



**CITY COMMISSION
MEETING
July 15, 2013**



PRE-MEETING AGENDA

**ADRIAN CITY COMMISSION
AGENDA
PRE-MEETING STUDY SESSION
MONDAY,
JULY 15, 2013**

The City Commission will meet for a pre-meeting study session on Monday, July 15, 2013 at 5:30 p.m. at the City Chambers at 159 East Maumee Street, Adrian, Michigan.

1. Discussion of Street Closure Policy.
2. Other items as time permits.



COMMISSION AGENDA

AGENDA
ADRIAN CITY COMMISSION
JULY 15, 2013
7:00PM

- I. MOMENT OF SILENCE AND PLEDGE OF ALLEGIANCE TO THE FLAG
- II. ROLL CALL
- III. APPROVAL OF THE MINUTES OF THE JULY 1, 2013 REGULAR MEETING OF THE ADRIAN CITY COMMISSION.
- IV. PRESENTATION OF ACCOUNTS
- V. PUBLIC COMMENT ON AGENDA ITEMS
- VI. CONSENT AGENDA
 1. **CR13-043. Fire Department.** Resolution to award a bid for the annual purchase of fire department uniforms.
 2. **CR13-044. Community Development.** Resolution to set a public hearing for Monday, August 5, 2013 to hear and consider comments regarding the establishment of Commercial Rehabilitation District #5 at 136 S. Main Street.
 3. **CR13-045. Community Development.** Resolution to set a public hearing for Monday, August 5, 2013 to hear and consider comments regarding the application of Chemtura for an Industrial Facilities Tax Exemption Certificate.
 4. **CR13-046. City Clerk.** Resolution to reappointment individuals to the Election Commission.
 5. **CR13-047. Fire Department.** Resolution to approve the Fireworks Display Permit for August 3rd or 4th, 2013, requested by the Christian Family Centre.
- VII. REGULAR AGENDA
 - A. ORDINANCES.
 1. **Ord. 13-011.** Second reading and adoption of an ordinance to amend the City of Adrian Zoning/Development regulations to rezone 715 N. Main Street.
 2. **Ord. 13-012.** Second reading and adoption of the Sign Ordinance (amendments proposed by Commissioner Jacobson).
 3. **Ord. 13-013.** Introduction of an ordinance to amend the City of Adrian Zoning/Development regulations to rezone 350 W. Maple Ave.

4. **Ord.13-014.** Introduction of the Sign Ordinance (amendments proposed by Commissioner Berryman-Adams).

B. SPECIAL ORDERS

5. **SO-1.** Public hearing to hear and consider comments to the proposed establishment of a Special Assessment District (SAD # 387) for improvements to Haan Street from Beecher to the Dead-end.

C. RESOLUTIONS

1. **R13-164. Engineering.** Resolution to establish Special Assessment District # 387 for improvements to Haan Street from Beecher to the Dead-end.
2. **R13-165. Engineering.** Resolution to approve a contract change order for the City's asphalt paving program for 2013 to include Enterprise Drive from Industrial Drive to the dead-end.
3. **R13-166. Information Technology.** Resolution to authorize the City Administrator to execute a contract with Oopgo, Inc. for redesign and update of the City website.

VIII. MISCELLANEOUS

1. Adrian Fire Department Report.
2. D.A.R.T. Passenger Ridership Report.
3. Departmental Report.
4. Planning Commission Minutes.
5. Zoning Board of Appeals Minutes.

IX. PUBLIC COMMENTS

X. COMMISSIONER COMMENTS



MINUTES

**MINUTES
ADRIAN CITY COMMISSION
JULY 1, 2013
7:00 P.M.**

During a study session held prior to the Commission Meeting, the status of the Sign Ordinance was discussed. Due to the fact that proper verbiage was not supplied to incorporate the amendments that were adopted into the proposed ordinance, the full ordinance was not published within the 10 days required by City Charter. Commissioner Jacobson presented a written proposed sign ordinance that included some changes to the amendments and asked that it be put on the agenda for introduction, with the full Commission able to vote to adopt or reject it at the next Commission meeting on July 15, 2013. Mayor DuMars announced the addition of the ordinance introduction at the beginning of the City Commission meeting.

Official proceedings of the July 1, 2013 regular meeting of the City Commission, Adrian, Michigan.

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

PRESENT: Mayor DuMars and Commissioners Gallatin, Jacobson, Faulhaber and Warren.

ABSENT: Commissioner Berryman Adams and Carrico

Commissioner Warren motioned to excuse Commissioner Berryman Adams, seconded by Commissioner Jacobson and adopted by a unanimous vote.

Commissioner Faulhaber motioned to excuse Commissioner Carrico, seconded by Commissioner Warren and failed by a 2-3-0 vote.

Ayes: Commissioner Faulhaber and Warren

Nays: Mayor DuMars and Commissioners Jacobson & Gallatin

Abstained: None

Mayor DuMars in the Chair.

Commissioner Faulhaber motioned to approve the minutes from the June 17, 2013 Commission meeting; seconded by Commissioner Jacobson, and the motion was carried by a unanimous vote.

PRESENTATION OF ACCOUNTS

Utility Department Receiving Fund Voucher # 3802 through # 3807	\$135,856.07
General Fund Vouchers # 21483 through # 21509	\$285,410.67
Clearing Account Vouchers amounting to	<u>\$288,717.74</u>

TOTAL EXPENDITURES

\$707,984.48

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

PUBLIC COMMENT

1. Frank Hribar – Adrian College – asked the Commission to quit playing games and pass the Sign Ordinance.

CONSENT AGENDA

CR13-041

RE: DEPARTMENT OF PUBLIC WORKS – Pavement Marking Contract Agreement

WHEREAS, on behalf of the Engineering Department, the City of Adrian Purchasing Office has solicited and received bids on Tuesday, June 18, 2013 for the 2013 construction season for execution of the citywide pavement marking program; and

WHEREAS, in response to a Request-for-Proposal, a total of two (2) bids were received, detailed as follows:

	Michigan Pavement Markings, LLC Wyoming, MI	P.K. Contracting, Inc. Troy, MI
Double Yellow, Paint	.15/unit \$5,675.25	.14/unit \$5,296.90
4" Yellow, Paint	.10/unit 4,804.50	.08/unit 3,843.60
4" White, Paint	.10/unit 2,770.20	.08/unit 2,216.16
RR X Symbol w/ 3 Stop Bars, Cold Plastic	700.00/unit 15,400.00	527.00/unit 11,594.00
Left Arrow, Cold Plastic	150.00/unit 5,100.00	75.00/unit 2,550.00
Right Arrow, Cold Plastic	150.00/unit 2,100.00	75.00/unit 1,050.00
"Other" Arrows, Cold Plastic	150.00/unit 2,700.00	130.00/unit 2,340.00
"ONLY" Markings, Cold Plastic	150.00/unit 6,900.00	85.00/unit 3,910.00
"SCHOOL" Markings, Cold Plastic	200.00/unit 4,000.00	140.00/unit 2,800.00
TOTAL	\$49,449.95	\$35,600.66
Traffic Paint Manufacturer	Ennis	Ennis-Flint
Begin Work/Finish Work	30 days/30 days	20 days/5 days

; and

WHEREAS, the City Engineer and City Administrator recommend the acceptance of the low bid of PK Contracting, of Troy, MI. for the bid of \$35,600.66 and engagement in the City's Standard Professional Services Contract for execution of the citywide pavement marking program; and

WHEREAS, the Finance Director indicates that sufficient funds are available for this purpose in the Major Street Fund account (202-474.00-813.000).

NOW THEREFORE BE IT RESOLVED that the Adrian City Commission, by this resolution, hereby authorizes the acceptance of the low bid of PK Contracting, of Troy, MI. for the bid of \$35,360.66 and engagement in the City's Standard Professional Services Contract for execution of the citywide pavement marking program.

CR13-042

RE: ENGINEERING DEPARTMENT – Set Public Hearing for Establishment of Special Assessment District for Improvements to Haan Street from Beecher Street to the Dead-end

WHEREAS, the City Engineer and City Administrator has recommended that Haan Street from Beecher Street to the Dead-end be improved by the construction of curb & gutter, driveway approaches and other appurtenances on a special assessment basis, will prepare and file plans and specifications for the proposed construction during the 2014 construction year, and has prepared and filed a report and recommendation relating thereto pursuant to the provisions of Section 1.2025 of the Adrian City Code.

NOW, THEREFORE BE IT RESOLVED:

1. That the City Commission deems and declares its intention to improve Haan Street from Beecher Street to the Dead-end.
2. That the estimated cost thereof is \$79,000
3. That \$20,000 of the said estimated cost shall be defrayed by special assessment and \$59,000 shall be paid by local street funds.
4. That the proposed special assessment district shall include the following land and premises:

Special Assessment Properties

Haan Street from Beecher Street to the Dead-end

5. That special assessment to defray the cost of the proposed improvements shall be levied on the lands and premises within the proposed special assessment district (SAD # 387) according to frontage and/or sideage.
6. That the report of the City Administrator be filed with the City Clerk forthwith for public examination.
7. That the City Commission will meet in the City Chambers Building, 159 E. Maumee St., Adrian, MI, at 7:00 p.m. on Monday, July 15, 2013 for the purpose of hearing and considering comments to the proposed improvements of to the inclusion of any property with the proposed special assessment district.

8. That the City Clerk will mail notice of the intent to make said improvements to all interested parties pursuant to the provisions of Section 1.260 of the Adrian City Code.

On motion by Commissioner Jacobson; seconded by Commissioner Gallatin, Consent Agenda resolutions CR13-041 & CR13-042 are adopted by a unanimous vote.

REGULAR AGENDA

ORDINANCES

Ord. 13-012 – Introduction of an ordinance to amend Article XXX – Signs of the Zoning/ Development Regulations.

Mayor DuMars gave a brief description of the how the sign ordinance was adopted at the last meeting and that the amendments were introduced verbally but were not written into an actual ordinance. Since no written ordinance was provided to the City Clerk, it was not possible to publish the text of a new sign ordinance, as required by City Charter to be completed within 10 days. Commissioner Jacobson then presented a copy of a proposed sign ordinance with some changes to the amendments adopted at the last meeting and asked that it be put on for introduction. This will allow the full Commission to vote on its adoption at the next meeting. Commissioner Faulhaber stated that he felt this to be an unfair process but appreciated that the full Commission would be able to vote in two weeks.

SPECIAL ORDERS

SO-1 Public hearing to hear and consider comments to the proposed establishment of Commercial Rehabilitation District # 4, at 964 Caton.

Mayor DuMars opened the public hearing and the following person commented:

Chris Miller, DDA Director, wanted to make sure that he Commission knew that this action was to establish a Commercial Rehabilitation District and encouraged the Commission to approve the request.

The Mayor then declared the hearing closed.

RESOLUTIONS

R13-158

RE: COMMUNITY DEVELOPMENT – Create Commercial Rehabilitation District # 4 – 964 Caton

WHEREAS, a Public Hearing has been held to hear and consider objections to the establishment of Commercial Rehabilitation District # 4 within the City of Adrian, pursuant to

the provisions of Act 210 of the Public Acts of Michigan, 2005, as well as PA 81 and PA 82 of 2011; and

WHEREAS, it appears that the establishment of such a district is consistent with the objective of encouraging commercial redevelopment and economic expansion leading to increased employment opportunities for the citizens of Adrian; and

WHEREAS, the Adrian City Clerk, pursuant to PA 210 of 2005 did provide the county of Lenawee and the owners of all real property within the proposed Commercial Rehabilitation District written notice by certified mail, and on behalf of the City Commission did provide public notice of a hearing on the establishment of the Commercial Rehabilitation District, and that the establishment of a Commercial Rehabilitation District would be considered at a meeting of the Adrian City Commission on Monday, July 1, 2013; and

WHEREAS, the City of Adrian held a Public Hearing at which those owners and other residents or taxpayers had the right to appear and be heard regarding the establishment of a Commercial Rehabilitation District encompassing the property located at 964 Caton; and

WHEREAS, objections to the establishment of said District have been heard and duly considered.

NOW, THEREFORE, BE IT RESOLVED that the City Commission hereby declares established Commercial Rehabilitation District # 4 pursuant to said Act 210 of the Public Acts of Michigan, 2005, as well as PA 81 and PA 82 of 2011, which District shall consist of that portion of the land hereinafter described which lies within the corporate limits of the City of Adrian:

XAO – 340 – 0063 - 00

On motion by Commissioner Warren, seconded by Commissioner Faulhaber, this resolution was adopted was by a 4-0-1 vote.

Ayes: Mayor DuMars & Commissioners Gallatin, Warren & Faulhaber

Nays: None

Abstained: Commissioner Jacobson

R13-159

RE: DEPARTMENT OF PUBLIC WORKS – Authorization to Purchase One (1) Single Axle Dump Truck with Underbody Plow

WHEREAS the Adrian City Commission, by Resolution # 13-030 dated April 15, 2013, adopted the FY2013-14 Budget and General Appropriations Act, which included \$130,000 to purchase a single axle dump truck w/underbody plow package to replace an existing vehicle of similar size and use; and

WHEREAS the Purchasing Office, in collaboration with the City Engineer, secured competitive pricing through the Michigan State Cooperative Purchasing Program (MI-Deal) for acquisition of the aforementioned vehicle from Tri-County International Truck, Jackson, MI for the cost of \$115,185.00.00; and

WHEREAS the Finance Director indicates that sufficient funds are available in the FY2013-14 Motor Pool Fund for this purpose (account # 662-441.62-977.000); and.

WHEREAS the City Engineer and City Administrator recommend waiver of the bid process, in the best interests of the City, and acquisition of one (1) single axle dump truck w/underbody plow through the Michigan State Cooperative Purchasing Program (MI-Deal), at a cost not to exceed \$115,185.00.

NOW THEREFORE BE IT RESOLVED that the Adrian City Commission, by this resolution, hereby authorizes the acquisition of one (1) Single Axle Dump Truck w/underbody plow package through the Michigan State Cooperative Purchasing Program (MI-Deal), at a cost not to exceed \$115,185.00.

BE IT FURTHER RESOLVED that, in the best interests of the City and in accordance with the provisions of Chapter 12 of the City Charter and Chapter 9 of the Codified City Ordinances, the competitive bid process be waived.

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

R13-160

RE: DEPARTMENT OF PUBLIC WORKS – Design/ Survey Services – Division Street

WHEREAS the City of Adrian Engineering Department solicited a sole source price for engineering services to complete survey and design of Division Street from Dawes to Parkview from Associated Engineers and Surveyors (AES); and

WHEREAS in 2009 AES had begun work for this project and completed much of the initial survey work and investigations. During the investigations it was determined that more work would be required than the funds that were available at that time and the project was suspended until funds became available; and

WHEREAS the City Engineer requested 2014 funds through the Michigan Department of Transportation's (MDOT) Small Urban grant funds. This grant will provide \$363, 000 with a minimum city match of \$76,500; and

WHEREAS the City Engineer and City Administrator recommend that the City Commission waive the bid process and accept the sole source price of \$7,900 from Associated Engineers and Surveyors, Adrian, MI to complete the field survey work, preliminary design and cost estimates and submittal of final documents in compliance with Michigan Department of Transportation (MDOT) requirements and engagement in the City's Standard Professional services Contract; and

WHEREAS the Finance Director indicates that sufficient funds are available for this purpose in the FY2013-14 Major Street Fund (202) Budget (Account # 202-451.09-801.203).

NOW THEREFORE BE IT RESOLVED that the Adrian City Commission, by this resolution, hereby waives the bid process and authorizes the acceptance of the sole source price from Associated Engineers and Surveyors, Adrian, MI for engagement in the City's Standard Professional services Contract at a cost not to exceed \$7,900.00 to complete the

field survey work, preliminary design and cost estimates and submittal of final documents in compliance with Michigan Department of Transportation (MDOT) requirements.

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

R13-161

RE: ENGINEERING DEPARTMENT – Approval of Metro Act Application from D&P Communications

WHEREAS, D&P Communications has requested approval of their application per the Metropolitan Extension Telecommunications Rights-of-Way Oversight Act (METRO Act) Right-of-Way Permit for a period of fifteen (15) years with three (3) subsequent renewal terms of five (5) years to allow them to work within the City of Adrian rights-of-way; and

WHEREAS, the City Engineer and City Attorney have reviewed the application and recommend D&P Communications application be approved.

NOW, THEREFORE, BE IT RESOLVED that the Adrian City Commission, by this resolution, does hereby approve D&P Communication's METRO Act application for a period of fifteen (15) years with three (3) subsequent renewal terms of five (5) years to allow them to work within the City of Adrian rights-of-way under the terms and conditions as outlined in the standard Bilateral METRO Act Permit; and

BE IT FURTHER RESOLVED that the City Administrator executes the said permit with D&P Communications.

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

R13-162

RE: DEPARTMENT OF FINANCE –FY2012-13 Fourth Quarter Budget Amendments

WHEREAS Public Act 621 of 1978, the Uniform Budgeting and Accounting act for Local Units of Government, provides for adjustments to the Adopted Budget; and

WHEREAS the Financial Forecast, prepared by the City of Adrian's Finance Department, has identified several variances between current projections and Estimated Revenues and Appropriations included in the Adopted and Amended FY2012-13 Budget, and recommends appropriate budget amendments; and

WHEREAS the recommended budget amendments comply with the Uniform Budgeting and Accounting Act requirement that no appropriations measure may be submitted to the City Commission that would allow total expenditures/expenses, including an accrued deficit, to exceed total estimated revenues, including an available surplus; and

WHEREAS the City Administrator has reviewed the proposed budget amendments and recommends their adoption.

NOW THEREFORE BE IT RESOLVED that the Adrian City Commission authorizes the Department of Finance to amend the FY2012-13 Budget in accordance with the attached schedule entitled City of Adrian FY2012-13 Fourth Quarter Recommended Budget Amendments.

BE IT FURTHER RESOLVED that the resulting Amended Budget shall comply with the Uniform Budgeting and Accounting Act (Public Act 621 of 1978) for Local Units of Government, which requires that no appropriations measure may be adopted in which total expenditures/expenses, including an accrued deficit, exceed total estimated revenues, including an available surplus.

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

R13-163

RE: ENGINEERING DEPARTMENT – Design/ Build LED Lighting Replacement – City of Adrian Library

WHEREAS, on behalf of the Engineering Department, the City of Adrian Purchasing Office has solicited and received bids on Thursday, June 20, 2013 for a design/build contract for the replacement of the existing fluorescent lighting with LED lighting ; and

WHEREAS, in response to a Request-for-Proposal, a total of two (2) bids were received, detailed as follows:

; and

CITY OF ADRIAN, MICHIGAN
 DESIGN/BUILD FOR LIBRARY INTERIOR LIGHTING
 DUE DATE: JUNE 20, 2013

	Clegg Electric Adrian, MI	Brint Electric Toledo, OH
Design/Build LED Lighting	\$148,000.00 Clegg Install	\$95,153.00

WHEREAS the City Engineer and City Administrator recommend the acceptance of the low bid of Brint Electric, of Toledo, OH. for the bid of \$95,153.00 and engagement in the City’s Standard Professional Services Contract for execution of the this contract; and

WHEREAS the Finance Director indicates that sufficient funds are available for this purpose in the Building Space Allocation fund balance (663-738.00-975.000).

NOW THEREFORE BE IT RESOLVED that the Adrian City Commission, by this resolution, hereby authorizes the acceptance of the low bid of Brint Electric, of Toledo, OH. for the bid of \$95,153.00 and engagement in the City’s Standard Professional Services Contract for execution of this Design/Build Contract.

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

PUBLIC COMMENTS

1. Dwayne Doyle – 604 Tabor St – asked for more trash cans at the Lake Adrian fishing site and asked that the gate be taken down.
2. Nancy O'Connor – 1384 Harrison Place – was angry that no one had addressed her complaints about Adrian College and wanted them to do something about the water issues she is having due to the difference in elevation of the old maintenance building and the dirt that is being dumped there.
3. Jack Minster – Feeman Ct – echoed Ms. O'Connor's issues with water that are caused by the College changing the elevation of their property with all of the building they have done.
4. Marine Clark – Vine St – was at the previous meeting to complain about a bill she received for grass collection and wanted to be sure that the Mayor knew that she had paid her taxes.
5. Mary Haddad – 1340 Westwood Dr – also complained about 20 bags of leaves that were picked up and she was fined for – no one told her she would be fined if she did not move the bags from the boulevard.
6. Mr. Brint – Brint Electric – explained to Commissioner Faulhaber the reason why fluorescent bulbs are bad for the environment as they contain mercury. LED lighting lasts longer and is much better for the environment.
7. Andrew Cantu – 1130 E Hunt St – was charged for trash bags that were left out and wondered why he was not told the details of the trash service when he first moved in.
8. John Kuschell – 632 State St – felt that the City needed to find a new way to inform the public about pertinent information; the water bill inserts do not work.
9. Dave Thomas – Culver's – announced that date of the 2nd annual Blues and Brews Festival, which will be October 19th from 3:00pm – 9:00pm.
10. Tomas Guerrero – 629 E Maumee St – asked for clarification as to why Steven's charges \$5 to \$10 dollars when you call ahead of time and why the residents that spoke this evening were charged so much more. It was explained that Steven's made a special trip to pick up the extra trash as they were not notified ahead of time.
11. Haley Doyle – 604 Tabor St – wanted to let the Commission know that a group is forming to help clean up Lake Adrian; there will be a site on Facebook.

COMMISSIONER COMMENTS

There were no Commissioner comments

The next regular meeting of the Adrian City Commission will be held on Monday, July 15, 2013 at 7:00 p.m. in the City Chambers Building, 159 E. Maumee St, Adrian, MI 49221.

Greg DuMars
Mayor

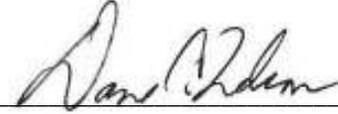
Pat Baker
City Clerk



CHECK REGISTER

July 15, 2013

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



Dane C. Nelson
City Administrator

DCN:mlld

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

Utility Department Vouchers	
Vouchers # 3808 through # 3812	\$116,552.63
General Fund	
Vouchers # 21510 through # 21525	\$371,259.72
Clearing Account Vouchers	
amounting to.....	<u>\$418,493.42</u>
TOTAL EXPENDITURES	<u>\$906,305.77</u>

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

July 15, 2013

UTILITIES FUND
CHECK REGISTER

CHECK#	AMOUNT	PAYEE	DESCRIPTION
3808	\$ 48,143.01	City of Adrian Clearing	7/1/13 AP Check Run
3809	\$ 54,027.26	Consumers Energy	June 2013 Electric
3810	\$ 65.54	Frontier	July 2013 Telephone
3811	\$ 57,150.60	City of Adrian Payroll	Payroll w/e 7/5/13
3812	\$ 5,309.23	City of Adrian Payroll	Payroll w/e 7/5/13
	\$ 164,695.64		
	\$ (48,143.01)	Less: Check 3808	
	\$ 116,552.63	TOTAL	

July 15, 2013

July 15, 2013

GENERAL FUND
CHECK REGISTER

CHECK#	AMOUNT	PAYEE	DESCRIPTION
21510	\$ 385.80	City of Adrian Utilities	June 2013 EFT State of Mich
21511	\$ 2,110.80	US Postmaster	Mail Summer Tax Bills
21512	\$ 24.00	Robert Ouellette	Refund ACH for Garbage
21513	\$ 147,938.08	City of Adrian Clearing	7/1/13 AP Check Run
21514	\$ 17.00	American Title Co	Release lein
21515	\$ 26.40	Timothy VanPelt	Refund duplicate payment Trash
21516	\$ 52.80	City of Adrian Taxes	Trash invoices on taxes
21517	\$ 96,230.21	Blue Cross Blue Shield	July 2013 Health Insurance
21518	\$ 26.40	City of Adrian Taxes	Trash invoices on taxes
21519	\$ 32,810.03	Consumers Energy	June 2013 Electric
21520	\$ 633.30	Frontier	July 2013 Telephone
21521	\$ 213,783.45	City of Adrian Payroll	Payroll w/e 7/5/13
21522	\$ 16,015.90	First Federal Bank	Soc Sec w/e 7/5/13
21523	\$ 38.00	Lenawee Co. Register of Deeds	Recording Fees July 2013
21524	\$ 1,146.48	Citizens Gas	May 2013 Heating
21525	\$ 7,959.15	Nola's Transportation	Payroll w/e 7/12/13
	\$ 519,197.80		
	\$ (147,938.08)	Less : Check 21513	
	\$ 371,259.72		

July 15, 2013

EXP CHECK RUN DATES 10/01/2012 - 07/15/2013
BOTH JOURNALIZED AND UNJOURNALIZED
OPEN

Claimant	Amount Claimed	Amount Owed	Amount Rejected
1. ACTING UP THEATER CO.	300.00		
2. ADRIAN AREA CHAMBER OF COMMERCE	192.00		
3. ADRIAN CHARTER TOWNSHIP	198.00		
4. ADRIAN COMMUNICATIONS	168.00		
5. ADRIAN LOCKSMITH & CYCLERY	202.83		
6. ADRIAN MECHANICAL SERVICES CO	718.34		
7. ADRIAN OVERHEAD DOORS	557.74		
8. ADRIAN WATER CONDITIONING INC	19.50		
9. ALLIED WASTE SERVICES #259	1,333.92		
10. ALLIED WASTE SERVICES #259	63.00		
11. AMERICAN OFFICE SOLUTIONS, INC.	58.59		
12. AMERICAN WATER	185.00		
13. ANN ARBOR WELDING SUPPLY	148.14		
14. APPLE MAT RENTAL	231.60		
15. ARCHBOLD EQUIPMENT CO	152.20		
16. ARROWHEAD SCIENTIFIC INC	509.28		
17. ATLH PUBLICATIONS	20.00		
18. AUTO ZONE COMMERCIAL	381.81		
19. AUTOMOTIVE SERVICE CO. INC	82.61		
20. BAKER & TAYLOR BOOKS	108.44		
21. BARRETT'S GARDEN CENTER, INC	40.00		
22. BATTERY WHOLESALE	121.70		
23. GREG BELL CHEVROLET CADILLAC INC	837.48		
24. LAURA BERDYCK	60.94		
25. BERGER CHEVROLET INC	28,270.78		
26. BLACK SWAMP EQUIPMENT	76.50		
27. THE BOOK FARM INC	429.08		
28. BOOK OF THE MONTH CLUB	126.75		
29. BRAKES-N-MORE	2,190.55		
30. BUCK & KNOBBY EQUIP CO INC	2,197.88		
31. C & H DISTRIBUTORS, LLC	1,170.56		
32. CASLER HARDWARE INC	1,879.12		
33. CENGAGE LEARNING	3,424.49		
34. CHIEF SUPPLY	279.55		
35. CITY OF WARREN	35.95		
36. CLASSIC CABINETS & INTERIORS	2,995.00		
37. CLEAN CARE INC	4,429.00		
38. CLEGG ELECTRIC INC.	170.54		
39. CLIFT BUICK-GMC	41.06		
40. COCA-COLA BTLG CO OF MICHIGAN	432.00		
41. COIN-OP SPECIALISTS INC.	112.45		
42. COMCAST	5.38		
43. CONTINENTAL CARBONIC PRODUCTS INC	688.00		
44. CONTINENTAL SERVICE	237.45		
45. DEENA COVEY	150.00		
46. CUTLER DICKERSON CO	142.92		
47. CYNTHIA KAAY ENTERPRISES	250.00		
48. D&P COMMUNICATIONS, INC.	1,703.56		
49. THE DAILY TELEGRAM	2,346.75		

EXP CHECK RUN DATES 10/01/2012 - 07/15/2013
BOTH JOURNALIZED AND UNJOURNALIZED
OPEN

Claimant	Amount Claimed	Amount Owed	Amount Rejected
50. MICHELLE DEWEY	46.58		
51. DEXTER'S INC.	34.02		
52. DISCOVERING MICHIGAN	100.00		
53. DOAN COMPANIES	348.75		
54. JACK DOHENY SUPPLIES INC	320.71		
55. DUNDEE FIRE & SAFETY, INC.	160.00		
56. E & B SALVAGE LLC	6.40		
57. ECLIPSE	30.00		
58. EJ	8,675.70		
59. ENGLEWOOD ELECTRICAL SUPPLY	3.37		
60. FAMILY SERVICE & CHILDREN'S AID	760.50		
61. FASTENAL COMPANY	783.56		
62. FISHER SCIENTIFIC COMPANY LLC	429.21		
63. FITZGIBBONS FLEET FABRICATORS, LTD	4,499.00		
64. GALLANT & SON	21.98		
65. GALL'S INC	528.67		
66. GOODLOCK, TINA	75.70		
67. GORDON FOOD SERVICE	1,369.37		
68. GREAT LAKES BOOK DISTRIB	212.47		
69. GS MATERIALS	3,972.69		
70. HABITEC SECURITY INC	360.24		
71. HASSELBRING CLARK CO.	1,479.00		
72. HEINOWSKI APPRAISAL & CONSULTING	3,000.00		
73. DEREK HELINSKI	65.55		
74. HELMETS R US	314.60		
75. HISTORICAL SOCIETY OF MICHIGAN	65.00		
76. HOSPICE OF LENAWEE	400.00		
77. HUBBARD'S AUTO CENTER INC	587.82		
78. I.T. RIGHT	202.50		
79. INFORMATION TODAY INC	254.45		
80. INTERNATIONAL CITY-COUNTY	880.00		
81. JGM VALVE CORP	5,296.54		
82. JOHN DEERE LANDSCAPES	329.40		
83. JONES CHEMICALS, INC.	3,208.80		
84. K & B ASPHALT SEALCOATING, INC	1,064.00		
85. KAPNICK INSURANCE GROUP	4,540.00		
86. KARLE NURSERY & LANDSCAPING LLC	600.00		
87. KEY GOVERNMENT FINANCE, INC.	35,000.00		
88. MIKE KOPKE	30.00		
89. BRENT KUBALEK	129.29		
90. LANSING SANITARY SUPPLY INC	482.89		
91. LARRY'S MUFFLER	92.00		
92. LENAWEE COUNTY SHERIFF'S OFFICE	90.00		
93. LENAWEE COUNTY TREASURER	20,000.00		
94. LENAWEE TIRE & SUPPLY CO, INC.	723.79		
95. DUSTIN LENT	171.26		
96. LEXIS NEXIS RM INC	150.00		
97. LONG'S OUTDOOR POWER	808.09		

EXP CHECK RUN DATES 10/01/2012 - 07/15/2013
BOTH JOURNALIZED AND UNJOURNALIZED
OPEN

Claimant	Amount Claimed	Amount Owed	Amount Rejected
98. LOWE'S CREDIT SERVICES	1,944.71		
99. MANGO LANGUAGES	2,757.00		
100. MANPOWER OF LANSING MI INC.	614.25		
101. PAUL MCCORMACK	140.00		
102. MCGOWAN ELECTRIC SUPPLY INC	116.24		
103. MEADOWBROOK INSURANCE INC.	2,529.48		
104. MICHIGAN AMATEUR SOFTBALL	2,088.00		
105. MICHIGAN AMMO CO INC	3,835.00		
106. MICHIGAN CAT CORP	18.89		
107. MICHIGAN LIBRARY ASSOC	794.00		
108. MICHIGAN METER TECHNOLOGY GROUP INC	3,720.09		
109. MICHIGAN MUNICIPAL LEAGUE	7,015.00		
110. MICHIGAN PIPE & VALVE INC	239.90		
111. MICHIGAN RURAL WATER ASSOC	675.00		
112. STATE OF MICHIGAN	139.50		
113. MICRO SOURCE INC	40.22		
114. MICROMARKETING LLC	175.30		
115. MIDWEST COLLABORATIVE FOR	125.00		
116. MINE SAFETY APPLIANCE CO	826.28		
117. MOORE MEDICAL LLC	746.58		
118. MUGS N' MORE IMAGING	353.50		
119. BILL MULLALY	50.00		
120. MUNICIPAL EMPLOYEES' RETIRE	85,237.49		
121. NATIONAL GEOGRAPHIC SOCIETY	89.85		
122. NATIONAL GEOGRAPHIC	46.70		
123. NELSON TREE SERVICE INC	23,877.12		
124. NOLA'S TRANSPORTATION	4,633.47		
125. NORTH EASTERN UNIFORMS & EQUIPMENT	676.37		
126. OCCUHEALTH - ADRIAN	193.00		
127. OTIS ELEVATOR COMPANY	1,008.00		
128. PARAGON LABORATORIES INC	123.00		
129. PEERLESS SUPPLY INC	64.90		
130. PITNEY BOWES PURCHASE POWER	3,000.00		
131. PLANTE & MORAN	2,500.00		
132. JOSEPH G POLLARD CO INC	379.88		
133. PRESORT SERVICES INC	1,722.50		
134. PRIORITY ONE EMERGENCY	10,821.00		
135. QUILL CORPORATION	691.68		
136. RADIO SHACK CORP.	17.99		
137. RED PAINT PRINTING LLC	63.75		
138. RONALD REED	58.27		
139. RHINO	387.80		
140. RORICK LANDSCAPING LLC	4,350.00		
141. ROWE PROFESSIONAL SERVICES CO	535.00		
142. SAFEWAY MOVING & STORAGE	254.00		
143. SCHUG CONCRETE CONSTRUCTION INC	2,532.57		
144. SENTINEL	42.99		
145. SHERWIN-WILLIAMS CO	380.34		
146. SOUTHERN MICH. BASEBALL LEAGUE	300.00		

EXP CHECK RUN DATES 10/01/2012 - 07/15/2013
BOTH JOURNALIZED AND UNJOURNALIZED
OPEN

Claimant	Amount Claimed	Amount Owed	Amount Rejected
147. STATE INDUSTRIAL PRODUCTS	270.00		
148. STEVENS DISPOSAL	39,501.02		
149. STEVENSON LUMBER, INC.	8.15		
150. TDS SECURITY, INC	430.50		
151. TELEDYNE ISCO, INC	2,354.00		
152. THOMPSON FOUNDATION	60.00		
153. TRACTOR SUPPLY COMPANY	588.81		
154. THE TRUCK SHOP INC	325.00		
155. TTB CLEANING LLC	3,240.00		
156. U S POSTMASTER	1,800.00		
157. U S POSTMASTER	276.00		
158. UNUM LIFE INSURANCE COMPANY	2,300.56		
159. USA BLUEBOOK	149.71		
160. UTILITIES INSTRUMENTATION SERVICE I	16,382.70		
161. UTILITIES REDUCTION SPECIALISTS INC	358.70		
162. VALERIE VANHEEST	600.00		
163. VERIZON WIRELESS	620.03		
164. VIDACARE	1,735.87		
165. WEISKOPF INDUSTRIES CORP	252.95		
166. WESTERN LIME CORPORATION	5,280.00		
167. WESTFALL SEALCOATING	1,153.00		
168. WHITEFISH SKATE RAMP CO.	2,004.00		
169. WOLVERINE POWER SYSTEMS	198.00		
170. F.B. WRIGHT CO	1,928.47		
171. WRIGHT SIGNS INC.	564.00		
TOTAL ALL CLAIMS	418,493.42		



CONSENT AGENDA



Adrian Fire Department

Memorandum

To: Mayor Greg DuMars, Adrian City Commission
From: Paul G. Trinka
CC: Finance Director Cindy Prue, Assistant Finance Director Scott Holtz
Date: July 5, 2013
Re: 2013 Uniform Bid Recommendation

I concur with the recommendation of Chief Trinka to award the annual bid for the purchase of work uniforms for the Adrian Fire Department to North Eastern Uniforms and Equipment, Inc. of Saline Michigan for uniform shirts, trousers, EMS trousers, EMS shorts, coveralls uniform jackets, EMS jackets, turtleneck shirts, polo shirts, ties, belts and uniform hats, and the bid for tee shirts be awarded to Stitch Wizard Embroidery from Tecumseh, Michigan.

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

Dane C. Nelson
City Administrator

DCN:mld

Captain Jim Dailey and I have reviewed the uniform bids submitted for the Adrian Fire Department. It is our recommendation, based on an estimate of quantities purchased that:

1. North Eastern Uniforms and Equipment, Inc. from Saline, Michigan be awarded the bid for uniform shirts, trousers, EMS trousers, EMS shorts, coveralls, uniform jackets, EMS jackets, turtleneck shirts, polo shirts, ties, belts and uniform hats.
2. Stitch Wizard Embroidery from Tecumseh, Michigan be awarded the bid for tee shirts.

Specifications for uniforms from both of these companies meet or exceed our requirements.

RE: FIRE DEPARTMENT – Annual Uniform Bid

RESOLUTION

WHEREAS, being a part of their regular responsibilities and on behalf of the Fire Department the Purchasing Office solicited and received bids for station uniforms with the following result:

Item	North Eastern Uniform, Saline	Superior Uniform, Toledo	Stitch Wizard, Tecumseh
Long sleeve shirt	\$31.95	36.25	
Short sleeve shirt	27.75	31.50	
Work Trouser	38.25	43.25	
Trouser (alternate)	43.25		
EMS Trouser	44.75	52.25	
EMS Cargo Pant	54.95	62.25	
EMS Shorts	22.00	23.00	
EMS Shorts (alternate)	46.00	52.25	
Coverall	39.50	29.75	
Uniform Jacket	145.75	179.50	
Tee shirts	14.50	No bid	8.00
Sweatshirts	17.50	No bid	
EMS Jacket	299.00	282.50	
Job Shirt	39.25	No bid	53.00
Turtleneck Shirt	25.00	29.75	
Golf Shirt	35.00	No bid	
Tie – clip on	4.00	5.75	
Tie - regular	4	5.25	
Belt – hidden buckle	11.75	15.75	
Belt – Velcro tipped	18.25	25.50	
Uniform hat	55.00	44.25	

WHEREAS, due to the varying quantities, it is difficult to determine the exact amount of the bid, however, it should be noted that the Fire Department’s FY 2013 – 14 Uniform Budget amounts to \$8550; and

WHEREAS, the Fire Chief and the City Administrator recommend that the bid be awarded to North Eastern Uniforms, Saline, MI for the purchase of Elbeco Fire Department uniforms for FY 2013 – 2014 based on their low bid for the widest variety of items typically purchased by the department personnel; and

WHEREAS, the Fire Chief and the City Administrator recommend that the bid be awarded to Stitch Wizard, Tecumseh, MI for FY 2013 – 2014 based on their low bid for tee shirts purchased by department personnel.

NOW, THEREFORE, BE IT RESOLVED, that the Adrian City Commission, by this resolution accepts the bid from North Eastern Uniform, Saline, MI for the purchase of Elbeco Fire Department Uniforms and accepts the bid from Stitch Wizard, Tecumseh, MI for the purchase of fire department tee shirts.

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



MEMO

135 E. Maumee, Adrian, MI 49221-2703

DATE: July 15, 2013

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

FROM: Chris Miller
DDA & Economic Development Coordinator

SUBJECT: Establish Commercial Rehabilitation District #5

On July 12th, 2011 the Governor signed into law legislation that expands the ability of local units of government to define areas in the community as Commercial Rehabilitation Districts. This designation can allow the use of property tax reduction as an incentive for certain projects that meet specific criteria, notably maintenance or increase in employment.

The establishment of Commercial Rehabilitation District #5 at 136 S. Main (Season's) will allow the city to provide a tax abatement commensurate with the renovation of the property, and will mean this recently unused but significant downtown building will be returned to use and made visually more attractive and consistent with the surrounding area.

I encourage the Commission to designate this property as a Commercial Rehabilitation District and am happy to respond to any questions regarding this action.

Best Regards,

Chris Miller
DDA & Economic Development Coordinator

RE: COMMUNITY DEVELOPMENT - Establish Commercial Rehabilitation District # 5 at 136 S. Main

RESOLUTION

WHEREAS, the State of Michigan has adopted the Commercial Rehabilitation Act, Public Act 210 of 2005, as amended; and

WHEREAS, Act 210 as amended provides for creation of Commercial Rehabilitation Districts, and for review and approval of exemption request certificates; and

WHEREAS, the City of Adrian has certain properties that could utilize the economic development tools in PA210 to spur investment and development of projects; and

WHEREAS, city staff have identified 136 S. Main as a likely development site; and

WHEREAS, the property number of 136 S. Main is as follows:

XAO – 100-0243-01; and

WHEREAS, Act 210 requires the legislative body shall give written notice by certified mail to the county in which the property is located, and to the owners of real property within the proposed rehabilitation district and shall afford an opportunity for a hearing on the establishment of the commercial rehabilitation district at which any of those owners or any other resident or taxpayer of the qualified local governmental unit may appear and be heard.

NOW, THEREFORE, BE IT RESOLVED that the Adrian City Commission hereby authorizes the scheduling of a public hearing on Monday, August 5, 2013 at 7:00p.m. in the City Chambers Building, 159 E. Maumee Street, Adrian, MI to receive comments on this matter, and directs the City Clerk to provide notice to the appropriate real property owners and the public as required by Act 210.

On motion by Commissioner _____, seconded by Commissioner _____, this resolution was

_____ by a _____ vote.



MEMO

135 E. Maumee, Adrian, MI 49221-2703

DATE: July 15, 2013

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

FROM: Chris Miller
DDA & Economic Development Coordinator

SUBJECT: Approve IFT hearing request

Chemtura (formerly Bio Lab), at 1406 E. Michigan Street is a chemical manufacturer. They have purchased some replacement equipment, are purchasing several additional pieces, and are requesting an Industrial Facilities Tax Exemption as authorized by PA198 of 1974 as amended. The Act provides 12 years of personal property tax relief on equipment new to Michigan and requires approval of the local unit of government.

Chemtura has been an excellent community partner and employs 42 people at the Adrian plant. This equipment, totaling just under \$370,000, will help them maintain this employment level.

I respectfully request that the City Commission approve this hearing request.

Chris Miller
DDA & Economic Development Coordinator

CR13-045

July 15, 2013

RE: Chemtura– Act 198 Industrial Facilities Tax Exemption Certificate Application Establishment of Public Hearing

Resolution

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

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

WHEREAS, the City of Adrian has received an Industrial Facilities Exemption Certificate request from Chemtura, for an investment of personal property within Adrian Industrial Development District # 22; and

WHEREAS, Act 198 requires notification of the City Assessor and the legislative body of each taxing unit which levies ad valorem taxes on property within said Adrian Industrial Development District # 22, and provision of an opportunity to be heard on this matter prior to consideration of action of the Industrial Facilities Exemption Certificate request.

NOW, THEREFORE, BE IT RESOLVED that the Adrian City Commission hereby acknowledges receipt of said Industrial Exemption Certificate from Chemtura, authorizes the scheduling of a public hearing for Monday, August 5, 2013, 7:00 p.m. in the City Chambers Building to receive comments on this matter, and directs the City Clerk to provide notice to the appropriate taxing units and the public as required by Act 198.

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

CR13-046

July 15, 2013

RE: CLERKS OFFICE – Reappointments to Election Commission

RESOLUTION

WHEREAS, the terms of office of Waneta Raloff, Jane Castle and Margaret Noe on the Election Commission have expired, which has created vacancies on this board; and

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

WHEREAS, Waneta Raloff, Jane Castle and Margaret Noe have expressed a willingness to continue serving on the Election Commission, if reappointed; and

WHEREAS, the Adrian City Commission has given careful consideration to the reappointment of the above-named individuals to the Election Commission.

NOW, THEREFORE, BE IT RESOLVED that the Adrian City Commission does hereby approve the reappointment of Waneta Raloff, Jane Castle and Margaret Noe to the Election Commission for one year terms that will expire in July of 2014.

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



Memorandum

To: Mayor Greg DuMars, Adrian City Commission
City Administrator Dane Nelson

From: Paul G. Trinka

CC: file

Date: July 10, 2013

Re: Fireworks 3 August 2013

The Christian Family Centre has contacted the fire department regarding the fireworks display for this year's event. Colonial Fire Works, the vendor for the display has submitted the paperwork as required, including proof of insurance for the event.

I have reviewed the proposed location of the firing area at Venchurs, Inc. owned property on Industrial Drive. To meet the safe distances from the firing area to the spectators as set forth in the National Fire Protection Association guidelines for safe displays I would recommend the following:

- a. Industrial Drive be closed to all vehicular and pedestrian traffic
- b. No parking be allowed in Venchurs, Inc., Kapnick and the Adrian Nazarene Church parking lot
- c. Security to insure spectators do not walk across the field from the Maple Woods development into the fallout area.

If these conditions and approvals are address the fire department requirements are met.

July 9, 2013

City of Adrian
Pat Baker
135 E. Maumee Street
Adrian, MI 49221

Dear Ms. Baker,

As owners of the property known as Venchurs, 100 Industrial, Adrian, MI, we do hereby give our consent to the fireworks display which is being planned by The Centre and others as part of Community Celebration Day in Adrian, MI on August 3, 2013. We have reviewed the site plan provided by The Centre. We understand that the Venchurs property is located inside the fallout area of the fireworks display, and our building is in close proximity at approximately 350 feet from the shooting location.

The Centre shall secure the proper permits and requirements to safely provide this display. The Fireworks will be supplied and administered by Colonial Fireworks of Clayton, MI with trained and licensed technicians. Colonial Fireworks technicians will completely clean up the shooting area immediately after the display. An insurance policy for \$10,000,000 shall be secured, with Venchurs Inc.; WREIT, Inc. named on the policy as additional insured. A copy of said insurance policy will be provided to all property owners named, as well as to the City of Adrian prior to the event.

Sincerely,

A handwritten signature in black ink, appearing to read "Jeff Wyatt", written over a circular stamp or seal.

Jeff Wyatt
Venchurs, Inc.



Colonial Fireworks Co.

The New Revolution in Fireworks



July 9, 2013

City of Adrian Fire Department
Chief Paul Trinka
208 S. Main Street
Adrian, MI 49221

Dear Chief Trinka:

Thank you in advance for your assistance. Enclosed is the Permit Application Package for the fireworks display on August 3, 2013 (rain date: 8/4) on behalf of Lenawee Christian Centre. This year, we are utilizing the property in front of Venchurs, Inc. (100 Industrial Road); which is approximately 10 yards north of last year's firing site, therefore, no Request for Use of City-Owned Property is necessary.

The Permit Application Package consists of the following:

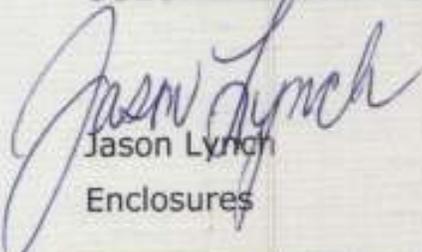
- *Application for Fireworks Display Permit*
- *Permit for Fireworks Display*
- *Site Diagram*
- *Diagram and Firing Site Information Form*
- *Certificate of Insurance*
- *Road Closure Application (previously submitted)*
- *Letter of Permission from Pastor Faulks (Adrian First Church of the Nazarene)*
-

This display will be both manually- and electrically-fired and performed in accordance with NFPA 1123, as amended with no reloading of mortars. The maximum-size shell will be 4 inches.

If you have questions or need additional information, please call me at 877-257-9977.

Sincerely,

COLONIAL FIREWORKS



Jason Lynch
Enclosures

★ MANUFACTURING - 6480 Tomer Rd., Clayton, MI 49235 • 800-882-9323 • Fax 517-436-3269

★ ADMINISTRATION - 5225 Telegraph Rd., Toledo, OH 43612 • 877-257-9977 • Fax 419-476-0929



Application for Fireworks Display Permit
 Michigan Department of Energy, Labor, & Economic Growth
 Bureau of Fire Services
 P.O. Box 30700
 Lansing, MI 48909
 517-241-8847

2013

Authority: Compliance: Penalty:	1008 PA 258 Voluntary Permit will not be issued	The Department of Energy, Labor & Economic Growth will not discriminate against any individual or group because of race, sex, religion, age, national origin, color, marital status, disability, or political beliefs. If you need assistance with reading, writing, hearing, etc., under the Americans with Disabilities Act, you may make your needs known to this agency.	
<input checked="" type="checkbox"/> Public Display		<input type="checkbox"/> Agricultural Pest Control	
		DATE OF APPLICATION July 1, 2013	
NAME OF APPLICANT COLONIAL FIREWORKS FBO CHRISTIAN FAMILY CENTRE		ADDRESS 6480 TOMER RD CLAYTON, MI	AGE (18 or over)
IF CORPORATION, NAME OF PRESIDENT GREG TREMONTI		ADDRESS 500 RIVERSIDE ROSSFORD, OH	
IF A NON-RESIDENT APPLICANT, NAME OF MICHIGAN ATTORNEY OR RESIDENT AGENT MICHIGAN RESIDENT CORPORATION		ADDRESS	TELEPHONE NUMBER
NAME OF PYROTECHNIC OPERATOR AARON DUSSEAU		ADDRESS 4031 SUMMIT ST WESTON, MI	AGE (18 or over) 25
NO. YEARS EXPERIENCE 6+	NO. DISPLAYS 100+	WHERE THROUGHOUT MICHIGAN AND OHIO	
NAME OF ASSISTANT RICHARD LOFFREDO		ADDRESS 62 MORTON ST FALL RIVER, MA	AGE 65
NAME OF OTHER ASSISTANT		ADDRESS	AGE
EXACT LOCATION OF PROPOSED DISPLAY 100 INDUSTRIAL DRIVE, ADRIAN, MI 49221			
AUGUST 3, 2013 RD: 8/4/13		TIME OF PROPOSED DISPLAY DUSK	
KIND OF FIREWORKS TO BE DISPLAYED			
>613	3" AND 4" AERIAL DISPLAY SHELLS		
MANNER AND PLACE OF STORAGE PRIOR TO DISPLAY (Subject to Approval of Local Fire Authorities) COLONIAL FIREWORKS COMPANY VEHICLE			
AMOUNT OF BOND OR INSURANCE (To be set by local government) \$10 MILLION		NAME OF BONDING CORPORATION OR INSURANCE COMPANY BRITTON GALLAGHER & ASSOC	
ADDRESS OF BONDING CORPORATION OR INSURANCE COMPANY 1375 EAST 9TH STREET CLEVELAND OH			
SIGNATURE OF APPLICANT Jason Lynch (electronically signed)			

* FORM IS VALID FOR YEAR SHOWN ONLY *

Permit for Fireworks Display
 Michigan Department of Energy, Labor & Economic Growth
 Bureau of Fire Services
 Office of the State Fire Marshal
 P.O. Box 30700
 Lansing, MI 48909
 517-241-8847

2013

Authority: 1968 PA 358	The Department of Labor & Economic Growth will not discriminate against any individual or group because of race, sex, religion, age, national origin, color, marital status, disability, or political beliefs. If you need assistance with reading, writing, hearing, etc., under the Americans with Disabilities Act, you may make your needs known to the agency.
Compliance: Required	
Penalty: Misdeemeanor	

This permit is not transferable. Possession of this permit authorizes the herein named person to possess, transport and display fireworks in the amounts, for the purpose of and at the place listed below only.

<input checked="" type="checkbox"/> Public Display	<input type="checkbox"/> Agricultural Pest Control
--	--

ISSUED TO COLONIAL FIREWORKS COMPANY	AGE (18 or over)
--	------------------

ADDRESS 6480 TOMER RD CLAYTON, MI

NAME OF ORGANIZATION, GROUP, FIRM, OR CORPORATION CHRISTIAN FAMILY CENTRE

NUMBER AND TYPES OF FIREWORKS >613 3" AND 4" AERIAL DISPLAY SHELLS

EXACT LOCATION OF DISPLAY 100 INDUSTRIAL DRIVE, ADRIAN, MI 49221
--

CITY, VILLAGE, TOWNSHIP CITY OF ADRIAN	DATE AUGUST 3, 2013 RD: 8/4/13	TIME DUSK
--	--	---------------------

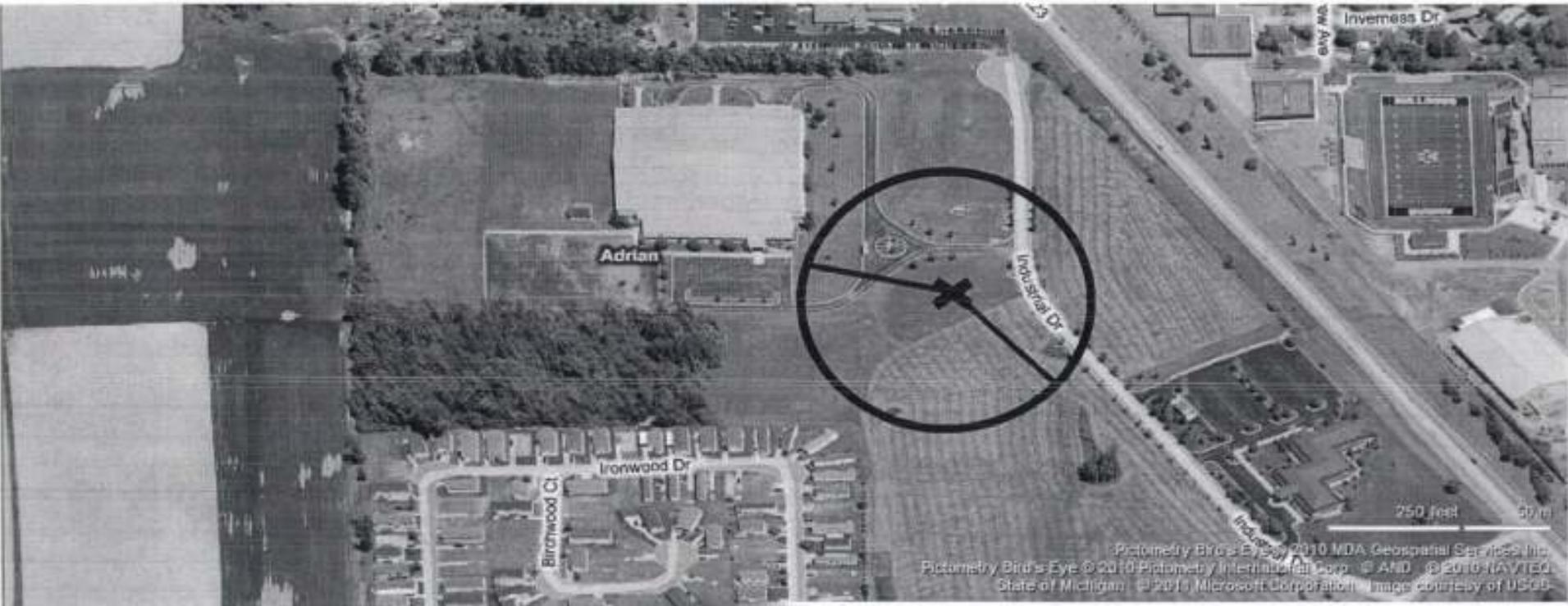
BOND OR INSURANCE FILED <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	AMOUNT \$10 MILLION
--	-------------------------------

Issued by action of the	<input type="checkbox"/> council	<input type="checkbox"/> commission	<input type="checkbox"/> board of
<input type="checkbox"/> city	<input type="checkbox"/> village	<input type="checkbox"/> township of _____	on the _____ day of _____
_____ 20____			
_____ (Signature and Title of Council/Commission/Board Representative)			

* THIS FORM IS VALID FOR THE YEAR SHOWN ONLY *

**COLONIAL FIREWORKS
LENAWEE CHRISTIAN FAMILY CENTRE
CITY OF ADRIAN INDUSTRIAL COURT
AUGUST 3, 2013**

 Firing Site - 3" & 4" aerial shells
560' diameter circle
280' radius (4" maximum)



The display will be limited to 4" maximum aerial display shells, manually-and electrically-fired in accordance with NFPA 1123 as amended.

City of Adrian

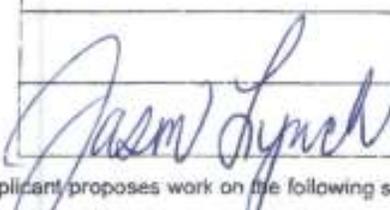
Application for Permit to

- Dig in right-of-way outside pavement
- Hang banner

- Dig in right-of-way within pavement
- Erect and maintain detour

Close street

Temporary construction

	Owner	Contractor
Print or Type Name		Colonial Fireworks Co.
Address		5225 Telegraph Rd Toledo OH
Phone		419-478-4945
Cell		
Fax		
Email		
Signature		Jason Lynch

The above applicant proposes work on the following streets Industrial Dr.

Nature of work Close Industrial Dr. for Fireworks Display - Sat. August 3, 2013 - Christian Family Centre Work Begins 8:30:00pm, Work Ends 8:30:30pm.

This permit application covers only the work anticipated. Any additional work requires a modification to the permit. The work is subject to the following conditions:

- 1) All work is to be performed at no cost to the City.
- 2) Owner accepts responsibility for the work. Any work performed by the City to secure or finish the work shall become a single lot assessment to the applicant's property.
- 3) Contractor and owners are responsible for all necessary precautions to prevent injury or damage to persons or property.
- 4) Provide and maintain all traffic control devices stipulated in either:
 - a) Owners supplied traffic management plan
 - b) The City mandated traffic management plan **NO SIGNS WILL BE PROVIDED BY THE CITY.**
- 5) Proof of insurance and restoration bond shall either be provided by the applicant or be on file with the City.
- 6) Contractor or owner to call MISS DIG prior to commencement of any work.
- 7) Permit to close any street in the DDA district requires a resolution of the Adrian City Commission.
- 8) Utility work, water and/or sewer, require separate permitting and inspection from the City Utilities Department.

Additional Information

Needed	Supplied	Due	Paid	Construction Plans Fee	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Deposit on Restoration	\$500.00
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Storm Sewer Tap	\$50.00
		<input type="checkbox"/>	<input checked="" type="checkbox"/>	Base Permit Fee	\$35.00

Supplemental Specifications

- | | |
|---|--|
| <p>1) The applicant shall allow the City Engineer or his Representative on the site at all times to inspect the work</p> <p>2) If an inspector is needed to stay with the work, the cost of the inspection will be paid by the applicant. Failure to pay inspection costs becomes a single lot assessment</p> <p>3) All work shall be performed to MICHSA rules and regulations. Trench protection and shoring shall be the responsibility of the contractor and owner</p> <p>4) All excavated material shall be stored off the right-of-way or removed promptly if excavated from the travel portion of the street. Back fill material shall not be stored in a way to impede the flow of storm water, or within 10 feet of any tree</p> | <p>5) Approved back fill
 MDOT Class II Sand
 ODOT 304 Limestone top 12 inches 98% proctor density
 Alternate: Flowable fill per City of Adrian specs
 Bituminous: 2-1.5 inch lift of approved bituminous material.
 edges
 Finish: Hot rubber joint sealer</p> <p>6) When tree trimming, removal or root cutting is part of the request for permit, it shall be noted on the plans accompanying the application. If tree trimming, removal, or root cutting is approved by the City Forester it shall be the responsibility of the applicant to perform the work and dispose of all logs, brush, limbs, stumps and litter in accordance to manner acceptable to the City Forester. When required, a replacement tree will be planted at permittee's expense</p> |
|---|--|

Boring Requirements

When an underground utility comes within 4 foot or 1 foot for each 1 inch of trunk diameter of the tree, the utility shall bore under the tree the distance required. No looping around a tree shall be allowed. Exceptions to these boring requirements must be approved by the City Forester before the permit is issued

Needed	Signature	Approvals	Date
<input type="checkbox"/> City Engineer	_____		
<input type="checkbox"/> Utilities Dept	_____		
<input type="checkbox"/> Parks & Forestry	_____		
<input type="checkbox"/> Police Chief	_____		
<input type="checkbox"/> Fire Chief	_____		

Details to be followed:

- Driveway
 Pipe Trench
 Curb and Gutter
 Tree Protection

Special Conditions:

Adrian 1st Church of the Nazarene
Pastor: Dr David Fulks, Jr
50 Industrial Dr
Adrian, MI 49221

.....

Adrian First Church of the Nazarene

May 28, 2013

Dear Sir,

Greetings.

I write this letter today in response to the request to have a fireworks display on August 3 (8pm to 10:30 pm). We give permission and have understanding for the shutting down of Industrial Court for said purpose and with the understanding that there is a rain date on August 4th.

God bless and do not hesitate to call me if you have any need for further assistance.

Sincerely,



David Fulks, Jr.
Sr. Pastor

.....

RE: FIRE DEPARTMENT -Authorization for Fireworks Display for Christian Family Centre for Community Celebration Day on August 3, 2013 with a rain date of August 4, 2013

RESOLUTION

WHEREAS, the Adrian Fire Chief has received and reviewed a Fireworks Display Permit from the Christian Family Centre located at 1800 W. US-223, Adrian, MI and Colonial Fireworks of Toledo, Ohio for an annual community celebration on Saturday, August 3, 2013 with a rain date of August 4, 2013; and

WHEREAS, the Fire Chief has identified the location of the firing area to be on property owned by Venchurs, Inc. on Industrial Drive across US-223 from the Adrian College football stadium; and

WHEREAS, the Fire Chief and City Administrator further recommend approval of the requested permit and authorization for the City Clerk to sign said permit, providing the following actions be taken regarding establishment of safe distances for the viewing public in adherence to the National Fire Protection Association guidelines:

1. Industrial Drive be closed to all vehicular and pedestrian traffic;
2. No parking be allowed in Ventures, Kapnick and Adrian Nazarene Church parking lots; and
3. Provision of appropriate security to ensure spectators do not walk across the field from the Maple Woods development into the fallout area.

NOW, THEREFORE, BE IT RESOLVED that the Adrian City Commission, by this resolution, approves the Fireworks Display Permit for August 3, 2013 or August 4, 2013 if the event is delayed by weather, requested by the Christian Family Centre, with the aforementioned provisions in adherence to the National Fire Protection Association Guidelines, authorizing use of Venchurs, Inc. owned property on Industrial Drive for the event and further authorizing the City Clerk to sign said permit.

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



REGULAR AGENDA



STAFF ANALYSIS

ADRIAN CITY PLANNING COMMISSION

DATE: May 23, 2013

CASE: 13-010

APPLICANT: Mr. Glenn P. DeSimone, A.I.A., Architect
Prime Design Systems, Inc.
2397 Old Kent Road
Warren, MI 48091

REQUEST: Rezone Subject Parcel from B-2 Community Business and R-4 Single Family Residential to B-2 Community Business

SUBJECT PARCEL: XA0-255-8020-02
715 North Main Street

DESCRIPTION OF REQUEST

Presently this property has a dual zone. The front of the parcel along North Main Street is zoned B-2 Community Business and the rear portion of the parcel is R-4 Single Family Residential. The applicant requests the entire property be zoned B-2, which would allow for their proposed medical office building.

EXISTING LAND USE/ZONING:

Existing zoning for 715 North Main Street is B-2 Community Business and R-4 Single Family Residential. The zoning designations for the surrounding properties are as follows:

North: B-2 Community Business and R-4 Single Family Residential
South: B-2 Community Business
West: R-4 Single Family Residential (City of Adrian property)
East: B-2 Community Business

FUTURE LAND USE/ZONING

According to the City of Adrian Comprehensive Plan, future land use designation for 715 North Main Street is designated as Park/Recreation. I believe this may be a misprint on the map, because the Plan also shows the properties to the north and south designated as General Commercial.

DEPARTMENT REVIEWS

The standards for rezoning requests as found in Section 28.06 of the City of Adrian Zoning/Development Regulations and listed below for reference:

1. What identifiable conditions related to the application have changed which justify the proposed amendment?

The new owner plans to demolish the existing building to allow for the development of an approximately 4,200 square foot medical office building and necessary off-street parking. As shown on the attached plot plan, the proposed building along with necessary parking would take up a large part of the property, which would extend into the R-4 zoning.

2. What are the precedents and the possible effects of such precedent which might result from the approval or denial of the petition?

No precedents are anticipated with the rezoning of this parcel to entirely B-2. The B-2 zoning is appropriate for this site and would be in keeping with surrounding commercial properties. In 1953 the City rezoned both sides of North Main Street to Commercial from Maple Avenue to the River Raisin 125 feet deep. So this area has been zoned for commercial activities for some time.

3. What is the impact on the ability of the City and other governmental agencies to provide adequate public services and facilities, and/or programs that might reasonably be required in the future if the proposed amendment is adopted?

No known impact on municipal public services or facilities would result from favorable action on this request.

4. Does the petitioned district change adversely affect environmental conditions or the value of the surrounding properties?

This proposed change may affect environmental conditions with more impervious area. According to the applicant's plot plan, the majority of grass area would be removed to allow for parking. The value of the surrounding properties should not be affected by this proposed change. This property is already being used for a commercial business (Appliance Jacks). The parcels to the north are already developed general commercial properties along with one residence. The parcels to the south consist of a veterinary office/clinic, three residential properties and Adrian Locksmith & Cyclery. The land to the east consists of a VFW Post, a chiropractic clinic and one residence. North Main Street (M-52) is a major trunk line through the City and in this area has four lanes to accommodate the large amounts of traffic.

5. What is the ability of the property in question to be put to a reasonable economic use in the zoning district in which it is presently located?

The use of the parcel under the B-2 zoning designation is economically feasible. However, it seems unlikely that the rear of property, designated as R-4, would be developed for single-family residences.

RESOLUTION

WHEREAS, Mr. Glenn P. DeSimone for Prime Design Systems, Inc., has submitted a request for rezoning 715 North Main Street, one parcel identified in the Case File 13-010, from B-2 Community Business and R-4 Single Family Residential to B-2 Community Business; and

WHEREAS, the property presently used as a large appliance sales/repair business, which would be similar; and

WHEREAS, the proposed use of this parcel is for a medical office building, which would be a use by right in the B-2 Community Business District; and

WHEREAS, the City of Adrian Comprehensive Plan Future Land Use Map calls for the designation of Park/Recreation for this parcel, though it is adjacent to the General Commercial designation; and

WHEREAS, the Community Development Department has conducted a review of the applicant’s request in accordance with the review standards found in the Zoning/Development Regulations, Article XXVIII - Amendments pertaining to Official Zoning Map Amendments;

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

BE IT FURTHER RESOLVED that though this request would not be in compliance with the City of Adrian Comprehensive Plan Future Land Use Map, this property is privately owned and being used commercially, and it’s unlikely that it would ever be used as a public park; and

BE IT FURTHER RESOLVED that this rezoning would not have a potentially negative impact on the surrounding properties; and

BE IT FURTHER RESOLVED that since the proposed development would take up the majority of land area of this parcel, the zoning should be consistent with the intended use; and

BE IT FURTHER RESOLVED that the Adrian City Planning Commission finds that the application is in compliance with the standards for Official Zoning Map Amendments; and

BE IT FURTHER RESOLVED that the Adrian City Planning Commission approve the application for rezoning Parcel XA0-255-8020-02; and

BE IT FURTHER RESOLVED that the Adrian City Planning Commission recommends that the Adrian City Commission approve an ordinance to amend the City of Adrian Official Zoning Map in accordance with said findings.

On motion by Planning Commission Member _____, seconded by Planning Commission Member _____, this resolution was adopted by a _____ vote.

Dave Pate, Building Official

ORDINANCE NO. 13-011

AN ORDINANCE TO AMEND THE CITY OF ADRIAN ZONING/DEVELOPMENT REGULATIONS.

The City of Adrian Ordains:

1. That Section 3.1 of Article III of the City of Adrian Zoning/Development Regulations, and the Zoning Map to which reference is therein made, is amended to the extent of deleting the following property hereinafter described from the R-4 Single Family Residential District and B-2 Community Business District and including the same in the B-2 Community Business District.

2. Parcel described as follows:

 LOTS 20 & 25 BLK 8 EX BEG SE COR BLK 8 TH N 63^ 46' W 293.45 FT TH N 26^ 10' E 178.94 FT TH S 61^ 29' E 67.69 FT TH N 26^ 14' E 239.34 FT TH N 47^ 46' W 17.71 FT TO FUR POB TH N 47^ 46' W 386.05 FT TH N 70^ 45' E 52.13 FT TH S 67^ 06' E 235.87 FT TH N 46^ 34' E 114.14 FT TH S 63^ 49' E 59.43 FT TH S 26^ 14' W 26.42 FT TO FUR POB & EX BEG NW COR LOT 23 BLK 8 ASSESSOR'S PLAT NO 11 TH S 25^ 41' W 74.31 FT TH S 64^ 12' E 32.20 FT TH S 26^ 01' W 15.44 FT TH N 64^ 12' W 111.12 FT TH N 26^ 14' E 90.27 FT TH S 63^ 05' E 78.13 FT TO POB

3. More commonly known as: 715 North Main Street

INTRODUCTIONJune 17, 2013

SUMMARY PUBLISHED

ADOPTION

COMPLETED PUBLICATION

EFFECTIVE DATE.....

On Motion by Commissioner _____, supported by Commissioner _____,
 this Ordinance was adopted by a _____ vote.

June 11, 2013

Honorable Mayor
And City Commission:

At their June 4 meeting the Adrian City Planning Commission voted unanimously to recommend to the City Commission the rezoning of 715 North Main Street from R-4 Single Family Residential and B-2 Community Business to B-2 Community Business.

This property is presently Appliance Jack's. The property is to be sold along with 723 North Main Street and the new owner proposes to demolish this existing structure and construct a medical office building. The property at 723 North Main Street would be combined and made a part of this development.

The Planning Commission felt the criteria necessary for this rezoning as described in Section 28.06 of the Zoning/Development Regulations have been met. This property has dual zoning; the proposed development of this property would extend into the R-4 zoning, which is at the rear of the property. This approval would not create any precedents. The B-2 zoning is appropriate for this site and would be in keeping with the surrounding commercial properties. There are no known impacts on public services and this zoning change should not affect the value of surrounding properties. This property is located on a major thoroughfare (M-52), which has four lanes to accommodate large amounts of traffic. The B-2 zoning for this entire parcel is economically feasible and it would seem unlikely that the rear of the property, designated as R-4, would ever be developed for single family residences.

There were no comments from the audience concerning this rezoning request. No telephone calls or written communication was received.

Respectfully submitted,

Denise Cook, Secretary

ORDINANCE NO. 13-012

AN ORDINANCE TO AMEND ARTICLE XXX - SIGNS OF THE ZONING/DEVELOPMENT REGULATIONS

The City of Adrian Ordains:

1. That Article XXX – Signs be amended in its entirety to read as follows:

ARTICLE XXX—SIGNS

SECTION 30.00 - Intent

These regulations establish rules and standards for the construction, location, maintenance and removal of signs. Directional, informational, emergency, or traffic-related signs owned by city, state or federal government agencies are not regulated by this chapter.

The execution of these regulations recognizes that the purpose of this chapter is to protect the dual interest of the public health, safety and welfare and to ensure the maintenance of an attractive physical environment while satisfying the needs of sign users for adequate identification, communication, and advertising. In order that such purposes can be achieved, the following objectives shall be applied for this chapter and any future additions, deletions and amendments:

- A. General. Ensure that signs are located, designed, constructed, installed and maintained in a way that protects life, health, morals, property and the public welfare;
- B. Public Safety. Protect public safety by prohibiting signs that are structurally unsafe or poorly maintained; that cause unsafe traffic conditions through distraction of motorists, confusion with traffic signs, or hindrance of vision; and that impede safe movement of pedestrians or safe ingress and egress from buildings or sites;
- C. Protect Aesthetic Quality of Districts and Neighborhoods. Prevent blight and protect aesthetic qualities by preventing visual clutter and protecting views; preventing intrusion of commercial messages into non-commercial areas; and eliminating signs and sign structures on unused commercial properties. Also, to avoid glare, light trespass, and sky glow through selection of fixture type and location, lighting technology, and control of light levels;
- D. Free Speech. Ensure that the constitutionally guaranteed right of free speech is protected and to allow signs as a means of communication;
- E. Reduce Conflict. Reduce conflict among signs and light and between public and private information systems;
- F. Business Identification. Allow for adequate and effective signage for business identification and other commercial speech, non-commercial speech, and dissemination of public information, including but not limited to, public safety information and notification as may be required by law;
- G. Foster Economic Development. Ensure that signs are located in a manner that does not cause visual clutter, blight, and distraction, but rather promotes identification and communication necessary for sustaining and expanding economic development in the City; and
- H. Recognize Unique Areas. Acknowledge the unique character of certain districts, e.g., the B-3 District, and establish special time, place and manner regulations that reflect the unique aesthetic, historical, and/or cultural characteristics of these areas.

SECTION 30.10 - Definitions

Sign means any words, numbers, figures, presentations, designs, objects, trademarks, inflatables, announcements, pennants, emblems, banners, pictures or other symbols or similar devices which attract attention or make known such things as an individual, firm, profession, business, event, commodity or service and which are visible outdoors at the property line or any right-of-way lines, and shall include any structure designed to be used for such display. For the purpose of removal, such term shall also include sign supports. A sign shall not include any of the above that is customarily affixed to a person or clothing that is being actively worn by a person.

The following definitions are related to the regulation of signs in this ordinance (see end of this section for illustrative examples).

- A. **Abandoned sign** means any sign which for a period of at least 30 days or longer no longer correctly directs or exhorts any person or advertises a bona fide business lessor, owner, product, service or activity.
- B. **Advertising vehicle or trailer sign** means any vehicle or trailer which, as its basic purpose, has the advertisement of products or the direction of people to a business or activity, whether such business or activity is located on or off the premises.
- C. **Animated sign** means a sign that has any visible moving part, flashing or osculating lights, visible mechanical movement of any description, or other apparent visible movement achieved by any means that move, change, flash, osculate or visibly alters in appearance in a manner that is not permitted by these regulations.
- D. **Area of sign** shall be calculated by measuring the area of all sign elements circumscribed by a rectangle, as follows (see graphic next page):
 - i. For a wall sign comprised of individual letters, figures or elements on a wall or similar surface of the building or structure, the area and dimensions of the sign shall encompass a rectangle that forms, or approximates, the perimeter of all elements in the display, the frame, and any applied background that is not part of the architecture of the building.
 - ii. For a freestanding sign, the sign area shall include the sign frame, if any, but shall not include 1) a pole or other structural support unless such pole or structural support is internally illuminated or otherwise so designed to constitute a display device, or a part of a display device. 2) Architectural features that are either part of the building or part of a freestanding structure, and not an integral part of the sign, and which may consist of landscaping, a decorative sign base or structural forms complementing the site in general.
 - iii. Lower case letters with ascenders and descenders that extend beyond the limits of the sign height by a maximum of 12 inches, will not be calculated into the total sign area.
 - iv. In the case of a flat, two-sided sign, only one side shall be used to calculate the sign area. In the case of a multiple-faced sign, the area of all faces shall be considered as one surface. A sign shall be considered flat if there is less than a two-foot space between the two sign panels.
- E. **Ascenders** means the portion of a lowercase letter that rises above the main body of the letter as found in the letters b, d, f, h, k, l, and t.
- F. **Awning sign**— see Canopy Sign
- G. **Banner sign** means a temporary lightweight sign that is attached or imprinted on a flexible surface that deforms under light pressure and that is typically constructed of non-durable

materials, including, but not limited to, cardboard, cloth, and/or plastic.

H. **Billboard** means a large panel for the display of advertising and messages.

I. **Canopy sign** means any sign that is painted on, applied or attached to or hung from a marquee, mansard, awning, canopy or other structure projecting from and supported by the building and extending beyond the building wall.