



**CITY COMMISSION
MEETING
March 19, 2012**



PRE-MEETING AGENDA

**ADRIAN CITY COMMISSION
AGENDA
PRE-MEETING STUDY SESSION
MONDAY,
MARCH 19, 2012**

The City Commission will meet for a pre-meeting study session on Monday, March 19, 2012 at 5:30 p.m. in the City Chambers Building, 159 E. Maumee St., to discuss the following:

- I. Presentation by United Bank and Trust re: Fee Estate Financials.
- II. Mayor – District Library update.
- III. Discussion of City Employee pensions.



COMMISSION AGENDA

AGENDA
ADRIAN CITY COMMISSION
MARCH 19, 2012
7:00PM

- I. MOMENT OF SILENCE AND PLEDGE OF ALLEGIANCE TO THE FLAG
- II. ROLL CALL
- III. APPROVAL OF THE MINUTES OF THE MARCH 5, 2012 REGULAR MEETING OF THE ADRIAN CITY COMMISSION
- IV. PRESENTATION OF ACCOUNTS
- V. PUBLIC COMMENT ON AGENDA ITEMS
- VI. REGULAR AGENDA
 - A. SPECIAL ORDERS
 - 1. **SO-1.** Public Hearing to hear and consider comments on an application for an Industrial Facilities Exemption Certificate from Evergreen Grease for a 12 year period.
 - 2. **SO-2.** Public Hearing to hear and consider comments on an application for an Industrial Facilities Exemption Certificate from Oliver of Adrian for a 12 year period.
 - B. RESOLUTIONS
 - 1. **R12-025. City Commission.** Resolution requested the City to sell a parcel of land to the Lenawee County Drain Commissioner.
 - 2. **R12-026. Community Development.** Resolution to approve an application of Evergreen Grease for an Industrial Facilities Exemption Certificate.
 - 3. **R12-027. Community Development.** Resolution to approve an application of Oliver of Adrian for an Industrial Facilities Exemption Certificate.
 - 4. **R12-028. Transportation.** Resolution to authorize the Mayor and City Clerk to execute an agreement with MDOT which provides FY 2012 Section 5311 Operating assistance for Dial-A-Ride.
 - 5. **R12-029. Library.** Resolution to authorize the engagement of Anne M. Seurnyck of Foster Swift Collins & Smith PC from Grand Rapids to perform legal services necessary for the development of a District Library Agreement.
- VII. MISCELLANEOUS
 - 1. Adrian Fire Report

2. Departmental Report

3. Adrian D.A.R.T. Passenger Ridership Report

VIII. PUBLIC COMMENT

IX. COMMISSIONERS COMMENTS



MINUTES

**MINUTES
ADRIAN CITY COMMISSION
MARCH 5, 2012
7:00 P.M.**

Prior to the opening of the regular meeting, the Commissioner Gallatin motioned to go into closed session to discuss written labor unions, seconded by Commissioner Jacobson, motion carried by a 7-0 vote. The Commission came out of closed session at 6:45 p.m. and continued their pre-meeting.

Official proceedings of the March 5, 2012 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 DuMars, Commissioners Carrico, Warren, Gallatin, Faulhaber, Jacobson and Berryman Adams.

Mayor DuMars in the Chair.

Commissioner Faulhaber moved to approve the minutes of the February 20, 2012 regular meeting of the Adrian City Commission, seconded by Commissioner Carrico, motion carried by a unanimous vote.

PRESENTATION OF ACCOUNTS

Utility Department Receiving Fund Voucher # 3583 through # 3588	\$175,349.48
General Fund Vouchers # 20842 through # 20853	\$272,476.58
Clearing Account Vouchers amounting to	<u>\$827,914.53</u>
TOTAL EXPENDITURES	<u>\$1,275,740.50</u>

On motion by Commissioner Warren, seconded by Commissioner Gallatin, this resolution was adopted by a unanimous vote.

PUBLIC COMMENT

There were no public comments

COMMUNICATIONS

C-1. Finance. State Revenue Sharing – Update

CONSENT AGENDA

RESOLUTION CR12-008

RE: EVERGREEN GREASE, Inc. - ACT 198 Industrial Facilities Tax Exemption Certificate application – establishment of a public hearing

WHEREAS, the State of Michigan has adopted the Plant Rehabilitation and Industrial Facilities Development Districts Act, Public Act 198 of 1974, as amended (Act 198); and

WHEREAS, Act 198 provides for creation of Industrial Development and Rehabilitation Districts, and for review and approval of exemption request certificates; and

WHEREAS, the City of Adrian has received an Industrial Facilities Exemption Certificate request from Evergreen Grease for an investment of personal property within Adrian Industrial Development District #39; and

WHEREAS, Act 198 requires notification of the City Assessor and the legislative body of each taxing unit which levies ad valorem taxes on property within said Adrian Industrial Development District #39, and provision of an opportunity to be heard on this matter prior to consideration of action of the Industrial Facilities Exemption Certificate request.

NOW, THEREFORE, BE IT RESOLVED that the Adrian City Commission hereby acknowledges receipt of said Industrial Facilities Exemption Certificate from Evergreen Grease Service, Inc., authorizes the scheduling of a public hearing for Monday, March 19, 2012, 7:00 p.m. in the City Chambers Building to receive comments on this matter, and directs the City Clerk to provide notice to the appropriate taxing units and the public as required by Act 198.

RESOLUTION CR12-009

RE: OLIVER OF ADRIAN - ACT 198 Industrial Facilities Exemption Certificate Application, establishment of a public hearing.

WHEREAS, the State of Michigan has adopted the Plant Rehabilitation and Industrial Facilities Development Districts Act, Public Act 198 of 1974, as amended (Act 198); and

WHEREAS, Act 198 provides for creation of Industrial Development and Rehabilitation Districts, and for review and approval of exemption request certificates; and

WHEREAS, the City of Adrian has received an Industrial Facilities Exemption Certificate request from Oliver of Adrian for an investment of personal property within Adrian Industrial Development District #40; and

WHEREAS, Act 198 requires notification of the City Assessor and the legislative body of each taxing unit which levies ad valorem taxes on property within said Adrian Industrial Development District #40, and provision of an opportunity to be heard on this matter prior to consideration of action of the Industrial Facilities Exemption Certificate request.

NOW, THEREFORE, BE IT RESOLVED that the Adrian City Commission hereby acknowledges receipt of said Industrial Facilities Exemption Certificate from Oliver of Adrian, authorizes the scheduling of a public hearing for Monday, March 19, 2012, 7:00 p.m. in the

City Chambers Building to receive comments on this matter, and directs the City Clerk to provide notice to the appropriate taxing units and the public as required by Act 198.

RESOLUTION CR12-010

RE: DEPARTMENT OF PUBLIC WORKS – Bridge Rehabilitation Project

WHEREAS the Michigan Department of Transportation (MDOT) requires biennial bridge inspections; and

WHEREAS the most recent inspection revealed that the following five (5) bridges require some rehabilitation:

- Church Street over the Raisin River
- College Avenue over the Raisin River
- Maple Avenue over the Raisin River
- Merrick Street over the Raisin River
- Michigan Avenue over the Raisin River; and

WHEREAS the City’s Purchasing Office, in conjunction with the City Engineer, solicited and obtained competitive bids for this project on Tuesday, February 14, 2012, with the following results:

<u>Vendor</u>	<u>Location</u>	<u>Amount</u>
Cross Lake Construction	Horton, MI	\$ 66,150.00
Davis Construction Company	Lansing, MI	\$112,026.00

; and

WHEREAS the City Engineer and City Administrator recommend selecting the firm of Cross Lake Construction Company, Horton, MI to be engaged in the City’s Standard Professional Services Contract to rehabilitate five (5) specified bridges at a cost not to exceed \$66,150; and

WHEREAS the Finance Director indicates that sufficient funds are available for this purpose in the Major Street Fund Unreserved/Unassigned Fund Balance (202-000.00-390.000) and recommends that \$66,150 be appropriated and the FY2011-12 Budget be amended, accordingly.

NOW THEREFORE BE IT RESOLVED that the Adrian City Commission by this resolution hereby authorizes the selection and engagement of Cross Lake Construction Company, Horton, MI to be engaged in the City’s Standard Professional Services Contract to rehabilitate five (5) specified bridges at a cost not to exceed \$66,150.

BE IT FURTHER RESOLVED that \$66,150 be appropriated from the Major Street Fund Unreserved/Unassigned Fund Balance (202-000.00-390.000) and that the FY2011-12 Budget be amended as follows:

Major Street Fund (Fund # 202)

Revenue:

Prior Years’ Revenue (202-000.00-697.000) \$66,150

Expenditures:

Bridge Maintenance-Contract Services (202-473.00-801.000) 66,150

RESOLUTION CR12-011

RE: CITY ENGINEER - Authorization to Engage a Professional Services Contract to Clean Catch Basins

WHEREAS the Adrian City Commission, by Resolution # CR12-003, dated February 6, 2012, authorized the reallocation of \$100,000 of unspent Storm Water Utility funds for the purpose of underwriting the cost of a comprehensive Catch Basin Cleaning Project; and

WHEREAS the Purchasing Office, in collaboration with the City Engineer, solicited and received sealed bids from seven (7) vendors on Thursday, February 23, 2012, with the following results:

BIDDER	CATCH BASIN CLEANING	TRAFFIC CONTROL	TOTAL
Pollution Control Kalkaska MI	\$ 49.00 \$ 112,700.00		\$ 113,900.00
Progressive Sweeping Toledo OH	\$ 52.50 \$ 120,750.00	\$ 1,200.00 \$ 37,375.00	\$ 158,125.00
Terra Contracting Kalamazoo MI	\$ 52.99 \$ 121,877.00		\$ 134,885.00
National Industrial Maintenance Dearborn MI	\$ 59.50 \$ 136,850.00	Included	\$ 136,850.00
Environmental Quality Company Wayne, MI	\$ 63.00 \$ 144,900.00	\$ 1,200.00	\$ 146,100.00
Dependable Sewer Service Bay City, MI	\$ 71.75 \$ 165,025.00	Included	\$ 165,025.00
Salenbien Trucking Dundee, MI	\$ 500.00 \$ 1,150,000.00	\$ 115,000.00	\$ 1,265,000.00

; and

WHEREAS the City Engineer and the City Administrator recommend selection of the low bidder, Pollution Control, Kalkaska, MI, for engagement in the City's Standard Professional Services Contract for the purpose of cleaning the City's 2,300 Catch Basins; and

WHEREAS the Finance Director indicates that there are sufficient funds for this purpose in the Storm Water Utility Fund (Fund 598).

NOW THEREFORE BE IT RESOLVED that the Adrian City Commission, by this resolution, hereby authorizes the engagement Pollution Control, Kalkaska, MI, for engagement in the City's Standard Professional Services Contract for the purpose of cleaning the City's 2,300 Catch Basins at a unit price of \$49.00 and a cost not to exceed \$113,900.00.

On motion by Commissioner Faulhaber, seconded by Commissioner Berryman Adams, Consent Agenda resolutions CR12-008 thru CR12-011 were adopted by a unanimous vote.

REGULAR AGENDA

ORDINANCE

ORD. 12-001

Second reading and adoption of a PILOT ordinance known as the Adrian Village Tax Exemption Ordinance

On motion by Commissioner Warren, seconded by Commissioner Jacobson, this Ordinance was adopted by a unanimous vote.

RESOLUTIONS

RESOLUTION R12-0020

RE: CITY ATTORNEY –Extend the moratorium on the issuance of permits, licenses and zoning approvals for the dispensation of medical marihuana

WHEREAS, the sale or dispensation of medical marihuana was not envisioned when the current zoning ordinance was adopted or recently amended and is not regulated in any way; and

WHEREAS, allowing the sale or dispensation of medical marihuana prior to the amendment of the zoning ordinance would be contrary to the City of Adrian's code of ordinances and the 2006 City of Adrian comprehensive plan; and

WHEREAS, the City of Adrian desires to ascertain the best and safest path to compliance with the Michigan Medical Marihuana Act, PA 2008, initiated law, MCL 333.2622 et seq, in order to protect the public health, safety and welfare; and

WHEREAS, the court of appeals recently ruled that patient to patient transfers are not protected by the Medical Marihuana Act, and that case is currently under appeal to the Michigan Supreme Court; and

WHEREAS, the Wayne County circuit court has recently ruled that the Medical Marihuana Act is preempted by federal law and said decision is under appeal to the Michigan Court of Appeals; and

WHEREAS, based on the above court decisions, the contemplated zoning and licensing ordinances would not be consistent with the above interpretations of the law; and

WHEREAS, the current moratorium will expire before these issues are resolved.

NOW, THEREFORE, BE IT HEREBY RESOLVED that the moratorium that is currently in place shall be extended until September 4, 2012.

On motion by Commissioner Carrico, seconded by Commissioner Berryman Adams, this resolution was adopted by a unanimous vote.

RESOLUTION R12-021

RE: CITY ENGINEER – Application of Sustainable “Green” Design to Downtown Storm Water System

WHEREAS the City Engineer is desirous of applying Sustainable “Green” Design concepts to the City of Adrian’s downtown storm water system; and

WHEREAS the intention of sustainable design is to "eliminate negative environmental impact completely through skillful, sensitive design"; and

WHEREAS, beyond the "elimination of negative environmental impact", sustainable design involves creative projects that are meaningful innovations that can shift our behavior, such as such as diverting storm water into swales and “rain gardens”, which eases flooding potential, as well as giving storm water an alternate path from finding its way into the City’s sanitary sewer system; and

WHEREAS the City Engineer solicited and received a proposal from Tetra Tech, an Ann Arbor firm that provides environmental engineering and consulting services, in the amount of \$14,500 to assist the City in the development of a conceptual plan for said project, including cost of construction and operations/maintenance costs, and locations of gardens and cross-sections, as well as identification of potential grant funding for project implementation; and

WHEREAS THE City Engineer and City Administrator recommend adoption of this resolution and the engagement of Tetra Tech, Ann Arbor, MI, in the City’s Standard Professional Services Contract to develop a conceptual plan for a Sustainable “Green” Design of the City of Adrian’s downtown storm water system at a cost not to exceed \$14,500 and, furthermore 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.

NOW, THEREFORE, BE IT RESOLVED that the City Commission, by this resolution, hereby authorizes the engagement of Tetra Tech, Ann Arbor, MI, in the City’s Standard Professional Services Contract to develop a conceptual plan for a Sustainable “Green” Design of the City of Adrian’s downtown storm water system at a cost not to exceed \$14,500.

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.

On motion by Commissioner Faulhaber, seconded by Commissioner Jacobson, this resolution was adopted by a unanimous vote.

RESOLUTION R12-022

RE: UTILITIES DEPARTMENT – Wastewater Collection System – Brick Arch Preliminary Design Engineering

WHEREAS the Adrian City Commission, by Resolution # R12-014 dated February 20, 2012, adopted the FY2012-18 Capital Improvement Program (CIP) and FY2012-13 Capital Budget, which includes plans for a multi-year project to reconstruct downtown parking lots, both surface and subsurface infrastructure; and

WHEREAS the Utilities Director, in collaboration with the City Engineer, is charged with implementation of the aforementioned plan, which includes rehabilitation/replacement of the brick arch sewers, dating back to 1870, in and around the downtown district; and

WHEREAS the Utilities Director has solicited and received a proposal from Jones & Henry Engineers of Toledo, Ohio, a firm with extensive knowledge of the City's Wastewater System, to develop a preliminary design document to rehabilitate/replace the existing brick arch structures and determine an estimated cost for the planned work, for a cost of \$60,000; and

WHEREAS the Finance Director indicates that there are sufficient funds available for this purpose in the Wastewater Capital Project Fund (497-555.00-975.142); and

WHEREAS the Utilities Director and City Administrator recommend approval of this resolution to engage Jones & Henry Engineers of Toledo, Ohio in the City's Standard Professional Services Contract to develop a preliminary design document to rehabilitate/replace the existing brick arch structures below downtown Adrian and determine an estimated cost for the planned work at a cost not to exceed \$60,000.00, and that the bid process be waived.

NOW THEREFORE BE IT RESOLVED that the Adrian City Commission, by this resolution, hereby authorizes the engagement of Jones & Henry Engineers of Toledo, Ohio in the City's Standard Professional Services Contract to develop a preliminary design document to rehabilitate/replace the existing brick arch structures below downtown Adrian and determine an estimated cost for the planned work at a cost not to exceed \$60,000.00

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.

On motion by Commissioner Berryman Adams, seconded by Commissioner Warren, this resolution was adopted by a unanimous vote.

RESOLUTION R12-023

City of Adrian
County of Lenawee

Resolution authorizing the S2 Grant Agreement

Minutes of the regular meeting of the City Commission of the City of Adrian, County of Lenawee, State of Michigan, (the "Municipality") held on March 5, 2012.

PRESENT: Members: Mayor DuMars and Commissioners Carrico, Warren, Gallatin, Jacobson, Faulhaber and Berryman Adams

ABSENT: Members: None

Member Commissioner Faulhaber offered and moved the adoption of the following resolution, seconded by Member Commissioner Gallatin.

WHEREAS, Part 52 (strategic water quality initiatives) of the Natural Resources and Environmental Protection Act, 1994 PA 451, as amended ("Part 52"), provides at MCL 324.5204a that the Michigan Finance Authority (the "MFA") in consultation with the Michigan Department of Environmental Quality (the "DEQ") shall establish a strategic water quality initiatives grant program; and

WHEREAS, in accordance with the provisions of 2010 PA 231, which provides grants to assist municipalities in completing loan application requirements under MCL 324.5308 or completing loan application requirements for other sources of financing for sewage treatment works projects, storm water treatment projects or nonpoint source projects; and

WHEREAS, in accordance with the provisions of 1985 PA 227, as amended, Part 52, and other applicable provisions of law, the MFA, the DEQ, and the Municipality that is a grant recipient shall enter into a grant agreement (the "S2 Grant Agreement") that requires the Municipality to repay the grant under certain conditions as set forth in MCL 324.5204a, as amended; and

WHEREAS, the Municipality does hereby determine it necessary to undertake planning, revenue system development, and/or design activities related to a project for which it intends to seek financing for construction; and

WHEREAS, it is the determination of the Municipality that at this time, a grant in the aggregate principal amount not to exceed ("Grant") be requested from the MFA and the DEQ to pay for the planning and/or design activities; and

WHEREAS, the Municipality shall obtain this Grant by entering into the S2 Grant Agreement with the MFA and the DEQ.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The Director of Utilities, a position currently held by Shane Horn, is designated as the Authorized Representative for purposes of the S2 Grant Agreement.

2. The proposed form of the S2 Grant Agreement between the Municipality, the MFA and DEQ (attached hereto as Appendix I) is hereby approved and the Authorized Representative is authorized and directed to execute the S2 Grant Agreement with such revisions as are permitted by law and agreed to by the Authorized Representative.

3. The Municipality shall repay the Grant, within 90 days of being informed to do so, with interest at a rate not to exceed 8 percent per year, to the Authority if any of the following conditions occur:

(a) the Municipality fails to submit an administratively complete loan application for assistance from the SRF, the SWQIF or other source of financing for the project within 3 years of the Grant award;

(b) the project has been identified as being in the fundable range or is approved for funding from another source and the Municipality declines loan assistance for 2 consecutive fiscal years unless the Municipality proceeds with funding from another source; or

c) the Municipality is unable to, or decides not to, proceed with constructing the project.

4. The Grant, if repayable, shall be a first budget obligation from the general funds of the Municipality, and the Municipality is required, if necessary, to levy ad valorem taxes on all taxable property in the Municipality for the payment thereof, subject to applicable constitutional, statutory and Municipality tax rate limitations.

5. The Municipality shall not invest, reinvest or accumulate any moneys deemed to be Grant funds, nor shall it use Grant funds for the general local government administration activities or activities performed by municipal employees.

6. The Authorized Representative is hereby jointly or severally authorized to take any actions necessary to comply with the requirements of the MFA and the DEQ in connection with the issuance of the Grant. The Authorized Representative is hereby jointly or severally authorized to execute and deliver such other contracts, certificates, documents, instruments, applications and other papers as may be required by the MFA or the DEQ or as may be otherwise necessary to effect the approval and delivery of the Grant.

7. The Municipality acknowledges that the S2 Grant Agreement is a contract between the Municipality, the MFA and the DEQ

8. All resolutions and parts of resolutions insofar as they conflict with the provisions of this Resolution are rescinded.

YEAS: Members: Mayor DuMars and Commissioners Gallatin, Warren, Jacobson, Faulhaber, Berryman Adams, and Carrico

NAYS: None

RESOLUTION DECLARED ADOPTED

I hereby certify that the foregoing is a true complete copy of a resolution adopted by the City Commission of the City of Adrian, County of Lenawee, said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act 267, Public Acts of Michigan, 1976, and that the minutes of said meeting were kept and will be or have been made available as required by said Act.

Pat Baker _____
Name

March 5, 2012
City of Adrian, County of Lenawee

On motion by Commissioner Faulhaber, seconded by Commissioner Gallatin, this resolution was adopted by a unanimous vote.

RESOLUTION R12-024

RE: CITY ENGINEER –Farmers’ Market Construction Project

WHEREAS the Adrian City Commission, by resolution # R11-032 dated April 4, 2011, accepted a \$280,000 Grant Award for the Farmers’ Market Improvement Project (Project No. MSC 210012-FMK) under the Michigan Community Development Block Grant (CDBG) Farm to Food Grant Program, with a commitment to fund the \$60,000 local matching requirement; and

WHEREAS the Finance Director indicates that the City of Adrian local match requirement will be met by paving the North Toledo Street Parking Lot utilizing funds from the Auto Parking Fund Capital Improvement Account (585-546.00-975.000); and

WHEREAS the Adrian City Commission, by resolution # R11-079 dated July 5, 2011, authorized the selection of the Adrian Design Group, PLC, Adrian, MI, to provide design services pursuant to the City’s Standard Professional Services Contract to design the grant-funded Farmers’ Market Project at a cost not to exceed \$11,000; and

WHEREAS, based on the resulting specifications, the City Purchasing Office, in collaboration with the City Engineer, has solicited 13 vendors and received a single sealed bid on Thursday, February 23, 2012 to construct the subject project, with the following results:

<u>Vendor</u>	<u>Location</u>	<u>Amount</u>
Sieler Construction, Inc.	Blissfield, MI	\$363,371; and

WHEREAS the grantor agency, Michigan Economic Development Corporation (MEDC) has indicated that the City may accept the lone bid, as well as to value engineer the project to obtain a more affordable cost; and

WHEREAS, after meeting with the design engineers, City Engineer and construction contractor, exclusion of the cupola roof has resulted in a reduced cost estimate of \$306,670; and

WHEREAS the Finance Director indicates that sufficient funds are available for this project from the following sources and that the FY2011-12 Budget be amended, accordingly:

MEDC Grant	\$280,000
Parking Lot Fund (Fee Estate)	25,000
General Fund Contingency	<u>1,670</u>
Total	<u>\$306,670</u>

WHEREAS the City Engineer and City Administrator recommend the selection of Sieler Construction, Inc, Blissfield, MI for engagement in the City's Standard Professional Services Contract to build the Farmers' Market at a cost not to exceed \$306,670 and that the FY2011-12 Budget be appropriately amended.

NOW THEREFORE BE IT RESOLVED that the Adrian City Commission, by this resolution, hereby authorizes the selection of Sieler Construction, Inc, Blissfield, MI for engagement in the City's Standard Professional Services Contract to construct the Farmers' Market Improvement Project (Project No. MSC 210012-FMK), under the Michigan Community Development Block Grant (CDBG) Farm to Food Grant Program at a cost not to exceed \$306,670.

BE IT FURTHER RESOLVED that \$1,670 be appropriated from the General Fund Contingency Account (101-990.00-990.000) and that the FY2011-12 Budget be amended as follows:

GENERAL FUND (101)

Expenditures:

(101-990.00-990.000)	Contingency Account	\$ (1,670)
(101-969.00-965.585)	Transfer to Auto Parking Fund	<u>1,670</u>
	Total	<u>\$-0-</u>

Amended
Project
Budget

Auto Parking Fund (585)

Revenue:

(585-000.00-526.000)	Farmers' Market Grant	\$ 5,000	\$280,000
(585-000.00-699.101)	Transfer-In from General Fund	1,670	1,670
(585-000.00-699.699)	Contribution – Fee Estate	<u>0</u>	<u>25,000</u>
	Total Revenue	\$ 6,670	\$306,670

Expenses:

(585-546.00-801.000)	Contract Services	\$(25,000)	
(585-546.00-975.000)	Capital Improvements	<u>31,670</u>	<u>306,670</u>
	Total Expenses	<u>\$ 6,670</u>	
	Total	<u>\$-0-</u>	<u>\$-0-</u>

There was much discussion between the Commission regarding the fact that there was only one bidder for the job and why the initial bid was so much higher than the final cost estimate. Administrator Nelson explained the reason for the initial high bid, as Sieler Construction did not realize that the City would be doing some of the work. It was suggested that we maybe re-bid the project or even change the design but this would delay construction

and we could lose the grant. The cost of steel is quite high and could go up even higher which could also affect a new bid.

On motion by Commissioner Jacobson, seconded by Commissioner Warren, this resolution was adopted by a 5-2-0 vote.

Yeas: Mayor DuMars & Commissioners Gallatin, Warren, Faulhaber & Berryman Adams

Nays: Commissioners Jacobson and Carrico

Abstained: None

PUBLIC COMMENTS

1. Harold Frederick – 1340 Oregon Rd – asked why the rubble behind the old Pharm has not yet been cleaned up. Administrator Nelson said that this is County property and we have been trying to make them take care of it.
2. James Gilbert – on behalf of the Lutheran Village would like to thank the Commission and City staff for all of their help and support for the PILOT ordinance.
3. Don Taylor – 475 Meadowbrook Dr – thanked Commission and staff for their help and support for the 1st Friday activities; it was very successful.

COMMISSIONER COMMENTS

1. Commissioner Faulhaber would like to see the old Pharm building cleaned up as well; would like to see the County step up and take responsibility.

The next regular meeting of the Adrian City Commission will be held on Monday, March 19, 2012 at 7:00 p.m. in the City Chambers Building, 159 E. Maumee St., Adrian, MI 49221.

Greg DuMars
Mayor

Pat Baker
City Clerk



CHECK REGISTER

March 19, 2012

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



Dane C. Nelson
City Administrator

DCN:mlld

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 # 3589 through # 3594	\$76,686.34
General Fund	
Vouchers # 20854 through # 20868	\$287,345.77
Clearing Account Vouchers	
amounting to.....	<u>\$213,456.72</u>
TOTAL EXPENDITURES	<u>\$577,488.83</u>

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

March 19, 2012

UTILITIES FUND
CHECK REGISTER

CHECK#	AMOUNT	PAYEE	DESCRIPTION
3589	\$62,321.37	City of Adrian Payroll	Payroll 03/02
3590	\$616,841.33	City of Adrian Clearing	Mar. 5 Ck Register
3591	\$164.47	City of Adrian Utilities	Various Water Bills
3592	\$12,190.50	Consumers Energy	Various Electric Bills
3593	\$210.00	MDEQ	Test Fees
3594	\$1,800.00	US Post Master	Postage
	\$693,527.67		
	-\$616,841.33	CK 3590	
	\$76,686.34	TOTAL	
			Water \$191,837.88
			WW \$501,689.79

March 19, 2012

GENERAL FUND
CHECK REGISTER

CHECK#	AMOUNT	PAYEE	DESCRIPTION
20854	\$ -	City of Adrian Utilities	EFT Transfer
20855	\$ 3,863.92	Quick Service Transportation	Payroll w/e 02/25
20856	\$ 175,755.96	City of Adrian Payroll	Payroll for 03/02
20857	\$ 13,851.34	First Federal Bank	Soc. Sec. 03/02
20858	\$ 159,480.23	City of Adrian Clearing Account	Check Register 03/05
20859	\$ 15.00	Register of Deeds	Jeopardy Assess - Sears
20860	\$ 2,170.38	City of Adrian Utilities	Various Water Bills
20861	\$ -	VOID	
20862	\$ 478.16	Consumers Energy	Various Electric Bills
20863	\$ 6,246.57	Citizens Gas Fuel	Various Heat Bills
20864	\$ 76,736.08	Blue Cross Blue Shield	March Premium
20865	\$ 172.88	Blue Cross Blue Shield	March Premium
20866	\$ 4,242.46	Quick Service Transportation	Payroll w/e 03/03
20867	\$ -	City of Adrian Utilities	EFT Transfer
20868	\$ 3,813.02	Quick Service Transportation	Payroll w/e 03/10

\$ 446,826.00

\$ (159,480.23) Less: CK# 20858

\$ 287,345.77

CLAIMANT	AMOUNT CLAIMED	AMOUNT ALLOWED	AMOUNT REJECTED
1. THOMAS ADAMS	110.00		
2. ADRIAN AREA CHAMBER OF COMME	96.00		
3. CITY OF ADRIAN	22,570.86		
4. ADRIAN COMMUNICATIONS	155.28		
5. ADRIAN WATER CONDITIONING IN	19.50		
6. AIRGAS USA, LLC	169.49		
7. ALL AMERICAN SEWER & DRAIN	500.00		
8. ALLIED WASTE SERVICES #259	1,338.19		
9. AMAZON CREDIT PLAN	151.52		
10. AMERICAN OFFICE SOLUTIONS, I	68.25		
11. AMERICAN TITLE CO. OF LENAWE	100.00		
12. APOLLO FIRE EQUIPMENT CO.	246.28		
13. APPARATUS SERVICE	230.00		
14. APPLE MAT RENTAL	481.80		
15. APPLIED BUSINESS SOFTWARE	399.60		
16. ARCHBOLD EQUIPMENT CO	180.52		
17. AUTO ZONE COMMERCIAL	180.58		
18. BADER & SONS CO	311.96		
19. BAKER & TAYLOR BOOKS	118.91		
20. VIRGINIA BARRETT	110.00		
21. BATTERY WHOLESALE	6.08		
22. KRISTIN BAUER	20.00		
23. GREG BELL CHEVROLET CADILLAC	19.95		
24. BILL'S SERVICE, INC.	172.96		
25. ROBERT BISHOP	240.67		
26. BLACK SWAMP EQUIPMENT	71.50		
27. BLISSFIELD HEATING AND PLUMB	103.00		
28. BOOK OF THE MONTH CLUB	38.84		
29. BRAKES-N-MORE	1,640.86		
30. BRONNER'S COMMERCIAL DISPLAY	781.56		
31. BUCK & KNOBBY EQUIP CO INC	458.50		
32. BWI	42.71		
33. JEANNE CARIS	165.00		
34. CDW-G COMPUTER SUPPLIES	93.36		
35. CLEAN CARE INC	4,454.53		
36. CLIFT BUICK-GMC	49.85		
37. COAST TO COAST DELI	72.23		
38. CTI & ASSOCIATES, INC.	14,943.99		
39. CUTLER DICKERSON CO	1,097.12		
40. D&P COMMUNICATIONS, INC.	1,677.50		
41. THE DAILY TELEGRAM	2,720.07		
42. JERRY DAVIS	20.00		
43. DEAN NIDA & ASSOCIATES	307.45		
44. DEMCO INC	329.57		
45. DEXTER'S INC.	37.43		
46. DAVE DICKERSON	125.00		
47. JACK DOHENY SUPPLIES INC	1,943.98		
48. STEVE EBERLE	20.00		
49. ELECTION SYSTEMS & SOFTWARE	491.00		
50. CURT EMMONS	62.54		
51. ENGLEWOOD ELECTRICAL SUPPLY	175.64		
52. ENVIRONMENTAL RESOURCE ASSOC	182.41		
53. PAT ETTER	125.00		
54. ANDREA EVERINGHAM	125.00		
55. EXECUTONE COMMUNICATIONS LLC	263.00		
56. FASTENAL COMPANY	313.65		
57. CAROLYN FISHER	150.00		
58. FISHER SCIENTIFIC COMPANY LL	126.29		
59. POSTER SWIFT COLLINS & SMITH	133.00		
60. FREER, CHRISTINA	35.30		
61. FUN EXPRESS	72.35		
62. GALL'S INC	77.94		
63. MARK GIGAX	20.00		
64. LISA MARIE GILLIN	110.00		
65. RICK GOLDBERG	75.00		
66. GOVERNMENTAL BUSINESS SYSTEM	420.00		
67. GRAINGER INC.	2,014.35		
68. DENISE GRITZMAKER	20.00		
69. H & H REPAIR	75.00		
70. HACH COMPANY	205.82		
71. HADDEN TIRE COMPANY	328.00		
72. JOAN HENNING	150.00		
73. SUE HENRY	110.00		
74. D HILL ENVIRONMENTAL	300.00		
75. MICHAEL C HILL	110.00		

CLAIMANT	AMOUNT CLAIMED	AMOUNT ALLOWED	AMOUNT REJECTED
76. SHANE HORN	20.00		
77. HUBBARD'S AUTO CENTER INC	61.63		
78. I C M A VANTAGE POINT	5,416.92		
79. I.T. RIGHT	232.75		
80. ICMA RETIREMENT CORPORATION	158.68		
81. IDEXX LABORATORIES, INC.	3,172.48		
82. INTERSTATE ALL BATTERY CENTE	169.94		
83. KAR LABORATORIES INC	440.00		
84. KELLER THOMA, P.C.	285.00		
85. KIMBALL MIDWEST	186.96		
86. RUTH KNAUSS	110.00		
87. KONICA MINOLTA BUSINESS SOLU	123.13		
88. BRENT KUBALEK	489.31		
89. WALTER GREG LANFORD	32.86		
90. LANSING SANITARY SUPPLY INC	88.88		
91. LENAWEE COUNTY LIBRARY	24.00		
92. LENAWEE COUNTY PRINTER	197.87		
93. LENAWEE ECONOMIC DEVELOPMENT	15,000.00		
94. LENAWEE TIRE & SUPPLY CO, IN	416.64		
95. LEXIS NEXIS RM INC	150.00		
96. LOWE'S CREDIT SERVICES	2,233.35		
97. JEAN MACNAUGHTON	110.00		
98. MANPOWER OF LANSING MI INC.	1,228.50		
99. MAPLE CITY SWINGERS	165.00		
100. MASSON'S ELECTRIC, INC	3,314.45		
101. SUSAN MCELFPRESH	110.00		
102. MCGOWAN ELECTRIC SUPPLY INC	298.72		
103. MICHIGAN LIBRARY ASSOC	280.00		
104. MICHIGAN MUNICIPAL LEAGUE	200.00		
105. MICHIGAN OFFICE SOLUTIONS	99.95		
106. MICHIGAN PIPE & VALVE INC	2,790.76		
107. STATE OF MICHIGAN	280.00		
108. MICRO SOURCE INC	208.00		
109. MICROMARKETING LLC	685.80		
110. MIDWEST TAPE	135.64		
111. ELEANOR MITCHELL	110.00		
112. MITCHELL WELDING	100.96		
113. MORNINGSTAR INVESTOR	170.00		
114. E.I. MORROW COMPANY	211.60		
115. MUGS N' MORE IMAGING	45.00		
116. NEXTEL COMMUNICATIONS	540.27		
117. NORTH EASTERN UNIFORMS & EQU	53.95		
118. SUE NORTH	110.00		
119. BARB NOWLAND	150.00		
120. OMNIGRAPHICS INC.	163.70		
121. MIKE OSBORN	20.00		
122. OSBURN ASSOCIATES INC	1,309.50		
123. OVERHEAD INC	450.00		
124. PARAGON LABORATORIES INC	60.00		
125. JEFFREY PARDEE	89.50		
126. RONALD PARKER	125.00		
127. SUZANNE PARKER	125.00		
128. DAVID PATE	20.00		
129. PAYBACK FOR EDUCATION	125.00		
130. PEERLESS SUPPLY INC	136.46		
131. PLANNING & ZONING CENTER INC	370.00		
132. PRESORT SERVICES INC	494.70		
133. GLENN PRESTON	20.00		
134. QUICK SERVICE TRANSPORTATION	796.12		
135. QUILL CORPORATION	293.66		
136. RECORDED BOOKS LLC.	82.20		
137. JEFFREY REJC	29.98		
138. TIM RITCHIE	20.00		
139. SAFETY SYSTEMS INC.	120.00		
140. CHARLES SCHMENK	80.00		
141. SHERWIN-WILLIAMS CO	96.38		
142. SIEMENS INDUSTRIES, INC	1,223.76		
143. SKIMMER INC	112.92		
144. JANE SMITH	150.00		
145. PEGGY SNEAD	110.00		
146. MYA SOTO	12.50		
147. SOUTHEAST MICH ASSOCIATION	40.00		
148. SPENCER MANUFACTURING INC.	33.75		
149. STAPLES CREDIT PLAN	500.98		
150. STATE CHEMICAL MFG CO.	299.00		

CLAIMANT	AMOUNT CLAIMED	AMOUNT ALLOWED	AMOUNT REJECTED
151. STEVENS DISPOSAL	78,303.72		
152. STEVENSON LUMBER, INC.	341.57		
153. JEFFREY A. STICKNEY, DO, PC	2,820.86		
154. SUNNY BUNNY EASTER EGGS	365.02		
155. T-J ROOFING & SHEET METAL, L	150.00		
156. TANNER SUPPLY COMPANY	4,700.00		
157. TDS SECURITY, INC	388.50		
158. CARLOS TORRES	150.00		
159. TRACTOR SUPPLY COMPANY	103.18		
160. PAUL TRINKA	20.00		
161. RICHARD TRIPP	50.00		
162. TTB CLEANING LLC	3,240.00		
163. U S POSTMASTER	190.00		
164. UIS PROGRAMMABLE	2,311.82		
165. VAN BRUNT TRANSPORT INC	2,762.41		
166. VISION PERFORMANCE GROUP	207.50		
167. WARREN HOLDING CO LLC	1,370.00		
168. WEPHOTO LLC	437.50		
169. WEST GROUP PAYMENT CENTER	241.00		
170. RYAN WHITE	20.00		
171. WILLIAMS & WORKS	1,574.83		
172. WINTER EQUIPMENT CO INC.	295.96		
173. ROCKY WINTERS	30.00		
TOTAL ALL CLAIMS	213,456.72		



REGULAR AGENDA

SO-1

March 19, 2012

SPECIAL ORDER

The Mayor called for the hearing and consideration of comments on an application for an Industrial Facilities Exemption Certificate from Evergreen Grease for a 12 year period.

Discussion

When the Mayor call for final objections _____
_____ and he declared the hearing closed.

SPECIAL ORDER

The Mayor called for the hearing and consideration of comments on an application for an Industrial Facilities Exemption Certificate from Oliver of Adrian for a 12 year period.

Discussion

When the Mayor call for final objections _____
_____ and he declared the hearing closed.

MEMO



DATE: March 16, 2012

TO: Honorable Mayor and City Commission

FROM: Dane C. Nelson, City Administrator

SUBJECT: Sale of Property to Lenawee County Drain Commissioner

I have received a copy of a resolution adopted by the Charter Township of Madison which requests the City to sell a parcel of real estate located on Sand Creek Hwy. to Lenawee County Drain Commissioner. The purpose of the request is to assist the Drain Commissioner with making improvements to the Marvin Drain in order to alleviate drainage problems for a number of residences located in the Township. The parcel in question consists of approximately 13 acres and has no direct or immediate use for the City except for area drainage problems. I have generally negotiated a purchase agreement with the Drain Commissioner that will assist Township residents and will leave capacity for drainage in the future for City use of adjacent property. I have tentatively negotiated a price of \$10,000 with the City retaining the rights to all oil, gas and mineral rights that might be generated from the property.

In order to assist the Township residents in this matter, I recommend approval of the attached resolution.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read 'Dane C. Nelson'.

Dane C. Nelson
City Administrator

DCN:mld

TOWNSHIP BOARD RESOLUTION

BE IT HEREBY RESOLVED that the Charter Township of Madison, County of Lenawee, State of Michigan, is hereby requesting the City of Adrian to sell a parcel of land to the Lenawee County Drain Commissioner for the use as a county drain facility designated as the Marvin Drain. Said parcel purchase would be for the Marvin Drain Petition Project and alleviating drainage issues. Attached Exhibit "A" depicts said parcel.

WE, the Township officials of the Charter Township of Madison, in session this 5th day of March, 2012 do hereby offer our signatures to the above resolution to be filed in the office of the Lenawee County Drain Commissioner.

Supervisor	<u>Lawrence Richardson</u>
Clerk	<u>Arnold Harper</u>
Treasurer	<u>Janet Bovee</u>
Trustee	<u>Roger Roback</u>
Trustee	<u>Larry Liedel</u>
Trustee	<u>Wayne Smith</u>
Trustee	<u>Chad Rodgers</u>

I, the undersigned, being the duly qualified and acting Clerk of the Charter Township of Madison, do hereby certify that the foregoing is a true and complete copy of certain proceedings taken by the Charter Township of Madison Board of Trustees at a meeting held on the 5th day of March, 2012.

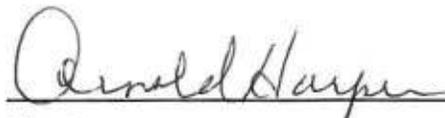
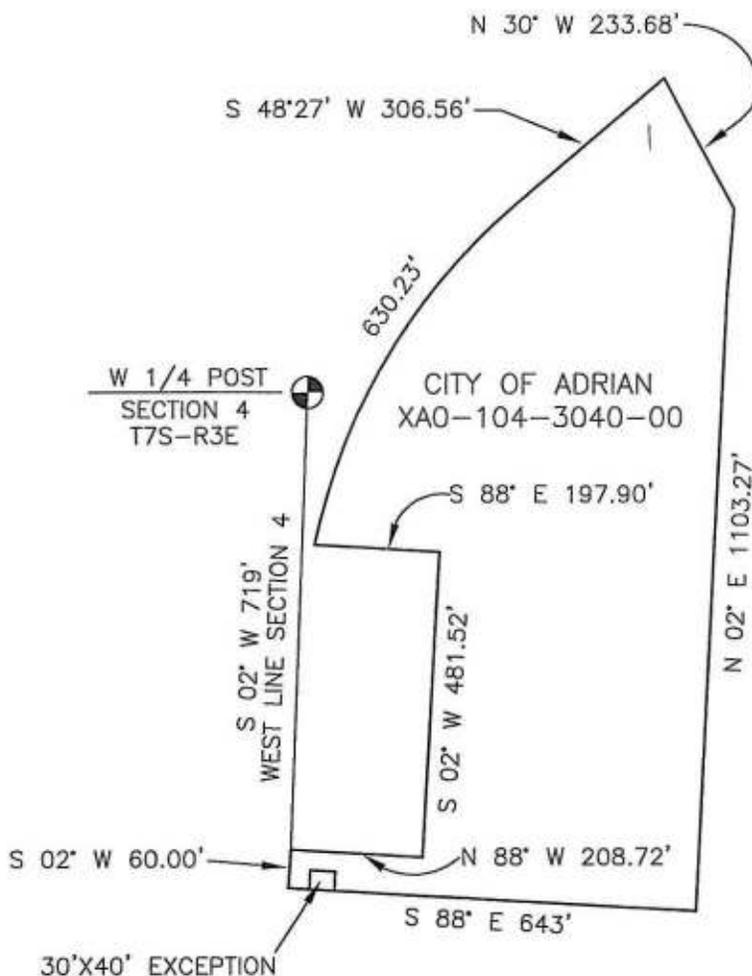
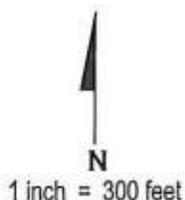

Clerk

EXHIBIT A

PARCEL NUMBER: XA0-104-3040-00
 OWNER: CITY OF ADRIAN
 PROPERTY ADDRESS: 1400 SAND CREEK HIGHWAY
 OWNER ADDRESS: 135 E. MAUMEE STREET
 ADRIAN, MI 49221

PARCEL DESCRIPTION:

THAT PART OF W 1/2 OF NE FRL 1/4 & W 1/2 OF SW 1/4 SEC. 4 T7S-R3E BEGINNING ON W LINE OF SEC. 4 AT A PT. LOC. S 02 DEG. W 719 FT. FROM W 1/4 POST OF SEC. 4 & RUNNING TH S 02 DEG. W ALG CTR LINE OF SAND CREEK HWY. 60 FT. TH S 88 DEG. E 643 FT. TH N 02 DEG. E 1103.27 FT. TH N 30 DEG. W 233.68 FT. TO CTR LINE SD HWY. TH ALG SD CTR LINE S 48 DEG. 27'W 306.56 FT. TH ALG A 955 FT. RADIUS CURVE LEFT 630.23 FT. CHD BRG & DIST S 29 DEG. 32'W 618.86 FT. TH S 88 DEG. E 197.90 FT. TH S 02 DEG. W 481.52 FT. TH N 88 DEG. W 208.72 FT. TO POB. EX LD BEG 779 FT. S & 33 FT. E OF W 1/4 POST SEC. 4 TH N 30 FT. TH E 40 FT. TH S 30 FT. TH W 40 FT. TO POB SEC. 4



**CHARTER TOWNSHIP OF MADISON
4008 S. ADRIAN HIGHWAY
ADRIAN, MI 49221
517-263-9313**

**SPECIAL BOARD MEETING
MARCH 5, 2012**

The meeting was called to order at 8:00 A.M. by Supervisor Richardson, a moment of silent prayer was offered and the Pledge to the Flag was given.

Roll call: Richardson, Bovee, Liedel, Rodgers, Roback and Harper were present.
Absent: Smith

A motion was made by Harper that we approve a Resolution to the City of Adrian to sell a parcel of land on Sand Creek Hwy. to the Drain Commission, support Rodgers, passed 6-0.

A motion was made by Harper that we approve a bid from Selective Data to purchase and install a server to operate the BS&A Software, support Roback, passed 6-0.

Brian Rubel updated the Board on the water rate study that was done in 2011.

Wayne Smith entered the meeting at 8:30 A.M.

A motion was made by Roback that we update the study that was done in 2011 for the water system, support Smith, passed 7-0.

With no further business, the meeting adjourned at 8:54 A.M.



Arnold Harper, Clerk
Charter Township of Madison

RESOLUTION

RE: SALE OF PROPERTY TO LENAWEE COUNTY DRAIN COMMISSIONER

WHEREAS, the Charter Township of Madison has adopted a resolution requesting the City of Adrian to sell a parcel of land to Lenawee County Drain Commissioner; and

WHEREAS, the Township has requested the City to do so in order to alleviate drainage issues currently affecting homeowners living in the Township; and

WHEREAS, the Adrian City Commission has determined that cooperation regarding the delivery of public utilities and services is important and should be a priority.

NOW, THEREFORE, IT IS RESOLVED that the City Administrator is authorized to enter into a purchase agreement with the Lenawee County Drain Commissioner for the sale of real property consisting of approximately 13 acres on Sand Creek Hwy. for the sum of \$10,000.

IT IS FURTHER RESOLVED, that all oil, gas and mineral rights will be retained by the City and that the City Administrator may add other restrictions to the purchase agreement as he deems necessary.

IT IS FURTHER RESOLVED that the Mayor and City Clerk are authorized to execute a quit claim deed to convey said parcel pursuant to the terms of the purchase agreement to be entered into.

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



MEMO

135 E. Maumee, Adrian, MI 49221-2703

DATE: March 14, 2012

TO: Hon. Greg DuMars, Mayor
City Commission
Dane Nelson, City Administrator

FROM: Chris Miller
DDA & Economic Development Coordinator

SUBJECT: Evergreen Grease IFT application

Ladies and Gentlemen,

I am sending you this memo to express support for an IFT application the city has received from Evergreen Grease. Evergreen Grease is purchasing new equipment which will allow them to produce a higher grade product which will enhance their position within the industry. Their investment in new equipment totals \$204,000.00.

Currently, Evergreen Grease employs 10 staff and all will be retained in part because of this purchase. They are seeking a twelve (12) year exemption.

I urge support for this project and respectfully request your favorable consideration of this application. I would be happy to respond to questions or thoughts about this request.

Best Regards,

Chris

Chris Miller
DDA & Economic Development Coordinator

RESOLUTION**RE: EVERGREEN GREASE - ACT 198 INDUSTRIAL FACILITIES TAX EXEMPTION CERTIFICATE**

WHEREAS, pursuant to 1974 PA 198, MCLA Sec. 207.551 et. Seq., after a duly notice Public Hearing held on the 23rd day of February, 2010, this Commission, by resolution, established Adrian Industrial Development District No. 39; and

WHEREAS, an application has been filed by Evergreen Grease for an Industrial Facilities Exemption Certificate for the facility located in the Adrian Industrial Development District #39, and was received by the Adrian City Clerk on the 20th day of February, 2012; and

WHEREAS, the Adrian City Clerk, pursuant to 1974 PA 198, Section 5 (2) did notify the Adrian City Assessor and the legislative body of each taxing unit which levies ad valorem taxes on the property located within said Adrian Industrial Development District #39 that the application for an Industrial Facilities Exemption Certificate by Evergreen Grease would be considered at a meeting of the Adrian City Commission on Monday, March 19th, 2012 and that an opportunity to be heard would be provided to the Assessor and to a representative of each of the bodies so notified.

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. That the Adrian City Commission finds:
 - (a) That the purchase and installation of the equipment had not occurred earlier than twelve (12) months before February 20, 2012, the date of acceptance of the application of the Industrial Facilities Exemption Certificate;
 - (b) That the application relates to a purchase and equipment installation program which, when completed, will be situated within Adrian Industrial Development District #39, established March 1, 2010 by resolution of the Adrian City Commission.
 - (c) That completion of the equipment installation is calculated to, and will at the time of issuance of the certificate, have the reasonable likelihood to create and retain employment in the City of Adrian.
 - (d) That the aggregate SEV of real and personal property exempt from ad valorem taxes within the City of Adrian, after granting this certificate, will not exceed five (5) percent of an amount equal to the sum of SEV of the City plus the SEV of personal real property thus exempted. The Adrian City Commission specifically finds that the granting of the exemption applied for will not substantially impede the operation of or impair the financial soundness of any local government.
2. That the application of Evergreen Grease for an Industrial Facilities Exemption Certificate with regard to the facility located in Adrian Industrial Development District No. 39, be and is hereby approved for a period of twelve (12) years.

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



MEMO

135 E. Maumee, Adrian, MI 49221-2703

DATE: March 14, 2012

TO: Hon. Greg DuMars, Mayor
City Commission
Dane Nelson, City Administrator

FROM: Chris Miller
DDA & Economic Development Coordinator

SUBJECT: Oliver of Adrian IFT application

Ladies and Gentlemen,

I am sending you this memo to express support for an IFT application the city has received from Oliver of Adrian. Oliver of Adrian has purchased new equipment which will allow them to continue as leaders within their industry. Their investment in new equipment totals \$65,136.00.

Currently, Oliver of Adrian employs 5 staff and 1 has been recently added as a result of this purchase. They are seeking a twelve (12) year exemption.

I urge support for this project and respectfully request your favorable consideration of this application. I would be happy to respond to questions or thoughts about this request.

Best Regards,

Chris

Chris Miller
DDA & Economic Development Coordinator

RESOLUTION**RE: OLIVER OF ADRIAN - ACT 198 INDUSTRIAL FACILITIES TAX EXEMPTION CERTIFICATE**

WHEREAS, pursuant to 1974 PA 198, MCLA Sec. 207.551 et. Seq., after a duly notice Public Hearing held on the 6th day of June, 2011, this Commission, by resolution, established Adrian Industrial Development District No. 40; and

WHEREAS, an application has been filed by Oliver of Adrian for an Industrial Facilities Exemption Certificate for the facility located in the Adrian Industrial Development District # 40, and was received by the Adrian City Clerk on the 27th day of February, 2012; and

WHEREAS, the Adrian City Clerk, pursuant to 1974 PA 198, Section 5 (2) did notify the Adrian City Assessor and the legislative body of each taxing unit which levies ad valorem taxes on the property located within said Adrian Industrial Development District # 40 that the application for an Industrial Facilities Exemption Certificate by Oliver of Adrian would be considered at a meeting of the Adrian City Commission on Monday, March 19th, 2012 and that an opportunity to be heard would be provided to the Assessor and to a representative of each of the bodies so notified.

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. That the Adrian City Commission finds:
 - (a) That the purchase and installation of the equipment had not occurred earlier than twelve (12) months before February 27, 2012, the date of acceptance of the application of the Industrial Facilities Exemption Certificate;
 - (b) That the application relates to a purchase and equipment installation program which, when completed, will be situated within Adrian Industrial Development District #40, established June 6th 2011 by resolution of the Adrian City Commission.
 - (c) That completion of the equipment installation is calculated to, and will at the time of issuance of the certificate, have the reasonable likelihood to create and retain employment in the City of Adrian.
 - (d) That the aggregate SEV of real and personal property exempt from ad valorem taxes within the City of Adrian, after granting this certificate, will not exceed five (5) percent of an amount equal to the sum of SEV of the City plus the SEV of personal real property thus exempted. The Adrian City Commission specifically finds that the granting of the exemption applied for will not substantially impede the operation of or impair the financial soundness of any local government.
2. That the application of Oliver of Adrian for an Industrial Facilities Exemption Certificate with regard to the facility located in Adrian Industrial Development District No. 40, be and is hereby approved for a period of twelve (12) years.

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

Date: February 9, 2012
Agreement No.: 2012-0027
Authorization No.: P1
Project No.: 115296
Agenda: MA

**PROJECT AUTHORIZATION
CITY OF ADRIAN
FY 2012 SECTION 5311 OPERATING**

This information is required by the Michigan Department of Transportation (MDOT) in order to record agreement of utilization of funds provided by the Federal Transit Administration, United States Department of Transportation and MDOT. The funds provided shall be used by the AGENCY in accordance with the above referenced Master Agreement.

Authorization Effective Date: October 1, 2011
Authorization Expiration Date: September 30, 2012
Fiscal Year of Effective Contract Clauses: 2012

The Federal Grant associated with the PROJECT AUTHORIZATION is MI-18-X050.
Grant Year: 2010 Federal Item Number: WK0050 Project is not R&D.

The Catalog of Federal Domestic Assistance Number for the Federal Transit Administration Formula Grants for Other Than Urbanized Areas Program is 20.509.

Funding reflects the amount of funds currently available under the Federal Appropriation. If additional funds become available, a grant amendment and revised project authorization will be prepared.

Payments to the AGENCY under this PROJECT AUTHORIZATION will be based on 18.5% of the estimated eligible costs, which are \$63,271. The maximum amount to be paid will not exceed 18.5% of the AGENCY'S audited costs. If Section 5311 operating assistance funds are insufficient to reimburse at 18.5% of audited costs, a new reimbursement percentage will be calculated for all participating agencies.

In accordance with Section 7 of the Agreement, the dollar amount for third party contracts as identified in COMMISSION policy is \$25,000. All agencies who are not self-certified must submit third party contracts over \$25,000 to MDOT for approval. Please refer to Section 7 in the Master Agreement for competitive bidding requirements.

The AGENCY will be financially and legally responsible for the terms and conditions of the 5333(b) labor warranty as agreed to in your annual application.

The AGENCY agrees to prepare and furnish to MDOT quarterly operating assistance reports via the Public Transportation Management System (PTMS). Instructions on preparing the report are available in the "Local Public Transit Revenue and Expense Manual" (October 1, 2011 through September 30, 2012). The manual is available on the web at www.michigan.gov/mdotptd.

Funding source:

2012/7509 \$63,271 (F)

PRF No.: 2012-42

CITY OF ADRIAN

Signature

Print Name and Title

Signature

Print Name and Title

MICHIGAN DEPARTMENT OF TRANSPORTATION

Title: Department Director



RESOLUTION

WHEREAS, the City of Adrian desires to continue provisions of Dial-A-Ride service, and,

WHEREAS, a Project Authorization has been proposed which provides FY 2012 Section 5311 Operating assistance for such service, effective October 1, 2011 and expires September 30, 2012, based on 18.5% of the estimated eligible costs, which is \$63,271. The maximum amount to be paid will not exceed 18.5% of the audited costs and if funds are insufficient to reimburse at 18.5% of audited costs, a new reimbursement percentage will be calculated for all agencies, and,

RESOLVED, that the City Commission of the City of Adrian does hereby approve the proposed Agreement No. 2012-0027, Authorization No:P1 for FY 2012 Section 5311 Operating Assistance, and be it,

FURTHER RESOLVED, that the monies from this grant be given to Adrian Dial-A-Ride in accordance with the terms of the Contract, and,

HEREBY, authorize the Mayor, Greg DuMars and City Clerk, Pat Baker to execute Authorization #P1 for and on behalf of the City of Adrian.

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



Adrian Public Library

143 E. Maumee St. • Adrian, Michigan 49221-2773

(517) 265-2265 • Fax (517) 265-8847
www.adrian.lib.mi.us

March 4, 2012

To: Honorable Mayor Greg DuMars and City Commission

From: Carol Souchock, Adrian Public Library Director

CC: Dane Nelson, City Administrator and Jeff Pardee, Finance Director

Re: District Library Planning Committee – Hiring of Legal Counsel

As per the resolution the City passed in January of 2012 City of Adrian and Lenawee County representatives have been appointed to a committee to consider the formation of a District Library. Mayor Greg DuMars and I represent the City of Adrian/Adrian Public Library on this committee. The Lenawee County representatives are:

Ray Lennard, Chair of the Lenawee District Library Planning Committee
David Stimpson, County Commissioner
Teresa Nuber, Lenawee County Library Director
Janet Crawford

Other communities and their libraries have been invited to participate in the district library discussions. At this point no other libraries have agreed to do so. A deadline of April 15, 2012 was established for other interested libraries to take formal action to join the District Library Planning Committee.

At the committee meeting of February 28, 2012 it was agreed upon that committee chair Ray Lennard would contact possible attorneys, including Anne M. Seuryneck, and attempt to negotiate a sum not to exceed \$7,000 of which two-thirds would be shared by Lenawee County and one-third by the City of Adrian.

At a committee meeting on March 13, 2012 it was agreed that the committee would seek to engage the legal services of Anne M. Seuryneck of Foster Swift Collins & Smith PC from Grand Rapids. Anne had been previously hired by the City to provide guidance in this process and speak at the informational meetings that took place late last year. Anne is an expert on library law and attached to this memo you will find a description of the services her firm provides.

Anne M. Seuryneck had previously indicated an interest in guiding our committee through the process of forming a District Library agreement. Apparently the usual process of doing so involves one party in the agreement hiring the attorney, although two or more parties may be paying the fees, and this process is formalized by a letter indicating that both parties agree to this arrangement. Our Chair Ray Lennard will be contacting Anne to engage her services and invite her to attend our next committee meeting on April 3, 2012. Normal practice in these matters involves the first party who has engaged the attorney to continue to do so. While Anne would be hired by the City of Adrian she will be working with the committee to help form a District Library agreement.

I am asking for permission for the City of Adrian to hire Anne M. Seuryneck to draft a District Library agreement and provide guidance to our committee for a fee not to exceed \$7,000. The City would be responsible for \$2,333 and Lenawee County would be responsible for \$4,667 of these fees. There entire fee for services of this kind normally ranges from \$7,000 - \$8,000. At this point our committee is committing to an amount not to exceed \$7,000. If our committee discussions conclude with an agreement to move forward with the formation of a District Library that agreement would be presented to the governing bodies of the Adrian Public Library, Lenawee County Library and any other libraries who choose to participate.

I have funds available in my 2011/2012 budget and I have built into my proposed 2012/2013 budget consultant fees to cover the expected expenses of legal representation for the District Library process.

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

Lansing
313 S. Washington Square
Lansing MI 48933

Marquette
205 S. Front Street - Suite 2D
Marquette MI 49855

Farmington Hills
32300 Northwestern Highway - Suite 230
Farmington Hills MI 48334

Detroit
333 W. Fort Street - 11th Floor
Detroit MI 48226

Grand Rapids
1700 E. Beltline NE - Suite 200
Grand Rapids MI 49525

Holland
151 Central Avenue - Suite 260
Holland MI 49423

Walter S. Foster
1878-1961
Richard B. Foster
1908-1996
Theodore W. Swift
1928-2000
John L. Collins
1926-2001

Webb A. Smith
Allan J. Claypool
Gary J. McRay
Stephen I. Jurmu
Scott A. Storey
Charles A. Janssen
Charles E. Barbieri
James B. Jensen, Jr.
Scott L. Mandel
Michael D. Sanders
Sherry A. Stein

Brent A. Titus
Robert E. McFarland
Stephen J. Lowney
Jean G. Shtokal
Brian G. Goodenough
Matt G. Hrebec
Eric E. Doster
Melissa J. Jackson
Nancy L. Kahn
Deanna Swisher
Alan G. Gilchrist
Thomas R. Meagher
Douglas A. Mielock
Scott A. Chernich
Donald E. Martin
Paul J. Millenbach
Dirk H. Beckwith
Brian J. Renaud
Bruce A. Vande Vusse
Lynwood P. VandenBosch

Lawrence Korolewicz
James B. Doezema
Francis G. Seyferth
Anne M. Seuryneck
Richard L. Hillman
Steven L. Owen
Jennifer Kildea Dewane
John P. Nicolucci
Francis C. Flood
Michael D. Homier
Keith A. Castora
Randall L. Harbour
David M. Lick
Rebecca S. Davies
Scott H. Hogan
Richard C. Kraus
Benjamin J. Price
Ronald D. Richards, Jr.
Frank T. Mamat
Michael R. Blum

Norman E. Richards
Jonathan J. David
Nicholas B. Missad
Frank H. Reynolds
Joseph E. Kozely
Pamela C. Dausman
Andrew C. Vredenburg
John M. Kamins
Dana M. Bennett
Jack A. Siebers
Julie I. Fershtman
Todd W. Hoppe
Johanna M. Novak
Steven A. Haney, Sr.
Iris K. Linder
Glen A. Schmiege
Michael G. Harrison
Frederick B. Bellamy
Gilbert M. Frimet
Mark J. Colon

Peter R. Tolley
Paul D. Yared
Jennifer B. Van Regenmorter
Thomas R. TerMaat
Ryan E. Lamb
Sheralee S. Hurwitz
John W. Inhuelsen
Amanda Garcia-Williams
Zachary W. Behler
Derek A. Walters
Alexander A. Ayar
Joshua K. Richardson
Joel C. Farrar
Samuel J. Frederick
Andrew W. Erlewein
Laura J. Garlinghouse
Anna K. Gibson
Liza C. Moore
Nichole J. Derks
Robert L. Page, Jr.

Patricia J. Scott
Lindsey E. Bosch
Nicholas M. Oertel
Erica E.L. Huddas
Nicole E. Stratton
Timothy P. Burkhard
Janene McIntyre
David R. Russell
Mindi M. Johnson
April L. Nelhs
Lauren B. Dunn
Lindsey E. Smith
Alicia W. Birach

Of Counsel
Lawrence B. Lindemer
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Writer's Direct Phone: (517) 371-8196

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Reply To: Grand Rapids

January 18, 2011

Ms. Carol Souchock
Adrian Public Library
143 E. Maumee Street
Adrian, MI 49221

RE: INFORMATION REGARDING PROVIDING LEGAL SERVICES TO ADRIAN PUBLIC LIBRARY

Dear Ms. Souchock:

In response to your inquiry about our firm, we are pleased to provide information on services we could provide to the Adrian Public Library ("Library"). This letter describes the specific services we can offer the Library and includes a description of our firm generally.

OUR FIRM

In 2011, Foster, Swift, Collins & Smith, P.C. celebrates 109 years as a Michigan law firm. We have a statewide reputation for providing exemplary client service, sound legal counsel, and the highest level of advocacy at a reasonable cost. Our practice is founded on the expertise and experience of our individual attorneys, and on our management of multiple specialty areas for clients requiring diverse knowledge and expertise. We believe our strong balance of ability, accessibility, and affordability combine to provide exceptional legal service.

We are one of the 15 largest law firms in Michigan and we can expect continued growth in our second century. Our lawyers are graduates of distinguished law schools throughout the nation.

Ms. Carol Souchock
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Many have held prominent positions with public, private and nonprofit corporations, or have been privileged to serve in positions of responsibility with civic, charitable and legal organizations.

We have been actively involved in the representation of municipalities all over the state for many years. Our attorneys also have special expertise in library law. We are counsel for the Michigan Library Association, and currently represent over 65 libraries around the state. In addition, we represent numerous other counties, cities, villages and townships for whom we provide a wide range of legal services. Many of our specific experiences are highlighted below.

LIBRARY LAW

Foster, Swift, Collins & Smith's representation of public bodies spans several decades. Representation of libraries has become a focus of our municipal practice group. From our offices in Farmington Hills, Lansing and Grand Rapids, we have developed and expanded continuing client relationships with libraries and other public bodies across Michigan. We have extensive experience in the handling of library matters as General Counsel and on a special project basis. We often work in conjunction with city attorneys on library issues. We have developed the expertise necessary to assist the Library with the particularly intricate issues you may encounter.

As you know, we have assisted libraries and communities in forming district libraries and interpreting the unique laws that apply to public libraries, including city libraries. We also understand the specific privacy laws that apply only to libraries such as the Michigan Library Privacy Act. We have also assisted in developing policies that reflect the unique nature of the library. Please find below some specific examples of issues that we have helped our clients resolve:

- Assisting libraries with requests for information by law enforcement agencies and private entities, including the application of the Library Privacy Act and Patriot Act.
- Drafting millage proposals and educating library boards regarding the application of the Michigan Campaign Finance laws.
- Drafting and implementing patron behavior, Internet use, meeting room, employment and other library policies.
- Addressing board governance issues, including the application of the Open Meetings and Freedom of Information Acts.
- Creating endowment and gift programs.
- Reviewing of Library contracts, including AIA contracts, library service agreements and other vendor contracts.

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- Assisting library clients with environmental contamination issues, including working with consultants and State of Michigan agencies.
- Determining if an expenditure is a proper expenditure of library funds.
- Notify clients of amendments and changes to existing laws.
- Assisting clients with labor and employment issues.

TEAM LEADER

Anne M. Seuryneck. I am a shareholder and have been practicing with Foster, Swift Municipal Law Practice Group since my arrival at the firm in 1996. I would serve as the main contact for the Library if our firm is selected. My focus has been on the representation of libraries. I am currently serving as the lead contact person for the firm's library clients.

An undergraduate of the University of Michigan, I am a graduate of the University of Wisconsin Law School. I am a member of the Public Corporation Law Section of the State Bar. I am also a past member of the Public Corporations Council and served on the Publications Committee. My service on the Publications Committee included drafting articles for the Public Corporation Law Section of the State Bar of Michigan's "Public Corporation Law Quarterly." I have been a frequent speaker at seminars and conferences, including the Michigan Library Association Annual Conference, where the educational focus is on library law.

YOU CAN COUNT ON US

At Foster, Swift, responsiveness is a top priority. We encourage our clients to pick up the phone or send an e-mail whenever they have a question. If the answer is not readily available, we will find it for you as quickly as the complexity of the issue allows. You can expect us to immediately acknowledge receipt of new matters, and to provide a formal written opinion as soon as possible. We notify our clients of each and every significant development. We are absolutely committed to keeping you up-to-date.

Where possible and practical, we provide legal advice to our clients through formal opinion letters. This provides you with a reference source for recurring questions. Through these opinions, we have also developed a substantial resource that includes hundreds of formal opinions that we have provided to our clients on a wide range of issues. These opinions address questions of authority, statutory construction, constitutionality of existing and proposed legislation, conflicts of interest, compliance with the Freedom of Information and Open Meetings Acts, and a multitude of other issues. Through this vast reference library, we can more efficiently and economically address many of the questions you may have.

Ms. Carol Souchock
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The practice of law is far from a static venture. The law is rapidly changing, as are the needs of our clients. To keep abreast of these developments, our attorneys devote considerable time learning the changes occurring in the law and then presenting topical seminars in our specialty areas. We prepare seminars and newsletters for our clients so that we can better advise them of any potential problems or opportunities presented by developments in the law.

When we learn of an important development that we know will be of interest to you, we will bring it to your attention as soon as possible. We perform these services for our clients, without additional charge, because of our commitment to quality service.

We seek to maintain a high degree of accessibility by our clients. Whenever possible, we answer our own telephones to enhance our clients' access. Every attorney is backed up by another attorney, so that crises can be addressed even when one of us may be absent. As the main contact, library clients have access to me during work hours and also have my cell phone number if an emergency should arise in the evening or over the weekend. We have included my contact information and the firm's contact information as an attachment to this Response.

BILLING RATES AND OTHER INFORMATION

Foster, Swift, Collins & Smith, P.C., is extremely sensitive to the cost of legal services. As you know, many of the issues on which the Library may seek legal assistance require a high degree of specialization. We observe that our fees are very competitive with the rates of other counsel practicing in our areas of expertise. Based upon our review of survey data that is available, our fees appear to be low in comparison to other firms of similar reputation, ability and expertise. We pride ourselves in providing our clients the highest level of legal services at the lowest reasonable cost.

Our hourly rates for attorneys will be capped at \$190 per hour for general library work. My hourly rate is \$265, but is capped at \$190. One area not covered by the capped rate is the specialized area of employee benefits. Employee benefit work is capped at \$250 per hour. Associate attorney rates will be anywhere from \$155 to \$190. We make every effort to represent our clients in the most affordable manner possible. When appropriate, attorneys in our firm whose rates are lower than \$190 per hour may serve the Library.

To provide an excellent legal product at the least possible expense to our clients we utilize paralegals and other well-trained staff where appropriate, advanced technology and research services. To make the cost of legal services as affordable as possible, we always attempt to utilize the attorney with the lowest rate who has the experience and expertise to handle a particular matter. Where more than one attorney is present on a particular matter, and the presence of the additional attorney or attorneys is for purposes of education, training, or other purposes that do not directly benefit the client, we do not charge the client for the time of the additional attorneys.

FOSTER SWIFT

FOSTER SWIFT COLLINS & SMITH PC || ATTORNEYS

Ms. Carol Souchock
Adrian Public Library
January 18, 2011
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In addition to our hourly rates, the firm charges for cost items. Most of the costs that we bill our clients are direct out-of-pocket costs, such as filing fees, deposition transcripts, mileage reimbursement outside a 25 mile radius of our offices, messenger service, postage and overnight delivery charges. We will be happy to discuss travel costs with you, though we can say that such costs have been minimal for our other clients throughout the state. The use of e-mail, desktop faxing and the telephone has allowed us to economically share our expertise state-wide. In addition, note that we do not charge clients separate fees for secretarial or word processing costs, overtime, or other basic overhead costs.

Our billing format is organized to allow easy tracking of fees and costs on individual matters and may be customized to provide whatever information the Library or its accounting systems may need. Though we would like to discuss with you first the level of detail in the brief description of services so as to protect sensitive attorney-client information, our system allows us to report nearly 200 separate services or activities, as well as the identification of the attorney or paralegal providing the service, the date of the service, and a description.

Sincerely,

FOSTER SWIFT COLLINS & SMITH PC



Anne M. Seuryneck

AMS:cmk

FOSTER SWIFT

FOSTER SWIFT COLLINS & SMITH PC || ATTORNEYS

Ms. Carol Souchock
Adrian Public Library
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FOSTER SWIFT COLLINS & SMITH PC

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March 19, 2012

R12-029

RE: ADRIAN PUBLIC LIBRARY – Attorney Fees for District Library Planning Committee

RESOLUTION

WHEREAS the Adrian City Commission, by resolution # 12-001 dated January 3, 2012, appointed the following two (2) representatives, Mayor Greg DuMars and Library Director Carol Souchock, to the District Library Planning Committee, which is charged with preparing a proposed District Library Agreement; and

WHEREAS, if the proposed District Library Agreement is created and determined to be acceptable, the Adrian City Commission shall adopt a resolution to establish a district library and sign the Agreement; and

WHEREAS the process of developing a proposed District Library Agreement requires the assistance of legal experts specializing in Library Law; and

WHEREAS the District Library Planning Committee has agreed to engage the legal services of Anne M. Seuryneck of Foster Swift Collins & Smith PC from Grand Rapids at a cost not to exceed \$7,000 to be shared one-third by the City of Adrian (\$2,333) and two-thirds by Lenawee County (\$4,667); and

WHEREAS the Finance Director indicates that sufficient funds are available for this purpose in General Fund Contingency (Account # 101-990.00-990.000); and

WHEREAS the Library Director and City Administrator recommend engagement of the aforementioned legal services, and approval of the appropriate budget amendments.

NOW THEREFORE BE IT RESOLVED that the Adrian City Commission, by this resolution, hereby authorizes the engagement of Anne M. Seuryneck of Foster Swift Collins & Smith PC from Grand Rapids to perform legal services necessary for the development of a District Library Agreement at a cost not to exceed \$7,000, to be shared one-third by the City of Adrian (\$2,333) and two-thirds by Lenawee County (\$4,667).

BE IT FURTHER RESOLVED that the FY2011-12 Budget be amended as follows:

GENERAL FUND (101)

Revenue:

(101-738.00-676.004)	Contribution – Lenawee County	\$4,667
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Expenditures:

(101-738.00-812.000)	Library – Consulting Fees	\$7,000
(101-990.00-990.000)	General Fund Contingency	<u>(2,333)</u>
	Total	<u>\$4,667</u>

On motion by Commissioner _____,

Seconded by Commissioner _____, this

Resolution was adopted by a _____ vote.



MISCELLANEOUS

**Adrian Fire Department
Monthly Fire Report
February 2012**

Fire	Total	Property Loss	Content Loss
Fire, Other	1		
Dumpster or other outside trash receptacle fire	1		
	2		
<hr/>			
Rescue			
Rescue, EMS incident, other	31		
Medical assist, assist EMS crew	4		
EMS call, excluding vehicle accident with injury	77		
EMS call, PDA	2		
EMS call, refused treatment/transport	3		
Motor vehicle accident with injuries	1		
Motor Vehicle Accident with no injuries	1		
	119		
<hr/>			
Hazardous Condition			
Power line down	1		
	1		
<hr/>			
Service Call			
Service Call, other	1		
Smoke Investigation, No action taken	2		
Assist police or other governmental agency	1		
Assist invalid	1		
Unauthorized burning	1		
	6		
<hr/>			
Good Intent			
Good intent call, Other	1		
Dispatched & cancelled en route	3		
	4		
<hr/>			
False Alarm			
False alarm or false call, Other	4		
System malfunction, Other	1		
Alarm system sounded due to malfunction	1		
Alarm system activation, no fire - unintentional	1		
	7		
<hr/>			
Total	139		
Year to Date	308	\$0	\$0
Total	468	\$5,000	\$200

DEPARTMENTAL REPORT

MARCH 19, 2012

	FEBRUARY 2012	JANUARY 2012	FEBRUARY 2011	YEAR-TO-DATE 2012	YEAR-TO-DATE 2011
POLICE DEPARTMENT					
Complaints Answered	709	693	767	1,402	1,473
VIOLATIONS					
Moving Citations	76	101	218	177	353
3-6 am Parking Tickets	184	325	155	509	380
Non-Moving Citations	22	15	12	37	39
Downtown Parking Tickets	0	0	0	0	0
TOTAL VIOLATIONS	282	441	385	723	772
ARRESTS	87	84	122	171	224
FIRE DEPARTMENT (See M-4)					
INSPECTION DEPARTMENT					
Building Permits	20	10	7	30	16
Electrical Permits	26	23	20	49	37
Mechanical Permits	25	26	17	51	38
Plumbing Permits	13	8	5	21	13
Sidewalk Permits	0	0	0	0	0
Sign Permits	3	13	6	16	16
TOTAL PERMITS	87	80	55	167	120
Estimated Bldg.Costs	\$63,921	\$309,763	\$0	\$373,684	\$0
PARKING SYSTEM					
Parking Assessment	\$25,397	\$4,443	\$19,603	\$29,840	\$28,297
Lot Revenue	\$0	\$0	\$0	\$0	\$0
Street Revenue	\$0	\$0	\$0	\$0	\$0
Misc. Revenue	\$20	\$10	\$7	\$30	\$14
Permits	\$100	\$200	\$0	\$300	-\$75
Fines	\$0	\$0	\$100	\$0	\$125
Collection Fees	\$0	\$0	\$0	\$0	\$0
Token Sales	\$0	\$0	\$0	\$0	\$0
Contribut-GenFund	\$0	\$0	\$10,000	\$0	\$10,000
Farmers Market Grant	\$900	\$0	\$0	\$900	\$0
TOTAL REVENUE	\$26,417	\$4,653	\$29,710	\$31,070	\$38,361
WASTE WATER DEPARTMENT					
M. G. Pumped	166,552	194,033	142,936	360,585	263,742
Cost of Plant Operation	\$99,412	\$104,937	\$138,019	\$204,349	\$208,164
WATER DEPARTMENT					
M. G. Pumped	75	79	78	154	156
Number of Customers	6,201	6,226	6,223		
	Industrial	Commercial	Residential	Other	TOTAL
M. G. Sold Revenue	\$32,602	\$73,267	\$103,249	\$59,985	\$269,103

*Figure not available

FROM: MARCIA M. BOHANNON, TRANSPORTATION COORDINATOR

ADRIAN D.A.R.T. PASSENGER RIDERSHIP REPORT FOR February 2012

WEEK END:	FEB 3	FEB 10	FEB 17	FEB 24	FEB 29	TOTAL
MONDAY	0	362	327	220	286	1195
TUESDAY	0	375	324	308	289	1296
WEDNESDAY	371	318	369	386	300	1744
THURSDAY	333	347	320	317	0	1317
FRIDAY	313	274	297	325	0	1209
		1676	1637	1556	875	6761
		FEB	FEB	+/-	JAN	
		2012	2011		2012	
SERVICE DAYS		(21)	(20)		(21)	
SENIORS		923	726	197	912	
HD/CP SENIORS		805	620	185	864	
HANDICAPPED		2954	2619	335	2879	
WHEELCHAIRS **		259	269	-10	301	
GENERAL		2079	1896	183	2200	
		6761	5861	900	6855	

FEBRUARY 2011 RIDERSHIP INCLUDES NIGHT SERVICE
SNOW & ICE STORM IN FEBRUARY 2011

MARCH	2010	7288	2011	7638	5%
APRIL	2010	6388	2011	6153	-4%
MAY	2010	5598	2011	6039	8%
JUNE	2010	5639	2011	5767	2%
JULY	2010	5747	2011	5625	-2%
AUGUST	2010	5986	2011	6175	3%
SEPTEMBER	2010	5759	2011	6322	10%
OCTOBER	2010	5722	2011	6330	11%
NOVEMBER	2010	5917	2011	6472	9%
DECEMBER	2010	6195	2011	6243	1%
JANUARY	2011	6594	2012	6855	4%
FEBRUARY	2011	5861	2012	6761	15%
		72694		76380	5%

** WHEELCHAIR TOTALS ARE INCLUDED IN HANDICAPPED PASSENGER TOTALS