,992	1,018,997	0	0.0%	
407.000 CURRENT REFUSE MILLAGE	467,336	467,336	0	464,593	467,336	0	0.0%	
425.000 PAYMENT IN LIEU OF TAXES	40,000	40,000	0	41,067	40,000	0	0.0%	
457.000 TRAILER	4,600	4,600	0	1,073	4,600	0	0.0%	
575.000 SALES & USE TAX	2,339,217	2,339,217	0	451,453	2,339,217	0	0.0%	
644.000 PRINTED MATERIALS	100	100	0	0	100	0	0.0%	
661.000 CIVIL INFRACTIONS	3,000	3,000	0	100	3,000	0	0.0%	
671.000 RENTS	0	0	0	1,275	2,000	2,000		Rent-153 E. Maumee
675.000 DONATIONS-PRIVATE	100	100	0	0	100	0	0.0%	
675.059 DONATIONS-PRIVATE-SENIOR CENTER	100	100	0	0	100	0	0.0%	
675.073 DONATIONS-PRIVATE-LIBRARIES	63,500	63,500	0	1,800	63,500	0	0.0%	
675.077 DONATIONS-PRIVATE-TV CABLE	185,000	185,000	0	48,022	185,000	0	0.0%	
675.080 DONATIONS-CITY WIDE CITY PRIDE	500	500	0	0	500	0	0.0%	
675.275 CONTRIBUTION-COMM DEVEL	39,000	39,000	0	750	39,000	0	0.0%	Deputy Clerk Position
675.276 CONTRIBUTION-ECON DEVEL	0	0	0	9,750	10,000	10,000		Clerical Support
676.590 CONTRIB-WASTEWATER	20,000	20,000	0	0	20,000	0	0.0%	
676.591 CONTRIB-WATER	20,000	20,000	0	0	20,000	0	0.0%	
676.701 CONTRIB-TRUST FUND	100	100	0	0	100	0	0.0%	
676.702 CONTRIB-ENDOWMENT TRUST FUND	100	100	0	33	100	0	0.0%	
676.711 CONTRIB-PERPETUAL CARE FUND	30,000	30,000	0	61	30,000	0	0.0%	
695.000 OTHER	185,000	185,000	0	14,027	185,000	0	0.0%	
697.000 PRIOR YEARS REVENUE	455,585	1,357,543	901,958	0	0	(1,357,543)	-100.0%	Planned Use of Fund
Total - Dept 990.00	\$10,222,699	\$11,124,657	\$901,958	\$7,366,827	\$9,779,114	(\$1,345,543)	-12.1%	Balance
Total Revenues	\$11,890,752	\$12,822,710	\$931,958	\$8,053,704	\$11,351,167	(\$1,471,543)	-11.5%	

CITY OF ADRIAN
FY2008-09 FIRST QUARTER FINANCIAL FORECAST
September 30, 2008

<u>FUND/DEPARTMENT</u>	<u>FY2008-09 ADOPTED BUDGET</u>	<u>FY2008-09 AMENDED BUDGET</u>	<u>AMENDED over/(under) ADOPTED</u>	<u>YEAR-TO-DATE ACTUAL</u>	<u>FORECAST</u>	<u>VARIANCE FORECAST TO BUDGET</u>		<u>EXPLANATION</u>
						<u>AMOUNT</u>	<u>PERCENT</u>	
GENERAL FUND EXPENDITURES (101):								
101.00 CITY COMMISSION								
SALARIES & FRINGE BENEFITS	\$11,912	\$11,912	\$0	\$2,781	\$11,912	\$0	0.0%	
OPERATING	135,219	136,911	1,692	65,921	136,911	0	0.0%	
CAPITAL OUTLAY	0	0	0	0	0	0		
TOTAL	\$147,131	\$148,823	\$1,692	\$68,702	\$148,823	\$0	0.0%	
172.00 CITY ADMINISTRATOR								
SALARIES & FRINGE BENEFITS	\$216,115	\$216,115	\$0	\$49,770	\$216,115	\$0	0.0%	
OPERATING	21,084	45,507	24,423	3,597	45,507	0	0.0%	
CAPITAL OUTLAY	10,000	10,000	0	0	10,000	0	0.0%	
TOTAL	\$247,199	\$271,622	\$24,423	\$53,367	\$271,622	\$0	0.0%	
191.00 ELECTION DEPARTMENT								
SALARIES & FRINGE BENEFITS	\$9,700	\$9,700	\$0	\$3,480	\$9,700	\$0	0.0%	
OPERATING	13,500	15,000	1,500	3,842	15,000	0	0.0%	
CAPITAL OUTLAY	0	0	0	0	0	0		
TOTAL	\$23,200	\$24,700	\$1,500	\$7,322	\$24,700	\$0	0.0%	
201.00 FINANCE DEPARTMENT								
SALARIES & FRINGE BENEFITS	\$437,292	\$437,292	\$0	\$98,903	\$437,292	\$0	0.0%	
OPERATING	(72,078)	(72,078)	0	(14,943)	(72,078)	0	0.0%	
CAPITAL OUTLAY	0	0	0	0	0	0		
TOTAL	\$365,214	\$365,214	\$0	\$83,960	\$365,214	\$0	0.0%	
209.00 CITY ASSESSOR								
SALARIES & FRINGE BENEFITS	\$141,490	\$141,490	\$0	\$31,446	\$141,490	\$0	0.0%	
OPERATING	54,754	65,754	11,000	11,095	65,754	0	0.0%	
CAPITAL OUTLAY	0	0	0	0	0	0		
TOTAL	\$196,244	\$207,244	\$11,000	\$42,541	\$207,244	\$0	0.0%	
210.00 CITY ATTORNEY								
SALARIES & FRINGE BENEFITS	\$146,249	\$146,249	\$0	\$32,956	\$146,249	\$0	0.0%	
OPERATING	21,808	21,808	0	8,105	21,808	0	0.0%	
CAPITAL OUTLAY	0	0	0	0	0	0		
TOTAL	\$168,057	\$168,057	\$0	\$41,061	\$168,057	\$0	0.0%	

CITY OF ADRIAN
FY2008-09 FIRST QUARTER FINANCIAL FORECAST
September 30, 2008

FUND/DEPARTMENT	FY2008-09 ADOPTED BUDGET	FY2008-09 AMENDED BUDGET	AMENDED over/(under) ADOPTED	YEAR-TO-DATE ACTUAL	FORECAST	VARIANCE FORECAST TO BUDGET		EXPLANATION
						AMOUNT	PERCENT	
215.00 CITY CLERK								
SALARIES & FRINGE BENEFITS	\$73,563	\$73,563	\$0	\$17,317	\$73,563	\$0	0.0%	
OPERATING	22,111	22,111	0	4,997	22,111	0	0.0%	
CAPITAL OUTLAY	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>		
TOTAL	\$95,674	\$95,674	\$0	\$22,314	\$95,674	\$0	0.0%	
226.00 HUMAN RESOURCES DEPARTMENT								
SALARIES & FRINGE BENEFITS	\$86,964	\$86,964	\$0	\$19,254	\$86,964	\$0	0.0%	
OPERATING	96,703	120,675	23,972	20,516	120,675	0	0.0%	
CAPITAL OUTLAY	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>		
TOTAL	\$183,667	\$207,639	\$23,972	\$39,770	\$207,639	\$0	0.0%	
265.00 CITY HALL								
SALARIES & FRINGE BENEFITS	\$2,200	\$2,200	\$0	\$0	\$2,200	\$0	0.0%	
OPERATING	174,300	174,300	0	38,342	174,300	0	0.0%	
CAPITAL OUTLAY	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>		
TOTAL	\$176,500	\$176,500	\$0	\$38,342	\$176,500	\$0	0.0%	
276.00 CEMETERY								
SALARIES & FRINGE BENEFITS	\$318,926	\$318,926	\$0	\$73,906	\$318,926	\$0	0.0%	
OPERATING	95,265	95,265	0	21,146	95,265	0	0.0%	
CAPITAL OUTLAY	<u>48,500</u>	<u>48,500</u>	<u>0</u>	<u>40,631</u>	<u>48,500</u>	<u>0</u>	0.0%	
TOTAL	\$462,691	\$462,691	\$0	\$135,683	\$462,691	\$0	0.0%	
301.00 POLICE DEPARTMENT								
SALARIES & FRINGE BENEFITS	\$2,653,624	\$2,653,624	\$0	\$419,609	\$2,653,624	\$0	0.0%	
OPERATING	319,714	335,021	15,307	182,746	335,021	0	0.0%	
CAPITAL OUTLAY	<u>10,000</u>	<u>10,000</u>	<u>0</u>	<u>9,295</u>	<u>10,000</u>	<u>0</u>	0.0%	
TOTAL	\$2,983,338	\$2,998,645	\$15,307	\$710,872	\$2,998,645	\$0	0.0%	
336.00 FIRE DEPARTMENT								
SALARIES & FRINGE BENEFITS	\$1,455,568	\$1,455,568	\$0	\$341,113	\$1,455,568	\$0	0.0%	
OPERATING	290,065	300,484	10,419	26,033	300,484	0	0.0%	
CAPITAL OUTLAY	<u>45,000</u>	<u>45,000</u>	<u>0</u>	<u>0</u>	<u>45,000</u>	<u>0</u>	0.0%	
TOTAL	\$1,790,633	\$1,801,052	\$10,419	\$367,146	\$1,801,052	\$0	0.0%	
371.00 INSPECTION DEPARTMENT								
SALARIES & FRINGE BENEFITS	\$356,280	\$356,280	\$0	\$72,912	\$356,280	\$0	0.0%	
OPERATING	69,690	69,690	0	22,219	69,690	0	0.0%	
CAPITAL OUTLAY	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>		
TOTAL	\$425,970	\$425,970	\$0	\$95,131	\$425,970	\$0	0.0%	

CITY OF ADRIAN
FY2008-09 FIRST QUARTER FINANCIAL FORECAST
September 30, 2008

FUND/DEPARTMENT	FY2008-09 ADOPTED BUDGET	FY2008-09 AMENDED BUDGET	AMENDED over/(under) ADOPTED	YEAR-TO-DATE ACTUAL	FORECAST	VARIANCE		EXPLANATION
						FORECAST TO BUDGET AMOUNT	PERCENT	
441.00 DEPARTMENT OF PUBLIC WORKS								
SALARIES & FRINGE BENEFITS	\$377,256	\$377,256	\$0	\$91,633	\$377,256	\$0	0.0%	
OPERATING	(66,424)	(66,424)	0	(13,539)	(66,424)	0	0.0%	
CAPITAL OUTLAY	<u>40,000</u>	<u>40,000</u>	<u>0</u>	<u>0</u>	<u>40,000</u>	<u>0</u>	0.0%	
TOTAL	\$350,832	\$350,832	\$0	\$78,094	\$350,832	\$0	0.0%	
442.00 CENTRAL STORES SUPPLY								
SALARIES & FRINGE BENEFITS	\$5,200	\$5,200	\$0	\$468	\$5,200	\$0	0.0%	
OPERATING	(5,200)	(5,200)	0	(156)	(5,200)	0	0.0%	
CAPITAL OUTLAY	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>		
TOTAL	\$0	\$0	\$0	\$312	\$0	\$0		
443.00 MOTOR VEHICLE POOL								
SALARIES & FRINGE BENEFITS	\$50,000	\$50,000	\$0	\$13,362	\$50,000	\$0	0.0%	
OPERATING	(310,400)	(310,400)	0	(144,647)	(310,400)	0	0.0%	
CAPITAL OUTLAY	<u>212,000</u>	<u>212,000</u>	<u>0</u>	<u>1,090</u>	<u>212,000</u>	<u>0</u>	0.0%	
TOTAL	(\$48,400)	(\$48,400)	\$0	(\$130,195)	(\$48,400)	\$0	0.0%	
449.00 ENGINEERING DEPARTMENT								
SALARIES & FRINGE BENEFITS	\$194,615	\$194,615	\$0	\$42,834	\$194,615	\$0	0.0%	
OPERATING	(98,932)	(98,932)	0	(14,494)	(98,932)	0	0.0%	
CAPITAL OUTLAY	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>		
TOTAL	\$95,683	\$95,683	\$0	\$28,340	\$95,683	\$0	0.0%	
450.00 STREET LIGHTING								
SALARIES & FRINGE BENEFITS	\$6,000	\$6,000	\$0	\$1,119	\$6,000	\$0	0.0%	
OPERATING	128,000	128,000	0	11,387	128,000	0	0.0%	
CAPITAL OUTLAY	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>		
TOTAL	\$134,000	\$134,000	\$0	\$12,506	\$134,000	\$0	0.0%	
528.00 WASTE COLLECTION & DISPOSAL								
SALARIES & FRINGE BENEFITS	\$41,200	\$41,200	\$0	\$7,500	\$41,200	\$0	0.0%	
OPERATING	704,700	704,700	0	159,522	704,700	0	0.0%	
CAPITAL OUTLAY	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>		
TOTAL	\$745,900	\$745,900	\$0	\$167,022	\$745,900	\$0	0.0%	
550.00 FIXED EXPENSES								
BOND INTEREST EXPENSE	<u>\$96,000</u>	<u>\$221,341</u>	<u>\$125,341</u>	<u>\$0</u>	<u>\$221,341</u>	<u>\$0</u>	0.0%	
TOTAL	\$96,000	\$221,341	\$125,341	\$0	\$221,341	\$0	0.0%	

CITY OF ADRIAN
FY2008-09 FIRST QUARTER FINANCIAL FORECAST
September 30, 2008

FUND/DEPARTMENT	FY2008-09 ADOPTED BUDGET	FY2008-09 AMENDED BUDGET	AMENDED over/(under) ADOPTED	YEAR-TO-DATE ACTUAL	FORECAST	VARIANCE FORECAST TO BUDGET		EXPLANATION
						AMOUNT	PERCENT	
691.00 RECREATION DEPARTMENT								
SALARIES & FRINGE BENEFITS	\$623,269	\$623,269	\$0	\$69,705	\$623,269	\$0	0.0%	
OPERATING	273,822	286,299	12,477	174,015	286,299	0	0.0%	
CAPITAL OUTLAY	<u>20,500</u>	<u>97,300</u>	<u>76,800</u>	<u>41,482</u>	<u>97,300</u>	<u>0</u>	0.0%	
TOTAL	\$917,591	\$1,006,868	\$89,277	\$285,202	\$1,006,868	\$0	0.0%	
691.01 ADRIAN AREA LITTLE LEAGUE								
SALARIES & FRINGE BENEFITS	\$0	\$0	\$0	\$0	\$0	\$0		
OPERATING	30,000	30,000	0	0	30,000	0	0.0%	
CAPITAL OUTLAY	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>		
TOTAL	\$30,000	\$30,000	\$0	\$0	\$30,000	\$0	0.0%	
691.02 ADRIAN AREA SOCCER CLUB								
SALARIES & FRINGE BENEFITS	\$0	\$0	\$0	\$0	\$0	\$0		
OPERATING	9,910	9,910	0	0	9,910	0	0.0%	
CAPITAL OUTLAY	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>		
TOTAL	\$9,910	\$9,910	\$0	\$0	\$9,910	\$0	0.0%	
696.00 PARKS & FORESTRY GARAGE								
SALARIES & FRINGE BENEFITS	\$0	\$0	\$0	\$0	\$0	\$0		
OPERATING	19,340	19,340	0	1,760	19,340	0	0.0%	
CAPITAL OUTLAY	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>		
TOTAL	\$19,340	\$19,340	\$0	\$1,760	\$19,340	\$0	0.0%	
697.00 PARKS & FORESTRY DEPARTMENT								
SALARIES & FRINGE BENEFITS	\$292,821	\$292,821	\$0	\$80,485	\$292,821	\$0	0.0%	
OPERATING	159,933	166,383	6,450	64,504	166,383	0	0.0%	
CAPITAL OUTLAY	<u>104,000</u>	<u>114,194</u>	<u>10,194</u>	<u>14,330</u>	<u>114,194</u>	<u>0</u>	0.0%	
TOTAL	\$556,754	\$573,398	\$16,644	\$159,319	\$573,398	\$0	0.0%	
698.00 PARKS & FORESTRY - HERITAGE PARK								
SALARIES & FRINGE BENEFITS	\$93,921	\$93,921	\$0	\$24,323	\$93,921	\$0	0.0%	
OPERATING	69,100	69,100	0	14,498	69,100	0	0.0%	
CAPITAL OUTLAY	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>		
TOTAL	\$163,021	\$163,021	\$0	\$38,821	\$163,021	\$0	0.0%	
699.00 FEE ESTATE MAINTENANCE								
SALARIES & FRINGE BENEFITS	\$0	\$0	\$0	\$5,922	\$6,000	(\$6,000)		
OPERATING	0	15,500	15,500	1,740	9,500	6,000	38.7%	
CAPITAL OUTLAY	<u>0</u>	<u>11,598</u>	<u>11,598</u>	<u>11,598</u>	<u>11,598</u>	<u>0</u>	0.0%	
TOTAL	\$0	\$27,098	\$27,098	\$19,260	\$27,098	\$0	0.0%	
700.00 ADRIAN FENCE PROPERTY								
SALARIES & FRINGE BENEFITS	\$100	\$100	\$0	\$0	\$100	\$0	0.0%	
OPERATING	10,900	10,900	0	2,279	10,900	0	0.0%	
CAPITAL OUTLAY	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>		
TOTAL	\$11,000	\$11,000	\$0	\$2,279	\$11,000	\$0	0.0%	

CITY OF ADRIAN
FY2008-09 FIRST QUARTER FINANCIAL FORECAST
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FUND/DEPARTMENT	FY2008-09 ADOPTED BUDGET	FY2008-09 AMENDED BUDGET	AMENDED over/(under) ADOPTED	YEAR-TO-DATE ACTUAL	FORECAST	VARIANCE FORECAST TO BUDGET		EXPLANATION
						AMOUNT	PERCENT	
738.00 ADRIAN PUBLIC LIBRARY								
SALARIES & FRINGE BENEFITS	\$512,059	\$512,059	\$0	\$114,714	\$512,059	\$0	0.0%	
OPERATING	319,000	319,000	0	70,936	319,000	0	0.0%	
CAPITAL OUTLAY	<u>12,000</u>	<u>233,084</u>	<u>221,084</u>	<u>120,180</u>	<u>233,084</u>	<u>0</u>	0.0%	
TOTAL	\$843,059	\$1,064,143	\$221,084	\$305,830	\$1,064,143	\$0	0.0%	
801.00 PLANNING COMMISSION								
OPERATING	\$78,500	\$78,500	\$0	\$2,251	\$78,500	\$0	0.0%	
CAPITAL OUTLAY	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	0.0%	
TOTAL	\$78,500	\$78,500	\$0	\$2,251	\$78,500	<u>0</u>	0.0%	
836.00 OTHER PROJECTS								
SALARIES & FRINGE BENEFITS	\$0	\$0	\$0	\$0	\$0	\$0		
OPERATING	66,422	66,422	0	28,538	66,422	0	0.0%	
CAPITAL OUTLAY	<u>124,817</u>	<u>264,817</u>	<u>140,000</u>	<u>146,668</u>	<u>264,817</u>	<u>0</u>	0.0%	
TOTAL	\$191,239	\$331,239	\$140,000	\$175,206	\$331,239	\$0	0.0%	

CITY OF ADRIAN
FY2008-09 FIRST QUARTER FINANCIAL FORECAST
September 30, 2008

FUND/DEPARTMENT	FY2008-09 ADOPTED BUDGET	FY2008-09 AMENDED BUDGET	AMENDED over/(under) ADOPTED	YEAR-TO-DATE ACTUAL	FORECAST	VARIANCE FORECAST TO BUDGET		EXPLANATION
						AMOUNT	PERCENT	
903.00 BEAUTIFICATION - PARKS (FEE)								
OPERATING	\$0	\$0	\$0	\$0	\$0	\$0		
CAPITAL OUTLAY	<u>0</u>	<u>68,283</u>	<u>68,283</u>	<u>14,667</u>	<u>68,283</u>	<u>0</u>	0.0%	
TOTAL	\$0	\$68,283	\$68,283	\$14,667	\$68,283	\$0	0.0%	
903.36 BEAUT - PARKS (FEE)-BURR PONDS								
OPERATING	\$0	\$16,689	\$16,689	\$9,494	\$16,689	\$0	0.0%	
CAPITAL OUTLAY	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>		
TOTAL	\$0	\$16,689	\$16,689	\$9,494	\$16,689	\$0	0.0%	
904.00 PARK CAPITAL								
OPERATING	\$0	\$0	\$0	\$0	\$0	\$0		
CAPITAL OUTLAY	<u>0</u>	<u>112,193</u>	<u>112,193</u>	<u>53,211</u>	<u>112,193</u>	<u>0</u>	0.0%	
TOTAL	\$0	\$112,193	\$112,193	\$53,211	\$112,193	\$0	0.0%	
910.00 CRIMP SAVINGS								
GENERAL FUND	\$0	\$0	\$0	\$0	\$0	\$0		
DPW	0	0	0	0	0	0		
PARKS	<u>0</u>	<u>27,036</u>	<u>27,036</u>	<u>27,036</u>	<u>27,036</u>	<u>0</u>	0.0%	
TOTAL	\$0	\$27,036	\$27,036	\$27,036	\$27,036	\$0	0.0%	
965.00 TRANSFERS OUT								
CONTRIBUTION - AUTO PARKING	\$6,000	\$6,000	\$0	\$0	\$6,000	\$0	0.0%	
CONTRIBUTION - DIAL-A-RIDE	<u>109,568</u>	<u>109,568</u>	<u>0</u>	<u>0</u>	<u>109,568</u>	<u>0</u>	0.0%	
TOTAL	\$115,568	\$115,568	\$0	\$0	\$115,568	\$0	0.0%	
990.00 NON-DEPARTMENTAL								
CONTINGENCY	<u>\$315,237</u>	<u>\$315,237</u>	<u>\$0</u>	<u>\$0</u>	<u>\$315,237</u>	<u>\$0</u>	0.0%	
TOTAL	\$315,237	\$315,237	\$0	\$0	\$315,237	\$0	0.0%	
TOTAL GENERAL FUND EXPENDITURES	\$11,890,752	\$12,822,710	\$931,958	\$2,956,626	\$12,822,710	\$0	0.0%	
REVENUE OVER/(UNDER) EXP.	\$0	\$0	\$0	\$5,097,078	(\$1,471,543)	(\$1,471,543)		

CITY OF ADRIAN
FY2008-09 FIRST QUARTER FINANCIAL FORECAST
September 30, 2008

<u>FUND/DEPARTMENT</u>	<u>FY2008-09 ADOPTED BUDGET</u>	<u>FY2008-09 AMENDED BUDGET</u>	<u>AMENDED over/(under) ADOPTED</u>	<u>YEAR-TO-DATE ACTUAL GENERAL FUND CONTINGENCY ACCOUNT</u>	<u>FORECAST</u>	<u>VARIANCE FORECAST TO BUDGET</u>		
						<u>AMOUNT</u>	<u>PERCENT</u>	<u>EXPLANATION</u>
<u>RECONCILIATION BETWEEN ADOPTED AND AMENDED BUDGET</u>								
ADOPTED BUDGET			\$11,890,752					
AMENDED BUDGET			\$12,822,710					
INCREASE/(DECREASE)			<u>\$931,958</u>					
Encumbrances & Carry Forwards			\$700,207					
Purchase of Adult Education Bldg			140,000					
Library Elevator Installation			61,751					
Adrian Training School Land Study Grant			24,000					
Drug Forfeiture Trust Transfer-Equipment			6,000					
			<u>\$931,958</u>					
Contingency - Beginning Balance				\$315,237				
Contingency - Ending Balance				<u>\$315,237</u>				

CITY OF ADRIAN
FY2008-09 FIRST QUARTER FINANCIAL FORECAST
September 30, 2008

FUND/DEPARTMENT	FY2008-09 ADOPTED BUDGET	FY2008-09 AMENDED BUDGET	AMENDED over/(under) ADOPTED	YEAR-TO-DATE ACTUAL	FORECAST	VARIANCE FORECAST TO BUDGET		EXPLANATION
						AMOUNT	PERCENT	
MAJOR STREET FUND REVENUE (202):								
516.202 BEECHER STREET PAVING GRANT	\$375,000	\$375,000	\$0	\$0	\$0	(375,000)	-100.0%	Received in 2007
517.000 MAPLE AVENUE PAVING GRANT	281,250	281,250	0	0	0	(281,250)	-100.0%	Received in 2007
527.202 CMAQ GRANT-KIWANIS TRAIL EXT.	0	0	0	25,000	25,000	25,000		
546.000 GAS & WEIGHT TAX	1,000,000	1,000,000	0	248,733	1,000,000	0	0.0%	
547.000 STATE TRUNKLINE MAINTENANCE	<u>46,000</u>	<u>46,000</u>	<u>0</u>	<u>0</u>	<u>46,000</u>	<u>0</u>	<u>0.0%</u>	
INTERGOVERNMENTAL REVENUE	\$1,702,250	\$1,702,250	\$0	\$273,733	\$1,071,000	(\$631,250)	-37.1%	
664.000 INVESTMENT INCOME	20,000	20,000	0	2,381	20,000	0	0.0%	
676.283 CONTRB.-VIBRANT CITY GRANT FUND	1,489,244	1,489,244	0	0	1,489,244	0	0.0%	
695.000 OTHER	0	0	0	(46,480)	0	0		
697.000 PRIOR YEARS' REVENUE	0	183,060	183,060	0	0	(183,060)	-100.0%	Planned Use of Fund
TOTAL MAJOR STREET FUND REVENUE	\$3,211,494	\$3,394,554	\$183,060	\$229,634	\$2,580,244	(\$814,310)	-24.0%	Balance

MAJOR STREET FUND EXPENDITURES (202):

STREET CONSTRUCTION

SALARIES & FRINGES	\$0	\$0	\$0	\$2,656	\$10,000	(\$10,000)		
OPERATING	<u>2,375,184</u>	<u>2,500,955</u>	<u>125,771</u>	<u>395,370</u>	<u>2,490,955</u>	<u>10,000</u>	0.4%	
SUBTOTAL	\$2,375,184	\$2,500,955	\$125,771	\$398,026	\$2,500,955	\$0	0.0%	

ROUTINE ROAD MAINTENANCE

SALARIES & FRINGES	\$51,800	\$51,800	\$0	\$6,981	\$51,800	\$0	0.0%	
OPERATING	153,250	153,250	0	15,596	153,250	0	0.0%	
CAPITAL EQUIPMENT	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>		
SUBTOTAL	\$205,050	\$205,050	\$0	\$22,577	\$205,050	\$0	0.0%	

ROUTINE BRIDGE MAINTENANCE

SALARIES & FRINGES	\$1,000	\$1,000	\$0	\$0	\$1,000	\$0		
OPERATING	<u>12,500</u>	<u>12,500</u>	<u>0</u>	<u>0</u>	<u>12,500</u>	<u>0</u>	0.0%	
SUBTOTAL	\$13,500	\$13,500	\$0	\$0	\$13,500	\$0	0.0%	

TRAFFIC SERVICE MAINTENANCE

SALARIES & FRINGES	\$48,000	\$48,000	\$0	\$6,116	\$48,000	\$0	0.0%	
OPERATING	87,500	87,500	0	11,379	87,500	0	0.0%	
CAPITAL EQUIPMENT	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>		
SUBTOTAL	\$135,500	\$135,500	\$0	\$17,495	\$135,500	\$0	0.0%	

CITY OF ADRIAN
FY2008-09 FIRST QUARTER FINANCIAL FORECAST
September 30, 2008

<u>FUND/DEPARTMENT</u>	<u>FY2008-09 ADOPTED BUDGET</u>	<u>FY2008-09 AMENDED BUDGET</u>	<u>AMENDED over/(under) ADOPTED</u>	<u>YEAR-TO-DATE ACTUAL</u>	<u>FORECAST</u>	<u>VARIANCE FORECAST TO BUDGET</u>		<u>EXPLANATION</u>
						<u>AMOUNT</u>	<u>PERCENT</u>	
WINTER MAINTENANCE								
SALARIES & FRINGES	\$17,000	\$17,000	\$0	\$0	\$17,000	\$0	0.0%	
OPERATING	<u>59,000</u>	<u>59,000</u>	<u>0</u>	<u>0</u>	<u>59,000</u>	<u>0</u>	0.0%	
SUBTOTAL	\$76,000	\$76,000	\$0	\$0	\$76,000	\$0	0.0%	
NON-MOTORIZED TRANSPORTATION								
SALARIES & FRINGES	\$17,300	\$17,300	\$0	\$215	\$17,300	\$0	0.0%	Sidewalks
OPERATING	41,500	43,517	2,017	17,453	43,517	0	0.0%	
CAPITAL IMPROVEMENTS	<u>0</u>	<u>55,272</u>	<u>55,272</u>	<u>1,198</u>	<u>55,272</u>	<u>0</u>	0.0%	
SUBTOTAL	\$58,800	\$116,089	\$57,289	\$18,866	\$116,089	\$0	0.0%	
STATE TRUNKLINE MAINTENANCE (US223)								
SALARIES & FRINGES	\$4,400	\$4,400	\$0	\$89	\$4,400	\$0	0.0%	
OPERATING	<u>11,000</u>	<u>11,000</u>	<u>0</u>	<u>1,257</u>	<u>11,000</u>	<u>0</u>	0.0%	
SUBTOTAL	\$15,400	\$15,400	\$0	\$1,346	\$15,400	\$0	0.0%	
STATE TRUNKLINE MAINTENANCE (M-52)								
SALARIES & FRINGES	\$7,500	\$7,500	\$0	\$1,518	\$7,500	\$0	0.0%	
OPERATING	<u>26,500</u>	<u>26,500</u>	<u>0</u>	<u>1,918</u>	<u>26,500</u>	<u>0</u>	0.0%	
SUBTOTAL	\$34,000	\$34,000	\$0	\$3,436	\$34,000	\$0	0.0%	
STATE TRUNKLINE MAINTENANCE (M-34)								
SALARIES & FRINGES	\$1,500	\$1,500	\$0	\$54	\$1,500	\$0	0.0%	
OPERATING	<u>10,700</u>	<u>10,700</u>	<u>0</u>	<u>486</u>	<u>10,700</u>	<u>0</u>	0.0%	
SUBTOTAL	12,200	12,200	\$0	540	12,200	0	0.0%	
ADMIN & RECORD KEEPING	35,860	35,860	0	5,022	35,860	\$0	0.0%	
CONTRIBUTION - LOCAL STREET FUND	250,000	250,000	0	0	250,000	0		
TOTAL MAJOR STREET FUND EXP. (202)	\$3,211,494	\$3,394,554	\$183,060	\$467,308	\$3,394,554	\$0	0.0%	
REVENUE OVER/(UNDER) EXP.	\$0	\$0	\$0	(\$237,674)	(\$814,310)	(\$814,310)		

CITY OF ADRIAN
FY2008-09 FIRST QUARTER FINANCIAL FORECAST
September 30, 2008

FUND/DEPARTMENT	FY2008-09 ADOPTED BUDGET	FY2008-09 AMENDED BUDGET	AMENDED over/(under) ADOPTED	YEAR-TO-DATE ACTUAL	FORECAST	VARIANCE FORECAST TO BUDGET		EXPLANATION
						AMOUNT	PERCENT	
LOCAL STREET FUND REVENUE (203):								
546.000 GAS & WEIGHT TAX	\$330,000	\$330,000	\$0	\$82,732	\$330,000	\$0	0.0%	
577.000 METRO ACT	60,000	60,000	0	0	60,000	0	0.0%	
664.000 INVESTMENT EARNINGS	2,000	2,000	0	877	2,000	0	0.0%	
676.202 CONTRIBUTION - MAJOR STREET FUND	250,000	250,000	0	0	250,000	0	0.0%	
676.599 CONTRIBUTION - CAPITAL PROJ. REV. FUI	120,628	120,628	0	0	120,628	0	0.0%	
697.000 PRIOR YEARS' REVENUE	110,614	148,917	38,303	0	0	(148,917)	-100.0%	Planned Use of Fund
699.204 TRANSFER IN - MUNICIPAL STREET FUND	473,839	473,839	0	0	471,789	(2,050)	-0.4%	Balance
TOTAL LOCAL STREET FUND REVENUE	\$1,347,081	\$1,385,384	\$38,303	\$83,609	\$1,234,417	(\$150,967)	-10.9%	
LOCAL STREET FUND EXPENDITURES (203):								
SIDEWALKS								
SALARIES & FRINGES	\$6,500	\$6,500	\$0	\$0	\$6,500	\$0		
OPERATING	<u>53,000</u>	<u>53,000</u>	<u>0</u>	<u>4,899</u>	<u>53,000</u>	<u>0</u>	0.0%	
SUBTOTAL	\$59,500	\$59,500	\$0	\$4,899	\$59,500	\$0	0.0%	
STREET CONSTRUCTION								
SALARIES & FRINGES	\$75,000	\$75,000	\$0	\$34,637	\$75,000	\$0		
OPERATING	<u>667,521</u>	<u>697,002</u>	<u>29,481</u>	<u>343,667</u>	<u>697,002</u>	<u>0</u>	0.0%	
SUBTOTAL	\$742,521	\$772,002	\$29,481	\$378,304	\$772,002	\$0	0.0%	
ROUTINE ROAD MAINTENANCE								
SALARIES & FRINGES	\$106,250	\$106,250	\$0	\$6,836	\$106,250	\$0	0.0%	
OPERATING	304,450	304,450	0	16,371	304,450	0	0.0%	
CAPITAL OUTLAY	<u>0</u>	<u>8,822</u>	<u>8,822</u>	<u>0</u>	<u>8,822</u>	<u>0</u>	0.0%	
SUBTOTAL	\$410,700	\$419,522	\$8,822	\$23,207	\$419,522	\$0	0.0%	
ROUTINE BRIDGE MAINTENANCE								
SALARIES & FRINGES	\$100	\$100	\$0	\$0	\$100	\$0		
OPERATING	<u>900</u>	<u>900</u>	<u>0</u>	<u>0</u>	<u>900</u>	<u>0</u>	0.0%	
SUBTOTAL	\$1,000	\$1,000	\$0	\$0	\$1,000	\$0	0.0%	
TRAFFIC SERVICE MAINTENANCE								
SALARIES & FRINGES	\$17,200	\$17,200	\$0	\$3,082	\$17,200	\$0	0.0%	
OPERATING	<u>20,300</u>	<u>20,300</u>	<u>0</u>	<u>5,181</u>	<u>20,300</u>	<u>0</u>	0.0%	
SUBTOTAL	\$37,500	\$37,500	\$0	\$8,263	\$37,500	\$0	0.0%	
WINTER MAINTENANCE								
SALARIES & FRINGES	\$13,000	\$13,000	\$0	\$0	\$13,000	\$0	0.0%	
OPERATING	<u>43,000</u>	<u>43,000</u>	<u>0</u>	<u>0</u>	<u>43,000</u>	<u>0</u>	0.0%	
SUBTOTAL	\$56,000	\$56,000	\$0	\$0	\$56,000	\$0	0.0%	
ADMIN & RECORD KEEPING								
DISTRB. - IT SERVICES	4,860	4,860	0	1,214	4,860	0	0.0%	
TOTAL LOCAL STREET FUND EXP (203)	\$1,347,081	\$1,385,384	\$38,303	\$418,877	\$1,385,384	\$0	0.0%	
REVENUE OVER/(UNDER) EXP.	\$0	\$0	\$0	(\$335,268)	(\$150,967)	(\$150,967)		

CITY OF ADRIAN
FY2008-09 FIRST QUARTER FINANCIAL FORECAST
September 30, 2008

FUND/DEPARTMENT	FY2008-09 ADOPTED BUDGET	FY2008-09 AMENDED BUDGET	AMENDED over/(under) ADOPTED	YEAR-TO-DATE ACTUAL	FORECAST	VARIANCE FORECAST TO BUDGET		EXPLANATION
						AMOUNT	PERCENT	
MUNICIPAL STREET FUND REVENUE (204):								
402.000 PROPERTY TAXES - SPECIAL VOTED	\$461,789	\$461,789	\$0	\$417,025	\$461,789	\$0	0.0%	
664.000 INVESTMENT INCOME	10,000	10,000	0	300	10,000	0	0.0%	
695.000 OTHER	0	0	0	0	0	0		
TOTAL MUNICIPAL STREET FUND REVENUE	\$471,789	\$471,789	\$0	\$417,325	\$471,789	\$0	0.0%	
MUNICIPAL STREET FUND EXPENDITURES:								
CONTRIBUTION - LOCAL STREETS	\$471,789	\$471,789	\$0	\$0	\$471,789	\$0	0.0%	
TOTAL MUNICIPAL ST. FUND EXP.(204)	\$471,789	\$471,789	\$0	\$0	\$471,789	\$0	0.0%	
REVENUE OVER/(UNDER) EXP.	\$0	\$0	\$0	\$417,325	\$0	\$0		
FEE ESTATE (205):								
664.000 INVESTMENT INCOME	\$10,000	\$10,000	\$0	\$0	\$10,000	\$0	0.0%	
675.076 DONATIONS-PRIVATE-FEE ESTATE	870,674	870,674	0	0	870,674	0		
695.000 OTHER	267,704	287,704	20,000	0	287,704	0		
TOTAL FEE ESTATE FUND REVENUE	\$1,148,378	\$1,168,378	\$20,000	\$0	\$1,168,378	\$0	0.0%	
696.00 PARKS & FORESTRY GARAGE								
SALARIES & FRINGES	\$0	\$0	\$0	\$0	\$0	\$0	#DIV/0!	
OPERATING	19,340	19,340	0	1,760	19,340	0	0.0%	
SUBTOTAL	\$19,340	\$19,340	\$0	\$1,760	\$19,340	\$0	0.0%	
699.00 FEE ESTATE MAINTENANCE								
SALARIES & FRINGES	\$518,705	\$518,705	\$0	\$124,556	\$518,705	\$0	0.0%	
OPERATING	229,433	229,433	0	62,783	229,433	0	0.0%	
CAPITAL OUTLAY	380,900	400,900	20,000	0	400,900	0	0.0%	
SUBTOTAL	\$1,129,038	\$1,149,038	\$20,000	\$187,339	\$1,149,038	\$0	0.0%	
TOTAL FEE ESTATE FUND	\$1,148,378	\$1,168,378	\$20,000	\$189,099	\$1,168,378	\$0	0.0%	
REVENUE OVER/(UNDER) EXP.	\$0	\$0	\$0	(\$189,099)	\$0	\$0		

CITY OF ADRIAN
FY2008-09 FIRST QUARTER FINANCIAL FORECAST
September 30, 2008

<u>FUND/DEPARTMENT</u>	<u>FY2008-09 ADOPTED BUDGET</u>	<u>FY2008-09 AMENDED BUDGET</u>	<u>AMENDED over/(under) ADOPTED</u>	<u>YEAR-TO-DATE ACTUAL</u>	<u>FORECAST</u>	<u>VARIANCE FORECAST TO BUDGET</u>		<u>EXPLANATION</u>
						<u>AMOUNT</u>	<u>PERCENT</u>	
OMNI FUND REVENUE (267):								
663.000 OMNI FORFEITURES	\$80,800	\$80,800	\$0	\$16,970	\$80,800	\$0		
664.000 INVESTMENT INCOME	4,000	4,000	0	507	4,000	0		
671.000 RENTS	2,000	2,000	0	1,950	2,000	0		
675.000 DONATIONS - PRIVATE	100	100	0	0	100	0		
TOTAL OMNI FUND REVENUE	\$86,900	\$86,900	\$0	\$19,427	\$86,900	\$0		
OMNI FUND EXPENDITURES (267):								
SALARIES & FRINGE BENEFITS	\$26,000	\$26,000	\$0	\$5,675	\$26,000	\$0		
OPERATING	60,900	60,900	0	12,518	60,900	0		
CAPITAL OUTLAY	0	0	0	0	0	0		
TOTAL OMNI FUND EXPENDITURES (267)	\$86,900	\$86,900	\$0	\$18,193	\$86,900	\$0		
REVENUE OVER/(UNDER) EXP.	\$0	\$0	\$0	\$1,234	\$0	\$0		

CITY OF ADRIAN
FY2008-09 FIRST QUARTER FINANCIAL FORECAST
September 30, 2008

<u>FUND/DEPARTMENT</u>	<u>FY2008-09 ADOPTED BUDGET</u>	<u>FY2008-09 AMENDED BUDGET</u>	<u>AMENDED over/(under) ADOPTED</u>	<u>YEAR-TO-DATE ACTUAL</u>	<u>FORECAST</u>	<u>VARIANCE FORECAST TO BUDGET</u>		<u>EXPLANATION</u>
						<u>AMOUNT</u>	<u>PERCENT</u>	
COMMUNITY DEVELOPMNT FUND REV (275):								
520.000 CDBG GRANT	\$24,000	\$24,000	\$0	\$0	\$24,000	\$0	0.0%	
521.000 REVOLVING LOAN INCOME	10,000	10,000	0	0	10,000	0	0.0%	
529.000 COMMUNITY DEVELOPMENT GRANT	246,000	246,000	0	0	246,000	0	0.0%	
530.000 DOWNTOWN RENTAL REHAB	183,600	183,600	0	0	183,600	0	0.0%	
531.000 PROPERTY IMPROVEMENT PROGRAM	50,000	50,000	0	0	50,000	0	0.0%	
632.000 ADMINISTRATIVE FEES	84,000	84,000	0	0	84,000	0	0.0%	
651.000 APPLICATION FEE	1,000	1,000	0	0	1,000	0	0.0%	
664.000 INVESTMENT INCOME	4,000	4,000	0	565	4,000	0	0.0%	
676.28 CONTRIB-DDA-TIF FUND	0	0	0	500	0	0		
683.000 SALE OF PROPERTY	120,000	120,000	0	0	90,000	(30,000)		HUD Foreclosure Sales
TOTAL COMMUNITY DEVELOPMNT FUND REV	\$722,600	\$722,600	\$0	\$1,065	\$692,600	(\$30,000)	-4.2%	
COMMUNITY DEVELOPMNT FUND EXP (275):								
ADM CD BLOCK GRANT								
SALARIES & FRINGE BENEFITS	\$123,414	\$94,400	(\$29,014)	\$27,029	\$94,400	\$0	0.0%	
OPERATING	40,543	40,543	0	6,722	40,543	0	0.0%	
CAPITAL OUTLAY	0	0	0	0	0	0		
TOTAL CDBG GRANT	\$163,957	\$134,943	(\$29,014)	\$33,751	\$134,943	\$0	0.0%	
COMMUNITY DEVELOPMENT GRANT								
CDBG PROGRAM EXPENSES	\$246,000	\$246,000	\$0	\$0	\$246,000	\$0	0.0%	
PROPERTY IMPROVEMENT PROGRAM	19,200	19,200	0	0	19,200	0	0.0%	
PROPERTY ACQUISITION EXPENSES	50,000	50,000	0	0	50,000	0	0.0%	
DOWNTOWN RENTAL REHAB	500	500	0	591	500	0	0.0%	
CONTINGENCY	183,700	183,700	0	0	183,700	0	0.0%	
TOTAL COMM DEVLP FUND EXP (275)	\$59,243	\$88,257	29,014	0	\$88,257	0	0.0%	
TOTAL COMM DEVLP FUND EXP (275)	\$722,600	\$722,600	\$0	\$34,342	\$722,600	\$0	0.0%	
REVENUE OVER/(UNDER) EXP.	\$0	\$0	\$0	(\$33,277)	(\$30,000)	(\$30,000)		

CITY OF ADRIAN
FY2008-09 FIRST QUARTER FINANCIAL FORECAST
September 30, 2008

FUND/DEPARTMENT	FY2008-09	FY2008-09	AMENDED	YEAR-TO-DATE	FORECAST	VARIANCE		EXPLANATION
	ADOPTED	AMENDED	over/(under)			FORECAST TO BUDGET	PERCENT	
	BUDGET	BUDGET	ADOPTED	ACTUAL		AMOUNT		
ECONOMIC DEVELOPMENT FUND REV (276)								
533.000 USEPA ASSESSMENT GRANT	\$0	\$0	\$0	\$67,370	\$0	\$0		
533.000 USEPA ASSESSMENT GRANT	100,000	100,000	0	20,902	100,000	0	0.0%	
535.000 MDEQ SITE ASSESSMENT GRANT	20,000	20,000	0	0	20,000	0	0.0%	
664.000 INVESTMENT INCOME	3,000	3,000	0	405	3,000	0	0.0%	
675.075 DONATIONS - PRIVATE	150,000	150,000	0	37,500	150,000	0	0.0%	
695.000 OTHER	24,000	24,000	0	0	24,000	0	0.0%	
697.000 PRIOR YEAR'S REVENUE	40,667	20,008	(20,659)	0		(20,008)	-100.0%	Planned Use of Fund
TOTAL ECONOMIC DEVELOPMENT FUND REV	\$337,667	\$317,008	(\$20,659)	\$126,177	\$297,000	(\$20,008)	-6.3%	Balance
ECONOMIC DEVELOPMENT FUND EXP (276):								
CONTRIBUTION - GENERAL FUND	\$ 39,000	\$ 39,000	\$0	\$ 9,750	\$ 39,000	\$ -	0.0%	
PROGRAM ADMINISTRATION	0	0	0	1,025	0	0		
HAZARDOUS SUBSTANCE SITE ASSESSMENT	21,500	21,500	0	125	21,500	0	0.0%	
PETROLEUM SITE ASSESSMENT	78,500	78,500	0	916	78,500	0	0.0%	
WATERFRONT SITE ASSESSMENT	20,000	20,000	0	0	20,000	0	0.0%	
MDEQ SILO DEMOLITION GRANT	0	0	0	2,867	0	0		
ECONOMIC DEVELOPMENT	178,667	144,692	(33,975)	32,100	144,692	0	0.0%	
NON-DEPT CONTINGENCY	0	13,316	13,316	0	13,316	0	0.0%	
TOTAL ECONOMIC DEVELOPMENT FUND EXP (276)	\$ 337,667	\$ 317,008	(\$20,659)	\$ 46,783	\$ 317,008	\$0	0.0%	
REVENUE OVER/(UNDER) EXP.	\$0	\$0	\$0	\$79,394	(\$20,008)	(\$20,008)		
BROWNFIELD REDEVELOPMENT AUTHORITY (279):								
404.000 CURRENT PROPERTY TAX	\$14,000	\$14,000	\$0	\$7,010	\$14,000	\$0	0.0%	
664.000 INVESTMENT EARNINGS	0	0	0	4	0	0		
676.282 CONTRIB-LDFA FUND	37,000	37,000	0	9,250	37,000	0	0.0%	
TOTAL REVENUE	\$51,000	\$51,000	\$0	\$16,264	\$51,000	\$0	0.0%	
BROWNFIELD REDEVELOPMENT AUTHORITY (279):								
ADMINISTRATION	\$51,000	\$51,000	\$0	\$0	\$51,000	\$0	0.0%	
TOTAL EXPENDITURES	\$51,000	\$51,000	\$0	\$0	\$51,000	\$0	0.0%	
REVENUE OVER/(UNDER) EXP.	\$0	\$0	\$0	\$16,264	\$0	\$0		

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FUND/DEPARTMENT	FY2008-09 ADOPTED BUDGET	FY2008-09 AMENDED BUDGET	AMENDED over/(under) ADOPTED	YEAR-TO-DATE ACTUAL	FORECAST	VARIANCE FORECAST TO BUDGET		EXPLANATION
						AMOUNT	PERCENT	
DOWNTOWN DEVLPMNT AUTH REV (280):								
404.000 CURRENT REAL PROPERTY TAX	\$34,000	\$34,000	\$0	\$35,421	\$36,000	\$2,000	5.9%	
631.000 REFUSE COLLECTION	22,000	22,000	0	0	0	(22,000)	-100.0%	(See Fund 281)
664.000 INVESTMENT EARNINGS	1,000	1,000	0	99	1,000	0	0.0%	
671.000 RENTS	1,000	1,000	0	0	1,000	0	0.0%	
695.000 OTHER	4,000	4,000	0	0	4,000	0	0.0%	
695.001 OTHER-ARTS FESTIVAL	10,000	10,000	0	7,014	10,000	0	0.0%	
697.000 PRIOR YEAR'S REVENUE	56,000	56,200	200	0	0	(56,200)	-100.0%	Planned Use of Fund
699.281 TRANSFER IN TIFA	0	0	0	1,500	1,500	1,500		Balance
TOTAL DOWNTOWN DEV AUTH. REV.	\$128,000	\$128,200	\$200	\$44,034	\$53,500	(\$74,700)	-58.3%	
DOWNTOWN DEVLPMNT AUTH. EXP. (280):								
SALARIES & FRINGE BENEFITS	\$6,600	\$6,600	\$0	\$2,418	\$6,600	\$0	0.0%	
OPERATING	75,400	75,600	200	12,770	75,600	0	0.0%	
CONTRIBUTION - AUTO PARKING	10,000	10,000	0	0	10,000	0	0.0%	
CAPITAL OUTLAY	56,000	56,000	0	475	56,000	0	0.0%	
TOTAL DOWNTOWN DEVLPMNT AUTH EXP	\$128,000	\$128,200	\$200	\$15,663	\$128,200	\$0	0.0%	
REVENUE OVER/(UNDER) EXP.	\$0	\$0	\$0	\$28,371	(\$74,700)	(\$74,700)		

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<u>FUND/DEPARTMENT</u>	<u>FY2008-09 ADOPTED BUDGET</u>	<u>FY2008-09 AMENDED BUDGET</u>	<u>AMENDED over/(under) ADOPTED</u>	<u>YEAR-TO-DATE ACTUAL</u>	<u>FORECAST</u>	<u>VARIANCE FORECAST TO BUDGET</u>		<u>EXPLANATION</u>
						<u>AMOUNT</u>	<u>PERCENT</u>	
DDA - TIF FUND REVENUE (281):								
404.000 CURRENT REAL PROPERTY TAX	\$260,000	\$260,000	\$0	\$296,399	\$300,000	\$40,000	15.4%	
488.000 CONTRACT SERVICES REVENUE	0	0	0	9,544	36,000	36,000		Refuse Removal
664.000 INVESTMENT EARNINGS	20,000	20,000	0	1,741	10,000	(10,000)	-50.0%	
697.000 PRIOR YEAR'S REVENUE	134,859	134,859	0	0	0	(134,859)	-100.0%	Planned Use of Fund BI
698.000 SALE OF BONDS/NOTES	250,000	250,000	0	0	0	(250,000)	-100.0%	
699.283 CONTRIB - VSCI FUND	350,000	350,000	0	0	350,000	0	0.0%	
TOTAL DOWNTOWN DEV AUTH. REV.	\$1,014,859	\$1,014,859	\$0	\$307,684	\$696,000	(\$318,859)	-31.4%	
DDA-TIF FUND EXP. (281):								
SALARIES & FRINGE BENEFITS	\$44,442	\$44,442	\$0	\$7,094	\$44,442	\$0	0.0%	
OPERATING	176,937	176,937	0	12,795	176,937	0	0.0%	
CAPITAL OUTLAY	600,000	600,000	0	20,000	215,141	384,859	64.1%	Postponed Projects
CONTRIBUTION-COMMUNITY DEVELOP	2,000	2,000	0	500	2,000	0	0.0%	
CONTRIBUTION-DDA	6,000	6,000	0	1,500	6,000	0	0.0%	
TRANSFER OUT - DEBT	100,480	100,480	0	10,240	100,480	0	0.0%	
TRANSFER OUT - SCHOOLS	85,000	85,000	0	(94,900)	85,000	0	0.0%	
TOTAL DDA-TIF FUND EXP	\$1,014,859	\$1,014,859	\$0	(\$42,771)	\$630,000	\$384,859	37.9%	
REVENUE OVER/(UNDER) EXP.	\$0	\$0	\$0	\$350,455	\$66,000	\$66,000		
LDFA-GAIDC FUND REVENUE (282):								
404.000 CURRENT REAL PROPERTY TAX	\$51,000	\$51,000	\$0	\$51,683	\$52,000	\$1,000	2.0%	
664.000 INVESTMENT INCOME	10,000	10,000	0	1,576	8,000	(2,000)	-20.0%	
676.000 CONTRIB-PRIVATE	0	0	0	32,153	33,000	33,000		GAIDC Final Paymnt
697.000 PRIOR YEARS' REVENUE	307,000	307,000	0	0	0	(307,000)	-100.0%	Planned Use of Fund
TOTAL LDFA FUND REVENUE	\$368,000	\$368,000	\$0	\$85,412	\$93,000	(\$275,000)	-74.7%	Balance
LDFA-GAIDC FUND - EXPENDITURES (282):								
SALARIES & FRINGE BENEFITS	\$79,174	\$79,174	\$0	\$23,349	\$93,174	(\$14,000)	-17.7%	
OPERATING	288,826	288,826	0	19,465	80,826	208,000	72.0%	
CAPITAL OUTLAY	0	0	0	0	0	0		
TOTAL LDFA FUND EXP (310)	\$368,000	\$368,000	\$0	\$42,814	\$174,000	\$194,000	52.7%	
REVENUE OVER/(UNDER) EXP.	\$0	\$0	\$0	\$42,598	(\$81,000)	(\$81,000)		

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FUND/DEPARTMENT	FY2008-09 ADOPTED BUDGET	FY2008-09 AMENDED BUDGET	AMENDED over/(under) ADOPTED	YEAR-TO-DATE ACTUAL	FORECAST	VARIANCE FORECAST TO BUDGET		EXPLANATION
						AMOUNT	PERCENT	
VIBRANT SMALL CITIES GRANT FUND REVENUE (283)								
519.001 VIBRANT SMALL CITIES GRANT-CDBG	\$1,000,000	\$1,000,000	\$0	\$0	\$1,000,000	\$0	0.0%	
519.002 VIBRANT SMALL CITIES GRANT-LOCAL	1,185,000	1,185,000	0	0	1,185,000	0	0.0%	
519.003 VIBRANT SMALL CITIES GRANT-PRIVATE	295,000	295,000	0	0	295,000	0	0.0%	
664.000 INVESTMENT EARNINGS	0	0	0	6,320	25,000	25,000		
TOTAL VSCI GRANT FUND REVENUE (283)	\$2,480,000	\$2,480,000	\$0	\$6,320	\$2,505,000	\$25,000		1.0%
VIBRANT SMALL CITIES GRANT FUND EXPENDITURES (283)								
NON-MOTORIZED TRANSPORTATION	\$1,508,000	\$1,508,000	\$0	\$0	\$1,508,000	\$0	0.0%	
FAÇADE IMPROVEMENTS	458,000	458,000	0	0	458,000	0	0.0%	
DOWNTOWN WIRELESS NETWORK	58,000	58,000	0	0	58,000	0	0.0%	
BLIGHT REDUCTION	258,000	258,000	0	0	258,000	0	0.0%	
RENTAL REHABILITATION	198,000	198,000	0	0	198,000	0	0.0%	
TOTAL VSCI GRANT FUND EXPENDITURES (283)	\$2,480,000	\$2,480,000	\$0	\$0	\$2,480,000	\$0		0.0%
REVENUE OVER/(UNDER) EXP.	\$0	\$0	\$0	\$0	\$25,000	\$25,000		
LDFA DEBT FUND REVENUE (310):								
664.000 INTEREST EARNINGS	\$0	\$0	\$0	\$163	\$0	\$0		
TOTAL LDFA DEBT FUND REVENUE	\$0	\$0	\$0	\$163	\$0	\$0		
LDFA DEBT FUND EXPENDITURES (310):								
695.000 OTHER	\$0	\$0	\$0	\$0	\$0	\$0		
TOTAL LDFA FUND EXPENDITURES	\$0	\$0	\$0	\$0	\$0	\$0		
REVENUE OVER/(UNDER) EXP.	\$0	\$0	\$0	\$163	\$0	\$0		

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FUND/DEPARTMENT	FY2008-09 ADOPTED BUDGET	FY2008-09 AMENDED BUDGET	AMENDED over/(under) ADOPTED	YEAR-TO-DATE ACTUAL	FORECAST	VARIANCE FORECAST TO BUDGET		EXPLANATION
						AMOUNT	PERCENT	
BUILDING AUTHORITY DEBT FUND (369):								
664.000 INTEREST EARNINGS	\$100	\$100	\$0	\$0	\$100	\$0	0.0%	
TOTAL BLDG AUTHORITY DEBT FUND REV.	\$100	\$100	\$0	\$0	\$100	\$0	0.0%	
BLDG AUTH. FUND EXPENDITURES (369):								
BOND INTEREST EXPENSE	\$0	\$0	\$0	\$0	\$0	\$0		
PAYING AGENT FEES	0	0	0	0	0	0		
CONTINGENCY	100	100	0	0	100	0	0.0%	
TOTAL BLDG AUTH FUND EXP (369)	\$100	\$100	\$0	\$0	\$100	\$0	0.0%	
REVENUE OVER/(UNDER) EXP.	\$0	\$0	\$0	\$0	\$0	\$0		
DDA DEBT FUND REVENUE (394):								
664.000 INTEREST EARNINGS	\$425	\$425	\$0	\$5	\$425	\$0	0.0%	
699.000 APPROP TRANSFER IN	100,480	100,480	0	10,240	100,480	0	0.0%	
TOTAL DDA DEBT FUND REVENUE	\$100,905	\$100,905	\$0	\$10,245	\$100,905	\$0	0.0%	
DDA DEBT FUND EXPENDITURES (394):								
BOND INTEREST EXPENSE	\$20,480	\$20,480	\$0	\$0	\$20,480	\$0	0.0%	
PAYING AGENT FEES	425	425	0	0	425	0	0.0%	
CONTINGENCY	80,000	80,000	0	0	80,000	0	0.0%	
TOTAL DDA DEBT FUND EXP (394)	\$100,905	\$100,905	\$0	\$0	\$100,905	\$0	0.0%	
REVENUE OVER/(UNDER) EXP.	\$0	\$0	\$0	\$10,245	\$0	\$0		

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FUND/DEPARTMENT	FY2008-09 ADOPTED BUDGET	FY2008-09 AMENDED BUDGET	AMENDED over/(under) ADOPTED	YEAR-TO-DATE ACTUAL	FORECAST	VARIANCE FORECAST TO BUDGET		EXPLANATION
						AMOUNT	PERCENT	
WATER-CAPITAL PROJECTS FUND REVENUE (496)								
664.000 INTEREST EARNINGS	\$0	\$0	\$0	\$0	\$0	\$0		
676.591 CONTRIBUTION- WATER FUND	474,000	474,000	0	114,610	474,000	0	0.0%	
697.000 PRIOR YEAR'S REVENUE	0	90,420	90,420	0	0	(90,420)	-100.0%	Planned Use of Fund
TOTAL DDA DEBT FUND REVENUE	\$474,000	\$564,420	\$90,420	\$114,610	\$474,000	(\$90,420)	-16.0%	Balance
WATER-CAPITAL PROJECTS FUND EXPENDITURES (496)								
ADMINISTRATION	\$3,000	\$3,000	\$0	\$0	\$3,000	\$0	0.0%	
METER READING & MAINT.	75,000	86,907	11,907	10,230	86,907	0	0.0%	
OAKWOOD FACILITY	5,000	5,000	0	4,516	5,000	0	0.0%	
WATER PLANT CAPITAL EQUIP	61,000	61,000	0	140	61,000	0	0.0%	
WATER PLANT CAPITAL IMPRVMT	80,000	113,933	33,933	31,158	113,933	0	0.0%	
WATER DISTRB CAPITAL EQUIP	120,000	164,580	44,580	37,593	164,580	0	0.0%	
WATER DISTRB CAPITAL IMPRVMT	130,000	130,000	0	6,671	130,000	0	0.0%	
TOTAL EXPENDITURES	\$474,000	\$564,420	\$90,420	\$90,308	\$564,420	\$0	0.0%	
REVENUE OVER/(UNDER) EXP.	\$0	\$0	\$0	\$24,302	(\$90,420)	(\$90,420)		
SEWER-CAPITAL PROJECTS FUND REVENUE (497)								
676.590 CONTRIBUTION- WASTEWATER FUND	\$722,084	\$722,084	\$0	\$185,762	\$722,084	\$0	0.0%	
697.000 PRIOR YEAR'S REVENUE	0	349,869	349,869	0	0	(349,869)	-100.0%	Planned Use of Fund
TOTAL DDA DEBT FUND REVENUE	\$722,084	\$1,071,953	\$349,869	\$185,762	\$722,084	(\$349,869)	-32.6%	Balance
SEWER-CAPITAL PROJECTS FUND EXPENDITURES (497)								
WWTP CAPITAL IMPROVEMENTS	\$274,484	\$419,484	\$145,000	\$40,579	\$419,484	\$0	0.0%	
WWTP CAPITAL EQUIPMENT	155,000	133,219	(21,781)	51,194	133,219	0	0.0%	
SEWER COLLECTION SYSTEM	292,600	519,250	226,650	67,318	519,250	0	0.0%	
TOTAL EXPENDITURES	\$722,084	\$1,071,953	\$349,869	\$159,091	\$1,071,953	\$0	0.0%	
REVENUE OVER/(UNDER) EXP.	\$0	\$0	\$0	\$26,671	(\$349,869)	(\$349,869)		

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<u>FUND/DEPARTMENT</u>	<u>FY2008-09 ADOPTED BUDGET</u>	<u>FY2008-09 AMENDED BUDGET</u>	<u>AMENDED over/(under) ADOPTED</u>	<u>YEAR-TO-DATE ACTUAL</u>	<u>FORECAST</u>	<u>VARIANCE FORECAST TO BUDGET</u>		<u>EXPLANATION</u>
						<u>AMOUNT</u>	<u>PERCENT</u>	
AUTO PARKING FUND REVENUE (585):								
652.000 PARKING FEES	\$40,100	\$40,100	\$0	\$3,647	\$40,100	\$0	0.0%	
656.000 PARKING FINES	30,000	30,000	0	1,845	8,000	(22,000)	-73.3%	Enforcement
664.000 INVESTMENT EARNINGS	100	100	0	25	100	0	0.0%	
697.000 PRIOR YEARS' REVENUE	0	420	420	0	0	(420)	-100.0%	
699.101 CONTRIBUTION - GENERAL FUND	6,000	6,000	0	0	6,000	0	0.0%	
699.280 TRANSFER IN - DDA	10,000	10,000	0	0	10,000	0	0.0%	
699.599 SPECIAL ASESMENT	30,000	30,000	0	8,585	30,000	0	0.0%	
TOTAL AUTO PARKING FUND REVENUE	\$116,200	\$116,620	\$420	\$14,102	\$94,200	(\$22,420)	-19.2%	
AUTO PARKING FUND EXPENDITURES (585):								
SALARIES & FRINGE BENEFITS	\$45,889	\$45,889	\$0	\$5,476	\$25,889	\$20,000	43.6%	
OPERATING	70,311	70,731	420	6,053	24,731	46,000	65.0%	
CAPITAL OUTLAY	0	0	0	0	0	\$0		
TOTAL AUTO PARKING FUND EXP (585)	\$116,200	\$116,620	\$420	\$11,529	\$50,620	66,000	56.6%	
REVENUE OVER/(UNDER) EXP.	\$0	\$0	\$0	\$2,573	\$43,580	\$43,580		
TRANSPORTATION SYSTEM FUND REV (588):								
511.000 FEDERAL GRANTS	\$67,445	\$67,445	\$0	\$6,605	\$67,445	\$0	0.0%	
571.000 STATE CAPITAL GRANT	229,000	229,000	0	131	229,000	0	0.0%	
571.001 TRANSPORTATION FACILITY GRANT	1,268,000	1,268,000	0	456,069	1,268,000	0		
572.000 STATE ACT 51 OPERATING	152,385	152,385	0	37,360	152,385	0	0.0%	
633.000 PASSENGER FARES	91,000	91,000	0	24,015	91,000	0	0.0%	
676.101 CONTRIBUTION - GENERAL FUND	110,503	110,503	0	0	110,503	0	0.0%	
697.000 PRIOR YEARS' REVENUE	0	550,993	550,993	6,921	0	(550,993)	-100.0%	Planned Use of Fund
TOTAL TRANSPRTN SYSTEM FUND REV	\$1,918,333	\$2,469,326	\$550,993	\$531,101	\$1,918,333	(\$550,993)	-22.3%	Balance
TRANSPORTATION FUND EXPENDITURES:								
SALARIES & FRINGE BENEFITS	\$288,730	\$288,730	\$0	\$53,943	\$288,730	\$0	0.0%	
OPERATING	132,603	132,603	0	40,110	132,603	0	0.0%	
CAPITAL OUTLAY	1,497,000	2,047,993	550,993	204,519	2,047,993	\$0	0.0%	
TOTAL TRANSPORTATION FUND EXP (588)	\$1,918,333	\$2,469,326	\$550,993	\$298,572	\$2,469,326	\$0	0.0%	
REVENUE OVER/(UNDER) EXP.	\$0	\$0	\$0	\$232,529	(\$550,993)	(\$550,993)		

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<u>FUND/DEPARTMENT</u>	<u>FY2008-09 ADOPTED BUDGET</u>	<u>FY2008-09 AMENDED BUDGET</u>	<u>AMENDED over/(under) ADOPTED</u>	<u>YEAR-TO-DATE ACTUAL</u>	<u>FORECAST</u>	<u>VARIANCE FORECAST TO BUDGET</u>		<u>EXPLANATION</u>
						<u>AMOUNT</u>	<u>PERCENT</u>	
SEWER FUND REVENUE (590):								
647.000 CHARGES FOR SERVICES	\$3,647,000	\$3,647,000	\$0	\$886,668	\$3,647,000	\$0	0.0%	
653.000 PENALTIES	50,000	50,000	0	16,468	50,000	0	0.0%	
654.000 I.P.P. FINES & FEES	500	500	0	0	500	0	0.0%	
664.000 INVESTMENT EARNINGS	70,000	70,000	0	3,629	20,000	(50,000)	-71.4%	Reduced Cash Flow
681.000 TAPS & SERVICE	30,000	30,000	0	18,590	30,000	0	0.0%	
695.000 OTHER	20,000	20,000	0	124	20,000	0	0.0%	
697.000 PRIOR YEARS' REVENUE	1,087,552	1,102,815	15,263	0	0	(1,102,815)	-100.0%	Planned Use of Fund
TOTAL SEWER FUND REVENUE	\$4,905,052	\$4,920,315	\$15,263	\$925,479	\$3,767,500	(\$1,152,815)	-23.4%	Balance
SEWER FUND EXPENDITURES (590):								
WASTE WATER TREATMENT PLANT								
SALARIES & FRINGE BENEFITS	\$664,136	\$664,136	\$0	\$151,297	\$664,136	\$0	0.0%	
OPERATING	900,100	903,243	3,143	197,010	903,243	0	0.0%	
CAPITAL OUTLAY	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>\$0</u>		
SUBTOTAL	\$1,564,236	\$1,567,379	\$3,143	\$348,307	\$1,567,379	\$0	0.0%	
ADMINISTRATION & OVERHEAD								
SALARIES & FRINGE BENEFITS	\$397,773	\$397,773	\$0	\$83,716	\$397,773	\$0	0.0%	
OPERATING	392,752	399,843	7,091	88,800	399,843	0	0.0%	
CAPITAL OUTLAY	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>\$0</u>		
SUBTOTAL	\$790,525	\$797,616	\$7,091	\$172,516	\$797,616	\$0	0.0%	
SANITARY SEWERS								
SALARIES & FRINGE BENEFITS	\$198,000	\$198,000	\$0	\$27,322	\$198,000	\$0	0.0%	
OPERATING	126,900	127,267	367	17,789	127,267	0	0.0%	
CAPITAL OUTLAY	<u>0</u>	<u>0</u>	<u>0</u>	<u>440</u>	<u>0</u>	<u>\$0</u>		
SUBTOTAL	\$324,900	\$325,267	\$367	\$45,551	\$325,267	\$0	0.0%	
BROAD STREET LIFT STATION								
SALARIES & FRINGE BENEFITS	\$10,000	\$10,000	\$0	\$1,477	\$10,000	\$0	0.0%	
OPERATING	36,500	36,500	0	4,212	36,500	0	0.0%	
CAPITAL OUTLAY	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>\$0</u>		
SUBTOTAL	\$46,500	\$46,500	\$0	\$5,689	\$46,500	\$0	0.0%	
LIFT STATIONS								
SALARIES & FRINGE BENEFITS	\$12,000	\$12,000	\$0	\$1,596	\$12,000	\$0	0.0%	
OPERATING	30,000	34,662	4,662	6,738	34,662	0	0.0%	
CAPITAL OUTLAY	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>\$0</u>		
SUBTOTAL	\$42,000	\$46,662	\$4,662	\$8,334	\$46,662	\$0	0.0%	

CITY OF ADRIAN
FY2008-09 FIRST QUARTER FINANCIAL FORECAST
September 30, 2008

<u>FUND/DEPARTMENT</u>	<u>FY2008-09 ADOPTED BUDGET</u>	<u>FY2008-09 AMENDED BUDGET</u>	<u>AMENDED over/(under) ADOPTED</u>	<u>YEAR-TO-DATE ACTUAL</u>	<u>FORECAST</u>	<u>VARIANCE FORECAST TO BUDGET</u>		<u>EXPLANATION</u>
						<u>AMOUNT</u>	<u>PERCENT</u>	
RETENTION BASIN								
SALARIES & FRINGE BENEFITS	\$3,000	\$3,000	\$0	\$139	\$3,000	\$0	0.0%	
OPERATING	14,000	14,000	0	192	14,000	0	0.0%	
SUBTOTAL	\$17,000	\$17,000	\$0	\$331	\$17,000	\$0	0.0%	
DEPRECIATION EXPENSE	\$1,000,000	\$1,000,000	\$0	\$247,296	\$1,000,000	\$0	0.0%	
BOND INTEREST EXPENSE	315,000	315,000	0	0	315,000	0		
INSTALLMENT PURCHASE DEBT SVC	82,807	82,807	0	0	82,807	0		
CONTRIBUTION - CAPITAL PROJECTS	722,084	722,084	0	185,761	722,084	\$0		
FIXED EXPENSES	\$2,119,891	\$2,119,891	\$0	\$433,057	\$2,119,891	\$0	0.0%	
TOTAL SEWER FUND EXPENDITURES (590)	\$4,905,052	\$4,920,315	\$15,263	\$1,013,785	\$4,920,315	\$0	0.0%	
REVENUE OVER/(UNDER) EXP.	\$0	\$0	\$0	(\$88,306)	(\$1,152,815)	(\$1,152,815)		

CITY OF ADRIAN
FY2008-09 FIRST QUARTER FINANCIAL FORECAST
September 30, 2008

<u>FUND/DEPARTMENT</u>	<u>FY2008-09 ADOPTED BUDGET</u>	<u>FY2008-09 AMENDED BUDGET</u>	<u>AMENDED over/(under) ADOPTED</u>	<u>YEAR-TO-DATE ACTUAL</u>	<u>FORECAST</u>	<u>VARIANCE FORECAST TO BUDGET</u>		<u>EXPLANATION</u>
						<u>AMOUNT</u>	<u>PERCENT</u>	
WATER FUND REVENUE (591):								
634.000 NEW ACCOUNT CHARGES	\$15,000	\$15,000	\$0	\$3,678	\$15,000	\$0	0.0%	
646.000 CHARGES FOR SERVICES - SALES	3,097,000	3,097,000	0	855,471	3,097,000	0	0.0%	
653.000 PENALTIES	65,000	65,000	0	18,481	65,000	0	0.0%	
654.000 I.P.P. FINES & FEES	100	100	0	0	100	0	0.0%	
664.000 INVESTMENT EARNINGS	18,000	18,000	0	5,784	18,000	0	0.0%	
667.000 HYDRANT RENTAL	42,000	42,000	0	11,263	42,000	0	0.0%	
680.000 MERCHANDISE	1,000	1,000	0	735	1,000	0	0.0%	
681.000 TAPS & SERVICE	50,000	50,000	0	20,716	50,000	0	0.0%	
695.000 OTHER	20,000	20,000	0	973	20,000	0	0.0%	
697.000 PRIOR YEARS' REVENUE	811,899	831,332	19,433	0	0	(831,332)	-100.0%	Planned Use of Fund
TOTAL WATER FUND REVENUE	\$4,119,999	\$4,139,432	\$19,433	\$917,101	\$3,308,100	(\$831,332)	-20.1%	Balance
WATER FUND EXPENDITURES (591):								
MERCHANDISE	\$40,000	\$40,000	\$0	\$25,970	\$40,000	\$0	0.0%	
TAPS & SERVICE								
SALARIES & FRINGE BENEFITS	\$9,000	\$9,000	\$0	\$0	\$9,000	\$0	0.0%	
OPERATING	3,000	3,000	0	0	3,000	0	0.0%	
CAPITAL OUTLAY	0	0	0	0	0	0	0.0%	
SUBTOTAL	\$12,000	\$12,000	\$0	\$0	\$12,000	\$0	0.0%	
PURIFICATION & PUMPING								
SALARIES & FRINGE BENEFITS	\$407,829	\$407,829	\$0	\$84,561	\$407,829	\$0	0.0%	
OPERATING	918,300	933,442	15,142	154,159	933,442	0	0.0%	
CAPITAL OUTLAY	0	0	0	0	0	0	0.0%	
SUBTOTAL	\$1,326,129	\$1,341,271	\$15,142	\$238,720	\$1,341,271	\$0	0.0%	
TRANSMISSION & DISTRIBUTION								
SALARIES & FRINGE BENEFITS	\$349,600	\$349,600	\$0	\$75,416	\$349,600	\$0	0.0%	
OPERATING	206,200	209,291	3,091	53,538	209,291	0	0.0%	
CAPITAL OUTLAY	0	0	0	0	0	0	0.0%	
SUBTOTAL	\$555,800	\$558,891	\$3,091	\$128,954	\$558,891	\$0	0.0%	
CUSTOMER SERVICE & OVERHEAD								
SALARIES & FRINGE BENEFITS	\$686,618	\$686,618	\$0	\$137,232	\$686,618	\$0	0.0%	
OPERATING	(22,048)	(20,848)	1,200	(16,197)	(20,848)	0	0.0%	
CAPITAL OUTLAY	0	0	0	0	0	0	0.0%	
SUBTOTAL	\$664,570	\$665,770	\$1,200	\$121,035	\$665,770	\$0	0.0%	

CITY OF ADRIAN
FY2008-09 FIRST QUARTER FINANCIAL FORECAST
September 30, 2008

<u>FUND/DEPARTMENT</u>	<u>FY2008-09 ADOPTED BUDGET</u>	<u>FY2008-09 AMENDED BUDGET</u>	<u>AMENDED over/(under) ADOPTED</u>	<u>YEAR-TO-DATE ACTUAL</u>	<u>FORECAST</u>	<u>VARIANCE FORECAST TO BUDGET</u>		<u>EXPLANATION</u>
						<u>AMOUNT</u>	<u>PERCENT</u>	
DEPRECIATION EXPENSE	\$764,000	\$764,000	\$0	\$118,227	\$764,000	\$0	0.0%	
BOND INTEREST EXPENSE	283,500	283,500	0	0	283,500	0	0.0%	
CONTRIBUTION - CAPITAL PROJECTS	474,000	474,000	0	112,850	474,000	0	0.0%	
OTHER - WILLIAMS PROPERTY	0	0	0	0	448,424	(448,424)		Purchase Contract
TOTAL WATER FUND EXPENSES (591)	\$4,119,999	\$4,139,432	\$19,433	\$745,756	\$4,587,856	(\$448,424)	-10.8%	
REVENUE OVER/(UNDER) EXP.	\$0	\$0	\$0	\$171,345	(\$1,279,756)	(\$1,279,756)		

CITY OF ADRIAN
FY2008-09 FIRST QUARTER FINANCIAL FORECAST
September 30, 2008

FUND/DEPARTMENT	FY2008-09 ADOPTED BUDGET	FY2008-09 AMENDED BUDGET	AMENDED over/(under) ADOPTED	YEAR-TO-DATE ACTUAL	FORECAST	VARIANCE FORECAST TO BUDGET		EXPLANATION
						AMOUNT	PERCENT	
STORM WATER UTILITY FUND REV (598):								
522.000 ILLICIT CONNECTION GRANT	\$9,000	\$9,000	\$0	\$1,342	\$9,000	\$0	0.0%	
648.000 STORM SEWER CHARGES	260,000	260,000	0	252,684	260,000	0	0.0%	
664.000 INVESTMENT EARNINGS	100	100	0	15	100	0		
TOTAL STORM WATER UTILITY FUND REV.	\$269,100	\$269,100	\$0	\$254,041	\$269,100	\$0	0.0%	
STORM WATER UTLTY FUND EXP. (598):								
DRAINS - PUBLIC BENEFIT								
SALARIES & FRINGE BENEFITS	\$55,600	\$55,600	\$0	\$15,269	\$55,600	\$0	0.0%	
OPERATING	159,800	159,800	0	30,361	159,800	0	0.0%	
CAPITAL OUTLAY	0	0	0	0	0	0		
SUBTOTAL	\$215,400	\$215,400	\$0	\$45,630	\$215,400	\$0	0.0%	
DRAINS - ILLICIT CONNECTION								
SALARIES & FRINGE BENEFITS	\$1,000	\$1,000	\$0	\$4,059	\$16,000	(\$15,000)	-1500.0%	
OPERATING	1,000	1,000	0	942	4,000	(3,000)	-300.0%	
CAPITAL OUTLAY	0	0	0	0	0	0		
SUBTOTAL	\$2,000	\$2,000	\$0	\$5,001	\$20,000	(\$18,000)	-900.0%	
ENGINEERING								
SALARIES & FRINGE BENEFITS	\$4,000	\$4,000	\$0	\$2,588	\$4,000	\$0	0.0%	
OPERATING	600	600	0	1,799	600	0	0.0%	
CAPITAL OUTLAY	0	0	0	0	0	0		
SUBTOTAL	\$4,600	\$4,600	\$0	\$4,387	\$4,600	\$0	0.0%	
ENGINEERING - INFILTRATION GRANT								
SALARIES & FRINGE BENEFITS	\$0	\$0	\$0	\$0	\$0	\$0		
OPERATING	100	100	0	0	100	0	0.0%	
CAPITAL OUTLAY	0	0	0	0	0	0		
SUBTOTAL	\$100	\$100	\$0	\$0	\$100	\$0	0.0%	
CONTINGENCY	\$31,100	\$31,100	\$0	\$0	\$0	\$31,100	100.0%	
ENGINEERING - INFILTRATION GRANT	0	0	0	0	0	0		
ADMIN. & RECORD KEEPING	16,000	16,000	0	2,906	16,000	0	0.0%	
TOTAL STORM WATER UTILITY FUND EXP	\$269,100	\$269,100	\$0	\$57,924	\$256,000	\$13,100	4.9%	
REVENUE OVER/(UNDER) EXP.	\$0	\$0	\$0	\$196,117	\$13,100	\$13,100		

CITY OF ADRIAN
FY2008-09 FIRST QUARTER FINANCIAL FORECAST
September 30, 2008

<u>FUND/DEPARTMENT</u>	<u>FY2008-09 ADOPTED BUDGET</u>	<u>FY2008-09 AMENDED BUDGET</u>	<u>AMENDED over/(under) ADOPTED</u>	<u>YEAR-TO-DATE ACTUAL</u>	<u>FORECAST</u>	<u>VARIANCE FORECAST TO BUDGET</u>		<u>EXPLANATION</u>
						<u>AMOUNT</u>	<u>PERCENT</u>	
CAPITAL PROJECTS REVOLVING FUND REVENUE (599)								
408.203 SPECIAL ASSESSMENTS	\$95,628	\$95,628	\$0	\$0	\$95,628	\$0	0.0%	
664.000 INVESTMENT EARNINGS	25,000	25,000	0	15,534	25,000	0	0.0%	
TOTAL REVENUE	\$120,628	\$120,628	\$0	\$15,534	\$120,628	\$0	0.0%	
CAPITAL PROJECTS REVOLVING FUND EXPENDITURES (599)								
TRANSFERS OUT								
CONTRIB - MAJOR STREET	\$0	\$0	\$0	\$0	\$0	\$0		
CONTRIB - LOCAL STREET	120,628	120,628	0	0	120,628	0	0.0%	
SUBTOTAL	\$120,628	\$120,628	\$0	\$0	\$120,628	\$0	0.0%	
NON-DEPARTMENTAL								
CONTINGENCY	\$0	\$0	\$0	\$0	\$0	\$0		
TOTAL EXPENDITURES	\$120,628	\$120,628	\$0	\$0	\$120,628	\$0	0.0%	
REVENUE OVER/(UNDER) EXP.	\$0	\$0	\$0	\$15,534	\$0	\$0		

CITY OF ADRIAN
FY2008-09 FIRST QUARTER FINANCIAL FORECAST
September 30, 2008

FUND/DEPARTMENT	FY2008-09 ADOPTED BUDGET	FY2008-09 AMENDED BUDGET	AMENDED over/(under) ADOPTED	YEAR-TO-DATE ACTUAL	FORECAST	VARIANCE FORECAST TO BUDGET		EXPLANATION
						AMOUNT	PERCENT	
INFORMATION TECHNOLOGY FUND REVENUE (661)								
636.000 INFO TECH SERVICES	\$339,216	\$339,216	\$0	\$85,054	\$339,216	\$0	0.0%	
637.000 GIS/CAD SERVICES	97,200	97,200	0	24,804	97,200	0	0.0%	
695.000 OTHER	50	50	0	194	50	0	0.0%	
697.000 PRIOR YEARS' REVENUE	3,603	111,092	107,489	0	0	(111,092)	-100.0%	Planned Use of Fund
TOTAL REVENUE	\$440,069	\$547,558	\$107,489	\$110,052	\$436,466	(\$111,092)	-20.3%	Balance
INFORMATION TECHNOLOGY FUND EXPENDITURES (661)								
GIS SERVICES								
SALARIES & FRINGE BENEFITS	\$68,418	\$32,063	(\$36,355)	\$9,977	\$32,063	\$0	0.0%	
OPERATING	29,000	50,457	21,457	11,401	50,457	0	0.0%	
CAPITAL OUTLAY	0	41,710	41,710	0	41,710	0	0.0%	
SUBTOTAL	\$97,418	\$124,230	\$26,812	\$21,378	\$124,230	\$0	0.0%	
TELECOMMUNICATIONS								
SALARIES & FRINGE BENEFITS	\$0	\$0	\$0	\$0	\$0	\$0		
OPERATING	34,731	34,731	0	373	34,731	0	0.0%	
CAPITAL OUTLAY	0	0	0	0	0	0		
SUBTOTAL	\$34,731	\$34,731	\$0	\$373	\$34,731	\$0	0.0%	
ADMINISTRATION								
SALARIES & FRINGE BENEFITS	\$66,235	\$66,235	\$0	\$14,691	\$66,235	\$0	0.0%	
OPERATING	176,685	213,412	36,727	36,463	213,412	0	0.0%	
CAPITAL OUTLAY	65,000	87,595	22,595	12,144	87,595	0	0.0%	
SUBTOTAL	\$307,920	\$367,242	\$59,322	\$63,298	\$367,242	\$0	0.0%	
CONTINGENCY	0	21,355	21,355	0	0	21,355	100.0%	
TOTAL EXPENDITURES	\$440,069	\$547,558	\$86,134	\$85,049	\$526,203	\$21,355	3.9%	
REVENUE OVER/(UNDER) EXP.	\$0	\$0	\$0	\$25,003	(\$89,737)	(\$89,737)		

CITY OF ADRIAN
 FY2008-09 FIRST QUARTER FINANCIAL FORECAST
 September 30, 2008

FUND/DEPARTMENT	FY2008-09 ADOPTED BUDGET	FY2008-09 AMENDED BUDGET	AMENDED over/(under) ADOPTED	YEAR-TO-DATE ACTUAL	FORECAST	VARIANCE FORECAST TO BUDGET		EXPLANATION
						AMOUNT	PERCENT	
FIRE DEPARTMENT - MOTOR POOL FUND REVENUE (662)								
675.101 CONTRIBUTION - GENERAL FUND	\$129,961	\$129,961	\$0	\$0	\$129,961	\$0	0.0%	
697.000 PRIOR YEARS' REVENUE	0	25,497	25,497	0	0	(25,497)	-100.0%	Planned Use of Fund
TOTAL FIRE DEPARTMENT - MOTOR POOL FUND	\$129,961	\$155,458	\$25,497	\$0	\$129,961	(\$25,497)	-16.4%	Balance
FIRE DEPARTMENT - MOTOR POOL FUND EXPENES (662)								
SALARIES & FRINGE BENEFITS	\$600	\$600	\$0	\$0	\$600	\$0	0.0%	
OPERATING	99,361	99,361	0	7,682	99,361	0	0.0%	
CAPITAL OUTLAY	30,000	55,497	25,497	25,722	55,497	0		
TOTAL FIRE DEPARTMENT - MOTOR POOL FUND	\$129,961	\$155,458	\$25,497	\$33,404	\$155,458	\$0	0.0%	
REVENUE OVER/(UNDER) EXP.	\$0	\$0	\$0	(\$33,404)	(\$25,497)	(\$25,497)		
PERPETUAL CARE FUND REVENUE (711)								
664.000 INVESTMENT EARNINGS	\$30,000	\$30,000	\$0	\$9,947	\$30,000	\$0	0.0%	
TOTAL REVENUE	\$30,000	\$30,000	\$0	\$9,947	\$30,000	\$0	0.0%	
PERPETUAL CARE FUND EXPENDITURES (711)								
CONTRIBUTION - GENERAL FUND	\$30,000	\$30,000	\$0	\$0	\$30,000	\$0	0.0%	
TOTAL EXPENDITURES	\$30,000	\$30,000	\$0	\$0	\$30,000	\$0	0.0%	
REVENUE OVER/(UNDER) EXP.	\$0	\$0	\$0	\$9,947	\$0	\$0		
TOTAL REVENUES - ALL FUNDS	\$36,604,951	\$38,917,197	\$2,312,246	\$12,478,792	\$32,652,372	(\$6,264,825)	-16.1%	
TOTAL EXPENDITURES - ALL FUNDS	36,604,951	38,917,197	2,312,246	6,642,352	38,686,307	230,890	0.6%	
NET OF REVENUE AND EXPENDITURES	0	0	\$0	5,836,440	(6,033,935)	(6,033,935)		

CITY OF ADRIAN
ENCUMBRANCE REPORT
JUNE 30, 2008

<u>ACCOUNT #</u>	<u>PO#</u>	<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
GENERAL FUND				
<u>101-101 CITY COMMISSION</u>				
00-860.000	40693	Michigan Muni League	MML Convention	\$1,692.00
<u>101-172 ADMINISTRATION</u>				
00-860.000	40693	Michigan Muni League	MML Convention	\$423.00
<u>101-191 ELECTION</u>				
00-741.000	40764	Gov't Business Systems	Election Supplies	\$1,500.00
<u>101-209 ASSESSOR</u>				
00-801.000	40692	Lenawee Cty Equalization	Reappraisal Contract	\$11,000.00
<u>101-226 PERSONNEL</u>				
00-803.000	*****	Carry Forward	Union Neg.	\$16,172.00
00-812.000	38917	Michigan Muni League	Handbook	\$7,800.00
				<u>\$23,972.00</u>
<u>101-301 POLICE DEPT</u>				
00-743.000	39964	Metropolitan Uniform	Uniforms	\$10.23
00-743.000	40039	Metropolitan Uniform	Uniforms	\$129.02
00-743.000	40315	Gall's	Boots & Gloves	\$117.08
00-809.000	40430	Protective Products	Vests	\$1,516.00
00-809.000	40644	Protective Products	Vests	\$770.00
00-809.000	40856	Metropolitan Uniform	Reserves Uniforms	\$63.49
00-977.000	38267	Michigan Police Equip	Holsters	\$438.00
00-957.170	*****	Carry Forward	302 Training Funds	<u>\$6,263.00</u>
				\$9,306.82
<u>101-336 FIRE DEPT</u>				
00-741-000	40217	Time Emergency	Detector	\$64.26
00-741.000	40219	Time Emergency Equip	Tape, airways, tubes	\$226.06
00-741.000	40384	Long's Small Engines	Saw & Wheels	\$954.46
00-743.000	40304	North Western Uniform	Cargo Pants	\$142.00
00-931.000	40534	Adrian Locksmith	Leverset; Programmer	\$1,285.00
00-931.000	*****	Carry Forward	Apparatus Bay Lights	\$4,000.00
00-933.000	37395	Air Source One	Air Quality Tests	\$120.00
00-957.000	39975	Hudson Area Ambulance	Classes	\$300.00
00-977.000	*****	Carry Forward	Copier	<u>\$3,327.00</u>
				\$10,418.78
<u>101-550 DEBT SERVICE</u>				
00-995.000	*****	Carry Forward	Maintenance Facility	\$125,341.00
<u>101-691 RECREATION</u>				
00-728.000	40705	Quill Corp	Office Supplies	\$88.20
00-728.000	40706	Quill Corp.	Office Supplies	\$470.35
00-728.000	40707	Quill Corp.	Office Supplies	\$463.80

CITY OF ADRIAN
ENCUMBRANCE REPORT
JUNE 30, 2008

<u>ACCOUNT #</u>	<u>PO#</u>	<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
00-741.056	40721	Mugs-N-More	Tennis Shirts	\$85.05
00-741.061	40542	Gall's	Hazard Kits, Wipes	\$53.95
00-741.061	40771	Industrial Mill	Sani Fresh Antibacterial	\$50.00
00-801.000	*****	Carry Forward	5Year Master Plan	\$10,000.00
00-901.000	40704	4 Imprint	Promotional Items	\$1,156.03
00-931.059	40772	McGowan Electric	Lighting	\$110.00
00-975.000	40703	ACP of Lenawee	Island Park Restroom	\$46,000.00
00-975.000	40720	Stevenson Lumber	Dugout Roof	\$4,800.00
00-975.000	*****	Carry Forward	Bohn Pool Analysis	<u>\$26,000.00</u>
				\$89,277.38
<u>101-697 PARKS & TREES</u>				
00-776.000	40792	Turfgrass Inc	Quick Dry	\$450.00
00-801.000	*****	Carry Forward	5Year Master Plan	\$6,000.00
00-977.000	40597	Century Equipment	Toro Infield Pro	<u>\$10,194.04</u>
				\$16,644.04
<u>101-699 FEE ESTATE</u>				
00-801.000	40701	Weed Man	Lawn Fertilization	\$10,500.00
00-801.000	40702	Putt Inc	Brush Grinding	\$5,000.00
00-977.000	40712	John Deere Gov't	Gator	<u>\$11,598.40</u>
				\$27,098.40
<u>101-738 ADRIAN PUBLIC LIBRARY</u>				
00-975.000	40690	Clegg Electric	Electric Phase II	\$110,575.00
00-975.000	*****	Carry Forward	Improvements	\$37,265.00
00-977.000	*****	Carry Forward	Equipment	<u>\$11,493.00</u>
				\$159,333.00
				<u>140,000.00</u>
<u>101-903 BEAUTIFICATION</u>				
00-975.000	36501	Peerless Supply	PVC, Connectors, Tubing	\$2,941.00
00-975.000	40389	Heartwood Timber	Trestle Park Signs	\$1,633.11
00-975.000	40598	Stevenson's Lumber	Timbersil	\$22,916.00
00-975.000	40713	Slesarski Excavating	Kiwanis Trail Paving	\$8,500.00
00-975.000	40714	JFNEW	Erosion Control	\$30,000.00
00-975.000	40717	Wright Signs	Island Park Sign	\$2,292.96
36-801.000	34761	Slusarski Excavating	Burr Ponds	\$7,194.76
36-801.000	39762	Alcock Well Drilling	Burr Ponds Well	<u>\$9,494.00</u>
				\$84,971.83
<u>101-904 PARK CAPITAL</u>				
00-975.000	38894	Rowe Inc	Design Island Bridge	\$14,179.00
00-975.000	38927	Dailey Engineering	Island Park Restroom	\$1,700.00
00-975.000	40703	ACP of Lenawee	Island Park Restroom	\$56,814.00
00-975.000	40713	Slusarski Excavating	Kiwanis Trail Paving	<u>\$39,500.00</u>
				\$112,193.00

101-836 Land 971.000

Adrian Public Library

July 08 Amendment

140,000.00

CITY OF ADRIAN
ENCUMBRANCE REPORT
JUNE 30, 2008

<u>ACCOUNT #</u>	<u>PO#</u>	<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
101-910 CRIMP SAVINGS				
00-953.697	40703	ACP of Lenawee	Island Park Restroom	\$27,036.00

TOTAL GENERAL FUND

Handwritten: ~~700,207.25~~
\$700,207.25 *OK*

MAJOR STREET FUND

202-451 STREET CONSTRUCTION

06-801.203	40188	Schug Concrete	Treat St Paving	\$21,087.50
08-801.203	40187	Eastlund Concrete	Church St Paving	\$67,599.42
10-801.203	40740	Michigan Paving	Resurfacing	\$28,553.37
15-801.203	40187	Eastlund Concrete	Bent Oak Paving	\$7,380.87
16-801.203	40188	Schug Concrete	Maple Ave Paving	<u>\$1,150.00</u>
				\$125,771.16

202-480 NON-MOTORIZED

00-801-000	39747	Tetra Tech	Field Mgr Service	\$2,017.03
00-975.000	40713	Slusarski Excavating	Kiwanis Trail Paving	<u>\$55,272.00</u>
				\$57,289.03

TOTAL MAJOR STREET

\$183,060.19
=====

LOCAL STREET FUND

203-451 STREET CONSTRUCTION

10-801.203	40187	Eastlund Concrete	Resurfacing	\$11,318.63
10-801.203	40188	Schug Concrete	Resurfacing	<u>\$18,162.50</u>
				\$29,481.13

TOTAL LOCAL ST

\$29,481.13
=====

DOWNTOWN DEVEL AUTHORITY

280-290 ADMINISTRATION

00-729.000	40236	Legacy Printing	Validation Cards	\$200.00
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TOTAL DDA

\$200.00
=====

CITY OF ADRIAN
ENCUMBRANCE REPORT
JUNE 30, 2008

<u>ACCOUNT #</u>	<u>PO#</u>	<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
WATER CAPITAL				
<u>496-531 METER READING</u>				
00-977.502	40224	SLC Meter Service	Meter Replacements	\$11,906.74
<u>496-549 WATER PLANT CAP IMPROVEMENT</u>				
00-975.508	40640	Tanner Supply Co	Door Replacement	\$4,875.00
00-975.554	39287	CS Raymer Co	Maple Ave Well Project	\$22,058.00
00-975.554	39288	Williams & Works	Groundwater Resource	\$7,000.00
				\$33,933.00
<u>496-551 WATER DIST EQUIP</u>				
00-977.549	*****	Carry Forward	Front Wheel Loader	\$35,000.00
00-977.550	*****	Carry Forward	Boring Machine	\$7,000.00
00-977.527	40663	HT Moriarty	Traffic Signs	\$2,580.00
				\$44,580.00
TOTAL WATER CAPITAL				\$90,419.74
				=====
WASTEWATER CAPITAL				
<u>497-553 WW PLANT CAP IMP</u>				
00-975.133	40424	Slusarski Excavating	Miles Dr Pump Station	\$ 75,000.00
<u>497-554 WW PLT CAP EQUIP</u>				
00-975.126	39212	Fry Mechanical	Replace HVAC Units	\$ 48,219.00
<u>497-555 SEWER COLLECTION SYSTEM</u>				
00-975.127	40424	Slusarski Excavating	Miles Dr Pump Station	\$ 10,655.00
00-975.127	*****	Carry Forward	Manhole Renovation	\$ 89,345.00
00-977.547	40663	HR Moriarty	Traffic Signs	\$ 2,150.00
00-977.549	*****	Carry Forward	Front Wheel Loader	\$ 35,000.00
00-977.543	*****	Carry Forward	Cargo Van Savings	\$ 3,856.00
00-977.552	*****	Carry Forward	Flow Monitor Equip	\$ 15,644.00
00-977.553	*****	Carry Forward	Camera	\$ 70,000.00
				\$ 226,650.00
TOTAL WASTEWATER CAPITAL				\$ 349,869.00
				=====
AUTO PARKING SYSTEM				
<u>585-546 OPERATING EXPENSE</u>				
00-776-290	40321	ACP	Meter Tickets	\$ 420.00
TOTAL AUTO PARKING				\$ 420.00

CITY OF ADRIAN
ENCUMBRANCE REPORT
JUNE 30, 2008

<u>ACCOUNT #</u>	<u>PO#</u>	<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
TRANSPORTATION				
<u>588-599 DIAL-A-RIDE</u>				
00-975.000	38911	CMA Construction Serv	Dart Facility	\$ 550,992.74
01-812.007	35536	CDPA	Engineering & Design	\$ <u>15,146.53</u>
				\$ 566,139.27
TOTAL TRANSPORTATION				\$ 566,139.27 =====
 WASTEWATER				
<u>590-540 TREATMENT PLANT</u>				
00-741.133	39889	Professional Pump	Cap screw, Inner Chamber	\$ 267.52
00-741-133	40107	Compressor Eng	Dryer Main Kits	\$ 1,225.80
00-741.133	40610	Englewood Electric	Hour Meter	\$ 714.00
00-743.000	39920	Coyne Textile	Jackets	\$ 59.85
00-745.000	40512	Schaeffer Mfr	Oil	\$ 716.20
00-801.124	38583	Siler Associates	Architectural Service	\$ <u>160.00</u>
				\$ 3,143.37
 <u>590-541 ADMIN & OVRHD</u>				
00-812.000	40225	Jones & Henry Eng	Miles Dr Engineering	\$ 7,090.64
 <u>590-542 SANITARY SEWER</u>				
00-812.000	39611	Jones & Henry Eng	Miles Dr Engineering	\$ 367.08
 <u>590-544 LIFT STATIONS</u>				
00-741.000	40554	JGM Valve Corp	Valves, Steel Spool	\$ 4,662.00
TOTAL WASTEWATER				\$ 15,263.09 =====
 WATER DEPARTMENT				
<u>591-536 PURIFICATION & PUMPING</u>				
00-741.133	38664	CS Raymer Co	Pump Test	\$ 700.00
00-741.133	39724	Kennedy Industries	Valve & Actuator	\$ 1,235.00
00-741.133	40605	Standard Electric	Variable Freq Drives	\$ 1,080.00
00-741.133	40642	Safety Systems	Controller, Protector	\$ 2,030.00
00-741.501	38629	Environmental Resources	Lab Efficiency Samples	\$ 243.73
00-741.501	40604	Fisher Scientific	Exam Gloves	\$ 85.86
00-743.000	39917	Coyne Textile	Jacket	\$ 29.58
00-801.124	38856	Adrian Mechanical	Heating Serv Contract	\$ 700.00
00-801.124	39077	Detroit Elevator	Elevator Maint	\$ 310.00
00-801.133	38285	Solarbee Inc	Maint Contract	\$ 1,600.00
00-801.501	38857	Siemens Water Tech	Lab Deionization Cont	\$ 543.00
00-801.501	40550	Hach Co	Contract Lab Equipment	\$ 1,885.00
00-801.520	38665	Dixon Engineering	Beecher Inspection	\$ 2,475.00

CITY OF ADRIAN
ENCUMBRANCE REPORT
JUNE 30, 2008

<u>ACCOUNT #</u>	<u>PO#</u>	<u>VENDOR</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
00-801.520	38666	Dixon Engineering	Tank Inspection	\$ 2,225.00
				\$ 15,142.17
 <u>591-537 MAINT & DISTRIBUT</u>				
00-741.507	40574	SLC Meter	Maint Agreement	\$ 3,036.00
00-743.000	39899	Coyne Textile	Jackets	\$ 54.97
				\$ 3,090.97
 <u>591-538 ADMIN CUST SERV</u>				
00-812.000	38932	Utility Financial	Rate Study	\$ 1,200.00
TOTAL WATER				\$ 19,433.14
				=====
 INFORMATION TECHNOLOGY				
<u>661-220 GIS SERVICES</u>				
00-741.000	40591	Advanced Wireless	Toughbook Battery	\$ 150.00
00-811.000	*****	Carry Forward	ESRI Web Server License	\$ 6,307.00
00-977.000	*****	Carry Forward	GIS Web Access Project	\$ 41,710.00
				\$ 48,167.00
 <u>661-290 ADMINISTRATION</u>				
00-741.000	38136	Global Gov't/Ed Solutions	Video Card	\$ 50.25
00-741.000	40045	Florida Micro	Patch Cables	\$ 90.84
00-811.000	40418	Environmental System	GIS Server	\$ 1,585.62
00-811.000	*****	Carry Forward	Server 2008 Licenses	\$ 35,000.00
00-977.000	40535	Global Gov't/Ed Solutions	Acer	\$ 169.99
00-977.000	*****	Carry Forward	Mail & GIS Server	\$ 22,425.00
				\$ 59,321.70
TOTAL INFO TECHNOLOGY				\$ 107,488.70
				=====
 FIRE MOTOR POOL				
<u>662-443 MOTOR VEH POOL</u>				
00-977.000	39246	Spencer Mfg	Fire Pumper	\$ 25,497.00
TOTAL FIRE MOTOR POOL				\$ 25,497.00
 GRAND TOTAL:				 \$2,087,478.51

CONSENT AGENDA

CR-1

CR08-080

October 20, 2008

RE: POLICE DEPARTMENT – Traffic Control Order 08-25– Lawrence Street

RESOLUTION

08-25

WHEREAS, the City Administrator has approved certain temporary control orders, and after review has now made recommendation that they be made permanent, therefore so be it,

RESOLVED, that the permanent traffic control orders, adopted October 6, 1958, be amended to include or change the following:

On Lawrence Street, post “Railroad Advanced Warning” sign for eastbound traffic.

Respectfully,



TERRENCE B. COLLINS,
Chief of Police

TBC/skj

DATED: 10-9-08

On motion by Commissioner _____, seconded
by Commissioner _____, this resolution was _____
by a _____ vote.

CR-2

CR08-081

October 20, 2008

RE: POLICE DEPARTMENT – Traffic Control Order 08-26 – Geddes St.

RESOLUTION

08-26

WHEREAS, the City Administrator has approved certain temporary control orders, and after review has now made recommendation that they be made permanent, therefore so be it,

RESOLVED, that the permanent traffic control orders, adopted October 6, 1958, be amended to include or change the following:

Post “No Parking At Any Time” signs on both sides of Geddes Street.

Respectfully,



TERRENCE B. COLLINS,
Chief of Police

TBC/skj

DATED: 10-13-08

On motion by Commissioner _____, seconded
by Commissioner _____, this resolution was _____
by a _____ vote.

SPECIAL ASSESSMENT DISTRICT #371										
Improvement: E. Albert Street		Location: N. Main St. to Broad St.			Unit Prices:		\$15.81	\$3.55	\$4.08	\$4.08
Tax ID No.	Owner	Description		Front Footage	Curb & Gutter	4" Sidewalk	6" Sidewalk	Corner Lot Deduction	Drive Approach	
XAO-425-0036-00	Baxter Properties 115 Siena Heights	W 45 FT LOTS 36 & 37 BIDWELLS ADD	Amount	\$711.45	\$711.45	\$0.00	\$0.00		\$0.00	
			Units	45.00	45.00				0.00	
XAO-425-0034-00	Raymond Schepansky 121 Siena Heights	W 1/2 LOTS 34 & 35 & E 16 FT LOTS 36 & 37 BIDWELLS ADD	Amount	\$735.17	\$735.17	\$0.00	\$0.00		\$0.00	
			Units	46.50	46.50				0.00	
XAO-425-0032-00	Terrie Belcher 126 Albert	LOT 32 & E 1/2 LOT 35 BIDWELLS ADD	Amount	\$2,203.97	\$1,446.62	\$0.00	\$0.00		\$757.35	
			Units	91.50	91.50				185.63	
XAO-425-0030-00	Vicki Wiles 135 Siena Heights	LOTS 30 AND 31 BIDWELLS ADD	Amount	\$1,704.93	\$964.41	\$0.00	\$0.00		\$740.52	
			Units	61.00	61.00				181.50	
XAO-430-0001-00	Donald Waddle 137 Albert	W 82 FT OF S 152.5 FT LOT 3 GEORGE BIDWELLS SUB OF LOTS 41 TO 55 INC IN BIDWELLS ADD	Amount	\$1,885.75	\$1,296.42	\$390.43	\$0.00		\$198.90	
			Units	82.00	82.00	109.98			48.75	
XAO-425-0028-00	Jeremy Robotham & Arminda Betz 139 E. Siena Heights Dr.	W 42 FT OF LOTS 28 & 29 BIDWELLS ADD	Amount	\$679.83	\$679.83	\$0.00	\$0.00		\$0.00	
			Units	43.00	43.00				0.00	
XAO-430-0002-00	Disabled American Vets 139 Albert	S 152.5 FT OF E 91 1/2 FT OF LOT 3 GEORGE BIDWELLS SUB OF LOTS 41 TO 55 INC IN BIDWELLS ADD ALSO S 152.5 FT OF E 91 1/2 FT OF LOT 3 GEORGE BIDWELLS SUB OF LOTS 41 TO 55 INC IN	Amount	\$1,437.45	\$1,437.45	\$0.00	\$0.00		\$0.00	
			Units	90.92	90.92				0.00	
XAO-430-0004-01	Disabled American Vets 141 Albert	S 326 FT LOT 4 GEORGE L. BIDWELLS SUB OF LOTS 41 TO 55 INC IN BIDWELLS ADD ALSO THE S 152.5 FT OF E 91 1/2 FT OF LOT 3 GEORGE BIDWELLS SUB OF LOTS 41 TO 55 INC IN BIDWELLS	Amount	\$7,200.12	\$2,733.87	\$3,408.00	\$375.36		\$682.89	
			Units	172.92	172.92	960.00	92.00		167.38	
XAO-425-0027-00	Aline Fox 145 Siena Heights	LOTS 26 & 27 & THE E 18 FT LOTS 28 & 29 BIDWELLS ADD	Amount	\$1,961.46	\$1,248.99	\$0.00	\$0.00		\$712.47	
			Units	79.00	79.00				174.63	
XAO-425-0026-03	Arthur Davis 153 Siena Heights	LOTS 24 & 25 BIDWELLS ADD	Amount	\$2,108.85	\$964.41	\$0.00	\$0.00		\$1,144.44	
			Units	61.00	61.00				280.50	

SPECIAL ASSESSMENT DISTRICT #371

Improvement: E. Albert Street		Location: N. Main St. to Broad St.			Unit Prices:	\$15.81	\$3.55	\$4.08		\$4.08
Tax ID No.	Owner	Description		Front Footage	Curb & Gutter	4" Sidewalk	6" Sidewalk	Corner Lot Deduction	Drive Approach	
XAO-425-0022-00	Jeffrey & Linda Pelham 156 Albert	W 50 FT OF N 1/2 OF LOT 22 & W 50 FT OF LOT 23 BIDWELLS ADD	Amount	\$1,507.80	\$790.50	\$0.00	\$0.00		\$717.30	
			Units	50.00	50.00				175.81	
XAO-425-0040-00	Richard Marine 1018 Main	N 58 FT LOT 40 BIDWELLS ADD	Amount	\$4,571.27	\$2,086.92	\$0.00	\$0.00		\$2,484.35	
			Units	132.00	132.00				608.91	
XAO-425-0025-00	Jeffrey & Linda Pelham 1019 Broad	N 60 FT OF E 82 FT OF LOT 23 BIDWELLS ADD	Amount	\$2,047.38	\$1,296.42	\$0.00	\$0.00		\$750.96	
			Units	82.00	82.00				184.06	
XAO-430-0003-00	PJDD LLC 1106 Main	BEG SW COR LOT 1 GEORGE L BIDWELL'S SUBDIVISION OF LOTS 41 THRU 55 BIDWELL'S ADDITION TH N 24°52'E 233.22 FT TH N 83°17' W 10.03 FT TH N 22°25' E 29.80 FT TH S 65°22' E 136.30 FT TH S 24°52'W 263.36 FT N 65°22'W 125 FT TO POB	Amount	\$1,976.25	\$1,976.25	\$0.00	\$0.00		\$0.00	
			Units	125.00	125.00				0.00	
XAO-850-0228-00	City of Adrian Skate Park		Amount	\$4,462.23	\$3,491.48	\$0.00	\$0.00		\$970.75	
			Units	220.84	220.84				237.93	
Total Assessables Total Units			Amount	\$35,193.91	\$21,860.19	\$3,798.43	\$375.36		\$9,159.93	
			Units	1,382.68	1,069.98	92.00	0.00	2,245.09		

**CITY OF ADRIAN, MICHIGAN
SPECIAL ASSESSMENT COST CONFIRMATIONS
SAD'S 371 THROUGH 375**

	SAD 371		SAD 372		SAD 373		SAD 374		SAD 375	
	<u>E. ALBERT ST</u>		<u>E CHURCH ST</u>		<u>GEDDES ST</u>		<u>JORDAN ST</u>		<u>BENT OAK</u>	
	FY 07-08	FY 08-09	FY 07-08	FY 08-09	FY 07-08	FY 08-09	FY 07-08	FY 08-09	FY 07-08	FY 08-09
WAGES	4,977.79	573.93	6,977.05	486.43	3,253.09	904.79	3,051.53	327.45	3,052.50	2,139.76
ENGINEERING TIME	4,030.20	359.06	4,881.60	445.95	3,732.87	376.75	3,274.81	283.12	5,554.86	453.34
OVERTIME	155.57	15.92	231.76	42.45	175.50	0.00	84.50	15.92	191.37	0.00
OVERHEAD	2,464.02	8.57	3,460.23	253.87	1,645.71	305.64	1,505.29	84.07	1,557.07	1,027.08
SUPPLIES	9,065.25	198.10	25,008.92	623.36	8,534.91	743.73	4,743.02	0.00	14,140.84	161.97
CONT SERVICES	3,011.25	1,979.00	53,448.85	6,548.07	2,217.25	911.00	1,173.05	833.00	32,619.13	7,988.06
VEH RENTAL	4,076.23	319.41	6,645.95	474.70	2,403.29	719.59	4,235.97	156.84	5,174.94	1,214.18
Eastlund/Rock Hard										2,800.60
Eastlund ck 12896			44,421.56		18,198.09		29,779.44			
Eastlund ck 13410	43,937.39				11,665.40		1,862.91			
Eastlund ck 13838		4,080.06		4,080.07		4,080.06		4,080.06		4,080.06
Michigan Pave ck 14073		18,524.84		46,274.28		15,796.36		11,245.15		16,146.83
TOTAL	71,717.70	26,058.89	145,075.92	59,229.18	51,826.11	23,837.92	49,710.52	17,025.61	62,290.71	36,011.88

TOTALS	
SAD 371 E ALBERT ST- Main to Broad	\$97,776.59
SAD 372 E CHURCH ST Broad to Locust	\$204,305.10
SAD 373 GEDDES ST- Bristol to Mulberry	\$75,664.03
SAD 374 JORDAN ST- Main to Winter	\$66,736.13
SAD 375 BENT OAK - Main to Siena	\$98,302.59

RE: ENGINEERING DEPT. – Certifying Costs for SAD #371 – E. Albert from N. Main to N. Broad Streets

RESOLUTION

WHEREAS, the City Clerk has certified to the City Administrator the total cost of improvements on E. Albert Street from N. Main to N. Broad Streets, said project being known and designated as Special Assessment District #371; and

WHEREAS, the City Administrator has forwarded said report to the City Commission and recommends that it be approved.

NOW, THEREFORE, BE IT RESOLVED:

- 1. That the total cost of said improvement mentioned above in the amount of Ninety Seven Thousand Seven Hundred Seventy Six Dollars and Fifty Nine Cents (\$97,776.59) as certified by the City Clerk is approved.
- 2. That the City Assessor is directed to apportion the said total cost as follows:
 - a. Thirty Five Thousand One Hundred Ninety Three Dollars and Ninety One Cents (\$35,193.91) shall be spread upon the Special Assessment Roll according to the frontage against the portion of land especially benefitted which lies within the corporate limits of the City of Adrian, which shall be known and designated as Special Assessment District #371, and which is described as follows:

E. Albert St. from N. Main to N. Broad Streets
 - b. Sixty Two Thousand Five Hundred Eighty Two Dollars and Sixty Eight Cents (\$62,582.68) shall be the city's portion of said project.

On motion by Commissioner _____, seconded by Commissioner _____, this resolution was _____ by a _____ vote.

CR-4

CR08-083

October 15, 2008

RE: ENGINEERING DEPT. – Public Hearing Date for SAD #371 – E. Albert St. from N. Main to N. Broad St.

RESOLUTION

WHEREAS, the City Assessor has completed the Special Assessment Roll for improvements on E. Albert Street from N. Main to N. Broad Streets and has reported the same to the City Commission, together with his certificate that the Assessment Roll conforms to the direction of the City Commission and the provisions of the Adrian City Code.

NOW, THEREFORE, BE IT RESOLVED:

1. That the Special Assessment Roll for SAD #371 for improvements on E. Albert Street from N. Main to N. Broad Streets be filed forthwith in the office of the City Clerk for public examination.
2. That the City Commission will meet in the Commission Chambers at City Hall, 100 E. Church St., Adrian, MI at 7:00 p.m. on Monday, November 3, 2008, for the purpose of reviewing the said roll and hearing and considering any objections thereto.
3. That the City Clerk is hereby directed to give notice that the said Special Assessment Roll is on file for public examination and to give notice of said meeting and hearing set forth above pursuant to the provisions of Title I, Chapter 8, Section 1.213 of the Adrian City Code.

On motion by Commissioner _____, seconded
 by Commissioner _____, this resolution was _____
 by a _____ vote.

SPECIAL ASSESSMENT DISTRICT #372										
Improvement: E. Church St.		Location: Broad St. to Locust St.			Unit Prices:		\$15.81	\$3.55	\$4.08	\$4.08
Tax ID No.	Owner	Description		Front Footage	Curb & Gutter	4" Sidewalk	6" Sidewalk	Corner Lot Deduction	Drive Approach	
XAO-400-1003-00	Clark & Norm Baldwin 204 E Church	BEG 115.5 FT E OF SW COR BLK 1 BERRY'S SOUTHERN ADD'N TH E 131.5 FT TH N 308.61 FT TH N 72°08' W 66.46 FT TH S 40°09' W 105.86 FT TH S 246.9 FT TO BEG	Amount	\$1,043.46	\$1,043.46	\$0.00	\$0.00		\$0.00	
			Units	66.00	66.00				0.00	
XAO-000-0065-00	Maureen Stephan Trust 205 E Church	LD BEG AT INTERSECTION OF N LI CHURCH ST & E LI BROAD ST RUNN TH N 26 DEG 45'E 79 FT TH S 63 DEG 16'E 115.4 FT TH S 2 DEG 15'W 63.1 FT TH 71 DEG 45'W 143.8 FT TO POB.	Amount	\$4,842.71	\$2,260.83	\$0.00	\$0.00		\$2,581.88	
			Units	143.00	143.00				632.81	
XAO-400-1002-00	HSBC Bank USA, N.A. 214 E Church	BEG NE COR LOT 1 BERRY'S SOUTHERN ADD TH NWLY ALG CHURCH ST 139.25 FT TH S 219.25 FT TH E 27 2/3 FT TH N 50 FT TH E 25 FT TH N 37°30' E 30 FT TH E 68 FT TH N 105.5 FT TO POB	Amount	\$2,201.54	\$2,201.54	\$0.00	\$0.00		\$0.00	
			Units	139.25	139.25				0.00	
XAO-210-7025-00	Lenawee Emergancy 307 E Church	LOTS 25 AND 26 BLK 7 ASSESSOR'S PLAT NO 2	Amount	\$2,137.92	\$1,691.67	\$0.00	\$0.00		\$446.25	
			Units	107.00	107.00				109.38	
XAO-210-7024-00	Crystal Fox 311 E Church	LOT 24 BLK 7 ASSESSOR'S PLAT NO 2	Amount	\$1,575.67	\$790.50	\$390.43	\$0.00		\$394.74	
			Units	50.00	50.00	109.98			96.75	
XAO-210-7023-00	Ronald & Pamela Powelke 317 E Church	LOT 23 BLK 7 ASSESSOR'S PLAT NO 2	Amount	\$1,163.82	\$790.50	\$0.00	\$0.00		\$373.32	
			Units	50.00	50.00				91.50	
XAO-210-7022-00	James Sisung III 321 E Church	LOT 22 BLK 7 ASSESSOR'S PLAT NO 2	Amount	\$1,086.81	\$711.45	\$0.00	\$0.00		\$375.36	
			Units	45.00	45.00				92.00	
XAO-210-7021-00	Treat Properties 325 E Church	LOT 21 BLK 7 ASSESSOR'S PLAT NO 2	Amount	\$1,241.98	\$869.55	\$0.00	\$0.00		\$372.43	
			Units	55.00	55.00				91.28	
XAO-210-7020-03	Max & Theresa Soto Trust 331 E Church	LOT 20 BLK 7 ASSESSORS PLAT NO 2	Amount	\$1,098.41	\$790.50	\$0.00	\$0.00		\$307.91	
			Units	50.00	50.00				75.47	
XAO-210-7020-02	337 Church LLC 337 E Church	LOT 19 BLK 7 ASSESSORS PLAT NO 2	Amount	\$1,233.18	\$869.55	\$0.00	\$0.00		\$363.63	
			Units	55.00	55.00				89.13	

SPECIAL ASSESSMENT DISTRICT #372										
Improvement: E. Church St.		Location: Broad St. to Locust St.			Unit Prices:		\$15.81	\$3.55	\$4.08	\$4.08
Tax ID No.	Owner	Description		Front Footage	Curb & Gutter	4" Sidewalk	6" Sidewalk	Corner Lot Deduction	Drive Approach	
XAO-210-8002-00	Adrian Public Schools 340 E Church	LOTS 2 THRU 21 BLK 8 ASSESSOR'S PLAT NO 2 ALSO LOTS 166 THRU 169 AND LOTS 172 THRU 178 EASTERN ADDITION ALSO ALL THAT PART LOT 171 EASTERN ADD BEG ON N LI OF FRANK ST 113.5 FT E FRM SW COR LOT 170 EASTERN ADD RUNN TH E 82 FT TH N 87 2/3 FT TH W 82 FT TH S TO POB	Amount	\$13,283.54	\$12,442.47	\$0.00	\$0.00		\$841.07	
			Units	787.00	787.00				206.14	
XAO-210-7019-00	Louanne & Mary Jane Daly 343 E Church	LOT 18 BLK 7 ASSESSOR'S PLAT NO 2	Amount	\$1,293.87	\$980.22	\$0.00	\$0.00		\$313.65	
			Units	62.00	62.00				76.88	
XAO-210-7018-01	Manson Isom 349 E Church	LOT 17 & ALSO BEG NW COR LOT 16 TH SLY TO A PT 71.95 FT N OF SW COR TH NLY TO A PT 8 FT ELY OF SD NW COR TH WLY 8 FT TO POB & EX BEG SE COR LOT 17 TH NLY 71.95 FT TH SLY TO A PT 8 FT W OF SD SE COR TH ELY 8 FT TO POB BLK 7 ASSESSORS PLAT NO 2	Amount	\$1,325.49	\$1,011.84	\$0.00	\$0.00		\$313.65	
			Units	64.00	64.00				76.88	
XAO-210-7017-01	Ella Barnhart 355 E Church	LOT 16 & ALSO BEG SE COR LOT 17 TH NLY 71.95 FT TH SLY TO A PT 8 FT W OF SD SE COR TH ELY 8 FT TO POB & EX BEG NW COR LOT 16 TH SLY TO A PT 71.95 FT N OF SW COR TH NLY TO A PT 8 FT ELY OF SD NW COR TH WLY 8 FT TO POB BLK 7 ASSESSORS PLAT NO 2	Amount	\$1,730.07	\$1,222.11	\$0.00	\$0.00		\$507.96	
			Units	77.30	77.30				124.50	
XAO-210-7016-00	Felix Chaves & Felicidad Humphries 365 E Church	LOT 15 BLK 7 ASSESSOR'S PLAT NO 2	Amount	\$1,606.30	\$1,211.05	\$0.00	\$0.00		\$395.25	
			Units	76.60	76.60				96.88	
XAO-515-0101-00	Barbara Blumenauer 371 E Church	S 94 FT OF W 40 FT LOT 104 EASTERN ADD	Amount	\$1,276.79	\$632.40	\$0.00	\$0.00		\$644.39	
			Units	40.00	40.00				157.94	
XAO-515-0102-00	Mario Patterson 377 E Church	S 6 FT LOT 101 & N 17 FT LOT 104 & E 21 FT OF S 94 FT LOT 104 & S 115 FT LOT 105 EASTERN ADD	Amount	\$1,343.85	\$1,343.85	\$0.00	\$0.00		\$0.00	
			Units	85.00	85.00				0.00	
Total Assessables Total Units			Amount	\$39,485.41	\$30,863.49	\$390.43	\$0.00		\$8,231.49	
			Units	1,952.15	339,485.41	109.98	0.00	0.00	2,017.52	

**CITY OF ADRIAN, MICHIGAN
SPECIAL ASSESSMENT COST CONFIRMATIONS
SAD'S 371 THROUGH 375**

	SAD 371		SAD 372		SAD 373		SAD 374		SAD 375	
	<u>E. ALBERT ST</u>		<u>E CHURCH ST</u>		<u>GEDDES ST</u>		<u>JORDAN ST</u>		<u>BENT OAK</u>	
	FY 07-08	FY 08-09	FY 07-08	FY 08-09	FY 07-08	FY 08-09	FY 07-08	FY 08-09	FY 07-08	FY 08-09
WAGES	4,977.79	573.93	6,977.05	486.43	3,253.09	904.79	3,051.53	327.45	3,052.50	2,139.76
ENGINEERING TIME	4,030.20	359.06	4,881.60	445.95	3,732.87	376.75	3,274.81	283.12	5,554.86	453.34
OVERTIME	155.57	15.92	231.76	42.45	175.50	0.00	84.50	15.92	191.37	0.00
OVERHEAD	2,464.02	8.57	3,460.23	253.87	1,645.71	305.64	1,505.29	84.07	1,557.07	1,027.08
SUPPLIES	9,065.25	198.10	25,008.92	623.36	8,534.91	743.73	4,743.02	0.00	14,140.84	161.97
CONT SERVICES	3,011.25	1,979.00	53,448.85	6,548.07	2,217.25	911.00	1,173.05	833.00	32,619.13	7,988.06
VEH RENTAL	4,076.23	319.41	6,645.95	474.70	2,403.29	719.59	4,235.97	156.84	5,174.94	1,214.18
Eastlund/Rock Hard										2,800.60
Eastlund ck 12896			44,421.56		18,198.09		29,779.44			
Eastlund ck 13410	43,937.39				11,665.40		1,862.91			
Eastlund ck 13838		4,080.06		4,080.07		4,080.06		4,080.06		4,080.06
Michigan Pave ck 14073		18,524.84		46,274.28		15,796.36		11,245.15		16,146.83
TOTAL	71,717.70	26,058.89	145,075.92	59,229.18	51,826.11	23,837.92	49,710.52	17,025.61	62,290.71	36,011.88

TOTALS	
SAD 371 E ALBERT ST- Main to Broad	\$97,776.59
SAD 372 E CHURCH ST Broad to Locust	\$204,305.10
SAD 373 GEDDES ST- Bristol to Mulberry	\$75,664.03
SAD 374 JORDAN ST- Main to Winter	\$66,736.13
SAD 375 BENT OAK - Main to Siena	\$98,302.59

RE: ENGINEERING DEPT. – Certifying Costs for SAD #372 –E. Church St. from N. Broad to S. Locust Streets

RESOLUTION

WHEREAS, the City Clerk has certified to the City Administrator the total cost of improvements on E. Church from N. Broad to N. Locust Streets, said project being known and designated as Special Assessment District #372; and

WHEREAS, the City Administrator has forwarded said report to the City Commission and recommends that it be approved.

NOW, THEREFORE, BE IT RESOLVED:

1. That the total cost of said improvement mentioned above in the amount of Two Hundred Four Thousand Three Hundred and Five Dollars and Ten Cents (\$204,305.10) as certified by the City Clerk is approved.
2. That the City Assessor is directed to apportion the said total cost as follows:
 - a. Thirty Nine Thousand Four Hundred Eighty Five Dollars and Forty One Cents (\$39,485.41) shall be spread upon the Special Assessment Roll according to the frontage against the portion of land especially benefitted which lies within the corporate limits of the City of Adrian, which shall be known and designated as Special Assessment District #372, and which is described as follows:

E. Church Street from Broad to S Locust Streets
 - b. One Hundred Sixty Four Dollars Eight Hundred Nineteen Dollars and Sixty Nine Cents (\$164,819.69) shall be the city’s portion of said project.

On motion by Commissioner _____, seconded by Commissioner _____, this resolution was _____ by a _____ vote.

CR-6

CR08-085

October 15, 2008

RE: ENGINEERING DEPT. – Public Hearing Date for SAD #372 – E. Church Street from Broad to S. Locust Streets

RESOLUTION

WHEREAS, the City Assessor has completed the Special Assessment Roll for improvements on E. Church Street from Broad Street to S. Locust Streets and has reported the same to the City Commission, together with his certificate that the Assessment Roll conforms to the direction of the City Commission and the provisions of the Adrian City Code.

NOW, THEREFORE, BE IT RESOLVED:

1. That the Special Assessment Roll for SAD #372 for improvements on E. Church Street from N. Broad to S. Locust Streets be filed forthwith in the office of the City Clerk for public examination.
2. That the City Commission will meet in the Commission Chambers at City Hall, 100 E. Church St., Adrian, MI at 7:00 p.m. on Monday, November 3, 2008, for the purpose of reviewing the said roll and hearing and considering any objections thereto.
3. That the City Clerk is hereby directed to give notice that the said Special Assessment Roll is on file for public examination and to give notice of said meeting and hearing set forth above pursuant to the provisions of Title I, Chapter 8, Section 1.213 of the Adrian City Code.

On motion by Commissioner _____, seconded
 by Commissioner _____, this resolution was _____
 by a _____ vote.

SPECIAL ASSESSMENT DISTRICT #373

Improvement: Geddes St.		Location: Bristol to Mulberry			Unit Prices:	\$15.81	\$3.55	\$4.08		\$4.08
Tax ID No.	Owner	Description		Front Footage	Curb & Gutter	4" Sidewalk	6" Sidewalk	Corner Lot Deduction	Drive Approach	
XAO-490-7009-00	Mike & Linda Burciaga 817 Geddes	S 48 FT OF LOT 9 BLK 7 CROSWELL & GEDDES ADD	Amount	\$1,452.48	\$758.88	\$0.00	\$0.00		\$693.60	
			Units	48.00	48.00				170.00	
XAO-490-8003-00	Mark & Pattie Baugh 818 Geddes	LOT 3 BLK 8 CROSWELL & GEDDES ADD	Amount	\$1,745.22	\$1,043.46	\$0.00	\$0.00		\$701.76	
			Units	66.00	66.00				172.00	
XAO-370-0010-00	Maria Culp 820 Mulberry	PART LOTS 8 & 9 BAKERS ADD COM 11.4 FT S 89^26' E FROM NW COR SD LOT 8 TH ALG MULBERRY ST 89.5 FT TH S 23^08' W ALG GEDDES ST 81.22 FT TH N 89^26' W 58.4 FT TH N 0^37' E 75 FT TO POB	Amount	\$2,276.41	\$1,284.09	\$0.00	\$0.00		\$992.32	
			Units	81.22	81.22				243.21	
XAO-490-7010-00	Mike Burciaga 821 Geddes	N 18 FT OF LOT 9 & S 48 FT OF LOT 10 BLK 7 CROSWELL & GEDDES ADD	Amount	\$1,720.74	\$1,043.46	\$0.00	\$0.00		\$677.28	
			Units	66.00	66.00				166.00	
XAO-490-7008-00	Cheryl Roth 823 Bristol	LOT 8 BLK 7 CROSWELL & GEDDES ADD	Amount	\$3,379.03	\$2,086.92	\$390.43	\$0.00		\$901.68	
			Units	132.00	132.00	109.98			221.00	
XAO-490-8004-00	Harold Lewis 824 Geddes	LOT 4 BLK 8 CROSWELL & GEDDES ADD	Amount	\$1,569.78	\$1,043.46	\$0.00	\$0.00		\$526.32	
			Units	66.00	66.00				129.00	
XAO-490-8005-00	Stuart Alan Lewis 830 Geddes	LOT 5 BLK 8 CROSWELL & GEDDES ADD	Amount	\$1,043.46	\$1,043.46	\$0.00	\$0.00		\$0.00	
			Units	66.00	66.00				0.00	

SPECIAL ASSESSMENT DISTRICT #373

Improvement: Geddes St.		Location: Bristol to Mulberry		Unit Prices:	\$15.81	\$3.55	\$4.08		\$4.08
Tax ID No.	Owner	Description		Front Footage	Curb & Gutter	4" Sidewalk	6" Sidewalk	Corner Lot Deduction	Drive Approach
XAO-490-7011-00	Joey Burciaga 831 Geddes	N 12 FT OF LOT 10-LOT 11 & S 42 FT LOT 12 BLK 7 CROSWELL & GEDDES ADD	Amount	\$2,941.68	\$1,897.20	\$0.00	\$0.00		\$1,044.48
			Units	120.00	120.00				256.00
XAO-490-8006-00	Karen Marriott 836 Geddes	LOT 6 BLK 8 CROSWELL & GEDDES ADD	Amount	\$1,043.46	\$1,043.46	\$0.00	\$0.00		\$0.00
			Units	66.00	66.00				0.00
XAO-490-8007-00	Rodolfo Burciaga 842 Geddes	LOT 7 BLK 8 CROSWELL & GEDDES ADD	Amount	\$1,704.42	\$1,043.46	\$0.00	\$0.00		\$660.96
			Units	66.00	66.00				162.00
XAO-490-8008-00	Domingo Gauna 848 Geddes	LOT 8 BLK 8 CROSWELL & GEDDES ADD	Amount	\$1,112.18	\$616.59	\$0.00	\$0.00		\$495.59
			Units	39.00	39.00				121.47
XAO-490-7012-00	Rodolfo Burciaga 851 Geddes	N 24 FT LOT 12 & S 48 FT LOT 13 BLK 7 CROSWELL & GEDDES ADD	Amount	\$2,366.86	\$1,495.78	\$0.00	\$0.00		\$871.08
			Units	94.61	94.61				213.50
XAO-370-0009-00	Rodolfo Burciaga 875 Geddes	BEG 81.22 FT S 23'08" W FROM SW COR MULBERRY & GEDDES STS TH S 23'08" W 81.22 FT TH WLY 27.3 FT TH N 0°37' E 75 FT TH S 89°26' E 58.4 FT TO POB	Amount	\$1,775.73	\$1,284.09	\$0.00	\$0.00		\$491.64
			Units	81.22	81.22				120.50
XAO-370-0011-00	Thomas & Jennifer Jennings 906 Mulberry	ALL LOT 9 LYING E OF GEDDES ST LOT 10 BAKERS ADDITION	Amount	\$3,131.74	\$2,258.62	\$0.00	\$0.00		\$873.12
			Units	142.86	142.86				214.00
XAO-490-8001-00	James Diebel 907 Bristol	LOT 1 BLK 8 CROSWELL & GEDDES ADD	Amount	\$2,654.04	\$2,086.92	\$0.00	\$0.00		\$567.12
			Units	132.00	132.00				139.00
Total Assessables Total Units			Amount	\$29,917.23	\$20,029.85	\$390.43	\$0.00		\$9,496.95
			Units	1,266.91	\$29,917.23	109.98	0.00	0.00	2,327.68

**CITY OF ADRIAN, MICHIGAN
SPECIAL ASSESSMENT COST CONFIRMATIONS
SAD'S 371 THROUGH 375**

	SAD 371		SAD 372		SAD 373		SAD 374		SAD 375	
	<u>E. ALBERT ST</u>		<u>E CHURCH ST</u>		<u>GEDDES ST</u>		<u>JORDAN ST</u>		<u>BENT OAK</u>	
	FY 07-08	FY 08-09	FY 07-08	FY 08-09	FY 07-08	FY 08-09	FY 07-08	FY 08-09	FY 07-08	FY 08-09
WAGES	4,977.79	573.93	6,977.05	486.43	3,253.09	904.79	3,051.53	327.45	3,052.50	2,139.76
ENGINEERING TIME	4,030.20	359.06	4,881.60	445.95	3,732.87	376.75	3,274.81	283.12	5,554.86	453.34
OVERTIME	155.57	15.92	231.76	42.45	175.50	0.00	84.50	15.92	191.37	0.00
OVERHEAD	2,464.02	8.57	3,460.23	253.87	1,645.71	305.64	1,505.29	84.07	1,557.07	1,027.08
SUPPLIES	9,065.25	198.10	25,008.92	623.36	8,534.91	743.73	4,743.02	0.00	14,140.84	161.97
CONT SERVICES	3,011.25	1,979.00	53,448.85	6,548.07	2,217.25	911.00	1,173.05	833.00	32,619.13	7,988.06
VEH RENTAL	4,076.23	319.41	6,645.95	474.70	2,403.29	719.59	4,235.97	156.84	5,174.94	1,214.18
Eastlund/Rock Hard										2,800.60
Eastlund ck 12896			44,421.56		18,198.09		29,779.44			
Eastlund ck 13410	43,937.39				11,665.40		1,862.91			
Eastlund ck 13838		4,080.06		4,080.07		4,080.06		4,080.06		4,080.06
Michigan Pave ck 14073		18,524.84		46,274.28		15,796.36		11,245.15		16,146.83
TOTAL	71,717.70	26,058.89	145,075.92	59,229.18	51,826.11	23,837.92	49,710.52	17,025.61	62,290.71	36,011.88

TOTALS

SAD 371 E ALBERT ST- Main to Broad	\$97,776.59
SAD 372 E CHURCH ST Broad to Locust	\$204,305.10
SAD 373 GEDDES ST- Bristol to Mulberry	\$75,664.03
SAD 374 JORDAN ST- Main to Winter	\$66,736.13
SAD 375 BENT OAK - Main to Siena	\$98,302.59

CR08-086

October 15, 2008

RE: ENGINEERING DEPT. – Certifying Costs for SAD #373 – Geddes from Bristol to Mulberry Streets

RESOLUTION

WHEREAS, the City Clerk has certified to the City Administrator the total cost of improvements on Geddes Street from Bristol to Mulberry Streets, said project being known and designated as Special Assessment District #373; and

WHEREAS, the City Administrator has forwarded said report to the City Commission and recommends that it be approved.

NOW, THEREFORE, BE IT RESOLVED:

1. That the total cost of said improvement mentioned above in the amount of Seventy Five Thousand Six Hundred Sixty Four Dollars and Three Cents (\$75,664.03) as certified by the City Clerk is approved.
2. That the City Assessor is directed to apportion the said total cost as follows:
 - a. Twenty Nine Thousand Nine Hundred Seventeen Dollars and Twenty Three Cents shall be spread upon the Special Assessment Roll according to the frontage against the portion of land especially benefitted which lies within the corporate limits of the City of Adrian, which shall be known and designated as Special Assessment District #373, and which is described as follows:

Geddes Street from Bristol to Mulberry Streets
 - b. Forty Five Thousand Seven Hundred Forty Six Dollars and Eighty Cents (\$45,746.80) shall be the city's portion of said project.

On motion by Commissioner _____, seconded
by Commissioner _____, this resolution was _____
by a _____ vote.

CR-8

CR08-087

October 15, 2008

RE: ENGINEERING DEPT. – Public Hearing Date for SAD #373 – Geddes Street from Bristol to Mulberry Streets

RESOLUTION

WHEREAS, the City Assessor has completed the Special Assessment Roll for improvements on Geddes Street from Bristol to Mulberry Streets and has reported the same to the City Commission, together with his certificate that the Assessment Roll conforms to the direction of the City Commission and the provisions of the Adrian City Code.

NOW, THEREFORE, BE IT RESOLVED:

1. That the Special Assessment Roll for SAD #373 for improvements on Geddes Street from Bristol to Mulberry Streets be filed forthwith in the office of the City Clerk for public examination.
2. That the City Commission will meet in the Commission Chambers at City Hall, 100 E. Church St., Adrian, MI at 7:00 p.m. on Monday, November 3, 2008, for the purpose of reviewing the said roll and hearing and considering any objections thereto.
3. That the City Clerk is hereby directed to give notice that the said Special Assessment Roll is on file for public examination and to give notice of said meeting and hearing set forth above pursuant to the provisions of Title I, Chapter 8, Section 1.213 of the Adrian City Code.

On motion by Commissioner _____, seconded
 by Commissioner _____, this resolution was _____
 by a _____ vote.

SPECIAL ASSESSMENT DISTRICT #374

Improvement: Jordan Street		Location: S. Winter St. to S. Main St.		Unit Prices:	\$15.81	\$3.55	\$4.08		\$4.08
Tax ID No.	Owner	Description		Front Footage	Curb & Gutter	4" Sidewalk	6" Sidewalk	Corner Lot Deduction	Drive Approach
XAO-570-0005-00	Stacy Albain 213 Jordan	LOT 5 & W 6 FT LOT 6 JORDANS ADD SOUTH ADRIAN	Amount	\$1,085.54	\$885.36	\$0.00	\$0.00		\$200.18
			Units	56.00	56.00				49.06
XAO-570-0009-00	Scott Seckman 214 Jordan	LOT 9 JORDANS ADD SOUTH ADRIAN	Amount	\$851.70	\$790.50	\$0.00	\$0.00		\$61.20
			Units	50.00	50.00				15.00
XAO-570-0010-00	Department of Veterans Affairs 218 Jordan	LOT 10 JORDANS ADD SOUTH ADRIAN	Amount	\$871.59	\$790.50	\$0.00	\$0.00		\$81.09
			Units	50.00	50.00				19.88
XAO-570-0004-00	Johnny & Marie Swindle 219 Jordan	LOT 4 JORDANS ADD SOUTH ADRIAN & LOT 45 ASSESSORS PLAT OF LOTS 5 & 8 TO 33 INC SOUTH ADRIAN OWNED & OCCUPIED AS ONE PARCEL	Amount	\$1,120.73	\$822.12	\$0.00	\$0.00		\$298.61
			Units	52.00	52.00				73.19
XAO-570-0011-00	Cunningham Trustee Charles 222 Jordan	LOT 11 JORDANS ADD SOUTH ADRIAN	Amount	\$879.24	\$790.50	\$0.00	\$0.00		\$88.74
			Units	50.00	50.00	0.00			21.75
XAO-570-0003-00	Victor & Angela Proffitt 223 Jordan	LOT 3 JORDANS ADD SOUTH ADRIAN & LOT 46 ASSESSORS PLAT OF LOTS 5 & 8 TO 33 INC SOUTH ADRIAN	Amount	\$848.51	\$695.64	\$0.00	\$0.00		\$152.87
			Units	44.00	44.00				37.47
XAO-570-0002-00	US Bank National Association ND 227 Jordan	LOT 2 JORDANS ADD SOUTH ADRIAN & LOT 47 ASSESSORS PLAT OF LOTS 5 & 8 TO 33 INC SOUTH ADRIAN OWNED & OCCUPIED AS ONE PARCEL	Amount	\$790.50	\$790.50	\$0.00	\$0.00		\$0.00
			Units	50.00	50.00				0.00
XAO-570-0012-00	Carley Nine 228 Jordan	LOT 12 & E 30 FT LOT 13 JORDANS ADD SOUTH ADRIAN	Amount	\$1,352.52	\$1,264.80	\$0.00	\$0.00		\$87.72
			Units	80.00	80.00				21.50
XAO-570-0001-00	James & Jacqueline Rolland 233 Jordan	LOT 1 JORDANS ADD SOUTH ADRIAN	Amount	\$948.60	\$948.60	\$0.00	\$0.00		\$0.00
			Units	60.00	60.00				0.00

SPECIAL ASSESSMENT DISTRICT #374

Improvement: Jordan Street		Location: S. Winter St. to S. Main St.		Unit Prices:	\$15.81	\$3.55	\$4.08		\$4.08
Tax ID No.	Owner	Description		Front Footage	Curb & Gutter	4" Sidewalk	6" Sidewalk	Corner Lot Deduction	Drive Approach
XAO-570-0013-00	James Trull 238 Jordan	W 20 FT LOT 13 & E 66.5 FT LOT 14 JORDANS ADD SOUTH ADRIAN	Amount	\$1,469.57	\$1,367.57	\$0.00	\$0.00		\$102.00
			Units	86.50	86.50				25.00
XAO-570-0026-00	Teesha Poewlke 241 Jordan	LOT 25 JORDANS ADD SOUTH ADRIAN	Amount	\$1,140.74	\$948.60	\$0.00	\$0.00		\$192.14
			Units	60.00	60.00				47.09
XAO-570-0025-00	Aaron Ross & Jessica Goodlock 245 Jordan	E 50 FT LOT 24 JORDANS ADD SOUTH ADRIAN	Amount	\$970.28	\$790.50	\$0.00	\$0.00		\$179.78
			Units	50.00	50.00				44.06
XAO-570-0015-00	Kurk & Doreen Waterhouse 471 Main	BEG NW COR LOT 14 RUN E 107 1/2 FT S 120 FT TO N LN JORDAN ST W 10 FT N 47.43 FT N 78°30' W 127 FT TO E LN S MAIN ST TH NELY ALG E LN S MAIN ST 57 1/2 FT TO BEG JORDANS ADD SOUTH ADRIAN	Amount	\$214.20	\$158.10	\$0.00	\$0.00		\$56.10
			Units	10.00	10.00				13.75
XAO-570-0014-00	Ricardo & Linda Flores 477 Main	COM E LN S MAIN ST AT PT 57.5 FT SWLY FR NW COR LOT 14 TH SW ALG E LN MAIN ST 54.3 FT TH E ALG NLY LN JORDAN ST. 154.7 FT TH N 47.43 FT TH N 78°30' W 137 FT TO BEG JORDANS ADD SOUTH	Amount	\$2,630.58	\$2,466.36	\$0.00	\$0.00		\$164.22
			Units	156.00	156.00				40.25
XAO-570-0016-00	New Horizons Residential 505 Main	LOT 15 & W 10 FT OF N 86 FT LOT 24 JORDANS ADD SOUTH ADRIAN	Amount	\$2,027.00	\$1,849.77	\$0.00	\$0.00		\$177.23
			Units	117.00	117.00				43.44
XAO-570-0007-00	Dennis Moran 516 Winter	S 55 FT LOT 7 JORDANS ADD SOUTH ADRIAN	Amount	\$1,654.44	\$1,581.00	\$0.00	\$0.00		\$73.44
			Units	100.00	100.00				18.00
XAO-570-0006-00	Washovia Services inc. 526 Winter	E 94 FT LOT 6 JORDANS ADD SOUTH ADRIAN	Amount	\$1,819.23	\$1,486.14	\$0.00	\$0.00		\$333.09
			Units	94.00	94.00				81.64
Total Assessables Total Units			Amount	\$20,674.97	\$18,426.56	\$0.00	\$0.00		\$2,248.41
			Units	1,165.50	\$20,674.97	0.00	0.00	0.00	551.08

**CITY OF ADRIAN, MICHIGAN
SPECIAL ASSESSMENT COST CONFIRMATIONS
SAD'S 371 THROUGH 375**

	SAD 371		SAD 372		SAD 373		SAD 374		SAD 375	
	<u>E. ALBERT ST</u>		<u>E CHURCH ST</u>		<u>GEDDES ST</u>		<u>JORDAN ST</u>		<u>BENT OAK</u>	
	FY 07-08	FY 08-09	FY 07-08	FY 08-09	FY 07-08	FY 08-09	FY 07-08	FY 08-09	FY 07-08	FY 08-09
WAGES	4,977.79	573.93	6,977.05	486.43	3,253.09	904.79	3,051.53	327.45	3,052.50	2,139.76
ENGINEERING TIME	4,030.20	359.06	4,881.60	445.95	3,732.87	376.75	3,274.81	283.12	5,554.86	453.34
OVERTIME	155.57	15.92	231.76	42.45	175.50	0.00	84.50	15.92	191.37	0.00
OVERHEAD	2,464.02	8.57	3,460.23	253.87	1,645.71	305.64	1,505.29	84.07	1,557.07	1,027.08
SUPPLIES	9,065.25	198.10	25,008.92	623.36	8,534.91	743.73	4,743.02	0.00	14,140.84	161.97
CONT SERVICES	3,011.25	1,979.00	53,448.85	6,548.07	2,217.25	911.00	1,173.05	833.00	32,619.13	7,988.06
VEH RENTAL	4,076.23	319.41	6,645.95	474.70	2,403.29	719.59	4,235.97	156.84	5,174.94	1,214.18
Eastlund/Rock Hard										2,800.60
Eastlund ck 12896			44,421.56		18,198.09		29,779.44			
Eastlund ck 13410	43,937.39				11,665.40		1,862.91			
Eastlund ck 13838		4,080.06		4,080.07		4,080.06		4,080.06		4,080.06
Michigan Pave ck 14073		18,524.84		46,274.28		15,796.36		11,245.15		16,146.83
TOTAL	71,717.70	26,058.89	145,075.92	59,229.18	51,826.11	23,837.92	49,710.52	17,025.61	62,290.71	36,011.88

TOTALS

SAD 371 E ALBERT ST- Main to Broad	\$97,776.59
SAD 372 E CHURCH ST Broad to Locust	\$204,305.10
SAD 373 GEDDES ST- Bristol to Mulberry	\$75,664.03
SAD 374 JORDAN ST- Main to Winter	\$66,736.13
SAD 375 BENT OAK - Main to Siena	\$98,302.59

CR-9

CR08-088

October 15, 2008

RE: ENGINEERING DEPT. – Certifying Costs for SAD #374 – Jordan Street from S. Main to S. Winter Streets

RESOLUTION

WHEREAS, the City Clerk has certified to the City Administrator the total cost of improvements on Jordan Street from S. Main to S. Winter Streets, said project being known and designated as Special Assessment District #374; and

WHEREAS, the City Administrator has forwarded said report to the City Commission and recommends that it be approved.

NOW, THEREFORE, BE IT RESOLVED:

1. That the total cost of said improvement mentioned above in the amount of Sixty Six Thousand Seven Hundred Thirty Six Dollars and Thirteen Cents (\$66,737.13) as certified by the City Clerk is approved.
2. That the City Assessor is directed to apportion the said total cost as follows:
 - a. Twenty Thousand Six Hundred Seventy Four Dollars and Ninety Seven Cents shall be spread upon the Special Assessment Roll according to the frontage against the portion of land especially benefitted which lies within the corporate limits of the City of Adrian, which shall be known and designated as Special Assessment District #374, and which is described as follows:

Jordan Street from S. Main to S. Winter Streets
 - b. Forty Six Thousand Sixteen Dollars and Sixteen Cents (\$46,016.16) shall be the city's portion of said project.

On motion by Commissioner _____, seconded by Commissioner _____, this resolution was _____ by a _____ vote.

CR-10

CR08-089

October 15, 2008

RE: ENGINEERING DEPT. – Public Hearing Date for SAD #374 – Jordan St. from S. Main to S. Winter Streets

RESOLUTION

WHEREAS, the City Assessor has completed the Special Assessment Roll for improvements on Jordan Street from S. Main to S. Winter Streets and has reported the same to the City Commission, together with his certificate that the Assessment Roll conforms to the direction of the City Commission and the provisions of the Adrian City Code.

NOW, THEREFORE, BE IT RESOLVED:

1. That the Special Assessment Roll for SAD #374 for improvements on Jordan Street from S. Main to S. Winter Streets be filed forthwith in the office of the City Clerk for public examination.
2. That the City Commission will meet in the Commission Chambers at City Hall, 100 E. Church St., Adrian, MI at 7:00 p.m. on Monday, November 3, 2008, for the purpose of reviewing the said roll and hearing and considering any objections thereto.
3. That the City Clerk is hereby directed to give notice that the said Special Assessment Roll is on file for public examination and to give notice of said meeting and hearing set forth above pursuant to the provisions of Title I, Chapter 8, Section 1.213 of the Adrian City Code.

On motion by Commissioner _____, seconded
 by Commissioner _____, this resolution was _____
 by a _____ vote.

SPECIAL ASSESSMENT DISTRICT #375

Improvement: Bent Oak Ave.		Location: N. Main St. to Siena Heights			Unit Prices:	\$15.81	\$3.55	\$4.08		\$4.08
Tax ID No.	Owner	Description		Front Footage	Curb & Gutter	4" Sidewalk	6" Sidewalk	Corner Lot Deduction	Drive Approach	
XAO-300-0004-00	Eugene Gallent 113 Bent Oak	LOT NO 4 ASSESSOR'S PLAT NO 20	Amount	\$2,052.31	\$735.17	\$0.00	\$0.00		\$1,317.14	
			Units	46.50	46.50				322.83	
XAO-300-0005-00	Eugene Gallent 119 Bent Oak	LOT NO 5 ASSESSOR'S PLAT NO 20	Amount	\$1,583.17	\$822.12	\$0.00	\$0.00		\$761.05	
			Units	52.00	52.00				186.53	
XAO-255-9004-00	Clement Wild 120 Bent Oak	LOT 4 & E 12 1/2 FT LOT 5 BLK 9 ASSESSORS PLAT NO. 11	Amount	\$1,762.82	\$727.26	\$0.00	\$0.00		\$1,035.56	
			Units	46.00	46.00				253.81	
XAO-300-0006-00	Eugene Gallent 123 Bent Oak	LOT NO 6 ASSESSOR'S PLAT NO 20	Amount	\$4,276.99	\$3,312.20	\$0.00	\$0.00		\$964.79	
			Units	209.50	209.50				236.47	
XAO-255-9005-00	Gary Grimes 124 Bent Oak	LOT 5 EX THE E 12 1/2 FT & EX THAT PART LYING N & W OF E LN LOT 10 EXT BLK 9 ASSESSORS PLAT NO. 11	Amount	\$3,759.67	\$2,860.03	\$0.00	\$0.00		\$899.64	
			Units	180.90	180.90				220.50	
XAO-255-9011-00	Jerry Lane 131 Siena Heights	LOT 10 & TH PT OF LOT 5 LY S & W OF E LN LOT 10 EXT BLK 9 ASSESSORS PLAT NO. 11	Amount	\$1,707.48	\$1,707.48	\$0.00	\$0.00		\$0.00	
			Units	108.00	108.00				0.00	
XAO-300-0003-00	H & A Associates 823 Main	BEG NW COR LOT 3 ASSESSOR'S PLAT 20 TH S 33^39' E 119.86 FT TH S 26^20' W 140 FT TH N 33^39' W 131.6 FT TH N 30^39' E 134.52 FT TO POB	Amount	\$3,681.07	\$1,894.99	\$0.00	\$0.00		\$1,786.08	
			Units	119.86	119.86				437.77	
XAO-255-9001-01	Little D LLC 905 Main	LOTS 1 & 2 BLK 9 ASSESSORS PLAT NO. 11 ALSO LOT 3 AND E 66 FT LOT 6 BLK 9 ASSESSOR'S PLAT #11	Amount	\$5,494.33	\$2,466.36	\$0.00	\$0.00		\$3,027.97	
			Units	156.00	156.00				680.88	
Total Assessables Total Units			Amount	\$24,317.84	\$14,525.61	\$0.00	\$0.00		\$9,792.23	
			Units	918.76	\$24,317.84	0.00	0.00	0.00	2,338.78	

**CITY OF ADRIAN, MICHIGAN
SPECIAL ASSESSMENT COST CONFIRMATIONS
SAD'S 371 THROUGH 375**

	<u>SAD 371</u> <u>E. ALBERT ST</u>		<u>SAD 372</u> <u>E CHURCH ST</u>		<u>SAD 373</u> <u>GEDDES ST</u>		<u>SAD 374</u> <u>JORDAN ST</u>		<u>SAD 375</u> <u>BENT OAK</u>	
	<u>FY 07-08</u>	<u>FY 08-09</u>	<u>FY 07-08</u>	<u>FY 08-09</u>	<u>FY 07-08</u>	<u>FY 08-09</u>	<u>FY 07-08</u>	<u>FY 08-09</u>	<u>FY 07-08</u>	<u>FY 08-09</u>
WAGES	4,977.79	573.93	6,977.05	486.43	3,253.09	904.79	3,051.53	327.45	3,052.50	2,139.76
ENGINEERING TIME	4,030.20	359.06	4,881.60	445.95	3,732.87	376.75	3,274.81	283.12	5,554.86	453.34
OVERTIME	155.57	15.92	231.76	42.45	175.50	0.00	84.50	15.92	191.37	0.00
OVERHEAD	2,464.02	8.57	3,460.23	253.87	1,645.71	305.64	1,505.29	84.07	1,557.07	1,027.08
SUPPLIES	9,065.25	198.10	25,008.92	623.36	8,534.91	743.73	4,743.02	0.00	14,140.84	161.97
CONT SERVICES	3,011.25	1,979.00	53,448.85	6,548.07	2,217.25	911.00	1,173.05	833.00	32,619.13	7,988.06
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Eastlund/Rock Hard										2,800.60
Eastlund ck 12896			44,421.56		18,198.09		29,779.44			
Eastlund ck 13410	43,937.39				11,665.40		1,862.91			
Eastlund ck 13838		4,080.06		4,080.07		4,080.06		4,080.06		4,080.06
Michigan Pave ck 14073		18,524.84		46,274.28		15,796.36		11,245.15		16,146.83
TOTAL	71,717.70	26,058.89	145,075.92	59,229.18	51,826.11	23,837.92	49,710.52	17,025.61	62,290.71	36,011.88

TOTALS	
SAD 371 E ALBERT ST- Main to Broad	\$97,776.59
SAD 372 E CHURCH ST Broad to Locust	\$204,305.10
SAD 373 GEDDES ST- Bristol to Mulberry	\$75,664.03
SAD 374 JORDAN ST- Main to Winter	\$66,736.13
SAD 375 BENT OAK - Main to Siena	\$98,302.59

RE: ENGINEERING DEPT. – Certifying Costs for SAD #375 – Bent Oak from N. Main to Siena Heights

RESOLUTION

WHEREAS, the City Clerk has certified to the City Administrator the total cost of improvements on Bent Oak from N. Main to Siena Heights, said project being known and designated as Special Assessment District #375; and

WHEREAS, the City Administrator has forwarded said report to the City Commission and recommends that it be approved.

NOW, THEREFORE, BE IT RESOLVED:

1. That the total cost of said improvement mentioned above in the amount of Ninety Eight Thousand Three Hundred Two Dollars and Fifty Nine Cents (\$98,302.50) as certified by the City Clerk is approved.
2. That the City Assessor is directed to apportion the said total cost as follows:
 - a. Twenty Four Thousand Three Hundred Seventeen Dollars and Eighty Four Cents (\$24,317.84) be spread upon the Special Assessment Roll according to the frontage against the portion of land especially benefitted which lies within the corporate limits of the City of Adrian, which shall be known and designated as Special Assessment District #375, and which is described as follows:

Bent Oak from N. Main to Siena Heights
 - b. Seventy Three Thousand Nine Hundred Eighty Four Dollars and Seventy Five Cents (\$73,984.75) shall be the city’s portion of said project.

On motion by Commissioner _____, seconded
 by Commissioner _____, this resolution was _____
 by a _____ vote.

CR-12

CR08-091

October 15, 2008

RE: ENGINEERING DEPT. – Public Hearing Date for SAD #375 – Bent Oak from N. Main to Siena Heights

RESOLUTION

WHEREAS, the City Assessor has completed the Special Assessment Roll for improvements on Bent Oak from N. Main to Siena Heights and has reported the same to the City Commission, together with his certificate that the Assessment Roll conforms to the direction of the City Commission and the provisions of the Adrian City Code.

NOW, THEREFORE, BE IT RESOLVED:

1. That the Special Assessment Roll for SAD #375 for improvements on Bent Oak from N. Main to Siena Heights be filed forthwith in the office of the City Clerk for public examination.
2. That the City Commission will meet in the Commission Chambers at City Hall, 100 E. Church St., Adrian, MI at 7:00 p.m. on Monday, November 3, 2008, for the purpose of reviewing the said roll and hearing and considering any objections thereto.
3. That the City Clerk is hereby directed to give notice that the said Special Assessment Roll is on file for public examination and to give notice of said meeting and hearing set forth above pursuant to the provisions of Title I, Chapter 8, Section 1.213 of the Adrian City Code.

On motion by Commissioner _____, seconded
 by Commissioner _____, this resolution was _____
 by a _____ vote.

REGULAR
AGENDA

TO: Adrian City Planning Commission

FROM: Denise Cook, Secretary
Community Development Department

DATE: September 12, 2008

SUBJECT: Case 08-029
Text Corrections for RM-1 and RM-2 Multiply Family Residential
Districts

At their September 9, 2008, meeting, the Adrian City Planning Commission voted unanimously to recommend to the City Commission the approval of correcting Sections 8.2 and 9.2 of the RM-1 Low Rise Multiple Family Residential and RM-2 High Rise Multiple Family Residential Districts. This would reinstate Student Group Homes as a Use Subject to Zoning Exception Permit, which was inadvertently removed with Ordinance 08-10.

There was a discrepancy between Ordinance 08-10 and Ordinance 08-09. These ordinances allow congregate living facilities and student group housing in the RM-1 and RM-2 Districts. Ordinance 08-09 was delayed going to the City Commission. When staff wrote the amendments for the congregate living facilities, the new Subsection 5 which should have been student group homes was inadvertently used for Housing Shelters.

ORDINANCE NO. 08-14

AN ORDINANCE TO AMEND ARTICLE VIII – RM-1 LOW RISE MULTIPLE FAMILY RESIDENTIAL DISTRICT, AND ARTICLE IX – RM-2 HIGH RISE MULTIPLE FAMILY REISIDENTIAL DISTRICT.

The City of Adrian Ordains:

1. Add a new Subsection 8 to Section 8.2 of Article VIII – RM-1 Low Rise Multiple Family Residential to read as follows: *(new language is in bold)*

SECTION 8.2 USES SUBJECT TO ZONING EXCEPTION PERMIT:

1. Congregate living facilities, subject to Section 25.13
 2. Single-room occupancy facilities, subject to Section 25.12
 3. Housing for the elderly, subject to Section 24.02
 4. Group family homes, subject to Section 2.52 (C) and Section 25.15
 5. Housing Shelters subject to the following conditions:
 - (a) Each facility shall not be less than 300 feet from another such facility.
 - (b) Subject to Section 2.52 (C) and Section 25.15.
 6. Transitional Housing Facilities subject to the following conditions:
 - (a) Each facility shall not be less than 300 feet from another such facility.
 - (b) Subject to Section 2.52 (C) and Section 25.15.
 7. Temporary Shelters subject to the following conditions:
 - (a) Each facility shall not be less than 300 feet from another such facility.
 - (b) Subject to Section 4.8.
 8. **Student Group Homes subject to Section 2.41.01 (C) and Section 25.15**
2. Add a new Subsection 8 to Section 9.2 of Article IX – RM-2 High Rise Multiple Family Residential to read as follows: *(new language is in bold)*

SECTION 9.2 USES SUBJECT TO SPECIAL EXCEPTION PERMIT:

1. Housing for the elderly, subject to Section 24.02.
2. Congregate living facilities, subject to Section 25.13.
3. Convalescent and nursing homes subject to Section 25.09.
4. Private clubs and lodges, subject to Section 25.05.
5. Housing Shelters subject to the following conditions:
 - (a) Each facility shall not be less than 300 feet from another such facility.
 - (b) Subject to Section 2.52 (C) and Section 25.15.
6. Transitional Housing Facilities subject to the following conditions:
 - (a) Each facility shall not be less than 300 feet from another such facility.
 - (b) Subject to Section 2.52 (C) and Section 25.15.
7. Temporary Shelters subject to the following conditions:
 - (a) Each facility shall not be less than 300 feet from another such facility.
 - (b) Subject to Section 4.8.
8. **Student Group Homes subject to Section 2.41.01 (C) and Section 25.15**

INTRODUCTION October 6, 2008

SUMMARY PUBLISHED October 10, 2008

ADOPTION.....

COMPLETED PUBLICATION

EFFECTIVE DATE

On motion by Commissioner _____

seconded by Commissioner _____,

this resolution was adopted by a _____ vote.

R-1

R08-137

October 20, 2008

RE: MAYOR'S YOUTH COUNCIL – Appointment of New Members

RESOLUTION

WHEREAS, the Mayor's Youth Council was created to involve young people in city issues, broaden the scope of youth leadership in city affairs, develop environmental learning on the functions of government, develop health citizenry habits for the future of the community, and promote public awareness of the strengths and abilities of youth; and

WHEREAS, essays were accepted from students and five nominees were selected from an outstanding group of candidates.

NOW, THEREFORE, BE IT RESOLVED that the Adrian City Commission does hereby approve the appointment of the following individuals to the Mayor's Youth Council, with their terms to expire upon graduation.

- Mitchell Ebeling, Adrian High School
- Samantha Stevens, Adrian High School
- MinYoung Yoo, Lenawee Christian School
- Brittani Farrington, Lenawee Christian School
- Keenan Britt, Madison High School

On motion by Commissioner _____, seconded
 by Commissioner _____, this resolution was _____
 by a _____ vote.

R-2



MEMO

Date: October 13, 2008

To: Dane C. Nelson, City Administrator
Hon. Gary McDowell, Mayor
City Commission

cc: Shane Horn, Utilities Director Paul Trinkka, Information Technology Dir.
Donna Stewart, City Treasurer Cindy Prue, Assistant Finance Director
Sarah Osburn, City Attorney Nancy Dart, Utilities Office Manager

From: Jeffrey C. Pardee, Finance Director

A handwritten signature in cursive script, appearing to read 'Jeffrey C. Pardee'.

Re: Identity Theft Prevention Policy

The Federal Trade Commission (FTC), in 2007, issued new requirements, known as “Red Flag Rules,” as part of the Fair and Accurate Credit Transactions Act (FACT Act) of 2003. The FACT Act added new provisions to the Fair Credit Reporting Act (15 U.S.C. §1681, *et seq.*). One purpose of the FACT Act is to provide new protections to consumers against the growing problem of identity theft.

Because the City of Adrian provides utility services, including sewer and water, with individual customer accounts, the City has until November 1, 2008 to adopt and implement written identity theft prevention policies. Failure to implement such policies can result in civil penalties of up to \$2,500 per violation.

The Red Flag Rules apply to “financial institutions” and “creditors” with “covered accounts.” The FTC has defined creditors as including utility companies and non-profit and government entities that defer payment for goods or services. Covered accounts are defined as accounts mostly for personal, family or household purposes and that involve multiple payments or transactions. These include utility accounts. The FTC has taken the position that municipalities and other government entities that provide utility services to residents will be treated as “utilities” under the Red Flag Rules.

The attached proposed Identity Theft Prevention Policy has been prepared for City Commission consideration at its October 20, 2008 regularly scheduled meeting. The policy established a written Program designed to detect, prevent and mitigate identity theft in connection with the opening of new accounts and the maintenance of existing accounts. "Red Flags" include, for example, unusual account activity, fraud alerts on a consumer report, or attempted use of suspicious account application documents. The Policy further established an administrative Identity Theft Prevention Committee, composed of the City Administrator (Chairman), Finance Director, Utilities Director and Information Technology Director. The City Finance Director shall be responsible for Program administration.

If you have any questions or need for additional information, please contact my office.

CITY OF ADRIAN
IDENTITY THEFT PREVENTION POLICY
Effective October 20, 2008

Purpose

In conformance with the Fair and Accurate Credit Transaction Act (“FACT Act”) of 2003 (15 U.S.C. §1681, Sections 114 and 315), the purpose of this policy is to establish an Identity Theft Prevention Program designed to detect, prevent and mitigate identity theft in connection with the opening of a covered account and to provide for continued administration of the Policy in compliance with the Federal Trade Commission’s Red Flag Rule (Part 681 of Title 16 of the Code of Federal Regulations).

Under the Red Flag Rule, every financial institution and creditor, including government operated utilities, is required to establish an “Identity Theft Prevention Program” tailored to its size, complexity and the nature of its operation. Each program must contain reasonable policies and procedures to:

1. Identify relevant Red Flags for new and existing covered accounts and incorporate those Red Flags into the Program;
2. Detect Red Flags that have been incorporated into the Program;
3. Respond appropriately to any Red Flags that are detected to prevent and mitigate Identity Theft; and
4. Ensure the Program is updated periodically, to reflect changes in risks to customers or to the safety and soundness of the creditor from Identity Theft.

Definitions

Identifying information means any name or number that may be used, alone or in conjunction with any other information, to identify a specific person, including: name, address, telephone number, social security number, date of birth, government issued driver’s license or identification number, alien registration number, government passport number, employer or taxpayer identification number, unique electronic identification number, computer’s Internet Protocol address, or routing code.

Identity theft means fraud committed or attempted using the identifying information of another person without authority.

A covered account means:

1. An account that a financial institution or creditor offers or maintains, primarily for personal, family, or household purposes that involves or is designed to permit multiple payments or transactions. Covered accounts include credit card accounts, mortgage loans, automobile loans, margin accounts, cell phone accounts, **utility accounts**, checking accounts and savings accounts; and
2. Any other account that the financial institution or creditor offers or maintains for which there is a reasonably foreseeable risk to customers or to the safety and soundness of the financial institution or creditor from identity theft, including financial, operational, compliance, reputation or litigation risks.

A *red flag* means a pattern, practice or specific activity that indicates the possible existence of identity theft.

Policy

A. IDENTIFICATION OF RED FLAGS. The City of Adrian identifies the following red flags, in each of the listed categories:

1. Suspicious Documents
 - a. Identification document or card that appears to be forged, altered or inauthentic;
 - b. Identification document or card on which a person's photograph or physical description is not consistent with the person presenting the document;
 - c. Other document with information that is not consistent with existing customer; and
 - d. Application for service that appears to have been altered or forged.

2. Suspicious Personal Identifying Information
 - a. Identifying information presented that is inconsistent with other information the customer provides;
 - b. Identifying information presented that is inconsistent with other sources of information;
 - c. Identifying information presented that is the same as information shown on other applications that were found to be fraudulent;
 - d. Identifying information presented that is consistent with fraudulent activity;
 - e. An address or phone number presented that is the same as that of another person;
 - f. A person fails to provide complete personal identifying information on an application when reminded to do so (however, by law social security numbers must not be required); and
 - g. A person's identifying information is not consistent with the information that is on file for the customer.

3. Suspicious Account Activity or Unusual Use of Account
 - a. Change of address for an account followed by a request to change the account holder's name;
 - b. Payments stop on an otherwise consistently up-to-date account;
 - c. Mail sent to the account holder is repeatedly returned as undeliverable;
 - d. Notice to the City that a customer is not receiving mail sent by the City;
 - e. Notice to the City that an account has unauthorized activity;
 - f. Breach in the City's computer system security; and
 - g. Unauthorized access to or use of customer account information.

4. Alerts from Others
 - a. Notice to the City from a customer, identity theft victim, law enforcement or other person that it has opened or is maintaining a fraudulent account for a person engaged in Identity Theft.

B. DETECTING RED FLAGS.

1. **New Accounts.** In order to detect any of the Red Flags identified above associated with the opening of a new account, City personnel shall take the following steps to obtain and verify the identity of the person opening the account:
 - a. Require certain identifying information such as name, residential or business address, Homestead Exemption Affidavit or other identification;
 - b. Verify the customer's identity (i.e., review a driver's license or other identification card);
 - c. Review documentation showing the existence of a business entity; and/or
 - d. Independently contact the customer.
2. **Existing Accounts.** In order to detect any of the Red Flags identified above for an existing account, City personnel shall take the following steps to monitor transactions with an account:
 - a. Verify the validity of requests to change billing addresses; and
 - b. Verify changes in banking information given for billing and payment purposes.

C. PREVENTING AND MITIGATING IDENTITY THEFT. In the event City personnel detect any identified Red Flags, such personnel shall take one or more of the following steps, depending on the degree of risk posed by the Red Flag:

1. **Prevent and Mitigate**
 - a. Continue to monitor an account for evidence of Identity Theft;
 - b. Contact the customer;
 - c. Change any passwords or other security devices that permit access to accounts;
 - d. Not open a new account;
 - e. Close an existing account;
 - f. Reopen an account with a new number;
 - g. Notify the City Finance Director for determination of the appropriate step(s) to take;
 - h. Notify law enforcement; and/or
 - i. Determine that no response is warranted under the particular circumstances.

2. Protect customer identifying information In order to further prevent the likelihood of identity theft occurring with respect to City accounts, the City shall take the following steps with respect to its internal operating procedures to protect customer identifying information:

- a. Ensure that the City's website is secure or provide clear notice that the website is not secure;
- b. Ensure complete and secure destruction of paper documents and computer files containing customer information;
- c. Ensure that office computers are password protected;
- d. Keep offices clear of papers containing customer information;
- e. Ensure computer virus protection is up to date; and
- f. Require and keep only the kinds of customer information that are necessary for utility purposes.

D. PROGRAM UPDATES. This Program will be periodically reviewed and updated to reflect changes in the risks to customers and the soundness of the City from Identity Theft. The City Finance Director will consider the City's experiences with Identity Theft situations, changes in Identity Theft methods, changes in Identity Theft detection and prevention methods, changes in types of accounts the City maintains and changes in the City's business arrangements with other entities. After considering these factors, the City Finance Director will determine whether changes to the Program, including the listing of Red Flags, are warranted. If warranted, the City Finance Director will present the City Commission with recommended changes and the City Commission will make a determination of whether to accept, modify or reject those changes to the Program.

E. PROGRAM ADMINISTRATION.

1. Oversight

- a. Responsibility for developing, implementing and updating this Program lies with an administrative Identity Theft Prevention Committee for the City of Adrian. The Committee Chairman is the City Administrator, with the Finance Director, Utilities Director, and Information Technology Director comprising the remainder of the Committee membership.
- b. The City Finance Director shall be responsible for Program administration, for ensuring appropriate training of City staff on the Program, for reviewing any staff reports regarding the detection of Red Flags and the steps for preventing and mitigating Identity Theft, determining which steps of prevention and mitigation should be taken in particular circumstances and considering periodic changes to the Program.

2. Staff Training and Reports.

- a. City staff responsible for implementing the Program shall be trained either by or under the direction of the City Finance Director in the detection of Red Flags, and the responsive steps to be taken when a Red Flag is detected.
- b. City staff is required to provide reports to the Program Administrator on incidents of Identity Theft, the City's compliance with the Program and the effectiveness of the Program.

3. Specific Program Elements and Confidentiality.

- a. For the effectiveness of Identity Theft Prevention Programs, the Red Flag Rule envisions a degree of confidentiality regarding the City's specific practices relating to Identity Theft detection, prevention and mitigation. Therefore, under this Program, knowledge of such specific practices are to be limited to the Identity Theft Committee and those employees who need to know them for purposes of preventing Identity Theft.
- b. Because this Program is to be adopted by a public body and thus publicly available, it would be counterproductive to list these specific practices here. Therefore, only the Program's general red flag detection, implementation and prevention practices are listed in this document.

Authority and Revisions

This policy is enacted immediately upon approval of the City Commission, as reflected in the regular meeting minutes dated October 20, 2008. Revisions to this policy shall only be enacted when approved by the City Commission and reflected in the applicable meeting minutes. This policy shall be reviewed at least annually by the City Finance Director and updated as appropriate.

RE: FINANCE DEPARTMENT – Identity Theft Prevention Policy

RESOLUTION

WHEREAS, the Federal Trade Commission (FTC) in 2007, issued new requirements, known as "Red Flag Rules", as part of the Fair and Accurate Credit Transactions Act (FACT Act) of 2003; and

WHEREAS, the FACT Act added new provisions to the Fair Credit Reporting Act (15 U.S.C. §1681, et. seq.). One purpose of the FACT Act is to provide new protections to consumers against the growing problem of identity theft; and

WHEREAS, because the City of Adrian provides utility services, including sewer and water, with individual customer accounts, the City has until November 1, 2008 to adopt and implement written identity theft prevention policies. Failure to implement such policies can result in civil penalties of up to \$2,500 per violations; and

WHEREAS, the Finance Director has prepared and presented, with recommendation for approval by the City Administrator, a written Identify Theft Prevention Policy that establishes a written program designed to detect, prevent and mitigate identity theft in connection with the opening of new accounts and the maintenance of existing accounts; and

WHEREAS, the Policy further establishes an administrative Identity Theft Prevention Committee, composed of the City Administrator (Chairman), Finance Director, Utilities Director and the Information Technology Director. The City Finance Director shall be responsible for program administration.

NOW, THEREFORE, BE IT RESOLVED that the Adrian City Commission by this resolution hereby adopts the City of Adrian **Identity Theft Prevention Policy**, in conformance with the Fair and Accurate Credit Transactions Act (FACT Act) of 2003 intended to provide new protections to consumers against the growing problem of identity theft.

BE IT, FURTHER, RESOLVED that an administrative Identity Theft Prevention Committee, composed of the City Administrator (Chairman), Finance Director, Utilities Director and the Information Technology Director be established to provide appropriate oversight of the program.

BE IT, FURTHER, RESOLVED that the Finance Director, or Assistant Finance Director in the absence of the Finance Director, be designated the responsible official for administration of the program for the City of Adrian.

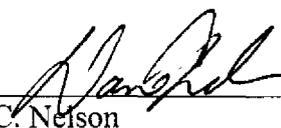
BE IT, FURTHER, RESOLVED that the Identity Theft Prevention Policy and Red Flag Rule Program shall take immediate effect upon adoption of this resolution and that revisions to this policy shall only be enacted when approved by the City Commission and reflected in the applicable meeting meetings.

On motion by Commissioner _____, seconded by Commissioner _____, this resolution was _____ by a _____ vote.

R-3
DATE: October 15, 2008
TO: Honorable Mayor and City Commission
FROM: Dane C. Nelson, City Administrator
SUBJECT: Purchase of Pickup Truck – DPW

I concur with the recommendation of the City Engineer to award the bid for a 2009 Dodge Dakota pickup truck to Adrian Dodge at a cost of \$17,818.00. Using the Local Preference Policy, Adrian Dodge was the lowest local bidder. This vehicle will be used by the Public Works Department.

Four firms responded to the offer to bid. I urge your favorable consideration authorizing the purchase of the 2009 pickup truck from Adrian Dodge at a cost of \$17,818.00.



Dane C. Nelson
City Administrator

DCN:bjw

R3

Memo

To: Dane C. Nelson, City Administrator

From: Kristin Bauer, City Engineer

Date: 10/13/2008

Re: Bid Recommendation – One (1) Pickup Truck

Sealed bids were received and opened on Thursday, September 25, 2008 for 1 Pickup Truck for the Departments of Public Works. See Attached sheet for bidders.

Enclosed we have included a table with the vehicles that were bid. This table shows the items in the left column that were specified and the other columns are the items provided for each vehicle. The red cells are those out of specification and the yellow cells are those that are not available for that vehicle.

Previously we recommended the purchase of the Chevrolet Colorado from Ed Schmidt Auto Group in Maumee Ohio; however, following a second review of the vehicles in question we have determined that both vehicles will serve its intended purpose for use by the City's Building Inspector.

While both vehicles have items that were presented "out of specification" the 4 cylinder engine presented for the Chevy vehicle was out of specification, however the horse power for that vehicle was within specifications and conversely the opposite was true of the Dodge vehicle. The other items in question were minor.

At this time we would like to change our recommendation for purchase of this vehicle to coincide with the County local preference policy. Thus we recommend the purchase of the vehicle presented by Adrian Dodge at a cost of \$17,818.00

Funds for this purchase are budgeted in the Capital Equipment Budget. The price for one vehicle is \$17,818.00.



Equipment specifications					
	Year/Make:	2009 Chevrolet	2009 Dodge	2009 Ford	2009 Chevrolet
	Model:	Colorado	Dakota	F-15-0	Chevy
	Dealer:	Ed Schmidt Auto Group	Adrian Dodge	Varsity Ford	Cliff Buick Pontiac
	Style:	2WD Ext Cab 125.9"	2WD ext Cab		Sierra
Not Available	Manufacturers Model	CS15653			
	Price:	\$17,809.88	\$17,818.00	\$18,297.00	\$18,753.00
Air Conditioning	A/C	Standard	Standard	Standard	Standard
Tilt Steering Wheel	Adjustable Steering	Standard	Standard	Standard	Standard
AM/FM Stereo Radio	AM/FM Stereo	Standard	Standard	Standard	Standard
ABS System	Brake ABS System	4-Wheel	Rear Wheel	4-wheel	4-Wheel
6 foot box	Cargo Box Length @ Floor	72.8 in	78.8 in	N/A	69.3 in
12 volt, 475 cca minimum	Cold Cranking Amps @ 0° F (Primary)	590	600	540	600
	Corrosion Years	6	5	5	6
145-180Hp	Displacement	2.9L/177			
Gasoline, 6 cylinder	Engine Type		Gas V6	Gas V8	Gas V8
	EPA Fuel Economy Est - City	18 MPG	15 (2008) MPG	14 MPG	14 (2008) MPG
	EPA Fuel Economy Est - Hwy	24 MPG	20 (2008) MPG	19 MPG	19 (2008) MPG
Power steering	Front Hip Room	53.3 in	54.9 in	N/A	62.5 in
	Fuel Tank Capacity, Approx	19 gal	22.0 gal	26 gal	26 gal
Duel, intermittent speed electric, with automatic type washers	Intermittent Wipers	Standard	Standard	Standard	Standard
80 amp minimum	Maximum Alternator Capacity (amps)	125	136	135	145
	Passenger Air Bag	Standard	Standard	Not Available	Standard
	Passenger Air Bag On/Off Switch	Standard	Not Available	Available	Standard
Power Door Locks	Power Door Locks	Not Available	Standard	Available	Standard
Power Steering		Standard	Standard	Available	Standard
Power Windows	Power Windows	Not Available	Standard	Available	Standard
	Rear Wheel Drive	Standard	Standard	Standard	Standard
Full size spare tire	Spare Tire Size		N/A	N/A	P245/70R17
Spare wheel	Spare Wheel Material	Steel	Steel	Steel	Steel
	Split Bench Seat	Standard	Available	Standard	Standard
gvrw. All season black wall	Tires - Front All-Season	Standard	Not Available	Standard	Standard
gvrw. All season black wall	Tires - Rear All-Season	Standard	Not Available	Standard	Standard
Automatic	Trans Description Cont.	Automatic w/OD	Automatic w/OD	Automatic w/OD	Automatic w/OD
110 to 126 inches	Wheelbase	126.0 in			

Equipment specifications					
	Year/Make:	2009 Chevrolet	2009 Dodge	2009 Ford	2009 Chevrolet
	Model:	Colorado	Dakota	F-15-0	Chevy
	Dealer:	Ed Schmidt Auto Group	Adrian Dodge	Varsity Ford	Clift Buick Pontiac
	Style:	2WD Ext Cab 125.9"	2WD ext Cab		Sierra
Not Available	Manufacturers Model	CS15653			
	Price:	\$17,809.88	\$17,818.00	\$18,297.00	\$18,753.00
Air Conditioning	A/C	Standard	Standard	Standard	Standard
Tilt Steering Wheel	Adjustable Steering Wheel	Standard	Standard	Standard	Standard
AM/FM Stero Radio	AM/FM Stereo	Standard	Standard	Standard	Standard
ABS System	Brake ABS System	4-Wheel	Rear Wheel	4-wheel	4-Wheel
6 foot box	Cargo Box Length @ Floor	72.8 in	78.8 in	N/A	69.3 in
12 volt, 475 cca minimum	Cold Cranking Amps @ 0° F (Primary)	590	600	540	600
	Corrosion Years	6	5	5	6
145-180Hp	Displacement	2.9L/177			
Gasoline, 6 cylinder	Engine Type		Gas V6	Gas V8	Gas V8
	EPA Fuel Economy Est - City	18 MPG	15 (2008) MPG	14 MPG	14 (2008) MPG
	EPA Fuel Economy Est - Hwy	24 MPG	20 (2008) MPG	19 MPG	19 (2008) MPG
Power steering	Front Hip Room	53.3 in	54.9 in	N/A	62.5 in
	Fuel Tank Capacity, Approx	19 gal	22.0 gal	26 gal	26 gal
Duel, intermittent speed electric, with automatic type washers	Intermittent Wipers	Standard	Standard	Standard	Standard
80 amp minimum	Maximum Alternator Capacity (amps)	125	136	135	145
	Passenger Air Bag	Standard	Standard	Not Available	Standard
	Passenger Air Bag On/Off Switch	Standard	Not Available	Available	Standard
Power Door Locks	Power Door Locks	Not Available	Standard	Available	Standard
Power Steering		Standard	Standard	Available	Standard
Power Windows	Power Windows	Not Available	Standard	Available	Standard
	Rear Wheel Drive	Standard	Standard	Standard	Standard
Full size spare tire	Spare Tire Size		N/A	N/A	P245/70R17
Spare wheel	Spare Wheel Material	Steel	Steel	Steel	Steel
	Split Bench Seat	Standard	Available	Standard	Standard
Tubeless, radial to meet gvrv. All season black wall	Tires - Front All-Season	Standard	Not Available	Standard	Standard
Tubeless, radial to meet gvrv. All season black wall	Tires - Rear All-Season	Standard	Not Available	Standard	Standard
Automatic	Trans Description Cont.	Automatic w/OD	Automatic w/OD	Automatic w/OD	Automatic w/OD
110 to 126 inches	Wheelbase	126.0 in			

R08-139

October 20, 2008

RE: PUBLIC WORKS – Purchase of Pickup Truck

RESOLUTION R08-136

WHEREAS, sealed bids were received September 25, 2008, for the purchase of a pickup truck for use by the Public Works Department; and

WHEREAS, said bids have been tabulated and recommendations made by Kristin Bauer, City Engineer, with the results as follows:

<u>VENDOR</u>	<u>VEHICLE MAKE/ MODEL</u>	<u>BID AMOUNT</u>
Ed Schmidt Auto Group, Maumee, OH	2009 Chevy Colorado	\$17,809.88
Adrian Dodge, Adrian, MI	2009 Dodge Dakota	\$17,818.00
Varsity Ford, Ann Arbor, MI	2009 Ford F 150	\$18,297.00
Clift Buick-Pontiac, Adrian, MI	2008 GMC Sierra	\$18,753.00
Dave Knapp Ford	2009 Ford F-150	\$19,125.40

WHEREAS, the City Engineer has recommended that the bid be awarded to Adrian Dodge of Adrian, MI, using the Local Preference Policy, for a 2009 Dodge Dakota at a cost of \$17,818.00.

NOW, THEREFORE, BE IT RESOLVED that the Adrian City Commission does hereby award the bid, using the Local Preference Policy, to Adrian Dodge for a 2009 Dodge Dakota at a cost of \$17,818.00.

On motion by Commissioner _____, seconded
by Commissioner _____, this resolution was _____
by a _____ vote.

R-4

R08-140

October 20, 2008

RE: COMMUNITY DEVELOPMENT – Contractual Agreement for Consulting Services

RESOLUTION

WHEREAS, James E. Tischler previously served as Community Development Director for the City of Adrian and recently resigned this position in order to work independently as a consultant, providing services to developers and municipalities; and

WHEREAS, the City Administrator and Community Development Director believes it is in the best interest of the city to use the consulting services of Mr. Tischler as needed for various projects and functions on behalf of the City of Adrian; and

WHEREAS, the City Administrator and Mr. Tischler have tentatively agreed to the terms of an agreement, wherein the city would pay the sum of \$50.00 per hour and as set forth in the terms and conditions of the proposed attached agreement.

WHEREAS, the City Commission has considered said proposed agreement and finds the terms of same to be in the best interest of the city.

NOW, THEREFORE, IT IS HEREBY RESOLVED that the Mayor and City Clerk be, and are hereby, authorized to enter into the Consulting Agreement with James E. Tischler on behalf of the City of Adrian.

On motion by Commissioner _____, seconded by Commissioner _____, this resolution was _____ by a _____ vote.

CONSULTING AGREEMENT

THIS AGREEMENT is made and entered into this _____ day of _____, 2008 by and between the City of Adrian, 100 E. Church Street, Adrian, Michigan, 49221, a Michigan Municipal Corporation, hereafter referred to as "CITY" and James E. Tischler, AICP, PCP, 302 Baptiste Avenue, Monroe, MI 48162, hereafter referred to as "JET", both of whom agree as follows:

WHEREAS, the CITY desires to employ the services of JET as Project Consultant for the CITY, provide certain benefits and conditions of employment, and JET desires to accept employment as Project Consultant for the CITY;

NOW, THEREFORE, in consideration of the mutual covenants herein contained, the parties agree as follows:

Section 1 – Duties

The CITY hereby agrees to employ JET as Project Consultant to perform the functions and duties specified below and to perform other legally permissible and proper duties and functions as the CITY shall, from time to time, assign;

1. Performance of research, planning, and preparation of reports, plans and other activities for tasks found in the Community/Economic Development element of the City of Adrian Community Development Department's Annual Work Program, as assigned by the Community Development Director.
2. Management of programs and projects as established and authorized by the City Administrator and/or Community Development Director.
3. Representation of City before public and private individuals and organizations as necessary to conduct assigned duties or otherwise requested by the City Administrator and/or Community Development Director.

Section 2 – Term

The term of this agreement shall commence upon execution and extend through December 31, 2009. Nothing in this agreement shall prevent, limit or otherwise interfere with the right of either party to terminate this agreement at any time, subject to a 30-day notice and compensation for work performed up to the point of termination.

Section 3 – Compensation and Billing

The CITY agrees to compensate JET at a rate of \$50.00 per hour for work performed. JET shall invoice the CITY on a monthly basis, documenting specific tasks and hours for which work has been conducted.

Section 4 – Expenses

The CITY agrees to pay for expenses and other costs necessary for conduct of assigned work tasks, as reviewed and approved by the Community Development Director. The CITY shall also budget for and pay for travel and subsistence expenses of JET for professional and official travel, meetings and conferences, also subject to the review and approval by the Community Development Director.

Section 5 – Indemnification

Each party shall be responsible for any negligent acts, willful misconduct or omission of themselves and their own employees. Each party shall indemnify and hold each other harmless from any claims or damages which are current, or may arise, from such acts or omission of themselves or their employees.

Section 6 – Independent Contractor Relationship

For all services rendered, JET shall be considered as an independent contractor and not as an employee of the CITY. JET shall, therefore, pay its own local, state and federal taxes, including without limitation, social security taxes, income taxes and unemployment compensation taxes.

Section 7 – General Provisions

The text herein shall constitute the entire agreement between the parties. This agreement shall become effective commencing August 18, 2008. If any provision, or any portion thereof, contained in this agreement is held invalid or unenforceable, the remainder of this agreement, or portion thereof, shall be deemed severable, shall not be affected, and shall remain in full force and effect.

IN WITNESS WHEREOF, the City of Adrian has caused this agreement to be signed and executed on its behalf, and James E. Tischler, AICP, PCP has signed and executed this agreement, both in duplicate, the day and year first above written.

CITY OF ADRIAN, A MICHIGAN MUNICIPAL CORPORATION

Gary E. McDowell
ITS: Mayor

Pat Baker
ITS: City Clerk

Date

James E. Tischler, AICP, PCP

Witness

Date

MISCELLANEOUS

m-1

ADRIAN CITY PLANNING COMMISSION
OCTOBER 7, 2008
REGULAR MEETING
MINUTES

The regular meeting of the Adrian City Planning Commission was called to order by Chair Jacobitz at 7:00 p.m. in the Commission Chambers of City Hall.

Present: Mike Jacobitz Chair
Khamis Al-Omari Vice Chair
Peter Barr
Mel Dye
Chad Johnson
Marilyn Schebil
Brian Watson

Absent: Mike Clegg City Commissioner
Carl Phipps

APPROVAL OF MINUTES OF THE
SEPTEMBER 9, 2008, REGULAR MEETING

There were no corrections or additions to the minutes. Commissioner Schebil moved that the Minutes of the September 9, 2008, regular meeting be approved as written. Commissioner Johnson supported. Motion carried unanimously.

CASE NO. 08-033
PUBLIC HEARING TO HEAR AND CONSIDER COMMENTS
TO A ZONING EXCEPTION PERMIT APPLICATION
FOR 330 NORTH MCKENZIE STREET

Mr. Scott Woerner was present for this meeting. Chair Jacobitz declared the public hearing open. The request is to operate a home occupation in the basement of his residence. The business would be engraving of glass, small stone/brick, and wood. The cabinet style sandblaster is 5 ½' x 3' wide. Mr. Woerner stated there would be no retail sales; people would call him for jobs. This property has an apartment on the second floor. Mr. Woerner owns and resides at this address. The last occupant in the apartment was the owner's son; the unit is presently vacant and there are no plans to rent it out at this time. There were no comments from the audience. There were no telephone calls or written communication received. Public hearing closed. The Commission was in receipt of a Staff Analysis recommending approval of this request. There was discussion on the residence being a 2 unit, which is contrary to how the ordinance (Section 25.14 (2, a)) reads, and that the Commission should consider rewording the language. There was some agreement with the Commission that since

the owner resides at this address and is the one doing this home occupation, it should be allowed. Mr. Woerner stated that he has resided at this address for 19 years and that it was a 2 unit long before that. There was no further discussion from the Commission. Commissioner Dye moved that the Planning Commission make a finding that the applicant will be and remain in complete compliance with any and all applicable conditions as listed in Section 25.14 of the City of Adrian Zoning/Development Regulations and approve the Zoning Exception Permit for Home Occupation for parcel XAO-285-0074-00 and adopt the following resolution:

**RESOLUTION
ADRIAN CITY PLANNING COMMISSION CASE #08-033**

WHEREAS, Mr. Scott Woerner has submitted a Zoning Exception Permit application for parcel XAO-285-0074-00; and

WHEREAS, the existing land use of the subject parcel is residential; and

WHEREAS, the zoning district is designated as R-4, Single Family Residential; and

WHEREAS, the Community Development Department has conducted a review of the applicant's request in accordance with Section 25.14 of the City of Adrian Zoning and Development Regulations, pertaining to Home Occupation intend and conditions.

NOW THEREFORE BE IT RESOLVED that the Adrian City Planning Commission accepts the review and analysis conducted by the Community Development Department; and

BE IT FURTHER RESOLVED that the Adrian City Planning Commission finds that the application is in general compliance with the standards for Home Occupation; and

BE IT FURTHER RESOLVED that the Adrian City Planning Commission approves the submitted Zoning Exception Permit application under Case #08-033 for Parcel XAO-285-0074-00.

Commissioner Watson supported.

In Favor of Motion: Al-Omari, Johnson, Watson, Schebil, Dye, Jacobitz

Against Motion: Barr

Motion carried.

CASE NO. 08-034
PUBLIC HEARING TO HEAR AND CONSIDER COMMENTS
TO A ZONING EXCEPTION PERMIT APPLICATION
FOR 960 TREAT STREET

Mr. Miguel Burciaga was present for this meeting. The request is to operate a home occupation for taxidermy out of the basement of this residence. Mr. Burciaga owns and resides at this address. Public hearing opened. There was discussion on the type and amount of garbage generated from this occupation. Mr. Burciaga that he may have to take small amounts of flesh off the hides, however, the hides will be done by a processor prior to coming to him. Mr. Burciaga stated that he is State licensed for taxidermy, and has talked to the Lenawee County Health Department and was told this doesn't fall under their control. He will not use any hazardous chemicals in the operation of this occupation. There were no comments from the audience. No telephone calls or written communication was received. Public hearing was closed. The Commission was in receipt of a Staff Analysis recommending approval of this request. Commissioner Watson moved that the Planning Commission make a finding that the applicant will be and remain in complete compliance with any and all applicable conditions as listed in Section 25.14 of the City of Adrian Zoning/Development Regulations and approve the Zoning Exception Permit for Home Occupation for parcel XAO-610-0180-00 and adopt the following resolution:

RESOLUTION
ADRIAN CITY PLANNING COMMISSION CASE #08-034

WHEREAS, Mr. Miguel Burciaga has submitted a Zoning Exception Permit application for parcel XAO-610-0180-00; and

WHEREAS, the existing land use of the subject parcel is residential; and

WHEREAS, the zoning district is designated as R-4, Single Family Residential; and

WHEREAS, the Community Development Department has conducted a review of the applicant's request in accordance with Section 25.14 of the City of Adrian Zoning and Development Regulations, pertaining to Home Occupation intend and conditions.

NOW THEREFORE BE IT RESOLVED that the Adrian City Planning Commission accepts the review and analysis conducted by the Community Development Department; and

BE IT FURTHER RESOLVED that the Adrian City Planning Commission finds that the application is in general compliance with the standards for Home Occupation; and

BE IT FURTHER RESOLVED that the Adrian City Planning Commission approves the submitted Zoning Exception Permit application under Case #08-034 for Parcel XAO-610-0180-00.

Commissioner Johnson supported.

In Favor of Motion: Johnson, Watson, Barr, Schebil, Dye, Jacobitz, Al-Omari
Against Motion: none

Motion carried unanimously.

CASE NO. 08-038
LAND DIVISION FOR 304 TOLEDO STREET

This has been withdrawn by the petitioner.

CASE NO. 08-036
SITE PLAN REVIEW FOR NEW APARTMENTS
FOR ADRIAN COLLEGE, 110 SOUTH MADISON STREET

Present for this meeting were: Mr. Scott Merillat, Associated Engineers and Surveyors, and Ms. Kristi Maxwell, representing Adrian College. The proposal is to construct a one-story complex for student housing, there would be 24 units with a 44 bed capacity (20 two-bedroom units, 2 one-bedroom units and 2 barrier free units) with a center courtyard. The College would also expand the existing parking lot to the north. Presently there are 116 spaces and the proposed expansion would add an additional 40 spaces. These units will have their own cooking and bathroom facilities. The College proposes to furnish refuse bins along the interior of the courtyard; the refuse would then be removed by the College. The ordinance does not require landscaping in the ERO District. The City Forester has been in contact with the College and landscaping is planned for this project. The units will have exterior porch lights and the courtyard will also have lighting. The existing parking lot already has lights and there are no plans to increase it at this time. There will be one electrical service to this building. There were no comments from the audience. No telephone calls or written communication were received. The storm drainage and Fire Department issues have been resolved. Commissioner Dye moved that the Planning Commission adopt the following resolution to approve the request for Site Plan Review and Approval:

RESOLUTION
ADRIAN CITY PLANNING COMMISSION CASE #08-036

WHEREAS, Associated Engineers & Surveyors has submitted a request for Site Plan Review and Approval for the new construction of a single story complex on the campus of Adrian College to be used for student housing, parcel XA0-850-0147-00; and

WHEREAS, the existing use of the parcel for post secondary education; and

WHEREAS, the zoning district of the subject parcel is designated as ERO, Education, Research & Office; and

WHEREAS, the Community Development Department has conducted a review of the applicant's request in accordance with the review standards found in the City Code of Ordinances, Section 4.6, pertaining to site plan review and approval.

NOW THEREFORE BE IT RESOLVED that the Adrian City Planning Commission accepts the review and analysis conducted by the Community Development Department; and

BE IT FURTHER RESOLVED that the Adrian City Planning Commission finds that the application is in general compliance with the standards for Site Plan Review and Approval; and

BE IT FURTHER RESOLVED that the Adrian City Planning Commission approves the submitted Site Plan under Case #08-036 for Parcel XA0-850-0147-00.

Commissioner Watson supported.

In Favor of Motion: Watson, Barr, Schebil, Dye, Jacobitz, Al-Omari, Johnson

Against Motion: none

Motion carried unanimously.

CASE NO. 08-035
SITE PLAN REVIEW FOR
ST. MARY'S CATHOLIC CHURCH
320 DIVISION STREET

Commissioner Al-Omari recused himself and left the podium. He is a member of St. Mary's and a member of their Building Committee. Present for this meeting were: Mr. Scott Merillat, Associated Engineers and Surveyors; Mr. Jim Vaughn, The Meier Group and Mr. Mitch Blonde, representing St. Mary's Catholic Church. The proposal is to remove an existing former convent structure which is in disrepair, and sits to the north of the church. A one-story building will be constructed in this same location to provide office space for the parish staff. There will be a common wall between this new structure and the activities center behind it. The Commission was in receipt of the Staff Analysis, which recommended approval. Mr. Blonde spoke in favor of the project. There were no comments from the audience. Commissioner Barr moved that the Planning Commission adopt the following resolution in favor of this site plan:

RESOLUTION
ADRIAN CITY PLANNING COMMISSION CASE #08-035

WHEREAS, Associated Engineers & Surveyors has submitted a request for Site Plan Review and Approval to remove a two story brick building located at 319 Division St., parcel XA0-515-0255-00; and

WHEREAS, Associated Engineers & Surveyors has submitted a request for Site Plan Review and Approval for a single story building addition located at 319 Division St., parcel XA0-515-0255-00; and

WHEREAS, the existing use of the parcel for a church; and

WHEREAS, the zoning district is designated as R-4, Single Family Residential; and

WHEREAS, the Community Development Department has conducted a review of the applicant's request in accordance with the review standards found in the City Code of Ordinances, Section 4.6, pertaining to site plan review and approval.

NOW THEREFORE BE IT RESOLVED that the Adrian City Planning Commission accepts the review and analysis conducted by the Community Development Department; and

BE IT FURTHER RESOLVED that the Adrian City Planning Commission finds that the application is in general compliance with the standards for Site Plan Review and Approval; and

BE IT FURTHER RESOLVED that the Adrian City Planning Commission approves the submitted Site Plan under Case #08-035 for Parcel XA0-515-0255-00.

Commissioner Johnson supported.

In Favor of Motion: Barr, Schebil, Dye, Jacobitz, Johnson, Watson

Abstaining: Al-Omari

Against Motion: none

Motion carried.

CASE NO. 08-037
SET PUBLIC HEARING TO HEAR AND CONSIDER COMMENTS
TO A ZONING EXCEPTION PERMIT APPLICATION
FOR 944 EAST BEECHER STREET

This request is to operate a tire service business out of a portion of an existing car wash. The property is zoned B-2 Community Business which allows this use subject to a zoning exception permit. Commissioner Barr moved that the Planning Commission set a public hearing for the November 4, 2008, meeting, to hear and consider comments to a Zoning Exception Permit Application for 944 East Beecher Street. Commissioner Watson supported.

In Favor of Motion: Schebil, Dye, Jacobitz, Al-Omari, Johnson, Watson, Barr

Against Motion: none

Motion carried unanimously.

CASE NO. 08-039
SET PUBLIC HEARING TO HEAR AND CONSIDER COMMENTS
TO A ZONING EXCEPTION PERMIT APPLICATION
FOR ADRIAN COLLEGE, 110 SOUTH MADISON STREET

Dr. Stephen Shehan, from the Adrian College Communication Department and Mr. Joseph Huk, Chief Engineer at WVAC, were present for this meeting. There is an existing radio broadcast tower at Mahan Hall. The request is to move and erect a radio broadcast tower from its present location to a new site at Rush Hall. The new tower will be 104 feet tall which will comply with FCC regulations. The consensus of the Commission was that this was not a cell tower. Commissioner Barr moved that the Planning Commission hold a public hearing at their next regular meeting to hear and consider comments to a Zoning Exception Permit Application for Adrian College, 110 South Madison Street.

In Favor of Motion: Dye, Jacobitz, Al-Omari, Johnson, Watson, Barr, Schebil

Against Motion: none

Motion carried unanimously.

COMMUNICATION ITEMS

Development Regulation – Update of Zoning Ordinance Rewrite: The funding has not come through. This will be removed from the agenda until further development.

Discussion of Case No. 08-028 – Rezoning the 300 block of East Michigan and Erie Streets, between Division and South Locust from I-1 Light Industrial to R-4 Single Family Residential: Staff recommends the Commission move forward with rezoning this block to R-4 Single Family Residential. This block is already 84% residential. Habitat for Humanity is interested in acquiring a lot for home construction. There was interest from the Commission in bringing this back.

Discussion on Administrative Approval for Site Plan Modifications for 730 Riverside Avenue, Great Lakes Home Health Services: The Commission was in receipt of a copy of the modification proposed for this property. The driveway is being moved to help pedestrian ingress, minimize a very steep drive and improve ingress, egress and traffic flow within the site. Also, would install a trench drain across the drive to collect most of the site storm water. The City Engineer has been in contact with the Project Engineer and has approved these modifications. No action taken by Commission.

There being no further discussion, the meeting adjourned at 7:58 p.m.

Respectfully submitted,

Denise Cook, Secretary

M-2

DEPARTMENTAL REPORT

OCTOBER 20, 2008

	SEPTEMBER 2008	AUGUST 2008	SEPTEMBER 2007	YEAR-TO-DATE 2008	YEAR-TO-DATE 2007
POLICE DEPARTMENT					
Complaints Answered	874	1,020	1,003	7,263	9,030
VIOLATIONS					
Moving Citations	85	634	136	1,486	1,484
3-6 am Parking Tickets	167	80	315	912	1,457
Non-Moving Citations	20	23	11	131	149
Downtown Parking Tickets	0	120	525	2,833	5,035
TOTAL VIOLATIONS	272	857	987	5,362	8,125
ARRESTS	142	118	153	1,161	1,327
FIRE DEPARTMENT (See M-4)					
INSPECTION DEPARTMENT					
Building Permits	46	43	94	369	332
Electrical Permits	18	20	34	177	297
Mechanical Permits	25	16	35	188	239
Plumbing Permits	8	8	7	60	87
Sidewalk Permits	1	19	0	33	36
Sign Permits	2	6	5	49	87
TOTAL PERMITS	100	112	175	876	1,172
Estimated Bldg.Costs	\$1,597,420	\$4,464,309	\$1,613,847	\$10,842,237	\$8,153,902
PARKING SYSTEM					
Meters in Operation	232	232	232	232	232
Parking Assessment	\$0	\$0	\$0	\$22,393	\$30,739
Lot Revenue	\$502	\$426	\$1,000	\$6,105	\$14,768
Street Revenue	\$0	\$0	\$0	\$0	\$0
Misc. Revenue	\$8	\$8	\$3	\$64	\$26
Permits	\$113	\$763	\$475	\$28,539	\$38,327
Fines	\$85	\$470	\$2,680	\$13,303	\$31,531
Token Sales	\$0	\$0	\$0	\$0	\$0
Contribut-GenFund	\$0	\$0	\$0	\$66,000	\$6,000
TOTAL REVENUE	\$708	\$1,667	\$4,158	\$136,404	\$121,391
WASTE WATER DEPARTMENT					
M. G. Pumped	137.096	137.89	142.955	1,629.411	1,184.798
Cost of Plant Operation	*	\$452,714	\$505,374	\$1,982,423	\$2,382,325
WATER DEPARTMENT					
M. G. Pumped	90	102	90	753	718
Number of Customers	6,327	6,328	6,368		
	Industrial	Commercial	Residential	Other	TOTAL
M. G. Sold Revenue	\$36,651	\$80,381	\$111,185	\$55,219	78,329 \$283,436

*Figure not available

m.3

FIRE REPORT
Month of September, 2008

	This Month	Last Month	Last Year	To Date This Year	To Date Last Year
Structure Fires	0	4	2	19	21
Loss	\$0	\$45,000	\$1,000	\$158,000	\$123,250
Vehicle Fires	2	3	0	8	4
Loss	\$0	\$0	0	\$2,000	2000
Other Fires	2	11	3	27	18
Loss	\$0	\$3,000	\$0	\$3,000	\$1,000
Smoke & Odor	7	10	5	55	39
False Alarms	7	6	9	60	75
Hazardous Conditions	12	2	9	97	121
Other	6	9	6	96	98
Medical Emergencies	143	184	140	1324	1251
Vehicle Accidents	10	8	5	78	75
Total Runs	189	237	179	1766	1704
Total Fire Loss	\$0	\$48,000	\$1,000	\$163,000	\$126,250

m-4

TO: DANE C NELSON, CITY ADMINISTRATOR
 FROM: MARCIA M. BOHANNON, TRANSPORTATION COORDINATOR

ADRIAN D.A.R.T. PASSENGER RIDERSHIP REPORT FOR SEPTEMBER 2008

WEEK END:	SEP 5	SEP 12	SEP 19	SEP 26	SEP 30	TOTAL
MONDAY	0	331	335	316	290	1272
TUESDAY	335	312	355	328	291	1621
WEDNESDAY	365	326	311	268	0	1270
THURSDAY	329	327	313	275	0	1244
FRIDAY	336	317	305	275	0	1233
		1613	1619	1462	581	6640

SERVICE DAYS	SEP 2008 (21)	SEP 2007 (19)	+/-	AUG 2008 (21)
SENIORS	896	850	46	918
HDCP SENIORS	1030	939	91	1004
HANDICAPPED	3007	2835	172	2859
WHEELCHAIRS **	223	210	13	275
GENERAL	1707	1447	260	1432
	6640	6071	569	6213

OCTOBER	2006	7117	2007	7357	3%
NOVEMBER	2006	6597	2007	6718	2%
DECEMBER	2006	6610	2007	6171	-7%
JANUARY	2007	7633	2008	7616	0%
FEBRUARY	2007	6833	2008	7452	9%
MARCH	2007	7656	2008	7027	-8%
APRIL	2007	6705	2008	7135	6%
MAY	2007	6778	2008	6957	3%
JUNE	2007	6023	2008	6707	11%
JULY	2007	5775	2008	6717	16%
AUGUST	2007	6378	2008	6213	-3%
SEPTEMBER	2007	6071	2008	6640	9%
		80176		82710	3%

** WHEELCHAIR TOTALS ARE INCLUDED IN HANDICAPPED PASSENGER TOTALS