

PRE-MEETING AGENDA

ADRIAN CITY COMMISSION
AGENDA
PRE-MEETING STUDY SESSION
OCTOBER 19, 2009
5:30 P.M.

The City Commission will meet for a pre-meeting study session on Monday, October 5, 2009 at 5:30 p.m. in the 2nd floor conference room at the former Adrian City Hall, 100 E. Church St. to discuss the following:

- I. Code Enforcement
 - *Glenn Preston, Code Enforcement Officer*

- I I. Other Items as Time Permits

COMMISSION AGENDA

**AGENDA
ADRIAN CITY COMMISSION
OCTOBER 19, 2009
7:00 P.M.**

- I. MOMENT OF SILENCE AND PLEDGE OF ALLEGIANCE TO THE FLAG
- I I. ROLL CALL
- I I I. APPROVAL OF MINUTES OF THE OCTOBER 5, 2009 REGULAR MEETING OF THE ADRIAN CITY COMMISSION
- I V. PRESENTATION OF ACCOUNTS
- V. COMMUNICATIONS
 - 1. C-1. FY2009-10 First Quarter Financial Forecast
 - 2. C-2. Communication from Comcast regarding a change in channel lineup
- V I. PUBLIC COMMENTS
- V I I. REGULAR AGENDA
 - A. PUBLIC HEARINGS
 - 1. SO-1. Public Hearing to hear and consider comments to approval of an Industrial Facilities Exemption Certificate for Dairy Farmers of America, Inc.
 - 2. SO-2. Public Hearing to hear and consider comments to the abandonment of a portion of Norton Street.
 - B. RESOLUTIONS
 - 1. R09-172. Resolution to approve and Industrial Facilities Exemption Certificate for Dairy Farmers of America, Inc. for a period of twelve years.
 - 2. R09-173. Resolution to approve the abandonment of a portion of Norton Street.
 - 3. R09-174. Resolution to reappoint Robert Freligh, Al Smith and Julie Berryman-Adams to the Board of Canvassers for 4-year terms.
 - 4. R09-175. Resolution to approve the renewal of the contract with Pohlkat, Inc. for lime residual removal at the Water Treatment Plant.

5. R09-176. Resolution to approve modifications to the Adrian Public Library Schedule of Fees and Fines for non-resident library cards.
6. R09-177. Resolution to approve the Title VI Plan for continuation of Dial-A-Ride services and that the Mayor and City Clerk be authorized to execute said Plan.
7. R09-178. Resolution to approve the U.S. DOT Controlled Substances and Alcohol Testing Program Policy and addendum and authorizing the Mayor and City Clerk to execute said Policy.

V I I I. MISCELLANEOUS

1. D.A.R.T. Passenger Ridership Report
2. Departmental Report
3. Fire Report

I X. PUBLIC COMMENTS

X. COMMISSION COMMENTS

MINUTES

**MINUTES
ADRIAN CITY COMMISSION
OCTOBER 5, 2009
7:00 P.M.**

Official proceedings of the October 5, 2009 regular meeting of the City Commission, Adrian, Michigan.

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

PRESENT: Mayor McDowell, Commissioners Osborne, Miller, Clegg, Steele and DuMars

Mayor McDowell in the Chair.

Commissioner DuMars moved to approve the minutes of the September 21, 2009 regular meeting of the Adrian City Commission, seconded by Commissioner Steele, motion carried by a unanimous vote.

PRESENTATION OF ACCOUNTS

Utility Department Receiving Fund Voucher #3123 through #3131	\$ 176,024.98
General Fund Vouchers #19480 through #19501	\$3,447,621.83
Clearing Account Vouchers amounting to	<u>\$1,056,128.87</u>
TOTAL EXPENDITURES	<u>\$4,679,775.88</u>

A motion was made by Commissioner Steele to approve the Presentation of Accounts and seconded by Commissioner DuMars. Motion DIED for lack of support.

Commissioner DuMars asked about Item #125 regarding payment to Shaheen Chevrolet, Inc. for a 2009 Chevy Tahoe, which was addressed in Resolution R09-164. Administrator Nelson recommended amending the motion to extract Item #125 and then add it in as a part of Resolution R09-164, if that resolution is approved.

On motion by Commission Steele to amend his previous motion and to extract Item #125 and approve all other vouchers, seconded by Commissioner DuMars, this resolution was adopted by a unanimous vote.

COMMUNICATIONS

1. C-1. Communication from Michigan Government Finance Officers Association (MGFOA) regarding a Proclamation presented by the GFOA in recognition of governmental units who have attained the Certificate of Achievement for Excellence in Financial Reporting

2. C-2. MGFOA Fall Training Institute Report
3. C-3. Communication from Comcast regarding a change in channel lineup
4. C-4. Communication from Comcast regarding price changes

CONSENT AGENDA

RESOLUTION CR09-053

RE: DEPARTMENT OF PARKS & RECREATION – Kiwanis Trail Paving

RESOLUTION

WHEREAS, the City Purchasing Office, on Tuesday September 29, 2009, received six (6) bids on behalf of the Department of Parks & Recreation for pulverizing, grading, and repaving two sections of the Kiwanis Trail, totaling approximately 6.400 linear feet, with the following results:

<u>Vendor</u>	<u>Location</u>	<u>10 ft. wide</u>	<u>Base Per Ton</u>	<u>Total Cost</u>
Gerken Paving	Napoleon, OH	\$17.00 lf	\$18.00	\$108,800
Quality Asphalt Paving	Homer, MI	\$15.81 lf	\$20.00	\$101,184
ABC Paving	Trenton, MI	\$20.45 lf	\$30.00	\$130,880
Slusarski Excavating	Adrian, MI	\$13.85 lf	\$19.50	\$ 88,640
Michigan Paving	Jackson, MI	\$15.66 lf	\$25.00	\$100,224
Belson Asphalt	Reading, MI	\$13.96 lf	\$25.00	\$ 89,344

WHEREAS, the Parks & Recreation Director recommends engagement of the low bidder, Slusarski Excavating, Adrian, MI, at an estimated total cost of \$88,640 to perform the following scope of services, consisting of pulverizing, grading and repaving the below described sections of Kiwanis Trail:

- | | |
|---|---------------------------|
| 1) Sutton Road to bridge south of Gady Road | 4,800 linear feet |
| 2) Gady Road north to bridge | <u>1,600</u> linear feet |
| Total | <u>6,400</u> linear feet; |

WHEREAS, the Finance Director indicates that sufficient funds are available for this purpose, including any necessary Base Repair, in the Parks & Forestry FY2009-10 Budget – Capital Facility Account (101-697.00-975.000); and

WHEREAS, the Parks & Recreation Director and City Administrator recommend selection of the lowest qualified bidder, Slusarski Excavating, Adrian, MI, and engagement in the City’s Standard Professional Services Contract for the above described repaving services at a cost not to exceed \$88,640, plus any necessary base repair at \$19.50 per ton.

NOW, THEREFORE, BE IT RESOLVED that the Adrian City Commission, by this resolution, hereby authorizes the engagement of Slusarski Excavating, Adrian, MI, in the City’s Standard Professional Services Contract for the above described repaving

services at a cost not to exceed \$88,640, plus any necessary base repair at \$19.50 per ton.

RESOLUTION CR09-054

RE: DAIRY FARMERS OF AMERICA, INC. - ACT 198 INDUSTRIAL FACILITIES TAX EXEMPTION CERTIFICATE APPLICATION ESTABLISHMENT OF 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 Dairy Farmers of America, Inc. for an investment of personal property within Adrian Industrial Development District #30; 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 #30, 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 Dairy Farmers of America, Inc., authorizes the scheduling of a public hearing for Monday, October 19, 2009, 7:00 p.m. in the Adrian City Hall 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.

On motion by Commissioner DuMars, seconded by Commissioner Osborne, Consent Resolutions CR09-053 through CR09-054 were adopted by a unanimous vote.

PUBLIC COMMENTS

There were none.

REGULAR AGENDA

SPECIAL ORDERS

1. SO-1. Public Hearing to hear and consider comments to the transfer of IFT No. 03-0518 from Delphi Automotive Systems to Inteva Products, LLC.
2. SO-2. Public Hearing to hear and consider comments to the transfer of IFT No. 04-080 from Delphi Automotive Systems to Inteva Products, LLC.

REGULAR AGENDA

RESOLUTION R09-162

RE: COMMUNITY DEVELOPMENT – Transfer IFT Certificate #03-0518 from Delphi Automotive to Inteva Products, Inc.

WHEREAS, the City of Adrian established Industrial Development District No. 29, established by Resolution on March 15, 1993 for Inland Fisher Guide Division, GMC, which was later renamed Delphi Automotive Systems Corporation; and

WHEREAS, the City of Adrian, on March 9, 2001, approved an Industrial Facilities Exemption Certificate, now identified as IFT No. 03-0518, for Delphi Automotive Systems Corporation for \$917,000.00 for machinery and equipment for twelve years, expiring December 31, 2013.

WHEREAS, Section 21 of Public Act 198 of 1974, as amended, provides for the transfer of Industrial Facilities Exemption Certificates (IFT) with the approval of the local governmental unit; and

WHEREAS, Delphi Automotive Systems Corporation is no longer the owner of the facility at 1450 E. Beecher Street, Adrian, MI, and Inteva Products, LLC is now the owner of the facility located within Industrial Development District No. 29; and

WHEREAS, Inteva Products, LLC is requesting the transfer of the existing components of Industrial Facilities Exemption Certificate No. 03-0518, which expires on December 31, 2013 and has an original investment of \$917,000.00; and

WHEREAS, the Community Development Director and City Administrator recommends approval of the transfer of the existing Delphi Automotive Systems Corporation's personal property components of the Industrial Facilities Exemption Certificate No. 03-0518 to the new owner, Inteva Products, LLC; and

WHEREAS, the Adrian City Commission held a public hearing on October 5, 2009 at 7:00 p.m. to hear and consider comments to the transfer of personal property components of the Industrial Facilities Exemption Certificate #03-0518 for Delphi Automotive Systems Corporation to Inteva Products, LLC.

NOW, THEREFORE, BE IT RESOLVED that the Adrian City Commission does hereby approve the transfer of the personal property components of Industrial Facilities Exemption Certificate No. 03-0518; and be it

FURTHER, RESOLVED that the Adrian City Commission does hereby approve the IFT Agreement, as amended, as part of the documentation required to process the transfer of the Industrial Facilities Exemption Certificate.

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

RESOLUTION R09-163

RE: COMMUNITY DEVELOPMENT – Transfer IFT Certificate #04-080 from Delphi Automotive to Inteva Products, Inc.

WHEREAS, the City of Adrian established Industrial Development District No. 29, established by Resolution on March 15, 1993 for Inland Fisher Guide Division, GMC, which was later renamed Delphi Automotive Systems Corporation; and

WHEREAS, the City of Adrian, on February 17, 2003, approved an Industrial Facilities Exemption Certificate, now identified as IFT No. 04-080, for Delphi Automotive Systems Corporation for \$ 21,328,000.00 for machinery and equipment for twelve years, expiring December 31, 2018; and

WHEREAS, Section 21 of Public Act 198 of 1974, as amended, provides for the transfer of Industrial Facilities Exemption Certificates (IFT) with the approval of the local governmental unit; and

WHEREAS, Delphi Automotive Systems Corporation is no longer the owner of the facility at 1450 E. Beecher Street, Adrian, MI, and Inteva Products, LLC is now the owner of the facility located within Industrial Development District No. 29; and

WHEREAS, Inteva Products, LLC is requesting the transfer of the existing components of Industrial Facilities Exemption Certificate No. 04-080, which expires December 31, 2018, and has an original investment of \$21,328,000.00; and

WHEREAS, the Community Development Director and City Administrator recommends approval of the transfer of the existing Delphi Automotive Systems Corporation's personal property components of the Industrial Facilities Exemption Certificate No. 04-080 to the new owner, Inteva Products, LLC; and

WHEREAS, the Adrian City Commission held a public hearing on October 5, 2009 at 7:00 p.m. to hear and consider comments to the transfer of personal property components of the Industrial Facilities Exemption Certificate No. 04-080 for Delphi Automotive Systems Corporation to Inteva Products, LLC.

NOW, THEREFORE, BE IT RESOLVED that the Adrian City Commission does hereby approve the transfer of the personal property components of Industrial Facilities Exemption Certificate No. 04-080; and be it

FURTHER, RESOLVED that the Adrian City Commission does hereby approve the IFT Agreement, as amended, as part of the documentation required to process the transfer of the Industrial Facilities Exemption Certificate.

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

RESOLUTION R09-164

RE: POLICE DEPARTMENT – Authorization to Purchase One (1) Chevrolet Tahoe

WHEREAS, the FY2009-10 budget provides for the replacement of two (2) Chevrolet Impala patrol vehicles, fully marked and equipped, at an estimated cost of \$57,000, including ancillary equipment; and

WHEREAS, the Police Chief recommends that, instead, one (1) Chevrolet Tahoe would better meet the operational need of the Police Department, as well as result in a cost savings; and

WHEREAS, the State of Michigan Department of Management and Budget Cooperative Purchasing Program, using vehicle specifications identical to those of the City of Adrian, conducts a competitive bid process each year to purchase police vehicles statewide; and

WHEREAS, the results of the bid process for the one (1) Chevrolet Tahoe, including transfer and installation of ancillary equipment, are as follows:

Shaheen Chevrolet Lansing, MI	2009 Chevy Tahoe	\$35,379.40
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WHEREAS, sufficient funds are available in the FY2009-10 General Fund Police Department Capital Equipment Budget (101-301.000-977.000) for this purpose; and

WHEREAS, due to the competitive bid process conducted by the State of Michigan and the economies of volume purchasing, the Police Chief and City Administrator recommend that the City's bid process be waived as provided by Chapter Twelve of the Adrian City Charter and that the bid of \$35,379.40 be accepted and that the City purchase one (1) Chevrolet Tahoe fully marked and equipped patrol vehicle from Shaheen Chevrolet, Lansing, MI and, further, that two (2) Chevrolet Impala marked patrol vehicles be deleted from the City's vehicle fleet.

NOW, THEREFORE, BE IT RESOLVED that the Adrian City Commission, by this resolution, hereby authorizes the purchase of one (1) Chevrolet Tahoe patrol vehicle, fully marked and equipped, from Shaheen Chevrolet, Lansing, MI, at a cost not to exceed \$35,379.40.

BE IT, FURTHER RESOLVED that due to the competitive bid process conducted by the State of Michigan and the economies of volume purchasing, the City's bid process be waived as provided by Chapter Twelve of the Adrian City Charter; and

On motion by Commissioner Miller to adopt resolution with amendment to pay Voucher #125 to Shaheen Chevrolet, seconded by Commissioner DuMars, this resolution was adopted by a unanimous vote.

RESOLUTION R09-165

RE: ENGINEERING DEPT. – Conveyance of Easements to MDOT – Two-Way Traffic Conversion Project

WHEREAS, during the design phase of the Two-Way Traffic Conversion Project, it was determined that several corners need to be expanded to accommodate larger` semi-truck turning; and

WHEREAS, the City Engineer has concluded that six (6) city-owned corner parcels need to be extended and has recommended that an easement for said parcels be conveyed to the Michigan Department of Transportation (MDOT); and

WHEREAS, the following property tax code numbers have been recommended for conveyance to MDOT:

Property Tax ID	XAO-385-0025-00	Parcel No. 270
Property Tax ID	XAO-850-0228-00	Parcel No. 271
Property Tax ID	XAO-850-0228-00	Parcel No. 272
Property Tax ID	XAO-850-0223-00	Parcel No. 273
Property Tax ID	XAO-850-0223-00	Parcel No. 131
Property Tax ID	XAO-850-0224-00	Parcel No. 130

NOW, THEREFORE, BE IT RESOLVED that the City Commission does hereby approve the conveyance of the aforementioned highway easements to MDOT and further authorizes the Mayor and City Clerk to execute said easements on behalf of the City of Adrian.

On motion by Commissioner Osborne, seconded by Commissioner Miller, this resolution was adopted by a unanimous vote.

RESOLUTION R09-166

RE: CITIZENS GAS FUEL - Appoint Member to Gas Rate Commission

WHEREAS, the Adrian City Commission has received a request from Citizens Gas Fuel Company to impanel an Adrian Rate Commission pursuant to its franchise for the purpose of establishing fair and reasonable rates to be charged by the company to its customers; and

WHEREAS, it is necessary for the Adrian City Commission to appoint a Gas Rate Commissioner to serve on the Adrian Rate Commission as contemplated in said franchise.

NOW, THEREFORE, IT IS HEREBY RESOLVED that Dane C. Nelson is hereby appointed as the City of Adrian's Gas Rate Commissioner to serve on the Adrian Gas Rate Commission to act on the request made by Citizens Gas Fuel Company in its letter dated September 29, 2009 to establish fair and reasonable rates to be charged by the company to its customers.

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

RESOLUTION R09-167

RESOLUTION AUTHORIZING LIMITED TAX GENERAL OBLIGATION BONDS, SERIES 2009A

CITY OF ADRIAN
COUNTY OF LENAWEE, STATE OF MICHIGAN

Minutes of a regular meeting of the City Commission of the City of Adrian, County of Lenawee, State of Michigan (the "City"), held on October 5, 2009, at 7:00 o'clock p.m., Eastern Daylight Savings Time.

PRESENT: Mayor McDowell, Commissioners Osborne, Miller, Steele, Clegg and DuMars

ABSENT: None

The following preamble and resolution were offered by Commissioner DuMars and supported by Commissioner Osborne:

WHEREAS, the City of Adrian, County of Lenawee, Michigan (the "City") has determined to proceed with the acquisition, construction, furnishing and equipping of a municipal complex housing municipal, police and library facilities together with all necessary and related appurtenances and attachments (the "Project"); and

WHEREAS, in order to pay part of the cost of the Project, the City intends to issue and sell two series of its general obligation capital improvement bonds, pursuant to Act 34, Public Acts of Michigan, 2001, as amended ("Act 34"), in a total amount not to exceed Eight Million Dollars (\$8,000,000), to be paid from legally available funds of the City; and

WHEREAS, a notice of intent was published in accordance with Act 34 which provides that the capital improvement bonds may be issued without a vote of the electors of the City unless a proper petition for an election on the question of the issuance of the bonds is filed with the City Clerk within a period of forty-five (45) days from the date of publication; and

WHEREAS, more than 45 days have elapsed since the date of such publication without the filing of a petition for referendum thereon.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. Authorization of Bonds; Bond Terms. Bonds of the City designated **LIMITED TAX GENERAL OBLIGATION BONDS, SERIES 2009 A** (the "Bonds"), are authorized to be issued in the aggregate principal sum of not to exceed Six Million Nine Hundred Thousand Dollars (\$6,900,000) for the purpose of paying part of the costs of the Project, and the costs incidental to the issuance, sale and delivery of the Bonds. The Bonds and any additional series of bonds issued to pay the costs of the Project shall not exceed in par amount the amount of bonds referenced in the notice of intent published in connection their issuance. The issue shall consist of bonds in fully-registered form of the denomination of \$5,000, or multiples thereof not exceeding for each maturity the maximum principal amount of that maturity, numbered consecutively in order of registration, dated as of the date of delivery, or such other date as shall be determined in the Bond Purchase Agreement, as defined below. The Bonds shall bear interest, mature, and be payable at the times and in the manner set forth in the Bond Purchase Agreement (as hereinafter defined).

The Bonds of this issue shall be subject to redemption as provided in Section 6 or as otherwise provided in the Bond Purchase Agreement.

Interest shall be payable to the registered owner of record as of the 15th day of the month prior to the payment date for each interest payment. The record date of determination of registered owner for purposes of payment of interest as provided in this paragraph may be changed by the City to conform to market practice in the future. Interest shall be payable to the registered owner of record as of the 15th day of the month preceding the payment date for each interest payment. The principal of the Bonds shall be payable at a bank or financial institution qualified to act as registrar and transfer agent for the bonds to be designated by Finance Director of the City (the "Transfer Agent").

The Bonds may be issued in book-entry only form through The Depository Trust Company in New York, New York ("DTC") and the Mayor, City Manager, City Clerk and Finance Director (the "Authorized Officers") are each authorized to execute such custodial or other agreement with DTC as may be necessary to accomplish the issuance of the Bonds in book-entry only form and to make such changes in the Bond Form within the parameters of this resolution as may be required to accomplish the foregoing.

2. Execution of Bonds. The Bonds of this issue shall be executed in the name of the City with the facsimile signatures of the Mayor and Clerk of the City and shall have the seal of the City, or a facsimile thereof, printed or impressed on the Bonds. No Bond shall be valid until authenticated by an authorized officer or representative of the Transfer Agent. The Bonds shall be delivered to the Transfer Agent for authentication and be delivered by the Transfer Agent to the purchaser or other person in accordance with instructions from an Authorized Officer of the City upon payment of the purchase price for the Bonds in accordance with the bid therefore when accepted.

3. Transfer of Bonds. The Transfer Agent shall keep the books of registration for this issue on behalf of the City. Any Bond may be transferred upon such registration books by the registered owner of record, in person or by the registered owner's duly authorized attorney, upon surrender of the Bond for cancellation, accompanied by delivery of a duly executed written instrument of transfer in a form approved by the Transfer Agent. Whenever any Bond or Bonds shall be surrendered for transfer, the City shall execute and the Transfer Agent shall authenticate and deliver a new Bond or Bonds, for like aggregate principal amount. The Transfer Agent shall require the payment by the bondholder requesting the transfer of any tax or other governmental charge required to be paid with respect to the transfer.

4. Limited Tax Pledge; Debt Retirement Fund; Defeasance of Bonds. The City hereby pledges its limited tax full faith and credit for the prompt payment of the Bonds. The City each year shall budget the amount of the debt service coming due in the next fiscal year on the principal of and interest on the Bonds and shall advance as a first budget obligation from its general funds available therefore, or, if necessary, levy taxes upon all taxable property in the City subject to applicable constitutional, statutory and charter tax rate limitations, such sums as may be necessary to pay such debt service in said fiscal year.

The City Finance Director is authorized and directed to open a depository account with a bank or trust company designated by the City Commission, to be designated LIMITED TAX GENERAL OBLIGATION BONDS, SERIES 2009 DEBT RETIREMENT FUND (the "Debt Retirement Fund"), the moneys to be deposited into

the Debt Retirement Fund to be specifically earmarked and used solely for the purpose of paying principal of and interest on the Bonds, the Series B Bonds and the Series C Bonds (as set forth below) as they mature.

The Bonds shall be of equal standing of priority with the City's Limited Tax General Obligation Bonds, Series 2009 B (the "Series B Bonds") and the City's Limited Tax General Obligation Bonds, Series 2009 C (the "Series C Bonds"). The Debt Retirement Fund set forth above shall be for the benefit of the Bonds herein authorized, the Series B Bonds and the Series C Bonds, provided however, that monies representing credits received from the United States Treasury in respect of the Series B Bonds and the Series C Bonds and deposited in the sub-account in the Debt Retirement Fund established for that purpose shall be solely for the benefit of the respective series of Bonds for which said monies were received.

In the event cash or direct obligations of the United States or obligations the principal of and interest on which are guaranteed by the United States, or a combination thereof, the principal of and interest on which, without reinvestment, come due at times and in amounts sufficient to pay at maturity or irrevocable call for earlier optional redemption, the principal of, premium, if any, and interest on the Bonds, shall be deposited in trust, this resolution shall be defeased and the owners of the Bonds shall have no further rights under this resolution except to receive payment of the principal of, premium, if any, and interest on the Bonds from the cash or securities deposited in trust and the interest and gains thereon and to transfer and exchange Bonds as provided herein.

5. Construction Fund; Proceeds of Bond Sale. The City Finance Director is authorized and directed to open a separate depository account with a bank or trust company designated by the City Commission, to be designated LIMITED TAX GENERAL OBLIGATION BONDS, SERIES 2009 CONSTRUCTION FUND (the "Construction Fund") and deposit into said Construction Fund the proceeds of the Bonds and the Series B Bonds less accrued interest and premium, if any, which shall be deposited into the Debt Retirement Fund. The moneys in the Construction Fund shall be used solely to pay the costs of the Project and the costs of issuance of the Bonds.

6. Bond Form. The Bonds shall be in substantially the following form:

**UNITED STATES OF AMERICA
STATE OF MICHIGAN
COUNTY OF LENAWEE
CITY OF ADRIAN**

LIMITED TAX GENERAL OBLIGATION BOND, SERIES 2009A

Interest <u>Rate</u>	Maturity <u>Date</u> ____ 1, ____	Date of <u>Original Issue</u> __, 2009	<u>CUSIP</u>
Registered Owner:			
Principal Amount:		Dollars	

The **CITY OF ADRIAN**, County of Lenawee, State of Michigan (the "City"), acknowledges itself to owe and for value received hereby promises to pay to the

Registered Owner specified above, or registered assigns, the Principal Amount specified above, in lawful money of the United States of America, on the Maturity Date specified above, unless prepaid prior thereto as hereinafter provided, with interest thereon from the Date of Original Issue specified above or such later date to which interest has been paid, until paid, at the Interest Rate per annum specified above, first payable on _____ 1, 20__ and semiannually thereafter. Principal of this bond is payable at the designated office of _____, Michigan, or such other transfer agent as the City may hereafter designate by notice mailed to the registered owner not less than sixty (60) days prior to any interest payment date (the "Transfer Agent"). Interest on this bond is payable to the registered owner of record as of the fifteenth (15th) day of the month preceding the interest payment date as shown on the registration books of the City kept by the Transfer Agent by check or draft mailed to the registered owner of record at the registered address. For prompt payment of this bond, principal and interest, the full faith, credit and resources of the City are hereby irrevocably pledged.

This bond is one of a series of bonds aggregating the principal sum of \$_____,000, issued for the purpose of paying all or part of the cost of certain capital improvements for the City. This bond is issued under the provisions of Act 34, Public Acts of Michigan, 2001, as amended, the City's Charter, and a duly adopted resolution of the City.

Bonds of this issue maturing in the years 20__ to 20__, inclusive, shall not be subject to redemption prior to maturity. Bonds or portions of bonds in multiples of \$5,000 of this issue maturing in the year 2020 and thereafter, shall be subject to redemption prior to maturity, at the option of the City, in any order of maturity and by lot within any maturity, on any date on or after _____ 1, 20__, at par and accrued interest to the date fixed for redemption, without premium.

[ADD TERM BOND LANGUAGE IF NECESSARY]

This bond is transferable only upon the registration books of the City kept by the Transfer Agent by the registered owner of record in person, or by the registered owner's attorney duly authorized in writing, upon the surrender of this bond together with a written instrument of transfer satisfactory to the Transfer Agent duly executed by the registered owner or the registered owner's attorney duly authorized in writing, and thereupon a new registered bond or bonds in the same aggregate principal amount and of the same maturity shall be issued to the transferee in exchange therefore as provided in the resolution authorizing this bond and upon the payment of the charges, if any, therein prescribed.

This bond, including the interest thereon, is payable as a first budget obligation from the general funds of the City, and the City is required, if necessary, to levy ad valorem taxes on all taxable property in the City for the payment thereof, subject to applicable constitutional, charter and statutory tax rate limitations.

It is hereby certified and recited that all acts, conditions and things required by law to be done, precedent to and in the issuance of this bond and the series of bonds of which this is one, exist and have been done and performed in regular and due form and time as required by law, and that the total indebtedness of the City, including this bond, does not exceed any constitutional, statutory or charter debt limitation.

This bond is not valid or obligatory for any purpose until the Transfer Agent's Certificate of Authentication on this bond has been executed by the Transfer Agent.

IN WITNESS WHEREOF, the City, by its City Commission, has caused this bond to be signed in the name of the City by the facsimile signatures of its Mayor and City Clerk and a facsimile of its corporate seal to be printed hereon, all as of the Date of Original Issue.

CITY OF ADRIAN
County of Lenawee
State of Michigan

By _____ [facsimile] _____
Its Mayor

(SEAL)

By _____ [facsimile] _____
Its Clerk

(Form of Transfer Agent's Certificate of Authentication)

DATE OF AUTHENTICATION:

CERTIFICATE OF AUTHENTICATION

This bond is one of the bonds described in the within-mentioned resolution.

_____, Michigan
Transfer Agent

By _____
Authorized Signatory

[Bond printer to insert form of assignment]

7. Sale of Bonds. Given the volatile nature of the bond market and in order to achieve sale efficiencies so as to reduce the cost of issuance and interest expense it is hereby determined in the best interests of the City to negotiate the sale of the Bonds. Stifle, Nicolas & Company Inc. (the "Underwriter") has offered to underwrite the issuance of the Bonds and the offer to do so be and is hereby accepted. Any of the Authorized Officers are authorized to negotiate, execute and deliver in behalf of the City an agreement with the Underwriter (the "Bond Purchase Agreement") which will finalize the terms of the Bonds and the purchase of same.

8. Useful Life of Project. The estimated period of usefulness of the Project is hereby declared to be not less than thirty (30) years.

9. Tax Covenant; Qualified Tax Exempt Obligations. The City shall, to the extent permitted by law, take all actions within its control necessary to maintain the exclusion of the interest on the Bonds from gross income for federal income tax purposes under the Internal Revenue Code of 1986, as amended (the "Code"), including, but not limited to, actions relating to any required rebate of arbitrage earnings and the expenditures and investment of Bond proceeds and moneys deemed to be Bond proceeds. The City hereby designates the Bonds as "qualified

tax exempt obligations" for purposes of deduction of interest expense by financial institutions pursuant to the Code.

10. Official Statement; Insurance; Ratings; Agreements. If deemed necessary, the Authorized Officers are each authorized and directed to cause the preparation and circulation of a preliminary and final Official Statement with respect to the Bonds; to procure a policy of municipal bond insurance with respect to the Bonds or cause the qualification of the Bonds therefore if, upon the advice of the Financial Advisors to the City, the acquisition of such insurance would be of economic benefit to the City; to obtain ratings on the Bonds; and to take all other actions necessary or advisable, and to make such other filings with the Michigan Department of Treasury or with other parties, to enable the sale and delivery of the Bonds as contemplated herein.

11. Continuing Disclosure. In conformity with Securities and Exchange Commission Rule 15c2-12 (the "Rule") the City shall enter into an undertaking for the benefit of the holders and beneficial owners of the Bonds (the "Undertaking"). The City Finance Director is hereby appointed as the City's disclosure representative in accordance with the Rule and as such is authorized to execute and deliver the Undertaking on behalf of the City.

12. Authorization of Other Actions. The Authorized Officers are each severally authorized and directed to, without additional action from this City Commission, sell and deliver the Bonds pursuant to the Bond Purchase Agreement, and through the Bond Purchase Agreement to adjust the final bond details set forth herein to the extent necessary or convenient to complete the transaction authorized herein, and in pursuance of the foregoing to exercise the authority and make the determinations authorized pursuant to Section 315(1)(d) of Act 34, including but not limited to determinations regarding interest rates, prices, discounts, maturities, principal amounts, denominations, dates of issuance, interest payment dates, redemption rights, the place of delivery and payment, designation of series and other matters, within the parameters established by this Resolution, provided that the principal amount of the Bonds shall not exceed \$6,900,000, the Bonds shall bear interest at a true interest rate not to exceed six percent (6%), and the Bonds shall mature in not more than 30 years.

13. Rescission. All resolutions and parts of resolutions insofar as they conflict with the provisions of this Resolution be and the same hereby are rescinded.

14. Immediate Effect. This Resolution shall be effective immediately.

AYES: Members _____

NAYS: Members _____

RESOLUTION DECLARED ADOPTED.

City Clerk

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

RESOLUTION R09-168

**RESOLUTION AUTHORIZING
LIMITED TAX GENERAL OBLIGATION BONDS, SERIES 2009B**

CITY OF ADRIAN
COUNTY OF LENAWEE, STATE OF MICHIGAN

Minutes of a regular meeting of the City Commission of the City of Adrian, County of Lenawee, State of Michigan (the "City"), held on October 5, 2009, at 7:00 o'clock p.m., Eastern Daylight Savings Time.

PRESENT: Mayor McDowell and Commissioners Osborne, Miller, Steele, Clegg and DuMars

ABSENT: None

The following preamble and resolution were offered by Commissioner DuMars and supported by Commissioner Osborne:

WHEREAS, the City of Adrian, County of Lenawee, Michigan (the "City") has determined to proceed with the acquisition, construction, furnishing and equipping of a municipal complex housing municipal, police and library facilities together with all necessary and related appurtenances and attachments (the "Project"); and

WHEREAS, in order to pay part of the cost of the Project, the City intends to issue and sell two series of its general obligation capital improvement bonds, pursuant to Act 34, Public Acts of Michigan, 2001, as amended ("Act 34"), in a total amount not to exceed Eight Million Dollars (\$8,000,000), to be paid from legally available funds of the City; and

WHEREAS, a notice of intent was published in accordance with Act 34 which provides that the capital improvement bonds may be issued without a vote of the electors of the City unless a proper petition for an election on the question of the issuance of the bonds is filed with the City Clerk within a period of forty-five (45) days from the date of publication; and

WHEREAS, more than 45 days have elapsed since the date of such publication without the filing of a petition for referendum thereon.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. Authorization of Bonds; Bond Terms. Bonds of the City designated **LIMITED TAX GENERAL OBLIGATION BONDS, SERIES 2009 B** (the "Bonds" or "Series B Bonds"), are authorized to be issued in the aggregate principal sum of not to exceed Five Million Seven Hundred and Forty Thousand Dollars (\$5,740,000) for the purpose of paying part of the costs of the Project, and the costs incidental to the issuance, sale and delivery of the Bonds. The Bonds and any additional series of bonds issued to pay the costs of the Project shall not exceed in par amount the amount of bonds referenced in the notice of intent published in connection with their issuance. The issue shall consist of bonds in fully-registered form of the

denomination of \$5,000, or multiples thereof not exceeding for each maturity the maximum principal amount of that maturity, numbered consecutively in order of registration, dated as of the date of delivery, or such other date as shall be determined in the Bond Purchase Agreement, as defined below. The Bonds shall bear interest, mature, and be payable at the times and in the manner set forth in the Bond Purchase Agreement (as hereinafter defined).

The Bonds of this issue shall be subject to redemption as provided in Section 6 or as otherwise provided in the Bond Purchase Agreement.

Interest shall be payable to the registered owner of record as of the 15th day of the month prior to the payment date for each interest payment. The record date of determination of registered owner for purposes of payment of interest as provided in this paragraph may be changed by the City to conform to market practice in the future. Interest shall be payable to the registered owner of record as of the 15th day of the month preceding the payment date for each interest payment. The principal of the Bonds shall be payable at a bank or financial institution qualified to act as registrar and transfer agent for the bonds to be designated by Finance Director of the City (the "Transfer Agent").

The Bonds may be issued in book-entry only form through The Depository Trust Company in New York, New York ("DTC") and the Mayor, City Manager, City Clerk and Finance Director (the "Authorized Officers") are each authorized to execute such custodial or other agreement with DTC as may be necessary to accomplish the issuance of the Bonds in book-entry only form and to make such changes in the Bond Form within the parameters of this resolution as may be required to accomplish the foregoing.

2. Execution of Bonds. The Bonds of this issue shall be executed in the name of the City with the facsimile signatures of the Mayor and Clerk of the City and shall have the seal of the City, or a facsimile thereof, printed or impressed on the Bonds. No Bond shall be valid until authenticated by an authorized officer or representative of the Transfer Agent. The Bonds shall be delivered to the Transfer Agent for authentication and be delivered by the Transfer Agent to the purchaser or other person in accordance with instructions from an Authorized Officer of the City upon payment of the purchase price for the Bonds in accordance with the bid therefore when accepted.

3. Transfer of Bonds. The Transfer Agent shall keep the books of registration for this issue on behalf of the City. Any Bond may be transferred upon such registration books by the registered owner of record, in person or by the registered owner's duly authorized attorney, upon surrender of the Bond for cancellation, accompanied by delivery of a duly executed written instrument of transfer in a form approved by the Transfer Agent. Whenever any Bond or Bonds shall be surrendered for transfer, the City shall execute and the Transfer Agent shall authenticate and deliver a new Bond or Bonds, for like aggregate principal amount. The Transfer Agent shall require the payment by the bondholder requesting the transfer of any tax or other governmental charge required to be paid with respect to the transfer.

4. Limited Tax Pledge; Debt Retirement Fund; Defeasance of Bonds. The City hereby pledges its limited tax full faith and credit for the prompt payment of the Bonds. The City each year shall budget the amount of the debt service coming due

in the next fiscal year on the principal of and interest on the Bonds and shall advance as a first budget obligation from its general funds available therefore, or, if necessary, levy taxes upon all taxable property in the City subject to applicable constitutional, statutory and charter tax rate limitations, such sums as may be necessary to pay such debt service in said fiscal year.

The City Finance Director is authorized and directed to open a depository account with a bank or trust company designated by the City Commission, to be designated LIMITED TAX GENERAL OBLIGATION BONDS, SERIES 2009 DEBT RETIREMENT FUND (the "Debt Retirement Fund"), the moneys to be deposited into the Debt Retirement Fund to be specifically earmarked and used solely for the purpose of paying principal of and interest on the Bonds and the Series A Bonds and the Series C Bonds (as set forth below) as they mature.

Except as otherwise set forth herein the Bonds shall be of equal standing of priority with the City's Limited Tax General Obligation Bonds, Series 2009A (the "Series A Bonds") and the City's Limited Tax General Obligation Bonds, Series 2009C (the "Series C Bonds"). The Debt Retirement Fund set forth above shall be for the benefit of the Bonds herein authorized, the Series A Bonds and the Series C Bonds, provided, however, any monies received from the United States Treasury as interest credits pursuant to the American Recovery and Reinvestment Act of 2009 with respect to the Series B Bonds and deposited in the Debt Retirement Fund sub-account (as provided in section 9 hereof) shall be for the exclusive benefit of the Series B Bonds.

In the event cash or direct obligations of the United States or obligations the principal of and interest on which are guaranteed by the United States, or a combination thereof, the principal of and interest on which, without reinvestment, come due at times and in amounts sufficient to pay at maturity or irrevocable call for earlier optional redemption, the principal of, premium, if any, and interest on the Bonds, shall be deposited in trust, this resolution shall be defeased and the owners of the Bonds shall have no further rights under this resolution except to receive payment of the principal of, premium, if any, and interest on the Bonds from the cash or securities deposited in trust and the interest and gains thereon and to transfer and exchange Bonds as provided herein.

5. Construction Fund; Proceeds of Bond Sale. The City Finance Director is authorized and directed to open a separate depository account with a bank or trust company designated by the City Commission, to be designated LIMITED TAX GENERAL OBLIGATION BONDS, SERIES 2009 CONSTRUCTION FUND (the "Construction Fund") and deposit into said Construction Fund the proceeds of the Bonds, the Series A Bonds and the Series C Bonds less accrued interest and premium, if any, which shall be deposited into the Debt Retirement Fund. The moneys in the Construction Fund shall be used solely to pay the costs of the Project and the costs of issuance of the Bonds.

6. Bond Form. The Bonds shall be in substantially the following form:

**UNITED STATES OF AMERICA
STATE OF MICHIGAN
COUNTY OF LENAWEE
CITY OF ADRIAN**

LIMITED TAX GENERAL OBLIGATION BOND, SERIES 2009B

Interest <u>Rate</u>	Maturity <u>Date</u> ____ 1, ____	Date of <u>Original Issue</u> __, 2009	<u>CUSIP</u>
Registered Owner:			
Principal Amount:	Dollars		

The **CITY OF ADRIAN**, County of Lenawee, State of Michigan (the "City"), acknowledges itself to owe and for value received hereby promises to pay to the Registered Owner specified above, or registered assigns, the Principal Amount specified above, in lawful money of the United States of America, on the Maturity Date specified above, unless prepaid prior thereto as hereinafter provided, with interest thereon from the Date of Original Issue specified above or such later date to which interest has been paid, until paid, at the Interest Rate per annum specified above, first payable on ____ 1, 20__ and semiannually thereafter. Principal of this bond is payable at the designated office of _____, Michigan, or such other transfer agent as the City may hereafter designate by notice mailed to the registered owner not less than sixty (60) days prior to any interest payment date (the "Transfer Agent"). Interest on this bond is payable to the registered owner of record as of the fifteenth (15th) day of the month preceding the interest payment date as shown on the registration books of the City kept by the Transfer Agent by check or draft mailed to the registered owner of record at the registered address. For prompt payment of this bond, principal and interest, the full faith, credit and resources of the City are hereby irrevocably pledged.

This bond is one of a series of bonds aggregating the principal sum of \$____,____,000, issued for the purpose of paying all or part of the cost of certain capital improvements for the City. This bond is issued under the provisions of Act 34, Public Acts of Michigan, 2001, as amended, the City's Charter, and a duly adopted resolution of the City.

Bonds of this issue maturing in the years 20__ to 20__, inclusive, shall not be subject to redemption prior to maturity. Bonds or portions of bonds in multiples of \$5,000 of this issue maturing in the year 2020 and thereafter, shall be subject to redemption prior to maturity, at the option of the City, in any order of maturity and by lot within any maturity, on any date on or after ____ 1, 20__, at par and accrued interest to the date fixed for redemption, without premium.

[ADD TERM BOND LANGUAGE IF NECESSARY]

This bond is transferable only upon the registration books of the City kept by the Transfer Agent by the registered owner of record in person, or by the registered owner's attorney duly authorized in writing, upon the surrender of this bond together with a written instrument of transfer satisfactory to the Transfer Agent duly executed by the registered owner or the registered owner's attorney duly authorized in writing, and thereupon a new registered bond or bonds in the same aggregate principal amount and of the same maturity shall be issued to the transferee in exchange therefore as provided in the resolution authorizing this bond and upon the payment of the charges, if any, therein prescribed.

This bond, including the interest thereon, is payable as a first budget obligation from the general funds of the City, and the City is required, if necessary, to levy ad valorem taxes on all taxable property in the City for the payment thereof, subject to applicable constitutional, charter and statutory tax rate limitations.

It is hereby certified and recited that all acts, conditions and things required by law to be done, precedent to and in the issuance of this bond and the series of bonds of which this is one, exist and have been done and performed in regular and due form and time as required by law, and that the total indebtedness of the City, including this bond, does not exceed any constitutional, statutory or charter debt limitation.

This bond is not valid or obligatory for any purpose until the Transfer Agent's Certificate of Authentication on this bond has been executed by the Transfer Agent.

IN WITNESS WHEREOF, the City, by its City Commission, has caused this bond to be signed in the name of the City by the facsimile signatures of its Mayor and City Clerk and a facsimile of its corporate seal to be printed hereon, all as of the Date of Original Issue.

CITY OF ADRIAN
County of Lenawee

State of Michigan

By _____ [facsimile] _____
Its Mayor

(SEAL)

By _____ [facsimile] _____
Its Clerk

(Form of Transfer Agent's Certificate of Authentication)

DATE OF AUTHENTICATION:

CERTIFICATE OF AUTHENTICATION

This bond is one of the bonds described in the within-mentioned resolution.

_____, Michigan
Transfer Agent

By _____
Authorized Signatory

[Bond printer to insert form of assignment]

7. Sale of Bonds. Given the volatile nature of the bond market and in order to achieve sale efficiencies so as to reduce the cost of issuance and interest expense it is hereby determined in the best interests of the City to negotiate the sale of the Bonds. Stifel, Nicolaus & Company Inc. (the "Underwriter") has offered to underwrite the issuance of the Bonds and the offer to do so be and is hereby

accepted. Any of the Authorized Officers are authorized to negotiate, execute and deliver in behalf of the City an agreement with the Underwriter (the "Bond Purchase Agreement") which will finalize the terms of the Bonds and the purchase of same.

8. Useful Life of Project. The estimated period of usefulness of the Project is hereby declared to be not less than thirty (30) years.

9. Taxable Bonds. The Series B Bonds shall be offered as taxable bonds. Depending upon prevailing market conditions and the availability of necessary allocations the Series B Bonds shall be direct payment Build America Bonds issued pursuant to the American Recovery and Reinvestment Act of 2009. The determination of bond type and the pledge of credits shall be made by an Authorized Officer at the time the Series B bonds are offered for sale. In the event the Series B Bonds are issued pursuant to the American Recovery of Reinvestment Act of 2009 the City may elect to receive credits from the United States Treasury equal to a percentage of the stated interest paid on the Bonds as specified in the relevant section of the Internal Revenue Code of 1986, as amended. Upon receipt, the funds representing such credits shall be deposited in a sub-account established in the Debt Retirement Fund and used solely to pay a portion of the interest next due and payable on the Series B Bonds.

10. Official Statement; Insurance; Ratings; Agreements. If deemed necessary, the Authorized Officers are each authorized and directed to cause the preparation and circulation of a preliminary and final Official Statement with respect to the Bonds; to procure a policy of municipal bond insurance with respect to the Bonds or cause the qualification of the Bonds therefore if, upon the advice of the Financial Advisors to the City, the acquisition of such insurance would be of economic benefit to the City; to obtain ratings on the Bonds; and to take all other actions necessary or advisable, and to make such other filings with the Michigan Department of Treasury or with other parties, to enable the sale and delivery of the Bonds as contemplated herein.

11. Continuing Disclosure. In conformity with Securities and Exchange Commission Rule 15c2-12 (the "Rule") the City shall enter into an undertaking for the benefit of the holders and beneficial owners of the Bonds (the "Undertaking"). The City Finance Director is hereby appointed as the City's disclosure representative in accordance with the Rule and as such is authorized to execute and deliver the Undertaking on behalf of the City.

12. Authorization of Other Actions. The Authorized Officers are each severally authorized and directed to, without additional action from this City Commission, sell and deliver the Bonds pursuant to the Bond Purchase Agreement, and through the Bond Purchase Agreement to adjust the final bond details set forth herein to the extent necessary or convenient to complete the transaction authorized herein, and in pursuance of the foregoing to exercise the authority and make the determinations authorized pursuant to Section 315(1)(d) of Act 34, including but not limited to determinations regarding interest rates, prices, discounts, maturities, principal amounts, denominations, dates of issuance, interest payment dates, redemption rights, the place of delivery and payment, designation of series and other matters, within the parameters established by this Resolution, provided that the principal amount of the Bonds shall not exceed \$5,740,000, the Bonds shall bear interest at a true interest rate not to exceed six percent (6%), and the Bonds shall mature in not more than 30 years.

13. Rescission. All resolutions and parts of resolutions insofar as they conflict with the provisions of this Resolution be and the same hereby are rescinded.

14. Immediate Effect. This Resolution shall be effective immediately.

AYES: _____

NAYS: Members _____

RESOLUTION DECLARED ADOPTED.

City Clerk

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

RESOLUTION R09-169

**RESOLUTION AUTHORIZING
LIMITED TAX GENERAL OBLIGATION BONDS, SERIES 2009C**

CITY OF ADRIAN
COUNTY OF LENAWEE, STATE OF MICHIGAN

Minutes of a regular meeting of the City Commission of the City of Adrian, County of Lenawee, State of Michigan (the "City"), held on October 5, 2009, at 7:00 o'clock p.m., Eastern Daylight Savings Time.

PRESENT: Mayor McDowell, Commissioners Osborne, Miller, Steele, Clegg and DuMars

ABSENT: None

The following preamble and resolution were offered by Commissioner DuMars and supported by Commissioner Osborne:

WHEREAS, the City of Adrian, County of Lenawee, Michigan (the "City") has determined to proceed with the acquisition, construction, furnishing and equipping of a municipal complex housing municipal, police and library facilities together with all necessary and related appurtenances and attachments (the "Project"); and

WHEREAS, in order to pay part of the cost of the Project, the City intends to issue and sell two series of its general obligation capital improvement bonds, pursuant to Act 34, Public Acts of Michigan, 2001, as amended ("Act 34"), in a total amount not to exceed Eight Million Dollars (\$8,000,000), to be paid from legally available funds of the City; and

WHEREAS, a notice of intent was published in accordance with Act 34 which provides that the capital improvement bonds may be issued without a vote of the electors of the City unless a proper petition for an election on the question of the issuance of the bonds is filed with the City Clerk within a period of forty-five (45) days from the date of publication; and

WHEREAS, more than 45 days have elapsed since the date of such publication without the filing of a petition for referendum thereon.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. Authorization of Bonds; Bond Terms. Bonds of the City designated **LIMITED TAX GENERAL OBLIGATION BONDS, SERIES 2009 C** (the "Bonds" or "Series C Bonds"), are authorized to be issued in the aggregate principal sum of not to exceed Three Million Nine Hundred Thousand Dollars (\$3,900,000) for the purpose of paying part of the costs of the Project, and the costs incidental to the issuance, sale and delivery of the Bonds. The Bonds and any additional series of bonds issued to pay the costs of the Project shall not exceed in par amount the amount of bonds referenced in the notice of intent published in connection with their issuance. The issue shall consist of bonds in fully-registered form of the denomination of \$5,000, or multiples thereof not exceeding for each maturity the maximum principal amount of that maturity, numbered consecutively in order of registration, dated as of the date of delivery, or such other date as shall be determined in the Bond Purchase Agreement, as defined below. The Bonds shall bear interest, mature, and be payable at the times and in the manner set forth in the Bond Purchase Agreement (as hereinafter defined).

The Bonds of this issue shall be subject to redemption as provided in Section 6 or as otherwise provided in the Bond Purchase Agreement.

Interest shall be payable to the registered owner of record as of the 15th day of the month prior to the payment date for each interest payment. The record date of determination of registered owner for purposes of payment of interest as provided in this paragraph may be changed by the City to conform to market practice in the future. Interest shall be payable to the registered owner of record as of the 15th day of the month preceding the payment date for each interest payment. The principal of the Bonds shall be payable at a bank or financial institution qualified to act as registrar and transfer agent for the bonds to be designated by Finance Director of the City (the "Transfer Agent").

The Bonds may be issued in book-entry only form through The Depository Trust Company in New York, New York ("DTC") and the Mayor, City Manager, City Clerk and Finance Director (the "Authorized Officers") are each authorized to execute such custodial or other agreement with DTC as may be necessary to accomplish the issuance of the Bonds in book-entry only form and to make such changes in the Bond Form within the parameters of this resolution as may be required to accomplish the foregoing.

2. Execution of Bonds. The Bonds of this issue shall be executed in the name of the City with the facsimile signatures of the Mayor and Clerk of the City and shall have the seal of the City, or a facsimile thereof, printed or impressed on the Bonds. No Bond shall be valid until authenticated by an authorized officer or representative of the Transfer Agent. The Bonds shall be delivered to the Transfer

Agent for authentication and be delivered by the Transfer Agent to the purchaser or other person in accordance with instructions from an Authorized Officer of the City upon payment of the purchase price for the Bonds in accordance with the bid therefore when accepted.

3. Transfer of Bonds. The Transfer Agent shall keep the books of registration for this issue on behalf of the City. Any Bond may be transferred upon such registration books by the registered owner of record, in person or by the registered owner's duly authorized attorney, upon surrender of the Bond for cancellation, accompanied by delivery of a duly executed written instrument of transfer in a form approved by the Transfer Agent. Whenever any Bond or Bonds shall be surrendered for transfer, the City shall execute and the Transfer Agent shall authenticate and deliver a new Bond or Bonds, for like aggregate principal amount. The Transfer Agent shall require the payment by the bondholder requesting the transfer of any tax or other governmental charge required to be paid with respect to the transfer.

4. Limited Tax Pledge; Debt Retirement Fund; Defeasance of Bonds. The City hereby pledges its limited tax full faith and credit for the prompt payment of the Bonds. The City each year shall budget the amount of the debt service coming due in the next fiscal year on the principal of and interest on the Bonds and shall advance as a first budget obligation from its general funds available therefore, or, if necessary, levy taxes upon all taxable property in the City subject to applicable constitutional, statutory and charter tax rate limitations, such sums as may be necessary to pay such debt service in said fiscal year.

The City Finance Director is authorized and directed to open a depository account with a bank or trust company designated by the City Commission, to be designated LIMITED TAX GENERAL OBLIGATION BONDS, SERIES 2009 DEBT RETIREMENT FUND (the "Debt Retirement Fund"), the moneys to be deposited into the Debt Retirement Fund to be specifically earmarked and used solely for the purpose of paying principal of and interest on the Bonds and the Series A Bonds and the Series B Bonds (as set forth below) as they mature.

Except as otherwise set forth herein the Bonds shall be of equal standing of priority with the City's Limited Tax General Obligation Bonds, Series 2009 A (the "Series A Bonds") and the City's Limited Tax General Obligation Bonds, Series 2009 B (the "Series B Bonds"). The Debt Retirement Fund set forth above shall be for the benefit of the Bonds herein authorized, the Series A Bonds and the Series B Bonds, provided, however, any monies received from the United States Treasury as interest credits pursuant to the American Recovery and Reinvestment Act of 2009 with respect to the Series C Bonds and deposited in the Debt Retirement Fund sub-account (as provided in section 9 hereof) shall be for the exclusive benefit of the Series C Bonds.

In the event cash or direct obligations of the United States or obligations the principal of and interest on which are guaranteed by the United States, or a combination thereof, the principal of and interest on which, without reinvestment, come due at times and in amounts sufficient to pay at maturity or irrevocable call for earlier optional redemption, the principal of, premium, if any, and interest on the Bonds, shall be deposited in trust, this resolution shall be defeased and the owners of the Bonds shall have no further rights under this resolution except to receive payment of the principal of, premium, if any, and interest on the Bonds from the

Bonds of this issue maturing in the years 20__ to 20__, inclusive, shall not be subject to redemption prior to maturity. Bonds or portions of bonds in multiples of \$5,000 of this issue maturing in the year 2020 and thereafter, shall be subject to redemption prior to maturity, at the option of the City, in any order of maturity and by lot within any maturity, on any date on or after _____ 1, 20__, at par and accrued interest to the date fixed for redemption, without premium.

[ADD TERM BOND LANGUAGE IF NECESSARY]

This bond is transferable only upon the registration books of the City kept by the Transfer Agent by the registered owner of record in person, or by the registered owner's attorney duly authorized in writing, upon the surrender of this bond together with a written instrument of transfer satisfactory to the Transfer Agent duly executed by the registered owner or the registered owner's attorney duly authorized in writing, and thereupon a new registered bond or bonds in the same aggregate principal amount and of the same maturity shall be issued to the transferee in exchange therefore as provided in the resolution authorizing this bond and upon the payment of the charges, if any, therein prescribed.

This bond, including the interest thereon, is payable as a first budget obligation from the general funds of the City, and the City is required, if necessary, to levy ad valorem taxes on all taxable property in the City for the payment thereof, subject to applicable constitutional, charter and statutory tax rate limitations.

It is hereby certified and recited that all acts, conditions and things required by law to be done, precedent to and in the issuance of this bond and the series of bonds of which this is one, exist and have been done and performed in regular and due form and time as required by law, and that the total indebtedness of the City, including this bond, does not exceed any constitutional, statutory or charter debt limitation.

This bond is not valid or obligatory for any purpose until the Transfer Agent's Certificate of Authentication on this bond has been executed by the Transfer Agent.

IN WITNESS WHEREOF, the City, by its City Commission, has caused this bond to be signed in the name of the City by the facsimile signatures of its Mayor and City Clerk and a facsimile of its corporate seal to be printed hereon, all as of the Date of Original Issue.

CITY OF ADRIAN
County of Lenawee
State of Michigan
By _____ [facsimile] _____
Its Mayor

(SEAL)

By _____ [facsimile] _____
Its Clerk

(Form of Transfer Agent's Certificate of Authentication)

DATE OF AUTHENTICATION:

CERTIFICATE OF AUTHENTICATION

This bond is one of the bonds described in the within-mentioned resolution.

_____, Michigan
Transfer Agent

By _____
Authorized Signatory

[Bond printer to insert form of assignment]

7. Sale of Bonds. Given the volatile nature of the bond market and in order to achieve sale efficiencies so as to reduce the cost of issuance and interest expense it is hereby determined in the best interests of the City to negotiate the sale of the Bonds. Stifel, Nicolaus & Company Inc. (the "Underwriter") has offered to underwrite the issuance of the Bonds and the offer to do so be and is hereby accepted. Any of the Authorized Officers are authorized to negotiate, execute and deliver in behalf of the City an agreement with the Underwriter (the "Bond Purchase Agreement") which will finalize the terms of the Bonds and the purchase of same.

8. Useful Life of Project. The estimated period of usefulness of the Project is hereby declared to be not less than thirty (30) years.

9. Taxable Bonds. The Series C Bonds shall be offered as taxable bonds. Depending upon prevailing market conditions and the availability of necessary allocations the Series C Bonds shall be direct payment Recovery Zone Economic Development Bonds issued pursuant to the American Recovery and Reinvestment Act of 2009. The determination of bond type and the pledge of credits shall be made by an Authorized Officer at the time the Series C bonds are offered for sale. In the event the Series C Bonds are issued pursuant to the American Recovery of Reinvestment Act of 2009 the City may elect to receive credits from the United States Treasury equal to a percentage of the stated interest paid on the Bonds as specified in the relevant section of the Internal Revenue Code of 1986, as amended. Upon receipt, the funds representing such credits shall be deposited in a sub-account established in the Debt Retirement Fund and used solely to pay a portion of the interest next due and payable on the Series C Bonds.

10. Official Statement; Insurance; Ratings; Agreements. If deemed necessary, the Authorized Officers are each authorized and directed to cause the preparation and circulation of a preliminary and final Official Statement with respect to the Bonds; to procure a policy of municipal bond insurance with respect to the Bonds or cause the qualification of the Bonds therefore if, upon the advice of the Financial Advisors to the City, the acquisition of such insurance would be of economic benefit to the City; to obtain ratings on the Bonds; and to take all other actions necessary or advisable, and to make such other filings with the Michigan Department of Treasury or with other parties, to enable the sale and delivery of the Bonds as contemplated herein.

11. Continuing Disclosure. In conformity with Securities and Exchange Commission Rule 15c2-12 (the "Rule") the City shall enter into an undertaking for the benefit of the holders and beneficial owners of the Bonds (the "Undertaking"). The City Finance Director is hereby appointed as the City's disclosure representative

in accordance with the Rule and as such is authorized to execute and deliver the Undertaking on behalf of the City.

12. Authorization of Other Actions. The Authorized Officers are each severally authorized and directed to, without additional action from this City Commission, sell and deliver the Bonds pursuant to the Bond Purchase Agreement, and through the Bond Purchase Agreement to adjust the final bond details set forth herein to the extent necessary or convenient to complete the transaction authorized herein, and in pursuance of the foregoing to exercise the authority and make the determinations authorized pursuant to Section 315(1)(d) of Act 34, including but not limited to determinations regarding interest rates, prices, discounts, maturities, principal amounts, denominations, dates of issuance, interest payment dates, redemption rights, the place of delivery and payment, designation of series and other matters, within the parameters established by this Resolution, provided that the principal amount of the Bonds shall not exceed \$3,900,000, the Bonds shall bear interest at a true interest rate not to exceed six percent (6%), and the Bonds shall mature in not more than 30 years.

13. Rescission. All resolutions and parts of resolutions insofar as they conflict with the provisions of this Resolution be and the same hereby are rescinded.

14. Immediate Effect. This Resolution shall be effective immediately.

AYES: _____

NAYS: Members _____

RESOLUTION DECLARED ADOPTED.

City Clerk

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

RESOLUTION R09-170

WHEREAS, the City of Adrian Department of Public Works included funds in its FY2009-10 Budget Request, and was approved, to acquire a replacement tandem-axle dump truck; and

WHEREAS, the Department of Public Works has solicited quotations from various automobile dealers with four vendors responding (detailed bid proposals included in cover memo); and

WHEREAS, after reviewing the bid submissions relative to the specifications issued and prior experience with particular vendors (ref: cover memo), the DPW Superintendent/Fleet Manager, recommends selection of Tri-County International Truck, Jackson MI as the preferred vendor for acquisition of the chassis of the tandem-axle truck, with Knapheide Truck Equipment of Flint, MI for the dump body and accessories, at a cost total not to exceed \$106,004.13, including additional tow hooks on the front and rear of the truck; and

WHEREAS the Finance Director indicates sufficient funds for this purpose are available in the Motor Vehicle Fund (Account #662-441.62-977.000); and

WHEREAS, the City Engineer and City Administrator recommend acceptance of the bid and acquisition of a replacement tandem-axle dump truck from Tri-County International Truck, Jackson MI at a cost not to exceed \$106,004.13.

NOW, THEREFORE, BE IT RESOLVED that the Adrian City Commission, by this resolution, hereby authorizes the acceptance of the bid and acquisition of a replacement tandem-axle dump truck from Tri-County International Truck, Jackson MI at a cost not to exceed \$106,004.13.

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

RESOLUTION R09-171

RE: DEPARTMENT OF PUBLIC WORKS – Re-Allocation of Funds for Division Street Engineering Services to McKenzie Street

WHEREAS, the City of Adrian has requested \$250,000 in federal stimulus monies (American Recovery and Reinvestment Act of 2009) to mill and resurface a portion of Division Street; and

WHEREAS, the City Commission, by Resolution #R09-111 dated July 6, 2009, authorized an appropriation of \$14,300 to engage Associated Engineers and Surveyors, (AES) Inc., Adrian, MI to perform necessary pre-construction design services on the Division Street Project, of which \$7,536 has been spent on soil investigations that reveal the potential cost of the project will far exceed the amount of the grant request; and

WHEREAS, the City Engineer, after discussions with the Michigan Department of Transportation (MDOT) and the Federal Highway Administration (FHWA), recommends that the \$250,000 requested grant funds be reallocated from Division Street to McKenzie Street, between Maumee and Maple Streets, for purposes of milling, resurfacing and miscellaneous curb replacement, and that a subsequent grant request be submitted for the larger Division Street Project; and

WHEREAS, AES has submitted a quote of \$7,200 to perform the necessary design services on McKenzie Street; and

WHEREAS, the Finance Director and City Engineer recommend utilizing the remaining balance of unspent design engineering funds (\$6,764) for the McKenzie Street design services, plus another \$436 from Major Street Contingency Fund (202-990.00-990.000), to cover the aforementioned \$7,200 cost; and

WHEREAS, the City Administrator and City Engineer recommend approval of this resolution reallocating resources from the Division Street Project to the McKenzie Street Project, appropriation of additional \$436 from the Major Street Contingency Account, and authorization of appropriate amendments to the FY2009-10 Budget.

NOW, THEREFORE, BE IT RESOLVED that the Adrian City Commission by this resolution hereby approves the reallocation of design engineering funds previously appropriated for Division Street Project to the McKenzie Street Project.

BE IT FURTHER RESOLVED that \$436 be appropriated from the Major Street Contingency Account (202-9900.00-990.000) and that the FY2009-10 Budget be amended as follows:

Major Street Fund (202)

Expenditures:

(202-451.01-801.000) Street Construction – Contract Services	\$436
(202-990.00-990.000) Contingency	<u>(436)</u>
Total	<u>\$ -0-</u>

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

Mayor McDowell asked if there were any resolutions that the Commission would like to bring forth pursuant to the Pre-Meeting.

Commissioner Clegg motioned for a resolution creating access for fishing from the north drive at the Water Treatment Plant (Option #1) as mentioned in the Pre-Meeting. The motion DIED for lack of support.

There were no other motions made.

PUBLIC COMMENT

The following people addressed the Commission in favor of allowing people to fish at Lake Adrian:

1. Wilbur Baggett 1733 W. Gorman Rd; Dave Perez, 1947 Joy Rd; Duane and Hailey Doyle, 604 Tabor and Mark Driscoll, 633 S. Madison Street.

Milo Warren, 810 Michigan Ave., asked if this issue could be put on the ballot and let people vote on it.

2. The following people addressed the Commission in favor of restricting access to Lake Adrian to protect the City's water supply and also respecting the department heads opinions and knowledge:

Donna Birdsell, 1158 Michigan Ave. and Dave Birdsell, 1358 University Ave.

COMMISSION COMMENTS

1. Mayor McDowell mentioned the Michigan Public Service Commission's Consumer Forum on October 6, Adrian Public Library, 6-8 p.m.

A letter from Matt Schwartz was given to the Commission in which he expressed his gratitude for being awarded a scholarship by members of the City Commission, making it possible for him to attend the University of Michigan this fall.

The next regular meeting of the Adrian City Commission will be held on Monday, October 19, 2009 at 7:00 p.m. in the Commission Chambers on the 2nd floor of Adrian City Hall, 100 E. Church St., Adrian, MI 49221.

Gary E. McDowell
Mayor

Pat Baker
City Clerk

CHECK
REGISTER

October 19, 2009

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


Dane C. Nelson
City Administrator

DCN:bjw

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

Utility Department Vouchers	
Vouchers #3132 through #3138.....	\$ 133,065.22
General Fund	
Vouchers #19502 through #19523	\$ 305,077.74
Clearing Account Vouchers	
amounting to.....	\$ <u>680,181.40</u>
TOTAL EXPENDITURES	<u>\$1,118,324.36</u>

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

October 19, 2009

UTILITY DEPARTMENT VOUCHERS

<u>Check Number</u>	<u>To</u>	<u>Description</u>	<u>Amount</u>
<u>Receiving</u>			
3132	City of Adrian: Payroll	Payroll for Oct 2	\$ 50,567.54
3133	City of Adrian: Clearing Acct	Oct 5 CK Register	\$ 53,915.06
3134	Consumers Energy	Water Plant Electric	\$ 10,152.71
3135	City of Adrian: Payroll	Payroll for Oct 9	\$ 15,393.52
3136	Verizon North	WW, O&M Phone Bills	\$ 149.98
3137	City of Adrian: General Fund	Sept charges	\$ 52,053.62
3138	City of Adrian	Gas & IT Chrgs for Sept	\$ 4,747.85
Total			\$ 186,980.28
Less: CK# 3133			\$ 53,915.06
TOTAL			\$ 133,065.22

WW = \$ 68,240.67
WAT = \$ 118,739.61

19-Oct-09

GENERAL FUND
CHECK REGISTER

CHECK#	AMOUNT	PAYEE	DESCRIPTION
19502	\$ 224,773.74	City of Adrian: Payroll	Payroll for Oct 2
19503	\$ 14,667.74	First Federal Bank	Soc Security for Oct 2
19504		City of Adrian: Utilities	Transfer State MI Funds
19505	\$ 239.88	Verizon North	Police Phone Bills
19506	\$ 15.00	Len Cty Register of Deeds	Jeopardy Assessment
19507	\$ 1,631.32	Citizens Gas Fuel Co	Various Heat Bills
19508	\$ 18.00	Hannah Teague	Recreation Refund
19509	\$ 13.75	Patsy Wojtas	Recreation Refund
19510	\$ 916,530.32	City of Adrian: Clearing Acct	Oct 5 CK Register
19511	\$ 7,680.03	Consumers Energy	Various Electric Bills
19512	\$ 2,264.04	City of Adrian: Utilities	Bohn Pool Water Bill
19513	\$ 4,031.47	Quick Service Transportation	Payroll W/E Oct 3
19514	\$ 30.00	Len Cty Register of Deeds	Jeopardy Assessment
19515	\$ 11,967.60	City of Adrian: Payroll	Payroll for Oct 9
19516	\$ 2,304.25	First Federal Bank	Soc Security for Oct 9
19517	\$ 888.88	Verizon North	Various Phone Bills
19518	\$ 845.00	Ballyhoo Advertising	Parks Aluminum Sign
19519	\$ 55.00	Theresa Rupley	Recreation Refund
19520	\$ 4,358.16	Quick Service Transportation	Payroll W/E Oct 9
19521	\$ 108.50	Verizon North	Phone for Police,DPW,Heritage
19522	\$ 3,087.14	Citizens Gas Fuel Co	Various Heat Bills
19523	\$ 26,098.24	Consumers Energy	Various Electric Bills

\$ 1,221,608.06
\$ (916,530.32) Less: CK# 19510
\$ 305,077.74

CLAIMANT	AMOUNT CLAIMED	AMOUNT ALLOWED	AMOUNT REJECTED
1. A.D.A. SECURITY, INC.	64.00		
2. ACCESS SHOPPER'S GUIDE	1,275.00		
3. ADRIAN CHARTER TOWNSHIP	175.50		
4. ADRIAN COMMUNICATIONS	176.97		
5. ADRIAN DESIGN GROUP LLC	2,471.08		
6. ADRIAN ENVIRONMENTAL LLC	675.00		
7. ADRIAN HIGH SCHOOL	200.00		
8. ADRIAN LANDFILL	12.43		
9. ADRIAN LOCKSMITH & CYCLERY	809.96		
10. ADRIAN PAINTERS SUPPLY & EQU	26.63		
11. ADRIAN WATER CONDITIONING IN	19.50		
12. AIRGAS GREAT LAKES	153.78		
13. ALLIED INCORPORATED	309.00		
14. ALLIED WASTE SERVICES	50,564.52		
15. ALLIED WASTE SERVICES #259	6,014.17		
16. AMAZON CREDIT PLAN	74.95		
17. AMERICAN LIBRARY ASSOC	171.76		
18. AMERICAN RED CROSS	49.95		
19. AMERICAN SOCIETY OF CIVIL	231.00		
20. AMVETS	37.00		
21. APEX SOFTWARE	430.00		
22. ASSOCIATED ENGINEERS	5,436.00		
23. ASTI ENVIRONMENTAL SERVICES	57,145.28		
24. BADER & SONS CO	44.63		
25. BAKER & TAYLOR BOOKS	819.32		
26. BATTERY WHOLESALE	178.15		
27. KRISTIN BAUER	20.00		
28. BDI	8.91		
29. RACHEL BECKER INTERIORS	1,410.00		
30. GREG BELL CHEVROLET, INC	391.58		
31. BELSON OUTDOORS INC	485.00		
32. LAURA BERDYCK	28.00		
33. BEST AIRE LLC	619.77		
34. ROBERT BISHOP	229.48		
35. BOOK OF THE MONTH CLUB	39.44		
36. BOOTBAY	212.90		
37. BRADY SAND & GRAVEL INC	42.51		
38. BRAKES-N-MORE	193.97		
39. BRAZEE SAFETY & SECURITY INC	4,542.50		
40. BREATHING AIR SYSTEMS	437.50		
41. TODD BROWN	20.00		
42. BS&A SOFTWARE	250.00		
43. BUCK & KNOBBY EQUIP CO INC	87,800.00		
44. CAMPBELL-DUROCHER GROUP LLC	63,775.50		
45. CDW-G COMPUTER SUPPLIES	153.80		
46. CHAMBERS CONTROL COMPANY	1,971.63		
47. CLEAN CARE INC	3,956.00		
48. COAST TO COAST DELI	79.20		
49. CONTINENTAL SERVICE	667.30		
50. CUSTOM TRUCK REPAIR, L.L.C.	1,841.91		
51. CUTLER DICKERSON CO	223.16		
52. D&P COMMUNICATIONS, INC.	1,555.58		
53. DAILEY ENGINEERING, INC.	5,000.00		
54. THE DAILY TELEGRAM	654.55		
55. DAN'S FARM SUPPLY INC	81.38		
56. DEXTER'S INC.	25.20		
57. DICK'S AMOCO INC	176.00		
58. H. DOMINE ENTERPRISES INC	625.00		
59. STEVE EBERLE	20.00		
60. SHIRLEY EHNIS	80.50		
61. VINCENT EMRICK	43.93		
62. ENGLEWOOD ELECTRICAL SUPPLY	130.87		
63. EXECUTONE COMMUNICATIONS LLC	953.51		
64. THE EXPONENT	768.00		
65. FASTENAL COMPANY	125.93		
66. FISHER SCIENTIFIC COMPANY LL	1,496.85		
67. FORESTRY SUPPLIERS, INC.	103.34		
68. MICHAEL FREDERICK	66.00		
69. FYR-FYTER SALES & SERVICE	2,133.60		
70. GALE	1,034.90		
71. GALLANT & SON	186.48		
72. GEMPLER'S INC.	1,015.30		
73. GENERAL CHEMICAL CORP	5,468.62		
74. GENTNER MATERIALS	1,071.48		
75. GENTNER TRUCKING CO	1,641.42		

CLAIMANT	AMOUNT CLAIMED	AMOUNT ALLOWED	AMOUNT REJECTED
76. GERKEN MATERIALS INC.	980.20		
77. MARK GIGAX	20.00		
78. GILBARCO INC	175.00		
79. GORDON FOOD SERVICE	100.14		
80. GRAINGER INC.	45.78		
81. DENISE GRITZMAKER	20.00		
82. GUIDED BY GRACE	100.00		
83. HADDEN TIRE COMPANY	927.00		
84. HAFELI STARAN HALLAHAN	471.75		
85. HARDY COMMUNICATIONS INC.	24,047.71		
86. REBECCA HARRIS	20.00		
87. MARGOT HAYWARD	485.00		
88. HAZEN & SAWYER	3,966.00		
89. SHANE HORN	20.00		
90. HUBBARDS AUTO CENTER	1,201.98		
91. SHARON HUNT	25.00		
92. HUNTER MOVING & STORAGE	2,782.50		
93. HURON LIME INC.	5,928.86		
94. I C M A VANTAGE POINT	6,153.21		
95. ICMA RETIREMENT CORPORATION	155.76		
96. IDEARC MEDIA CORP.	24.25		
97. IDEXX LABORATORIES, INC.	1,617.05		
98. INDUSTRIAL MILL SUPPLY CORP	1,257.83		
99. INGRAM LIBRARY SERVICES	493.38		
100. INSTA-LAWN SOD FARMS	82.35		
101. INTERNATIONAL ASSOC OF	120.00		
102. INTERNATIONAL ASSOC OF ELECT	102.00		
103. INTERSTATE BATTERIES	395.88		
104. JACKSON AUTOMATIC SPRINKLER	846.33		
105. JACKSON CITIZEN PATRIOT	248.05		
106. JACKSON TRUCK SERVICE INC.	98.81		
107. KAPAK COMPANY LLC	2,058.19		
108. KAPNICK INSURANCE GROUP	1,116.00		
109. KELLER THOMA, P.C.	2,050.96		
110. KONICA MINOLTA- ALBIN	502.41		
111. WALTER GREG LANFORD	67.80		
112. LANSING SANITARY SUPPLY INC	1,491.55		
113. LEGACY PRINTING	53.75		
114. LENAWEE COUNTY COMMUNITY	110.00		
115. LENAWEE COUNTY EQUALIZATION	3,500.00		
116. LENAWEE COUNTY PRINTER	361.15		
117. LENAWEE COUNTY REGISTER OF D	17.00		
118. LENAWEE INTEMEDIATE SCHOOLS	13.00		
119. LENAWEE SEWER SERVICE	250.00		
120. LENAWEE TIRE & SUPPLY CO	2,948.72		
121. Lenco PAINTING, INC.	5,021.00		
122. LESCO SERVICE CENTER NO.583	1,400.16		
123. LEXIS NEXIS RM INC	150.00		
124. LISCOMB DISTRIBUTING	47.51		
125. LOWE'S CREDIT SERVICES	2,351.95		
126. M B ELECTRIC LLC	368.36		
127. E.T. MACKENZIE CO	85,764.65		
128. MACP	100.00		
129. MANPOWER OF LANSING MI INC.	979.20		
130. MAPLE CITY GLASS INC.	4,311.99		
131. GARY MCDOWELL	20.00		
132. MCGOWAN ELECTRIC SUPPLY INC	1,592.49		
133. MCMASTER- CARR SUPPLY CO.	606.15		
134. MCNAUGHTON-MCKAY ELECTRIC CO	803.76		
135. METROHM USA INC	495.00		
136. METROPOLITAN UNIFORM CO	239.47		
137. MICH MUNICIPAL LIABILITY	2,000.00		
138. MICHIGAN CORPORATE OFFICE PL	319.00		
139. MICHIGAN LIBRARY CONSORTIUM	3,988.26		
140. MICHIGAN POLICE EQUIP. CO	1,660.00		
141. STATE OF MICHIGAN	994.97		
142. MICHIGAN STATE POLICE	979.37		
143. MICHIGAN TASER DISTRIBUTING	1,826.59		
144. MICHIGAN TBA DISTRIBUTORS IN	55.09		
145. MICROMARKETING LLC	586.84		
146. MIDWEST TAPE	163.92		
147. MIRACLE RECREATION OF MICHIG	2,808.00		
148. MORLEY'S CARPET & VINYL	1,491.18		
149. NATIONAL ASSOC OF PROFESSION	25.00		
150. NATIONAL GEOGRAPHIC	15.90		

CLAIMANT	AMOUNT CLAIMED	AMOUNT ALLOWED	AMOUNT REJECTED
151. NEXTEL COMMUNICATIONS	1,037.77		
152. OFFICEMAX CONTRACT INC.	160.26		
153. OMNIGRAPHICS INC.	161.78		
154. MIKE OSBORN	20.00		
155. PAINTERS SUPPLY & EQUIP. CO	77.88		
156. PARAGON LABORATORIES INC	60.00		
157. PEERLESS SUPPLY INC	3.21		
158. PET'S SUPPLIES PLUS	52.98		
159. PLUMBING INSPECTORS ASSOC. O	195.00		
160. GLENN PRESTON	20.00		
161. QUARTERMASTER	196.98		
162. QUICK SERVICE TRANSPORTATION	7,796.21		
163. QUILL CORPORATION	914.27		
164. RECORDED BOOKS LLC.	173.20		
165. RED PAINT PRINTING LLC	705.75		
166. REEVES INC.	740.26		
167. TIM RITCHIE	20.00		
168. ROBERT'S FLOORS LLC	1,300.00		
169. S N S CLEANING SERVICE	1,439.55		
170. SANITAIRE	503.60		
171. SCHUG CONCRETE CONSTRUCTION	11,090.50		
172. SCIENTIFIC METHODS INC	475.00		
173. SCORE AMERICAN SOCCER COMPAN	909.37		
174. SERVICE ELECTRIC CO OF ADRIA	2,434.00		
175. SIRCHIE FINGER PRINT LABORAT	198.70		
176. SLUSARSKI EXCAVATING & PAVIN	51,832.12		
177. CAROL SOUCHOCK	48.00		
178. SPACE INC	69,779.82		
179. SPICER GROUP	1,200.00		
180. STAPLES	410.52		
181. STATE BAR OF MICHIGAN	390.00		
182. STEVENSON LUMBER, INC.	163.69		
183. STITCH WIZARD EMBROIDERY INC	333.00		
184. STRATOS MICROSYSTEMS LLC	25.00		
185. SUPER LAUNDROMAT &	150.15		
186. CLAUDETTE J SWIFT	1,716.00		
187. TDS SECURITY	420.00		
188. THE TECUMSEH HERALD	84.80		
189. THOMAS SCIENTIFIC	682.35		
190. TIME EMERGENCY EQUIPMENT INC	74.75		
191. TOPSOILS OF CLINTON	2,280.00		
192. PAUL TRINKA	20.00		
193. TROJAN SEWER EQUIPMENT	16.95		
194. TTB CLEANING LLC	1,300.00		
195. U S POSTMASTER	2,240.00		
196. ULOTH FARMS & GREENHOUSE	628.00		
197. UNDERWRITERS LABORATORIES IN	175.00		
198. UNITED PARCEL SERVICE	153.77		
199. UTILITIES INSTRUMENTATION SE	221.00		
200. VAN ERT'S LAWN SERVICE	35.00		
201. W A B J RADIO	600.00		
202. W L E N RADIO	516.00		
203. WASHTENAW COMMUNITY COLLEGE	140.00		
204. WEED MAN	1,140.50		
205. WINTER EQUIPMENT CO INC.	1,069.25		
206. WOLF CREEK GOLF CLUB	78.00		
207. F.B. WRIGHT CO	481.02		
208. DANIEL WRIGHT	55.58		
209. WRIGHT SIGNS INC.	773.53		
210. R.M. YOUNG CO.	219.09		
TOTAL ALL CLAIMS	680,181.40		

COMMUNICATIONS



MEMO

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

DATE: October 12, 2009

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

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

SUBJECT: City of Adrian FY2009-10 First Quarter Financial Forecast

Please find attached the First-Quarter Financial Forecast for the City of Adrian for Fiscal Year 2009-10. As of September 30, 2009, actual General Fund revenue - \$7,752,535 - exceeded expenditures - \$3,330,782 by \$4,421,753. However, this favorable variance is due to the timing of the Summer tax collection, which will be drawn down during the balance of the fiscal year. Based on the 1st Quarter Report, estimated expenditures - \$20,244,146 - are expected to exceed forecasted revenues - \$19,975,529 - by (\$268,617).

The revenue unfavorability is primarily due to reduced revenue from State Revenue Sharing (\$200,000), which contemplates a 19% reduction in the statutory portion, although the State Legislature has not yet completed budget deliberations, opting instead to adopt a continuation budget for the month of October. In addition, a \$25,000 reduction in Library Penal Fines was experienced compared to the prior year. Finally, Investment Earnings is expected to be down \$25,000 due to the historically low market rates of less than .25%. These reductions in revenue are partially offset by lower than expected cost of Liability Insurance (\$13,000), the decision not to go forward with a Personal Property Audit (\$53,000), reduced labor attorney fees for union negotiations (\$10,000).

In accordance with the Uniform Budgeting Act (Public Act 621 of 1978) for Local Units of Government, variances from budget are identified and explained in the Financial Forecast. As reflected in the Financial Forecast, expenditures through the first quarter are on track with the Amended Budget. A reconciliation of all budget amendments, including General Fund Contingency, is presented on Page 11 of the Financial Forecast. Most notable is the previously authorized budget amendment, Resolution #R09-109 dated June 15, 2009, emanating from the Governor's Executive Order 2009-22 reducing State Revenue Sharing payments to local units of government by \$41,400,000. General Fund Contingency was increased \$121,615 through the following recommended actions:

- 1) Police Department – Eliminate one (1) Detective Sergeant position (No. 301-004), effective July 1, 2009 (Estimated Annual Savings – \$88,615);
- 2) Fire Department – Misc. Operating Budget Reductions, including In-Service Training, Overtime and Firefighters' Turnout Gear (Estimated Annual Savings – \$16,000);
- 3) Department of Public Works – Reduce Seasonal Employees working hours from 40 hrs/wk to 24 hrs/wk; don't fill current seasonal vacancy; don't fill anticipated August seasonal vacancy; if Engineering Aide position is filled with candidate from seasonal pool, don't fill resultant vacancy (Estimated Annual Savings – \$17,000)

In addition to the General Fund, all other Governmental (Special Revenue, Debt Service, and Capital Projects Funds) and Proprietary (Enterprise Funds, e.g., Water and Sewer Funds) have been included in the Financial Forecast. Generally, these funds are on track with the budget as amended, with the following exceptions:

- 1) Both the Major Street Fund (\$50,000) and Local Street Fund (\$25,000) are experiencing lower Gas & Weight Tax revenue due to reduced state collections;
- 2) The Community Development Fund should be satisfactory for the balance of this fiscal year, however, Lenawee County has decided to move administration of the Community Development Block Grant (CDBG) from the City of Adrian to the Community Action Agency beginning July 1, 2010, reducing resources to cover administrative expenses by \$54,000;
- 3) The FY2009-10 Budget for the Auto Parking Fund contemplated sale of bonds/notes to refurbish the Downtown Parking System, however, there is currently no consensus on the specifics for financing this project;
- 4) The Water fund was able to sell the Williams' property, generating net revenue of \$298,632.

It should be noted that the amended FY2009-10 Financial Plan anticipates a draw down on Fund Equity in the following funds:

Local Street Fund	(237,616)	W. Summit Street Construction
Downtown Development Authority	(8,243)	Contribution to Auto Parking Fund
DDA-TIF Fund	(77,900)	Façade Program
LDFA-GAIDC Fund	(48,146)	Partial Loan forgiveness to Community Development Fund
Capital Project Funds – Water	(8,956)	Fencing Project
Capital Project Funds – Sewer	(323,100)	Manhole Renovation Project
Sewer Fund	(93,588)	Sewer Inspection Camera and Plant Energy and Optimization Process Project
Information Technology Fund	(452,842)	Planned draw down on Fund Balance and GIS Enhancements
Total	<u>\$ (1,250,391)</u>	

All of the foregoing draw-downs on fund balance were either planned, with sufficient funding available, or a result of previously authorized appropriations which were encumbered or carried forward into the ensuing budget.

Future Considerations:

In today's uncertain credit market, there is a legitimate concern regarding the custodial risk associated with over-concentration of cash balances and investments in a few financial institutions. To mitigate the custodial risk, the City's funds are held by a diverse group of financial institutions. The following is a summary of the City's nearly \$10 million portfolio as of September 30, 2009 and the balances in each bank or investment pool:

<u>Institution</u>	<u>Amount</u>
Huntington Bank	\$ 3,608,311
United Bank & Trust	1,756,111
Key Bank	456,974
First Federal Bank	1,000,576
Multi-Bank Securities	1,576,714
MBIA-Class Pool	<u>1,348,812</u>
Total	<u>\$ 9,747,498</u>

Effective October 3, 2008, the Federal Deposit Insurance Corporation (FDIC) increased the insured balances in each financial institution from \$100,000 to \$250,000. In addition, each of the investments in Multi-Bank Securities is held by a separately insured banking institution. Finally, United Bank & Trust is allocating a portion of the City's investments to their Washtenaw operation, which will double the insured portion of that deposit. In other words, the total insured portion of the aforementioned amount is \$2,826,714, equivalent to 29% percent.

This is a common problem for any municipality that has significant funds invested in a limited number of financial institutions. As a result, the Michigan legislature has passed Public Act 308 of 2008 (Copy attached), effective December 18, 2008, that allows local municipalities to participate in the Federal Reserve CDARS® Program, which would allow banks to exchange funds thereby provide access up to \$50 million of FDIC coverage using one bank. The City Finance Department will be discussing with each of its financial institutions the details of participating in this new program, intended to minimize the custodial risks attendant with its investment program.

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

Act No. 308
Public Acts of 2008
Approved by the Governor
December 17, 2008
Filed with the Secretary of State
December 18, 2008
EFFECTIVE DATE: December 18, 2008

**STATE OF MICHIGAN
94TH LEGISLATURE
REGULAR SESSION OF 2008**

Introduced by Senators Stamas, Birkholz and Richardville

ENROLLED SENATE BILL No. 1517

AN ACT to amend 1943 PA 20, entitled "An act relative to the investment of funds of public corporations of the state; and to validate certain investments," by amending section 1 (MCL 129.91), as amended by 2006 PA 400.

The People of the State of Michigan enact:

Sec. 1. (1) Except as provided in section 5, the governing body by resolution may authorize its investment officer to invest the funds of that public corporation in 1 or more of the following:

- (a) Bonds, securities, and other obligations of the United States or an agency or instrumentality of the United States.
- (b) Certificates of deposit, savings accounts, deposit accounts, or depository receipts of a financial institution, but only if the financial institution complies with subsection (2), or certificates of deposit obtained through a financial institution as provided in subsection (5).
- (c) Commercial paper rated at the time of purchase within the 2 highest classifications established by not less than 2 standard rating services and that matures not more than 270 days after the date of purchase.
- (d) Repurchase agreements consisting of instruments listed in subdivision (a).
- (e) Bankers' acceptances of United States banks.
- (f) Obligations of this state or any of its political subdivisions that at the time of purchase are rated as investment grade by not less than 1 standard rating service.
- (g) Mutual funds registered under the investment company act of 1940, title I of chapter 686, 54 Stat. 789, 15 USC 80a-1 to 80a-3 and 80a-4 to 80a-64, with authority to purchase only investment vehicles that are legal for direct investment by a public corporation. However, a mutual fund is not disqualified as a permissible investment solely by reason of either of the following:
 - (i) The purchase of securities on a when-issued or delayed delivery basis.
 - (ii) The ability to lend portfolio securities as long as the mutual fund receives collateral at all times equal to at least 100% of the value of the securities loaned.
 - (iii) The limited ability to borrow and pledge a like portion of the portfolio's assets for temporary or emergency purposes.
- (h) Obligations described in subdivisions (a) through (g) if purchased through an interlocal agreement under the urban cooperation act of 1967, 1967 (Ex Sess) PA 7, MCL 124.501 to 124.512.

(i) Investment pools organized under the surplus funds investment pool act, 1982 PA 367, MCL 129.111 to 129.118.

(j) The investment pools organized under the local government investment pool act, 1985 PA 121, MCL 129.141 to 129.150.

(2) Except as provided in subsection (5), a public corporation that invests its funds under subsection (1) shall not deposit or invest the funds in a financial institution that is not eligible to be a depository of funds belonging to this state under a law or rule of this state or the United States.

(3) Assets acceptable for pledging to secure deposits of public funds are limited to assets authorized for direct investment under subsection (1).

(4) The governing body by resolution may authorize its investment officer to enter into written agreements with other public corporations to pool or coordinate the funds to be invested under this section with the funds of other public corporations. Agreements allowed under this subsection shall include all of the following:

(a) The types of investments permitted to be purchased with pooled funds.

(b) The rights of members of the pool to withdraw funds from the pooled investments without penalty.

(c) The duration of the agreement and the requirement that the agreement shall not commence until at least 60 days after the public corporations entering the agreement give written notice to an existing local government investment pool which is organized pursuant to the local government investment pool act, 1985 PA 121, MCL 129.141 to 129.150, in those counties where such a pool is operating and accepting deposits on or before September 29, 2006.

(d) The method by which the pool will be administered.

(e) The manner by which the public corporations will respond to liabilities incurred in conjunction with the administration of the pool.

(f) The manner in which strict accountability for all funds will be provided for, including an annual statement of all receipts and disbursements.

(g) The manner by which the public corporations will adhere to the requirements of section 5.

(5) In addition to the investments authorized under subsection (1), the governing body by resolution may authorize its investment officer to invest the funds of the public corporation in certificates of deposit in accordance with all of the following conditions:

(a) The funds are initially invested through a financial institution that is not ineligible to be a depository of surplus funds belonging to this state under section 6 of 1855 PA 105, MCL 21.146.

(b) The financial institution arranges for the investment of the funds in certificates of deposit in 1 or more insured depository institutions, as defined in 12 USC 1813, for the account of the public corporation.

(c) The full amount of the principal and any accrued interest of each certificate of deposit is insured by an agency of the United States.

(d) The financial institution acts as custodian for the public corporation with respect to each certificate of deposit.

(e) At the same time that the funds of the public corporation are deposited and the certificate or certificates of deposit are issued, the financial institution receives an amount of deposits from customers of other insured depository institutions equal to or greater than the amount of the funds initially invested by the public corporation through the financial institution.

(6) A public corporation that initially invests its funds through a financial institution that maintains an office located in this state may invest the funds in certificates of deposit as provided under subsection (5).

(7) As used in this section, "financial institution" means a state or nationally chartered bank or a state or federally chartered savings and loan association, savings bank, or credit union whose deposits are insured by an agency of the United States government and that maintains a principal office or branch office located in this state under the laws of this state or the United States.

(8) As used in this act:

(a) "Governing body" means the legislative body, council, commission, board, or other body having legislative powers of a public corporation.

(b) "Funds" means the money of a public corporation, the investment of which is not otherwise subject to a public act of this state or bond authorizing ordinance or resolution of a public corporation that permits investment in fewer than all of the investment options listed in subsection (1) or imposes 1 or more conditions upon an investment in an option listed in subsection (1).

(c) "Investment officer" means the treasurer or other person designated by statute or charter of a public corporation to act as the investment officer. In the absence of a statutory or charter designation, the governing body of a public corporation shall designate the investment officer.

(d) "Public corporation" means a county, city, village, township, port district, drainage district, special assessment district, or metropolitan district of this state, or a board, commission, or another authority or agency created by or under an act of the legislature of this state.

Enacting section 1. This amendatory act does not take effect unless House Bill No. 6297 of the 94th Legislature is enacted into law.

This act is ordered to take immediate effect.

Carol Morey Viventi

Secretary of the Senate

Richard J. Brown

Clerk of the House of Representatives

Approved

.....
Governor

CITY OF ADRIAN
FY2009-10 FIRST QUARTER FINANCIAL FORECAST
September 30, 2009

<u>FUND/DEPARTMENT</u>	<u>FY2009-10</u>	<u>FY2009-10</u>	<u>AMENDED</u>	<u>YEAR-TO-DATE</u>	<u>FORECAST</u>	<u>VARIANCE</u>		<u>EXPLANATION</u>
	<u>ADOPTED</u>	<u>AMENDED</u>	<u>over/(under)</u>			<u>ACTUAL</u>	<u>FORECAST TO BUDGET</u>	
	<u>BUDGET</u>	<u>BUDGET</u>	<u>ADOPTED</u>			<u>AMOUNT</u>		
GENERAL FUND REVENUE (101):								
Revenues								
Dept 101.00: CITY COMMISSION								
489.000 Misc. City Promotions	\$200	\$200	\$0	\$0	\$200	\$0		
Total - Dept 101.00	\$200	\$200	\$0	\$0	\$200	\$0		
Dept 201.00: FINANCE DEPARTMENT								
445.000 PENALTIES & INTEREST ON TAXES	\$60,000	\$60,000	\$0	\$3,924	\$60,000	\$0	0.0%	
480.000 DOG LICENSES	2,000	2,000	0	162	2,000	0	0.0%	
607.000 TAX COLLECTION FEES	230,000	230,000	0	155,053	230,000	0	0.0%	
664.000 INVESTMENT INCOME	200,000	200,000	0	24,877	175,000	(25,000)	-12.5%	Market Rates
685.000 SALE OF EQUIPMENT	3,000	3,000	0	300	3,000	0	0.0%	
696.000 CASH OVER/SHORT	0	0	0	(561)	0	0		
Total - Dept 201.00	\$495,000	\$495,000	\$0	\$183,755	\$470,000	(\$25,000)	-5.1%	
Dept 209.00: CITY ASSESSOR								
444.000 PRINCIPLE RES. DENIAL PENALTY	\$1,000	\$1,000	\$0	\$400	\$1,000	\$0	0.0%	
488.000 CONTRACT SERVICES REVENUE	100	100	0	0	100	0		
Total - Dept 209.00	\$1,100	\$1,100	\$0	\$400	\$1,100	\$0	0.0%	
Dept 210.00: CITY ATTORNEY								
488.000 CONTRACT SERVICES	\$11,000	\$11,000	\$0	\$2,751	\$11,000	\$0	0.0%	
Total - Dept 210.00	\$11,000	\$11,000	\$0	\$2,751	\$11,000	\$0	0.0%	
Dept 215.00: CITY CLERK								
459.000 AMUSEMENTS	\$3,000	\$3,000	\$0	\$0	\$3,000	\$0	0.0%	
608.000 SCHOOL ELECTION FEES	9,000	9,000	0	0	9,000	0		
Total - Dept 215.00	\$12,000	\$12,000	\$0	\$0	\$12,000	\$0	0.0%	
Dept 226.00: HUMAN RESOURCES								
691.000 VENDING PROCEEDS-WELLNESS	\$100	\$100	\$0	\$0	\$100	\$0	0.0%	
693.000 WELLNESS PROCEEDS	200	200	0	0	200	0	0.0%	
Total - Dept 226.00	\$300	\$300	\$0	\$0	\$300	\$0	0.0%	

CITY OF ADRIAN
FY2009-10 FIRST QUARTER FINANCIAL FORECAST
September 30, 2009

<u>FUND/DEPARTMENT</u>	<u>FY2009-10</u>	<u>FY2009-10</u>	<u>AMENDED</u>	<u>YEAR-TO-DATE</u>	<u>FORECAST</u>	<u>VARIANCE</u>		<u>EXPLANATION</u>
	<u>ADOPTED</u>	<u>AMENDED</u>	<u>over/(under)</u>			<u>ACTUAL</u>	<u>FORECAST TO BUDGET</u>	
	<u>BUDGET</u>	<u>BUDGET</u>	<u>ADOPTED</u>			<u>AMOUNT</u>		
Dept 276.00: CEMETERY								
625.000 ENGRAVING	\$900	\$900	\$0	\$465	\$900	\$0	0.0%	
628.000 FOUNDATIONS - CEMETERY	10,000	10,000	0	3,462	10,000	0	0.0%	
629.000 GRAVE OPENINGS	37,000	37,000	0	11,235	37,000	0	0.0%	
630.000 UPKEEP OF CEM LOTS (NOT PC)	8,000	8,000	0	100	8,000	0	0.0%	
642.000 PET CEMETERY	1,000	1,000	0	0	1,000	0	0.0%	
643.000 CEMETERY LOTS	2,000	2,000	0	722	2,000	0	0.0%	
Total - Dept 276.00	\$58,900	\$58,900	\$0	\$15,984	\$58,900	\$0	0.0%	
Dept 301.00: POLICE DEPARTMENT								
455.000 PARKING	\$500	\$500	\$0	\$0	\$500	\$0	0.0%	
456.000 TAXI	250	250	0	0	250	0	0.0%	
513.000 BULLET PROOF VEST GRANT	4,000	4,000	0	0	4,000	0	0.0%	
515.000 OHSP TRAFFIC GRANT	4,800	4,800	0	2,871	4,800	0	0.0%	
534.000 NARCOTIC ENFORCEMENT GRANT	0	0	0	1,048	0	0		
543.000 POLICE TRAINING GRANT	7,500	7,500	0	0	7,500	0	0.0%	
576.000 LIQUOR LICENSES	13,000	13,000	0	11,560	13,000	0		
624.000 LIVESCAN APPLICANT FINGERPRINTING	10,000	10,000	0	8,858	10,000	0	0.0%	
627.000 DUPLICATING & PHOTOSTATS	5,000	5,000	0	841	5,000	0	0.0%	
656.000 PARKING FINES	17,000	17,000	0	3,533	17,000	0	0.0%	
659.000 ORDINANCE FINES & COSTS	75,000	75,000	0	11,956	75,000	0	0.0%	
660.000 TOW & IMPOUND FEES	10,500	10,500	0	2,180	10,500	0	0.0%	
684.000 SAFETY CITY	2,000	2,000	0	1,000	2,000	0	0.0%	
685.000 SALE OF EQUIPMENT	5,000	5,000	0	1,800	5,000	0	0.0%	
694.000 SEX OFFENDER REGISTRATION	300	300	0	210	300	0	0.0%	
695.000 OTHER	200	200	0	705	200	0		
Total - Dept 301.00	\$155,050	\$155,050	\$0	\$46,562	\$155,050	\$0	0.0%	

CITY OF ADRIAN
FY2009-10 FIRST QUARTER FINANCIAL FORECAST
September 30, 2009

FUND/DEPARTMENT	FY2009-10	FY2009-10	AMENDED	YEAR-TO-DATE	FORECAST	VARIANCE		EXPLANATION
	ADOPTED	AMENDED	over/(under)			FORECAST TO BUDGET		
	BUDGET	BUDGET	ADOPTED	ACTUAL		AMOUNT	PERCENT	
Dept 371.00: INSPECTION DEPARTMENT								
454.000 JUNK DEALERS & SCAVENGERS	\$100	\$100	\$0	\$0	\$100	\$0	0.0%	
458.000 VENDORS-HAULERS & PEDDLERS	1,000	1,000	0	255	1,000	0		
460.000 BOWLING & BILLIARD	100	100	0	0	100	0	0.0%	
463.000 PERMITS-SIGNS & HANGERS	1,500	1,500	0	212	1,500	0	0.0%	
477.000 BUILDING	140,000	140,000	0	15,030	120,000	(20,000)	-14.3%	Market Conditions
478.000 ELECTRICAL	35,000	35,000	0	4,460	30,000	(5,000)	-14.3%	Market Conditions
479.000 HEATING	28,000	28,000	0	5,155	26,000	(2,000)	-7.1%	Market Conditions
482.000 PLUMBING	15,000	15,000	0	1,583	13,000	(2,000)	-13.3%	Market Conditions
485.000 ZONING PERMITS & FEES	4,000	4,000	0	400	4,000	0	0.0%	
486.000 MISCELLANEOUS	100	100	0	300	100	0	0.0%	
487.000 RENTAL HOUSING REGISTRATION	10,000	10,000	0	1,434	10,000	0	0.0%	
Total - Dept 371.00	\$234,800	\$234,800	\$0	\$28,829	\$205,800	(\$29,000)	-12.4%	
Dept 441.00: DEPARTMENT OF PUBLIC WORKS								
481.000 SIDEWALK-CURB & EXCAVATING	\$1,000	\$1,000	\$0	\$517	\$1,000	\$0	0.0%	
631.000 REFUSE COLLECTION	200	200	0	45	200	0	0.0%	
690.000 SALE OF COMPOST	0	0	0	50	0	0		
Total - Dept 441.00	\$1,200	\$1,200	\$0	\$612	\$1,200	\$0	0.0%	
Dept 443.00: MOTOR VEHICLE POOL								
685.000 SALE OF EQUIPMENT	\$2,000	\$2,000	\$0	\$0	\$0	(\$2,000)	-100.0%	New Internal Service
Total - Dept 443.00	\$2,000	\$2,000	\$0	\$0	\$0	(\$2,000)	-100.0%	Fund Established
Dept 449.00: ENGINEERING DEPARTMENT								
483.000 STORM SEWER TAPPING	\$200	\$200	\$0	\$0	\$200	\$0	0.0%	
671.000 RENTS	30,000	30,000	0	4,080	30,000	0	0.0%	
671.588	4,056	4,056	0	1,014	4,056	0	0.0%	
Total - Dept 449.00	\$34,256	\$34,256	\$0	\$5,094	\$34,256	\$0	0.0%	

CITY OF ADRIAN
FY2009-10 FIRST QUARTER FINANCIAL FORECAST
September 30, 2009

FUND/DEPARTMENT	FY2009-10	FY2009-10	AMENDED	YEAR-TO-DATE	FORECAST	VARIANCE		EXPLANATION
	ADOPTED	AMENDED	over/(under)			FORECAST TO BUDGET		
	BUDGET	BUDGET	ADOPTED	ACTUAL		AMOUNT	PERCENT	
Dept 691.00: RECREATION DEPARTMENT								
651.053 USE/ADM FEES-REC-CONCESSIONS	\$25,575	\$25,575	\$0	\$10,697	\$25,575	\$0	0.0%	
651.054 USE/ADM FEES-REC-YOUTH SPORTS	10,504	10,504	0	2,532	10,504	0	0.0%	
651.055 USE/ADM FEES-REC-ADULT SPORTS	71,575	71,575	0	17,915	71,575	0	0.0%	
651.056 USE/ADM FEES-REC-YOUTH PROGRAM	13,975	13,975	0	3,362	13,975	0	0.0%	
651.058 USE/ADM FEES-REC-SPECIAL EVENT	27,000	27,000	0	1,795	27,000	0	0.0%	
651.059 USE/ADM FEES-REC-PIOTTER CENTE	37,900	37,900	0	6,200	37,900	0	0.0%	
651.060 USE/ADM FEES-REC-SKATE PARK	5,351	5,351	0	1,862	5,351	0	0.0%	
651.061 USE/ADM FEES-REC-AQUATICS	87,838	87,838	0	30,150	87,838	0	0.0%	
651.062 USE/ADM FEES-REC-ADULT CLASSES	13,308	13,308	0	2,717	13,308	0	0.0%	
651.070 USE/ADM FEES-REC-AMUSE TCKS	6,100	6,100	0	3,755	6,100	0	0.0%	
651.072 USE/ADM FEES-REC-SHELTER USE	6,920	6,920	0	2,676	6,920	0	0.0%	
675.000 DONATIONS-PRIVATE	0	3,800	3,800	250	3,800	0	0.0%	
Total - Dept 691.00	\$306,046	\$309,846	\$3,800	\$83,911	\$309,846	\$0	0.0%	
Dept 691.01: ADRIAN AREA LITTLE LEAGUE								
651.040 USE/ADM FEES-REC-TOURNAMENTS	\$0	\$0	\$0	\$200	\$0	\$0		
651.041 USE/ADM FEES-REC-TBALL	4,515	4,515	0	0	4,515	0	0.0%	
651.042 USE/ADM FEES-REC-MACHINE PITCH	5,630	5,630	0	0	5,630	0	0.0%	
651.043 USE/ADM FEES-REC-MINORS	5,650	5,650	0	0	5,650	0	0.0%	
651.044 USE/ADM FEES-REC-MAJORS	5,055	5,055	0	0	5,055	0	0.0%	
651.045 USE/ADM FEES-REC-JUNIORS	3,635	3,635	0	76	3,635	0	0.0%	
675.000 DONATIONS - PRIVATE	9,500	9,500	0	210	9,500	0	0.0%	
Total - Dept 691.01	\$33,985	\$33,985	\$0	\$486	\$33,985	\$0	0.0%	
Dept 697.00: PARKS & FORESTRY DEPARTMENT								
673.106 WEED MOWING	\$24,000	\$24,000	\$0	\$7,840	\$24,000	\$0		
Total - Dept 697.00	\$24,000	\$24,000	\$0	\$7,840	\$24,000	\$0	0.0%	

CITY OF ADRIAN
FY2009-10 FIRST QUARTER FINANCIAL FORECAST
September 30, 2009

<u>FUND/DEPARTMENT</u>	<u>FY2009-10</u>	<u>FY2009-10</u>	<u>AMENDED</u>	<u>YEAR-TO-DATE</u>	<u>FORECAST</u>	<u>VARIANCE</u>		<u>EXPLANATION</u>
	<u>ADOPTED</u>	<u>AMENDED</u>	<u>over/(under)</u>			<u>ACTUAL</u>	<u>FORECAST TO BUDGET</u>	
	<u>BUDGET</u>	<u>BUDGET</u>	<u>ADOPTED</u>			<u>AMOUNT</u>		
Dept 738.00: ADRIAN PUBLIC LIBRARY								
567.000 LIBRARY STATE AID	\$8,000	\$8,000	\$0	\$6,717	\$8,000	\$0	0.0%	
627.000 DUPLICATING & PHOTOSTATS	2,000	2,000	0	83	2,000	0	0.0%	
651.000 APPLICATION FEE	4,400	4,400	0	740	4,400	0	0.0%	
655.000 SALES & CONCESSIONS	500	500	0	4	500	0	0.0%	
657.000 LIBRARY BOOK FINES	14,000	14,000	0	1,165	14,000	0	0.0%	
658.000 PENAL FINES	128,000	128,000	0	103,024	103,000	(25,000)	-19.5%	Reduced State Revenue
671.000 RENTS	500	4,460	3,960	0	4,460	0	0.0%	
Total - Dept 738.00	\$157,400	\$161,360	\$3,960	\$111,733	\$136,360	(\$25,000)	-15.5%	
Dept 990.00: NON-DEPARTMENTAL								
404.000 CURRENT REAL PROPERTY TAX	\$5,216,373	\$5,216,373	\$0	\$5,287,502	\$5,216,373	\$0	0.0%	
405.000 CURRENT PERS PROP TAX	1,009,904	1,009,904	0	996,269	1,009,904	0	0.0%	
407.000 CURRENT REFUSE MILLAGE	453,254	453,254	0	461,056	453,254	0	0.0%	
425.000 PAYMENT IN LIEU OF TAXES	40,000	40,000	0	39,802	40,000	0	0.0%	
457.000 TRAILER	4,600	4,600	0	921	4,600	0	0.0%	
575.000 SALES & USE TAX	2,341,174	2,341,174	0	365,352	2,141,174	(200,000)	-8.5%	Reduced State Revenue
644.000 PRINTED MATERIALS	100	100	0	0	100	0	0.0%	
661.000 CIVIL INFRACTIONS	2,000	2,000	0	100	2,000	0	0.0%	
671.000 RENTS	3,000	3,000	0	0	0	(3,000)	-100.0%	Rent-153 E. Maumee
675.000 DONATIONS-PRIVATE	100	100	0	0	100	0	0.0%	
675.059 DONATIONS-PRIVATE-SENIOR CENTER	100	100	0	0	100	0	0.0%	
675.073 DONATIONS-PRIVATE-LIBRARIES	8,000	53,111	45,111	36,834	53,111	0	0.0%	
675.077 DONATIONS-PRIVATE-TV CABLE	190,000	190,000	0	50,323	190,000	0	0.0%	
675.080 DONATIONS-CITY WIDE CITY PRIDE	100	100	0	0	100	0	0.0%	
675.275 CONTRIBUTION-COMM DEVEL	0	0	0	750	0	0		Deputy Clerk Position
675.276 CONTRIBUTION-ECON DEVEL	39,000	39,000	0	9,750	39,000	0	0.0%	Clerical Support
676.590 CONTRIB-WASTEWATER	20,000	20,000	0	0	20,000	0	0.0%	
676.591 CONTRIB-WATER	20,000	20,000	0	0	20,000	0	0.0%	
676.662 CONTRIB-DDA-MOTOR VEHICLE FUND	291,200	291,200	0	0	291,200	0	0.0%	
676.701 CONTRIB-TRUST FUND	100	100	0	0	100	0	0.0%	
676.702 CONTRIB-ENDOWMENT TRUST FUND	100	100	0	(28)	100	0	0.0%	
676.711 CONTRIB-PERPETUAL CARE FUND	30,000	30,000	0	(19)	30,000	0	0.0%	
695.000 OTHER	200,000	200,000	0	15,966	200,000	0	0.0%	
697.000 PRIOR YEARS REVENUE	600,000	994,359	394,359	0	994,359	0	0.0%	Planned Use of Fund
697.001 DESIGNATED FUND BALANCE-MVP	700,000	700,000	0	0	700,000	0	0.0%	Balance
698.000 SALE OF BONDS/NOTES	7,115,957	7,115,957	0	0	7,115,957	0	0.0%	
Total - Dept 990.00	\$18,285,062	\$18,724,532	\$439,470	\$7,264,578	\$18,521,532	(\$203,000)	-1.1%	
Total Revenues	\$19,812,299	\$20,259,529	\$447,230	\$7,752,535	\$19,975,529	(\$284,000)	-1.4%	

CITY OF ADRIAN
FY2009-10 FIRST QUARTER FINANCIAL FORECAST
September 30, 2009

<u>FUND/DEPARTMENT</u>	<u>FY2009-10 ADOPTED BUDGET</u>	<u>FY2009-10 AMENDED BUDGET</u>	<u>AMENDED over/(under) ADOPTED</u>	<u>YEAR-TO-DATE ACTUAL</u>	<u>FORECAST</u>	<u>VARIANCE FORECAST TO BUDGET</u>		<u>EXPLANATION</u>
						<u>AMOUNT</u>	<u>PERCENT</u>	
GENERAL FUND EXPENDITURES (101):								
101.00 CITY COMMISSION								
SALARIES & FRINGE BENEFITS	\$32,365	\$32,365	\$0	\$6,598	\$32,365	\$0	0.0%	
OPERATING	123,259	123,259	0	51,094	116,259	7,000	5.7%	Liability Insurance
CAPITAL OUTLAY	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>		
TOTAL	\$155,624	\$155,624	\$0	\$57,692	\$155,624	\$7,000	4.5%	
172.00 CITY ADMINISTRATOR								
SALARIES & FRINGE BENEFITS	\$221,159	\$221,159	\$0	\$49,577	\$221,159	\$0	0.0%	
OPERATING	12,911	13,911	1,000	743	13,911	0	0.0%	
CAPITAL OUTLAY	<u>2,442,805</u>	<u>2,442,805</u>	<u>0</u>	<u>0</u>	<u>2,442,805</u>	<u>0</u>	0.0%	
TOTAL	\$2,676,875	\$2,677,875	\$1,000	\$50,320	\$2,677,875	\$0	0.0%	
191.00 ELECTION DEPARTMENT								
SALARIES & FRINGE BENEFITS	\$9,700	\$9,700	\$0	\$0	\$9,700	\$0	0.0%	
OPERATING	13,500	13,500	0	250	13,500	0	0.0%	
CAPITAL OUTLAY	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>		
TOTAL	\$23,200	\$23,200	\$0	\$250	\$23,200	\$0	0.0%	
201.00 FINANCE DEPARTMENT								
SALARIES & FRINGE BENEFITS	\$444,718	\$444,718	\$0	\$98,166	\$444,718	\$0	0.0%	
OPERATING	(58,822)	(58,822)	0	(14,183)	(58,822)	0	0.0%	
CAPITAL OUTLAY	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>		
TOTAL	\$385,896	\$385,896	\$0	\$83,983	\$385,896	\$0	0.0%	
209.00 CITY ASSESSOR								
SALARIES & FRINGE BENEFITS	\$63,446	\$63,446	\$0	\$16,034	\$63,446	\$0	0.0%	
OPERATING	72,925	125,925	53,000	16,549	72,925	53,000	42.1%	Personal Property Audit
CAPITAL OUTLAY	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>		
TOTAL	\$136,371	\$189,371	\$53,000	\$32,583	\$189,371	\$53,000	28.0%	
210.00 CITY ATTORNEY								
SALARIES & FRINGE BENEFITS	\$148,931	\$148,931	\$0	\$32,848	\$148,931	\$0	0.0%	
OPERATING	21,808	21,808	0	7,259	21,808	0	0.0%	
CAPITAL OUTLAY	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>		
TOTAL	\$170,739	\$170,739	\$0	\$40,107	\$170,739	\$0	0.0%	

CITY OF ADRIAN
FY2009-10 FIRST QUARTER FINANCIAL FORECAST
September 30, 2009

FUND/DEPARTMENT	FY2009-10 ADOPTED BUDGET	FY2009-10 AMENDED BUDGET	AMENDED over/(under) ADOPTED	YEAR-TO-DATE ACTUAL	FORECAST	VARIANCE FORECAST TO BUDGET		EXPLANATION
						AMOUNT	PERCENT	
215.00 CITY CLERK								
SALARIES & FRINGE BENEFITS	\$76,056	\$76,056	\$0	\$16,288	\$76,056	\$0	0.0%	
OPERATING	14,873	14,873	0	3,616	14,873	0	0.0%	
CAPITAL OUTLAY	0	0	0	0	0	0		
TOTAL	\$90,929	\$90,929	\$0	\$19,904	\$90,929	\$0	0.0%	
226.00 HUMAN RESOURCES DEPARTMENT								
SALARIES & FRINGE BENEFITS	\$90,946	\$90,946	\$0	\$19,670	\$90,946	\$0	0.0%	
OPERATING	95,703	117,134	21,431	9,813	107,134	10,000	8.5%	Legal Fees - Union
CAPITAL OUTLAY	0	0	0	0	0	0		Negotiations
TOTAL	\$186,649	\$208,080	\$21,431	\$29,483	\$208,080	\$10,000	4.8%	
265.00 CITY HALL								
SALARIES & FRINGE BENEFITS	\$0	\$0	\$0	\$0	\$0	\$0		
OPERATING	180,500	180,500	0	41,093	180,500	0	0.0%	
CAPITAL OUTLAY	2,000	2,000	0	0	2,000	0		
TOTAL	\$182,500	\$182,500	\$0	\$41,093	\$182,500	\$0	0.0%	
276.00 CEMETERY								
SALARIES & FRINGE BENEFITS	\$325,918	\$325,918	\$0	\$76,803	\$325,918	\$0	0.0%	
OPERATING	60,268	60,397	129	20,652	60,397	0	0.0%	
CAPITAL OUTLAY	21,500	21,500	0	3,500	21,500	0	0.0%	
TOTAL	\$407,686	\$407,815	\$129	\$100,955	\$407,815	\$0	0.0%	
301.00 POLICE DEPARTMENT								
SALARIES & FRINGE BENEFITS	\$2,716,946	\$2,628,331	(\$88,615)	\$586,000	\$2,628,331	\$0	0.0%	
OPERATING	301,203	305,644	4,441	49,629	300,644	5,000	1.6%	Liability Insurance
CAPITAL OUTLAY	2,838,075	2,838,075	0	8,800	2,838,075	0	0.0%	
TOTAL	\$5,856,224	\$5,772,050	(\$84,174)	\$644,429	\$5,772,050	\$5,000	0.1%	
336.00 FIRE DEPARTMENT								
SALARIES & FRINGE BENEFITS	\$1,505,137	\$1,505,137	\$0	\$349,849	\$1,505,137	\$0	0.0%	
OPERATING	215,824	217,173	1,349	48,267	216,173	1,000	0.5%	Liability Insurance
CAPITAL OUTLAY	6,000	3,500	(2,500)	3,770	3,500	0	0.0%	
TOTAL	\$1,726,961	\$1,725,810	(\$1,151)	\$401,886	\$1,725,810	\$1,000	0.1%	
371.00 INSPECTION DEPARTMENT								
SALARIES & FRINGE BENEFITS	\$353,304	\$353,304	\$0	\$75,270	\$353,304	\$0	0.0%	
OPERATING	37,827	37,827	0	13,364	37,827	0	0.0%	
CAPITAL OUTLAY	0	0	0	0	0	0		
TOTAL	\$391,131	\$391,131	\$0	\$88,634	\$391,131	\$0	0.0%	

CITY OF ADRIAN
FY2009-10 FIRST QUARTER FINANCIAL FORECAST
September 30, 2009

FUND/DEPARTMENT	FY2009-10	FY2009-10	AMENDED	YEAR-TO-DATE	FORECAST	VARIANCE		EXPLANATION
	ADOPTED	AMENDED	over/(under)			ACTUAL	FORECAST TO BUDGET	
	BUDGET	BUDGET	ADOPTED			AMOUNT		
441.00 DEPARTMENT OF PUBLIC WORKS								
SALARIES & FRINGE BENEFITS	\$356,866	\$339,866	(\$17,000)	\$77,813	\$339,866	\$0	0.0%	
OPERATING	1,572	2,050	478	(12,477)	2,050	0	0.0%	
CAPITAL OUTLAY	<u>110,000</u>	<u>110,000</u>	<u>0</u>	<u>0</u>	<u>110,000</u>	<u>0</u>	0.0%	
TOTAL	\$468,438	\$451,916	(\$16,522)	\$65,336	\$451,916	\$0	0.0%	
442.00 CENTRAL STORES SUPPLY								
SALARIES & FRINGE BENEFITS	\$5,200	\$5,200	\$0	\$1,271	\$5,200	\$0	0.0%	
OPERATING	(5,200)	(5,200)	0	(1,091)	(5,200)	0	0.0%	
CAPITAL OUTLAY	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>		
TOTAL	\$0	\$0	\$0	\$180	\$0	\$0		
443.00 MOTOR VEHICLE POOL								
SALARIES & FRINGE BENEFITS	\$0	\$0	\$0	\$0	\$0	\$0		
OPERATING	0	33	33	(116,655)	0	33	100.0%	New Internal Service
CAPITAL OUTLAY	<u>0</u>	<u>15,350</u>	<u>15,350</u>	<u>0</u>	<u>0</u>	<u>15,350</u>	100.0%	Fund Established
TOTAL	\$0	\$15,383	\$15,383	(\$116,655)	\$0	\$15,383	100.0%	
449.00 ENGINEERING DEPARTMENT								
SALARIES & FRINGE BENEFITS	\$214,029	\$214,029	\$0	\$47,740	\$214,029	\$0	0.0%	
OPERATING	(112,707)	(112,707)	0	(11,941)	(112,707)	0	0.0%	
CAPITAL OUTLAY	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>		
TOTAL	\$101,322	\$101,322	\$0	\$35,799	\$101,322	\$0	0.0%	
450.00 STREET LIGHTING								
SALARIES & FRINGE BENEFITS	\$6,000	\$6,000	\$0	\$109	\$6,000	\$0	0.0%	
OPERATING	147,000	147,000	0	27,482	147,000	0	0.0%	
CAPITAL OUTLAY	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>		
TOTAL	\$153,000	\$153,000	\$0	\$27,591	\$153,000	\$0	0.0%	
528.00 WASTE COLLECTION & DISPOSAL								
SALARIES & FRINGE BENEFITS	\$36,000	\$36,000	\$0	\$7,008	\$36,000	\$0	0.0%	
OPERATING	684,500	684,500	0	165,064	684,500	0	0.0%	
CAPITAL OUTLAY	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>		
TOTAL	\$720,500	\$720,500	\$0	\$172,072	\$720,500	\$0	0.0%	
550.00 FIXED EXPENSES								
BOND INTEREST EXPENSE	<u>\$500,000</u>	<u>\$500,000</u>	<u>\$0</u>	<u>\$0</u>	<u>\$500,000</u>	<u>\$0</u>	0.0%	Debt Retirement - Downtown Government
TOTAL	\$500,000	\$500,000	\$0	\$0	\$500,000	\$0	0.0%	Complex - Principal and Interest

CITY OF ADRIAN
 FY2009-10 FIRST QUARTER FINANCIAL FORECAST
 September 30, 2009

FUND/DEPARTMENT	FY2009-10 ADOPTED BUDGET	FY2009-10 AMENDED BUDGET	AMENDED over/(under) ADOPTED	YEAR-TO-DATE ACTUAL	FORECAST	VARIANCE FORECAST TO BUDGET		EXPLANATION
						AMOUNT	PERCENT	
691.00 RECREATION DEPARTMENT								
SALARIES & FRINGE BENEFITS	\$648,406	\$648,406	\$0	\$181,031	\$648,406	\$0	0.0%	
OPERATING	259,865	276,432	16,567	57,986	276,432	0	0.0%	
CAPITAL OUTLAY	133,200	135,167	1,967	2,781	135,167	0	0.0%	
TOTAL	\$1,041,471	\$1,060,005	\$18,534	\$241,798	\$1,060,005	\$0	0.0%	
691.01 ADRIAN AREA LITTLE LEAGUE								
SALARIES & FRINGE BENEFITS	\$7,000	\$7,000	\$0	\$1,879	\$7,000	\$0		
OPERATING	26,300	26,300	0	3,171	26,300	0	0.0%	
CAPITAL OUTLAY	0	0	0	0	0	0		
TOTAL	\$33,300	\$33,300	\$0	\$5,050	\$33,300	\$0	0.0%	
696.00 PARKS & FORESTRY GARAGE								
SALARIES & FRINGE BENEFITS	\$0	\$0	\$0	\$0	\$0	\$0		
OPERATING	19,340	20,202	862	3,221	20,202	0	0.0%	
CAPITAL OUTLAY	0	0	0	0	0	0		
TOTAL	\$19,340	\$20,202	\$862	\$3,221	\$20,202	\$0	0.0%	
697.00 PARKS & FORESTRY DEPARTMENT								
SALARIES & FRINGE BENEFITS	\$365,105	\$365,105	\$0	\$84,760	\$365,105	\$0	0.0%	
OPERATING	121,812	124,669	2,857	58,041	124,669	0	0.0%	
CAPITAL OUTLAY	1,193,882	1,434,752	240,870	181,786	1,434,752	0	0.0%	
TOTAL	\$1,680,799	\$1,924,526	\$243,727	\$324,587	\$1,924,526	\$0	0.0%	
698.00 PARKS & FORESTRY - HERITAGE PARK								
SALARIES & FRINGE BENEFITS	\$97,377	\$97,377	\$0	\$24,102	\$97,377	\$0	0.0%	
OPERATING	42,025	45,452	3,427	10,343	45,452	0	0.0%	
CAPITAL OUTLAY	0	0	0	0	0	0		
TOTAL	\$139,402	\$142,829	\$3,427	\$34,445	\$142,829	\$0	0.0%	
699.00 FEE ESTATE MAINTENANCE								
SALARIES & FRINGE BENEFITS	\$0	\$0	\$0	\$0	\$0	\$0		
OPERATING	0	0	0	0	0	0	#DIV/0!	
CAPITAL OUTLAY	0	0	0	0	0	0	#DIV/0!	
TOTAL	\$0	\$0	\$0	\$0	\$0	\$0	#DIV/0!	
700.00 ADRIAN FENCE PROPERTY								
SALARIES & FRINGE BENEFITS	\$100	\$100	\$0	\$0	\$100	\$0	0.0%	
OPERATING	8,450	8,450	0	1,281	8,450	0	0.0%	
CAPITAL OUTLAY	0	0	0	0	0	0		
TOTAL	\$8,550	\$8,550	\$0	\$1,281	\$8,550	\$0	0.0%	

CITY OF ADRIAN
FY2009-10 FIRST QUARTER FINANCIAL FORECAST
September 30, 2009

FUND/DEPARTMENT	FY2009-10	FY2009-10	AMENDED	YEAR-TO-DATE	FORECAST	VARIANCE		EXPLANATION
	ADOPTED	AMENDED	over/(under)			ACTUAL	FORECAST TO BUDGET	
	BUDGET	BUDGET	ADOPTED			AMOUNT		
738.00 ADRIAN PUBLIC LIBRARY								
SALARIES & FRINGE BENEFITS	\$493,944	\$493,944	\$0	\$106,774	\$493,944	\$0	0.0%	
OPERATING	289,024	332,443	43,419	78,513	343,443	(11,000)	-3.3%	Books and Janitorial Svcs
CAPITAL OUTLAY	811,970	834,285	22,315	298,588	834,285	0	0.0%	
TOTAL	\$1,594,938	\$1,660,672	\$65,734	\$483,875	\$1,660,672	(\$11,000)	-0.7%	
801.00 PLANNING COMMISSION								
OPERATING	\$78,500	\$78,775	\$275	\$983	\$62,775	\$16,000	20.3%	Consultant Fees
CAPITAL OUTLAY	0	0	0	0	0	0		
TOTAL	\$78,500	\$78,775	\$275	\$983	\$78,775	0	0.0%	
836.00 OTHER PROJECTS								
SALARIES & FRINGE BENEFITS	\$0	\$0	\$0	\$173	\$0	\$0		
OPERATING	50,000	50,000	0	162,900	50,000	0	0.0%	
CAPITAL OUTLAY	0	0	0	296,827	0	0		
TOTAL	\$50,000	\$50,000	\$0	\$459,900	\$50,000	\$0	0.0%	
965.00 TRANSFERS OUT								
CONTRIBUTION - AUTO PARKING	\$6,000	\$6,000	\$0	\$0	\$6,000	\$0	0.0%	
CONTRIBUTION - DIAL-A-RIDE	98,398	98,398	0	0	98,398	0	0.0%	
CONTRIBUTION - MVP	700,000	700,000	0	0	700,000	0	0.0%	
TOTAL	\$804,398	\$804,398	\$0	\$0	\$804,398	\$0	0.0%	
990.00 NON-DEPARTMENTAL								
CONTINGENCY	\$27,556	\$153,131	\$125,575	\$0	\$153,131	\$0	0.0%	
TOTAL	\$27,556	\$153,131	\$125,575	\$0	\$153,131	\$0	0.0%	
TOTAL GENERAL FUND EXPENDITURES	\$19,812,299	\$20,259,529	\$447,230	\$3,330,782	\$20,244,146	\$80,383	0.4%	
REVENUE OVER/(UNDER) EXP.	\$0	\$0	\$0	\$4,421,753	(\$268,617)	(\$364,383)		

CITY OF ADRIAN
 FY2009-10 FIRST QUARTER FINANCIAL FORECAST
 September 30, 2009

FUND/DEPARTMENT	FY2009-10	FY2009-10	AMENDED	YEAR-TO-DATE	FORECAST	VARIANCE		EXPLANATION
	ADOPTED	AMENDED	over/(under)			FORECAST TO BUDGET		
	BUDGET	BUDGET	ADOPTED	ACTUAL		AMOUNT	PERCENT	
RECONCILIATION BETWEEN ADOPTED AND AMENDED BUDGET								
ADOPTED BUDGET			\$19,812,299	GENERAL				
AMENDED BUDGET			\$20,259,529	FUND				
INCREASE/(DECREASE)			<u>\$447,230</u>	CONTINGENCY				
				ACCOUNT				
Contingency - Beginning Balance					\$27,556			
Encumbrances & Carry Forwards			\$341,359					
Personal Property Tax Audit			\$53,000					
Swigert Donation to Resurface Shuffle Boards at Piotter Center			3,800					
Library Café Lease			3,960		3,960			
Library Capital Impr. Donations			34,426					
Library Furniture Donations			10,685					
Total			<u>\$447,230</u>					
Revenue Sharing Budget Adjustment					121,615			
Contingency - Ending Balance					<u>\$153,131</u>			

CITY OF ADRIAN
FY2009-10 FIRST QUARTER FINANCIAL FORECAST
September 30, 2009

<u>FUND/DEPARTMENT</u>	<u>FY2009-10</u>	<u>FY2009-10</u>	<u>AMENDED</u>	<u>YEAR-TO-DATE</u>	<u>FORECAST</u>	<u>VARIANCE</u>		<u>EXPLANATION</u>
	<u>ADOPTED</u>	<u>AMENDED</u>	<u>over/(under)</u>			<u>ACTUAL</u>	<u>FORECAST TO BUDGET</u>	
	<u>BUDGET</u>	<u>BUDGET</u>	<u>ADOPTED</u>					
MAJOR STREET FUND REVENUE (202):								
546.000 GAS & WEIGHT TAX	\$950,000	\$950,000	\$0	\$170,526	\$900,000	(\$50,000)	-5.3%	Reduced State
547.000 STATE TRUNKLINE MAINTENANCE	<u>60,000</u>	<u>60,000</u>	<u>0</u>	<u>0</u>	<u>60,000</u>	<u>0</u>	0.0%	Collections
INTERGOVERNMENTAL REVENUE	\$1,010,000	\$1,010,000	\$0	\$170,526	\$960,000	(\$50,000)	-5.0%	
664.000 INVESTMENT INCOME	10,000	10,000	0	39	10,000	0	0.0%	
676.283 CONTRB.-VIBRANT CITY GRANT FUND	1,383,125	1,383,125	0	0	1,383,125	0	0.0%	
676.599 CONTRB.-CAPITAL PROJECT FUND	63,750	63,750	0	0	63,750	0	0.0%	
697.000 PRIOR YEARS' REVENUE	0	397	397	0	397	0	0.0%	Planned Use of Fund
TOTAL MAJOR STREET FUND REVENUE	<u>\$2,466,875</u>	<u>\$2,467,272</u>	<u>\$397</u>	<u>\$170,565</u>	<u>\$2,417,272</u>	<u>(\$50,000)</u>	-2.0%	Balance
MAJOR STREET FUND EXPENDITURES (202):								
STREET CONSTRUCTION								
SALARIES & FRINGES	\$0	\$0	\$0	\$1,214	\$0	\$0		
OPERATING	<u>1,408,350</u>	<u>1,442,650</u>	<u>34,300</u>	<u>23,270</u>	<u>1,442,650</u>	<u>0</u>	0.0%	
SUBTOTAL	\$1,408,350	\$1,442,650	\$34,300	\$24,484	\$1,442,650	\$0	0.0%	
ROUTINE ROAD MAINTENANCE								
SALARIES & FRINGES	\$51,800	\$51,800	\$0	\$6,052	\$51,800	\$0	0.0%	
OPERATING	153,250	153,250	0	14,996	153,250	0	0.0%	
CAPITAL EQUIPMENT	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>		
SUBTOTAL	\$205,050	\$205,050	\$0	\$21,048	\$205,050	\$0	0.0%	
ROUTINE BRIDGE MAINTENANCE								
SALARIES & FRINGES	\$1,000	\$1,000	\$0	\$0	\$1,000	\$0		
OPERATING	<u>12,500</u>	<u>12,500</u>	<u>0</u>	<u>0</u>	<u>12,500</u>	<u>0</u>	0.0%	
SUBTOTAL	\$13,500	\$13,500	\$0	\$0	\$13,500	\$0	0.0%	
TRAFFIC SERVICE MAINTENANCE								
SALARIES & FRINGES	\$50,400	\$50,400	\$0	\$3,615	\$50,400	\$0	0.0%	
OPERATING	85,100	85,497	397	11,092	85,497	0	0.0%	
CAPITAL EQUIPMENT	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>		
SUBTOTAL	\$135,500	\$135,897	\$397	\$14,707	\$135,897	\$0	0.0%	

CITY OF ADRIAN
FY2009-10 FIRST QUARTER FINANCIAL FORECAST
September 30, 2009

<u>FUND/DEPARTMENT</u>	<u>FY2009-10 ADOPTED BUDGET</u>	<u>FY2009-10 AMENDED BUDGET</u>	<u>AMENDED over/(under) ADOPTED</u>	<u>YEAR-TO-DATE ACTUAL</u>	<u>FORECAST</u>	<u>VARIANCE FORECAST TO BUDGET</u>		<u>EXPLANATION</u>
						<u>AMOUNT</u>	<u>PERCENT</u>	
WINTER MAINTENANCE								
SALARIES & FRINGES	\$17,000	\$17,000	\$0	\$0	\$17,000	\$0	0.0%	
OPERATING	<u>59,000</u>	<u>59,000</u>	<u>0</u>	<u>0</u>	<u>59,000</u>	<u>0</u>	0.0%	
SUBTOTAL	\$76,000	\$76,000	\$0	\$0	\$76,000	\$0	0.0%	
NON-MOTORIZED TRANSPORTATION								
SALARIES & FRINGES	\$17,300	\$17,300	\$0	\$3,614	\$17,300	\$0	0.0%	Sidewalks
OPERATING	41,500	41,500	0	4,674	41,500	0	0.0%	
CAPITAL IMPROVEMENTS	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>		
SUBTOTAL	\$58,800	\$58,800	\$0	\$8,288	\$58,800	\$0	0.0%	
STATE TRUNKLINE MAINTENANCE (US223)								
SALARIES & FRINGES	\$1,400	\$1,400	\$0	\$438	\$1,400	\$0	0.0%	
OPERATING	<u>12,500</u>	<u>12,500</u>	<u>0</u>	<u>2,011</u>	<u>12,500</u>	<u>0</u>	0.0%	
SUBTOTAL	\$13,900	\$13,900	\$0	\$2,449	\$13,900	\$0	0.0%	
STATE TRUNKLINE MAINTENANCE (M-52)								
SALARIES & FRINGES	\$6,900	\$6,900	\$0	\$826	\$6,900	\$0	0.0%	
OPERATING	<u>25,278</u>	<u>25,278</u>	<u>0</u>	<u>1,518</u>	<u>25,278</u>	<u>0</u>	0.0%	
SUBTOTAL	\$32,178	\$32,178	\$0	\$2,344	\$32,178	\$0	0.0%	
STATE TRUNKLINE MAINTENANCE (M-34)								
SALARIES & FRINGES	\$1,200	\$1,200	\$0	\$75	\$1,200	\$0	0.0%	
OPERATING	<u>8,700</u>	<u>8,700</u>	<u>0</u>	<u>254</u>	<u>8,700</u>	<u>0</u>	0.0%	
SUBTOTAL	9,900	9,900	\$0	329	9,900	0	0.0%	
ADMIN & RECORD KEEPING	35,860	35,860	0	4,612	35,860	\$0	0.0%	
CONTRIBUTION - LOCAL STREET FUND	250,000	250,000	0	0	250,000	0		
990.00 NON-DEPARTMENTAL								
GRANT MATCH-KIWANIS TRAIL	\$80,000	\$80,000	\$0	\$0	\$80,000	\$0		
CONTINGENCY	<u>147,837</u>	<u>113,537</u>	<u>(34,300)</u>	<u>0</u>	<u>113,537</u>	<u>0</u>	0.0%	
TOTAL	\$227,837	\$193,537	(\$34,300)	\$0	\$193,537	\$0	0.0%	
TOTAL MAJOR STREET FUND EXP. (202)	\$2,466,875	\$2,467,272	\$397	\$78,261	\$2,467,272	\$0	0.0%	
REVENUE OVER/(UNDER) EXP.	\$0	\$0	\$0	\$92,304	(\$50,000)	(\$50,000)		

CITY OF ADRIAN
FY2009-10 FIRST QUARTER FINANCIAL FORECAST
 September 30, 2009

FUND/DEPARTMENT	FY2009-10	FY2009-10	AMENDED	YEAR-TO-DATE	FORECAST	VARIANCE		EXPLANATION
	ADOPTED BUDGET	AMENDED BUDGET	over/(under) ADOPTED	ACTUAL		FORECAST TO BUDGET	PERCENT	
LOCAL STREET FUND REVENUE (203):								
546.000 GAS & WEIGHT TAX	\$320,000	\$320,000	\$0	\$55,751	\$295,000	(\$25,000)	-7.8%	Reduced State
577.000 METRO ACT	60,000	60,000	0	0	60,000	0	0.0%	Collections
664.000 INVESTMENT EARNINGS	2,000	2,000	0	0	2,000	0	0.0%	
676.202 CONTRIBUTION - MAJOR STREET FUND	250,000	250,000	0	0	250,000	0	0.0%	
676.599 CONTRIBUTION - CAPITAL PROJ. REV. FUND	113,998	113,998	0	0	113,998	0	0.0%	
697.000 PRIOR YEARS' REVENUE	44,909	237,616	192,707	0	237,616	0	0.0%	Planned Use of Fund
699.204 TRANSFER IN - MUNICIPAL STREET FUND	464,608	464,608	0	0	464,608	0	0.0%	Balance
TOTAL LOCAL STREET FUND REVENUE	\$1,255,515	\$1,448,222	\$192,707	\$55,751	\$1,423,222	(\$25,000)	-1.7%	
LOCAL STREET FUND EXPENDITURES (203):								
SIDEWALKS								
SALARIES & FRINGES	\$6,500	\$6,500	\$0	\$213	\$6,500	\$0		
OPERATING	38,000	38,000	0	1,095	38,000	0	0.0%	
SUBTOTAL	\$44,500	\$44,500	\$0	\$1,308	\$44,500	\$0	0.0%	
STREET CONSTRUCTION								
SALARIES & FRINGES	\$435,976	\$471,496	\$35,520	\$7,920	\$471,496	\$0		
OPERATING	245,469	402,258	156,789	181,546	402,258	0	0.0%	
SUBTOTAL	\$681,445	\$873,754	\$192,309	\$189,466	\$873,754	\$0	0.0%	
ROUTINE ROAD MAINTENANCE								
SALARIES & FRINGES	\$107,250	\$107,250	\$0	\$5,644	\$107,250	\$0	0.0%	
OPERATING	283,450	274,628	(8,822)	13,998	274,628	0	0.0%	
CAPITAL OUTLAY	0	8,822	8,822	0	8,822	0	0.0%	
SUBTOTAL	\$390,700	\$390,700	\$0	\$19,642	\$390,700	\$0	0.0%	
ROUTINE BRIDGE MAINTENANCE								
SALARIES & FRINGES	\$100	\$100	\$0	\$0	\$100	\$0		
OPERATING	900	900	0	0	900	0	0.0%	
SUBTOTAL	\$1,000	\$1,000	\$0	\$0	\$1,000	\$0	0.0%	
TRAFFIC SERVICE MAINTENANCE								
SALARIES & FRINGES	\$17,200	\$17,200	\$0	\$1,700	\$17,200	\$0	0.0%	
OPERATING	20,300	20,698	398	3,517	20,698	0	0.0%	
SUBTOTAL	\$37,500	\$37,898	\$398	\$5,217	\$37,898	\$0	0.0%	
WINTER MAINTENANCE								
SALARIES & FRINGES	\$13,000	\$13,000	\$0	\$0	\$13,000	\$0	0.0%	
OPERATING	47,510	47,510	0	0	47,510	0	0.0%	
SUBTOTAL	\$60,510	\$60,510	\$0	\$0	\$60,510	\$0	0.0%	
ADMIN & RECORD KEEPING								
DISTRB. - IT SERVICES	4,860	4,860	0	1,216	4,860	0	0.0%	
TOTAL LOCAL STREET FUND EXP (203)	\$1,255,515	\$1,448,222	\$192,707	\$219,211	\$1,448,222	\$0	0.0%	
REVENUE OVER/(UNDER) EXP.	\$0	\$0	\$0	(\$163,460)	(\$25,000)	(\$25,000)		

CITY OF ADRIAN
 FY2009-10 FIRST QUARTER FINANCIAL FORECAST
 September 30, 2009

FUND/DEPARTMENT	FY2009-10	FY2009-10	AMENDED	YEAR-TO-DATE	FORECAST	VARIANCE		EXPLANATION
	ADOPTED	AMENDED	over/(under)			ACTUAL	FORECAST TO BUDGET	
	BUDGET	BUDGET	ADOPTED			AMOUNT		
MUNICIPAL STREET FUND REVENUE (204):								
402.000 PROPERTY TAXES - SPECIAL VOTED	\$459,608	\$459,608	\$0	\$415,308	\$459,608	\$0	0.0%	
664.000 INVESTMENT INCOME	5,000	5,000	0	57	5,000	0	0.0%	
695.000 OTHER	0	0	0	0	0	0		
TOTAL MUNICIPAL STREET FUND REVENUE	\$464,608	\$464,608	\$0	\$415,365	\$464,608	\$0	0.0%	
MUNICIPAL STREET FUND EXPENDITURES:								
CONTRIBUTION - LOCAL STREETS	\$464,608	\$464,608	\$0	\$0	\$464,608	\$0	0.0%	
TOTAL MUNICIPAL ST. FUND EXP.(204)	\$464,608	\$464,608	\$0	\$0	\$464,608	\$0	0.0%	
REVENUE OVER/(UNDER) EXP.	\$0	\$0	\$0	\$415,365	\$0	\$0		
FEE ESTATE (205):								
664.000 INVESTMENT INCOME	\$50	\$50	\$0	\$0	\$50	\$0	0.0%	
675.076 DONATIONS-PRIVATE-FEE ESTATE	700,000	700,000	0	0	700,000	0		
695.000 OTHER	8	8	0	0	8	0		
697.000 PRIOR YEARS REVENUE	0	6,525	6,525	0	6,525	0		
TOTAL FEE ESTATE FUND REVENUE	\$700,058	\$706,583	\$6,525	\$0	\$706,583	\$0	0.0%	
696.00 PARKS & FORESTRY GARAGE								
SALARIES & FRINGES	\$0	\$0	\$0	\$0	\$0	\$0	#DIV/0!	
OPERATING	19,340	20,203	863	1,830	20,203	0	0.0%	
SUBTOTAL	\$19,340	\$20,203	\$863	\$1,830	\$20,203	\$0	0.0%	
699.00 FEE ESTATE MAINTENANCE								
SALARIES & FRINGES	\$426,048	\$353,896	(\$72,152)	\$109,382	\$353,896	\$0	0.0%	
OPERATING	181,737	226,244	44,507	43,371	226,244	0	0.0%	
CAPITAL OUTLAY	72,933	73,588	655	3,000	73,588	0	0.0%	
SUBTOTAL	\$680,718	\$653,728	(\$26,990)	\$152,753	\$653,728	\$0	0.0%	
990.00 NON-DEPARTMENTAL								
CONTINGENCY	\$0	\$32,652	\$32,652	\$0	\$32,652	\$0	0.0%	
TOTAL	\$0	\$32,652	\$32,652	\$0	\$32,652	\$0	0.0%	
TOTAL FEE ESTATE FUND	\$700,058	\$706,583	\$6,525	\$154,583	\$706,583	\$0	0.0%	
REVENUE OVER/(UNDER) EXP.	\$0	\$0	\$0	(\$154,583)	\$0	\$0		

CITY OF ADRIAN
FY2009-10 FIRST QUARTER FINANCIAL FORECAST
September 30, 2009

<u>FUND/DEPARTMENT</u>	<u>FY2009-10</u>	<u>FY2009-10</u>	<u>AMENDED</u>	<u>YEAR-TO-DATE</u>	<u>FORECAST</u>	<u>VARIANCE</u>		<u>EXPLANATION</u>
	<u>ADOPTED</u>	<u>AMENDED</u>	<u>over/(under)</u>			<u>ACTUAL</u>	<u>FORECAST TO BUDGET</u>	
	<u>BUDGET</u>	<u>BUDGET</u>	<u>ADOPTED</u>			<u>AMOUNT</u>		
OMNI FUND REVENUE (267):								
663.000 OMNI FORFEITURES	\$80,800	\$80,800	\$0	\$107,007	\$80,800	\$0		
664.000 INVESTMENT INCOME	2,000	2,000	0	160	2,000	0		
671.000 RENTS	4,000	4,000	0	0	4,000	0		
695.000 OTHER	100	100	0	0	100	0		
TOTAL OMNI FUND REVENUE	\$86,900	\$86,900	\$0	\$107,167	\$86,900	\$0		
OMNI FUND EXPENDITURES (267):								
SALARIES & FRINGE BENEFITS	\$26,000	\$26,000	\$0	\$5,679	\$26,000	\$0		
OPERATING	60,900	60,900	0	25,663	60,900	0		
CAPITAL OUTLAY	0	0	0	0	0	0		
TOTAL OMNI FUND EXPENDITURES (267)	\$86,900	\$86,900	\$0	\$31,342	\$86,900	\$0		
REVENUE OVER/(UNDER) EXP.	\$0	\$0	\$0	\$75,825	\$0	\$0		

CITY OF ADRIAN
 FY2009-10 FIRST QUARTER FINANCIAL FORECAST
 September 30, 2009

FUND/DEPARTMENT	FY2009-10 ADOPTED BUDGET	FY2009-10 AMENDED BUDGET	AMENDED over/(under) ADOPTED	YEAR-TO-DATE ACTUAL	FORECAST	VARIANCE FORECAST TO BUDGET		EXPLANATION
						AMOUNT	PERCENT	
COMMUNITY DEVELOPMNT FUND REV (275):								
632.000 ADMINISTRATIVE FEES	\$84,000	\$84,000	\$0	\$14,958	\$84,000	\$0	0.0%	
651.000 APPLICATION FEE	100	100	0	0	100	0	0.0%	
664.000 INVESTMENT INCOME	1,500	1,500	0	416	1,500	0	0.0%	
676.281 CONTRIB-DDA-TIF FUND	2,000	2,000	0	2,000	2,000	0		
676.282 CONTRIB-LDFA FUND	0	31,000	31,000	0	31,000	0		
683.000 SALE OF PROPERTY	20,000	20,000	0	0	20,000	0		HUD Foreclosure Sales
TOTAL COMMUNITY DEVELOPMNT FUND REV	\$107,600	\$138,600	\$31,000	\$17,374	\$138,600	\$0	0.0%	
COMMUNITY DEVELOPMNT FUND EXP (275):								
ADM CD BLOCK GRANT								
SALARIES & FRINGE BENEFITS	\$63,696	\$63,696	\$0	\$17,648	\$63,696	\$0	0.0%	
OPERATING	24,819	24,819	0	7,329	24,819	0	0.0%	
CAPITAL OUTLAY	0	0	0	0	0	0		
TOTAL CDBG GRANT	\$88,515	\$88,515	\$0	\$24,977	\$88,515	\$0	0.0%	
PROPERTY ACQUISITION EXPENSES								
CONTINGENCY	100	100	0	6,072	100	0	0.0%	
	18,985	49,985	31,000	0	49,985	0	0.0%	
TOTAL COMM DEVL P FUND EXP (275)	\$107,600	\$138,600	\$31,000	\$31,049	\$138,600	\$0	0.0%	
REVENUE OVER/(UNDER) EXP.	\$0	\$0	\$0	(\$13,675)	\$0	\$0		

CITY OF ADRIAN
FY2009-10 FIRST QUARTER FINANCIAL FORECAST
September 30, 2009

FUND/DEPARTMENT	FY2009-10	FY2009-10	AMENDED	YEAR-TO-DATE	FORECAST	VARIANCE		EXPLANATION
	ADOPTED	AMENDED	over/(under)			ACTUAL	FORECAST TO BUDGET	
	BUDGET	BUDGET	ADOPTED			AMOUNT		
ECONOMIC DEVELOPMENT FUND REV (276)								
533.000 USEPA ASSESSMENT GRANT	\$79,268	\$79,268	\$0	\$0	\$79,268	\$0		
535.000 MDEQ SITE ASSESSMENT GRANT	10,552	10,552	0	3,900	10,552	0	0.0%	
664.000 INVESTMENT INCOME	1,500	1,500	0	187	1,500	0	0.0%	
675.075 DONATIONS - PRIVATE	150,000	150,000	0	25,000	150,000	0	0.0%	
695.000 OTHER	100	100	0	0	100	0	0.0%	
TOTAL ECONOMIC DEVELOPMENT FUND REV	\$241,420	\$241,420	\$0	\$29,087	\$241,420	\$0	0.0%	Balance
ECONOMIC DEVELOPMENT FUND EXP (276):								
CONTRIBUTION - GENERAL FUND	\$ 39,000	\$ 39,000	\$0	\$ 9,750	\$ 39,000	\$ -	0.0%	
HAZARDOUS SUBSTANCE SITE ASSESSMENT	0	0	0	7,522	0	0	#DIV/0!	
PETROLEUM SITE ASSESSMENT	79,268	79,268	0	70,136	79,268	0	0.0%	
WATERFRONT SITE ASSESSMENT	20,000	20,000	0	0	20,000	0	0.0%	
ECONOMIC DEVELOPMENT	103,152	103,152	0	20,851	103,152	0	0.0%	
TOTAL ECONOMIC DEVELOPMENT FUND EXP (276)	\$ 241,420	\$ 241,420	\$0	\$ 108,259	\$ 241,420	\$0	0.0%	
REVENUE OVER/(UNDER) EXP.	\$0	\$0	\$0	(\$79,172)	\$0	\$0		
BROWNFIELD REDEVELOPMENT AUTHORITY (279):								
404.000 CURRENT PROPERTY TAX	\$10,172	\$10,172	\$0	\$14,638	\$10,172	\$0	0.0%	
664.000 INVESTMENT EARNINGS	100	100	0	61	100	0		
697.000 PRIOR YEARS REVENUE	509	509	0	0	509	0	0.0%	
TOTAL REVENUE	\$10,781	\$10,781	\$0	\$14,699	\$10,781	\$0	0.0%	
BROWNFIELD REDEVELOPMENT AUTHORITY (279):								
ADMINISTRATION	\$10,781	\$10,781	\$0	\$0	\$10,781	\$0	0.0%	
TOTAL EXPENDITURES	\$10,781	\$10,781	\$0	\$0	\$10,781	\$0	0.0%	
REVENUE OVER/(UNDER) EXP.	\$0	\$0	\$0	\$14,699	\$0	\$0		

CITY OF ADRIAN
FY2009-10 FIRST QUARTER FINANCIAL FORECAST
 September 30, 2009

<u>FUND/DEPARTMENT</u>	<u>FY2009-10</u>	<u>FY2009-10</u>	<u>AMENDED</u>	<u>YEAR-TO-DATE</u>	<u>FORECAST</u>	<u>VARIANCE</u>		<u>EXPLANATION</u>
	<u>ADOPTED</u>	<u>AMENDED</u>	<u>over/(under)</u>			<u>ACTUAL</u>	<u>FORECAST TO BUDGET</u>	
	<u>BUDGET</u>	<u>BUDGET</u>	<u>ADOPTED</u>			<u>AMOUNT</u>	<u>PERCENT</u>	
DOWNTOWN DEVLPMNT AUTH REV (280):								
404.000 CURRENT REAL PROPERTY TAX	\$31,757	\$31,757	\$0	\$32,400	\$31,757	\$0	0.0%	
664.000 INVESTMENT EARNINGS	300	300	0	11	300	0	0.0%	
695.000 OTHER	100	100	0	0	100	0	0.0%	
695.002 WINTER FEST	0	0	0	1,610	0	0	#DIV/0!	
697.000 PRIOR YEAR'S REVENUE	8,243	8,243	0	0	8,243	0	0.0%	Planned Use of Fund
699.281 TRANSFER IN TIFA	2,000	2,000	0	6,000	2,000	0		Balance
TOTAL DOWNTOWN DEV AUTH. REV.	\$42,400	\$42,400	\$0	\$40,021	\$42,400	\$0	0.0%	
DOWNTOWN DEVLPMNT AUTH. EXP. (280):								
SALARIES & FRINGE BENEFITS	\$6,600	\$6,600	\$0	\$2,449	\$6,600	\$0	0.0%	
OPERATING	40,800	40,800	0	27,671	40,800	0	0.0%	
CONTRIBUTION - AUTO PARKING	10,000	10,000	0	10,000	10,000	0	0.0%	
CAPITAL OUTLAY	5,000	5,000	0	2,688	5,000	0	0.0%	
TOTAL DOWNTOWN DEVLPMNT AUTH EXP	\$42,400	\$42,400	\$0	\$22,808	\$42,400	\$0	0.0%	
REVENUE OVER/(UNDER) EXP.	\$0	\$0	\$0	\$17,213	\$0	\$0		

CITY OF ADRIAN
FY2009-10 FIRST QUARTER FINANCIAL FORECAST
 September 30, 2009

FUND/DEPARTMENT	FY2009-10 ADOPTED BUDGET	FY2009-10 AMENDED BUDGET	AMENDED over/(under) ADOPTED	YEAR-TO-DATE ACTUAL	FORECAST	VARIANCE FORECAST TO BUDGET		EXPLANATION
						AMOUNT	PERCENT	
DDA - TIF FUND REVENUE (281):								
404.000 CURRENT REAL PROPERTY TAX	\$409,618	\$409,618	\$0	\$253,208	\$409,618	\$0	0.0%	
631.000 REFUSE COLLECTION	15,000	15,000	0	8,700	15,000	0	0.0%	
664.000 INVESTMENT EARNINGS	8,000	8,000	0	1,062	8,000	0	0.0%	
697.000 PRIOR YEAR'S REVENUE	0	77,900	77,900	0	77,900	0	0.0%	Planned Use of Fund BI
698.000 SALE OF BONDS/NOTES	250,000	250,000	0	0	250,000	0	0.0%	
699.279 CONTRIB - BROWNFLD REDEVELPMNT FUNE	10,781	10,781	0	0	10,781	0	0.0%	
TOTAL DOWNTOWN DEV AUTH. REV.	\$693,399	\$771,299	\$77,900	\$262,970	\$771,299	\$0	0.0%	
DDA-TIF FUND EXP. (281):								
290.00 ADMINISTRATION								
SALARIES & FRINGE BENEFITS	\$36,467	\$36,467	\$0	\$8,197	\$36,467	\$0	0.0%	
OPERATING	73,115	73,115	0	25,412	73,115	0	0.0%	
CAPITAL OUTLAY	315,000	392,900	77,900	0	392,900	0	0.0%	
SUBTOTAL	\$424,582	\$502,482	\$77,900	\$33,609	\$502,482	\$0	0.0%	
965.00 TRANSFERS OUT								
CONTRIBUTION-COMMUNITY DEVELOP	2,000	2,000	0	2,000	2,000	0	0.0%	
CONTRIBUTION-DDA	6,000	6,000	0	6,000	6,000	0	0.0%	
TRANSFER OUT - DEBT	95,785	95,785	0	95,785	95,785	0	0.0%	
TRANSFER OUT - SCHOOLS	155,032	155,032	0	0	155,032	0	0.0%	
SUBTOTAL	\$258,817	\$258,817	\$0	\$103,785	\$258,817	\$0	0.0%	
990.00 NON-DEPARTMENTAL								
CONTINGENCY	\$10,000	\$10,000	\$0	\$0	\$10,000	\$0	0.0%	
TOTAL	\$10,000	\$10,000	\$0	\$0	\$10,000	\$0	0.0%	
TOTAL DDA-TIF FUND EXP	\$693,399	\$771,299	\$77,900	\$137,394	\$771,299	\$0	0.0%	
REVENUE OVER/(UNDER) EXP.	\$0	\$0	\$0	\$125,576	\$0	\$0		
LDFA-GAIDC FUND REVENUE (282):								
404.000 CURRENT REAL PROPERTY TAX	\$40,654	\$40,654	\$0	\$56,115	\$40,654	\$0	0.0%	
664.000 INVESTMENT INCOME	5,000	5,000	0	95	5,000	0	0.0%	
671.000 RENTS	4,000	4,000	0	0	4,000	0	0.0%	
697.000 PRIOR YEARS' REVENUE	17,146	48,146	31,000	0	48,146	0	0.0%	Planned Use of Fund
TOTAL LDFA FUND REVENUE	\$66,800	\$97,800	\$31,000	\$56,210	\$97,800	\$0	0.0%	Balance
LDFA-GAIDC FUND - EXPENDITURES (282):								
290.00 ADMINISTRATION								
SALARIES & FRINGE BENEFITS	\$60,928	\$60,928	\$0	\$19,863	\$60,928	\$0	0.0%	
OPERATING	5,872	5,872	0	4,333	5,872	0	0.0%	
CAPITAL OUTLAY	0	0	0	0	0	0		

CITY OF ADRIAN
 FY2009-10 FIRST QUARTER FINANCIAL FORECAST
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FUND/DEPARTMENT	FY2009-10	FY2009-10	AMENDED	YEAR-TO-DATE	FORECAST	VARIANCE		EXPLANATION
	ADOPTED	AMENDED	over/(under)			FORECAST TO BUDGET		
	BUDGET	BUDGET	ADOPTED	ACTUAL		AMOUNT	PERCENT	
SUBTOTAL	\$66,800	\$66,800	\$0	\$24,196	\$66,800	\$0	0.0%	
965.00 TRANSFERS OUT								
CONTRIBUTION-COMMUNITY DEVELOP	0	31,000	31,000	0	31,000	0	0.0%	
SUBTOTAL	\$0	\$31,000	\$31,000	\$0	\$31,000	\$0	0.0%	
TOTAL LDFA FUND EXP (310)	\$66,800	\$97,800	\$31,000	\$24,196	\$97,800	\$0	0.0%	
REVENUE OVER/(UNDER) EXP.	\$0	\$0	\$0	\$32,014	\$0	\$0		

CITY OF ADRIAN
FY2009-10 FIRST QUARTER FINANCIAL FORECAST
September 30, 2009

FUND/DEPARTMENT	FY2009-10	FY2009-10	AMENDED	YEAR-TO-DATE	FORECAST	VARIANCE		EXPLANATION
	ADOPTED	AMENDED	over/(under)			FORECAST TO BUDGET		
	BUDGET	BUDGET	ADOPTED	ACTUAL		AMOUNT	PERCENT	
VIBRANT SMALL CITIES GRANT FUND REVENUE (283)								
519.004 VSCG-2 WAY TRFC GRNT-LOCAL	\$879,000	\$879,000	\$0	\$0	\$879,000	\$0	0.0%	
519.005 VSCG-2 WAY TRFC GRNT-SIGNALS	315,000	315,000	0	0	315,000	0	0.0%	
519.006 VSCG-2 WAY TRFC GRNT-ADA IMPRVMENTS	175,000	175,000	0	0	175,000	0	0.0%	
519.007 VSCG-2 WAY TRFC GRNT-ADMIN	20,000	20,000	0	0	20,000	0	0.0%	
519.008 VSCG-LAND ASSEMBLY GRNT-LOCAL	95,875	95,875	0	0	95,875	0	0.0%	
519.009 VSCG-LAND ASSEMBLY GRNT-ACQSTN	144,375	144,375	0	0	144,375	0	0.0%	
519.010 VSCG-LAND ASSEMBLY GRNT-DEMO	42,750	42,750	0	0	42,750	0	0.0%	
519.011 VSCG-LAND ASSEMBLY GRNT-ADMIN	10,000	10,000	0	0	10,000	0	0.0%	
519.012 VSCG-DWNTWN FACADE GRNT-PVT	221,945	221,945	0	86,424	221,945	0	0.0%	
519.013 VSCG-DWNTWN FACADE GRNT-CDBG	307,875	307,875	0	0	307,875	0	0.0%	
519.014 VSCG-DWNTWN FACADE GRNT-LOCAL	5,000	5,000	0	0	5,000	0	0.0%	
519.015 VSCG-OTHER GRNT-LOCAL	20,125	20,125	0	0	20,125	0	0.0%	
664.000 INVESTMENT EARNINGS	5,000	5,000	0	491	5,000	0	0.0%	
TOTAL VSCI GRANT FUND REVENUE (283)	\$2,241,945	\$2,241,945	\$0	\$86,915	\$2,241,945	\$0	0.0%	
VIBRANT SMALL CITIES GRANT FUND EXPENDITURES (283)								
TWO-WAY TRAFFIC	\$1,403,125	\$1,403,125	\$0	\$421,121	\$1,403,125	\$0	0.0%	
NON-MOTORIZED TRANSPORTATION	0	0	0	7,373	0	0	#DIV/0!	
FAÇADE IMPROVEMENTS	534,820	534,820	0	0	534,820	0	0.0%	
BLIGHT REDUCTION	288,000	288,000	0	29,790	288,000	0	0.0%	
CONTINGENCY	16,000	16,000	0	0	16,000	0	0.0%	
TOTAL VSCI GRANT FUND EXPENDITURES (283)	\$2,241,945	\$2,241,945	\$0	\$458,284	\$2,241,945	\$0	0.0%	
REVENUE OVER/(UNDER) EXP.	\$0	\$0	\$0	(\$371,369)	\$0	\$0		
LDFA DEBT FUND REVENUE (310):								
664.000 INTEREST EARNINGS	\$0	\$0	\$0	\$29	\$0	\$0		
TOTAL LDFA DEBT FUND REVENUE	\$0	\$0	\$0	\$29	\$0	\$0		
LDFA DEBT FUND EXPENDITURES (310):								
695.000 OTHER	\$0	\$0	\$0	\$0	\$0	\$0		
TOTAL LDFA FUND EXPENDITURES	\$0	\$0	\$0	\$0	\$0	\$0		
REVENUE OVER/(UNDER) EXP.	\$0	\$0	\$0	\$29	\$0	\$0		

CITY OF ADRIAN
FY2009-10 FIRST QUARTER FINANCIAL FORECAST
 September 30, 2009

<u>FUND/DEPARTMENT</u>	<u>FY2009-10 ADOPTED BUDGET</u>	<u>FY2009-10 AMENDED BUDGET</u>	<u>AMENDED over/(under) ADOPTED</u>	<u>YEAR-TO-DATE ACTUAL</u>	<u>FORECAST</u>	<u>VARIANCE FORECAST TO BUDGET</u>		<u>EXPLANATION</u>
						<u>AMOUNT</u>	<u>PERCENT</u>	
DDA DEBT FUND REVENUE (394):								
664.000 INTEREST EARNINGS	\$0	\$0	\$0	\$29	\$0	\$0	#DIV/0!	
699.000 APPROP TRANSFER IN	95,785	95,785	0	95,785	95,785	0	0.0%	
TOTAL DDA DEBT FUND REVENUE	\$95,785	\$95,785	\$0	\$95,814	\$95,785	\$0	0.0%	
DDA DEBT FUND EXPENDITURES (394):								
BOND INTEREST EXPENSE	\$15,360	\$15,360	\$0	\$0	\$15,360	\$0	0.0%	
PAYING AGENT FEES	425	425	0	0	425	0	0.0%	
CONTINGENCY	80,000	80,000	0	0	80,000	0	0.0%	
TOTAL DDA DEBT FUND EXP (394)	\$95,785	\$95,785	\$0	\$0	\$95,785	\$0	0.0%	
REVENUE OVER/(UNDER) EXP.	\$0	\$0	\$0	\$95,814	\$0	\$0		

CITY OF ADRIAN
FY2009-10 FIRST QUARTER FINANCIAL FORECAST
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FUND/DEPARTMENT	FY2009-10	FY2009-10	AMENDED	YEAR-TO-DATE	FORECAST	VARIANCE		EXPLANATION
	ADOPTED	AMENDED	over/(under)			FORECAST TO BUDGET	PERCENT	
	BUDGET	BUDGET	ADOPTED	ACTUAL		AMOUNT		
WATER-CAPITAL PROJECTS FUND REVENUE (496)								
676.591 CONTRIBUTION- WATER FUND	\$299,000	\$299,000	\$0	\$57,194	\$299,000	\$0	0.0%	
697.000 PRIOR YEAR'S REVENUE	0	8,956	8,956	0	8,956	0	0.0%	Planned Use of Fund
TOTAL DDA DEBT FUND REVENUE	\$299,000	\$307,956	\$8,956	\$57,194	\$307,956	\$0	0.0%	Balance
WATER-CAPITAL PROJECTS FUND EXPENDITURES (496)								
ADMINISTRATION	\$3,000	\$3,000	\$0	\$0	\$3,000	\$0	0.0%	
METER READING & MAINT.	55,000	55,000	0	0	55,000	0	0.0%	
OAKWOOD FACILITY	5,000	5,000	0	0	5,000	0	0.0%	
WATER PLANT CAPITAL EQUIP	36,000	39,956	3,956	695	39,956	0	0.0%	
WATER PLANT CAPITAL IMPRVMT	90,000	95,000	5,000	57,238	95,000	0	0.0%	
WATER DISTRB CAPITAL EQUIP	25,000	25,000	0	0	25,000	0	0.0%	
WATER DISTRB CAPITAL IMPRVMT	85,000	85,000	0	0	85,000	0	0.0%	
TOTAL EXPENDITURES	\$299,000	\$307,956	\$8,956	\$57,933	\$307,956	\$0	0.0%	
REVENUE OVER/(UNDER) EXP.	\$0	\$0	\$0	(\$739)	\$0	\$0		
SEWER-CAPITAL PROJECTS FUND REVENUE (497)								
676.590 CONTRIBUTION- WASTEWATER FUND	\$179,000	\$234,000	\$55,000	\$48,798	\$234,000	\$0	0.0%	
697.000 PRIOR YEAR'S REVENUE	0	323,100	323,100	0	323,100	0	0.0%	Planned Use of Fund
TOTAL SEWER-CAPITAL PROJECTS FUND REVENUE	\$179,000	\$557,100	\$378,100	\$48,798	\$557,100	\$0	0.0%	Balance
SEWER-CAPITAL PROJECTS FUND EXPENDITURES (497)								
WWTP CAPITAL IMPROVEMENTS	\$75,000	\$75,000	\$0	\$0	\$75,000	\$0	0.0%	
WWTP CAPITAL EQUIPMENT	50,000	75,000	25,000	21,336	75,000	0	0.0%	
SEWER COLLECTION SYSTEM	54,000	407,100	353,100	25,845	407,100	0	0.0%	
TOTAL EXPENDITURES	\$179,000	\$557,100	\$378,100	\$47,181	\$557,100	\$0	0.0%	
REVENUE OVER/(UNDER) EXP.	\$0	\$0	\$0	\$1,617	\$0	\$0		

CITY OF ADRIAN
FY2009-10 FIRST QUARTER FINANCIAL FORECAST
September 30, 2009

FUND/DEPARTMENT	FY2009-10	FY2009-10	AMENDED	YEAR-TO-DATE	FORECAST	VARIANCE		EXPLANATION
	ADOPTED	AMENDED	over/(under)			FORECAST TO BUDGET		
	BUDGET	BUDGET	ADOPTED	ACTUAL		AMOUNT	PERCENT	
AUTO PARKING FUND REVENUE (585):								
652.000 PARKING FEES	\$38,000	\$38,000	\$0	\$2,204	\$30,000	(\$8,000)	-21.1%	
656.000 PARKING FINES	30,000	30,000	0	2,745	25,000	(5,000)	-16.7%	Enforcement
664.000 INVESTMENT EARNINGS	100	100	0	44	100	0	0.0%	
698.000 SALE OF BONDS/NOTES	2,635,000	2,635,000	0	0	0	(2,635,000)	-100.0%	No consensus
699.101 CONTRIBUTION - GENERAL FUND	6,000	6,000	0	0	6,000	0	0.0%	
699.280 TRANSFER IN - DDA	10,000	10,000	0	10,000	10,000	0	0.0%	
699.599 SPECIAL ASSESSMENT	30,000	30,000	0	14,646	30,000	0	0.0%	
TOTAL AUTO PARKING FUND REVENUE	\$2,749,100	\$2,749,100	\$0	\$29,639	\$101,100	(\$2,648,000)	-96.3%	
AUTO PARKING FUND EXPENDITURES (585):								
SALARIES & FRINGE BENEFITS	\$43,709	\$43,709	\$0	\$3,455	\$43,709	\$0	0.0%	
OPERATING	70,391	70,391	0	3,032	70,391	0	0.0%	
CAPITAL OUTLAY	2,635,000	2,635,000	0	0	0	\$2,635,000		
TOTAL AUTO PARKING FUND EXP (585)	\$2,749,100	\$2,749,100	\$0	\$6,487	\$114,100	2,635,000	95.8%	
REVENUE OVER/(UNDER) EXP.	\$0	\$0	\$0	\$23,152	(\$13,000)	(\$13,000)		
TRANSPORTATION SYSTEM FUND REV (588):								
511.000 FEDERAL GRANTS	\$68,656	\$68,656	\$0	\$30,864	\$68,656	\$0	0.0%	
571.000 STATE CAPITAL GRANT	305,560	305,560	0	0	305,560	0	0.0%	
572.000 STATE ACT 51 OPERATING	152,847	152,847	0	35,348	152,847	0	0.0%	
633.000 PASSENGER FARES	105,147	105,147	0	21,963	105,147	0	0.0%	
671.000 RENTS	4,056	4,056	0	0	4,056	0	0.0%	
676.101 CONTRIBUTION - GENERAL FUND	98,398	98,398	0	0	98,398	0	0.0%	
TOTAL TRANSPRTN SYSTEM FUND REV	\$734,664	\$734,664	\$0	\$88,175	\$734,664	\$0	0.0%	
TRANSPORTATION FUND EXPENDITURES:								
SALARIES & FRINGE BENEFITS	\$293,081	\$293,081	\$0	\$78,741	\$293,081	\$0	0.0%	
OPERATING	136,023	136,023	0	29,023	136,023	0	0.0%	
CAPITAL OUTLAY	305,560	305,560	0	0	305,560	\$0	0.0%	
TOTAL TRANSPORTATION FUND EXP (588)	\$734,664	\$734,664	\$0	\$107,764	\$734,664	\$0	0.0%	
REVENUE OVER/(UNDER) EXP.	\$0	\$0	\$0	(\$19,589)	\$0	\$0		

CITY OF ADRIAN
FY2009-10 FIRST QUARTER FINANCIAL FORECAST
September 30, 2009

<u>FUND/DEPARTMENT</u>	<u>FY2009-10 ADOPTED BUDGET</u>	<u>FY2009-10 AMENDED BUDGET</u>	<u>AMENDED over/(under) ADOPTED</u>	<u>YEAR-TO-DATE ACTUAL</u>	<u>FORECAST</u>	<u>VARIANCE FORECAST TO BUDGET</u>		<u>EXPLANATION</u>
						<u>AMOUNT</u>	<u>PERCENT</u>	
SEWER FUND REVENUE (590):								
647.000 CHARGES FOR SERVICES	\$4,059,000	\$4,059,000	\$0	\$1,027,767	\$4,059,000	\$0	0.0%	
653.000 PENALTIES	75,000	75,000	0	19,556	75,000	0	0.0%	
654.000 I.P.P. FINES & FEES	100	100	0	0	100	0	0.0%	
664.000 INVESTMENT EARNINGS	1,000	1,000	0	1,157	1,000	0	0.0%	
681.000 TAPS & SERVICE	40,000	40,000	0	0	40,000	0	0.0%	
695.000 OTHER	9,955	9,955	0	61,366	9,955	0	0.0%	
697.000 PRIOR YEARS' REVENUE	0	93,588	93,588	0	93,588	0	0.0%	Planned Use of Fund
TOTAL SEWER FUND REVENUE	\$4,185,055	\$4,278,643	\$93,588	\$1,109,846	\$4,278,643	\$0	0.0%	Balance
SEWER FUND EXPENDITURES (590):								
WASTE WATER TREATMENT PLANT								
SALARIES & FRINGE BENEFITS	\$627,242	\$627,242	\$0	\$129,387	\$627,242	\$0	0.0%	
OPERATING	879,600	887,266	7,666	138,681	887,266	0	0.0%	
CAPITAL OUTLAY	0	0	0	0	0	0	0.0%	
SUBTOTAL	\$1,506,842	\$1,514,508	\$7,666	\$268,068	\$1,514,508	\$0	0.0%	
ADMINISTRATION & OVERHEAD								
SALARIES & FRINGE BENEFITS	\$365,452	\$365,452	\$0	\$79,355	\$365,452	\$0	0.0%	
OPERATING	344,627	371,127	26,500	75,564	371,127	0	0.0%	
CAPITAL OUTLAY	0	0	0	0	0	0	0.0%	
SUBTOTAL	\$710,079	\$736,579	\$26,500	\$154,919	\$736,579	\$0	0.0%	
SANITARY SEWERS								
SALARIES & FRINGE BENEFITS	\$157,000	\$157,000	\$0	\$30,577	\$157,000	\$0	0.0%	
OPERATING	129,750	129,750	0	7,643	129,750	0	0.0%	
CAPITAL OUTLAY	0	0	0	0	0	0	0.0%	
SUBTOTAL	\$286,750	\$286,750	\$0	\$38,220	\$286,750	\$0	0.0%	
BROAD STREET LIFT STATION								
SALARIES & FRINGE BENEFITS	\$10,000	\$10,000	\$0	\$2,786	\$10,000	\$0	0.0%	
OPERATING	36,500	40,922	4,422	3,678	40,922	0	0.0%	
CAPITAL OUTLAY	0	0	0	0	0	0	0.0%	
SUBTOTAL	\$46,500	\$50,922	\$4,422	\$6,464	\$50,922	\$0	0.0%	
LIFT STATIONS								
SALARIES & FRINGE BENEFITS	\$12,000	\$12,000	\$0	\$2,221	\$12,000	\$0	0.0%	
OPERATING	30,000	30,000	0	1,447	30,000	0	0.0%	
CAPITAL OUTLAY	0	0	0	0	0	0	0.0%	
SUBTOTAL	\$42,000	\$42,000	\$0	\$3,668	\$42,000	\$0	0.0%	

CITY OF ADRIAN
 FY2009-10 FIRST QUARTER FINANCIAL FORECAST
 September 30, 2009

<u>FUND/DEPARTMENT</u>	<u>FY2009-10 ADOPTED BUDGET</u>	<u>FY2009-10 AMENDED BUDGET</u>	<u>AMENDED over/(under) ADOPTED</u>	<u>YEAR-TO-DATE ACTUAL</u>	<u>FORECAST</u>	<u>VARIANCE FORECAST TO BUDGET</u>		<u>EXPLANATION</u>
						<u>AMOUNT</u>	<u>PERCENT</u>	
RETENTION BASIN								
SALARIES & FRINGE BENEFITS	\$3,000	\$3,000	\$0	\$476	\$3,000	\$0	0.0%	
OPERATING	<u>14,000</u>	<u>14,000</u>	0	<u>1,048</u>	<u>14,000</u>	0	0.0%	
SUBTOTAL	\$17,000	\$17,000	\$0	\$1,524	\$17,000	\$0	0.0%	
DEPRECIATION EXPENSE	\$1,000,000	\$1,000,000	\$0	\$0	\$1,000,000	\$0	0.0%	
BOND INTEREST EXPENSE	91,884	91,884	0	0	91,884	0		
INSTALLMENT PURCHASE DEBT SVC	305,000	305,000	0	0	305,000	0		
CONTRIBUTION - CAPITAL PROJECTS	<u>179,000</u>	<u>234,000</u>	55,000	<u>48,798</u>	<u>234,000</u>	\$0		
FIXED EXPENSES	\$1,575,884	\$1,630,884	\$55,000	\$48,798	\$1,630,884	\$0	0.0%	
TOTAL SEWER FUND EXPENDITURES (590)	<u>\$4,185,055</u>	<u>\$4,278,643</u>	<u>\$93,588</u>	<u>\$521,661</u>	<u>\$4,278,643</u>	<u>\$0</u>	0.0%	
REVENUE OVER/(UNDER) EXP.	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$588,185</u>	<u>\$0</u>	<u>\$0</u>		

CITY OF ADRIAN
FY2009-10 FIRST QUARTER FINANCIAL FORECAST
September 30, 2009

<u>FUND/DEPARTMENT</u>	<u>FY2009-10</u>	<u>FY2009-10</u>	<u>AMENDED</u>	<u>YEAR-TO-DATE</u>	<u>FORECAST</u>	<u>VARIANCE</u>		<u>EXPLANATION</u>
	<u>ADOPTED</u>	<u>AMENDED</u>	<u>over/(under)</u>			<u>ACTUAL</u>	<u>FORECAST TO BUDGET</u>	
	<u>BUDGET</u>	<u>BUDGET</u>	<u>ADOPTED</u>			<u>AMOUNT</u>		
WATER FUND REVENUE (591):								
634.000 NEW ACCOUNT CHARGES	\$15,000	\$15,000	\$0	\$4,533	\$15,000	\$0	0.0%	
646.000 CHARGES FOR SERVICES - SALES	3,418,000	3,418,000	0	959,172	3,418,000	0	0.0%	
653.000 PENALTIES	75,000	75,000	0	20,375	75,000	0	0.0%	
664.000 INVESTMENT EARNINGS	20,000	20,000	0	2,392	20,000	0	0.0%	
667.000 HYDRANT RENTAL	45,000	45,000	0	12,066	45,000	0	0.0%	
680.000 MERCHANDISE	1,000	1,000	0	271	1,000	0	0.0%	
681.000 TAPS & SERVICE	50,000	50,000	0	(3,425)	50,000	0	0.0%	
683.000 SALE OF PROPERTY	0	0	0	298,632	298,632	298,632	0.0%	Williams' Property
695.000 OTHER	20,000	20,000	0	1,665	20,000	0	0.0%	
697.000 PRIOR YEARS' REVENUE	0	3,498	3,498	0	3,498	0	0.0%	Planned Use of Fund
TOTAL WATER FUND REVENUE	\$3,644,000	\$3,647,498	\$3,498	\$1,295,681	\$3,946,130	\$298,632	8.2%	Balance
WATER FUND EXPENDITURES (591):								
MERCHANDISE	\$50,000	\$50,000	\$0	(\$7,929)	\$50,000	\$0	0.0%	
TAPS & SERVICE								
SALARIES & FRINGE BENEFITS	\$5,000	\$5,000	\$0	\$0	\$5,000	\$0	0.0%	
OPERATING	3,000	3,000	0	0	3,000	0	0.0%	
CAPITAL OUTLAY	0	0	0	0	0	0	0.0%	
SUBTOTAL	\$8,000	\$8,000	\$0	\$0	\$8,000	\$0	0.0%	
PURIFICATION & PUMPING								
SALARIES & FRINGE BENEFITS	\$434,387	\$434,387	\$0	\$92,221	\$434,387	\$0	0.0%	
OPERATING	807,100	810,238	3,138	105,711	810,238	0	0.0%	
CAPITAL OUTLAY	0	0	0	0	0	0	0.0%	
SUBTOTAL	\$1,241,487	\$1,244,625	\$3,138	\$197,932	\$1,244,625	\$0	0.0%	
TRANSMISSION & DISTRIBUTION								
SALARIES & FRINGE BENEFITS	\$360,600	\$333,641	(\$26,959)	\$66,625	\$333,641	\$0	0.0%	
OPERATING	198,000	198,309	309	29,841	198,309	0	0.0%	
CAPITAL OUTLAY	0	0	0	0	0	0	0.0%	
SUBTOTAL	\$558,600	\$531,950	(\$26,650)	\$96,466	\$531,950	\$0	0.0%	
CUSTOMER SERVICE & OVERHEAD								
SALARIES & FRINGE BENEFITS	\$659,567	\$619,211	(\$40,356)	\$157,396	\$619,211	\$0	0.0%	
OPERATING	(81,704)	(52,735)	28,969	(29,652)	(52,735)	0	0.0%	
CAPITAL OUTLAY	0	0	0	0	0	0	0.0%	
SUBTOTAL	\$577,863	\$566,476	(\$11,387)	\$127,744	\$566,476	\$0	0.0%	

CITY OF ADRIAN
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<u>FUND/DEPARTMENT</u>	<u>FY2009-10 ADOPTED BUDGET</u>	<u>FY2009-10 AMENDED BUDGET</u>	<u>AMENDED over/(under) ADOPTED</u>	<u>YEAR-TO-DATE ACTUAL</u>	<u>FORECAST</u>	<u>VARIANCE FORECAST TO BUDGET</u>		<u>EXPLANATION</u>
						<u>AMOUNT</u>	<u>PERCENT</u>	
DEPRECIATION EXPENSE	\$478,799	\$478,799	\$0	\$0	\$478,799	\$0	0.0%	
BOND INTEREST EXPENSE	254,969	254,969	0	0	254,969	0	0.0%	
CONTRIBUTION - CAPITAL PROJECTS	299,000	299,000	0	57,194	299,000	0	0.0%	
CONTINGENCY	175,282	213,679	38,397	0	213,679	0		
TOTAL WATER FUND EXPENSES (591)	\$3,644,000	\$3,647,498	\$3,498	\$471,407	\$3,647,498	\$0	0.0%	
REVENUE OVER/(UNDER) EXP.	\$0	\$0	\$0	\$824,274	\$298,632	\$298,632		

CITY OF ADRIAN
FY2009-10 FIRST QUARTER FINANCIAL FORECAST
September 30, 2009

<u>FUND/DEPARTMENT</u>	<u>FY2009-10</u>	<u>FY2009-10</u>	<u>AMENDED</u>	<u>YEAR-TO-DATE</u>	<u>FORECAST</u>	<u>VARIANCE</u>		<u>EXPLANATION</u>
	<u>ADOPTED</u>	<u>AMENDED</u>	<u>over/(under)</u>			<u>ACTUAL</u>	<u>FORECAST TO BUDGET</u>	
	<u>BUDGET</u>	<u>BUDGET</u>	<u>ADOPTED</u>			<u>AMOUNT</u>		
STORM WATER UTILITY FUND REV (598):								
522.000 ILLICIT CONNECTION GRANT	\$100	\$100	\$0	\$0	\$100	\$0	0.0%	
648.000 STORM SEWER CHARGES	260,000	260,000	0	253,191	260,000	0	0.0%	
664.000 INVESTMENT EARNINGS	100	100	0	58	100	0	0.0%	
695.000 OTHER	0	0	0	2,784	0	0		
TOTAL STORM WATER UTILITY FUND REV.	\$260,200	\$260,200	\$0	\$256,033	\$260,200	\$0	0.0%	
STORM WATER UTILITY FUND EXP. (598):								
DRAINS - PUBLIC BENEFIT								
SALARIES & FRINGE BENEFITS	\$55,600	\$55,600	\$0	\$12,672	\$55,600	\$0	0.0%	
OPERATING	144,800	144,800	0	68,254	144,800	0	0.0%	
CAPITAL OUTLAY	0	0	0	0	0	0		
SUBTOTAL	\$200,400	\$200,400	\$0	\$80,926	\$200,400	\$0	0.0%	
ENGINEERING								
SALARIES & FRINGE BENEFITS	\$4,000	\$4,000	\$0	\$2,591	\$4,000	\$0	0.0%	
OPERATING	600	600	0	2,446	600	0	0.0%	
CAPITAL OUTLAY	0	0	0	0	0	0		
SUBTOTAL	\$4,600	\$4,600	\$0	\$5,037	\$4,600	\$0	0.0%	
CONTINGENCY	\$39,200	\$39,200	\$0	\$0	\$39,200	\$0	0.0%	
ADMIN. & RECORD KEEPING	16,000	16,000	0	7,688	16,000	0	0.0%	
TOTAL STORM WATER UTILITY FUND EXP	\$260,200	\$260,200	\$0	\$93,651	\$260,200	\$0	0.0%	
REVENUE OVER/(UNDER) EXP.	\$0	\$0	\$0	\$162,382	\$0	\$0		

CITY OF ADRIAN
 FY2009-10 FIRST QUARTER FINANCIAL FORECAST
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<u>FUND/DEPARTMENT</u>	<u>FY2009-10</u>	<u>FY2009-10</u>	<u>AMENDED</u>	<u>YEAR-TO-DATE</u>	<u>FORECAST</u>	<u>VARIANCE</u>		<u>EXPLANATION</u>
	<u>ADOPTED</u>	<u>AMENDED</u>	<u>over/(under)</u>			<u>ACTUAL</u>	<u>FORECAST TO BUDGET</u>	
	<u>BUDGET</u>	<u>BUDGET</u>	<u>ADOPTED</u>			<u>AMOUNT</u>		
CAPITAL PROJECTS REVOLVING FUND REVENUE (599)								
408.203 SPECIAL ASSESSMENTS	\$177,748	\$177,748	\$0	\$0	\$177,748	\$0		0.0%
664.000 INVESTMENT EARNINGS	5,000	5,000	0	14,532	5,000	0		0.0%
TOTAL REVENUE	\$182,748	\$182,748	\$0	\$14,532	\$182,748	\$0		0.0%
CAPITAL PROJECTS REVOLVING FUND EXPENDITURES (599)								
TRANSFERS OUT								
CONTRIB - MAJOR STREET	\$63,750	\$63,750	\$0	\$0	\$63,750	\$0		
CONTRIB - LOCAL STREET	113,998	113,998	0	0	113,998	0		0.0%
SUBTOTAL	\$177,748	\$177,748	\$0	\$0	\$177,748	\$0		0.0%
NON-DEPARTMENTAL								
CONTINGENCY	\$5,000	\$5,000	\$0	\$0	\$5,000	\$0		
TOTAL EXPENDITURES	\$182,748	\$182,748	\$0	\$0	\$182,748	\$0		0.0%
REVENUE OVER/(UNDER) EXP.	\$0	\$0	\$0	\$14,532	\$0	\$0		

CITY OF ADRIAN
 FY2009-10 FIRST QUARTER FINANCIAL FORECAST
 September 30, 2009

FUND/DEPARTMENT	FY2009-10	FY2009-10	AMENDED	YEAR-TO-DATE	FORECAST	VARIANCE		EXPLANATION
	ADOPTED	AMENDED	over/(under)			ACTUAL	FORECAST TO BUDGET	
	BUDGET	BUDGET	ADOPTED			AMOUNT		
INFORMATION TECHNOLOGY FUND REVENUE (661)								
636.000 INFO TECH SERVICES	\$25,767	\$25,767	\$0	\$34,217	\$25,767	\$0	0.0%	
637.000 GIS/CAD SERVICES	119,075	119,075	0	11,471	119,075	0	0.0%	
697.000 PRIOR YEARS' REVENUE	240,000	452,842	212,842	0	452,842	0	0.0%	Planned Use of Fund
TOTAL REVENUE	\$384,842	\$597,684	\$212,842	\$45,688	\$597,684	\$0	0.0%	Balance
INFORMATION TECHNOLOGY FUND EXPENDITURES (661)								
GIS SERVICES								
SALARIES & FRINGE BENEFITS	\$21,482	\$21,482	\$0	\$4,593	\$21,482	\$0	0.0%	
OPERATING	44,300	51,612	7,312	6,377	51,612	0	0.0%	
CAPITAL OUTLAY	0	34,700	34,700	0	34,700	0	0.0%	
SUBTOTAL	\$65,782	\$107,794	\$42,012	\$10,970	\$107,794	\$0	0.0%	
TELECOMMUNICATIONS								
SALARIES & FRINGE BENEFITS	\$0	\$0	\$0	\$0	\$0	\$0		
OPERATING	14,000	14,000	0	52	14,000	0	0.0%	
CAPITAL OUTLAY	0	46,036	46,036	31,589	46,036	0	0.0%	
SUBTOTAL	\$14,000	\$60,036	\$46,036	\$31,641	\$60,036	\$0	0.0%	
ADMINISTRATION								
SALARIES & FRINGE BENEFITS	\$69,621	\$69,621	\$0	\$14,967	\$69,621	\$0	0.0%	
OPERATING	175,439	257,069	81,630	40,720	257,069	0	0.0%	
CAPITAL OUTLAY	60,000	103,164	43,164	13,526	103,164	0	0.0%	
SUBTOTAL	\$305,060	\$429,854	\$124,794	\$69,213	\$429,854	\$0	0.0%	
TOTAL EXPENDITURES	\$384,842	\$597,684	\$166,806	\$111,824	\$597,684	\$0	0.0%	
REVENUE OVER/(UNDER) EXP.	\$0	\$0	\$0	(\$66,136)	\$0	\$0		

CITY OF ADRIAN
FY2009-10 FIRST QUARTER FINANCIAL FORECAST
September 30, 2009

<u>FUND/DEPARTMENT</u>	<u>FY2009-10 ADOPTED BUDGET</u>	<u>FY2009-10 AMENDED BUDGET</u>	<u>AMENDED over/(under) ADOPTED</u>	<u>YEAR-TO-DATE ACTUAL</u>	<u>FORECAST</u>	<u>VARIANCE FORECAST TO BUDGET</u>		<u>EXPLANATION</u>
						<u>AMOUNT</u>	<u>PERCENT</u>	
MOTOR VEHICLE POOL FUND REVENUE (662)								
635.000 VEHICLE RENT	\$440,248	\$440,248	\$0	\$24,875	\$440,248	\$0	0.0%	
638.000 EQUIPMENT RENT	33,750	33,750	0	0	33,750	0	0.0%	
675.101 CONTRIBUTION - GENERAL FUND	700,000	700,000	0	0	700,000	0	0.0%	
676.001 CONTRIBUTION - ADRIAN SCHOOLS	120,000	120,000	0	0	120,000	0	0.0%	
676.002 CONTRIBUTION - LISD	4,200	4,200	0	0	4,200	0	0.0%	
676.003 CONTRIBUTION - LENAWEE TRANSPORTATI	77,000	77,000	0	0	77,000	0	0.0%	
676.588 CONTRIBUTION - TRANSPORTATION FUND	50,000	50,000	0	0	50,000	0	0.0%	
676.590 CONTRIBUTION - WASTEWATER FUND	22,000	22,000	0	0	22,000	0	0.0%	
676.591 CONTRIBUTION - WATER FUND	18,000	18,000	0	0	18,000	0	0.0%	
697.000 PRIOR YEARS' REVENUE	0	42	42	0	42	0	0.0%	Planned Use of Fund
TOTAL FIRE DEPARTMENT - MOTOR POOL FUND RE	\$1,465,198	\$1,465,240	\$42	\$24,875	\$1,465,240	\$0	0.0%	Balance
FIRE DEPARTMENT - MOTOR POOL FUND EXPENES (662)								
ADMINISTRATION								
SALARIES & FRINGE BENEFITS	\$118,214	\$118,214	\$0	\$22,700	\$118,214	\$0	0.0%	
OPERATING	73,603	73,603	0	(74,651)	73,603	0	0.0%	
CAPITAL OUTLAY	0	0	0	25,722	0	0	0.0%	
SUB-TOTAL	\$191,817	\$191,817	\$0	(\$26,229)	\$191,817	\$0	0.0%	
CEMETERY VEHICLES	8,175	8,175	0	2,427	8,175	0	0.0%	
POLICE DEPT VEHICLES	196,350	196,350	0	62,861	196,350	0	0.0%	
FIRE DEPT VEHICLES	99,498	99,498	0	5,758	99,498	0	0.0%	
INSPECTION DEPT VEHICLES	17,125	17,125	0	575	17,125	0	0.0%	
DPW VEHICLES	349,775	349,775	0	67,758	349,775	0	0.0%	
MOTOR VEHICLE POOL	0	42	42	1,123	42	0	0.0%	
ENGINEERING DEPT VEHICLES	13,600	13,600	0	250	13,600	0	0.0%	
RECREATION DEPT VEHICLES	21,300	21,300	0	1,399	21,300	0	0.0%	
PARKS & FORESTRY DIV VEHICLES	177,900	32,900	(145,000)	6,210	32,900	0	0.0%	
HERITAGE PARK VEHICLES	2,925	2,925	0	334	2,925	0	0.0%	
FEE ESTATE VEHICLES	34,600	34,600	0	0	34,600	0	0.0%	
CONTRIBUTION - GENERAL FUND	291,200	291,200	0	0	291,200	0	0.0%	
CONTINGENCY	60,933	205,933	145,000	0	205,933	0	0.0%	
TOTAL EXPENDITURES	\$1,465,198	\$1,465,240	\$42	\$122,466	\$1,465,240	\$0		
REVENUE OVER/(UNDER) EXP.	\$0	\$0	\$0	(\$97,591)	\$0	\$0		

CITY OF ADRIAN
 FY2009-10 FIRST QUARTER FINANCIAL FORECAST
 September 30, 2009

<u>FUND/DEPARTMENT</u>	<u>FY2009-10 ADOPTED BUDGET</u>	<u>FY2009-10 AMENDED BUDGET</u>	<u>AMENDED over/(under) ADOPTED</u>	<u>YEAR-TO-DATE ACTUAL</u>	<u>FORECAST</u>	<u>VARIANCE FORECAST TO BUDGET</u>		<u>EXPLANATION</u>
						<u>AMOUNT</u>	<u>PERCENT</u>	
PERPETUAL CARE FUND REVENUE (711)								
664.000 INVESTMENT EARNINGS	\$30,000	\$30,000	\$0	\$13,651	\$30,000	\$0	0.0%	
TOTAL REVENUE	\$30,000	\$30,000	\$0	\$13,651	\$30,000	\$0	0.0%	
PERPETUAL CARE FUND EXPENDITURES (711)								
CONTRIBUTION - GENERAL FUND	\$30,000	\$30,000	\$0	\$0	\$30,000	\$0	0.0%	
TOTAL EXPENDITURES	\$30,000	\$30,000	\$0	\$0	\$30,000	\$0	0.0%	
REVENUE OVER/(UNDER) EXP.	\$0	\$0	\$0	\$13,651	\$0	\$0		
TOTAL REVENUES - ALL FUNDS	\$42,400,192	\$43,883,977	\$1,483,785	\$12,088,614	\$41,175,609	(\$2,708,368)	-6.2%	
TOTAL EXPENDITURES - ALL FUNDS	42,400,192	43,883,977	1,483,785	6,136,543	41,233,594	(2,650,383)	-6.0%	
NET OF REVENUE AND EXPENDITURES	0	0	\$0	5,952,071	(57,985)	(5,358,751)		



October 9, 2009

Dane C. Nelson, City Administrator
City of Adrian
100 E. Church St.
Adrian, MI 49221

Dear Mr. Nelson:

As part of Comcast's commitment to keep you informed about important developments that affect our customers in your community, I am writing to notify you of changes to the channel lineup effective November 10, 2009. Customers will be notified of these changes by newspaper notice.

- Style will move from Digital Classic to Digital Starter and remain on channel 118.
- Movieplex will move from Digital Starter to Digital Classic and remain on channel 149.

Please direct any customer calls about Comcast products, services and prices to 1-888-COMCAST. Our Customer Account Executives are available 24 hours a day, 7 days a week. As always, feel free to contact me directly at 734-254-1888 with any questions you may have.

Sincerely,

Frederick G. Eaton
Government Affairs Manager
Comcast, Michigan Region
41112 Concept Drive
Plymouth, MI 48170

cc Commissioner

REGULAR

AGENDA

SO-1, R-1

October 19, 2009

SPECIAL ORDER

The Mayor called for the hearing and consideration of comments to approval of an Industrial Facilities Exemption Certificate for Dairy Farmers of America, Inc. for a twelve (12) year period.

Discussion

When the Mayor called for final objections _____

_____ and he declared the hearing closed.



MEMO

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

DATE: September 30, 2009

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

FROM: Chris Atkin
Director of Community Development

SUBJECT: IFT Exemption Certificate for Dairy Farmers of America, Inc.

On September 30, 2009 we received an application for an Industrial Facilities Exemption Certificate from Dairy Farmers of America, Inc. Our examination of the project indicates that Dairy Farmers of America, Inc. (formerly Diehl) is eligible for twelve (12) year abatement under current guidelines and they are currently receiving and abatement under certificate number 04-071 that will expire on December 30, 2016. The following is a breakdown of the project application as it applies to the term of the abatement:

- Retention of thirteen (13) jobs by the equipment expansion project;
- New personal property addition/expansion of \$1,915,644.00

After review and consideration of Dairy Farmers of America, Inc, longevity and commitment to and with the City of Adrian, it is my recommendation to the City of Adrian Commission that the above IFT Exemption Certificate be approved for a total of twelve (12) years, subject to execution of a City-Applicant IFT Letter of Understanding.

Chris Atkin
Community Development Director



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

Application for Industrial Facilities District / Certificate

Date: **September 30, 2009**

Industrial Development: **X**
Plant Rehabilitation: _____

Legal Name of Applicant: **Dairy Farmers of America, INC.**

Contact Person (title): **Leslie Hopps; Plant Manager**

Telephone: **517.265.5045** Fax: **517.265.4726**

Complete Address: **10220 N. Ambassador Dr., Kansas City, MO 64153**

Project Address: **1336 E. Maumee St., Adrian, MI 49221**

1. Name and nature of applicants business: **Dairy Farmers of America, INC. Processing of raw milk into condensed skim milk and dry milk products.**
- 2.
3. Subsidiaries of parent company and nature of business, if applicable: **DFA**
4. Localities (taxing jurisdictions) of current or previous operations (include subsidiaries and corporate office locations): **Adrian, MI**
5. Type of product(s) to be manufactured under the certificate: **Skim Milk and Dry Milk Products and the removal of cream from raw milk.**
6. Type and cost of new construction or rehabilitation: **Not Applicable**
7. When will work begin: (month/year) **April 05, 2009**
8. When will construction be completed and/or new facility be occupied: (month/year) **Not Applicable**

9. Type and cost of equipment to be purchased: **Expansion of their reverse osmosis equipment costing \$1,915,644.00 (doubled processing capacity)**
10. When will first piece of equipment be ordered? (month/year) **April 05, 2009**
11. Current numbers of employees: **13**
12. Current wage range of present employees: **The current range of all employees working at this location range from \$14.00 - \$35.00/hr (hourly & salary)**
13. How many jobs are expected to be created within 2 years of project completion? **0**
14. Projected wage range of new jobs: **Not Applicable**
15. What types of jobs are expected to be created? **Not Applicable**
16. Legal description of the real property involved: **Attached**
17. Permanent parcel number: **XA0-345-0004-01**
18. Name and address of all property owners within the proposed district: **Sole Property Owner**
19. Current zoning of site: **I-2 General Industrial**
20. Is there any zoning or code issues/violations outstanding? **No**
21. Current SEV: Real Property: **\$669,400** Personal Property: **\$440,000**

Please attach additional sheets as necessary.

Questions or assistance concerning the Industrial Facilities Tax Exemption Policy or Procedures may be directed to the Community Development Department, City Hall, 100 E. Church Street, Adrian, MI 49221, 517-264-4861.

New Machinery and Equipment

Description	Amount	Date Purchased
Reverse Osmosis Equipment Expansion	\$ 1,915,644.00	Apr-09
	\$ 1,915,644.00	

Application for Industrial Facilities Tax Exemption Certificate

Issued under authority of Public Act 198 of 1974, as amended. Filing is mandatory.

INSTRUCTIONS: File the original and two copies of this form and the required attachments (three complete sets) with the clerk of the local government unit. The State Tax Commission (STC) requires two complete sets (one original and one copy). One copy is retained by the clerk. If you have any questions regarding the completion of this form or would like to request an informational packet, call (517) 373-3272.

To be completed by Clerk of Local Government Unit	
Signature of Clerk <i>Pat Dale</i>	Date received by Local Unit <i>9.30.09</i>
STC Use Only	
Application Number	Date Received by STC

APPLICANT INFORMATION
All boxes must be completed.

1a. Company Name (Applicant must be the occupant/operator of the facility) Dairy Farmers of America, Inc.		1b. Standard Industrial Classification (SIC) Code - Sec. 2(10) (4 or 6 Digit Code) 2023	
1c. Facility Address (City, State, ZIP Code) (real and/or personal property location) 1336 East Maumee St. Adrian, MI 49221		1d. City/Township/Village (indicate which) City of Adrian	1e. County Lenawee
2. Type of Approval Requested <input checked="" type="checkbox"/> New (Sec. 2(4)) <input type="checkbox"/> Transfer (1 copy only) <input type="checkbox"/> Speculative Building (Sec. 3(8)) <input type="checkbox"/> Rehabilitation (Sec. 3(1)) <input type="checkbox"/> Research and Development (Sec. 2(9))		3a. School District where facility is located Adrian	3b. School Code 46010
		4. Amount of years requested for exemption (1-12 Years) 12	

5. Per section 5, the application shall contain or be accompanied by a general description of the facility and a general description of the proposed use of the facility, the general nature and extent of the restoration, replacement, or construction to be undertaken, a descriptive list of the equipment that will be part of the facility. Attach additional page(s) if more room is needed.

Company processes raw milk into condensed skim milk and dry milk products. This project consists of an \$1,915,644 upgrade to their reverse osmosis equipment.

6a. Cost of land and building improvements (excluding cost of land)	▶ <u>\$0.00</u>
* Attach list of improvements and associated costs. * Also attach a copy of building permit if project has already begun.	
6b. Cost of machinery, equipment, furniture and fixtures	▶ <u>\$1,915,644.00</u>
* Attach itemized listing with month, day and year of beginning of installation, plus total	
6c. Total Project Costs	▶ <u>\$1,915,644.00</u>
* Round Costs to Nearest Dollar	
Total of Real & Personal Costs	

7. Indicate the time schedule for start and finish of construction and equipment installation. Projects must be completed within a two year period of the effective date of the certificate unless otherwise approved by the STC.

	<u>Begin Date (M/D/Y)</u>	<u>End Date (M/D/Y)</u>		
Real Property Improvements	▶ _____	▶ _____	▶ <input type="checkbox"/> Owned	<input type="checkbox"/> Leased
Personal Property Improvements	▶ <u>4/5/09</u>	▶ <u>4/5/11</u>	▶ <input checked="" type="checkbox"/> Owned	<input type="checkbox"/> Leased

8. Are State Education Taxes reduced or abated by the Michigan Economic Development Corporation (MEDC)? If yes, applicant must attach a signed MEDC Letter of Commitment to receive this exemption. Yes No

9. No. of existing jobs at this facility that will be retained as a result of this project 13	10. No. of new jobs at this facility expected to create within 2 years of completion. 0
---	---

11. Rehabilitation applications only: Complete a, b and c of this section. You must attach the assessor's statement of SEV for the entire plant rehabilitation district and obsolescence statement for property. The Taxable Value (TV) data below must be as of December 31 of the year prior to the rehabilitation.

a. TV of Real Property (excluding land)

b. TV of Personal Property (excluding inventory)

c. Total TV

12a. Check the type of District the facility is located in.
 Industrial Development District Plant Rehabilitation District

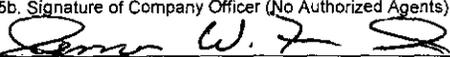
12b. Date district was established by local government unit (contact local unit)

12c. Is this application for a speculative building (Sec. 3(8))?
 Yes No

APPLICANT CERTIFICATION - complete all boxes.

The undersigned, authorized officer of the company making this application certifies that, to the best of his/her knowledge, no information contained herein or in the attachments hereto is false in any way and that all are truly descriptive of the industrial property for which this application is being submitted.

It is further certified that the undersigned is familiar with the provisions of P.A. 198 of 1974, as amended, being Sections 207.551 to 207.572, inclusive, of the Michigan Compiled Laws; and to the best of his/her knowledge and belief, (s)he has complied or will be able to comply with all of the requirements thereof which are prerequisite to the approval of the application by the local unit of government and the issuance of an Industrial Facilities Exemption Certificate by the State Tax Commission.

13a. Preparer Name Timothy Robinson, CEcD	13b. Telephone Number (517) 265-5141	13c. Fax Number (517) 263-6065	13d. E-mail Address timothy@onelenawee.org
14a. Name of Contact Person Leslie Hopps	14b. Telephone Number (517) 265-5045	14c. Fax Number (517) 265-4726	14d. E-mail Address lhopps@dfamilk.com
▶ 15a. Name of Company Officer (No Authorized Agents) James W. Fee, Jr.			
15b. Signature of Company Officer (No Authorized Agents) 		15c. Fax Number (816) 801-6161	15d. Date 9/29/09
▶ 15e. Mailing Address (Street, City, State, ZIP Code) 10220 N. Ambassador Drive; Kansas City, MO 64153		15f. Telephone Number (816) 801-6160	15g. E-mail Address jfee@dfamilk.com

LOCAL GOVERNMENT ACTION & CERTIFICATION - complete all boxes.

This section must be completed by the clerk of the local governing unit before submitting application to the State Tax Commission. Check items on file at the Local Unit and those included with the submittal.

▶ 16. Action taken by local government unit <input type="checkbox"/> Abatement Approved for _____ Yrs Real (1-12), _____ Yrs Pers (1-12) After Completion <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Denied (Include Resolution Denying)	16b. The State Tax Commission Requires the following documents be filed for an administratively complete application: Check or Indicate N/A if Not Applicable <input type="checkbox"/> 1. Original Application plus attachments, and one complete copy <input type="checkbox"/> 2. Resolution establishing district <input type="checkbox"/> 3. Resolution approving/denying application. <input type="checkbox"/> 4. Letter of Agreement (Signed by local unit and applicant) <input type="checkbox"/> 5. Affidavit of Fees (Signed by local unit and applicant) <input type="checkbox"/> 6. Building Permit for real improvements if project has already begun <input type="checkbox"/> 7. Equipment List with dates of beginning of installation <input type="checkbox"/> 8. Form 3222 (if applicable) <input type="checkbox"/> 9. Speculative building resolution and affidavits (if applicable)
16a. Documents Required to be on file with the Local Unit Check or Indicate N/A if Not Applicable <input type="checkbox"/> 1. Notice to the public prior to hearing establishing a district. <input type="checkbox"/> 2. Notice to taxing authorities of opportunity for a hearing. <input type="checkbox"/> 3. List of taxing authorities notified for district and application action. <input type="checkbox"/> 4. Lease Agreement showing applicants tax liability.	
16c. LUCI Code	16d. School Code
17. Name of Local Government Body	▶ 18. Date of Resolution Approving/Denying this Application

Attached hereto is an original and one copy of the application and all documents listed in 16b. I also certify that all documents listed in 16a are on file at the local unit for inspection at any time.

19a. Signature of Clerk	19b. Name of Clerk	19c. E-mail Address
19d. Clerk's Mailing Address (Street, City, State, ZIP Code)		
19e. Telephone Number	19f. Fax Number	

State Tax Commission Rule Number 57: Complete applications approved by the local unit and received by the State Tax Commission by October 31 each year will be acted upon by December 31. Applications received after October 31 may be acted upon in the following year.

Local Unit: Mail one original and one copy of the completed application and all required attachments to:

State Tax Commission
Michigan Department of Treasury
P.O. Box 30471
Lansing, MI 48909-7971

(For guaranteed receipt by the STC, it is recommended that applications are sent by certified mail.)

STC USE ONLY				
▶ LUCI Code	▶ Begin Date Real	▶ Begin Date Personal	▶ End Date Real	▶ End Date Personal



IFT LETTER OF UNDERSTANDING

Inteva Products, LLC

Company Name

1450 East Beecher Road

Adrian, Michigan 49221

CITY OF ADRIAN

RE: Agreement with the City of Adrian

Inteva Products, LLC (the Taxpayer) has submitted an application to you for the granting of an Industrial Facilities Exemption Certificate (IFT) pursuant to Michigan Public Acts of 1974, as amended.

To encourage the granting of the IFT and in recognition of investment the City of Adrian will be making toward the economic growth of the taxpayer and, thus, the economic growth of the municipality, I hereby agree, on behalf of the taxpayer, to the following:

- I. Administrative terms and Conditions. The City of Adrian and taxpayer acknowledge that the magnitude of the application for an Industrial Facilities Exemption Certificate is sufficiently large so as to warrant an agreement on certain administrative matters that develop and exist in the administration of the tax abatements. Therefore, the parties agree, as part of this agreement and the granting by the City of the applied for Industrial Facilities Exemption Certificate, to the following terms and conditions relative to the administration of the tax abatement:

- A. Auditor and Audits:

- i. Taxpayer shall obtain for the benefit of itself and the City, at taxpayer's sole cost and expense, a mutually agreed upon and independent accounting firm to prepare and provide the industrial

facilities' tax filings and ad valorem personal property tax filings for the term of the construction and use of the properties covered by the application for the Industrial Facilities Exemption Certificate. The independent accounting firms shall report to the taxpayer and the City jointly and equally.

- ii. The City and taxpayer shall accept as accurate the calculations and cost estimated used by the City to levy taxpayer's personal property assessments, including the assessed, state equalized and taxable values, for the current year and subsequent years, as reported by the independent accounting firm.
- iii. Taxpayer or the City may request to meet, discuss and bargain in good faith a modification of the terms specified in paragraph I.A (i) and (ii). The City and taxpayer may mutually agree to modify these terms.

B. Reporting:

(1) No later than the 1st day of February immediately following the second year after the issuance date of the IFT, the taxpayer shall submit a letter to the City of Adrian stating:

- i. The number of new jobs promised in the IFT application within a two year period and the actual number of new jobs created.
- ii. If the IFT was granted on the basis of job retention, the number of employees at the time of the application and the current number of employees.
- iii. If projection for creation or retention of jobs was not reached, give detailed explanation.
- iv. The estimated project cost given in the application and the actual project cost.
- v. If actual project costs differ substantially from project cost, give explanation.

(2) The taxpayer further agrees to submit a report regarding status of employment every two years, beginning two years after submission of the letter required in item I.B(1), on or before December 31st. If employment has not remained or exceeded the number given in the application, a detailed explanation for this shall be included. This report shall be submitted beginning with the fourth year after the issuance date of the IFT.

The taxpayer understands that if employment has not been retained or reached as stated in the application or the construction and/or expansion project has not been completed or expenditures made, as described in the application, the City has the right to, review the status reports and may petition by resolution, the State Tax Commission, for revocation of the IFT.

(3) The taxpayer agrees to remain within the City of Adrian for the period of the IFT in order to retain the benefits of the IFT unless permission for relocation is granted by the City of Adrian. The taxpayer further understands that if it chooses

to leave the City of Adrian without permission for relocation prior to the end of the term of the IFT, the City of Adrian has the right to recapture from the taxpayer, up to and including the total amount of the taxes abated by the IFT. The City of Adrian shall issue a denial of the City's consent for granting of an IFT in a governmental unit to which the taxpayer has relocated or transferred employment to, from the City of Adrian. The taxpayer may present to the City of Adrian Commission compelling circumstances, which would allow the City Commission, in its sole discretion, to approve such transfer.

C. Appeal of Local Assessment; Costs: In the event that taxpayer appeals the City of Adrian's real and/or personal property assessment levied against its real and/or personal property to the Michigan Tax Tribunal, or beyond, taxpayer shall pay to the City, the City's reasonable costs of such appeal, including but not limited to attorney fees and appraisal costs. At such time the taxpayer appeals either real or personal property assessment(s) to the Michigan Tax Tribunal, the City of Adrian Commission, by resolution, will request revocation of real and/or personal IFT certificate(s) to the State Tax Commission.

II. Mutual Representation.

A. Taxpayer Representation: Taxpayer represents to the City that the persons executing this agreement has full power and authority to do so, and that they have obtained any and all necessary corporate resolutions to empower them to bind taxpayer to the terms hereof.

B. City Representation: The City represents to taxpayer that the person signing this agreement has the full power to do so and to bind the City of Adrian to the terms hereof, the same having acted upon and approved by the City Commission for the City of Adrian at the Commission's regular session of the **8th day of September 2009** upon motion duly made, seconded and carried.

Witness

Taxpayer Name: Inteva Products, LLC

By: _____

Title: _____

Date: _____

Witness

City of Adrian, Michigan

By: _____

Title: _____

Date: _____

Grantor	Grantee	Sale Price	Sale Date	Inst Type	Terms of Sale	Liber &Page	Verified by	Prct Trans
DIEHL INC	DAIRY FARMERS OF AMERICA, I	2,640,000	02/10/2006	WD	WARRANTY DEED	2317-181	RPS	100.0
MICHIGAN MILK PRODUCERS	DIEHL, INC	1	01/27/2006	QC	QUIT CLAIM DEED	2317-178	RPS	0.0
MICHIGAN MILK PRODUCERS ASS	DIEHL INC	317,915	03/16/1993	WD	WARRANTY DEED	1244:637	RPS	0.0

Property Address	Class: INDUSTRIAL, 301	Zoning: I-2	Building Permit(s)	Date	Number	Status
1336 E MAUMEE ST						
Owner's Name/Address	School: ADRIAN SCHOOLS 46010		ELECTRICAL COM	04/01/2009	PE09-073	
DAIRY FARMERS OF AMERICA, INC. LESLIE HOPPS 1336 E MAUMEE ST ADRIAN MI 49221	P.R.E. 0%		PLUMBING COM	02/19/2009	PP09-009	
	MAP #:		MECHANICAL COM	02/03/2009	PM09-024	
	2010 Est TCV Tentative		ELECTRICAL COM	02/03/2009	PE09-022	

Description	X	Improved	Vacant	Land Value Estimates for Land Table IND01. INDUSTRIAL			
LOTS 6-7-8-10-11-24-25-26-27- 28 & 29 & VACATED LAND BETWEEN ADRIAN IMPR COS SUB NO. 3 OF A PORTION OF THE NE 1/4 OF THE SW 1/4 SEC 1 T7S R3E				* Factors *			
				Description	Frontage	Depth	Rate %Adj. Reason Value
				50K 1ST ACRE		1.680 Acres	38481 100 64,648
				1.68 Total Acres			Total Est. Land Value = 64,648

Comments/Influences	Public Improvements		Land Improvement Cost Estimates			
9/11/06 - DONNA HANDED US A 2006 SUMMER TAX BILL INDICATING A CHANGE OF C/O NAME AND MAILING ADDRESS FOR THIS PROPERTY. 9/11/06 - DONNA HANDED US A 2006 SUMMER TAX BILL INDICATING A CHANGE OF C/O NAME AND MAILING ADDRESS FOR THIS PROPERTY.	Dirt Road		Description	Rate	CountyMult.	Size %Good Cash Value
	Gravel Road		D/W/P: Sin Ren. Conc.	4.07	1.32	3000 68 10,960
	Paved Road		Residential Local Cost Land Improvements			
	Storm Sewer		Description	Rate	CountyMult.	Size %Good Cash Value
	Sidewalk			0.00	1.00	1.0 95
	Water			0.00	1.00	1.0 95
	Sewer		Total Estimated Land Improvements True Cash Value = 10,960			
	Electric					
	Gas					
	Curb					
	Street Lights					
	Standard Utilities					
	Underground Utils.					

Topography of Site		Year	Land Value	Building Value	Assessed Value	Board of Review	Tribunal/ Other	Taxable Value
Level		2010	Tentative	Tentative	Tentative			Tentative
Rolling		2009	32,300	637,100	669,400			669,400S
Low		2008	32,300	649,500	681,800			660,346C
High		2007	645,500		645,500			645,500S
Landscaped								
Swamp								
Wooded								
Pond								
Waterfront								
Ravine								
Wetland								
Flood Plain								

Who	When	What	Year	Land Value	Building Value	Assessed Value	Board of Review	Tribunal/ Other	Taxable Value
MM	11/09/2007	INSPECTE	2008	32,300	649,500	681,800			660,346C
TM	/ /	REFUSED	2007	645,500		645,500			645,500S

Information herein deemed reliable but not guaranteed

RE: DAIRY FARMERS OF AMERICA, INC. – INDUSTRIAL FACILITIES EXEMPTION CERTIFICATE

RESOLUTION

WHEREAS, pursuant to 1974 PA 198, MCLA Sec. 207.551 et. Seq., after a duly noticed Public Hearing held on the 19th day of April, 1993, this Commission, by resolution, established Adrian Industrial Development District No. 30; and

WHEREAS, an application has been filed by Dairy Farmers of America, Inc. for an Industrial Facilities Exemption Certificate for the facility located in the Adrian Industrial Development District No. 30 and was received by the Adrian City Clerk on the 30th day of September, 2009; 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 #30 that the application for an Industrial Facilities Exemption Certificate by Dairy Farmers of America, Inc. would be considered at a meeting of the Adrian City Commission on Monday, October 19, 2009 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 construction of the facility had not begun earlier than twelve (12) months before September 30, 2009, the date of acceptance of the application of the Industrial Facilities Exemption Certificate;
 - (b) That the application relates to equipment installation program which, when completed, will constitute a new facility within the meaning of 1974 PA 198 and will be situated within Adrian Industrial Development District #30, established April 19, 1993 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 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 Dairy Farmers of America, Inc. for an Industrial Facilities Exemption Certificate with regard to the facility located in Adrian Industrial Development District No. 30 be and is hereby approved for a period of twelve (12) years.

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

50-2, R-2

October 19, 2009

SPECIAL ORDER

The Mayor called for the hearing and consideration of comments to approval of the abandonment of a portion of Norton Street.

Discussion

When the Mayor called for final objections _____

_____ and he declared the hearing closed.

September 8, 2009

MEMORANDUM

TO: Dane Nelson, City Administrator

FROM: Kristin Bauer, City Engineer

SUBJECT: Abandonment of a portion of Norton St



Ms. Barbara Bearden currently owns lots 6, 7, 8, 9 within the West Adrian Plat in the City of Adrian. These lots currently reside on either side of the platted rights-of-way (ROW) for Norton Street (formerly Center St -1937).

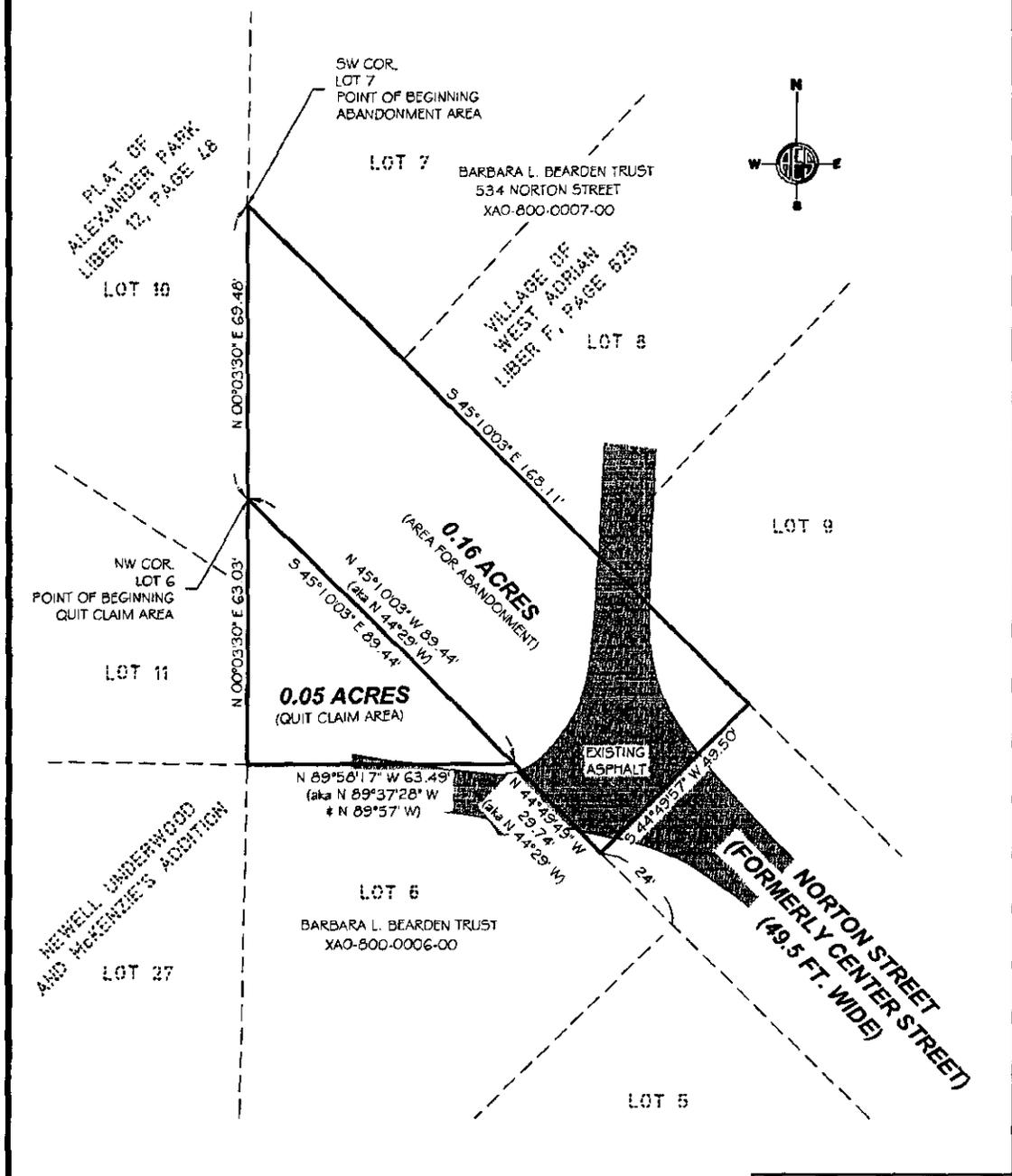
Ms. Bearden has requested abandonment of this ROW. No utilities lay within this ROW and currently we only receive revenue, via Act 51, for a portion of Norton St. not impacted by this abandonment. As such, it is my belief that abandonment of this ROW will have no adverse impact on the City and thus I recommend this abandonment.

All costs associated with this abandonment; surveys, advertising, etc. will be the responsibility of Ms. Bearden and she has been notified regarding this previously.

Enclosed is a copy of the area to be abandoned, as well as the associated legal description. There is a portion of this area that we cannot ascertain ownership of and as a result we will at least provide language in the resolution that we have no claim to this property as well.

SKETCH OF DESCRIPTION

City of Adrian, Lenawee County, Michigan



Sheet 1 of 2 Sheets

FOR: Barbara Beardon	JOB No.: 090701
SCALE: 1 inch = 30 feet	DATE: August 25, 2009



Associated Engineers & Surveyors, Inc.

237 N. Main Street, Adrian, Michigan 49221
 Civil Engineers - Land Surveyors
 Phone: (517) 263-4315 Fax: (517) 263-4335

Drawn By	Checked By
gh	sy

Steven A. Young
 Professional Surveyor No. 25885

SKETCH OF DESCRIPTION

Description
City of Adrian, Lenawee County, Michigan
Norton Street Area for Abandonment

All that part of Norton Street as delineated on the recorded plat of the Village of West Adrian (now part of the City of Adrian) as recorded in Liber F of Deeds, Page 625, Lenawee County Records, described as beginning at the Southwest Corner of Lot 7 of said plat; thence S 45° 10' 03" E 168.11 feet along the Northeasterly line of Norton Street; thence perpendicular to the said Northeasterly Line of Norton Street S 44° 49' 57" W 49.50 feet to a point on the Southwesterly Line of said Norton Street; thence N 44° 49' 49" W 29.74 feet (also known as N 44° 29' W) along the said Southwesterly Line of Norton Street as monumented; thence continuing along the said Southwesterly Line of Norton Street N 45° 10' 03" W 89.44 feet (also known as N 44° 29' W); thence N 00° 03' 30" E 69.48 feet along the westerly end of Norton Street as platted to the point of beginning.

Containing 0.16 acres.

Bearings are referenced to the easterly line of the plat of Alexander Park as recorded in Liber 12 of Plats, Page 48, Lenawee County Records.

Description
City of Adrian, Lenawee County, Michigan
Area for Quit Claim City of Adrian to Barbara Beardon

All that part of Lot 6 of the recorded plat of the Village of West Adrian (now part of the City of Adrian) as recorded in Liber F of Deeds, Page 625, Lenawee County Records, described as beginning at the Northwest Corner of Lot 6 of said plat; thence S 45° 10' 03" E 89.44 feet along the Southwesterly line of Norton Street; thence N 89° 58' 17" W 63.49 feet (also known as N 89° 37' 28" W and N 89° 57' W); thence N 00° 03' 30" E 63.03 feet along the westerly line of said Lot 6 to the point of beginning.

Containing 0.05 acres.

Bearings are referenced to the easterly line of the plat of Alexander Park as recorded in Liber 12 of Plats, Page 48, Lenawee County Records.

Sheet 2 of 2 Sheets

FOR: Barbara Beardon	JOB No.: 090701
SCALE: 1 inch = 30 feet	DATE: August 25, 2009



Associated Engineers & Surveyors, Inc.

237 N. Main Street, Adrian, Michigan 49221
Civil Engineers - Land Surveyors
Phone: (517) 263-4515 Fax: (517) 263-4535

Drawn By	Checked By
gh	sy

Steven A. Young
Professional Surveyor No. 25885

PROPERTY ADDRESSES

XA0-100-0130-00
ESPARZA, MANDI
Or Current Resident
323 GREENLY ST
ADRIAN MI 49221

XA0-800-0002-00
SUYDAM, WILLIAM C & WANDA S
Or Current Resident
532 COMPANY ST
ADRIAN MI 49221

XA0-800-0003-00
CATRON, SEAN T
Or Current Resident
538 COMPANY ST
ADRIAN MI 49221

XA0-800-0004-00
MCCULLAR, ELEASE
Or Current Resident
542 COMPANY ST
ADRIAN MI 49221

XA0-800-0005-00
GOLEMBIESKI, DESIREE M
Or Current Resident
546 COMPANY ST
ADRIAN MI 49221

XA0-800-0006-00
BEARDEN, BARBARA L TRUST
Or Current Resident
537 NORTON ST
ADRIAN MI 49221

XA0-800-0007-00
BEARDEN, BARBARA L - TRUST
Or Current Resident
534 NORTON ST
ADRIAN MI 49221

XA0-800-0009-00
BROWN, ARTHUR R & YVONNE
Or Current Resident
333 GREENLY ST
ADRIAN MI 49221

XA0-800-0010-00
RAMIREZ, ALEJANDRO B
Or Current Resident
345 GREENLY ST
ADRIAN MI 49221

OWNER ADDRESSES

XA0-800-0004-00
MCCULLAR, ELEASE
542 COMPANY ST
ADRIAN MI 49221

XA0-800-0006-00
BEARDEN, BARBARA L TRUST
534 NORTON ST
ADRIAN MI 49221

XA0-800-0005-00
GOLEMBIESKI, DESIREE M
546 COMPANY ST
ADRIAN MI 49221

XA0-800-0003-00
CATRON, SEAN T
538 COMPANY ST
ADRIAN MI 49221

XA0-800-0002-00
SUYDAM, WILLIAM C & WANI
532 COMPANY ST
ADRIAN MI 49221

XA0-100-0130-00
ESPARZA, MANDI
323 GREENLY ST
ADRIAN MI 49221

XA0-800-0009-00
BROWN, ARTHUR R & YVONN
333 GREENLY ST
ADRIAN MI 49221

XA0-800-0007-00
BEARDEN, BARBARA L - TRUS
534 NORTON ST
ADRIAN MI 49221

XA0-800-0010-00
RAMIREZ, ALEJANDRO B
303 COUNTY RD 4838
HASLET TX 76052

RE: ENGINEERING DEPT. – Abandonment of a Portion of Norton Street

RESOLUTION

WHEREAS, a request from Ms. Barbara Bearden, 534 Norton St., to abandon a portion of Norton Street owned by her, namely Lots 6, 7, 8 and 9 on either side of the platted rights-of-way (ROW), has been received by the City of Adrian; and

WHEREAS, the City of Adrian has been unable to ascertain ownership of an additional portion of Norton Street and, therefore has no claim to said property and will Quit Claim that portion to Ms. Barbara Bearden; and

WHEREAS, the City Administrator and City Engineer have reviewed the request and have determined that it would not negatively impact the City as it is a dead-end street and said portions of Norton Street do not receive Act 51 funds and, further, recommends the request be approved; and

WHEREAS, Ms. Barbara Bearden has been notified and understands that the costs associated with this abandonment will be borne by her.

WHEREAS, the City Commission finds and determines it to be in the best interest of all parties involved to abandon the following portions of Norton Street, with legal description as follows:

**Description
City of Adrian, Lenawee County, Michigan
Norton Street Area for Abandonment**

All that part of Norton Street as delineated on the recorded plat of the Village of West Adrian (now part of the City of Adrian) as recorded in Liber F of Deeds, Page 625, Lenawee County Records, described as beginning at the Southwest Corner of Lot 7 of said plat; thence S 45° 10' 03" E 168.11 feet along the Northeasterly line of Norton Street; thence perpendicular to the said Northeasterly Line of Norton Street S 44° 49' 57" W 49.50 feet to a point on the Southwesterly Line of said Norton Street; thence N 44° 49' 49" W 29.74 feet (also known as N 44° 29' W) along the said Southwesterly Line of Norton Street as monumented; thence continuing along the said Southwesterly Line of Norton Street N 45° 10' 03" W 89.44 feet (also known as N 44° 29' W); thence N 00° 03' 30" E 69.48 feet along the westerly end of Norton Street as platted to the point of beginning.

Containing 0.16 acres.

Bearings are referenced to the easterly line of the plat of Alexander Park as recorded in Liber 12 of Plats; Page 48, Lenawee County Records.

Description
City of Adrian, Lenawee County, Michigan
Area for Quit Claim of Adrian to Barbara Bearden

All that part of Lot 6 of the recorded plat of the Village of West Adrian (now part of the City of Adrian) as recorded in Liber F of Deeds, Page 625, Lenawee County Records, described as beginning at the Northwest Corner of Lot 6 of said plat; thence S 45° 10' 03" E 89.44 feet along the Southwesterly line of Norton Street; thence N 89° 58' 17" W 63.49 feet (also known as N 89° 37' 28" W and N 89° 57' W); thence N 00° 03' 30" E 63.03 feet along the westerly line of said Lot 6 to the point of beginning.

Containing 0.05 acres.

Bearings are referenced to the easterly line of the plat of Alexander Park as recorded in Liber 12 of Plats, Page 48, Lenawee County Records.

NOW, THEREFORE, BE IT RESOLVED, that the Adrian City Commission does hereby approve the abandonment of portions of Norton Street as described above; the execution of a Quit Claim Deed to Ms. Barbara Bearden for the portion of Norton Street wherein ownership cannot be determined, and authorizing the City Engineer to amend the street plan map by eliminating the aforementioned portions of Norton Street from said map; and be it

FURTHER, RESOLVED, that the City of Adrian shall, and hereby does, retain all easements located on said parcels; and be it

FURTHER RESOLVED, that all costs involved with the abandonment of said portions of Norton Street shall be borne by Ms. Barbara Bearden, 534 Norton Street, Adrian, Michigan.

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

R-3
R09-174

October 19, 2009

RE: REAPPOINT MEMBERS TO THE BOARD OF CANVESSERS

RESOLUTION

WHEREAS, the terms of office of Robert Freligh, Alden Smith and Julie Berryman-Adams on the Board of Canvassers have expired; and

WHEREAS, this has created vacancies on which must be filled in accordance with the Adrian City Charter; and

WHEREAS, Robert Freligh, Alden Smith and Julie Berryman-Adams have agreed to serve again, if reappointed; and

WHEREAS, the Adrian City Commission has given careful consideration to the reappointment of Mr. Freligh, Mr. Smith and Ms. Berryman-Adams.

NOW, THEREFORE, BE IT RESOLVED, that the Adrian City Commission does hereby approve the reappointment of Robert Freligh, Alden Smith and Julie Berryman-Adams to the Board of Canvassers for four year terms to expire in 2013.

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

MEMORANDUM – UTILITIES DEPARTMENT

DATE: October 14, 2009

TO: Dane C. Nelson, City Administrator

FROM: Shane A. Horn, Utilities Director 

SUBJECT: Lime Residual Removal at Water Treatment Plant

The City of Adrian entered into a contract with Pohlkat, Inc. of Sydney, OH in October, 2008 for removal of residual lime at the Water Treatment Plant. The contract provides for annual renewals, and the Utilities Director has recommended that the City extend the contract with Pohlkat for the 2009-10 Fiscal Year.

We have received positive comments from the farmers who had Pohlkat apply the lime to their fields. I, therefore, urge your favorable consideration authorizing renewal of the contract with Pohlkat, Inc. at a not-to-exceed cost of \$154,000. There are sufficient funds in the Water Plant Operating Budget for this service.



Dane C. Nelson
City Administrator

DCN:bjw

In September 2008 we received sealed bids for the removal of lime residuals from our Water Treatment Plant. Pohlkat Inc. of Sidney, OH was awarded the bid and removed approximately 15,000 yd³ from the lagoon and applied the material to local farm fields. The contract has provisions for annual renewals. Pohlkat Inc. performed exceptionally well and we received positive comments from the local farmers who received our material. Based upon our positive experience last fiscal year, I respectfully recommend that we continue to utilize the services of Pohlkat Inc. for the current fiscal year. Pohlkat proposes to remove 14,000 yd³ of lime residuals from our lagoon East of the Trestle. We currently have \$175,000 budgeted in the Water Plant operating budget for this annual expense (591-536.00-801.503).

cc: Jeff Pardee, Finance Director
Tim Ritchie, Water Plant Superintendent

PROPOSAL
CITY OF ADRIAN
ADRIAN, MICHIGAN

Sealed bids will be received until 2:00 P.M. E.D.T. on Thursday, September 18, 2008, at the Purchasing Office, City Hall, 100 E. Church St., Adrian, Michigan 49221, for:

Furnishing labor, tools and equipment to load, haul and dispose of Residual Lime from the City of Adrian Water Treatment Plant.

A bid bond or certified check in the amount of 5% of the bid price must accompany the bid.

It shall be the responsibility of the bidder to inspect the job site. If there are any questions, please contact Tim Ritchie at 517-264-4828.

Bidder agrees to perform all the work described in these specifications:

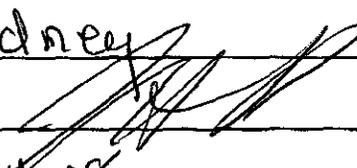
<u>Description</u>	<u>TOTAL</u>
Removal of 8,000 yrd ³ of lime residuals in lagoon #1	\$ <u>94,400.00</u>
Alternate :	
Complete removal of in place residuals in lagoon #1 Estimated quantity is 15,000 yds ³	\$ <u>154,000.00</u>

The amount bid shall be firm until July 1, 2009. The contract may be extended in annual increments. Such annual increments will be paid for at rates determined by Section 2 of the General Provisions.

The Contractor shall furnish with his bid:

- A Statement of loading procedure *See Measure Methods #1 loading*
- A Statement of experience with this type of work *See enclosed experience sheet*
- A statement of financial status *See enclosed Master Bank Statement*
- A statement of the method of disposal/application to be used *See enclosed Measure Methods*
- An equipment list *See enclosed sheet*
- A minimum of five (5) references of similar projects - *4 projects List - see experience sheet for other projects listed*

Contact Administrator:

Name James Pollman
Address P.O. Box 4337
City Sidney State Ohio Zip 45365
Daytime Phone 937-498-1631 After Hours Phone SAME
Fax Number 937-497-7540
Name of Company Pohlcat Inc
Address P.O. Box 4337
City Sidney State Ohio Zip 45365
Signature  Title Pres.
Date 9-17-08

The undersigned affirms that in making this proposal neither he nor any company that he may represent nor anyone in behalf of him or the company directly or indirectly has entered into any combination, collusion, undertaking or agreement with any other bidder or bidders to maintain the prices of said work, or any contract to prevent any other bidder or bidders from bidding on said contract or work. The undersigned further affirms that this proposal is made without regard or reference to any other bidder or combination, either directly or indirectly, with any other person or persons with reference to such bidding in any way or manner whatsoever.

In submitting this bid it is understood that the right is reserved by the Owner to reject any and all bids, or to change the quantities listed in the Proposal for the City's best interests.

Legal Status of Bidder:

1. A corporation dully organized and doing business under the laws of the State of

Ohio for whom James Pollman bearing the official title of

Pres whose signature is affixed to this proposal, is duly authorized to execute contracts.

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

RESOLUTION

WHEREAS, the Adrian City Commission, by Resolution #R09-081 dated May 4, 2009, approved the FY2009-10 Budget and General Appropriations Act, which included \$175,000 in the Water Fund Purification Pumping Contract Services account (591-536.00-801.503) for the removal of residual lime at the Water Treatment Plant; and

WHEREAS, the Adrian City Commission, by Resolution #CR08-078 dated October 6, 2008, through the competitive bid process, authorized the engagement of Pohlkat, Inc., Sidney, OH in the City's Standard Professional Services Contract for the removal of residual lime at the Water Treatment Plant at a cost not to exceed \$154,000; and

WHEREAS, based on successful execution of the contract, the Utilities Director recommends renewal of the contract for the FY2009-10 Fiscal Year; and

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

WHEREAS, the City Administrator recommends approval of this resolution and engagement of Pohlkat, Inc., Sidney, OH in the City's Standard Professional Services Contract for the removal of residual lime at the Water Treatment Plant lagoon east of the Trestle at a cost not to exceed \$154,000.

NOW, THEREFORE, BE IT RESOLVED that the Adrian City Commission, by this resolution, hereby authorizes the engagement of Pohlkat, Inc., Sidney, OH in the City's Standard Professional Services Contract for the removal of residual lime at the Water Treatment Plant lagoon east of the Trestle at a cost not to exceed \$154,000.

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

R-5
DATE: October 15, 2009
TO: Honorable Mayor and City Commissioners
FROM: Dane C. Nelson, City Administrator
SUBJECT: Non-Resident Library Card Fees and Fines

The City of Adrian adopted a schedule of Adrian Public Library Fines and Fees on June 15, 2009. At that time, the fee for a non-resident family card was established at \$40.00 annually.

The Library Director has recommended the following:

- Establish a family seasonal card with a fee of \$25.00 per year for non-residents that reside in Michigan for six months or less;
- College and university students who live in the City of Adrian while attending school will be eligible for a resident card.

I concur with the Library Director's recommendation and would encourage the Commission to approve the amendments to the current non-resident library card fee schedule.



Dane C. Nelson
City Administrator

DCN:bjw



Adrian Public Library

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

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

October 13, 2009

To: Honorable Mayor Gary McDowell and City Commission

From: Carol Souchock, Adrian Public Library Director

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

Re: Adrian Public Library – Non Resident Cards Update

Effective July 1, 2009 the annual fee for Non Resident Library Cards was established at \$40 per family. I am requesting that the following adjustments be made to our Non Resident Card Policy:

1. Establish a family seasonal card with a fee of \$25.00 per year for non residents that reside in Michigan for six months or less.
2. College and university students, who live in the City of Adrian, while attending school, are eligible for a resident card.

I expect that these changes will be revenue neutral.

I request permission from the City Commission to make the adjustments listed above to the fees and fines assessed at the Adrian Public Library effective October 20, 2009. The attached resolution has been prepared for consideration by the City Commission at their meeting of October 19, 2009. If you have any questions or need for further information, please contact my office.

RE: ADRIAN PUBLIC LIBRARY – Modification of Library Fees and Fines Schedule

RESOLUTION

WHEREAS, the Adrian City Commission, by Resolution #R09-101 dated June 15, 2009, adopted a Schedule for Adrian Public Library Fees and Fines, effective July 1, 2009, including a non-resident family card at \$40.00 annually; and

WHEREAS, to promote increased usage of Library facilities and services, the Library Director recommends modification of the Non-Resident Card Policy to include the following exceptions:

- 1) Establish a Family Seasonal Card with a fee of \$25.00 per year for non-residents that reside in Michigan for six months or less;
- 2) College and university students, who live in the City of Adrian while attending school, are eligible for a resident card; and

WHEREAS, the Finance Director indicates that the foregoing changes are revenue neutral for FY2009-10 Budget and, therefore, no budget amendment is necessary; and

WHEREAS, the Library Director and City Administrator recommend approval of this resolution and adoption of the proposed Fee and Fine Schedule modifications for the Adrian Public Library, effective October 20, 2009.

NOW, THEREFORE, BE IT RESOLVED that the Adrian City Commission, by this resolution, hereby authorizes the adoption of the following modifications to the Adrian Public Library Schedule of Fees and Fines for Non-Resident Library Cards, effective October 20, 2009:

- 1) Establish a Family Seasonal Card with a fee of \$25.00 per year for non-residents that reside in Michigan for six months or less;
- 2) College and university students, who live in the City of Adrian while attending school, are eligible for a resident card; and

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

R-6

R09-177

October 19, 2009

RESOLUTION

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

WHEREAS, a Title VI Plan has been developed for Dial-A-Ride in its administration
and management of Title VI related activities.

NOW, THEREFORE, BE IT RESOLVED that the City of Adrian approves the Title VI
Plan; and

HEREBY, authorizes the Mayor, Gary E. McDowell, and the City Clerk, Pat Baker, to
sign the aforementioned policy.

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

Title VI Plan

Agency Name: City of Adrian Dial-A-Ride

Date Adopted: _____

I. Plan Statement

Title VI of the Civil Rights Act of 1964 prohibits discrimination on the basis of race, color, or national origin in programs and activities receiving Federal financial assistance. Specifically, Title VI provides that "no person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance" (42 U.S.C. Section 2000d).

The City of Adrian Dial-A-Ride is committed to ensuring that no person is excluded from participation in, or denied the benefits of its transit services on the basis of race, color, or national origin, as protected by Title VI in Federal Transit Administration (FTA) Circular 4702.1.A.

This plan was developed to guide the City of Adrian Dial-A-Ride in its administration and management of Title VI-related activities.

Title VI Coordinator Contact information

Office Manager: Marianne Martin – 517 265 6611

Transportation Coordinator: Marcia Bohannon – 517 265 4444

II. Title VI Information Dissemination

Title VI information posters shall be prominently and publicly displayed in the City of Adrian transportation facility and on their revenue vehicles. Additional information relating to nondiscrimination obligation can be obtained from the City of Adrian's Dial-A-Ride Title VI Coordinator.

Title VI information shall be disseminated to City of Adrian Dial-A-Ride's employees annually via the Employee Education form (see Appendix A) in payroll envelopes. This form reminds employees of the City of Adrian's Dial-A-Ride policy statement, and of their Title VI responsibilities in their daily work and duties.

During New Employee Orientation, new employees shall be informed of the provisions of Title VI, and the City of Adrian's Dial-A-Ride expectations to perform their duties accordingly.

All employees shall be provided a copy of the Title VI Plan and are required to sign the Acknowledgement of Receipt (see Appendix B).

III. Subcontracts and Vendors

All subcontractors and vendors who receive payments from City of Adrian's Dial-A-Ride where funding originates from any federal assistance are subject to the provisions of Title VI of the Civil Rights Act of 1964 as amended.

Written contracts shall contain non-discrimination language, either directly or through the bid specification package which becomes an associated component of the contract.

IV. Record Keeping:

The Title VI Coordinator will maintain permanent records, which include, but are not limited to, signed acknowledgements of receipt from the employees indicating the receipt of the City of Adrian's Dial-A-Ride Title VI Plan, copies of Title VI complaints or lawsuits and related documentation, and records of correspondence to and from complainants, and Title VI investigations.

V. Title VI Complaint Procedures

How to file a Title VI Complaint?

The complainant may file a signed, written complaint up to one hundred and eighty (180) days from the date of the alleged discrimination. The complaint should include the following information:

- Your name, mailing address, and how to contact you (i.e., telephone number, email address, etc.)
- How, when, where and why you believe you were discriminated against. Include the location, names and contact information of any witnesses.
- Other information that you deem significant

The Title VI Complaint Form (see Appendix C) may be used to submit the complaint information. The complaint may be filed in writing with the City of Adrian's Dial-A-Ride at the following address:

*City of Adrian
Dial-A-Ride
377 Logan Street
Adrian, MI 49221*

NOTE: The City of Adrian's Dial-A-Ride encourages all complainants to certify all mail that is sent through the U.S. Postal Service and/or ensure that all written correspondence can be tracked easily. For complaints originally submitted by facsimile, an original, signed copy of the complaint must be mailed to the Title VI

Coordinator as soon as possible, but no later than 180 days from the alleged date of discrimination.

What happens to the complaint after it is submitted?

All complaints alleging discrimination based on race, color or national origin in a service or benefit provided by the City of Adrian's Dial-A-Ride will be directly addressed by the City of Adrian's Dial-A-Ride. The City of Adrian's Dial-A-Ride shall also provide appropriate assistance to complainants, including those persons with disabilities, or who are limited in their ability to communicate in English. Additionally, the City of Adrian's Dial-A-Ride shall make every effort to address all complaints in an expeditious and thorough manner.

A letter of acknowledging receipt of complaint will be mailed within seven days (Appendix D). Please note that in responding to any requests for additional information, a complainant's failure to provide the requested information may result in the administrative closure of the complaint.

How will the complainant be notified of the outcome of the complaint?

The City of Adrian's Dial-A-Ride will send a final written response letter (see Appendix E or F) to the complainant. In the letter notifying complainant that the complaint is not substantiated (Appendix F), the complainant is also advised of his or her right to 1) appeal within seven calendar days of receipt of the final written decision from the City of Adrian's Dial-A-Ride, and/or 2) file a complaint externally with the U.S. Department of Transportation and/or the FTA. Every effort will be made to respond to Title VI complaints within 60 working days of receipt of such complaints, if not sooner.

Once sufficient information for investigating the complaint is received by the City of Adrian's Dial-A-Ride, a written response may be drafted subject to review by the transit's attorney. If appropriate, the City of Adrian's Dial-A-Ride attorney may administratively close the complaint. In this case, the City of Adrian's Dial-A-Ride will notify the complainant of the action as soon as possible.

In addition to the complaint process described above, a complainant may file a Title VI complaint with the following offices:

Federal Transit Administration Office of Civil Rights
Attention: Title VI Program Coordinator
East Building, 5th Floor – TCR
1200 New Jersey Ave., SE
Washington, DC 20590

VI. Limited English Proficiency (LEP) Plan

According to the US Census Bureau in their 2006 American Community Survey it was determined in Lenawee County:

92% of the population is White
1.5% of the population is Black or African American
.7% of the population is American Indian and Alaska Native
.5% of the population is Asian
2.7% of the population is some other race
2.6% of the population is two or more races

7.3% of the population is Hispanic or Latino (of any race)

For our population of 92,699, our population of 5 years and over by language spoken at home and the ability to speak English, the follow information has been provided by the Census 2000 summary file for Lenawee County:

87,445 persons speak only English
5,254 persons speak a language other than English

Of the Spanish population, 52 persons speak English “not at all”.
Of the other Indo-European population, 22 persons speak English “not at all”.
Of the Asian and Pacific Island population, 14 persons speak English “not at all”.

This equates to 88 persons of 92,699 do not speak English, or .0095%.

The office of the Lenawee Transportation and Adrian Dial-A-Ride evaluates the frequency of which they come in contact with LEP individuals. This includes verbal surveys of both staff and drivers. We have not had any requests for interpreters or translation requests for documents.

Both Lenawee Transportation and Adrian Dial-A-Ride each have one driver who has the ability to speak fluent Spanish which is our largest population of individuals who do not speak English at all - or 52 persons.

This is no large geographic concentration of any one type of LEP individuals in our service area. The dominant majority of the population, or close to 99% speak English.

The public transportation systems have reviewed available resources that could be of service for providing LEP assistance. As shown in the Translators Resource List, Catholic Charities of Lenawee, Adrian, MI will provide translation services for Spanish, as well as one driver from each public transportation system. One employee at the Adrian City Hall speaks fluent Spanish, also, and is available for translation service. Each vehicle in our fleet will also contain Language Identification Flashcards for assistance.

VII. Community Outreach

As an agency receiving federal financial assistance, we have made the following community outreach efforts:

The City of Adrian's Dial-A-Ride has engaged the public in its planning and decision-making processes, as well as its marketing and outreach activities. Between 2005-2009, the public was invited to participate in these activities:

Coordinated Public Transit-Human Services Transportation Plan (Coordinated Plan). This committee is also known as the Lenawee County Transportation Collaborative. This group historically had been meeting every other month, but is currently meeting every month.

The Small Urban Program consists of members who prioritize transportation related projects for federal Surface Transportation Program (STP) funding consideration. The meetings are open to the public for review and comment. A public hearing notice is submitted to local papers.

Local Advisory Committee meets as needed or at least annually. The core members of the LAC are also committee members of other transportation related committees.

The Regional Interagency Consumer Committee (RICC) meets each month. The RICC is a local, grassroots, group of people with developmental disabilities, their friends and family members. Membership is also extended to local advocates, community leaders and service providers. The four main functions include 1) to serve as a forum for addressing local issues; 2) to outreach to diverse populations who share the issues and concerns identified by the RICC; 3) to advocate for needed changes in the community; and 4) to inform the DD Council about local barriers face by people with developmental disabilities.

City Commission Meetings: The City of Adrian Commission meetings are held the first and third Monday of each month. The public is invited to attend.

We submit to the Michigan Department of Transportation annually an application for funding. The application requests funding for both capital and operating assistance. Part of the annual application is a public notice, which includes a 30-day public comment period.

Appendix A Employee Annual Education Form

Title VI Policy

No person shall, on the grounds of race, color or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance.

All employees of the City of Adrian's Dial-A-Ride are expected to consider, respect, and observe this policy in their daily work and duties. If a citizen approaches you with a question or complaint, direct him or her to our Title VI Coordinator.

In all dealings with citizens, use courtesy titles (i.e. Mr., Mrs., Ms., or Miss) to address them without regard to race, color or national origin.

Appendix B Acknowledgement of Receipt of Title VI Plan

I hereby acknowledge the receipt of the City of Adrian's Dial-A-Ride Title VI Plan. I have read the plan and am committed to ensuring that no person is excluded from participation in, or denied the benefits of its transit services on the basis of race, color, or national origin, as protected by Title VI in Federal Transit Administration (FTA) Circular 4702.1.A.

Your signature

Print your name

Date

Appendix C TITLE VI COMPLAINT FORM

Title VI of the 1964 Civil Rights Act requires that “No person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance.” If you feel you have been discriminated against in transit services, please provide the following information in order to assist us in processing your complaint and send it to:

Provide address here

Please print clearly:

Name: _____

Address: _____

City: _____, State: _____, Zip Code: _____

Telephone Number: _____ (home) _____ (cell) _____ (message)

Person discriminated against: _____

Address of person discriminated against: _____

City, State, Zip Code: _____

Please indicate why you believe the discrimination occurred:

- _____ race or color
- _____ national origin
- _____ income
- _____ other

What was the date of the alleged discrimination? _____

Where did the alleged discrimination take place? _____

Please describe the circumstances as you saw it: _____

Please list any and all witnesses' names and phone numbers:

What type of corrective action would you like to see taken?

Please attach any documents you have which support the allegation. Then date and sign this form and send to the Title VI Coordinator at:

Marianne Martin
City of Adrian Dial-A-Ride
377 Logan Street
Adrian, MI 49221

Your signature

Print your name

Date

APPENDIX D Letter Acknowledging Receipt of Complaint

Today's Date

Ms. Jo Doe
1234 Main St.
Clarksville, Tennessee 37040

Dear Ms. Doe:

This letter is to acknowledge receipt of your complaint against the City of Adrian's Dial-A-Ride alleging _____

An investigation will begin shortly. If you have additional information you wish to convey or questions concerning this matter, please feel free to contact this office by telephoning 517 265 6611, or write to me at this address.

City of Adrian
Dial-A-Ride
377 Logan Street
Adrian, MI 49221

Sincerely,

Marianne Martin
Title VI Coordinator

APPENDIX E Letter Notifying Complainant that the Complaint Is Substantiated

Today's Date

Ms. Jo Doe
1234 Main St.
Clarksville, Tennessee 37040

Dear Ms. Doe:

The matter referenced in your letter of _____ (date) against the City of Adrian's Dial-A-Ride alleging Title VI violation has been investigated.

(An/Several) apparent violation(s) of Title VI of the Civil Rights Act of 1964, including those mentioned in your letter (was/were) identified. Efforts are underway to correct these deficiencies.

Thank you for calling this important matter to our attention. You were extremely helpful during our review of the program. ***(If a hearing is requested, the following sentence may be appropriate.)*** You may be hearing from this office, or from federal authorities, if your services should be needed during the administrative hearing process.

Sincerely,

Marianne Martin
Title VI Coordinator

APPENDIX F Letter Notifying Complainant that the Complaint Is Not Substantiated

Today's Date

Ms. Jo Doe
1234 Main St.
Clarksville, Tennessee 37040

Dear Ms. Doe:

The matter referenced in your complaint of _____ (date) against the City of Adrian's Dial-A-Ride alleging _____ has been investigated.

The results of the investigation did not indicate that the provisions of Title VI of the Civil Rights Act of 1964, had in fact been violated. As you know, Title VI prohibits discrimination based on race, color, or national origin in any program receiving federal financial assistance.

The City of Adrian's Dial-A-Ride has analyzed the materials and facts pertaining to your case for evidence of the city's failure to comply with any of the civil rights laws. There was no evidence found that any of these laws have been violated.

I therefore advise you that your complaint has not been substantiated, and that I am closing this matter in our files.

You have the right to 1) appeal within seven calendar days of receipt of this final written decision from the City of Adrian's Dial-A-Ride, and/or 2) file a complaint externally with the U.S. Department of Transportation and/or the Federal Transit Administration at

Federal Transit Administration Office of Civil Rights
Attention: Title VI Program Coordinator
East Building, 5th Floor - TCR
1200 New Jersey Ave., SE
Washington, DC 20590

Thank you for taking the time to contact us. If I can be of assistance to you in the future, do not hesitate to call me.

Sincerely,

Marianne Martin
Title VI Coordinator

**APPENDIX G Narrative to be included in Posters to be Displayed in
Revenue Vehicles and Facilities**

Title VI of the Civil Rights Act of 1964 prohibits discrimination on the basis of race, color, or national origin in programs and activities receiving Federal financial assistance. Specifically, Title VI provides that "no person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance" (42 U.S.C. Section 2000d).

The City of Adrian's Dial-A-Ride is committed to ensuring that no person is excluded from participation in, or denied the benefits of its transit services on the basis of race, color, or national origin, as protected by Title VI in Federal Transit Administration (FTA) Circular 4702.1.A. **If you feel you are being denied participation in or being denied benefits of the transit services provided by the City of Adrian's Dial-A-Ride, or otherwise being discriminated against because of your race, color, national origin, gender, age, or disability, you may contact our office at 517 265 6611.**

R-7

R09-178

October 19, 2009

RESOLUTION

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

WHEREAS, a policy has been developed for a controlled substances and alcohol testing program for Dial-A-Ride promoting safety, concern for the welfare of its citizens and employees, and to comply with the mandated guidelines of the Federal Transportation Administration - Department of Transportation, and was approved at the April Commission Meeting, 2009, and,

WHEREAS, The U.S. DOT has reissued a final rule for all transportation modes requiring direct observation of urine sample collections for all return-to-duty and follow-up tests for controlled substances, effective August 31, 2009, now therefore be it,

RESOLVED, the City of Adrian approves the DOT Controlled Substances and Alcohol Testing Program Policy with the addendum, and

HEREBY, authorize the Mayor, Gary E McDowell, and the City Clerk, Pat Baker, to sign the aforementioned policy.

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

NOTICE OF CHANGE
IN THE CITY OF ADRIAN DIAL-A-RIDE
AND
LENAWEE COUNTY'S LENAWEЕ TRANSPORTATION
FTA DRUG AND ALCOHOL TESTING POLICY

The U.S. Department of Transportation has reissued a final rule for all transportation modes requiring direct observation of urine sample collections for all return-to-duty and follow-up tests for controlled substances. Previously, this was an employer option. Effective August 31, 2009, this becomes a mandated requirement.

RETURN-TO-DUTY-TESTING

All covered employees who previously tested positive on a drug or alcohol test or refused a test, must test negative for drugs, alcohol (below 0.02 for alcohol), or both and be evaluated and released by the Substance Abuse Professional before returning to work. For an initial positive drug test a Return-to-Duty drug test is required and an alcohol test is allowed. For an initial positive alcohol test a Return-to-Duty alcohol test is required and a drug test is allowed. Following the initial assessment, the SAP will recommend a course of rehabilitation unique to the individual. The SAP will recommend the return-to-duty test only when the employee has successfully completed the treatment requirement and is known to be drug and alcohol-free and there are no undue concerns for public safety. RETURN TO DUTY TESTING WILL BE CONDUCTED IN ACCORDANCE WITH 49 CFR 40, SUBPART O, INCLUDING REQUIRING AN OBSERVED SPECIMEN COLLECTION.

FOLLOW-UP TESTING

Covered employees will be required to undergo frequent, unannounced drug and/or alcohol testing following their return-to-duty. The follow-up testing will be performed for a period of one to five years with a minimum of six tests to be performed the first year. The frequency and duration of the follow-up tests (beyond the minimums) will be determined by the SAP reflecting the SAP's assessment of the employee's unique situation and recovery progress. Follow-up testing should be frequent enough to deter and/or detect a relapse. Follow-up testing is separate and in addition to the random, post-accident, reasonable suspicion and return-to-duty testing. FOLLOW-UP TESTING WILL BE CONDUCTED IN ACCORDANCE WITH 49 CFR 40, SUBPART O, INCLUDING REQUIRING AN OBSERVED SPECIMEN COLLECTION.

CITY OF ADRIAN

(Name)

(Title)

(Name)

(Title)

MISCELLANEOUS

M-1

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

ADRIAN D.A.R.T. PASSENGER RIDERSHIP REPORT FOR SEPTEMBER 2009

WEEK END:	SEP 4	SEP 11	SEP 18	SEP 25	SEP 30	TOTAL
MONDAY	0	0	278	314	292	884
TUESDAY	306	316	291	239	247	1399
WEDNESDAY	287	299	259	249	245	1339
THURSDAY	301	254	242	255	0	1052
FRIDAY	311	276	286	241	0	1114
		1145	1356	1298	784	5788

SERVICE DAYS	SEP 2009 (21)	SEP 2008 (21)	+/-	AUG 2009 (20)
SENIORS	611	896	-285	686
HDCP SENIORS	971	1030	-59	908
HANDICAPPED	2636	3007	-371	2549
WHEELCHAIRS **	383	223	160	384
GENERAL	1570	1707	-137	1568
	5788	6640	-852	5711

OCTOBER	2007	7357	2008	7278	-1%
NOVEMBER	2007	6718	2008	6050	-10%
DECEMBER	2008	6171	2009	6734	9%
JANUARY	2008	7616	2009	7368	-3%
FEBRUARY	2008	7452	2009	7417	0%
MARCH	2008	7027	2009	7540	7%
APRIL	2008	7136	2009	6915	-3%
MAY	2008	6957	2009	6119	-12%
JUNE	2008	6707	2009	6453	-4%
JULY	2008	6717	2009	6098	-9%
AUGUST	2008	6213	2009	5711	-8%
SEPTEMBER	2008	6640	2009	5788	-13%
		82711		79471	-4%

** WHEELCHAIR TOTALS ARE INCLUDED IN HANDICAPPED PASSENGER TOTALS

M-2

DEPARTMENTAL REPORT

OCTOBER 19, 2009

	SEPTEMBER 2009	AUGUST 2009	SEPTEMBER 2008	YEAR-TO-DATE 2009	YEAR-TO-DATE 2008
POLICE DEPARTMENT					
Complaints Answered	864	912	874	7,637	8,238
VIOLATIONS					
Moving Citations	120	99	85	798	1,486
3-6 am Parking Tickets	229	135	167	1,585	912
Non-Moving Citations	20	34	20	327	131
Downtown Parking Tickets	219	198	0	1,410	3,256
TOTAL VIOLATIONS	588	466	272	4,120	5,785
ARRESTS	125	94	142	1,034	1,161
FIRE DEPARTMENT (See M-4)					
INSPECTION DEPARTMENT					
Building Permits	32	29	46	249	369
Electrical Permits	14	20	18	157	177
Mechanical Permits	20	26	25	158	188
Plumbing Permits	6	9	8	49	60
Sidewalk Permits	0	1	1	12	33
Sign Permits	2	2	2	34	49
TOTAL PERMITS	74	87	100	659	876
Estimated Bldg.Costs	\$215,659	\$390,333	\$1,597,420	\$2,696,241	\$11,882,131
PARKING SYSTEM					
Meters in Operation	*				
Parking Assessment	\$0	\$0	\$0	\$13,548	\$9,412
Lot Revenue	\$0	\$1,844	\$502	\$3,179	\$6,240
Street Revenue	\$0	\$0	\$0	\$0	\$0
Misc. Revenue	\$15	\$15	\$8	\$125	\$67
Permits	\$100	\$0	\$113	\$16,289	\$35,464
Fines	\$730	\$990	\$85	\$6,201	\$13,394
Token Sales	\$0	\$0	\$0	\$0	\$0
Contribut-GenFund	\$0	\$10,000	\$0	\$26,000	\$132,000
TOTAL REVENUE	\$845	\$12,849	\$708	\$65,342	\$196,577
WASTE WATER DEPARTMENT					
M. G. Pumped	127.206	131.636	137.096	1,476.570	1,629.411
Cost of Plant Operation	*	\$223,202	\$378,709	\$2,478,861	\$2,744,071
WATER DEPARTMENT					
M. G. Pumped	83	96	90	796	844
Number of Customers	6,308	6,304	6,327		
	Industrial	Commercial	Residential	Other	TOTAL
M. G. Sold Revenue	\$41,681	\$100,044	\$125,775	\$64,607	74,412 \$332,107

*Figure not available

m-3

FIRE REPORT
Month of August, 2009

	This Month	Last Month	Last Year	To Date This Year	To Date Last Year
Structure Fires	0	4	4	9	19
Loss	\$0	\$40,000	\$45,000	\$110,000	\$158,000
Vehicle Fires	1	2	3	8	6
Loss	\$0	\$1,500	\$0	\$11,030	\$2,000
Other Fires	2	3	11	13	25
Loss	\$0	\$1,000	\$3,000	\$8,500	\$3,000
Smoke & Odor	11	4	10	48	48
False Alarms	6	11	6	57	53
Hazardous Conditions	2	4	2	77	85
Other	10	17	9	87	90
Medical Emergencies	151	149	184	1188	1181
Vehicle Accidents	17	12	8	76	68
Total Runs	200	206	237	1514	1577
Total Fire Loss	\$0	\$42,500	\$48,000	\$129,530	\$163,000