



**CITY COMMISSION
MEETING
January 17, 2012**



PRE-MEETING AGENDA

**ADRIAN CITY COMMISSION
AGENDA
PRE-MEETING STUDY SESSION
TUESDAY,
January 17, 2012**

The City Commission will meet for a pre-meeting study session on Tuesday, January 17, 2012 at 5:30 p.m. in the City Chambers Building, 159 E. Maumee St., to discuss the following:

- I. Discussion City water policy.
- II. Other items as time permits.



COMMISSION AGENDA

AGENDA
ADRIAN CITY COMMISSION
JANUARY 17, 2012
7:00 PM

- I. MOMENT OF SILENCE AND PLEDGE OF ALLEGIANCE TO THE FLAG
- II. ROLL CALL
- III. APPROVAL OF THE MINUTES OF THE JANUARY 3, 2012 REGULAR MEETING OF THE ADRIAN CITY COMMISSION
- IV. PRESENTATION OF ACCOUNTS
- V. PUBLIC COMMENT ON AGENDA ITEMS
- VI. REGULAR AGENDA
 1. **R12-003. Engineering.** Resolution to set a public hearing to hear comments on the abandonment of the alley access between E. Maple St. and E. Front St. between 300 N. Main St. and 123 E. Front St./124 E. Maple Ave.
 2. **R12-004. Engineering.** Resolution to set a public hearing to hear comments on the abandonment of the alley access abutting properties on Terrace Ave., University Ave., and W. Maumee Street.
 3. **R12-005. City Commission.** Resolution to give the City Administrator the authority to enter into agreements with licensed real estate agents for specific parcels of real estate and to agree to pay a commission of up to 5% if the Commission decides to accept an offer and the transaction proceeds to closing.
 4. **R12-006. Downtown Development Authority.** Resolution to accept the bid for repairs to 101-109 E. Maumee Street.
 5. **R12-007. Parks & Recreation.** Resolution to accept a bid for the contract for tree care services.
- VII. MISCELLANEOUS
 1. Adrian D.A.R.T. Passenger Ridership report
 2. Fire Department report
 3. Departmental Report
 4. Cemetery Comparison Reports
 5. Senior Center Activity Report
- VIII. PUBLIC COMMENT
- IX. COMMISSIONERS COMMENTS



MINUTES

**MINUTES
ADRIAN CITY COMMISSION
JANUARY 3, 2012
7:00 P.M.**

Official proceedings of the January 3, 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, Jacobson, Gallatin, Faulhaber, and Berryman Adams.

Mayor DuMars in the Chair.

Commissioner Carrico moved to approve the minutes of the December 19, 2011 regular meeting of the Adrian City Commission, seconded by Commissioner Jacobson, motion carried by a unanimous vote.

PRESENTATION OF ACCOUNTS

Utility Department Receiving Fund Voucher # 3560 through # 3564	\$110,867.17
General Fund Vouchers # 20770 through # 20789	\$481,169.54
Clearing Account Vouchers amounting to	<u>\$173,635.28</u>
TOTAL EXPENDITURES	<u>\$765,671.99</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.

REGULAR AGENDA

ORDINANCES

ORD. 11-007

RE: PLANNING COMMISSION. Second reading of an ordinance to amend the City of Adrian Zoning/Development Regulations and the Zoning Map by deleting 1205-1207 Michigan Avenue from the RM-1 Low Rise Multiple Family Residential District and including the same in the ERO Education, Research and Office District.

On motion by Commissioner Faulhaber, seconded by Commissioner Carrico, this Ordinance was adopted by a unanimous vote.

RESOLUTIONS

RESOLUTION R12-001

RE: ADRIAN PUBLIC LIBRARY –District Library Planning Committee

WHEREAS the Michigan's District Library Establishment Act, Public Act 24 of 1989, provides for the creation of district libraries; and

WHEREAS a necessary step to explore the benefits of a district library requires that the interested parties must first form a District Library Planning Committee, which is charged with preparing a proposed District Library Agreement; and

WHEREAS there has been an expression of interest on the part of other municipalities within Lenawee County in exploring the benefits of a district library and the Lenawee County Board of Commissioners passed a resolution (RES# 2011-037 dated December 14, 2011) appointing four (4) representatives to the District Library Planning Committee and invites other municipalities in Lenawee County to participate in the District Library Planning Committee; and

WHEREAS the Adrian City Commission believes that it is in the best interest of the citizens of the City of Adrian to explore the benefits of a district library; and

NOW THEREFORE BE IT RESOLVED that the Adrian City Commission, by this resolution, hereby appoints the following two (2) representative, Mayor Greg DuMars and Library Director Carol Souchock, the District Library Planning Committee, which is charged with preparing a proposed District Library Agreement.

BE IT FURTHER RESOLVED that, 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.

BE IT FURTHER RESOLVED that copies of this resolution be forwarded to the Lenawee County Board of Commissioners, as well as to other municipalities funding a local library and to the library board of such libraries.

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

RESOLUTION R12-002

RE: CITY COMMISSION – Resolution to urge MDOT to proceed with a road construction project on M-52 within the City of Adrian from South Street to US-223

WHEREAS, the Michigan Department of Transportation (MDOT) has previously announced a plan to reconstruct a portion of South M-52 within the City of Adrian from South Street to US-223 and;

WHEREAS, City officials have been advised that there may be a delay in this project that would cause the work to be completed in a future year or years, and;

WHEREAS, local businesses that would be affected by this project have already prepared for the impact in business interruption that would be anticipated, and;

WHEREAS, the City has also budgeted funds within its Utilities Department for necessary sanitary sewer improvements that would be completed at the same time the road construction would be completed.

NOW THEREFORE, IT IS HEREBY RESOLVED that the Adrian City Commission urges the Michigan Department of Transportation to proceed with the road construction project on M-52 within the City of Adrian from South Street to US-223 and that there be no delays of the project into a future year or funding cycle.

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

PUBLIC COMMENTS

1. Alison James Watkins – 1961 Burning Bush Court – experienced serious flooding in November due to the heavy rains; feels that the City has ignored the problem. Administrator Nelson stated that the County needs to do some work on the Titus Drain, which is a County drain.
2. Brad Maggard – 1957 Burning Bush Court – stated that during this same rain storm, he had 4 ½ feet of water in his basement and suffered \$5000 work of damage.
3. Carrie Soto – 226 Melrose Ave – lives in the same subdivision and has had serious flooding problems for the last 4 years and nothing has been done.
4. Allen Kern – 1249 Vine St – questioned why the Commission wanted to change the sign ordinance in the downtown area; still feels something else needs to be done at the 4 corners downtown for pedestrian safety.
5. Jared Baker – 145 E Siena Heights Dr – has issues with the downtown streets; would like a traffic study done downtown.
6. K. Z. Bolton – 923 E Church St – welcomed the new Commissioners and congratulated Mayor DuMars; wants to keep communications open between the County and the City.
- 7.

COMMISSIONER COMMENTS

1. Commissioner Carrico apologized for the City; would like a resolution presented to request the City and the County to work together to solve the flooding problem in the subdivision.
2. Commissioner Faulhaber thanked K Z Bolton for her cooperation; would like to see a 3-phase traffic light at Division and US 223.
3. Commissioner Jacobson mentioned a new opportunity to discuss issues with Commission members on the 2nd Monday of every month at the Library. This will begin next Monday, January 9th.

4. Commissioner Gallatin and Commissioner Warren wanted to keep the lines of communication open and make certain that the citizens are heard.

The next regular meeting of the Adrian City Commission will be held on Tuesday, January 17, 2012 at 7:00 p.m. in the City Chambers Building, 159 E. Maumee St., Adrian, MI 49221.

Greg DuMars
Mayor

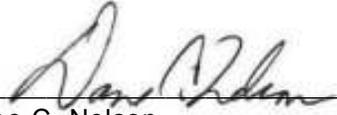
Pat Baker
City Clerk



CHECK REGISTER

January 17, 2012

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



Dane C. Nelson
City Administrator

DCN:mld

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 # 3565 through # 3570	\$81,768.44
General Fund	
Vouchers # 20790 through # 20799	\$210,034.67
Clearing Account Vouchers	
amounting to	\$336,092.04
TOTAL EXPENDITURES	\$627,895.15

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

January 17, 2012

UTILITY DEPARTMENT VOUCHERS

<u>Check Number</u>	<u>To</u>	<u>Description</u>	<u>Amount</u>
3565	City of Adrian: Clearing Acct	Jan 3 Check Register	\$ 43,810.98
3566	Consumers Energy	Hamilton Hwy Electric	\$ 2,963.95
3567	City of Adfrin: Payroll	Payroll Jan 6	\$ 68,720.93
3568	Frontier	Wastewater Phone Bill	\$ 25.28
3569	Consumers Energy	Water Plant Electric	\$ 9,868.28
3570	US Postmaster	Annual Permit Fee	\$ 190.00

Total \$ **125,579.42**
Less CK# 3565 \$ **43,810.98**

TOTAL \$ **81,768.44**

WW = \$ 46,931.12
WAT = \$ 78,648.30

17-Jan-12

GENERAL FUND
CHECK REGISTER

CHECK#	AMOUNT	PAYEE	DESCRIPTION
20790	\$ 121,187.04	City of Adrian: Clearing Acct	Jan 3 Check Register
20791	\$ 865.58	Consumers Energy	Heritage Park Electric
20792	\$ 3,260.94	Citizens Gas Fuel Co	Various Heat Bills
20793	\$ 3,999.86	Quick Service Transportation	Payroll W/E Dec 31
20794	\$ 182,663.68	City of Adrian: Payroll	Payroll for Jan 6
20795	\$ 14,293.98	First Federal Bank	Soc Security for Jan 6
20796	\$ 826.69	Frontier	Various Phone Bills
20797	\$ 200.00	MLK Jr Dinner Committee	Jan 16 Reservations
20798	\$ 105.55	City of Adrian: Utilities	Bohn Pool Water Bill
20799	\$ 3,818.39	Quick Service Transportation	Payroll W/E Jan 7

\$	331,221.71	
\$	(121,187.04)	Less: CK#20790.
\$	210,034.67	

CLAIMANT	AMOUNT CLAIMED	AMOUNT ALLOWED	AMOUNT REJECTED
1. ARSOPURE WATER COMPANY	43.00		
2. ADRIAN CHARTER TOWNSHIP	175.50		
3. ADRIAN FABRICARE CENTER INC.	670.00		
4. ADRIAN MECHANICAL SERVICES C	1,809.23		
5. ADRIAN WATER CONDITIONING IN	19.50		
6. AIRGAS USA, LLC	240.19		
7. ALLIED TIME USA INC	66.00		
8. ALLIED WASTE SERVICES #259	1,279.31		
9. AMERICAN OFFICE SOLUTIONS, I	45.50		
10. APPLE MAT RENTAL	467.60		
11. APPLIED INDUSTRIAL TECHNOLOG	166.11		
12. ARBORICULTURE SOCIETY OF MIC	418.00		
13. ARCH WIRELESS	34.66		
14. ARCHBOLD EQUIPMENT CO	85.15		
15. AUTO ZONE COMMERCIAL	309.44		
16. PATRICIA BAKER	135.75		
17. BATTERY WHOLESALE	7.50		
18. KRISTIN BAUER	20.00		
19. GREG BELL CHEVROLET CADILLAC	60.04		
20. BELLUS SALON & SPA	1,500.00		
21. BELSON OUTDOORS INC	3,922.00		
22. BILL'S SERVICE, INC.	9.75		
23. BIOTECH AGRONOMICS	122,715.00		
24. ROBERT BISHOP	240.67		
25. BLACK SWAMP EQUIPMENT	207.02		
26. BRAKES-N-MORE	935.94		
27. C-N CONSTRUCTION SUPPLIES IN	67.83		
28. CDW-G COMPUTER SUPPLIES	1,644.98		
29. CLEAN CARE INC	4,429.00		
30. CLIFT BUICK-GMC	694.63		
31. COAST TO COAST DELI	73.97		
32. DAVID COLLAR	108.11		
33. COMCAST	93.69		
34. COMFORT 1 HEATING & AIR COND	50.00		
35. COMPUTER CARE COMPANY, INC.	49.95		
36. DEENA COVEY	310.00		
37. RICHARD COY	39.87		
38. CUTLER DICKERSON CO	580.30		
39. D&P COMMUNICATIONS, INC.	1,676.19		
40. THE DAILY TELEGRAM	815.35		
41. JERRY DAVIS	20.00		
42. DRUG & LABORATORY DISPOSAL,	1,147.56		
43. DUSSEAU AUTO PARTS	20.00		
44. STEVE EBERLE	20.00		
45. ETNA SUPPLY COMPANY	1,080.76		
46. FASTENAL COMPANY	1,596.81		
47. FIRE SEMINAR	745.00		
48. FIRST TOWING LLC	2,559.50		
49. J.O. GALLOUP COMPANY	136.99		
50. MARK GIGAX	20.00		
51. DENISE GRITZMAKER	20.00		
52. HACH COMPANY	190.64		
53. HADDEN TIRE COMPANY	726.60		
54. HAFELI STARAN HALLAHAN	1,344.36		
55. GLEN HAWKINS	151.00		
56. SHANE HORN	20.00		
57. HUBBARD'S AUTO CENTER INC	158.68		
58. HYDRODYNAMICS, INC.	91.86		
59. I C M A VANTAGE POINT	5,486.56		
60. I.T. RIGHT	3,402.78		
61. ICMA RETIREMENT CORPORATION	158.68		
62. INTERSTATE ALL BATTERY CENTE	218.39		
63. TIM JUDKINS	58.66		
64. KAPNICK INSURANCE GROUP	981.00		
65. KERR PUMP & SUPPLY, INC.	108.87		
66. KONICA MINOLTA BUSINESS SOLU	74.40		
67. LEGACY PRINTING	232.86		
68. LENAWEЕ COUNTY DRAIN COMM	808.28		
69. LENAWEЕ COUNTY PRINTER	940.83		
70. LENAWEЕ COUNTY ROAD COMMISSI	1,392.40		
71. LENAWEЕ TIRE & SUPPLY CO, IN	3,337.06		
72. LEXIS NEXIS RM INC	150.00		
73. LOWE'S CREDIT SERVICES	1,422.70		
74. MANPOWER OF LANSING MI INC.	1,719.90		
75. MASSON'S ELECTRIC, INC	1,000.61		

CLAIMANT	AMOUNT CLAIMED	AMOUNT ALLOWED	AMOUNT REJECTED
76. MCGOWAN ELECTRIC SUPPLY INC	751.30		
77. MCNAUGHTON-MCKAY ELECTRIC CO	471.76		
78. MICHIGAN ARSON PREVENTION CO	145.00		
79. MICHIGAN ASSOC OF CLERKS	100.00		
80. MICHIGAN DEPARTMENT OF	10,721.60		
81. MICHIGAN METER TECHNOLOGY GR	115.94		
82. MICHIGAN MUNICIPAL TREASURER	50.00		
83. MICHIGAN REC & PARK ASSOC	1,740.00		
84. MICHIGAN SECTION-AWWA	190.00		
85. STATE OF MICHIGAN	5,126.65		
86. MICHIGAN STATE POLICE	2,894.54		
87. MITCHELL WELDING	84.10		
88. MOTION INDUSTRIES, INC.	462.62		
89. MUGS N' MORE IMAGING	320.00		
90. MUNICIPAL EMPLOYEES' RETIRE	74,950.42		
91. MUNICIPAL UNEMPLOYMENT COMP	4,814.07		
92. MUNICIPAL WEB SERVICES	490.00		
93. NORTH EASTERN UNIFORMS & EQU	85.00		
94. MIKE OSBORN	20.00		
95. PARAGON LABORATORIES INC	60.00		
96. DAVID PATE	20.00		
97. PEERLESS SUPPLY INC	66.95		
98. PRESORT SERVICES INC	207.68		
99. GLENN PRESTON	20.00		
100. QUICK SERVICE TRANSPORTATION	8,233.95		
101. RED PAINT PRINTING LLC	289.50		
102. TIM RITCHIE	20.00		
103. GARY RIVERA	68.27		
104. JAMIE SCHMITZ	139.64		
105. SPECTRUM PRINTERS INC	2,958.00		
106. SPENCER MANUFACTURING INC.	159.95		
107. STATE CHEMICAL MFG CO.	562.22		
108. STEVENS DISPOSAL	1,045.70		
109. STEVENSON LUMBER, INC.	76.92		
110. JEFFREY A. STICKNEY, DO,PC	1,889.24		
111. T-MOBILE	29.99		
112. TDS SECURITY, INC	853.13		
113. TETRA TECH INC	6,400.00		
114. TOLEDO PHYSICAL EDUCATION SU	119.54		
115. TOPSOILS OF CLINTON	780.00		
116. TRACTOR SUPPLY COMPANY	324.15		
117. PAUL TRINKA	20.00		
118. TTB CLEANING LLC	3,230.00		
119. TIM OR BRENDA UNDERWOOD & LO	597.95		
120. USA BLUEBOOK	931.45		
121. WARREN HOLDING CO LLC	1,370.00		
122. WEPHOTO LLC	437.50		
123. WESTERN LIME CORPORATION	5,040.00		
124. RYAN WHITE	20.00		
125. ALAN WILKERSON & AJ BAYLON C	11,875.00		
126. WRIGHT TREE SERVICE, INC	6,951.84		
TOTAL ALL CLAIMS	336,092.04		



REGULAR AGENDA

January 4, 2012

MEMORANDUM

TO: Dane Nelson, City Administrator

FROM: Kristin Bauer, City Engineer

SUBJECT: Abandonment of alley access
between Maple Ave. and Front St.



While completing alley paving around the City over the last several years we have noted some alleys that were platted but no longer are used as alleys. One such alley is within the parking lot adjacent to First Federal Bank at 300 N. Main St. This alley provides access to two residents located adjacent to the alley. As a result of this abandonment they would receive 10' of additional property thus maintaining their access much as it is now. The City does not maintain this alley and it appears to have been incorporated into the bank's parking lot.

In December we notified the bank and residences of the plan to abandon this alley and to date have had no responses to this letter.

The legal description for the property to be abandoned is as follows:

City of Adrian, Lenawee County, Michigan, Assessor's Plat No. 1 and the Original Plat, COMMENCING at the Northwest corner of Lot 1 Blk 2, thence South 63° 46' East 204.00 feet to the Northwest corner of the alley, thence South 63° 46' East 20.00 feet, thence South 26° 19' West 149.00 feet, thence North 63° 46' West 20.00 feet, thence North 26° 19' East 149.00 feet returning to the Northwest corner of the alley.

Per the Code of Ordinances for the City, we are requesting that the enclosed resolution for abandonment be included on the agenda for the January 17, 2012 City Commission meeting. Assuming this resolution is approved by the City Commission we will proceed with public notification of this abandonment per the ordinances and complete this process at the February 20, 2012 City Commission meeting.

103

115

121

12

300

124

0

123

131

137

240

114



R12-003

January 17, 2012

RE: ENGINEERING DEPT. – Abandonment of Alley Access between E. Maple St. and E. Front St. between 300 N. Main St. and 123 E. Front St./ 124 E. Maple Ave.

RESOLUTION

WHEREAS, during the paving of alleys around the City of Adrian several alleys were discovered that were platted but no longer function as alleys; and

WHEREAS, the City Administrator and City Engineer have determined that it would not negatively impact the city to vacate this alley as it is an unmaintained alley and does not receive funds from Act 51.

NOW, THEREFORE, BE IT RESOLVED that the City Commission finds and determines it is in the best interest of the City to abandon this alley described as follows:

City of Adrian, Lenawee County, Michigan, Assessor’s Plat No. 1 and the Original Plat, COMMENCING at the Northwest corner of Lot 1 Blk 2, thence South 63° 46’ East 204.00 feet to the Northwest corner of the alley, thence South 63° 46’ East 20.00 feet, thence South 26° 19’ West 149.00 feet, thence North 63° 46’ West 20.00 feet, thence North 26° 19’ East 149.00 feet returning to the Northwest corner of the alley.

and; be it

FURTHER RESOLVED, that the City Commission will meet in the City Chambers, at 159 E. Maumee St., Adrian, MI, on Monday, February 20, 2012, at 7:00p.m. for the purpose of hearing and considering comments to abandoning the alley as described above.

On motion by Commissioner _____,

Seconded by Commissioner _____, this

Resolution was adopted by a _____ vote.

January 4, 2012

MEMORANDUM

TO: Dane Nelson, City Administrator

FROM: Kristin Bauer, City Engineer

SUBJECT: Abandonment of alley abutting
properties on Terrace Ave., University Ave. and W. Maumee St.



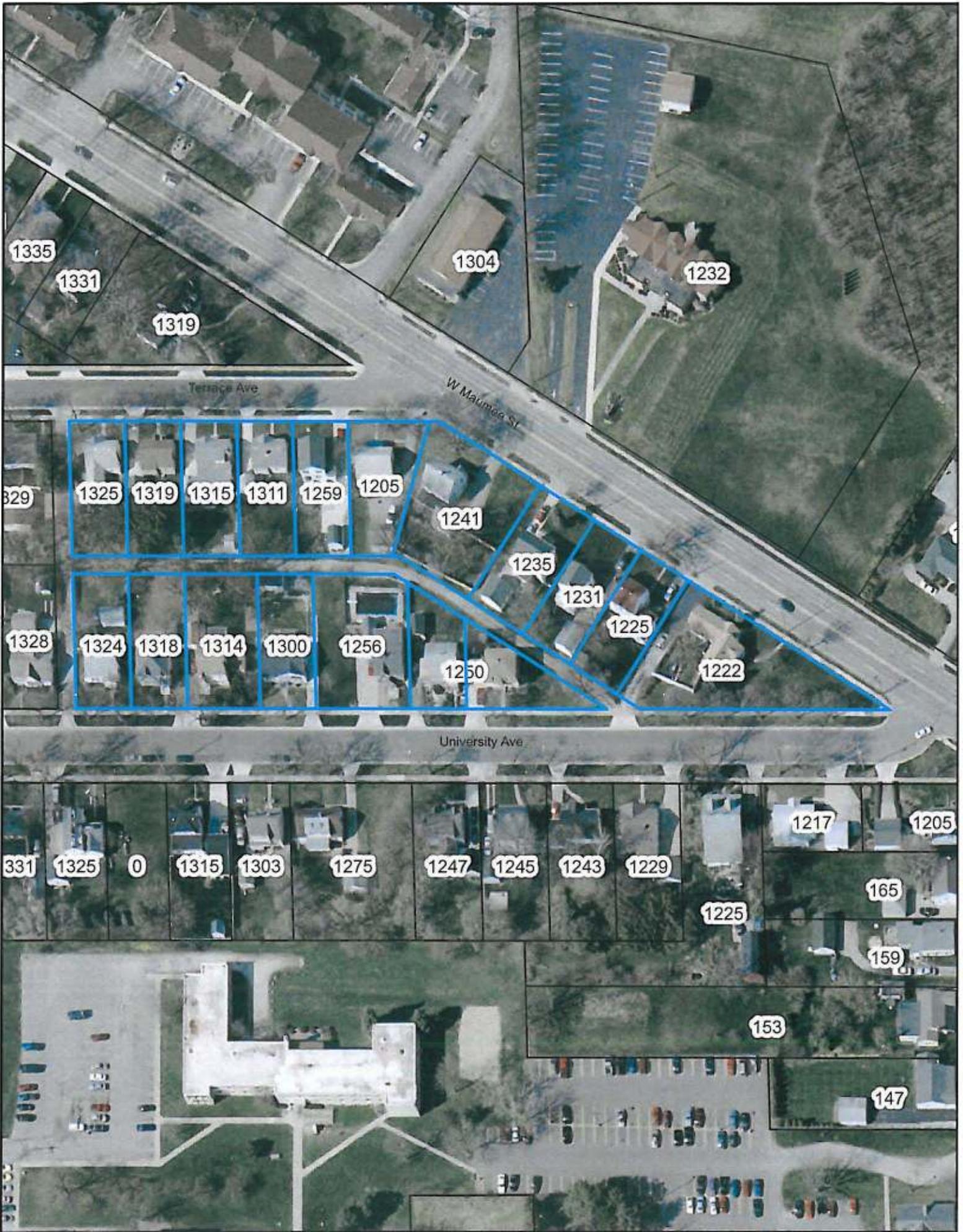
While completing alley paving around the City over the last several years we have noted some alleys that were platted but no longer are used as alleys. One such alley is between Terrace Ave and University Ave. In 1987 the owners adjacent to the west section of this alley petitioned for abandonment. This was approved by the City Commission with an easement for access to the storm line.

Our experience is that this alley is little used as all the properties have driveways and garage access from with Terrace, University or W. Maumee. In December we notified the residences of the plan to abandon this alley and to date have had one inquiry about this abandonment.

The legal description for the property to be abandoned is as follows and displayed on the attached survey:

City of Adrian, Lenawee County, Michigan, Plat of College Terrace, COMMENCING at the Easternmost corner of Lot 1, thence North 55° 46' 55" West 224.78 feet along the North line of Lots 1 and part of Lot 2, thence North 88° 02' 28" West 288.60 feet along the North line of part of Lot 2 and Lots 3 through 7 to the Northwest corner of Lot 7, thence North 00° 26' 56" East 16.00 feet to the Southwest corner of Lot 28, thence South 88° 02' 28" East along the South line of Lots 28 through 23, thence South 55° 46' 55" East along the Southwest line Lots 22 through 18 and 25 feet along the Southwest line of Lot 17, thence North 87° 58' 41" West to the Point of Beginning.

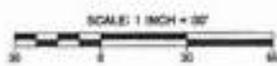
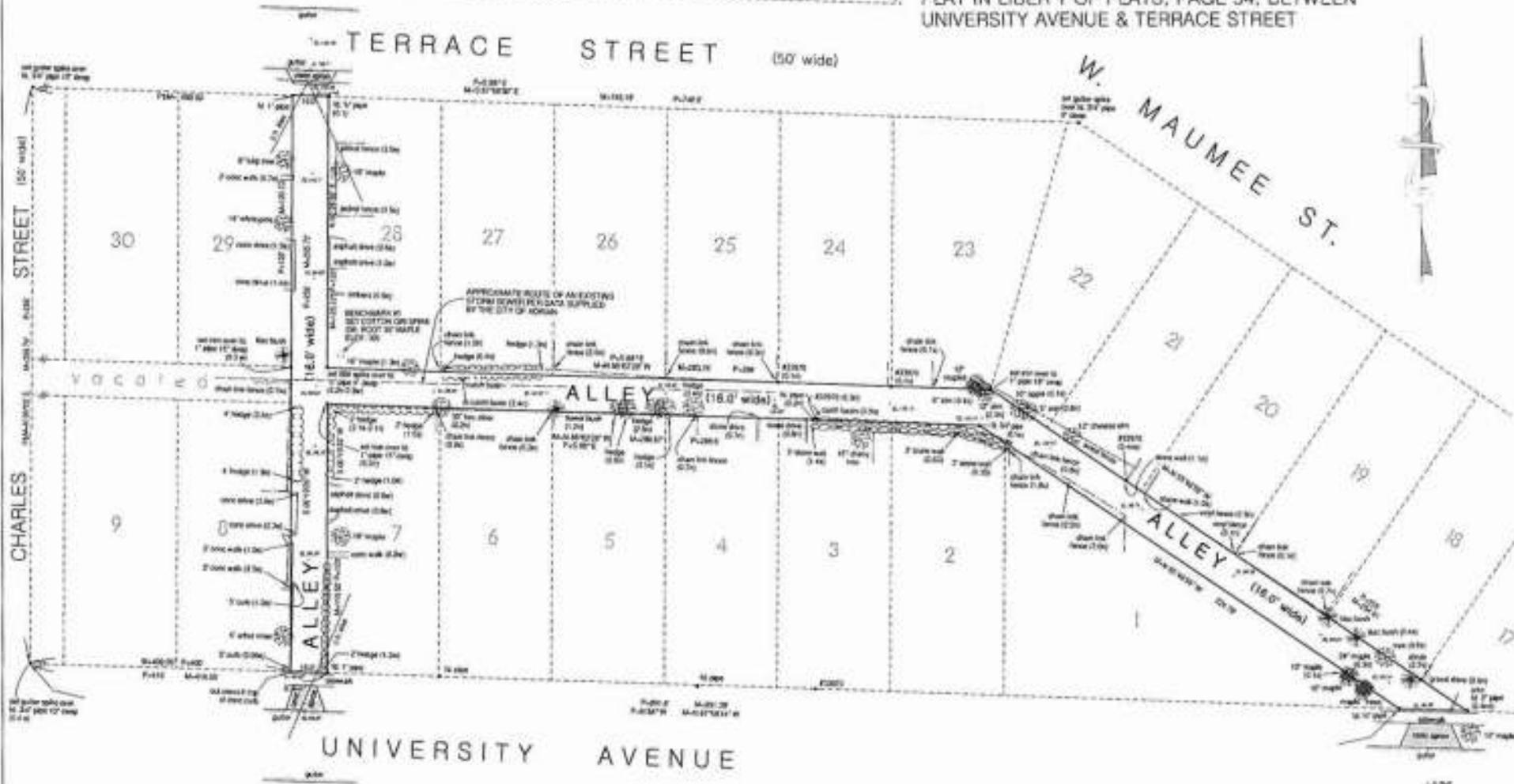
Per the Code of Ordinances for the City, we are requesting that the enclosed resolution for abandonment be included on the agenda for the January 17, 2012 City Commission meeting. Assuming this resolution is approved by the City Commission we will proceed with public notification of this abandonment per the ordinances and complete this process at the February 20, 2012 City Commission meeting.



CERTIFIED BOUNDARY SURVEY

SHEET 1 OF 1

SURVEY OF A PORTION OF A 16 FOOT WIDE ALLEY, PLAT OF COLLEGE TERRACE, CITY OF ADRIAN, PER RECORDED PLAT IN LIBER 1 OF PLATS, PAGE 54, BETWEEN UNIVERSITY AVENUE & TERRACE STREET



BAISIS OF BEARINGS ARE RELATIVE TO THE PLAT OF COLLEGE TERRACE AS RECORDED IN LIBER 1 OF PLATS, PAGE 54, LA SALLE COUNTY RECORDS

- LEGEND**
- FOUND EXISTING PROPERTY CORNER MARKERS
 - SET OF 1/2" REINFORCED YELLOW CAP MARKERS WORK AS FOLLOWS
 - MEASURED DIMENSION (AS SHOWN)
 - PLAT DIMENSION (PER RECORDS/PLAT)
 - OVERLAPPING LINES
 - CHAINABLE POINT
 - ROAD/POLE

NOTE:
CENTER OF TREES, UTILITY POLES, AND OTHER OBJECTS THAT EXTEND INTO THE ALLEY BOUNDARY ARE REFERENCED BY LOCATION AS BEING EAST (E) OR WEST (W) OF ALLEY LINE.

CLIENT: CITY OF ADRIAN	JOB NO: 100000	DATE: APRIL 1, 2020
WALTER E. FRAZIER & ASSOCIATES, INC. PROFESSIONAL SURVEYORS 231 E. FRONT STREET, ADRIAN, MICHIGAN 49309-2706 PHONE: (517) 261-4407 FAX: (517) 261-6021 E-MAIL: WFRAZIER@TJNET.COM		
<p style="font-size: small;">I HEREBY CERTIFY THAT I AM A LICENSED PROFESSIONAL SURVEYOR IN THE STATE OF MICHIGAN AND THAT I AM THE AUTHOR OF THIS SURVEY. I HAVE BEEN DULY SWORN AND I HAVE READ AND UNDERSTAND THE CONTENTS OF THIS SURVEY. I HAVE BEEN DULY SWORN AND I HAVE READ AND UNDERSTAND THE CONTENTS OF THIS SURVEY. I HAVE BEEN DULY SWORN AND I HAVE READ AND UNDERSTAND THE CONTENTS OF THIS SURVEY.</p>		
MICHAEL J. BARTOLO PROFESSIONAL SURVEYOR NO. 22250		APRIL 1, 2020 ADRIAN, MICHIGAN

R12-004

January 17, 2012

RE: ENGINEERING DEPT. – Abandonment of alley abutting properties on Terrace Ave., University Ave. and W. Maumee St.

RESOLUTION

WHEREAS, during the paving of alleys around the City of Adrian several alleys were discovered that were platted but no longer function as alleys; and

WHEREAS, the City Administrator and City Engineer have determined that it would not negatively impact the city to vacate this alley as it is an unmaintained alley and does not receive funds from Act 51.

NOW, THEREFORE, BE IT RESOLVED that the City Commission finds and determines it is in the best interest of the City to abandon this alley with provisions for a storm water utility access easement described as follows:

City of Adrian, Lenawee County, Michigan, Plat of College Terrace, COMMENCING at the Easternmost corner of Lot 1, thence North 55° 46' 55" West 224.78 feet along the North line of Lots 1 and part of Lot 2, thence North 88° 02' 28" West 288.60 feet along the North line of part of Lot 2 and Lots 3 through 7 to the Northwest corner of Lot 7, thence North 00° 26' 56" East 16.00 feet to the Southwest corner of Lot 28, thence South 88° 02' 28" East along the South line of Lots 28 through 23, thence South 55° 46' 55" East along the Southwest line Lots 22 through 18 and 25 feet along the Southwest line of Lot 17, thence North 87° 58' 41" West to the Point of Beginning.

The City of Adrian shall have the right to enter and be upon said premises for the purpose of repairing or maintaining the storm sewer located thereon when in its judgment the said storm sewer requires any such maintenance or repair.

Whenever repairs or maintenance of the said storm sewer is required, access thereto shall be obtained outside the said premises if possible. If not possible to obtain access outside of said premises, then access may be gained thereto on said premises. Whenever entry shall be required, the City shall restore the premises to their condition prior to entry.

As part of this vacating of the above named alley, no building shall be constructed on or over the above storm sewer line or within 10' each side of the center of the pipe.

and; be it

FURTHER RESOLVED, that the City Commission will meet in the City Chambers, at 159 E. Maumee St., Adrian, MI, on Monday, February 20, 2012, at 7:00p.m. for the purpose of hearing and considering comments to abandoning the alley as described above.

On motion by Commissioner _____,
Seconded by Commissioner _____, this
Resolution was adopted by a _____ vote.

MEMO



DATE: January 10, 2012
TO: Honorable Mayor and City Commission
FROM: Dane C. Nelson, City Administrator
SUBJECT: Sale of City Owned Real Estate

On occasion, I receive inquiries from real estate agents that may be submitted to the City for the sale of City owned real estate. In addition, situations occur where an agent has a possible purchase for a City owned parcel that at present may or may not be officially placed for sale. Real estate agents are reluctant to submit such offers without being assured that a commission would be paid.

I have tried to come up with a concept to assure a real estate agent of a commission while at the same time preserving the responsibility of the Commission to decide whether or not to sell a property and on what terms.

I am proposing for the Commission to give the City Administrator the authority to enter into agreements with licensed real estate agents for specific parcels of real estate and to agree to pay a commission of up to 5% if the Commission decides to accept an offer and the transaction proceeds to closing. This is not a large policy issue, but I believe it will help facilitate potential real estate transactions as they may arise for city owned parcels when a licensed real estate agent is involved.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Dane C. Nelson".

Dane C. Nelson
City Administrator

DCN:mlb

January 17, 2012

R12-005

RE: Resolution to give the City Administrator authority to enter into agreements with licensed real estate agents

RESOLUTION

WHEREAS, the City of Adrian is the owner of numerous parcels of real estate; and

WHEREAS, from time to time, inquiries are received by the City Administrator from licensed real estate agents as to whether or not a commission would be paid by the City in the event an offer for the purchase of a city owned parcel is submitted and accepted by the City; and

WHEREAS, there is no current policy in place for the City Administrator to respond to such requests, causing delay and uncertainty for a prospective purchaser and real estate agents.

NOW, THEREFORE, IT IS HEREBY RESOLVED that the City Administrator is authorized to enter into agency, one-time listing agreements, and exclusive listing agreements with licensed real estate agents with commissions not to exceed 5% of a sales price, provided that all sales agreements must be approved by the City Commission and a closing must occur before payment of a commission is tendered.

On motion by Commissioner _____,

Seconded by Commissioner _____, this

Resolution was adopted by a _____ vote.



MEMO

135 E. Maumee, Adrian, MI 49221-2703

DATE: January 11, 2012

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

FROM: Chris Miller
DDA & Economic Development Coordinator

SUBJECT: Bid for 101-109 E Maumee

I concur with the recommendation of the DDA & Economic Development Coordinator to award the bid for repairs to 101-109 E. Maumee to A. J. Baylon Construction of Adrian, Michigan.

A. J. Baylon Construction was the only bidder for this project. Funding for repairs to 101-109 E. Maumee will be drawn from the DDA undesignated fund balance account (281-000.00-390.00) and are available.

Dane C. Nelson
City Administrator

Ladies and Gentlemen,

As you are aware, the DDA board requested the City Commission authorize an expenditure of up to \$40,000 from the DDA undesignated fund balance (281-000.00-390.000) to secure the envelope of 101-109 E. Maumee. This work is an effort to prevent additional water damage to these important buildings, and the Commission authorized the expenditure at the December 5, 2011 commission meeting (R11-145).

City staff completed a bid package, met with contractors, and received one bid from a qualified contractor that meets the bid requirements. A.J. Baylon Construction of Adrian,

Michigan bid \$15,423.00 for the repairs to 101 E. Maumee, and \$24,576.00 for the repairs to 109 E. Maumee for a total of \$39, 999.00. On behalf of the DDA board, I recommend that A.J. Baylon Construction, 6804 Rome Road, Adrian, be awarded the relevant contract and proceed with the specified building repairs.

Best Regards,

Chris Miller

Chris Miller
DDA & Economic Development Coordinator

December 5, 2011

R12-006

RE: DOWNTOWN DEVELOPMENT AUTHORITY – Resolution to accept the bid for repairs to 101-109 E. Maumee Street

WHEREAS, the Adrian City Commission, on December 5, 2011 via resolution R11-145 authorized the expenditure of up to \$40,000 of the DDA Undesignated Fund Balance for the repair of the roof and board windows to prevent further water damage to 101-109 E. Maumee; and

WHEREAS, per Public Act 197 of 1975, the DDA is a corporate entity of the City of Adrian and, therefore, is subject to the direction of the Adrian City Commission; and

WHEREAS, the City of Adrian Purchasing Office received sealed bids on Thursday, January 5, 2012 for work to secure the buildings at 101 and 109 E. Maumee Street; and

WHEREAS, only one bid was received, from A. J. Baylon Construction, of Adrian, Michigan for the amounts of \$15,423 to repair 101 E. Maumee Street, and \$24,576 to repair 109 E. Maumee Street, for a total bid of \$39,999; and

WHEREAS, the DDA Board and City Administrator recommend that the bid be awarded to A. J. Baylon Construction of Adrian, Michigan; and

WHEREAS, the Finance Director has indicated funds are available in the DDA Undesignated Fund Balance (281-290.00-975.000).

NOW THEREFORE, BE IT RESOLVED that the Adrian City Commission by this resolution hereby authorizes selection of the sole bidder, A. J. Baylon Construction, Adrian, Michigan and also authorizes engagement of said bidder in the City's Standard Professional Services Contract to provide necessary improvements to downtown buildings located at 101-109 E. Maumee in order to prevent further deterioration and allow for future marketing.

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

Memo

TO: Dane C. Nelson, City Administrator
FROM: Mark K. Gasche, Parks and Recreation Director
DATE: January 9, 2012
SUBJECT: Bid Recommendation – Tree Care Services

I concur with the recommendation of the Parks and Recreation Director to award the bid for Tree Care Services to Nelson Tree Service, of Dayton, Ohio.

Twenty firms were invited to bid, with five responding. Nelson Tree Service was the low bidder for the overall project. Funding for tree care service will be drawn from the Fee Estate Funds and the General Fund – Parks & Forestry Budget and are available.



Dane C. Nelson
City Administrator

Sealed Bids were received on Tuesday, December 22, 2011 for a tree care service provider for City street trees and park trees. This bid covers work for 23 months beginning February 1, 2012, with an option for an additional 12 months. Twenty firms were invited to bid, with five responding as follows:

	2012 Regular Time Per Hour	2012 Premium Time Per Hour	2013 Regular Time Per Hour	2013 Premium Time Per Hour
Nelson Tree Service Dayton OH	\$ 93.21	\$ 125.25	\$ 94.99	\$ 127.84
Wright Tree Service Des Moines IA	\$ 95.34	\$ 116.51	\$ 97.68	\$ 119.49
Trees Inc Kentwood MI	\$ 99.65	\$ 152.46	\$ 104.63	\$ 160.08
Quality Tree Service of Mich Kent City, MI	\$ 175.00	\$ 350.00	\$ 175.00	\$ 350.00
ProCare Tree Service Byron Center MI	\$ 188.00	\$ 220.00	\$ 188.00	\$ 220.00

After review with staff it is my recommendation that the bid be awarded to Nelson Tree Service, Dayton OH for the above listed rates. Nelson Tree Service has the low bid for regular time but not the low bid for premium time (Saturday, Sunday and holidays). We have budgeted for approximately 950 regular hours of tree work annually, so as long as we use no more than 231 hours of premium time Nelson Tree Service would be the low over-all bid. Over the last two years no tree work was done on premium time so it very unlikely that we would use more than 231 hours in 2012. Staff has

checked references for Nelson Tree Service with other municipal clients and found them all to be satisfactory.

The funds for this work are budgeted in the Fee Estate and Parks General operating accounts. The contract is for a twenty-three month period with a potential of one additional year if the Contractor performs satisfactorily, and if there is a mutually agreed upon rate for the third year.

Staff is requesting authorization to enter into a contract with the low bidder, Nelson Tree Service of Dayton, OH for a period of twenty-three months at the rates as bid, and further seek authorization to renew this contract if staff is satisfied with the selected Contractor's performance, and if there is a mutually agreed upon rate, for up to one additional year.

RE: **DEPARTMENT OF PARKS & RECREATION – Authorization to Contract for Tree Care Services**

RESOLUTION

WHEREAS, the Department of Parks & Recreation wishes to contract for tree care services, effective February 1, 2012 through December 31, 2013; and

WHEREAS, the Department of Parks & Recreation wishes to have the option of contracting for these services for one additional year if the Contractor's performance is satisfactory, and if a mutually agreed upon rate can be established at the end of the initial contract, and

WHEREAS, the City of Adrian Purchasing Office, in conjunction with the Department of Parks & Recreation, received sealed bids on Tuesday, December 22, 2011 for tree maintenance and removal on City streets and in City parks; and

WHEREAS, twenty firms were invited to bid, with five responding as follows, for a two person aerial crew with specified equipment:

<u>Vendor</u>	<u>Location</u>	<u>2012 Reg. Hrly Rate</u>	<u>2012 Prem. Hrly Rate</u>	<u>2013 Reg. Hrly Rate</u>	<u>2013 Prem. Hrly Rate</u>
Nelson Tree Service	Dayton, OH	\$93.21	\$125.25	\$94.99	\$127.84
Wright Tree Service	Des Moines, IA	\$95.34	\$116.51	\$97.68	\$119.49
Trees, Inc.	Kentwood, MI	\$99.65	\$152.46	\$104.63	\$160.08
Quality Tree Service	Kent City, MI	\$175.00	\$350.00	\$175.00	\$350.00
ProCare Tree Service	Byron Center, MI	\$188.00	\$220.00	\$188.00	\$220.00; and

WHEREAS, Nelson Tree Service has the low bid for regular time but not the low bid for premium time, and based on the budgeted amount of regular tree work annually they would have the low over-all bid so long as no more than 231 hours of premium time are used, which no premium time has been used in the past two years; and

WHEREAS, the Parks & Recreation Director and City Administrator recommend selection of the low bidder, Nelson Tree Service, Dayton, OH, as the preferred bidder and engagement in the City's Standard Professional Services Contract to provide for tree maintenance and removal on City streets and in City parks, for a contract period of twenty-three months, with a one-year extension depending on satisfactory performance; and

WHEREAS, the Finance Director indicates that funding for this proposal is available in the Fee Estate Fund (205-699.00-801.000) and the General Fund – Parks & Forestry Budget (101-697.00-801.000).

NOW THEREFORE BE IT RESOLVED, that the Adrian City Commission by this resolution hereby authorizes selection of the low bidder, Nelson Tree Service, Dayton, OH, as the preferred bidder and engagement in the City's Standard Professional Services Contract to provide for tree maintenance and removal on City streets and in City parks for a contract period of twenty-three months, effective February 1, 2012, with a one-year extension depending on satisfactory performance.

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



MISCELLANEOUS

FROM: MARCIA M. BOHANNON, TRANSPORTATION COORDINATOR

ADRIAN D.A.R.T. PASSENGER RIDERSHIP REPORT FOR DECEMBER 2011

WEEK END:	DEC 2	DEC 9	DEC 16	DEC 23	DEC 30	TOTAL
MONDAY	0	340	349	336	0	1025
TUESDAY	0	321	311	343	261	1236
WEDNESDAY	0	330	336	318	191	1175
THURSDAY	348	320	319	291	198	1476
FRIDAY	341	303	313	168	206	1331
		1614	1628	1456	856	6243
SERVICE DAYS		DEC 2011 (21)	DEC 2010 (21)	+/-	NOV 2011 (21)	
SENIORS		979	838	141	946	
HDCP SENIORS		796	738	58	816	
HANDICAPPED		2577	2756	-179	2627	
WHEELCHAIRS **		319	292	27	345	
GENERAL		1891	1863	28	2083	
		6243	6195	48	6472	

DECEMBER 2010 RIDERSHIP INCLUDES NIGHT SERVICE

	2010	2011	2011	
JANUARY	6532	6594		1%
FEBRUARY	6267	5861		-6%
MARCH	7288	7638		5%
APRIL	6388	6153		-4%
MAY	5598	6039		8%
JUNE	5639	5767		2%
JULY	5747	5625		-2%
AUGUST	5986	6175		3%
SEPTEMBER	5759	6322		10%
OCTOBER	5722	6330		11%
NOVEMBER	5917	6472		9%
DECEMBER	6195	6243		1%
	73038	75219		3%

** WHEELCHAIR TOTALS ARE INCLUDED IN HANDICAPPED PASSENGER TOTALS

Adrian Fire Department
 Monthly Report
 December 2011

Fire	Total	Property Loss	Content Loss
Fire, Other	2		
Building fire	3	\$13,500	\$1,500
	5		
Rescue			
Rescue, EMS incident, other	24		
Medical assist, assist EMS crew	3		
EMS call, excluding vehicle accident with injury	76		
EMS call, PDA	5		
EMS call, refused treatment/transport	2		
Motor vehicle accident with injuries	4		
Vehicle accident with injuries, refused treatment	1		
Motor Vehicle Accident with no injuries	2		
Removal of victim(s) from stalled elevator	1		
	118		
Hazardous Condition			
Hazardous condition, Other	2		
Gas leak (natural gas or LPG)	1		
Power line down	2		
	5		
Service Call			
Service Call, other	3		
Smoke Investigation, No action taken	3		
Unauthorized burning	3		
	9		
Good Intent			
Dispatched & cancelled en route	6		
Steam, Other gas mistaken for smoke, Other	1		
	7		
False Alarm			
False alarm or false call, Other	4		
System malfunction, Other	1		
Alarm system sounded due to malfunction	2		
Alarm system activation, no fire - unintentional	1		
	8		
Total	152	\$13,500	\$1,500
Year to Date	2546	\$2,139,970	\$887,700
2010 Year to Date	2673	\$153,719	\$79,169

DEPARTMENTAL REPORT

JANUARY 17, 2012

	DECEMBER 2011	NOVEMBER 2011	DECEMBER 2010	YEAR-TO-DATE 2011	YEAR-TO-DATE 2010
POLICE DEPARTMENT					
Complaints Answered	732	771	687	9,900	8,936
VIOLATIONS					
Moving Citations	69	73	101	1,274	1,600
3-6 am Parking Tickets	157	117	293	1,822	2,314
Non-Moving Citations	7	2	15	144	310
Downtown Parking Tickets	0	0	0	0	945
TOTAL VIOLATIONS	233	192	409	3,240	5,169
ARRESTS	82	92	74	1,169	1,387
FIRE DEPARTMENT (See M-4)					
INSPECTION DEPARTMENT					
Building Permits	13	31	27	335	311
Electrical Permits	17	16	13	311	228
Mechanical Permits	30	32	18	320	241
Plumbing Permits	11	13	7	119	90
Sidewalk Permits	0	0	0	5	10
Sign Permits	7	4	3	63	56
TOTAL PERMITS	78	96	68	1,153	936
Estimated Bldg. Costs	\$7,367	\$1,306,331	\$264,949	\$7,173,893	\$6,861,662
PARKING SYSTEM					
Parking Assessment	\$9,705	\$0	\$5,205	\$61,329	\$34,871
Lot Revenue	\$0	\$0	\$0	\$0	\$2,643
Street Revenue	\$0	\$0	\$0	\$0	\$0
Misc. Revenue	\$8	\$9	\$7	\$100	\$186
Permits	\$0	\$0	\$50	\$225	\$19,136
Fines	\$0	\$0	\$220	\$660	\$4,699
Collection Fees	\$0	\$0	\$0	\$0	\$913
Token Sales	\$0	\$0	\$0	\$0	\$0
Contribut-GenFund	<u>\$30,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$46,900</u>	<u>\$6,000</u>
TOTAL REVENUE	\$39,713	\$9	\$5,482	\$109,214	\$68,448
WASTE WATER DEPARTMENT					
M. G. Pumped	227.665	191.752	123.974	1,859.718	1,561.964
Cost of Plant Operation	\$118,791	\$208,079	\$316,475	\$1,136,282	\$1,631,833
WATER DEPARTMENT					
M. G. Pumped	79	77	80	955	971
Number of Customers	6,237	6,231	6,227		
	Industrial	Commercial	Residential	Other	TOTAL
M. G. Sold Revenue	\$30,918	\$77,439	\$111,266	\$62,896	60 \$282,519

*Figure not available

Oakwood Cemetery
5 Year Revenue Comparison
2007 - 2011

OAKWOOD CEMETERY	2007*	2008*	2009	2010	2011
OPENINGS AND CLOSINGS					
BURIALS					
Resident	29	29	41	28	26
Non-Resident	19	23	28	20	17
CREMATIONS					
Resident	6	7	4	8	7
Non-Resident	16	8	14	9	11
COLUMBARIUM					
Resident	2	0	1	2	0
Non-Resident	2	1	7	0	5
TOTAL	74	68	95	67	66
TOTAL REVENUE FOR OPENINGS AND CLOSINGS	\$29,755	\$31,435	\$41,600	\$29,875	\$28,185
SALE OF GRAVE SPACES					
GRAVE SPACE					
Resident	28	24	24	35	24
Non-Resident	9	14	10	8	16
COLUMBARIUM					
Resident	1	3	3	2	0
Non-Resident	1	1	3	1	0
TOTAL	39	42	40	46	40
TOTAL REVENUE FOR GRAVE SPACES	\$20,975	\$22,500	\$20,135	\$23,425	\$21,735
FOUNDATIONS POURED	\$7,619	\$8,276	\$8,992	\$7,338	\$7,381
LETTERING (ENGRAVING)	\$870	\$885	\$2,040	\$370	\$95
REPLACEMENT DEEDS ISSUED		\$50	\$0	\$0	\$0
PET CEMETERY					
Resident		3	0	0	0
Non-Resident		6	0	0	0
TOTAL REVENUE PET CEMETERY		\$980	\$0	\$0	\$0
TOTAL REVENUE FOR OAKWOOD	\$59,219	\$64,126	\$72,767	\$61,008	\$57,396
ST. JOSEPH AND ST. JOHNS					
TOTAL REVENUE FOR ST. JOSEPH/ST. JOHNS	\$9,265	\$9,963	\$13,087	\$8,684	\$12,031
TOTAL REVENUE	\$68,484	\$74,089	\$85,854	\$69,692	\$69,427
* Fee Increase (phased over 3 years)					

Oakwood Cemetery

2011 Year End Report

	NUMBER		COST		TOTAL
	Resident	Non-Res.	Resident	Non-Res.	
OAKWOOD CEMETERY					
BODY BURIALS					
<u>Weekday</u>					
Adult	19	12	\$ 450	\$ 575	\$ 15,450.00
Baby	2	0	175	235	\$ 350.00
<u>Sat. or M-F after 2:30 p.m</u>					
Adult	5	4	550	675	\$ 5,450.00
Baby	0	1	235	285	\$ 285.00
CREMATIONS					
<u>Weekday</u>					
Columbarium	1	0	250	310	\$ 250.00
Ground Cremation	6	9	250	310	\$ 4,290.00
N/C Ground Cremations buried w/ another		2			
Prepaid N/R Ground Cremation o/c					\$ 310.00
<u>Sat. or M-F after 2:30 p.m.</u>					
Columbarium	0	0	300	360	\$ -
Ground Cremation	0	5	300	360	\$ 1,800.00
TOTAL OPENING AND CLOSING	33	33			\$ 28,185.00
SALE OF GRAVE SPACES					
	Resident	Non-Res.	Resident	Non-Res.	
Grave Space	12	14	\$ 450	\$ 600	\$ 13,800.00
Roadside Grave Spaces	12	1	575	725	\$ 7,625.00
Baby Grave Space	0	1	175	235	\$ 235.00
Cremation Space	0	0	225	285	\$ -
Columbarium Niche	0	0	450	600	\$ -
New Deeds 3 @\$25 each					\$ 75.00
TOTAL GRAVE SPACES	24	16			\$ 21,735.00
Engraving					\$ 95.00
Foundations					\$ 7,380.80
PET CEMETERY					
	Resident	Non-Res.	Resident	Non-Res.	
Grave Space	0	0	\$ 100	\$ 125	\$ -
Opening/Closing	0	0	100	125	\$ -
Foundations	0	0	80	100	\$ -
TOTAL PET CEMETERY	0	0			\$ -
2011 TOTAL OAKWOOD					\$ 57,395.80
ST. JOSEPH AND ST. JOHNS					
	Resident	Non-Res.	Resident	Non-Res.	
Weekday Adult Body Burial	7	9	\$ 450	\$ 575	\$ 8,325.00
Sat. or M-F after 2:30 p.m Body Burial	0	1	550	675	\$ 675.00
Weekday Cremations	1	0	250	310	\$ 250.00
Sat. or M-F after 2:30 p.m Cremation	1	3	300	360	\$ 1,380.00
TOTAL OPENING AND CLOSING	9	13			\$ 10,630.00
Foundations					\$ 1,401.40
2011 TOTAL ST. JOSEPH AND ST. JOHNS CEMETERY					\$ 12,031.40
2011 TOTAL					\$ 69,427.20

**Adrian Senior Center
Facility Usage Report
2011**

Room/Program	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	TOTAL
Gym													
Friday Musicians	90	126	142	61	58	109	111	115	125	84	17	94	1,132
Gym Walkers	69	98	98	48	46	21	2	23	24	15	30	23	497
Line Dancing - Friday Advanced	69	51	49						84	37	24	43	357
Line Dancing - Friday Beginning	66	62	63	119	148	142	15	32	109	71	15	61	903
Line Dancing Advanced	63	59	51	103	105				51	57	134	57	680
Line Dancing Beginning	63	51	126	119	102				81	62	103	74	781
RC Flyers	50	44	86	55	51	47	37	35	46	47	55	75	628
Shuffleboard Daily	8	14	5	17	26	8	4	16		17	30	7	152
Startercise	383	230	291	370	410	365	127	390	361	340	341	311	3,919
Zumba - Mon.	85	57	57	41	50	34							324
Zumba -Thurs.				58	47	48							153
Other		49		227						110	315		701
TOTAL GYM	946	841	968	1,218	1,043	774	296	611	881	840	1,064	745	10,227
Room 1													
Advisory Board Meeting	12	18	18	18	18	18	17		19	19	19	19	195
Bible Study	15	4	26	13	20	19	23	15	22	18	27	19	221
Bingo											12	13	25
Bridge Basics							26	22	28	25	8	24	133
Cards - Daily	31	27	31	16	36	30	40	22	12	4			249
Cards - Euchre Tourny	16	16	20	21	20	20	20	22	18	15			188
Cards - Monday Night	67	61	88	78	97	106	70	111	72	92	77	59	978
Cards - Pepper Tourny	16		24		20	20	16	16	17	18			147
Chair Zumba							9	36	25	6			76
China Painting	3	10	26	21	20				11	8	23		122
FGP Inservice	30							88					118
Golf			14										14
Hand Chimes										35	27		62
Hymn Sing	17		28	10	21	16	12		16	17	26	14	177
Krafts with Karen				7	10	12				9	7	8	53
Line Dance - Advanced - Fri											27		27
Line Dance -Beginning - Fri											13		13
Matter of Balance				52	54	8							114
Red Hat Society Meetings	12		12	13				11			8		56
Zumba	35						7	19	13				74
Other	68	20	59	25	97	90	43	134	17	28	7	63	651
TOTAL ROOM 1	322	156	346	274	413	339	283	496	270	294	281	219	3,693

Room/Program	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	TOTAL	
Craft Room														
Cards -Daily										7	63	36	106	
Daily Computer Use	50	38	52	30	33	25	33	63	47	46	57	50	524	
Exercise Equipment	40	53	59	75	52	70	50		49			96	544	
Massages-1st Thurs.												14	14	
Oil Painting				4						88	90		182	
Puzzles	49	33	70	44	74	67	61	85	93	108	101	72	857	
Wii Games	97	82	98	61	77	52	80	106	86	77	70	53	939	
Wood Burning	8	5	8	8	9				7	9	18	9	81	
Other	8		10								3		21	
TOTAL CRAFT ROOM	252	211	297	222	245	214	224	254	282	335	402	330		3,268
Game Room														
Pool - Daily	262	247	374	284	253	270	213	279	272	220	249	317	3,240	
Pool - Traveling				28	18	17							63	
Pool Tourny - Tuesday	21	14	22	21	15	16	19	22	23	18	17	24	232	
Pool Tourny - Wednesday	9	13	28	23			16	21	22	21	21	31	205	
Other			56				7						63	
TOTAL GAME ROOM	292	274	480	356	286	303	255	322	317	259	287	372		3,803
Room 4														
Advisory Board Meeting								17					17	
Cards - Daily				12	20	17				6		6	61	
Computer Class									90	101	41		232	
Computers Daily									48	82	58	46	234	
FGP Inservice				25	28			28					81	
Hand Chimes			37	15	24				6		15		97	
Krafts with Karen								13	21				34	
Other		76	67			27		26	26	24		15	261	
TOTAL ROOM 4	0	76	104	52	72	44	0	84	191	213	114	67		1,017
Room 5														
Cards/Board Games												15	15	
FGP Inservice									31	32			63	
Grandparents Raising Grandchildren											9	14	23	
Hand Chimes								12					12	
Other											31		31	
TOTAL ROOM 5	0	0	0	0	0	0	0	0	43	32	40	29		144

Room/Program	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	TOTAL	
Lounge														
Blood Pressure w/Gt Lakes	30	21	34	32	19		24	28	26	22	24	19	279	
Blood Pressure w/Pat Anderson	25	23	28	21	23	20	16	22	19	15	21	18	251	
Blood Sugar Tests				12	7		16	12	7	13	12	17	96	
Book Club	13	15	12	9	16	7	3	19	12	9	17	11	143	
Cards Daily			11	8		4							23	
Coffee											165		165	
Grandparents Raising Grandchildren											22	20	42	
Hymn Sing								17					17	
Massages	19	7	14	16	26	12	7	10	12	31	25		179	
Movie Matinee	8	13	17	1	20	2	6	7	13	11	5	14	117	
New Clients							8	11	29			22	70	
Taxes			23										23	
Other			43	15	8	4				12			82	
TOTAL LOUNGE	95	79	182	114	119	49	80	126	118	113	291	121		1,487
Cafeteria														
Meals	1,236	979	1,390	1,287	1,406	1,315	1,440	1,506	1,321	1,252	1,309	1,128	15,569	
Meals on Wheels Driver											280	266	546	
Birthday Party	77	55	66	86	52	65	83	89	73	79	78	71	874	
Coffee												152	152	
Holiday Party				49	73	104	98				131	86	541	
New Clients	51		16	23						22	16		128	
Startercise							138						138	
Special Events/Other Usage		129	83		243		16	35	84				590	
TOTAL CAFETERIA	1,364	1,163	1,555	1,445	1,774	1,484	1,775	1,630	1,478	1,353	1,814	1,703	18,538	18,538
TOTAL SENIOR CENTER USAGE	3,271	2,800	3,932	3,681	3,952	3,207	2,913	3,523	3,537	3,407	4,253	3,557		42,033
New Clients	51	0	16	23	15	0	8	11	29	22	16	6	197	