

PRE-MEETING AGENDA

ADRIAN CITY COMMISSION
AGENDA
PRE-MEETING STUDY SESSION
SEPTEMBER 15, 2008

The City Commission will meet for a pre-meeting study session on Monday, September 15, 2008, at 5:30 p.m. in the 2nd floor Conference Room at City Hall to discuss the following:

- I. Fee Estate Update
- *United Bank and Trust Representatives*
- II. Other Items as Time Permits

COMMISSION AGENDA

**AGENDA
ADRIAN CITY COMMISSION
SEPTEMBER 15, 2008
7:00 P.M.**

- I. MOMENT OF SILENCE AND PLEDGE OF ALLEGIANCE TO THE FLAG
- I I. ROLL CALL
- I I I. APPROVAL OF THE MINUTES OF THE SEPTEMBER 2, 2008 REGULAR MEETING OF THE ADRIAN CITY COMMISSION
- I V. PRESENTATION OF ACCOUNTS
- V. CONSENT AGENDA
 - 1. CR08-069. Resolution to make temporary traffic control orders permanent on Dawes Street by replacing the "Student Drop-Off" signs with "Bus Stop - "No Parking on Weekdays Between the Hours of 8:00 and 9:00 a.m. and 3:00 and 4:00 p.m."
 - 2. CR08-070. Resolution to make temporary traffic control orders permanent in the 500 block of S. McKenzie Street by removing two "Duck Crossing signs".
 - 3. CR08-071. Resolution to approve the purchase of a 2009 Ford Escape and the sale of a 1999 Chevy Tahoe for the Fire Department.
 - 4. CR08-072. Resolution to make temporary control orders permanent by installing "Stop" signs on Bent Oak at Siena Heights on both sides of the road.
 - 5. CR08-073. Resolution to make temporary control orders permanent in installing "Stop Ahead" signs on Bent Oak between Siena and N. Main Streets.
 - 6. CR08-074. Resolution to make temporary control orders permanent by removing the "Stop" sign on Siena Heights at Bent Oak.
 - 7. CR08-075. Resolution to approve the transfer of ownership of a 2007 Class C licensed business with dance permit at 1629 W. Maumee St. (Carleton Lodge) from Focus Enterprises, Inc. & Jerald J. Good to Tri-State Michigan Associates, LLC.
- V I. PUBLIC COMMENT

V I I. REGULAR AGENDA

A. SPECIAL ORDER

1. Public Hearing to hear and consider comments to approval of a Brownfield Plan for Site #5 – 1080 E. US-223, for the Baumgartner/McDonald’s Project.

B. RESOLUTIONS

1. R08-126. Resolution to (approve) (deny) a Brownfield Plan for Site #5 – 1080 E. U.S. 223, for the Baumgartner/McDonald’s Project.
2. R08-127. Resolution to (approve) (deny) an application from Habitat for Humanity for a Neighborhood Enterprise Zone (NEZ) Certificate for construction of a new home at 416 Toledo Street.
3. R08-128. Resolution authorizing the use of drug forfeiture funds for the purpose of providing transportation for the city’s K-9 Program and approval of the resulting budget amendments.
4. R08-129. Resolution to approve engineering services to update and revise the water distribution system hydraulic model and that the bid process be waived.
5. R08-130. Resolution to award bid for concrete restoration on the primary tanks at the WWTP.
6. R08-131. Resolution to approve a Banner Permit Policy and the associated fee for the placement and removal of banners.
7. R08-132. Resolution authorizing the Community Development Department to submit an application to MSHDA for a rental rehabilitation grant in the amount of \$300,000.

V I I I. MISCELLANEOUS

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

I X. PUBLIC COMMENT

X. COMMISSION COMMENTS

MINUTES

**MINUTES
ADRIAN CITY COMMISSION
SEPTEMBER 2, 2008
7:00 P.M.**

Official proceedings of the September 2, 2008 regular meeting of the City Commission, Adrian, Michigan.

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

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

Commissioner DuMars moved to approve the minutes of the August 18, 2008, regular meeting of the Adrian City Commission, seconded by Commissioner Steele, motion carried by a unanimous vote.

PRESENTATION OF ACCOUNTS

Utility Department Receiving Fund Voucher #2881 through #2888	\$ 116,610.15
General Fund Vouchers #18824 through #18844	\$ 397,506.26
Clearing Account Vouchers amounting to	<u>\$ 900,402.52</u>
TOTAL EXPENDITURES	<u>\$1,414,518.93</u>

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

COMMUNICATIONS

1. C-1. Communication from Finance Director on pending Federal legislation regarding the Municipal Bond Fairness Act (H.R. 6333).
2. C-2. Communication from Finance Director regarding Jefferson County, Alabama's proposed bankruptcy.

CONSENT AGENDA

RESOLUTIONS

RE: POLICE DEPT. – Traffic Control Order – Scott & Burr Streets

RESOLUTION CR08-067

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

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

TCO 08-19: Remove "Duck Crossing" signs on Scott Street and Burr Street

CITY ADMINISTRATOR – Certification of Michigan Employees Retirement System (MERS) Officer Delegate Appointment and Employee Delegate Election

RESOLUTION CR08-068

WHEREAS, the Michigan Employees Retirement System (MERS) is having its 62nd Annual Meeting of participating municipalities September 30 – October 2, 2008 at the Grand Traverse Resort; and

WHEREAS, MERS requires that one (1) officer appointed delegate and one (1) employee elected delegate be designated to represent each municipality, with respective alternatives; and

WHEREAS, an election process was conducted by the City Clerk's Office for purposes of selecting the Employee Elected Delegate with the results as follows:

Elected Representative	Cindy Prue, Assistant Finance Director
Alternate	Mark Bishop, DPW Foreman

WHEREAS, the City Administrator recommends the designation of Jeffrey C. Pardee, Finance Director, as the Officer Delegate, with City Clerk Pat Baker as the Alternate.

NOW, THEREFORE, BE IT RESOLVED that the Adrian City Commission, by this resolution, designates Jeffrey C. Pardee, Finance Director, as the City of Adrian's Officer Delegate, with City Clerk Pat Baker as the Alternate and, further, certifies the election of Cindy Prue, Assistant Finance Director, with DPW Foreman Mark Bishop as the Alternate, to represent the City of Adrian at the Michigan Employees Retirement System (MERS) 62nd Annual Meeting of participating municipalities September 30 – October 2, 2008 at the Grand Traverse Resort, in accordance with the provisions of the Municipal Employees Retirement Act (PA 135 of 1945, as amended).

On motion by Commissioner Mitzel, seconded by Commissioner Valentine, Consent Resolutions CR08-067 through CR08-068 were adopted by a unanimous vote.

PUBLIC COMMENTS - None

REGULAR AGENDA

RESOLUTIONS

RE: DEPARTMENT OF PUBLIC WORKS – Cost Reduction Management Incentive Program (CRIMP) – Curb Removal in College Park Subdivision

RESOLUTION R08-122

WHEREAS, on February 16, 2004, the Adrian City Commission adopted Resolution #04-034 establishing the Cost Reduction Incentive Management Program (CRIMP); and

WHEREAS, the Department of Public Works has achieved a significant one-time cost savings by substituting in-house labor for contractor labor for curb removal in College Park Subdivision, thereby resulting in a direct reduction in special assessment charges to benefiting homeowners; and

WHEREAS, the Adrian City Commission, by Resolution #R08-104 dated July 21, 2008, established a Special Assessment District for improvements in the College Park Subdivision and portions of Vine and Sherman Streets; and

WHEREAS, the Adrian City Commission, by Resolution #R08-117 dated August 4 2008, authorized the selection of Eastlund Concrete Company, Holt, MI, be retained to perform the concrete work in College Park Subdivision and portions of Vine and Sherman Streets at the following unit prices:

Concrete Curb & Gutter, Detail F4 or C4 (w/o existing curb removal)	\$11.81/Lft
Concrete Curb & Gutter, Detail F4 or C4 (w/o existing curb removal)	\$15.81/Lft;

and

WHEREAS, the Department of Public Works performed the curb removal of 10,836 linear feet at a cost of \$13,937.60 (\$1.29 per linear foot), thereby allowing for the aforementioned price reduction of \$4.00 per linear foot, resulting in a net savings of \$29,406 (\$2.71 per linear foot); and

WHEREAS, the CRIMP Program categorizes the above savings as non-recurring and, therefore, eligible for 30% return (\$8,822) to the proposing department for expenditure on authorized equipment purchase that further enhances departmental operations; and

WHEREAS, the City Engineer and City Administrator recommend adoption of this resolution, recognition of the cost savings initiative and return of \$8,822 to the Local Street Fund Capital Equipment Account (203-463.00-977.000).

NOW, THEREFORE, BE IT RESOLVED that the Adrian City Commission recognizes the efforts of the Department of Public Works related to implementation of the CRIMP Program and awards a portion of the \$29,406 savings associated with in-house curb removal in the College Park Subdivision (30%, equivalent to \$8,822) to DPW for purchase of equipment that further enhances departmental operations.

BE IT, FURTHER, RESOLVED that \$8,822 be appropriated from Local Street Fund Undesignated Fund Balance (202-000.00390.000) and that the FY2008-09 Budget be amended as follows:

Local Street Fund (203)

Revenue:

(203-000.00-697.000) Prior Years' Revenue

\$8,822

Expenditure:

Routine Road Maintenance

(203-463.00-977.000)	Capital Equipment	<u>8,822</u>
	Total	<u>\$ -0-</u>

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

RE: COMMUNITY DEVELOPMENT DEPARTMENT – Departmental Budget Restructuring Recommendation

RESOLUTION R08-123

WHEREAS, the Adrian City Commission, by Resolution #R08-110 dated August 4, 2008, appointed a new Community Development Director; and

WHEREAS, the new Community Development Director, having reviewed the FY2008-09 Departmental Budget, recommends a restructuring to ensure a sustainable program plan for the balance of the fiscal year; and

WHEREAS, the restructuring, which is revenue and cost neutral, consists of the following recommended actions:

- Reflect the combine duties of GIS Coordinator and Community Development Director by allocating the costs of the Director's position as follows:
25% Information Technology Fund (661) – GIS Cost Center (220)
25% Economic Development Fund (276), and
50% Local Development Finance Authority Fund (282)
- Allocate Secretary Position (826-002) as follows:
50% Economic Development Fund (276), and
50% Local Development Finance Authority Fund (282)
- Provide transitional financing to the Community Development Fund (275), which is currently cash deficient due to a temporary pause in grant funding, by authorizing a \$120,000 long-term advance from the Local Development Finance Authority Fund (282); and

WHEREAS, the Finance Director indicates that there are sufficient funds for this purpose in the Local Development Finance Authority Fund (282) Undesignated Fund Balance (282-000.00390.000); and

WHEREAS, the City Administrator recommends the foregoing changes, effective July 1, 2008 with a net overall effect of no change in total allocated dollars or positions, and that the long-term advance have an interest rate of 6.00% per annum.

NOW, THEREFORE, BE IT RESOLVED that the Adrian City Commission, by this resolution, hereby approves the recommended budget restructuring of the Community Development Department and further authorizes a \$120,000 long-term advance from the Local Development Finance Authority Fund (282) to the Community Development Fund (275) at an interest rate of 6.00% per annum.

BE IT, FURTHER, RESOLVED that the FY2008-09 Budget be amended as follows, effective July 1, 2008 reflecting a net overall effect of no change in total allocated dollars or positions:

Community Development Fund (275)

(275-826.00-702.000)	Salaries & Wages	\$(19,628)
(275-826.00-715.000)	Social Security	(1,502)
(275-826.00-716.000)	Hospitalization	(5,654)
(275-826.00-717.000)	Life Ins/AD&D	(61)
(275-826.00-718.000)	Retirement Contribution	(1,959)
(275-826.00-719.000)	Unemployment Comp.	(92)
(275-826.00-914.000)	Workers' Compensation	(118)
(275-990.00-990.000)	Contingency	<u>29,014</u>
	Total	<u>\$ -0-</u>

**Economic Development Fund (276)
Economic Development Department:
Revenue:**

(276-000.00-697.000)	Prior Years' Revenue	\$(20,659)
(276-895.00-702.000)	Salaries & Wages	\$(16,665)
(276-895.00-715.000)	Social Security	(1,275)
(276-895.00-716.000)	Hospitalization	(458)
(276-895.00-717.000)	Life Ins/AD&D	(49)
(276-895.00-718.000)	Retirement Contribution	(1,725)
(276-895.00-719.000)	Unemployment Comp.	(81)
(276-895.00-914.000)	Workers' Compensation	(406)
	Sub-Total	<u>\$(20,659)</u>
	Total	<u>\$ -0-</u>

Local Development Finance Authority Fund (282)

Administration:

(282-290.00-702.000)	Salaries & Wages	\$ 19,628
(282-290.00-715.000)	Social Security	1,502
(282-290.00-716.000)	Hospitalization	5,654
(282-290.00-717.000)	Life Ins/AD&D	61
(282-290.00-718.000)	Retirement Contribution	1,959
(282-290.00-719.000)	Unemployment Compensation	92
(282-290.00-914.000)	Workers' Compensation	118
(282-990.00-990.000)	Contingency	<u>(29,014)</u>
	Total	<u>\$ -0-</u>

Information Technology Fund (661)

GIS Services:

(661-220.00-702.000)	Salaries & Wages	\$ 16,665
(661-220.00-715.000)	Social Security	1,275
(661-220.00-716.000)	Hospitalization	458
(661-220.00-717.000)	Life Ins/AD&D	49
(661-220.00-718.000)	Retirement Contribution	1,725
(661-220.00-719.000)	Unemployment Compensation	81
(661-220.00-914.000)	Workers' Compensation	407
(661-990.00-990.000)	Contingency	<u>(20,959)</u>
	Total	<u>\$ -0-</u>

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

**RE: UTILITIES DEPARTMENT –Water Main Improvement Projects –
Change Orders 5-9 for Contract #5**

RESOLUTION R08-124

WHEREAS, the City Commission, on April 16, 2004, adopted a Water Main Improvement Project Plan, which recommended the construction of Westside Well Fields, Water Treatment Plant sedimentation basin improvements and Water Distribution improvements, all of which was funded by low interest loans through the State of Michigan’s Drinking Water Revolving Loan Fund (DWRF Project No. 7130-01) at a Project Plan estimated cost of \$9,250,000; and

WHEREAS, the City Commission, by Resolution #R07-044 dated March 5, 2007, adopted an amendment to the Project Plan regarding the route of the raw water line and authorizing issuance of Request for Proposals to construct the Project; and

WHEREAS, bids were solicited, received and awarded through several City Commission actions on August 6, 2007, resulting in a cost reduction to \$7,889,000 including the following:

Contract #1:	Wells & Pumps to C.S. Raymer Co., Inc.	\$ 260,000.00
Contract #2:	Raw Water Transmission Pipeline to E.T. Mackenzie Company	3,389,990.00
Contract #3:	Sedimentation Basin Rehabilitation to 3-S Construction, Inc	747,478.46
Contract #4:	Westside Well Field to Baseline Construction, Inc.	697,500.00
Contract #5:	Water Main Improvements to Concord Excavating and Grading, Inc.	1,083,675.50
Contract #6:	Recarbonation System Improvements to Monroe Plumbing & Heating Co.	259,890.00
	Other Direct Costs (Engineering, In-House, etc.)	727,126.04
	CONTINGENCY (6%)	473,340.00
	Issuance Costs	<u>250,000.00</u>
	Total	<u>\$7,889,000.00</u>

WHEREAS, the City Commission, by Resolution #R08-106 dated July 21, 2008, approved Change Orders 1-4 to Contract #5, Water Main Improvements, which required extra time and materials for additional service extensions and reconnects, resulting in increases amounting to a total of \$118,198.67, revising the amended contract to \$1,201,874.17; and

WHEREAS, Concord Excavating and Grading, Inc. has submitted additional Change Orders 5-9, totaling \$72,281.50 for service extensions and reconnects, replacing galvanized services with copper, bringing the total cost of the contract to \$1,274,155.67; and

WHEREAS, the Finance Director indicates that there are sufficient funds available for this purpose within the Project Contingency funding provided for in the DWRF Revolving Fund bond proceeds; and

WHEREAS, the Utilities Director and City Administrator recommend approval of this resolution amending Contract #5, Water Main Improvements, Concord Excavating and Grading, Inc. to incorporate Change Orders 5-9 at an additional cost not to exceed \$72,281.50.

NOW, THEREFORE, BE IT RESOLVED that the Adrian City Commission, by this resolution, hereby authorizes approval of this resolution amending the Water Main Improvement Project - Contract #5, Concord Excavating and Grading, Inc. to incorporate Change Orders 5-9 at an additional cost not to exceed \$72,281.50, revising the amended contract to \$1,274,155.67.

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

RE: ADRIAN PUBLIC LIBRARY –Elevator Replacement

RESOLUTION R08-125

WHEREAS, the Adrian Public Library is in need of a new elevator; and

WHEREAS, Otis Elevator Company, Grand Rapids, MI has submitted a proposal to furnish and install one (1) 3500 lbs. Otis LVM series telescopic elevator system at a price of \$61,751.00, compared to an initial estimate in excess of \$100,000; and

WHEREAS, the proposal is based on manufacturing lead-time of ten (10) weeks and includes first-year maintenance, as well as a twelve-month warranty covering defective material and workmanship; and

WHEREAS, additional preparatory work is required by other contractors, including:

- Provide a properly framed and enclosed legal hoistway in accordance with all applicable codes;
- Furnish adequate rail-bracket supports and bracket spacing as required by governing code, from pit floor to top of hoistway;
- Furnish a dry and clean pit, without a floor drain/sump connected directly to a storm drain or sanitary sewer, reinforced to sustain vertical forces on car rails and impact loads on cylinder heads and buffers;
- Other preparatory requirements include installation of a fixed vertical iron ladder, provision of a dry accessible machine room, fire extinguisher and smoke detectors, and specified electrical requirements; and

WHEREAS, the City Finance Director indicates that sufficient funds (\$61,751) are available for acquisition and installation of the new elevator in the General Fund Designated Fund Balance for City Hall Complex (101-000.00-393.002), and that sufficient funds for the aforementioned preparatory work are available in the Library Capital Improvement Account (101-738.00-975.000); and

WHEREAS, the Library Director and City Administrator recommend acceptance of the proposed bid, engagement of Otis Elevator Company, Grand Rapids, MI in the City's Standard Professional Services Contract, waiver of the competitive bid process, and authorization of the appropriate budget amendments.

NOW, THEREFORE, BE IT RESOLVED that the Adrian City Commission, by this resolution, hereby accepts the proposed bid to furnish and install one (1) 3500 lbs. Otis LVM series telescopic elevator system at the Adrian Public Library, engagement of Otis Elevator Company, Grand Rapids, MI, in the City's Standard Professional Services Contract at a cost not to exceed \$61,751.00.

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

BE IT, FURTHER, RESOLVED that \$61,751.00 be appropriated from the General Fund Designated Fund Balance for the City Hall Complex (101-000.00-393.002) and that the FY2008-09 Budget be amended as follows:

General Fund (101)

Revenue:

(101-990.00-697.000) Prior Years' Revenue

Amount

\$61,751

Expenditure:

(101-738.00-975.000) Library - Capital Improvements
Total

61,751

\$ -0-

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

Administrator Nelson mentioned that the amount quoted for the new elevator was a significant reduction of the original estimate.

MISCELLANEOUS

1. Fire Department Report
2. Brownfield Redevelopment Authority Minutes
3. Zoning Board of Appeals Minutes
4. Planning Commission Minutes

PUBLIC COMMENT - None

COMMISSION COMMENTS - None

After conclusion of the meeting, Administrator Nelson asked to go into closed session to discuss possible real estate acquisition. Commissioner Steele motioned, seconded by Commissioner Osborne, and unanimously approved.

The next regular meeting of the Adrian City Commission will be held on Monday, September 15, 2008, 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

September 15, 2008

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



Dane C. Nelson
City Administrator

DCN:bjw

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

Utility Department Vouchers	
Vouchers #2889 through #2895	\$ 78,599.97
General Fund	
Vouchers #18845 through #18860	319,314.09
Clearing Account Vouchers	
amounting to	<u>1,950,261.08</u>
TOTAL EXPENDITURES	<u>\$2,348,175.14</u>

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

September 15, 2008

UTILITY DEPARTMENT VOUCHERS

<u>Check Number</u>	<u>To</u>	<u>Description</u>	<u>Amount</u>
<u>Receiving</u>			
2889	City of Adrian: Payroll	Payroll for Aug 29	\$ 16,496.88
2890	City of Adrian: Clearing Acct	Sept 2 Check Register	\$ 48,299.52
2891	Consumers Energy	Water Plant Electric	\$ 13,186.31
2892	City of Adrian: Payroll	Payroll for Sept 5	\$ 48,034.37
2893	Verizon North	Water plt,WW Phone	\$ 122.25
2894	City of Adrian: General Fund	Sept office rent	\$ 650.00
2895	Verizon North	O&M Phone	\$ 110.16

Total \$ 126,899.49

Less CK# 2890 \$ 48,299.52

TOTAL \$ 78,599.97

Wastewater \$38,566.21
Water \$88,333.28

15-Sep-08

GENERAL FUND
CHECK REGISTER

CHECK#	AMOUNT	PAYEE	DESCRIPTION
18845	\$ 14,216.89	City of Adrian: Payroll	Payroll for Aug 29
18846	\$ 2,780.88	First Federal Bank	Soc Security for Aug 29
18847	\$ 349,212.11	City of Adrian: Clearing Acct	Sept 2 Check Register
18848	\$ 19.00	Ethel Knight	Recreation Refund
18849	\$ 4,514.28	Quick Service Transportation	Payroll W/E Aug 31
18850	\$ 6,803.62	Consumers Energy	City Hall, P&T Electric
18851	\$ 2,193.66	Citizens Gas Fuel Co	Various Heat Bills
18852	\$ 137.08	Verizon North	Police, Fire Phone Bills
18853	\$ 225,598.13	City of Adrian: Payroll	Payroll for Sept 5
18854	\$ 15,433.79	First Federal Bank	Soc Security for Sept 5
18855	\$ 41,372.00	Avery Oil & Propane	DPW Gas & Diesel Fuel
18856	\$ 350.00	Steve Beaubien	Recreation Refund
18857	\$ 675.46	City of Adrian: Utilities	Various Water Bills
18858	\$ 803.82	Verizon North	Various Phone Bills
18859	\$ 4,309.78	Quick Service Transportation	Payroll W/E Sept 6
18860	\$ 105.70	Verizon North	Various Phone Bills

\$	668,526.20	
\$	(349,212.11)	Less: CK# 18847
\$	319,314.09	

CLAIMANT	AMOUNT CLAIMED	AMOUNT ALLOWED	AMOUNT REJECTED
1. 3-S CONSTRUCTION, INC.	65,497.24		
2. ADRIAN AREA CHAMBER OF COMME	49.00		
3. ADRIAN COMMUNICATIONS	1,016.00		
4. ADRIAN DODGE CHRYSLER PLYMOU	35.90		
5. ADRIAN FABRICARE CENTER INC.	690.00		
6. ADRIAN LANDFILL	76.00		
7. ADRIAN LOCKSMITH & CYCLERY	619.39		
8. ADRIAN MALL	20.00		
9. ADRIAN MECHANICAL SERVICES C	895.59		
10. ADRIAN PAINTERS SUPPLY & EQU	217.61		
11. ADRIAN SYMPHONY ORCHESTRA	500.00		
12. ADRIAN WATER CONDITIONING IN	119.30		
13. AIR SOURCE ONE, INC.	120.00		
14. ALCOCK WELL DRILLING	9,494.00		
15. ALL AROUND CONSTRUCTION	462.00		
16. ALLIED WASTE SERVICES	48,469.70		
17. ALLIED WASTE SERVICES #259	5,851.51		
18. ANTIBUS SCALES & SYSTEMS	341.00		
19. APPLIED BUSINESS SOFTWARE	377.40		
20. ASSOCIATED ENGINEERS	18,152.00		
21. ASTI ENVIRONMENTAL SERVICES	790.96		
22. AUTOMOTIVE SERVICE CO. INC	180.00		
23. CHAD BAILEY	10.00		
24. BAKER & TAYLOR BOOKS	2,208.55		
25. THE BANK OF NEW YORK	987,602.57		
26. TIM BARTENSLAGER	800.00		
27. BATTERY WHOLESALE	102.67		
28. GREG BELL CHEVROLET, INC	65.30		
29. BILLY KING & THE IDYLLS	400.00		
30. ROBERT BISHOP	225.87		
31. BLACK SWAMP EQUIPMENT	470.00		
32. JEREMY BLASKA	75.00		
33. BOOK OF THE MONTH CLUB	39.96		
34. BOTACH TACTICAL	112.20		
35. BRAKES-N-MORE	1,021.76		
36. BRAZEE SAFETY & SECURITY INC	1,345.20		
37. BRODBECKS LLC	1,500.00		
38. CALIFORNIA CONTRACTORS SUPPL	239.80		
39. CARTER LUMBER	117.28		
40. CENTURY EQUIPMENT	203.40		
41. CMA CONSTRUCTION SERVICES	84,960.00		
42. CMP DISTRIBUTORS, INC.	233.00		
43. CONCORD EXCAVATING	288,533.64		
44. CONTINENTAL SERVICE	853.89		
45. CUTLER DICKERSON CO	2,288.61		
46. D&P COMMUNICATIONS, INC.	1,583.52		
47. THE DAILY TELEGRAM	1,968.67		
48. JAMES W. DALY	500.00		
49. DAN'S FARM SUPPLY INC	55.84		
50. DICK'S AMOCO INC	176.00		
51. DOAN CONSTRUCTION CO	367.50		
52. EAST JORDAN IRON WORKS INC	6,214.48		
53. STEVE EBERLE	20.00		
54. EDWARD SUROVELL	3.08		
55. EMPCO INC	105.00		
56. VINCENT EMRICK	25.60		
57. ENGLEWOOD ELECTRICAL SUPPLY	975.84		
58. ETHERIDGE, DARYL	6.75		
59. FASTENAL COMPANY	300.15		
60. MICHELE FLINT	50.00		
61. FORT MEIGS AUTO ELECTRIC	217.06		
62. FYR-FYTER SALES & SERVICE	87.00		
63. GALE	70.11		
64. J.O. GALLOUP COMPANY	269.56		
65. GEOGRAPHIC INFORMATION SERVI	4,990.00		
66. MARK GIGAX	20.00		
67. GOODWILL INDUSTRIES	46.00		
68. GORDON FOOD SERVICE	998.57		
69. GOVERNMENTAL BUSINESS SYSTEM	1,022.00		
70. DENISE GRITZMAKER	20.00		
71. HACH COMPANY	76.70		
72. HADDEN TIRE COMPANY	447.40		
73. HAZEN & SAWYER	48,565.00		
74. HERITAGE MICROFILM, INC.	129.10		
75. HIDDEN LAKE GARDENS	24.00		

CLAIMANT	AMOUNT CLAIMED	AMOUNT ALLOWED	AMOUNT REJECTED
76. SHANE HORN	20.00		
77. HUBBARDS AUTO CENTER	88.10		
78. SHARON HUNT	525.00		
79. HURON LIME INC.	2,918.44		
80. I C M A VANTAGE POINT	5,989.66		
81. I.T. RIGHT	8,137.50		
82. ICMA RETIREMENT CORPORATION	217.51		
83. ID NETWORKS INC	4,132.00		
84. IDEARC MEDIA CORP.	2.20		
85. IDEXX LABORATORIES, INC.	2,308.50		
86. INDUSTRIAL FILTER MFG. INC.	2,258.83		
87. INDUSTRIAL MILL SUPPLY CORP	248.40		
88. INFORMATION TODAY INC	658.95		
89. INGRAM LIBRARY SERVICES	109.30		
90. IPC POLICE SUPPLY DEPOT	153.92		
91. JACKSON TRUCK SERVICE INC.	34.56		
92. JAMES DELIVERY SERVICE	190.00		
93. JONES & HENRY, ENGINEERS	4,018.61		
94. JONES CHEMICAL INC.	3,864.68		
95. KAPNICK INSURANCE GROUP	416.75		
96. KELLER THOMA, P.C.	2,042.50		
97. KEMIRA WATER SOLUTIONS INC	7,532.58		
98. KENNEDY INDUSTRIES INC.	5,393.00		
99. KNISEL'S TREE SERVICE	3,375.00		
100. KONICA MINOLTA- ALBIN	42.90		
101. THE KRONIC VIBES	300.00		
102. LANSING SANITARY SUPPLY INC	930.30		
103. SUSAN LAUGHLIN	188.37		
104. LEGACY PRINTING	157.63		
105. LEISURE PURSUITS INC.	2,040.95		
106. LENAWEE COUNTRY CLUB	1,620.27		
107. LENAWEE COUNTY PROSECUTORS	62.30		
108. LENAWEE COUNTY REGISTER OF D	68.00		
109. LENAWEE COUNTY TREASURER	242.02		
110. LENAWEE TIRE & SUPPLY CO	2,091.88		
111. LEXIS NEXIS RM INC	150.00		
112. LOWE'S CREDIT SERVICES	2,091.51		
113. M & K JETTING AND TELEVISION	185.00		
114. MANPOWER OF LANSING MI INC.	489.60		
115. MAPLE CITY GLASS INC.	141.41		
116. GARY MCDOWELL	20.00		
117. MCGOWAN ELECTRIC SUPPLY INC	81.00		
118. HARVEY MEAD	83.33		
119. MEIJER, INC	148.20		
120. METROPOLITAN UNIFORM CO	622.38		
121. MICH MUNICIPAL LIABILITY	1,000.00		
122. MICHAEL TODD & COMPANY INC	210.00		
123. MICHIGAN AMATEUR SOFTBALL	4,258.00		
124. MICHIGAN ASSESSOR'S ASSN	150.00		
125. MICHIGAN DEPT OF LABOR	80.00		
126. MICHIGAN PIPE & VALVE INC	1,061.76		
127. MICHIGAN POLICE EQUIP. CO	530.00		
128. STATE OF MICHIGAN	1,140.24		
129. MICHIGAN TBA DISTRIBUTORS IN	28.20		
130. MICHIGAN WATER ENVIROMENT AS	172.00		
131. MICROMARKETING LLC	66.12		
132. MIDWEST TAPE	341.62		
133. MOST DEPENDABLE FOUNTAINS IN	136.00		
134. MUGS N' MORE IMAGING	796.25		
135. MUNICIPAL EMPLOYEES' RETIRE	67,573.70		
136. NAPA AUTO & TRUCK PARTS	2,138.23		
137. NATIONAL GEOGRAPHIC SOCIETY	15.90		
138. NON DESTRUCTIVE TESTING GROU	425.00		
139. ODEN TRAINING	260.00		
140. OMNIGRAPHICS INC.	334.14		
141. ON THE BEACH	650.00		
142. OTIS ELEVATOR COMPANY	9,262.50		
143. PARAGON LABORATORIES INC	540.00		
144. PEERLESS SUPPLY INC	203.96		
145. PIONEER CONSOLIDATED CORP	118.96		
146. PLUMBING INSPECTORS ASSOC. O	170.00		
147. GLENN PRESTON	20.00		
148. PURCHASE POWER	3,037.98		
149. PVS TECHNOLOGIES INC	6,245.51		
150. QUICK SERVICE TRANSPORTATION	6,185.23		

CLAIMANT	AMOUNT CLAIMED	AMOUNT ALLOWED	AMOUNT REJECTED
151. QUILL CORPORATION	1,619.75		
152. C.S. RAYMER CO INC	47,980.00		
153. RECORDED BOOKS LLC.	280.16		
154. RED PAINT PRINTING LLC	106.25		
155. REDI MIX CONCRETE COMPANY	210.00		
156. RICH'S FOXWILLOW PINES NURSE	1,300.00		
157. TIM RITCHIE	20.00		
158. ROBERT'S FLOORS CO	1,500.00		
159. S N S CLEANING SERVICE	1,623.00		
160. SCIENTIFIC METHODS INC	475.00		
161. SELECTIVE DATA SYSTEMS	42.00		
162. SERVICE ELECTRIC CO OF ADRIA	4,879.00		
163. SHERWIN-WILLIAMS CO	292.94		
164. SHINE'S AUTO CLEAN	60.00		
165. SLUSARSKI EXCAVATING & PAVIN	56,143.76		
166. SPENCER MANUFACTURING INC.	237.95		
167. STANDARD ELECTRIC COMPANY	146.53		
168. STAPLES	36.75		
169. STEVENSON LUMBER, INC.	230.83		
170. JEFFREY A. STICKNEY, DO,PC	131.00		
171. JOSH STIVERSON	175.00		
172. SUPER 8 MOTEL	983.16		
173. SUPER LAUNDROMAT &	31.40		
174. SWANK MOTION PICTURES INC	271.00		
175. TDS SECURITY	861.00		
176. TECUMSEH BIG BAND	500.00		
177. TETRA TECH MPS	795.50		
178. THOMSON WEST	111.50		
179. TIME EMERGENCY EQUIPMENT INC	134.90		
180. PAUL TRINKA	22.62		
181. TPB CLEANING LLC	100.00		
182. U S POSTMASTER	1,800.00		
183. UTILITIES INSTRUMENTATION	552.50		
184. VAN BRUNT TRANSPORT INC	47,888.27		
185. VERIZON	150.00		
186. HERMANOS VILLEGAS	400.00		
187. VISION PERFORMANCE GROUP	80.00		
188. WEFTEC 08	350.00		
189. KRISTEN WETZEL	105.89		
190. WILLIAMS & WORKS	7,000.00		
191. WOLF CREEK GOLF CLUB	306.50		
192. WOODLANDS LIBRARY COOPERATIV	64.35		
TOTAL ALL CLAIMS	1,950,261.08		

CONSENT AGENDA

CR-1

CR08-069

September 15, 2008

RESOLUTION

08-20

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

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

On Dawes Street, Replace "Student Drop Off" signs with "Bus Stop" No Parking on Weekdays Between the Hours of 8 and 9 a.m. and 3 and 4 p.m.

Respectfully,

Terrence B Collins
TERRENCE B. COLLINS,
Chief of Police

TBC/skj

DATED: 9-3-08

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

CR-2

CR08-070

September 15, 2008

RESOLUTION

08-21

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

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

In the 500 Block of South McKenzie Street, remove two "Duck Crossing" signs.

Respectfully,



TERRENCE B. COLLINS,
Chief of Police

TBC/skj

DATED: 9.3-08

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

CR-3

DATE: September 10, 2008
TO: Honorable Mayor and City Commissioners
FROM: Dane C. Nelson, City Administrator
SUBJECT: Purchase and Sale of Vehicles for Fire Department

I concur with the recommendation of the Fire Chief to award the bid for a 2009 Ford Escape XLS to Dave Knapp Ford of Adrian, MI, in the amount of \$17,224.24. This vehicle will replace a 1999 Chevrolet Tahoe currently used by the Fire Department.

I further concur that the bid for the sale of the 1999 Chevy Tahoe be awarded to James Schmitz of Morenci, MI for \$4,250. With the sale of this vehicle, the net cost of the Ford Escape will be \$12,974.24.

I urge your favorable consideration authorizing the purchase of the 2009 Ford Escape XLS and the sale of the 1999 Chevy Tahoe. There are sufficient funds in the Fire Department Motor Vehicle Pool Fund Capital Equipment Account for this purchase.



Dane C. Nelson
City Administrator

DCN:bjw

CR-3

Adrian Fire Department



Memorandum

To: Mayor Gary McDowell, Adrian City Commission
From: Paul G. Trinka, Fire Chief
CC: City Administrator Dane Nelson, Finance Director Jeff Pardee
Date: September 8, 2008
Re: Fire Department Vehicle

The fire department has budgeted for a replacement for the 1999 Chevrolet Tahoe that is used as a chief's vehicle. Bids were solicited using the current vehicle as a trade-in as well as selling the vehicle outright.

Dave Knapp Ford of Adrian has low bid and meets bid specifications for a 2009 Ford Escape XLS with the exception of the lights on the vehicle's interior. I would recommend purchasing the vehicle from Dave Knapp at \$17,224.24.

James Schmitz of Morenci, MI submitted a high bid of \$4250 to purchase the 1999 Chevrolet Tahoe. I would recommend selling the 1999 Tahoe to Mr. Schmitz.

CITY OF ADRIAN, MICHIGAN
 FIRE DEPARTMENT VEHICLE
 DUE DATE: SEPTEMBER 4, 2008

BIDDER	AMOUNT	TRADE-IN	NET PRICE	DELIVERY
Dave Knapp Ford Adrian, MI	\$ 17,224.24 2009 Ford Escape Mileage: 20/28	\$ 3,000.00	\$ 14,224.24	45 – 60 days
Clift Buick Pontiac Adrian, MI	\$ 22,600.00 2009 Pont Torrent Mileage: 17/24	\$ 6,000.00	\$ 16,600.00	45 days
James Schmitz Morenci, MI		\$ 4,250.00		
Aric Massingill Dundee, MI		\$ 1,504.00		
Donald Cushing Tipton, MI		\$ 1,500.00		

RE: FIRE DEPARTMENT MOTOR POOL – Fire Chief’s Vehicle Replacement

RESOLUTION

WHEREAS, the Adrian City Commission, by resolution R08-066 dated May 5, 2008, adopted the FY2008-09 Budget and General Appropriations Act, which included \$30,000 to replace the Fire Chief’s 1999 Chevrolet Tahoe; and

WHEREAS, bids were solicited, for both acquisition of a new vehicle and sale of the current vehicle, with two (2) bid proposals submitted for acquisition (including trade-in) and three bids submitted for the purchase of the current vehicle on Thursday, September 4, 2008, as follows:

<u>Bidder</u>	<u>Vehicle</u>	<u>Gross Amount</u>	<u>Trade-In/ Sale Price</u>	<u>Net Amount</u>
Dave Knapp Ford Adrian, MI	2009 Ford Escape	\$17,224.24	\$3,000.00	\$14,224.24
Clift Buick/Pontiac Adrian, MI	2009 Pontiac Torrent	\$22,600.00	\$6,000.00	\$16,600.00

Bids for Sale of 1999 Chevrolet Tahoe

James Schmitz Morenci, MI	\$4,250.00
Aric Massingill Dundee, MI	\$1,504.00
Donald Cushing Tipton, MI	\$1,500.00; and

WHEREAS, the Finance Director indicates that there are sufficient funds for this purpose in the Fire Department Motor Vehicle Pool Fund (662-443.00-977.000) Capital Equipment Account; and.

WHEREAS, the Fire Chief and City Administrator recommend approval of the low bid and purchase of one (1) 2009 Ford Escape replacement vehicle from Dave Knapp Ford, Adrian, MI at a price not to exceed \$17,224.24 and sale of the 1999 Chevrolet Tahoe to James Schmitz, Morenci, MI at a price of \$4,250.00, resulting in a net cost of \$12,974.24.

NOW, THEREFORE, BE IT RESOLVED that the Adrian City Commission, by this resolution, hereby authorizes the purchase of one (1) 2009 Ford Escape replacement vehicle from Dave Knapp Ford, Adrian, MI at a price not to exceed \$17,224.24 and sale of the 1999 Chevrolet Tahoe to James Schmitz, Morenci, MI at a price of \$4,250.00.

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

CR-4

CR08-072

September 15, 2008

RESOLUTION

08-22

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

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

Install "Stop" signs on Bent Oak at Siena Heights on both sides of the road.

Respectfully,



TERRENCE B. COLLINS,
Chief of Police

TBC/skj

DATED: 9-10-08

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

CR-5

CR08-073

September 15, 2008

RESOLUTION

08-23

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

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

Install "Stop Ahead" signs on Bent Oak between Siena and Main.

Respectfully,



TERRENCE B. COLLINS,
Chief of Police

TBC/skj

DATED: 9-10-08

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

CR-6

CR08-074

September 15, 2008

RESOLUTION

08-24

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

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

Remove "Stop" sign on Siena Heights at Bent Oak.

Respectfully,



TERRENCE B. COLLINS,
Chief of Police

TBC/skj

DATED: 9-10-08

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

CR-7

RESOLUTION

At a _____ meeting of the _____
(Regular or Special) (Township Board, City or Village Council)

called to order by _____ on _____ at _____ P.M.

The following resolution was offered:

Moved by _____ and supported by _____

That the request to TRANSFER OWNERSHIP OF 2007 CLASS C LICENSED BUSINESS WITH DANCE PERMIT, LOCATED AT 1629 W. MAUMEE, ADRIAN, MI 49221, LENAWEE COUNTY, FROM FOCUS ENTERPRISES, INC. (AN INDIANA CORPORATION) & JERALD J. GOOD (CO-LICENSEES) TO TRI-STATE MICHIGAN ASSOCIATES, LLC (A DELAWARE LIMITED LIABILITY COMPANY).

be considered for _____
(Approval or Disapproval)

APPROVAL

DISAPPROVAL

Yeas: _____

Yeas: _____

Nays: _____

Nays: _____

Absent: _____

Absent: _____

It is the consensus of this legislative body that the application be:

_____ for issuance
(Recommended or Not Recommended)

State of Michigan _____

County of _____

I hereby certify that the foregoing is a true and complete copy of a resolution offered and

adopted by the _____ at a _____
(Township Board, City or Village Council) (Regular or Special)

meeting held on _____
(Date)

(Signed) _____
(Township, City or Village Clerk)

SEAL

(Mailing address of Township, City or Village)



Michigan Department of Labor & Economic Growth
MICHIGAN LIQUOR CONTROL COMMISSION (MLCC)
7150 Harris Drive, P.O. Box 30005
Lansing, Michigan 48909-7505

FOR MLCC USE ONLY

Request ID # 413263

Business ID # 192175

LOCAL APPROVAL NOTICE

[Authorized by MCL 436.1501]

March 18, 2008

TO: ADRIAN CITY COMMISSION
100 EAST CHURCH STREET
ADRIAN, MI 49221-2773

APPLICANT: TRI-STATE MICHIGAN ASSOCIATES, LLC (A DELAWARE LIMITED LIABILITY COMPANY)

Home Address and Telephone No. or Contact Address and Telephone No.:

TRI-STATE HOTEL HOLDINGS, LLC (A DELAWARE LIMITED LIABILITY COMPANY), 342 NORTH MAIN STREET, WEST HARTFORD, CT 06117 H(860)570-2000/B(860)570-5000

The MLCC cannot consider the approval of an application for a new or transfer of an on-premises license without the approval of the local legislative body pursuant to the provisions of MCL 436.1501 of the Liquor Control Code of 1998. For your information, local legislative body approval is also required for DANCE, ENTERTAINMENT, DANCE-ENTERTAINMENT AND TOPLESS ACTIVITY PERMITS AND FOR OFFICIAL PERMITS FOR EXTENDED HOURS FOR DANCE AND/OR ENTERTAINMENT pursuant to the provisions of MCL 436.1916 of the Liquor Control Code of 1998.

For your convenience a resolution form is enclosed that includes a description of the licensing application requiring consideration of the local legislative body. The clerk should complete the resolution certifying that your decision of approval or disapproval of the application was made at an official meeting. **Please return the completed resolution to the MLCC as soon as possible.**

If you have any questions, please contact the On-Premises Section of the Licensing Division as (517) 636-4634.

**PLEASE COMPLETE ENCLOSED RESOLUTION AND RETURN
TO THE LIQUOR CONTROL COMMISSION AT ABOVE ADDRESS**



Michigan Department of Labor & Economic Growth
MICHIGAN LIQUOR CONTROL COMMISSION (MLCC)
7150 Harris Drive, P.O. Box 30005
Lansing, Michigan 48909-7505

POLICE INVESTIGATION REQUEST
[Authorized by MCL 436.1201(4)]

March 18, 2008

ADRIAN POLICE DEPARTMENT
CHIEF OF POLICE
100 E CHURCH STREET
ADRIAN, MI 49221-2773

Request ID #: 413263

Applicant:

TRI-STATE MICHIGAN ASSOCIATES, LLC (A DELAWARE LIMITED LIABILITY COMPANY) REQUESTS TO TRANSFER OWNERSHIP OF 2007 CLASS C-SDM LICENSED BUSINESS WITH DANCE PERMIT, OFFICIAL PERMIT (FOOD), AND DIRECT CONNECTIONS-3, LOCATED AT 1629 W. MAUMEE, ADRIAN, MI 49221, LENAWEE COUNTY, FROM FOCUS ENTERPRISES, INC. (AN INDIANA CORPORATION) & JERALD J. GOOD (CO-LICENSEES).

Please make an investigation of the application. If you do not believe that the applicants are qualified for licensing, give your reasons in detail. Complete the Police Inspection Report on Liquor License Request, LC-1800, or for Detroit police, the Detroit Police Investigation of License Request, LC-1802. If there is not enough room on the front of the form, you may use the back.

Forward your report, along with fingerprint cards (if requested) and \$30.00 for each card to the Michigan Liquor Control Commission.

If you have any questions, contact the appropriate unit (On Premises, Off Premises or Manufacturers & Wholesalers) at (517) 322-1400.

sfs



Michigan Department of Labor & Economic Growth
MICHIGAN LIQUOR CONTROL COMMISSION (MLCC)
 7150 Harris Drive, P.O. Box 30005
 Lansing, Michigan 48909-7505

FOR MLCC USE ONLY	
Request ID #	_____
Business ID #	_____

POLICE INSPECTION REPORT
 [Authorized by MCL 436.1217 and R 436.1105; MAC]

Important: Please conduct your investigation as soon as possible and complete all four sections of this report. Return the completed report and fingerprint cards to the Commission.

BUSINESS NAME AND ADDRESS: (include zip code) Tri-State Michigan Associated, LLC, 1629 W. Maumee, Adrian, MI., Lenawee Co

REQUEST FOR: TRANSFER OWNERSHIP 2007 CLASS C/SDM LICENSE WITH SUNDAY SALES, DANCE, DIRECT CONNECTION PERMIT - 3 FROM FOCUS ENTERPRISES, INC., AND JERALD J. GOOD (CO-LICENSEES), AND AMENDED TO REQUEST TO CANCEL ONE DIRECT CONNECTION

Section 1. APPLICANT INFORMATION

APPLICANT #1	APPLICANT #2:
DATE FINGERPRINTED: <input checked="" type="checkbox"/> NO FINGERPRINTS REQUIRED	DATE FINGERPRINTED:
DATE OF BIRTH: Is the applicant a U.S. Citizen: <input type="checkbox"/> Yes <input type="checkbox"/> No*	DATE OF BIRTH: Is the applicant a U.S. Citizen: <input type="checkbox"/> Yes <input type="checkbox"/> No*
Does the applicant have permanent Resident Alien status? <input type="checkbox"/> Yes <input type="checkbox"/> No	*Does the applicant have permanent Resident Alien status? <input type="checkbox"/> Yes <input type="checkbox"/> No*
*Does the applicant have a Visa? Enter status:	*Does the applicant have a Visa? Enter status:
Attach the fingerprint card and \$30.00 for each card and mail to the Michigan Liquor Control Commission	
ARREST RECORD: <input type="checkbox"/> Felony <input type="checkbox"/> Misdemeanor Enter record of all arrests & convictions (attach a signed and dated report if more space is needed)	ARREST RECORD: <input type="checkbox"/> Felony <input type="checkbox"/> Misdemeanor Enter record of all arrests & convictions (attach a signed and dated report if more space is needed)

Section 2. INVESTIGATION OF BUSINESS AND ADDRESS TO BE LICENSED

Does applicant intend to have dancing, entertainment, topless activity, or extended hours permit?
 No Yes, complete LC-1636

Are gas pumps on the premises or directly adjacent? No Yes, explain relationship:

Section 3. LOCAL AND STATE CODES AND ORDINANCES, AND GENERAL RECOMMENDATIONS

Will the applicant's proposed location meet all appropriate state and local building, plumbing, zoning, fire, sanitation and health laws and ordinances, if this license is granted? Yes No

If you are recommending approval subject to certain conditions, list the conditions: (attach a signed and dated report if more space is needed)

Section 4. RECOMMENDATION

From your investigation:

- Is this applicant qualified to conduct this business if licensed? Yes No
- Is the proposed location satisfactory for this business? Yes No
- Should the Commission grant this request? Yes No
- If any of the above 3 questions were answered no, state your reasons: (Attach a signed and dated report if more space is needed)

Thomas E. By

 Signature (Sheriff or Chief of Police) 9/11/09
Date



Michigan Department of Labor & Economic Growth
MICHIGAN LIQUOR CONTROL COMMISSION (MLCC)
 7150 Harris Drive, P.O. Box 30005
 Lansing, Michigan 48909-7505

FOR MLCC USE ONLY	
Request ID #	<u>413263</u>
Business ID #	<u>192175</u>

POLICE INVESTIGATION REPORT

[Authorized by MCL 436.1217 and R 436.1105; MAC]

Please conduct your investigation as soon as possible, complete all four sections of this report and return the completed report and fingerprint cards to the MLCC

LICENSEE/APPLICANT NAME, BUSINESS ADDRESS AND LICENSING REQUEST:

TRI-STATE MICHIGAN ASSOCIATES, LLC (A DELAWARE LIMITED LIABILITY COMPANY) REQUESTS TO TRANSFER OWNERSHIP OF 2007 CLASS C-SDM LICENSED BUSINESS WITH DANCE PERMIT, OFFICIAL PERMIT (FOOD), AND DIRECT CONNECTIONS-3, LOCATED AT 1629 W. MAUMEE, ADRIAN, MI 49221, LENAWEЕ COUNTY, FROM FOCUS ENTERPRISES, INC. (AN INDIANA CORPORATION) & JERALD J. GOOD (CO-LICENSEES).

Section 1. APPLICANT INFORMATION

APPLICANT #1:
 TRI-STATE HOTEL HOLDINGS, LLC (A DELAWARE LIMITED LIABILITY COMPANY) – MEMBER
 342 NORTH MAIN STREET
 WEST HARTFORD, CT 06117
 H(860)570-2000/B(860)570-5000

APPLICANT #2:

DATE FINGERPRINTED: **NO FINGERPRINTS REQUIRED**

DATE FINGERPRINTED:

DATE OF BIRTH:
 Is the applicant a U.S. Citizen: Yes No*
 *Does the applicant have permanent Resident Alien status?
 Yes No*
 *Does the applicant have a Visa? Enter status:

DATE OF BIRTH:
 Is the applicant a U.S. Citizen: Yes No*
 *Does the applicant have permanent Resident Alien status?
 Yes No*
 *Does the applicant have a Visa? Enter status:

Attach the fingerprint card and \$30.00 for each card and mail to the Michigan Liquor Control Commission

ARREST RECORD: Felony Misdemeanor
 Enter record of all arrests & convictions (attach a signed and dated report if more space is needed)

ARREST RECORD: Felony Misdemeanor
 Enter record of all arrests & convictions (attach a signed and dated report if more space is needed)

Section 2. INVESTIGATION OF BUSINESS AND ADDRESS TO BE LICENSED

Does applicant intend to have dancing, entertainment, topless activity, or extended hours permit?
 No Yes, complete LC-1636

Are gas pumps on the premises or directly adjacent? No Yes, explain relationship:

Section 3. LOCAL AND STATE CODES AND ORDINANCES, AND GENERAL RECOMMENDATIONS

Will the applicant's proposed location meet all appropriate state and local building, plumbing, zoning, fire, sanitation and health laws and ordinances, if this license is granted? Yes No

If you are recommending approval subject to certain conditions, list the conditions: (attach a signed and dated report if more space is needed)

Section 4. RECOMMENDATION

From your investigation:

- Is this applicant qualified to conduct this business if licensed? Yes No
- Is the proposed location satisfactory for this business? Yes No
- Should the Commission grant this request? Yes No
- If any of the above 3 questions were answered no, state your reasons: (Attach a signed and dated report if more space is needed)

Thomas E. Ray
 Signature (Sheriff or Chief of Police) 9/11/09
Date

ADRIAN POLICE DEPARTMENT



Michigan Department of Labor & Economic Growth
MICHIGAN LIQUOR CONTROL COMMISSION (MLCC)
 7150 Harris Drive, P.O. Box 30005
 Lansing, Michigan 48909-7505

FOR MLCC USE ONLY	
Request ID #	_____
Business ID #	_____

**APPLICATION FOR OFFICIAL PERMIT FOR
 DIFFERENCE IN HOURS OF OPERATION**
 [Authorized by MCL 436.1916 and R 436.1403]

Applicant or Licensee Name: Tri-State Michigan Associates LLC

Address: 312 North Main Street, Ste 200, West Hartford CT 06117

Type of License: Class C License No.: CLASSC 4457-2007-SS/
SDM 2974-2007

The MLCC is requested to grant an extended hours permit for: (check boxes that apply). ~~INCLUDE A \$70.00 INSPECTION FEE AND MAKE PAYABLE TO THE STATE OF MICHIGAN.~~

- Dance (To apply for this purpose you must have a separate Dance Permit issued by the MLCC)
- Entertainment (To apply for this purpose you may have to have a separate Entertainment Permit issued by the MLCC).
- Operating our restaurant for the sale of food (Must have a full Service kitchen)
- Operating night league bowling, tournaments or Sunday morning bowling
- Registering golfers Registering Skiers
- Registering Tennis Players Registration of Guests
- Meetings
- Special Events, Indicate below Specific Event or Events that will be occurring.

MLCC LICENSING
 2009 MAR -4 PM 1:55

Athletic Activities, Indicate below Specific Athletic activities that will be occurring.

Others Please Specify Activities: _____

Application for Difference in Hours of Operation (cont'd)

NOTE: The licensed premises may not be occupied by anyone except the licensee and bona fide employees who are working between the hours of 2:30 A.M. and 12:00 Noon on any Sunday or from 2:30 A.M. until 7:00 A.M. on any other day. Please indicate below the extended hours you are applying for to conduct the activities indicated on Page 1.

Weekdays 6:00 A.M. to 9:30 A.M.

Note: Saturday night after midnight is Sunday and requires Sunday hours if the premises is to be occupied after 2:30 A.M.

Sat. / Sundays 7:00 A.M. to 10:30 (A.M./P.M.)

Will Licensee be conducting the requested activity? YES NO

If no, attach a request for waiver of R 436.1437 and copy of concession and/or licensing agreement for person conducting that activity.

It is understood that the licensee issued an extended hours permit shall not allow customers on the licensed premises during the time period provided by the extended-hours permit unless the activities, and only those activities, allowed by the extended hours permit are occurring. If you apply for two separate activities and the activities are for different hours you must fill out and attach a separate application. THIS PERMIT DOES NOT ALLOW THE SALE, SERVICE, OR CONSUMPTION OF ALCOHOLIC LIQUOR DURING THE EXTENDED HOURS.

ISSUANCE OF THIS PERMIT REQUIRES APPROVAL BY YOUR LOCAL LAW ENFORCEMENT AGENCY. IF MAKING APPLICATION FOR EXTENDED HOURS FOR DANCE OR ENTERTAINMENT A RECOMMENDATION FROM THE LOCAL LEGISLATIVE BODY IS ALSO REQUIRED.

Your request will be referred to your local law enforcement agency and local legislative body (if needed) for their recommendation upon receipt of a complete and acceptable application and the required \$70.00 inspection fee.

THE LICENSEE/APPLICANT, AN AUTHORIZED CORPORATE OFFICER OR MEMBER OF A LIMITED LIABILITY COMPANY MUST SIGN THIS APPLICATION.

Licensee or Applicant Signatures:  2/25/08
Peter H. Mason Exec. Vice President

CONTACT INFORMATION

Name: Judith Nelson
Address: 342 N. Main St. West Hartford, CT 06117
(street address) (city) (state)
Phone Number: 860-760-9123
E-Mail Address: jnelson@konoverproperties.com

2008 MAR -4 PM : 55
MLOO LICENSING



Michigan Department of Labor & Economic Growth
MICHIGAN LIQUOR CONTROL COMMISSION (MLCC)
 7150 Harris Drive, P.O. Box 30005
 Lansing, Michigan 48909-7505

FOR MLCC USE ONLY
Request ID # <u>413263</u>
Business ID # <u>192175</u>

LAW ENFORCEMENT RECOMMENDATION

[Authorized by MCL 436.1916, R 436.1105(2)(d) and R 436.1403]

March 18, 2008

TO:

Re: TRI-STATE MICHIGAN ASSOCIATES, LLC (A DELAWARE LIMITED LIABILITY COMPANY)

We have received a request from the above licensee for the type of permit indicated below. Please make an investigation and submit your report and/or recommendation to the offices of the MLCC at the above address. Questions about this request should be directed to the MLCC Licensing Division at (517) 322-1400.

OFFICIAL PERMIT FOR EXTENDED HOURS OF OPERATION FOR: FOOD

Weekdays 6:00 A.M. to 7:00 A.M.

Sundays 7:00 A.M. to 10:30 A.M.

Recommended Recommended, subject to final inspection Not Recommended

NOTE: If the applicant is requesting two separate extended hours permits and the permits are for **different hours** you must complete the box below. If additional space is needed please use reverse side of this form.

OFFICIAL PERMIT FOR EXTENDED HOURS OF OPERATION FOR:

Weekdays _____ A.M. to _____ A.M.

Sundays _____ A.M. to _____ A.M./P.M.

Recommended Recommended, subject to final inspection Not Recommended

DANCE PERMIT DECIDED NOT TO HAVE DANCE FLOOR

Recommended Recommended, subject to final inspection Not Recommended

ENTERTAINMENT PERMIT

Recommended Recommended, subject to final inspection Not Recommended

TOPLESS ACTIVITY PERMIT

Recommended Recommended, subject to final inspection Not Recommended

<input type="checkbox"/> OUTDOOR SERVICE <input type="checkbox"/> Recommended <input type="checkbox"/> Recommended, subject to final inspection <input type="checkbox"/> Not Recommended
<input type="checkbox"/> PARTICIPATION PERMIT <input type="checkbox"/> Recommended <input type="checkbox"/> Recommended, subject to final inspection <input type="checkbox"/> Not Recommended
<input type="checkbox"/> ADDITIONAL BAR PERMIT <input type="checkbox"/> Recommended <input type="checkbox"/> Recommended, subject to final inspection <input type="checkbox"/> Not Recommended
<input checked="" type="checkbox"/> DIRECT CONNECTION-3 AMENDED TO DIRECT CONNECTION-2 <input checked="" type="checkbox"/> Recommended <input type="checkbox"/> Recommended, subject to final inspection <input type="checkbox"/> Not Recommended

Signed:

Thomas E Ray ADM. SGT
Signature and Title

THOMAS E. RAY ADM. SGT
Print Name and Title

ADRIAN POLICE DEPARTMENT

Date: 09/11/2008

sfs

REGULAR

AGENDA

SO-1, R-1

September 15, 2008

SPECIAL ORDER

The Mayor called for the hearing and consideration of comments to approval of a Brownfield Plan for Site #5, 1080 E. US-223, Baumgartner/McDonald's Project, for implementation by the City of Adrian Brownfield Redevelopment Authority.

Discussion

When the Mayor called for final objections _____

_____ and he declared the hearing closed.

ACT 381
(MCL 125.2752 ET. SEQ.)
BROWNFIELD REDEVELOPMENT PLAN

SITE #5
1080 EAST US-223
ADRIAN, MICHIGAN

for

BAUMGARTNER/McDONALDS PROJECT



CITY OF ADRIAN
BROWNFIELD REDEVELOPMENT AUTHORITY

APPROVED BY ABRA
AUGUST 21, 2008

APPROVED BY ADRIAN CITY COMMISSION



City of Adrian, Michigan

Honorable Gary McDowell, Mayor

City Commission

Michael Clegg
Greg DuMars
Barbara Mitzel
Michael Osborne
Harry Steele
Kirk Valentine

Brownfield Redevelopment Authority

Ron Reeves, Chair
Karol Bolton
Roger Ferguson
Gary McDowell
Barbara Mitzel
Dane Nelson
Jeff Pardee
Don Taylor

City Administration

Dane Nelson, City Administrator
Jeff Pardee, Director of Finance
Chris Atkin, Director of Community Development
James Tischler, AICP, PCP, Project Assistant

- (a) A description of costs intended to be paid for with tax increment revenues, including a brief summary of the eligible activities that are proposed for each eligible property.
- (b) An estimate of the captured taxable value and tax increment revenues for each year of the plan from each parcel of eligible property and in aggregate.
- (c) The method by which the costs of the plan will be financed, including a description of any advances made or anticipated to be made for the costs of the plan from the municipality.
- (d) The maximum amount of note or bonded indebtedness to be incurred, if any.
- (e) The duration of the plan, which shall not exceed the lesser of the period required for payment of the eligible activities from tax increment revenues plus the period of capture authorized for the local site remediation revolving fund or 30 years.
- (f) An estimate of the impact of tax increment financing on the revenues of all taxing jurisdictions in which the property is located.
- (g) A legal description of each parcel of eligible property to which the plan applies, a map showing the locations and dimensions of each eligible property, and a statement of whether personal property is included as part of the eligible property.
- (h) An estimate of the number of persons residing on each eligible property to which the plan applies and the number of families and individuals to be displaced, if any.
- (i) A plan for establishing priority for the relocation of persons displaced by implementation of the plan, if applicable.
- (j) Provisions for the costs of relocating persons displaced by implementation of the plan, and financial assistance and other reimbursement of expenses, if any.
- (k) A strategy for compliance with the Michigan Relocation Assistance Act, if applicable.
- (l) A description of proposed use of the site remediation revolving fund.
- (m) Other material that the authority or governing body considers pertinent.

4.0 STATE APPROVAL FOR CAPTURE OF SCHOOL TAX LEVIES

If the brownfield plan provides for the capture of taxes levied for school operating purposes from eligible property in order to fund eligible activities, a work plan or remedial action plan must be approved by the Michigan Department of Environmental Quality (MDEQ) and/or Michigan Economic Growth Authority (MEGA) in accordance with Act 381.

investment for the restaurant development is \$800,000 over a 3-month construction period, and is anticipated to be completed by December 31, 2008.

Evidence of Eligible Property as "Functionally Obsolete"

Section 2 of Act 381 (MCL 125.2652) also provides the definition of a *functionally obsolete* property as "unable to be used to adequately perform the function for which it was intended due to a substantial loss in value resulting from factors such as overcapacity, changes in technology, deficiencies or superadequacies in design, or other similar factors that affect the property itself or the property's relationship with other surrounding property". Section 13 of Act 381 (MCL 125.2663) requires an affidavit supporting designation of functional obsolescence be executed by a State of Michigan certified Level 3 or 4 assessor. A study of the property's qualifying factors of functional obsolescence by the City Assessor and a signed affidavit certifying its findings are found in the Appendix.

Summary of Eligible Activities & Description of Costs to be Paid with Tax Increment Revenues

Eligible activities which shall be conducted as part of this Plan include (1) demolition of the obsolete and adjacent structures and all surface improvements, and (2) Brownfield Plan preparation. A summary and the estimated costs of the eligible activities to be reimbursed under this Plan are presented in the table below:

ITEM	ESTIMATED COST
Demolition of Existing Structures	\$40,000.00
Brownfield Plan Preparation	\$2,000.00
Eligible Activity Subtotal	\$42,000.00
Estimated Financing Costs	\$8,893.00
BRA Administrative Expenses	\$42,472.00
Local Remediation Fund Deposit	\$27,500.00
TOTAL COSTS	\$120,866.00

This Plan shall authorize use of Tax Increment Financing to reimburse the Developer for the above eligible activity costs incurred as part of the project.

6.2 An estimate of the captured taxable value and tax increment revenues for each year of the plan from each parcel of eligible property and in aggregate.

1	<u>Captured Taxable Value</u>	
	Initial Real Property Taxable Value	\$ 202,961
	Estimated Real Property Taxable Value after Improvements	\$ 602,961
	Estimated Real Property Captured Taxable Value	\$ 400,000
	Initial Personal Property Taxable Value	\$ 0
	Estimated Personal Property Taxable Value after Improvements	\$ 45,000
	Estimated Personal Property Captured Value	\$ 45,000

The captured taxable value is the difference between the initial taxable value before improvements and the taxable value after improvements, which is estimated at \$400,000 in the first year following project completion. Personal property shall be subject to

This stated number of years includes two (2) additional years for additional capture to the Remediation Fund which is spread over the term of the plan.

6.6 An estimate of the impact of tax increment financing on the revenues of all taxing jurisdictions in which the property is located.

Please see Table 4 for an estimate of tax increment financing impact on those taxing jurisdictions whose millages are subject to capture from this plan.

6.7 A legal description of each parcel of eligible property to which the plan applies, a map showing the locations and dimensions of each eligible property, and a statement of whether personal property is included as part of the eligible property.

Legal Description and Tax Parcel IDs: Land situated in the City of Adrian, Lenawee County, Michigan and described as follows:

1080 East US-223 XA0-100-0007-00
COM 178.33 FT N 48°30' E FROM SW COR SEC 11 T7S R3E TH S 52°58' E
119.66 FT TH E ALG US 223 194.09 FT TH N 3°30' E 300 FT TH N 86°30' W
66.97 FT TH S 48°30' W 326.87 FT TH S 52°58' E 5.10 FT TO BEG ALSO COM
SAME PT TH N 52°58' W 5.10 FT TH N 48°30' E 213.13 FT FOR POB TH N
48°30' E 54 FT TH N 63°41' W 301.24 FT TH S 3°30' W 67.90 FT TH N 89° 17'E
27.71' TH S 63°41' E 229.81 FT TO POB EX W 27 FT FOR HWY ROW.

Zoning: B-4 Shopping Center.

Map: See the Appendix.

Personal Property: Personal property shall be included.

6.8 An estimate of the number of persons residing on each eligible property to which the plan applies and the number of families and individuals to be displaced, if any.

Not applicable because at the time of implementation of this Plan, no person shall reside on the eligible property.

6.9 A plan for establishing priority for the relocation of persons displaced by implementation of the plan, if applicable. Not applicable.

6.10 Provision for the costs of relocating persons displaced by implementation of the plan, and financial assistance and other reimbursement of expenses, if any. Not applicable.

6.11 A strategy for compliance with the Michigan Relocation Assistance Act, if applicable. Not applicable.

6.12 A description of proposed use of the site remediation revolving fund.

Tax increment revenue in this Plan's capture not used to reimburse approved eligible activities, and not withdrawn for administrative/operating expenses, will be deposited in the Authority's Local Site Remediation Revolving Fund. An estimate of the deposit amount is found in Table 3. All proceeds deposited in the Authority's Local Site

7.0 LIST OF TABLES & APPENDICIES

TABLES

TABLE 1:	DESCRIPTION OF ELIGIBLE ACTIVITY COSTS
TABLE 2:	ESTIMATED TAX INCREMENT REVENUES
TABLE 3:	ESTIMATED REIMBURSEMENT SCHEDULE
TABLE 4:	ESTIMATED ANNUAL TAX INCREMENT REVENUE RELATED TO EACH TAXING JURISDICTION

APPENDIX – ELIGIBLE PROPERTY INFORMATION

1. ELIGIBLE PROPERTY BOUNDARY MAP
2. ELIGIBLE PROPERTY PARCEL DATA
3. PROPOSED PROJECT PLAN
4. FUNCTIONAL OBSOLESCENCE INFORMATION

CITY OF ADRIAN, MICHIGAN
 BROWNFIELD REDEVELOPMENT AUTHORITY
 SITE #5
 BAUMGARTNER/MCDONALD'S PROJECT

**TABLE TWO
 ESTIMATED TAX INCREMENT REVENUES**

Notes:

(1) The projected amounts set forth in the following tables are based upon the assumption that, construction of the proposed McDonald's Restaurant Development will be 100% complete by 12-31-08.

(2) The intent of the plan is to capture 100% of the tax increment revenues until the approved and authorized costs have been paid.

TAX VALUE AT 100% COMPLETION

McDonald's Restaurant Development

Estimated Real Property Improvements	800,000
Estimated Personal Property Additions	90,000
Estimated Real Property True Cash Value	400,100
Initial Real Property Taxable Value	202,961
Initial Personal Property Taxable Value	0
Estimated Real Property Taxable Value After Construction	602,961
Estimated Personal Property Taxable Value After Occupancy	45,000
Captured Real Property Taxable Value (100%)	400,000
Captured Personal Property Taxable Value (100%)	45,000

<i>Initial Taxable Value = 2008 Taxable Value</i>	
<i>XA0-100-0007-00</i>	<i>\$202,961</i>

MILLAGE RATES

<u>Millage</u>	<u>Rate</u>
City of Adrian Combined	0.0156039
Lenawee County Combined	0.0056270
Lenawee ISD	0.0072796
State Education	0.0060000
Local School Operating	<u>0.0180000</u>

TOTAL HOMESTEAD MILLAGE	0.0345105
TOTAL NON-HOMESTEAD MILLAGE	0.0525105
TOTAL LOCAL MILLAGE	0.0285105
TOTAL AVAILABLE MILLAGE	0.0285105

<i>This Plan shall capture only local millages.</i>

<i>The captured values are increased by an annual factor of 2%.</i>

ESTIMATED TAX INCREMENT REVENUES

	<u>Year</u>	<u>FY</u>	<u>Real Capt Value</u>	<u>Personal Multiplier</u>	<u>Personal Capt Value</u>	<u>Total Capt Val</u>	<u>Applied Millage</u>	<u>Annual Revenue</u>	<u>Cumulative Revenue</u>
1	2008	2009	0	---	0	0	0.0286082	0	0
2	2009	2010	400,000	100%	45,000	445,000	0.0285105	12,687	12,687
3	2010	2011	408,000	90%	40,500	448,500	0.0285105	12,787	25,474
4	2011	2012	416,160	80%	36,000	452,160	0.0285105	12,891	38,365
5	2012	2013	424,483	80%	36,000	460,483	0.0285105	13,129	51,494
6	2013	2014	432,973	80%	36,000	468,973	0.0285105	13,371	64,865
7	2014	2015	441,632	80%	36,000	477,632	0.0285105	13,618	78,482
8	2015	2016	450,465	80%	36,000	486,465	0.0285105	13,869	92,352
9	2016	2017	459,474	80%	36,000	495,474	0.0285105	14,126	106,478
10	2017	2018	468,664	80%	36,000	504,664	0.0285105	14,388	120,866

General Property Information

[Back to Non-Printer Friendly Version] [Send To Printer]

Parcel: XA0-100-0007-00

Property Address	[collapse]
1080 E US-223 ADRIAN, MI 49221	

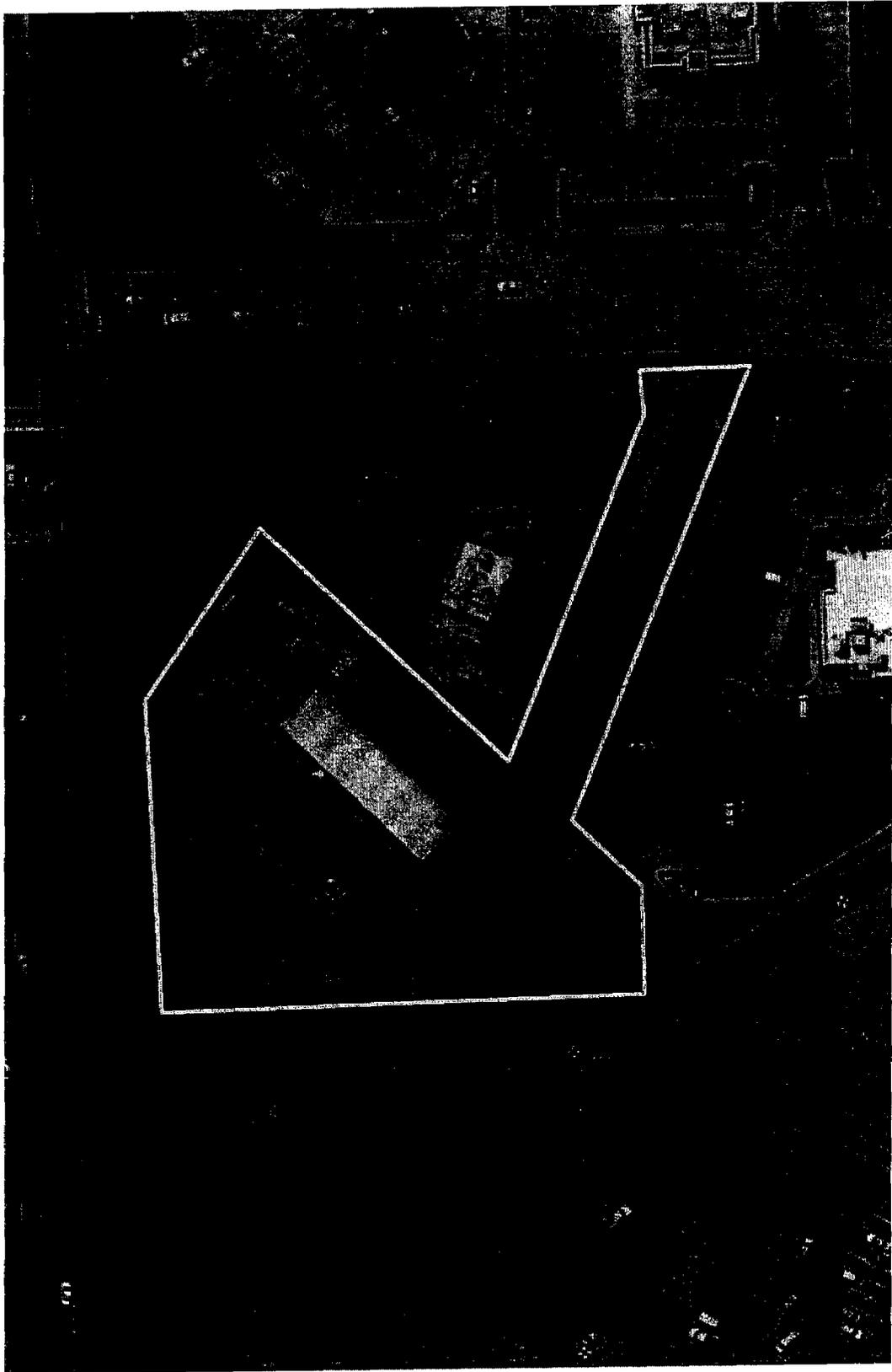
Owner Information	[collapse]
BAUMGARTNER LLC PO BOX 8326 TOLEDO, OH 43605-0326	Unit: XA0

Taxpayer Information	[collapse]
SEE OWNER INFORMATION	

General Information for Tax Year 2008				[collapse]												
Property Class:	201	Assessed Value:	\$400,100													
School District:	46090 - District 46090	Taxable Value:	\$202,961													
State Equalized Value:	\$400,100	Map #														
RENTAL UNITS	0	Date of Last Name Chg:	06/04/2008													
Date Filed:																
Principal Residence Exemption (2008 May 1):	0.0000 %															
Principal Residence Exemption (2008 Final):	0.0000 %															
Principal Residence Exemption (2009 May 1):	0.0000 %															
<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 25%;">Previous Year Info</th> <th style="width: 25%;">MBOR Assessed</th> <th style="width: 25%;">Final S.E.V.</th> <th style="width: 25%;">Final Taxable</th> </tr> </thead> <tbody> <tr> <td>2007</td> <td style="text-align: right;">\$398,800</td> <td style="text-align: right;">\$398,800</td> <td style="text-align: right;">\$198,398</td> </tr> <tr> <td>2006</td> <td style="text-align: right;">\$230,600</td> <td style="text-align: right;">\$230,600</td> <td style="text-align: right;">\$191,320</td> </tr> </tbody> </table>					Previous Year Info	MBOR Assessed	Final S.E.V.	Final Taxable	2007	\$398,800	\$398,800	\$198,398	2006	\$230,600	\$230,600	\$191,320
Previous Year Info	MBOR Assessed	Final S.E.V.	Final Taxable													
2007	\$398,800	\$398,800	\$198,398													
2006	\$230,600	\$230,600	\$191,320													

Land Information				[collapse]
Acreage:	1.70	Frontage:	0.00 Ft.	
Zoning Code:	B-4	Depth:	0.00 Ft.	
Land Value:	\$570,400	Mortgage Code:	00999	
Land Improvements:	\$111,107	Lot Dimensions/Comments:		
Renaissance Zone:	NO			
ECF Neighborhood Code:	COMSM			

Legal Information	[collapse]
COM 178.33 FT N 48^30' E FROM SW COR SEC 11 T7S R3E TH S 52^58' E 119.66 FT TH E ALG US 223 194.09 FT TH N 3^30' E 300 FT TH N 86^30' W 66.97 FT TH S 48^30' W 326.87 FT TH S 52^58' E 5.10 FT TO BEG ALSO COM SAME PT TH N 52^58' W 5.10 FT TH N 48^30' E 213.13 FT FOR POB TH N 48^30' E 54 FT TH N 63^41' W 301.24 FT TH S 3^30' W 67.90 FT TH N 89^ 17'E 27.71' TH S 63^41' E 229.81 FT TO POB EX W 27 FT FOR HWY ROW	

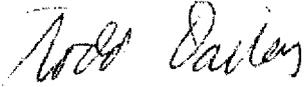


Don Baumgartner
4242 Corey Road
Toledo, OH 43623
Page 2 of 2

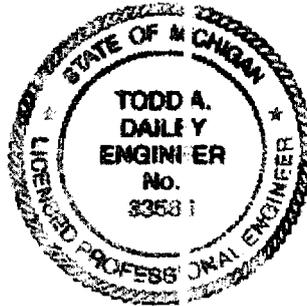
4) Mechanical Systems

- a. The pad mounted rooftop unit has been removed. Therefore the system is unoperable.

Sincerely,



Todd Dailey
TAD/kw





Assessor Affidavit of Functional Obsolescence

Functional Obsolete Status For Brownfield Redevelopment Financing Act Property pursuant to Public Act 381 of 1996

Subject Property: 1080 E US-223
Property Number: XA0-100-0007-00
Property Description: See attached legal description

The subject property is a one story 1950 Style Restaurant on a full basement. The building is 5,660 square foot with 1.7 acres of land. 61,000 square foot of this area is paved with the remaining property being lawn and landscaping. The property has been vacant for several years.

The Brownfield Redevelopment Financing Act, MCL 125.2652(2) (q), provides that "Functionally Obsolete means the property is unable to be used to adequately perform the function for which it was intended due to a substantial loss in value resulting from factors such as overcapacity, changes in technology, deficiencies or super adequacies in design, or other similar factors that effect the property itself or the properties relationship with other surrounding property."

Examples of functional obsolescence offered by the Michigan Tax Commission include:

- 1) A floor plan, which is inappropriate for the highest and best use of the property.
- 2) A heating system, which is inadequate for the highest and best use of the property.
- 3) Excessively high or low ceilings for the highest and best use of the property.
- 4) Partition walls, which restrict the highest and best use of the property.
- 5) Mechanical systems, which are inadequate for the highest and best use of the property.

For use as a Fast Food Restaurant, the subject is functionally obsolete in several areas as listed below.

- 1) The floor plan is obsolete for current restaurant needs. Due to wasted area for hallways and bathrooms combined with old vaulted ceilings with no access to mechanicals.
- 2) Inadequate main floor storage area. Basement was used for storage, which is inadequate for modern restaurant operations.

CITY OF ADRIAN - STREET ADDRESSES

PARCEL NUMBER			STREET ADDRESS			
Owner Name	Co-Owner		"Mail To" Address	CITY	STATE	ZIP CODE
XA0-100-0007-00			1080 E US-223	ADRIAN	MI	49221
BAUMGARTNER LLC			PO BOX 8326	TOLEDO	OH	43605-0
Total Acreage	1.700	Lot - Front Feet	0.00	Lot - Depth	0.00	

Legal Description

COM 178.33 FT N 48°30' E FROM SW COR SEC 11 T7S R3E TH S 52°58' E 119.66 FT TH E ALG US 223 194.09 FT TH N 3°30' E 300 FT TH N 86°30' W 66.97 FT TH S 48°30' W 326.87 FT TH S 52°58' E 5.10 FT TO BEG ALSO COM SAME PT TH N 52°58' W 5.10 FT TH N 48°30' E 213.13 FT FOR POB TH N 48°30' E 54 FT TH N 63°41' W 301.24 FT TH S 3°30' W 67.90 FT TH N 89° 17'E 27.71' TH S 63°41' E 229.81 FT TO POB EX W 27 FT FOR HWY ROW

R-1

R08-126

September 15, 2008

RESOLUTION

**RE: ADRIAN BROWNFIELD REDEVELOPMENT AUTHORITY – PROPOSED
ACT 381 BROWNFIELD PLAN, SITE #5 – 1080 E. US-223,
BAUMGARTNER/McDONALD’S PROJECT**

RESOLUTION

WHEREAS, the State of Michigan has adopted the Brownfield Redevelopment Finance Act, Public Act 381 of 1996, as amended; and

WHEREAS, Public Act 381 of 1996 provides for creation of Brownfield Redevelopment Authorities and permits use of tax increment financing to pay for approved eligible activities; and

WHEREAS, the City of Adrian, Lenawee County, Michigan created a Brownfield Redevelopment Authority on May 13, 1997; and

WHEREAS, on August 21, 2008, the City of Adrian Brownfield Redevelopment Authority adopted a Brownfield Plan for the following parcel

XAO-100-0007-00 – 1080 E. US-223

WHEREAS, the City of Adrian Brownfield Redevelopment Authority has submitted the Site #5 Brownfield Plan to the area taxing jurisdictions for review and comment and provided notice to the general public as required by Act 381, and no comments have been received; and

WHEREAS, the City of Adrian Brownfield Redevelopment Authority has now submitted the Site #5 Brownfield Plan for review and approval by the Adrian City Commission, and the Adrian City Commission has conducted a public hearing on the matter as required by Act 381.

NOW, THEREFORE, BE IT RESOLVED that the Adrian City Commission finds that the Site #5 Brownfield Plan constitutes a public purpose under the following considerations:

1. The Site #5 Brownfield Plan meets the requirements of Section 13 of Act 381;
2. The proposed method of financing found in the Site #5 Brownfield Plan is feasible;
3. The cost of eligible activities found in the Site #5 Brownfield Plan is reasonable and necessary to carry out the provisions of Act 381; and
4. The amount of captured taxable value estimated by the Site #5 Brownfield Plan is reasonable.

BE IT, FURTHER, RESOLVED that, given the above findings, the Adrian City Commission hereby approves the Site #5 Brownfield Plan, 1080 E. US-223, Baumgartner/McDonald's Project, for implantation by the City of Adrian Brownfield Redevelopment Authority.

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

R-2



MEMO

DATE: 9/9/2008

TO: Dane Nelson, City Administrator
Chris Atkin, Community Development Director

FROM: Sue Laughlin, Housing

RE: NEZ Application for Approval – 416 Toledo St

Attached is a Neighborhood Enterprise Zone (NEZ) application for 416 Toledo St.

The owner of 416 Toledo Street has applied for a NEZ certificate for the construction of a new house at this address.

It is the recommendation of the NEZ Review Committee and the Community Development Director that the City Commission approve the attached resolution for a NEZ Certificate under PA 147 of 1992 for a period of fifteen (15) years.

Property Eligibility

No delinquent taxes: A check of the City's tax records reveals that there are no outstanding or delinquent obligations at this time.

Project has a reasonable likelihood of improving the neighborhood and providing safe and decent housing in the City's South East neighborhood: The proposed new construction falls directly in line with the City's comprehensive plan.

The applicant may request an exemption for up to fifteen (15) years for new construction: The proposed project at 416 Toledo Street will meet the criteria for a new construction project owner-occupied residential unit with a base exemption certificate term of fifteen (15) years. Per the City's policy, this results in a fifteen (15) year NEZ Certificate.

Conclusion and Findings

It is the opinion of the Review Committee and the Community Development Department, that this project will be a welcomed improvement to the South East neighborhood and will spark future positive improvements to the area. For that reason we would respectfully recommend that the Adrian City Commission approve the attached resolution for a Neighborhood Enterprise Zone Certificate for a period of fifteen (15) years.

Should you have any questions or desire any additional information, please contact my office.

COPY

STC Use Only

▶ Application No.

▶ Date Received

Application for Neighborhood Enterprise Zone Certificate

Issued under authority of Public Act 147 of 1992, as amended.

Instructions: Read the instructions before completing the application. This application must be filed prior to building permit issuance and start of construction. Initially file one original application (with legal description) and two additional copies of this form with the clerk of the local governmental unit (three complete sets). The additional documents to complete the application process will be required by the State of Michigan only after the original application is filed with the clerk of the local governmental unit (LGU). This form is also used to file a request for the transfer of an existing NEZ certificate. Please see the instruction sheet.

Signature of Clerk <i>Pat Baker</i>	▶ Date received by LGU <i>9/8/08</i>
LGU Application Number <i>01-03</i>	▶ LGU Code <i>46201</i>

▶ Applicant Name <i>HABITAT FOR HUMANITY OF LENAWEЕ COUNTY.</i>	Amount of years requested for exemption <i>15 YRS.</i>
--	---

▶ Location of Facility (Street No., City, State, ZIP Code)
416 TOLEDO STREET, ADRIAN MI 49221

<input checked="" type="checkbox"/> City of <input type="checkbox"/> Township of <input type="checkbox"/> Village of <i>ADRIAN</i>	County <i>LENAWEЕ</i>
--	--------------------------

▶ Application is <input checked="" type="checkbox"/> New <input type="checkbox"/> Rehabilitation <input type="checkbox"/> Transfer (1 copy only)	School District where facility is located <i>ADRIAN</i>	▶ School Code <i>46010</i>
---	--	-------------------------------

Is the building owned or rented by the occupants? <input checked="" type="checkbox"/> Owned <input type="checkbox"/> Rented	Type of Property <input checked="" type="checkbox"/> House <input type="checkbox"/> Duplex <input type="checkbox"/> Condo <input type="checkbox"/> Loft <input type="checkbox"/> Apartment - No. of Units
--	---

Name of LGU that established district <i>CITY OF ADRIAN</i>	▶ Name or Number of Neighborhood Enterprise Zone <i>NEZ #1</i>	▶ Date district was established <i>8/2007</i>
--	---	--

Identify who the work was completed by <input checked="" type="checkbox"/> Licensed Contractor <input type="checkbox"/> Other	Estimated Project Cost (per unit) <i>\$ 85,000</i>
--	---

Describe the general nature and extent of the rehabilitation or new construction to be undertaken. Include Breakdown of Investment Cost (use attachments if necessary)
TO BUILD A HOUSE FOR A PARTNERING HABITAT FAMILY (COST BREAKDOWN PER ATTACHMENT)

Timetable for undertaking and completing the rehabilitation or construction of the facility.
BEGIN IN SEPTEMBER 2008; COMPLETE PROJECT IN MAY 2008.

I certify the information contained herein and in the attachments are true and that all are truly descriptive of the residential real property for which this application is being submitted.

I certify I am familiar with the provisions of Public Act 147 of 1992, as amended, (MCL 207.771 to 207.787) and to the best of my knowledge, I have complied or will be able to comply with all of the requirements thereof which are prerequisite to the approval of the application by the LGU and the issuance of Neighborhood Enterprise Zone Certificate by the State Tax Commission.

▶ Contact Name <i>DICK DRABEK</i>	Contact Telephone Number <i>517-265-6157</i> CELL # <i>517-902-4419</i>
Contact Fax Number <i>517-265-3827</i>	Contact E-mail Address <i>hfhc@live.com</i>
Owner/Applicant Name <i>HABITAT FOR HUMANITY OF LENAWEЕ COUNTY</i>	Owner/Applicant Telephone Number <i>517-265-6157</i>
Owner/Applicant Signature <i>Dick Drabek</i>	Date <i>9-8-2008</i>
▶ Owner/Applicant Mailing Address (Street No., City, State, ZIP Code) <i>1205 E. BEECHER ST. ADRIAN, MI 49221</i>	Owner/Applicant E-mail Address <i>hfhc@live.com.</i>

Action taken by LGU: <input type="checkbox"/> Abatement Approved for _____ Years (6-15) <input type="checkbox"/> Abatement Approved for _____ Years (11-17 historical credits) <input type="checkbox"/> Denied (include Resolution Denying)		The State Tax Commission requires the following documents be filed for an administratively complete application: <input type="checkbox"/> 1. Original Application <input type="checkbox"/> 2. Legal description of the real property with parcel code number <input type="checkbox"/> 3. Resolution approving/denying application (include # of years) <input type="checkbox"/> 4. REHABILITATION APPLICATIONS ONLY. Statement by the assessor showing the taxable value of the rehabilitated facility not including the land, for the tax year immediately preceding the effective date of the rehabilitation.
<input type="checkbox"/> Date of Resolution Approving/Denying this application	LGU Name	
I certify that I have reviewed this application for complete and accurate information and determined that the subject property is located within a qualified Neighborhood Enterprise Zone.		
I certify this application meets the requirements as outlined by Public Act 147 of 1992 and hereby request the State Tax Commission issue a Neighborhood Enterprise Zone Certificate.		
Print Clerk Name	Clerk Telephone Number	
Clerk Fax Number	Clerk E-mail Address	
Clerk's Mailing Address (Street, City, State, ZIP Code)		
Clerk Signature	Date	

LGU mail original completed application and required documents to:

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

Note: Additional documentation will be required for the issuance of the certificate of exemption. These documents should be sent directly to the State of Michigan only after the original application is filed with the LGU clerk and approved by the LGU. See the instruction sheet attached.

Any questions concerning the completion of this application should be directed to your LGU Clerk.

REC'D APR 27 2007

Lenawee Co., MI KVV
Victoria J. Daniels
OFFICIAL SEAL



L-2344 P-842

LENAWEE COUNTY TREASURER
TAX CERTIFICATE NO. 661-07

APR 27 2007

MARILYN J. WOODS *RS*



5090593
Page: 1 of 1
04/27/2007 01:51P
L-2344 P-842

Register of Deeds, Lenawee Co. D.WR 14.00

WARRANTY DEED

KNOW ALL MEN BY THESE PRESENTS, That on April 23, 2007 for the sum of One Dollar (\$1.00), Lenawee Emergency and Affordable Housing Corporation, a Michigan non-profit corporation, 307 E. Church St., Adrian, MI 49221 ("Grantor") CONVEYS AND WARRANTS TO Habitat for Humanity/Lenawee County, Inc., a Michigan non-profit corporation, 1205 E. Beecher St., Adrian, Michigan 49221 ("Grantee"), the following property situated in the City of Adrian, Lenawee County, Michigan:

Lot 4, Block 6, Assessor's Plat #2, City of Adrian according to the recorded plat thereof, recorded in Lenawee County Records

Reference: 416 Toledo St.
Property No. XAO-212-6004-00

This conveyance is exempt from transfer tax pursuant to MCL 207.505 (a) and 207.526(a)

Subject to zoning ordinances, highways, restrictions and easements of record, and taxes and assessments due and payable after date hereof.

Grantor: Lenawee Emergency and Affordable Housing Corporation, a Michigan non-profit corporation

[Signature]
By: Joel Rodriguez, President

[Signature]
By: Karol Bolton, Secretary

STATE OF MICHIGAN)
COUNTY OF LENAWEЕ)

Subscribed and sworn to before me on 23rd day of April, 2007, by Joel Rodriguez, President and Karol Bolton, Secretary, of Lenawee Emergency and Affordable Housing Corporation, a Michigan non-profit corporation, for and on behalf of the corporation.

Drafted by:
Jeffrey J. Juby, Esq.
8651 E. US Highway 223
Blissfield, Michigan 49228

[Signature]
Elizabeth A. Shaw, Notary Public
Lenawee County, Michigan
Acting in Lenawee County
My commission expires: 3/6/08

When recorded return and send subsequent tax bills to: GRANTEE ✓

400 ✓

CERTIFIED BOUNDARY SURVEY

DESCRIPTION AS PER WARRANTY DEED

Land situated in the City of Adrian, Lenawee County, Michigan, being a part of Lot 4, Block 6, Assessor's Plat No. 2, City of Adrian according to the recorded plat thereof, recorded in Lenawee County Records.

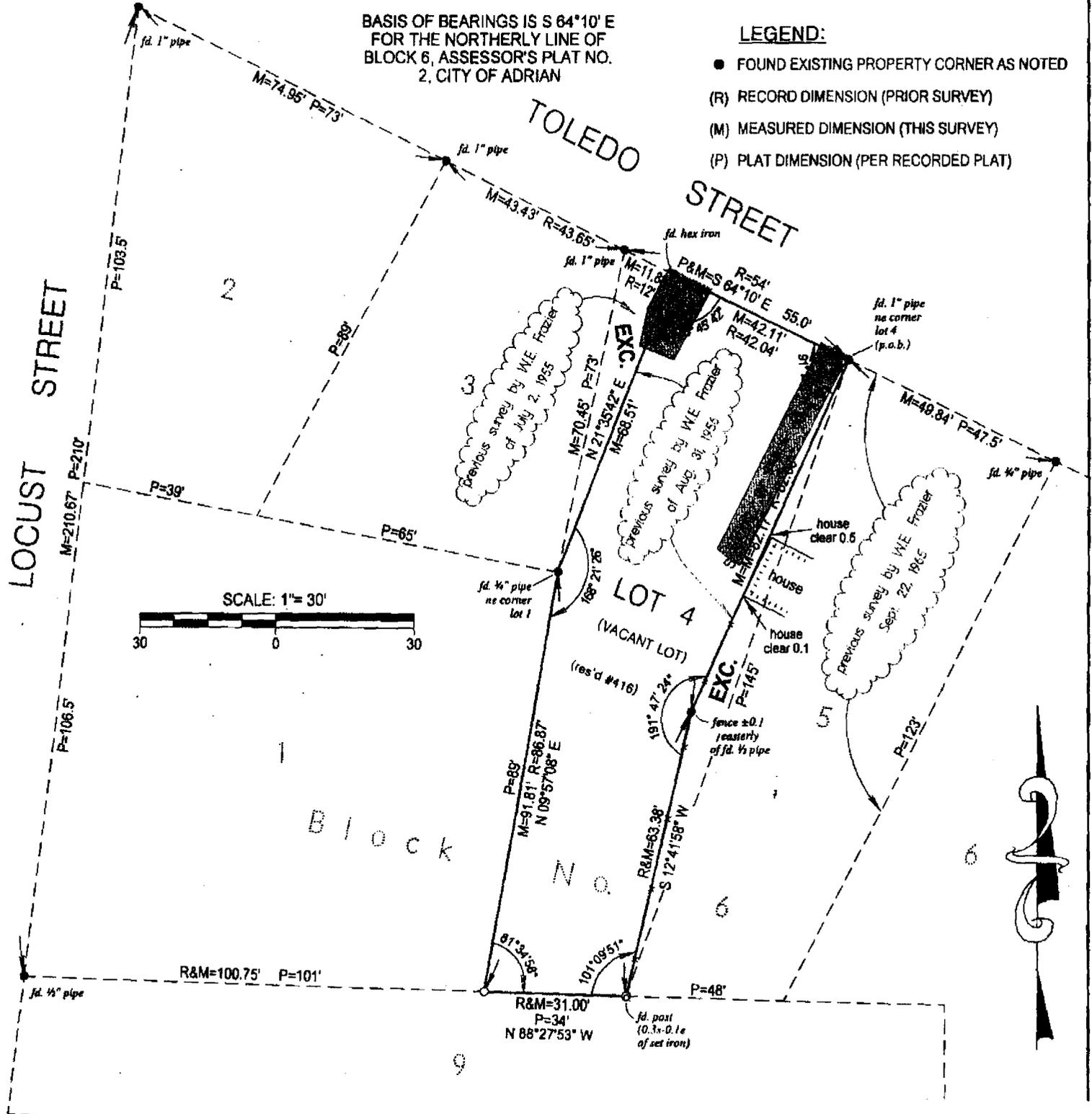
DESCRIPTION AS PER SURVEY

Land situated in the City of Adrian, Lenawee County, Michigan, being a part of Lot 4, Block 6, Assessor's Plat No. 2, City of Adrian, as recorded in Liber 5 of Plats, Pages 12 and 13, Lenawee County Records, further described by Walter E. Frazier & Associates, Inc. (Job No. 0807154) as beginning at the Northeast corner of Lot 4; thence South 24°29'22" West, 82.17 feet (record 82.08 feet); thence South 12°41'58" West, 63.38 feet to the Southeast corner of Lot 4; thence North 88°27'53" West, 31.00 feet (Plat record 34 feet); thence North 09°57'08" East, 91.81 feet (record 86.87 feet and Plat record 89 feet) to the Northeast corner of Lot 1 of said Block 6; thence North 21°35'42" East, 68.51 feet to the Northerly line of said Lot 4; thence South 64°10' East, 42.11 feet (record 42.04 feet) along the said Northerly line of Lot 4 and being the Southerly line of Toledo Street to the place of beginning. Subject to easements and restrictions of record.

BASIS OF BEARINGS IS S 64°10' E
FOR THE NORTHERLY LINE OF
BLOCK 6, ASSESSOR'S PLAT NO.
2, CITY OF ADRIAN

LEGEND:

- FOUND EXISTING PROPERTY CORNER AS NOTED
- (R) RECORD DIMENSION (PRIOR SURVEY)
- (M) MEASURED DIMENSION (THIS SURVEY)
- (P) PLAT DIMENSION (PER RECORDED PLAT)

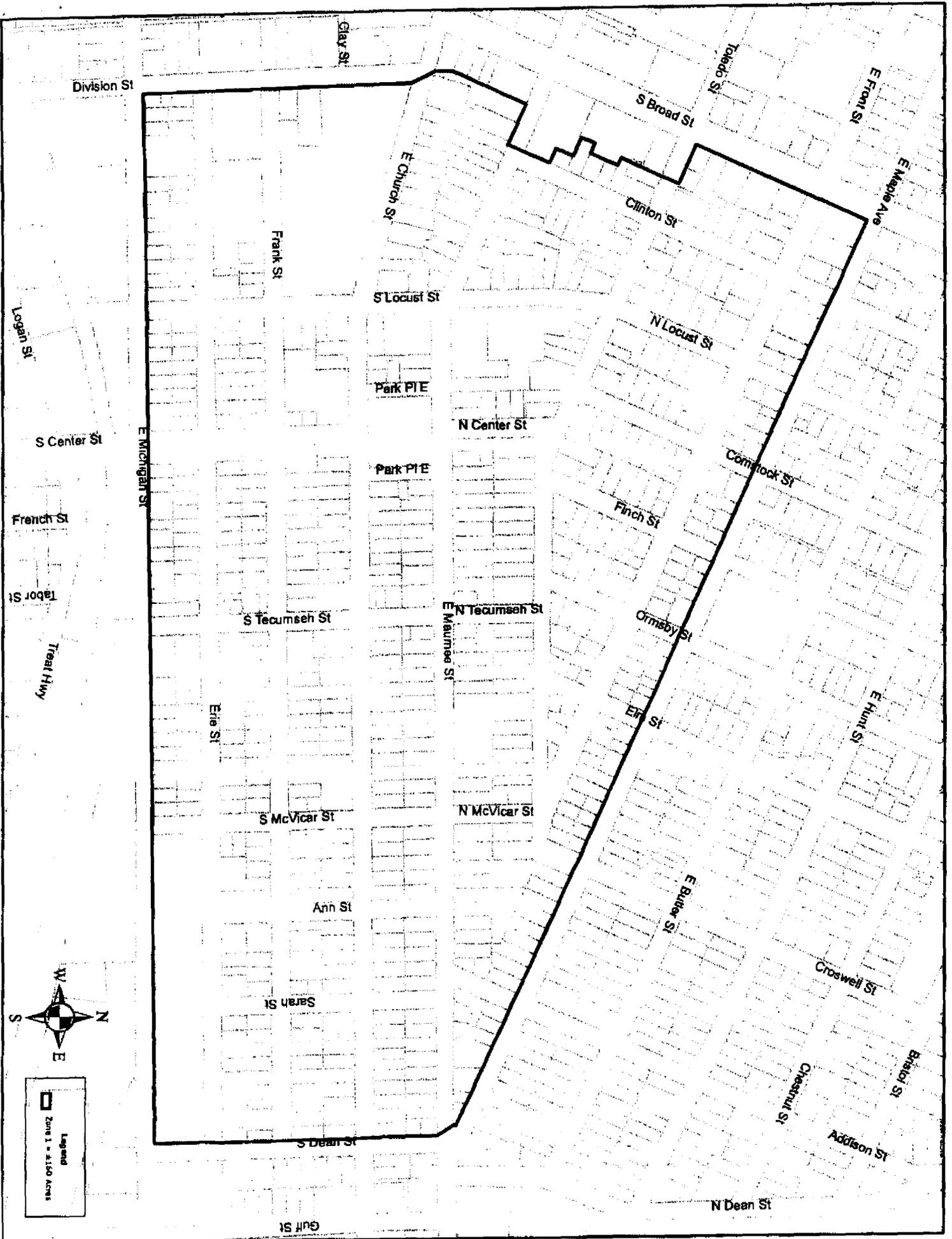


HABITAT FOR HUMANITY OF LENAWEE COUNTY

416 TOLEDO STREET HOUSE PROJECT.

USE OF FUNDS FOR THIS PROJECT

Use	Amount
Property acquisition	\$ 7,500
Site Work, Excavation	5,711
Foundation, Basement	9,951
Exterior Shell	12,103
Doors & Windows	5,974
Roofing, Siding	4,009
Interior Walls & Finish	5,625
Plumbing Work, Fixtures	4,902
Heating Work, Equipment	7,120
Electrical Work, Fixtures	5,600
Cabinets, Floor Coverings	5,046
Exterior Site, Concrete Work	2,162
Demolition, Disposal	1,825
Utilities, Hookups, Service	3,472
Supervision, Wages	4,000
Total Use of Funds	\$ 85,000



Grantor	Grantee	Sale Price	Sale Date	Inst Type	Terms of Sale	Liber & Page	Verified by	Prct Trans
LENAWEE EMERGENCY & AFFOR	HABITAT FOR HUMANITY/LENAWEE	LENAWE1	04/23/2007	WD	WARRANTY DEED	2344:842	RPS	0.0
CHARLOTTE STEPHENSON	LENAWEE EMERGENCY & AFFOR	12/30/1999	WD	WARRANTY DEED	1689-569	RPS		0.0

Property Address 16 TOLEDO ST	Class: EXEMPT, 090	Zoning: R-4	Building Permit(s)	Date	Number	Status
Owner's Name/Address HABITAT FOR HUMANITY/LENAWEE C	School: District 46010					
205 E BEECHER ST ADRIAN MI 49221	C.P.R.E. 0%					
	MAP #:					
	2009 Est TCV					

Legal Description: LOT 4 BLK 6 ASSESSOR'S PLAT NO 2

Comments/Influences: 4/11/07-PER PHONE CONVERSATION WITH TERESA CHANGE ADDRESS FROM PO BOX 692

Improved		Vacant		Land Value Estimates for Land Table 009.NEIGHBORHOOD-000				* Factors *		
Public Improvements				Description	Frontage	Depth	Front Depth Rate	%Adj.	Reason	Value
WITH				STANDARD	55.00	153.00	1.0000	1.0766225	100	13,323
Dirt Road				55 Actual Front Feet, 0.19 Total Acres Total Est. Land Value = 13,323						
Gravel Road				Residential Local Cost Land Improvements						
X Paved Road				Description Rate County Mult. Size %Good Cash Value						
X Storm Sewer										
X Sidewalk										
X Water										
X Sewer										
X Electric										
X Gas										
X Curb										
X Street Lights										
Standard Utilities										
Underground Util.										
Topography of Site										
Level										
Rolling										
Low										
High										
Landscaped										
Swamp										
Wooded										
Pond										
Waterfront										
Ravine										
Wetland										
Flood Plain										
Year	Land Value	Building Value	Assessed Value	Board of Review	Tribunal/Other	Taxable Value				
2009	EXEMPT	EXEMPT	EXEMPT			EXEMPT				
2008	EXEMPT	EXEMPT	EXEMPT			EXEMPT				
2007										
2006										

*Information herein deemed reliable but not guaranteed***

Equalizer. Copyright (c) 1999 - 2000. Licensed to: City of Adrian, Lenawee County

RE: APPROVAL OF NEZ APPLICATION FOR 416 TOLEDO ST., CITY OF ADRIAN, LENAWEE COUNTY, MICHIGAN, PURSUANT TO AND IN ACCORDANCE WITH THE PROVISIONS OF THE NEIGHBORHOOD ENTERPRISE ZONE ACT, PUBLIC ACT 147 OF 1992

RESOLUTION

WHEREAS, the owner of real property at 416 Toledo Street, Adrian, Michigan has submitted an application for a Neighborhood Enterprise Zone Certificate for the construction of a new home at 416 Toledo Street in the southeast neighborhood (NEZ District #1) of Adrian as presented in the application on file; and

WHEREAS, the applicant is not delinquent in any taxes related to the facility; and

WHEREAS, the subject property, upon completion of the new construction activities, will constitute a new facility within the meaning of PA 147 of 1992; and

WHEREAS, the applicant has supplied to the City of Adrian all of the items for a Neighborhood Enterprise Application Certificate, including the following: (a) general description of the facility; (b) general description of the proposed use of the newly constructed facility; (c) description of the general nature and extent of the construction to be undertaken, and (d) a time schedule for undertaking and completing the construction of the facility.

NOW, THEREFORE, BE IT RESOLVED:

That the application for a Neighborhood Enterprise Zone Certificate with regard to the new construction of real property with Tax ID #XAO-210-6004-00, 416 Toledo St., City of Adrian, Lenawee County, Michigan, within the previously established NEZ District #1, is hereby approved for a period of fifteen (15) years per the City of Adrian NEZ Policy.

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

R-3
DATE: September 10, 2008
TO: Honorable Mayor and City Commission
FROM: Dane C. Nelson, City Administrator
SUBJECT: Purchase of Equipment for K-9 Unit – Use of Drug Forfeiture Funds

The Police Chief has requested the use of drug forfeiture funds to purchase equipment for the K-9 Unit and install the equipment in a Chevy Tahoe that was seized earlier this year. Equipment from the current K-9 vehicle will be stripped and also installed in the Tahoe. The new equipment will be purchased from Alert Equipment of Lansing, who will install both the used and new equipment in the vehicle for \$5,000.00.

While the conversion from one vehicle to another is being completed, the Police Chief has recommended that the special operations van be temporarily used as a K-9 vehicle. This will require that the air conditioning unit be repaired. Continental Services has submitted a quote in the amount of \$1,000 for this repair.

I urge your favorable consideration authorizing the use of drug forfeiture funds for conversion of the Chevy Tahoe to accommodate the K-9 Unit and repairs to the Special Operations van as an interim K-9 vehicle at a cost of \$6,000. Both vehicles will be used in drug investigation and enforcement.



Dane C. Nelson
City Administrator

DCN:bjw

R-3



POLICE DEPARTMENT

MEMO

To: Jeffrey Pardee

cc: Dane Nelson

From: Chief Terrence Collins

JBC

Date: September 9, 2008

Re: Use of Forfeiture funds

Earlier this year the Police Department seized a Chevrolet Tahoe which we intended to use for a K-9 vehicle primarily for drug detection and intervention.

We have been successful in obtaining a K-9 cage specifically for the rear of this unit and would now want to convert the units.

It is our intention to strip the equipment from the existing Ford Crown Victoria patrol vehicle used as a K-9 Vehicle and apply what would be re-usable to the Tahoe. We will also install the K-9 cage and some new equipment (non spill dog dish, remote release, side emergency lighting, computer and radio mount etc.) and use the Tahoe for the K-9 Vehicle. Alert Equipment in Lansing will supply all new equipment, install all used and new equipment and strip the Crown Vic. For a price not to exceed \$5,000.00

We will use the current Special Operations van as a K-9 in the interim. This will require the repair of the air conditioning unit for a cost of \$1,000.00 from Continental Services.

I am requesting these funds be paid from the drug seizure account as all expenses are involved in drug investigation and interdiction. The use of these funds will require no moneys be spent from the general fund. All monies will come from drug forfeiture funds.

RE: POLICE DEPARTMENT- AUTHORIZATION TO USE DRUG FORFEITURE FUNDS TO PROVIDE TRANSPORTATION FOR K-9 PROGRAM

RESOLUTION

WHEREAS, Public Act 368 of 1978 (the Public Health Code) specifies that all forfeiture monies distributed by the Court to the seizing agency "shall be used to enhance law enforcement activities"; and

WHEREAS, the City of Adrian currently has a total of \$44,680 in a Trust Account as a result of Court-distributed drug forfeiture property seizures; and

WHEREAS, Public Act 368 further specifies that the forfeiture funds shall be "appropriated by the entity (City Commission) having budgetary authority over the seizing agency (Police Department)"; and

WHEREAS, the Adrian City Police Chief has requested a transfer of \$6,000 from the Drug Forfeiture Trust Account (Account #701-000.00-280.000) for the purpose of providing transportation for the city's K-9 Program; and

WHEREAS, the Police Chief and City Administrator recommend appropriation of drug forfeiture funds to defray the aforementioned cost.

NOW, THEREFORE, BE IT RESOLVED that the Adrian City Commission, by this resolution, hereby authorizes the appropriation of drug forfeiture funds for the purpose of providing transportation for the city's K-9 Program.

BE IT, FURTHER, RESOLVED that \$6,000 be appropriated from the Trust Fund - Drug Forfeiture Account (701-00.00-280.000) and that the FY2008-09 Budget be amended as follows:

GENERAL FUND (101)

Police Department:

Revenue:

(101-301.00-676.701) Contribution - Trust Fund

Amount

\$6,000

Expenditures:

(101-301.00-741.000) Operating Supplies

\$6,000

Total

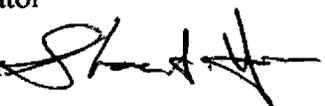
-0-

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

R-4



MEMORANDUM – UTILITIES DEPARTMENT

DATE: September 9, 2008
TO: Dane C. Nelson, City Administrator
FROM: Shane A. Horn, Utilities Director 
SUBJECT: Engineering Services to Update and Revise Water Distribution System Model

I concur with the recommendation of the Utilities Director to retain Jones & Henry Engineers of Toledo, OH, for updating the water distribution system’s hydraulic model at a cost of \$9,500.00. The model would help identify the system’s weaknesses and deficiencies and would assist in projecting what improvements might be needed, as well as future growth demands.

Jones and Henry is very familiar with the city’s water and sewer systems, and I recommend that they be retained for the aforementioned engineering services at a cost of \$9,500.00 and that the bid process be waived.



Dane C. Nelson
City Administrator

I have solicited a proposal from Jones & Henry Engineers of Toledo, Ohio to update and revise our existing water distribution hydraulic model. Our current model is based on an older software program called KY Pipe. The information that was used to form the existing model can be captured and used for the new model using a program called Water CAD. The water hydraulic model serves as a guide in identifying our system weaknesses and deficiencies and also helps in forecasting needed improvements to meet current and future growth demands. Once the new model is complete, our intent would be to purchase the software. This will give us the ability to run different scenarios and events in house as needed. Jones & Henry has all of our current and historical meter reading logs that were used in developing our sewer model. This data will be used in the formulation of our water model. I respectfully recommend that we proceed with the proposal for engineering services to update and revise our existing water hydraulic model to Jones & Henry Engineers of Toledo, Ohio for the not to exceed amount of \$9,500.00. There are sufficient funds in the Utilities Department O&M fund (591-538.00-812.000) for this expense.

cc: Jeff Pardee, Finance Director
Steve Eberle, O&M Superintendent



Jones & Henry Engineers, Ltd.

2000 WEST CENTRAL AVENUE, TOLEDO, OHIO 43606 • 419/473-9611
www.jheng.com FAX • 419/473-8924

September 8, 2008

Mr. Shane Horn
Utilities Director
100 East Church Street
Adrian, Michigan 49221

Subject: Proposal for Engineering Services
Updating and Revising Water Distribution System Model

Dear Mr. Horn:

On behalf of Jones & Henry Engineers, I wish to thank you for the opportunity to provide you with a proposal for updating and revising the City of Adrian's water distribution system model. We view the development of a water distribution model not just as a project, but as a significant step in obtaining a very useful tool that will help the City to obtain a fundamental understanding of the system's strength and weaknesses. In addition to the advantages noted above, a water distribution model is a very useful administrative tool for assessing the impact of new developments, designing improvements, and evaluating water quality issues.

We have selected a very qualified team of professionals to participate in this project. We are confident that our engineers, in combination with City's personnel, will be capable of completing this project in a timely and cost-efficient manner.

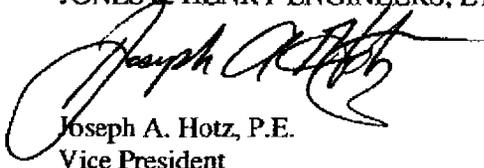
At the conclusion of the project, we will provide a digital copy of the model and a report that will give you with a clear understanding of the activities conducted and the results obtained.

Please find attached a brief description of our understanding of the project, proposed activities, and fee schedule.

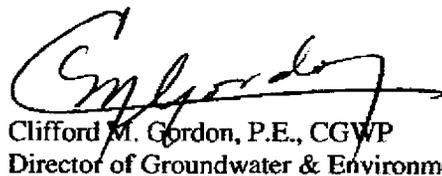
If you should have any questions or concerns regarding this proposal, please feel free to contact us at your convenience. We look forward to working with you.

Sincerely,

JONES & HENRY ENGINEERS, LTD.



Joseph A. Hotz, P.E.
Vice President



Clifford M. Gordon, P.E., CGWP
Director of Groundwater & Environmental Modeling

JAH:CMG/bjm
Attachment

Project Understanding / Identification of Critical Issues

Project Understanding

It is Jones & Henry understanding that the City of Adrian wishes to convert and update a computer-based, mathematical model of its water distribution system using Water CAD as the new model. The objective of the model will be to assist the City of Adrian in identifying system weaknesses and deficiencies and to propose improvements to meet current and future growth demands.

The dynamic model will be developed to determine the performance of the water distribution system under average day, maximum day, and under fire-flow requirements. An electronic copy of the model, and all material associated with the development of the model, will be delivered to the City of Adrian.

Identification of Critical Issues

There are several critical issues in developing useful and valid water distribution models and in developing a system-wide master plan of improvements. Below is a brief discussion of these issues.

Critical issues related to Water Distribution Modeling are:

- Proper flow/demand allocation in the model
- Generation of community specific diurnal/weekly water use pattern
- Precise calibration
- Adequate estimate of future demands

Jones & Henry takes a more accurate approach to allocation of demands than the traditional approach which is based on population density, zoning maps, counting of structures from aerial photos, or using meter books as was done in the previous model. Our approach utilizes a relational database based on actual meter readings, in combination with the database encoded in a geo-referenced street map. This allows the allocation of demands near their point of use. Unaccounted-for water is evenly distributed across the network. This approach provides a very high level of accuracy, which in turn assures a higher degree of precision in the calibration.

Flow in a water distribution system varies significantly throughout the day. Therefore, it is important to have an adequate definition of diurnal, water-use pattern. Jones & Henry will utilize the diurnal pattern previously develop by the City of Adrian for the existing model.

Calibration, in addition to demand allocation, is one of the most significant aspects in developing a water distribution model. Jones & Henry, with the assistance of City personnel, will conduct flow and pressure testing at diverse locations throughout the City to ensure that reliable data is collected to accurately calibrate the model.

Once the model is calibrated and determined to be an accurate representation of the distribution system, we will perform necessary model runs to evaluate deficiencies in the system including fire flow and pressures. The fire-flow evaluation will be based on typical acceptable fire-flow requirements. A brief report will be prepared to discuss the model and identified deficiencies.

Scope of Services

Kick-Off Meeting

The meeting conducted on August 19, 2008 was adequate to obtain an understanding of the goals the City wishes to obtain, the nature of the data available, and the approach needed to achieve those goals. Therefore, no kick-off meeting is anticipated at this time.

Conversion From KYPIPE

During our meeting of August 19, 2008, it was concluded that the best approach for input of the physical characteristics of the water distribution system was to convert the existing KYPIPE model into WaterCAD. This approach is preferable, as the atlas of the water distribution system available in AutoCAD does not include imbedded attributes of each element. The attributes shown are simply text annotations. The City will provide Jones & Henry with a copy of the KYPIPE model.

Model Update

The next step in the model development is updating the model. This will involve a detail comparison of the model to the current atlas of the water distribution system. Improvements made in 2008 can also be included, if the information is provided. Another aspect of the model update will be to ensure that the ground elevations are included for each node and will be based on information from the City's GIS system. The City will provide Jones & Henry with digital copies of the water distribution system atlas and the elevation information from the GIS system. The City will provide Jones & Henry with a digital copy of its current atlas of the water distribution system and the elevation data included in their GIS system.

Water Demand Allocation / Incorporation of Meter Readings

As concluded during our meeting, in order to obtain a more accurate representation of water demand throughout the City, the database of water demand previously developed by Jones & Henry for the SWMM model of the sewer system will be utilized. There is no additional fee for processing the database as this activity was previously completed.

Model Verification (Preliminary Run)

Regardless of the dedication of the modeler and the apparent correctness of the data available, frequently (if not always) there are issues that need "debugging" before a model will run adequately.

Model Calibration (Field and Office)

Once the model is determined to be adequately constructed, the next step (and perhaps the most important) in the modeling process is to calibrate the model. Model calibration is a vitally important, but time-consuming task. Calibration of a water distribution model is a complicated task. There are many uncertain parameters that need to be adjusted to reduce the discrepancy between the model predictions and field observations. A common approach (due to the uncertainty of their nature) is to adjust pipe roughness coefficients and water demand. However, with the approach utilized by Jones & Henry in demand allocation, the uncertainty of demand allocation is greatly reduced.

Calibration of water distribution network models relies upon “in time” field measurement of data such as junction pressures, hydrant flows, water levels in storage facilities, and pump operating status (on/off) and speeds. Of the field observation data, junction pressures and pipe flows are often used to evaluate goodness-of-fit of the model calibration. The other parameters such as tank levels and pump operating status/speed are used as boundary conditions that are recorded when collecting a set of calibration observation data. The City will provide field personnel to assist with the field activities.

Model Runs

Once the model is calibrated, necessary runs will be performed to determine basic deficiencies in the system, including fire flows and pressure. The fire-flow evaluation will be based on typical acceptable fire-flow requirements.

Report

A brief report will be developed that includes the most relevant aspects of the model, highlighting deficiencies that will need to be addressed in the future. The report will include drawings to better illustrate the system and the deficiencies. Included as part of the report, will be a digital copy of the model (on CD) for City’s use.

Deliverables / Final Project Meeting

After the project is completed, a meeting will be scheduled to discuss different aspects of the model development and to address any deficiencies noted.

Fee Schedule

The not-to-exceed fee to provide the scope of services listed herein is \$9,500. Actual fees will be based on time and expenses. The fee is based on 64 hours of engineering services and 22 hours of technical staff.

RE: UTILITIES DEPARTMENT –Engineering Services to Update and Revise Water Distribution System Model

RESOLUTION

WHEREAS, the Utilities Director has solicited a proposal from Jones & Henry Engineers, Toledo, OH, to update and revise the city’s existing water distribution system hydraulic model; and

WHEREAS, the hydraulic model serves as a guide in identifying system strengths and weaknesses and also helps in forecasting needed improvements to meet current and future growth demands; and

WHEREAS, once the new hydraulic model is complete, the intent is to purchase the software, which will enable in-house manipulation of data and analysis of various scenarios and events, as needed; and

WHEREAS, the proposal submitted by Jones & Henry for updating and revising the city’s existing water distribution system hydraulic model has a cost of \$9,500; and

WHEREAS, the Finance Director indicates that there are sufficient funds for this purpose in the Water Fund (591) Operating & Maintenance Budget (591-538.00-812.000) Contract Services account; and

WHEREAS, the Utilities Director recommends that, because of the vendor’s working knowledge of the city’s water distribution system due to its involvement with preparation of the original hydraulic model, the competitive bid process be waived in accordance with City’s Purchasing Policy as specified in Chapter 12 of the City Charter and Section 2-304 of the Codified City Ordinances.

WHEREAS, the City Administrator recommends approval of this resolution to retain Jones & Henry Engineers, Toledo, OH, to be engaged in the City’s Standard Professional Services Contract to update and revise the city’s existing water distribution system hydraulic model, and that the best interests of the city would be served by waiving the competitive bid process.

NOW, THEREFORE, BE IT RESOLVED that the Adrian City Commission, by this resolution, hereby authorizes the engagement of Jones & Henry Engineers, Toledo, OH in the City’s Standard Professional Services Contract to update and revise the city’s existing water distribution system hydraulic model at a cost not to exceed \$9,500.

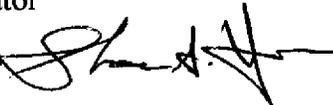
BE IT, FURTHER, RESOLVED that, in the best interests of the City, the competitive bid process be waived in accordance with City’s Purchasing Policy as specified in Chapter 12 of the City Charter and Section 2-304 of the Codified City Ordinances.

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

R-5



MEMORANDUM – UTILITIES DEPARTMENT

DATE: September 9, 2008
TO: Dane C. Nelson, City Administrator
FROM: Shane A. Horn, Utilities Director 
SUBJECT: WWTP Primary Tanks Concrete Restoration Bids

I concur with the recommendation of the Utilities Director to award the bid for concrete restoration work in the primary settling tanks at the Wastewater Plant to 3-S Construction of Midland, MI, in the amount of \$97,000. Since the existing concrete is so badly deteriorated, it is hoped that the work can be completed before winter. As such, the Utilities Director has recommended that the grit washer replacement project be deleted from the current capital budget.

I urge your favorable consideration to award the bid for concrete restoration work on the primary settling tanks to 3-S Construction of Midland, MI in the amount of \$97,000 and further recommend approval of the resulting budget amendments.



Dane C. Nelson
City Administrator

Sealed bids were received by the purchasing department on Thursday September 4, 2008 at 2:00 pm for concrete restoration work at the wastewater plant's primary settling tanks. Included is a tabulation of the four firms that submitted bids for this project. This work will repair and restore deteriorated concrete in the primary tanks. I respectfully recommend that we proceed with this project using the low bidder, 3-S Construction of Midland, MI for the contract amount of \$97,000.00. We will delete the handrail portion of the contract at this time and will address this issue as part of our in house maintenance work. Due to the condition of this concrete, we determined to attempt to complete this work this fiscal year prior to winter. I recommend that we delete the grit washer replacement project from the current wastewater plant capital budget at \$70,000.00 (497-554.00-977.560). There are sufficient funds for the balance of this project under misc. structural repairs in the wastewater plant capital budget (497-553.00-975.115).

cc: Jeff Pardee, Finance Director
Ken Wesley, WWTP Superintendent

DEPARTMENTAL CORRESPONDENCE

Date: 9/9/2008

Subject: Primary Tank Concrete Restoration

To: Shane Horn

Dept.: Utilities

From: Kenneth P. Wesley

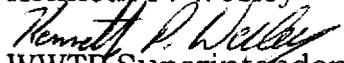
Dept.: Wastewater Plant

The WWTP solicited bids for the concrete restoration on primary tanks 1-4 at the Wastewater Plant. After reviewing the four bids received for this project, I recommend that the bid be awarded to 3-S Construction of Midland, MI. 3-S Construction is the low bidder for this work at \$97,000.00.

We asked all bidders to provide a separate line item in their bid for new replacement handrail in lieu of the re-use of the existing handrail. I recommend that we forgo the new handrail at this time, as this type of work is difficult to completely define until the demo of the deteriorated concrete is fully removed. Monies saved at this time on the new handrail may be needed, if additional concrete demolition and replacement is required.

The current WWTP budget includes \$35,000.00 for structural repairs and the remainder will be pulled from the \$70,000.00 budgeted for the Grit Washer replacement.

Kenneth P. Wesley



WWTP Superintendent

CITY OF ADRIAN, MICHIGAN
PRIMARY TANK CONCRETE RESTORATION
DUE DATE: SEPTEMBER 4, 2008

BIDDER	GENERAL	HANDRAIL	TOTAL
3-S Construction Midland, MI	\$ 97,000.00	\$ 6,000.00	\$ 103,000.00
Grunwell-Cashero Detroit, MI	\$ 98,000.00	\$ 15,000.00	\$ 113,000.00
Baseline Construct Chelsea, MI	\$ 112,500.00	\$ 14,500.00	\$127,000.00
Oak Construction Flusing, MI	\$ 173,000.00	\$ 8,000.00	\$ 181,000.00

RE: UTILITIES DEPARTMENT –Wastewater Treatment Plant – Primary Tanks Concrete Restoration Project

RESOLUTION

WHEREAS, on September 4, 2008, the City of Adrian Purchasing Office obtained sealed bids for primary tanks concrete restoration at the Wastewater Treatment Plant, with the following results:

<u>Vendor</u>	<u>Location</u>	<u>General</u>	<u>Handrail</u>	<u>Total</u>
3-S Construction	Midland, MI	\$ 97,000	\$ 6,000	\$103,000
Grunwell-Cashero	Detroit, MI	98,000	15,000	113,000
Baseline Const.	Chelsea, MI	112,500	14,500	127,000
Oak Construction	Flushing, MI	173,000	8,000	181,000; and

WHEREAS, the Utilities Director recommends that the handrail portion of the project be installed by in-house plant mechanics and that the low bidder be selected for the primary tanks concrete restoration at the Wastewater Treatment Plant; and

WHEREAS, sufficient funds are available for this purpose by deleting the Grit Washer Replacement Project and transferring funds to the FY2008-09 Wastewater Treatment Plant Capital Budget-Misc. Structural Repairs (Account #497-553.00-975.115); and

WHEREAS, the City Administrator recommends approval of this resolution, selection of the low bidder to be engaged in the City’s Standard Professional Services Contract, and authorization of the appropriate budget amendments.

NOW, THEREFORE, BE IT RESOLVED that the Adrian City Commission, by this resolution, hereby authorizes the selection of the low bidder, 3-S Construction Company, Midland, MI to be engaged in the City’s Standard Professional Services Contract to perform primary tanks concrete restoration at the Wastewater Treatment Plant at a cost not to exceed \$97,000.

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

Wastewater Treatment Capital Fund (497)

Expenditures:

(497-554.00-977.560) Grit Washer Replacement Project	(\$70,000)
(497-553.00-975.115) Misc. Structural Repairs	<u>70,000</u>
Total	<u><u>-0-</u></u>

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

R-6

DATE: September 8, 2008

TO: Honorable Mayor and City Commissioners

FROM: Dane C. Nelson, City Administrator

SUBJECT: Banner Permit Policy

For a number of years, Consumers Energy provided access on electric poles on W. Maumee Street and Siena Heights Drive for the installation of overhead banners over each of these respective streets. Several months ago, I was notified by Consumers that they would no longer be involved in this process regarding the installation of banners in either location. However, I was advised that they would provide telephone poles at an alternate location, provided the city would take responsibility for placement and removal of all banners.

I have had several meetings with those members of our staff who are involved with banners. We have completed a proposed Banner Permit Policy for your review and eventual approval. Along with involvement of a Consumers' representative, staff has found a new location for the placement of the banner, which would be in front of Country Market on W. Maumee Street near its intersection with W. Maple Avenue. Since we do not have large staff to be in the business of placing banners, we have recommended that the Siena Heights placement not be continued.

The issue of cost is also a factor. In past years, Consumers did not charge for its time being spent for the placement and removal of the banners. We have attempted to determine how much time and equipment is necessary for the placement and removal of these banners to come up with an appropriate fee to charge for this work. The proposed draft sets a fee of \$185.00, which does not quite cover the cost involved.

Please review the proposed policy. I have attached a proposed resolution to adopt the policy if it is acceptable. If not, we can make necessary changes and can submit a resolution at the next Commission meeting.

Respectfully submitted,



Dane C. Nelson
City Administrator

DCN:bjw

BANNER PERMIT POLICY

The following policy provides the minimum standards to be followed by applicants who wish to have a banner placed at a location over West Maumee Street (US-223 BR) in the City of Adrian. The city reserves the right to include any additional requirements as it may determine in its own discretion, depending on circumstances involving each particular permit application. Any of the following requirements which are subject to varied opinions shall be interpreted at the sole discretion of the city.

I. ORGANIZATION AND EVENT REQUIREMENTS

- A. All banners must be sponsored by either a recognized and legally existing non-profit organization, school or a local service club.
- B. The organization must have its principal place of business or have a branch office located in the City of Adrian.
- C. The advertised event must take place in the City of Adrian.
- D. The event must be of interest to the general public.
- E. The event must be open, without discrimination, to the general public; although admission or participation fees to the event may be charged.

II. BANNER CONDITIONS

Permits will not be allowed for the following types of events. The City reserves the right to deny permits for similar events at its discretion.

- A. Events of a partisan, political nature, including promotions of a political candidate or party, a cause, referendum or ballot proposal.
- B. Religious programs or worship services.
- C. Commercial events, products or services.
- D. Advertisement of a raffle or lottery.
 - A banner may advertise events where raffles or lotteries are held, but the banner shall not mention such sales.

- E. Events that are determined to be in poor taste or that may be offensive to the citizens of the community.
- F. A banner shall not have any legend or symbol which purports to be an imitation of, or resembles, or which may be mistaken for a traffic control device or which attempts to direct the movement of traffic.
- G. Decorations shall not include flashing lights that may be distracting to motorists.

III. BANNER CONSTRUCTION STANDARDS

Each banner shall meet the following minimum requirements:

- A. The size of the banner shall be no less than 2 feet and no more than three feet in width by fifteen feet in length.
- B. Edges are to be bound and have grommets installed.
- C. Spring clips must be provided and attached to each grommet hole.
- D. Wind slits are to be pre-cut in the banner.

IV. GENERAL CONDITIONS

- A. Applicants must submit all required documents and fees at least one month prior to installation.
- B. A permit fee shall be charged in the amount of \$185.00 to cover the cost of city personnel to place and remove the banner. The city reserves the right to charge an additional fee if resetting or extra work is needed.
- C. The maximum time limit for each banner shall not exceed two weeks.
- D. A permit from the State of Michigan must be applied for by the City Clerk and received prior to the banner being placed by city personnel. MDOT requires a minimum of 2 weeks to process permits.
- E. Liability insurance must be provided in the amount of \$500,000, with the City of Adrian to be named as an additional insured. Proof of such insurance must be submitted to the City Clerk prior to installation of the banner.

- F. The city shall not be liable for any loss or damage to any banner.
- G. After the removal of the banner, it shall be picked up by the permit holder. The city will only retain the banner for thirty (30) days. After said period, such banners will be disposed of.
- H. Dates for installation shall be determined on a “first come-first serve” basis following payment of the fee and submission of proof of insurance. There shall be no reservation permitted more than one year in advance of the date requested.

RESOLUTION

WHEREAS, the City Administrator has been advised by Consumers Energy that it will no longer provide the work to install and remove overhead banners on W. Maumee Street and Siena Heights Drive in the City of Adrian; and

WHEREAS, there is a continued demand for the use of overhead banners in the City of Adrian to advertise various local activities; and

WHEREAS, city staff has proposed a Banner Permit Policy to address issues involving the conditions for said banners and an appropriate fee to be charged for the installation and removal of the banners by city personnel.

NOW, THEREFORE, IT IS HEREBY RESOLVED that the attached Banner Permit Policy and proposed fee be, and is hereby, approved by the Adrian City Commission.

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

R-7



COMMUNITY DEVELOPMENT - HOUSING

MEMO

DATE: 9/10/2008

TO: Dane Nelson, City Administrator

THROUGH: Chris Atkin, Community Development Director

FROM: Sue Laughlin, Housing Rehabilitation

SUBJECT: Rental Rehabilitation Grant

A resolution has been prepared for consideration by the Adrian City Commission at the September 15, 2008 meeting that would allow the City of Adrian to submit an application to the Michigan State Housing Development Authority (MSHDA) for a Rental Rehabilitation Grant in the amount of \$300,000.

This rental rehabilitation program would provide funding to landlords in the downtown district or neighborhood adjacent to the downtown district within the City of Adrian for renovation of existing units for low to moderate income households or for renovation of vacant 2nd and 3rd floors above commercial space in the downtown.

It is the recommendation of the Housing Staff and the Community Development Director that the City Commission approve the attached resolution. Participation in this program would further the goals of the Community Development Department in the City of Adrian Comprehensive Plan. Specific program guidelines will be developed and presented if/when the recommendation is approved by the City Commission.

R-1

R08-132

September 15, 2008

RE: DEPARTMENT OF COMMUNITY DEVELOPMENT - Authorization for City of Adrian to submit Rental Rehabilitation Grant application to Michigan State Housing Development Authority (MSHDA)

RESOLUTION

WHEREAS, the Community Development Department of the City of Adrian requests authorization to submit an application for a Rental Rehabilitation Grant from the Michigan State Housing Development Authority (MSHDA); and

WHEREAS, the target area will be the downtown district or an area adjacent to the downtown district; and

WHEREAS, in an effort to foster housing opportunities for low to moderate income families and address specific community needs, the improvement of rental properties in this area fosters Housing and Community Development goals in accordance with the City of Adrian's Comprehensive Plan; and

WHEREAS, the Finance Director has reviewed the proposed grant application and finds that the total request amounts to \$300,000, with no local match requirement; and

WHEREAS, the Community Development Director and City Administrator recommend approval of this resolution.

NOW, THEREFORE, BE IT RESOLVED that the Adrian City Commission hereby authorizes the Community Development Department to submit an application for rental rehabilitation to MSHDA in the amount of \$300,000.

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

MISCELLANEOUS

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

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

WEEK END:	AUG 1	AUG 8	AUG 15	AUG 22	AUG 29	TOTAL
MONDAY	0	380	310	279	292	1261
TUESDAY	0	308	277	270	295	1150
WEDNESDAY	0	288	305	274	266	1133
THURSDAY	0	288	278	250	261	1077
FRIDAY	367	337	287	280	321	1592
		1601	1457	1353	1435	6213

SERVICE DAYS	AUG 2008 (21)	AUG 2007 (23)	+/-	JULY 2008 (22)
SENIORS	918	907	11	978
HDCP SENIORS	1004	1065	-61	1161
HANDICAPPED	2859	3125	-266	3031
WHEELCHAIRS **	275	192	83	324
GENERAL	1432	1281	151	1547
	6213	6378	-165	6717

SEPTEMBER	2006	6328	2007	6071	-4%
OCTOBER	2006	7117	2007	7357	3%
NOVEMBER	2006	6597	2007	6718	2%
DECEMBER	2006	6610	2007	6171	-7%
JANUARY	2007	7633	2008	7616	0%
FEBRUARY	2007	6833	2008	7452	9%
MARCH	2007	7656	2008	7027	-8%
APRIL	2007	6705	2008	7135	6%
MAY	2007	6778	2008	6957	3%
JUNE	2007	6023	2008	6707	11%
JULY	2007	5775	2008	6717	16%
AUGUST	2007	6378	2008	6213	-3%
		80433		82141	2%

** WHEELCHAIR TOTALS ARE INCLUDED IN HANDICAPPED PASSENGER TOTALS

M-4

DEPARTMENTAL REPORT

SEPTEMBER 15, 2008

	AUGUST 2008	JULY 2008	AUGUST 2007	YEAR-TO-DATE 2008	YEAR-TO-DATE 2007
POLICE DEPARTMENT					
Complaints Answered	1,020	975	1,166	6,389	8,027
VIOLATIONS					
Moving Citations	634	84	205	1,401	1,348
3-6 am Parking Tickets	80	76	217	745	1,142
Non-Moving Citations	23	10	12	111	138
Downtown Parking Tickets	120	467	641	2,833	4,510
TOTAL VIOLATIONS	857	637	1,075	5,090	7,138
ARRESTS	118	103	183	1,019	1,174
FIRE DEPARTMENT (See M-4)					
INSPECTION DEPARTMENT					
Building Permits	43	62	53	323	332
Electrical Permits	20	33	36	159	263
Mechanical Permits	16	22	16	163	204
Plumbing Permits	8	10	11	52	80
Sidewalk Permits	19	8	9	32	36
Sign Permits	6	6	9	47	82
TOTAL PERMITS	112	141	134	776	997
Estimated Bldg.Costs	\$4,464,309	\$1,258,533	\$229,082	\$9,244,817	\$6,540,055
PARKING SYSTEM					
Meters in Operation	232	232	232	232	232
Parking Assessment	\$0	\$0	\$4,592	\$22,393	\$30,739
Lot Revenue	\$426	\$1,543	\$1,607	\$5,603	\$13,768
Street Revenue	\$0	\$0	\$0	\$0	\$0
Misc. Revenue	\$8	\$9	\$2	\$56	\$23
Permits	\$763	\$300	\$475	\$28,426	\$37,852
Fines	\$470	\$1,290	\$3,435	\$13,218	\$28,851
Token Sales	\$0	\$0	\$0	\$0	\$0
Contribut-GenFund	\$0	\$0	\$0	\$66,000	\$6,000
TOTAL REVENUE	\$1,667	\$3,142	\$10,111	\$135,696	\$117,233
WASTE WATER DEPARTMENT					
M. G. Pumped	137.890	185.717	191.198	1,492.315	1,041.843
Cost of Plant Operation	*	\$182,362	\$175,075	\$1,529,709	\$1,876,951
WATER DEPARTMENT					
M. G. Pumped	102	95	90	663	628
Number of Customers	6,328	6,310	6,441		
M. G. Sold Revenue	Industrial	Commercial	Residential	Other	TOTAL
	\$26,784	\$71,106	\$122,930	\$91,858	83,078
					\$312,678

*Figure not available

M-3

FIRE REPORT
Month of August, 2008

	This Month	Last Month	Last Year	To Date This Year	To Date Last Year
Structure Fires	4	0	0	19	18
Loss	\$45,000	\$0	\$0	\$158,000	125500
Vehicle Fires	3	0	4	6	9
Loss	\$0	\$0	\$3,000	\$2,000	\$9,000
Other Fires	11	2	2	25	16
Loss	\$3,000	\$0	0	\$3,000	800
Smoke & Odor	10	10	5	48	42
False Alarms	6	6	14	53	61
Hazardous Conditions	2	8	15	85	99
Other	9	12	17	90	104
Medical Emergencies	184	153	161	1181	1141
Vehicle Accidents	8	9	12	68	66
Total Runs	237	200	230	1577	1558
Total Fire Loss	\$48,000	\$0	\$3,000	\$163,000	\$135,300