



PRE-MEETING AGENDA

ADRIAN CITY COMMISSION
AGENDA
PRE-MEETING STUDY SESSION
SEPTEMBER 20, 2010
5:30 P.M.

The City Commission will meet for a pre-meeting study session on Monday, September 20, 2010 at 5:30 p.m. at the City Chambers Building, 159 E. Maumee St., to discuss the following:

- I. Parks and Recreation Master Plan (Survey Attached)*
- Landscape Architects & Planners
- II. Other Items as Time Permits

***PLEASE FILL OUT THE ATTACHED SURVEY PRIOR TO THE PRE-MEETING**

CITY OF ADRIAN
2011-2016 PARKS AND RECREATION MASTER PLAN SURVEY

1. Which City of Adrian Parks and facilities do you use the most? Identify your top 3, with 1 being the park / facility you use the most.

- | | |
|--|--|
| <p>_____ Berry Park (Church/State St.)</p> <p>_____ Burr Ponds Park (Burr St.)</p> <p>_____ Dana Park (S. Winter St.)</p> <p>_____ Dunlap Park (Treat St.)</p> <p>_____ Erie Street Park (Erie/Tecumseh St.)</p> <p>_____ Fee Park (S. Main St.)</p> <p>_____ Heritage Park (M-52)</p> <p>_____ Yew Park (N. Winter St.)</p> <p>_____ Island Park (N. Broad St.)</p> | <p>_____ Kiwanis Trail</p> <p>_____ Library Square (behind Public Library)</p> <p>_____ McFarland Park (E. Maumee)</p> <p>_____ Monument Park (Church St.)</p> <p>_____ Plotter Center (327 Erie St.)</p> <p>_____ Riverside Park (S. McKenzie St.)</p> <p>_____ Bond Pool at Riverside Park</p> <p>_____ Trestle Park (Hunt St.)</p> <p>_____ West Park (Michigan Ave.)</p> |
|--|--|

2. For what reasons do you use these parks/facilities? Check all that apply to each park / facility and list any that are not shown.

Park / Facility	Close to home	Natural Resources	Athletic Facilities	Playground	Shelters	Walking Path	Other (List)
#1							
#2							
#3							

3. Should the City expand its facilities? What facilities should be added? Check all that apply and indicate where you would like them to be located.

	Facility	Location
	Non-Motorized Trails (bike/walk)	
	Mountain Bike Trails	
	Water Access / Boat Launch	
	Fishing	
	Nature Preserve	
	Athletic Facilities	
	Playgrounds	
	Picnic Areas	
	Splash Pad	
	Dog Park	
	Public Gardens (Landscape Display)	
	Other (List) _____	
	The City does not need anymore facilities	

4. Does the City need additional park land? If yes, list location(s) by nearest street intersection.

_____ Yes _____ No

5. What barriers if any prevent you from using the City parks and facilities?

- | | | | |
|-------|----------------|-------|--|
| _____ | Parking | _____ | Distance to Parks |
| _____ | Transportation | _____ | Lack of leisure partner to participate |
| _____ | Accessibility | _____ | Not interested |
| _____ | Limited Time | _____ | No barriers |
| _____ | Awareness | _____ | Other (list) _____ |

6. In which City Parks and Recreation programs do you participate?

- | | |
|--|--|
| <input type="checkbox"/> Aquatics | <input type="checkbox"/> Special Events/Holiday Programs |
| <input type="checkbox"/> Adult Sports | <input type="checkbox"/> Camps |
| <input type="checkbox"/> Fitness | <input type="checkbox"/> Youth Sports |
| <input type="checkbox"/> Enrichment (dance, arts, crafts, etc) | <input type="checkbox"/> Concerts in the Park |
| <input type="checkbox"/> Piotter Center Senior Programs | <input type="checkbox"/> Other (list) _____ |
| | _____ |

7. What programs would you like the Parks and Recreation program to add?

8. Have you or members of your family participated in activities/programs offered by other organizations? If so with who and what program?

9. How well do you think the City maintains its parks and recreation facilities? Check one.

- Good
 Fair
 Poor
 Don't Know

10. Would you be willing to fund a parks and recreation millage for the following? Check all that apply.

- Aquatic Facility
 Maintenance (mowing, etc)
 Capital improvements (construction)
 Operations (i.e. administration)
 I would not support a parks and recreation millage

11. What are your priorities for parks and recreation over the next 5 years?

12. Any other comments or ideas?

13. What is the best way to inform you about activities and services offered by the City Parks and Recreation department? Check all that apply.

- Website
- E-mail
- Flyers
- Direct Mail
- Television

- Parks and Recreation Program Guide
- Newspaper
- Word of Mouth
- Sign
- Other (list) _____

14. What is the closest street intersection to where you live?

15. Including yourself how many people live in your household?

- Adults 18 and over?
- Children from birth to 5 years old?
- Children from 5 to 9 years old?
- Children from 10 to 14 years old?
- Children from 15 to 17 years old
- How many people in the home are employed full time?

16. What is your age? Please check one age group.

- 18-25
- 26-34
- 35-49
- 50-60
- 61-74
- 75+

17. What is your gender?

- Male Female

18. How do you get around? Check all that apply.

- Car
- Bus
- Bike

- Walk
- Taxi
- Other (list) _____



COMMISSION AGENDA

**AGENDA
ADRIAN CITY COMMISSION
MONDAY
SEPTEMBER 20, 2010
7:00 P.M.**

1. MOMENT OF SILENCE AND PLEDGE OF ALLEGIANCE TO THE FLAG
- I 1. ROLL CALL
- I I 1. APPROVAL OF MINUTES OF THE SEPTEMBER 7, 2010 REGULAR MEETING OF THE ADRIAN CITY COMMISSION
- I V. PRESENTATION OF ACCOUNTS
- V. COMMUNICATION
 1. **C-1. Community Development.** Communication from the Community Development Director regarding the State's recommendation to award the bid for the "Pearl Street" demolitions to Beal, Inc. of Ann Arbor, MI. Properties to be demolished include 218, 236 and 250 W. Church St; 138 S. Winter St. and 211 Pearl St.
- V I. PUBLIC COMMENTS
- V II. CONSENT AGENDA
 - A. RESOLUTIONS
 1. **CR10-0SS. Housing Department.** Resolution to approve the reappointment of Greg DuMars, Dick Garno and Karol Bolton to the Rehab Review Board for 2-year terms.
 2. **CR10-0S6. Stubnitz Environmental Board (SECPAB).** Resolution to appoint Justin Combs to fill the unexpired term of Robert Gentry (term expires in 2012) and to reappoint Rhea Mills for a 3-year term to the Stubnitz Environmental Education Center Partnership Advisory Board.
 3. **CR10-0S7. Engineering Department.** Resolution to award bid for pavement crack filion various major and local streets.
 4. **CR10-0SS. City Commission.** Resolution to approve the request from the Friends of the Lenawee County Library System to recognize them as a nonprofit organization for the purpose of conducting a raffle on November 23, 2010.
 5. **CR10-0S9. Community Development.** Resolution to set a Public Hearing date to hear and consider comments to approval of an application for an Obsolete Property Rehabilitation Exemption Certificate for Al & Phyllis Wilkerson, owners of 125 E. Maumee St.

6. **CR10-060. Community Development.** Resolution to set a Public Hearing date to hear and consider comments to approval of an application for an Obsolete Property Rehabilitation Exemption Certificate for David and Kim Horstman, owners of 149 N. Main St.

V I I I. REGULAR AGENDA

A. SPECIAL ORDER

1. **SO-1. Engineering Department.** Public Hearing to hear and consider comments to establishment of a Special Assessment District (SAD #383) for improvements on Bent Oak Ave. from Riverside Ave. to the city limits.

B. RESOLUTIONS

1. **R10-116. Engineering Department.** Resolution to approve the establishment of a Special Assessment District (SAD #383) for improvements on Bent Oak Ave. from Riverside Ave. to the city limits.
2. **R10-117. Community Development.** Resolution to approve transfer of ownership of an escrowed 2007 Class C liquor license, licensed business with entertainment and food permit, located at 149 N. Main St., from First Federal Bank of the Midwest to Sauce Italian Grill & Pub, LLC.
3. **R10-118. Community Development.** Resolution to award bid for mowing of Industrial Park and approval of the resulting budget amendments.
4. **R10-119. Police Department.** Resolution to accept Justice Assistance Grant in the amount of \$14,539 for the purchase of in-car video cameras, the utilization of drug forfeiture funds for the grant match and approval of the resulting budget amendments.

I X. MISCELLANEOUS

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

X. PUBLIC COMMENTS

X I. COMMISSION COMMENTS



MINUTES

**MINUTES
ADRIAN CITY COMMISSION
SEPTEMBER 7, 2010
7:00 P.M.**

Official proceedings of the September 7, 2010 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 Clegg, DuMars, Warren, Carrico and Osborne and Steele

Mayor McDowell in the Chair.

Commissioner Clegg moved to approve the minutes of the August 16, 2010 regular meeting of the Adrian City Commission, seconded by Commissioner DuMars, motion carried by a unanimous vote.

PRESENTATION OF ACCOUNTS

Utility Department Receiving Fund Voucher #3313 through #3325	\$ 166,862.01
General Fund Vouchers #20032 through #20063	\$ 446,321.77
Clearing Account Vouchers amounting to	<u>\$2,014,561.49</u>
TOTAL EXPENDITURES	<u>\$2,627,745.27</u>

On motion by Commissioner Steele, seconded by Commissioner DuMars, motion carried by a unanimous vote.

PROCLAMATION

1. Mayor McDowell presented a Proclamation to Julianne Dolan, Director of Fine Arts at Adrian Public Schools, in recognition of Arts Education Week, September 12-18, 2010.

COMMUNICATIONS

1. **C-1. Downtown Development Authority.** FY2009-10 Year End Financial Report
2. **C-2. Administration.** Communication from Comcast on changes in channel lineup.
3. **C-3. Finance.** Update from Finance Director on State Revenue Sharing.

PUBLIC COMMENTS

1. Tom Faulhaber, 419 Budlong St., would like City to go with the lowest bidder on trash; also would like to see some economic incentive for those who recycle.
2. Tim Robertson, Lenawee Economic Development Corp., emphasized the importance of a local landfill and that totes make for a more attractive city.
3. Allen Kern, 1249 Vine St., does not like the tote system, feels that it would be a problem for the elderly to move the totes.
4. Jim May, Stevens Disposal, addressed concerns of the Commission and the public about Stevens and their ability to do the job.
5. Lara Baker, Republic Services employee, mentioned a possible closing of the landfill if Republic loses the contract.
6. Dan Johns, 550 Springbrook, likes the trash service that we have now; does not want it to change.
7. Mike Kortas, 517 W. Maple Ave., does not like that you can't put out building material.
8. Phil Duckham, Modern Waste Systems, mentioned the disadvantages of totes. Feels that the City should go with the lowest bid to protect the integrity of the bid.
9. Jacob Hartman, 986 W. Maple, Republic Services employee, feels the City should do what is right for its citizens and their families.
10. Greg Stalter, Republic Services, mentioned that Clinton has had only positive feedback since going to totes.
11. Bob tenHaaf, Republic Services, said Republic is making a \$700,000 commitment to Adrian with the totes and new trucks.
12. Shannon Clement, 530 Norvell Beach Dr., Republic Services employee, promises to be there for the customer.

CONSENT AGENDA

RESOLUTIONS

RESOLUTION CR10-052

RE: CITY COMMISSION – Designating Representatives for Voting Purposes at MML Conference

WHEREAS, the Michigan Municipal League's Annual Conference will be held September 21-24, 2010 in Dearborn, MI, at which time votes will be cast for election of trustees, policies and other business that may come before the meeting; and

WHEREAS, the Michigan Municipal League's by-laws state that governing bodies designate one official who will be in attendance at the conference to cast the vote on behalf of their municipality; and

WHEREAS, it further requires that one official be designated as an alternate in the event the other official is unable to cast the vote.

NOW, THEREFORE, BE IT RESOLVED that the Adrian City Commission does hereby appoint Mayor Gary McDowell as the official representative and Commissioner Greg DuMars as the alternate representative to cast votes at the annual MML Conference to be held on the above dates in Dearborn, MI.

RESOLUTION CR10-053

RE: FIRE DEPARTMENT – Authorization to Issue Permit for Fireworks Display at Adrian College on September 11, 2010

WHEREAS, the City of Adrian Fire Chief has received and reviewed an application for a fireworks display permit from Colonial Fireworks for a pyrotechnic display at Adrian College Performance Stadium on September 11, 2010; and

WHEREAS, proper insurance has been obtained through Britton-Gallagher & Associates, Inc. of Cleveland, OH; and

WHEREAS, the site plan has been approved by the Adrian Fire Department and an experienced operator will conduct the display; and

WHEREAS, the Fire Chief and City Administrator recommend approval of the requested permit.

NOW, THEREFORE, BE IT RESOLVED that the Adrian City Commission, by this resolution, approves the fireworks display permit submitted by Colonial Fireworks Company for fireworks at Adrian College on September 11, 2010.

RESOLUTION CR10-054

RE: ENGINEERING DEPARTMENT – Set Public Hearing for Establishment of Special Assessment District for Improvements Bent Oak Ave. from Riverside to City Limits

WHEREAS, the City Administrator has recommended that Bent Oak Ave. from Riverside to the city limits be improved by the construction of curb and gutter, driveway approaches and other appurtenances on a special assessment basis, has prepared and filed plans and specifications for the proposed construction, and has prepared and filed a report and recommendation relating thereto pursuant to the provisions of Section 1.205 of the Adrian City Code.

NOW, THEREFORE, BE IT RESOLVED:

1. That the City Commission deems and declares its intention to improve Bent Oak Ave. from Riverside Ave. to the city limits.
2. That the estimated cost thereof is \$490,000.

3. That \$87,370 of the said estimated cost shall be defrayed by special assessment and \$402,630 shall be paid by major street funds.
4. That the proposed special assessment district shall include the following land and premises:

Special Assessment Properties

Bent Oak Avenue from Riverside Ave. to the city limits

5. That special assessments to defray the cost of the proposed improvements shall be levied on the lands and premises within the proposed special assessment district (SAD #383) according to frontage.
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, September 20, 2010 for the purpose of hearing and considering comments to the proposed improvements or to the inclusion of any property within the proposed special assessment district.
8. That the City Clerk will mail notice of the intent to make the said improvements to all interested parties pursuant to the provisions of Section 1.260 of the Adrian City Code.

On motion by Commissioner DuMars, seconded by Commissioner Carrico, Consent Resolutions CR10-052 through CR10-055 were adopted by a unanimous vote.

REGULAR AGENDA

ORDINANCE

1. **Ord. 10-008. Zoning/Development Regulations.** Second reading and adoption of an ordinance to amend Section 3.1 of Article III of the Zoning/Development Regulations, and the Zoning Map, by deleting the following property from the R-4 Single Family Residential District and including the same in the ERO-Education, Research and Office District. More commonly known as 1040 Elm Street. Will combine this parcel with the Siena Heights University Campus. **Eff. Date: September 22, 2010**

On motion by Commissioner Steele, seconded by Commissioner Clegg, this Ordinance was adopted by a unanimous vote.

There was much discussion on the trash proposals:

- Commissioner DuMars felt that totes were the way to go, many cities use them, and curbside recycling is what people want.
- Commissioner Steele would like to see a clean city with no trash flying around. Also felt it would deter illegal dumping of trash by outside sources.

- Commissioner Osborne felt it is asking too much for the taxpayers to take on the burden of the more expensive totes.
- Commissioner Clegg said that neither proposal met his complete approval, but felt there is no need to get the more expensive trash proposal.
- Mayor McDowell felt that this was not the time to go with the more expensive tote proposal; in the future we may have no choice, but right now we do.

RE: ENGINEERING DEPT. – Refuse/Recycling Collection Services Contract

RESOLUTION R10-107-B

WHEREAS, proposals have been received for refuse and recycling collection services for a term from January 1, 2011 through June 30, 2015; and

WHEREAS, proposals have been carefully reviewed by staff and members of the City Commission.

NOW, THEREFORE, IT IS HEREBY RESOLVED AS FOLLOWS:

1. That the base proposal for weekly collection of refuse is hereby awarded to Republic Services, Inc. for weekly curbside trash collection in either 65 gallon containers or 95 gallon containers, as set forth in its proposal dated July 20, 2010 (**\$7.19 per stop**).
2. That the proposal for recycling is hereby awarded to Republic Services, Inc. for
 - a. ___ bi-weekly curbside single-stream recycling for all city residential customers in 95 gallon containers (**\$2.90 per stop**); or
 - b. ___ a manned recycling center for Saturday drop-off (**\$1,725 per month**); or
 - c. ___ bi-weekly curbside single stream recycling for subscribers (**requires 500 stops - \$4.69 per stop**)

as set forth in its proposal dated July 20, 2010.

3. That the proposal for unlimited bulk item curbside collection to be paid for by residents is awarded to Republic Services, Inc. at the rate of \$10.00 per item as set forth in its proposal dated July 20, 2010.

On motion by Commissioner DuMars to accept the bid from Republic Services, Items #1, #2(a) and 3, seconded by Commissioner Steele, this resolution was **DENIED** by a 2-5-0 vote.

AYES: Commissioners DuMars and Steele

NAYS: Mayor McDowell, Commissioners Osborne, Warren, Carrico and Clegg

ABSTAINED: None

Discussion on Resolution R10-107A included:

- Commissioner Osborne, who felt that this would give the lowest price possible and still provide curbside recycling for those that want it.
- Commissioner Clegg said that with curbside recycling, less trash would be generated and there would be some benefit to those that put out less trash.
- Commissioner Warren requested clarification of the amended resolution.

RESOLUTION R10-107-A

RE: ENGINEERING DEPT. – Refuse/Recycling Collection Services Contract

WHEREAS, proposals have been received for refuse and recycling collection services for a term from January 1, 2011 through June 30, 2015; and

WHEREAS, proposals have been carefully reviewed by staff and members of the City Commission.

NOW, THEREFORE, IT IS HEREBY RESOLVED AS FOLLOWS:

1. That the base proposal for weekly collection of refuse is hereby awarded to Stevens Disposal and Recycling Service, Inc. for
 - a. _____ unlimited weekly curbside trash pickup in bags (**\$6.50 per stop**); or
 - b. _____ weekly curbside trash pickup – maximum of 6 bags (**\$5.50 per stop**)as set forth in its proposal dated July 19, 2010.
2. That the proposal for recycling is hereby awarded to Stevens Disposal and Recycling Service, Inc. for
 - a. _____ bi-weekly curbside single-stream recycling for all city residential customers in 95 gallon containers (**\$2.25 per stop**); or
 - b. _____ weekly curbside single-stream recycling for all city residential customers in 18 gallon bins (**\$2.00 per stop**); or
 - c. _____ a manned recycling center for Saturday drop-offs (**\$3,000 per month**); or
 - d. _____ bi-weekly curbside single stream recycling for subscribers (**requires 500 stops- \$2.50 per stop**) or (**\$3.00 for 300-499 stops**)as set forth in its proposal dated July 19, 2010.
3. That the proposal for unlimited bulk item curbside collection to be paid for by residents is hereby awarded to Stevens Disposal and Recycling Service, Inc. at the rate of **\$5.00 per item** as set forth in its proposal dated July 19, 2010.

On motion by Commissioner Osborne to accept the bid from Stevens Disposal, Items #1(b), #2 (c & d) and #3, seconded by Commissioner Carrico, this resolution was adopted by a 5-2-0 vote.

AYES: Mayor McDowell, Commissioners Osborne, Warren, Carrico and Clegg

NAYS: Commissioners Steele and DuMars

ABSTAINED: None

RESOLUTION R10-108

RE: HUMAN RESOURCES DEPARTMENT – Municipal Employees Retirement System (MERS) of Michigan – Retire/Rehire Policy

WHEREAS, the City of Adrian is a Charter Member of the Municipal Employees Retirement System (MERS) of Michigan, having joined in 1946; and

WHEREAS, as a tax-qualified plan under the Internal Revenue Service (IRS) Code, MERS is required to follow IRS regulations for paying benefits. Such requirements regarding the retirement and rehire of City employees are met by the MERS Board of Directors through the approval and incorporation of Board Rules into Section 31 of the MERS Plan Document; and

WHEREAS, the purpose of the City of Adrian's Retire/Rehire Policy is to provide specific guidance and direction for the administration of the City's employment policies and practices to ensure compliance with the Board Rules (specifically, Section 31 of the MERS Pension Plan Document); and

WHEREAS, the Human Resources Director and City Administrator recommend adoption of this resolution, establishing a Retire/Rehire Policy for the City of Adrian, effective January 1, 2011, consistent with Section 31 of the MERS Pension Plan Document.

BE IT, FURTHER, RESOLVED that administration of the Retire/Rehire Policy for the City of Adrian shall be the responsibility of the Human Resources Department.

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

RESOLUTION R10-109

RE: DIAL-A-RIDE – Approval of MDOT Agreement 2007-0156 for FY2010 to Provide for Federal Operating Funds for Dial-A-Ride Services

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

WHEREAS, a Project Authorization has been proposed, which provides FY2010 Section 5311 Operating Assistance for such service (effective October 1, 2009 and expires September 30, 2010, based on 16% of the estimated eligible costs), which is \$36,090. The maximum amount to be paid will not exceed 16% of the audited costs, and if funds are insufficient to reimburse 16% of audited costs, a new reimbursement percentage will be calculated for all agencies; and be it

RESOLVED, that the City Commission of the City of Adrian does hereby approve the proposed Agreement No. 2007-0156, Authorization No. 12/R1 for FY2010 Section 5311 Operating Assistance; and be it

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

HEREBY, authorizes the Mayor, Gary E. McDowell, and City Clerk, Pat Baker, to execute Authorization #12/R1 for and on behalf of the City of Adrian.

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

RESOLUTION R10-110

RE: DEPARTMENT OF PUBLIC WORKS – Annual Sidewalk Rehabilitation Program

WHEREAS, the Adrian City Commission, by Resolution #10-057 dated May 3, 2010, adopted the FY2010-11 Budget and General Appropriations Act, which included funding to continue the City’s annual Sidewalk Rehabilitation Program; and

WHEREAS, the City Engineer developed bid specifications for approximately 5,710 SF of sidewalk within the area bounded by Park Street, S. Main Street, Michigan Avenue and W. Maumee Street; and

WHEREAS, bids were solicited by the Purchasing Office and four (4) bid proposals were submitted on August 19, 2010, as follows:

Description	Frank’s Amer. Concrete Adrian, MI	Schug Const. Adrian, MI	Quinn Concrete Toledo OH	Andrews Const. Manchester, MI
4” concrete sidewalk-4130 SF	\$ 4.45 SF \$ 18,378.50	\$ 4.59 SF \$ 18,956.70	\$ 5.25 SF \$ 21,682.50	\$ 5.50 SF \$ 22,715.00
6” concrete sidewalk-1580 SF	\$ 4.65 SF \$ 7,347.00	\$ 5.48 SF \$ 8,658.40	\$ 5.60 SF \$ 8,848.00	\$ 6.50 SF \$ 10,270.00
6” ADA ramps	\$ 6.67 SF \$ 5,502.75	\$ 7.98 SF \$ 6,583.50	\$ 10.00 SF \$ 8,250.00	\$10.00 SF \$ 8,250.00
F-4 Curb	\$19.00 LF \$ 5,700.00	\$ 24.57 LF \$ 7,371.00	\$ 20.00 LF \$ 6,000.00	\$ 30.00 LF \$ 9,000.00
TOTAL	\$ 36,928.25	\$ 41,569.60	\$ 44,780.50	\$ 50,235.00

WHEREAS, in accordance with Chapter 48, Section 4.49 of the Adrian City Code, the City is responsible for one-third of the contract cost (\$12,309.42) and the balance (\$24,618.83) will be assessed to the homeowners of the condemned sidewalks; and

WHEREAS, the Finance Director indicates that sufficient funds are available in the FY2010-11 Local Street Fund - Sidewalk Budget (Account #203-444.00-801.000 Contract Services) for this purpose; and.

WHEREAS, the City Engineer and City Administrator recommend acceptance of the low bid and engagement of Frank’s American Concrete, Inc., Adrian, MI in the City’s Standard Professional Services Contract to implement the City’s Annual Sidewalk Rehabilitation Program for FY2010-11 at a cost not to exceed \$36,928.25.

NOW, THEREFORE, BE IT RESOLVED that the Adrian City Commission, by this resolution, hereby authorizes the acceptance of the low bid and engagement of Frank's American Concrete, Inc., Adrian, MI in the City's Standard Professional Services Contract to implement the City's Annual Sidewalk Rehabilitation Program for FY2010-11 at a cost not to exceed \$36,928.25.

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

RESOLUTION R10-111

RE: COMMUNITY AND ECONOMIC DEVELOPMENT DEPARTMENT- Vibrant Small Cities Grant Amendment - Pearl Street Properties Demolition

WHEREAS, the City of Adrian has received a grant from the State of Michigan under the Vibrant Small Cities Initiative Grant Program, with a portion of said amended grant being designated for demolition of city owned properties; and

WHEREAS, said grant program provides that grant may be used for fifty (50%) percent of the demolition cost of city owned structures approved by the State for such purposes; and

WHEREAS, the City of Adrian currently owns the properties and structures located at 218 W. Church Street, 236 W. Church Street, 250 W. Church Street, 211 Pearl Street and 138 S. Winter Street, Adrian, MI; and

WHEREAS, the City Purchasing Office solicited and received four (4) sealed bids on Thursday, August 26, 2010 for the demolition of the aforementioned city owned properties; and

WHEREAS, a summary of the demolition bids with total amount for five (5) properties follows:

<u>Bidder</u>	<u>Location</u>	<u>Amount</u>
Beal, Inc.	Ann Arbor, MI	\$48,375.00
Slusarski Excavating	Adrian, MI	\$53,890.00
Wilson Backhoe	Britton, MI	\$56,622.00
B & B Wrecking	Cleveland, OH	\$187,000.00

WHEREAS, the Finance Director indicates that sufficient funds are available for the City's 50% matching requirement (\$24,187.50) in the Vibrant Small Cities Initiative Grant Fund Unreserved Fund Balance and the State's 50% share should be added to Estimated Revenue, with the appropriations made to the following expenditure accounts in the FY2010-11 Budget, (283-484.00-801.007) and (283-484.00-801.008), respectively; and

WHEREAS, The Office of Community Development-Michigan State Housing Development Authority (MSHDA) has requested to review the bid documents prior to awarding the bid; and

WHEREAS, the City Administrator recommends approval of this resolution.

NOW, THEREFORE, BE IT RESOLVED that the Adrian City Commission, by this resolution, hereby authorizes the release of local grant match funds not to exceed fifty (50%) of total demolition cost of city owned properties, and to award the bids contingent upon final approval by The Office of Community Development Michigan State Housing Development Authority (MSHDA).

BE IT, FURTHER, RESOLVED that the \$24,187.50 be appropriated from the Vibrant Small Cities Grant Fund Unreserved Fund Balance (283-000.00-390.000) and that the FY2010-11 Budget be amended as follows:

Vibrant Small Cities Grant Fund (283)	
Revenue:	Amount
(283-000.00-519.001) CDBG Vibrant Cities Grant	\$24,187.50
283-000.00-697.000) Prior Years' Revenue	24,187.50
Total Revenue	\$48,375.00
Expenditures:	
283-484.00-801.007) Blight Reduction/Property Demolition-CDBG	\$24,187.50
283-484.00-801.008) Blight Reduction/Property Demolition-Local	24,187.50
Total Expenditures	\$48,375.00

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

RESOLUTION R10-112

RE: POLICE DEPARTMENT – ACCEPTANCE OF JUSTICE ASSISTANCE GRANT AWARD

WHEREAS, the Adrian City Commission, by Resolution #R10-101 dated August 2, 2010, authorized submission of a Justice Assistance Grant (2010-DJ-BX-1569) application in the amount of \$14,024 for the purchase of computer forensic equipment and training, and

WHEREAS, the United States Department of Justice, under the expanded grant funding provided by the American Recovery and Investment Act, awarded the grant funding August 27th, 2010 in the amount of \$14,024, for the period September 1, 2010 through August 31, 2011; and

WHEREAS, the Finance Director indicates that no grant match is required; and

WHEREAS, the Police Chief and City Administrator recommend acceptance of the Justice Assistance Grant Award (2010-DJ-BX-1569) in the amount of \$14,024 and approval of the necessary budget amendments.

NOW, THEREFORE, BE IT RESOLVED that the Adrian City Commission, by this resolution, authorizes acceptance of the Justice Assistance Grant (JAG) Award (2010-DJ-BX-1569) in the amount of \$14,024.

BE IT, FURTHER, RESOLVED that the FY2010-11 Budget be amended as follows:

General Fund

Revenue:

(101-301.00-540.000) Police JAG Grant – Equipment & Training \$14,024

Expenditures:

Police Department:

(101-301.00-977172)	Police Capital Equipment	<u>\$14,024</u>
	Total	<u>\$14,024</u>

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

RESOLUTION R10-113

RE: UTILITIES DEPARTMENT – Wastewater Treatment Plant- Digester Gas Piping and Ductwork Insulation

WHEREAS, the Adrian City Commission, by Resolution #10-057 dated May 3, 2010, adopted the FY2010-11 Budget and General Appropriations Act, which included \$58,000 for Wastewater Treatment Plant Capital Improvements and, specifically, \$8,000 for digester piping insulation (497-553.00-975.109); and

WHEREAS, sealed bids were solicited by the Purchasing Office and only one (1) bid for \$9,900 was received on August 31, 2010 from Adrian Mechanical, Adrian, MI; and

WHEREAS, the Utilities Director and City Administrator recommend approval of the \$9,900 bid and engagement of Adrian Mechanical, Adrian, MI in the City's Standard Professional Services Contract for installation of digester gas piping and ductwork insulation at the Wastewater Treatment Plant.

NOW, THEREFORE, BE IT RESOLVED that the Adrian City Commission, by this resolution, hereby approves the engagement of Adrian Mechanical, Adrian, MI in the City's Standard Professional Services Contract for installation of digester gas piping and ductwork insulation at the Wastewater Treatment Plant at a cost not to exceed \$9,900.00.

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

RESOLUTION R10-114

RE: DEPARTMENT OF PARKS & RECREATION – OAKWOOD CEMETERY – Authorization to Purchase Front Mount Mower and Snow Thrower

WHEREAS, the Adrian City Commission, by Resolution #10-057 dated May 3, 2010, adopted the FY2010-11 Budget and General Appropriations Act, which included \$11,200 for a front-mount mower and snow thrower for Oakwood Cemetery; and

WHEREAS, the Department of Parks & Recreation, in conjunction with the City of Adrian Purchasing Office, solicited and received bids on Thursday, August 26, 2010. Eleven vendors were invited to bid, with one responding; the bid tabulation is listed below.

<u>Vendor</u>	<u>Amount</u>	<u>Model</u>
Buck & Knobby Equip. Co. Ottawa Lake, MI	\$12,368.00	Grasshopper 729T
	<u>\$ 1,172.00</u>	Snow Thrower
TOTAL:	<u>\$13,540.00</u>	

WHEREAS, Buck & Knobby Equipment Co. also bid \$2,200.00 as a trade-in allowance for our John Deere F725 mower with a cab and snow thrower and leaf blower attachments; however, DPW would like to keep this mower to replace a residential type mower that they are using for snow removal on bridges and sidewalks and grass mowing in retention areas; and

WHEREAS, the Finance Director indicates that sufficient funds are available in the FY2010-11 Budget for this purpose, detailed as follows:

(101-276.00-977.000) Cemetery Capital Equipment	\$11,340
(598-445.00-977.000) Storm Water Utility Fund-Capital Equipment	<u>2,200</u>
Total	<u>\$13,540</u>

WHEREAS, the Parks & Recreation Director and City Administrator recommend acceptance of the low bid from Buck & Knobby Equip. Co, Ottawa Lake, MI, and authorization to purchase a front-mount mower and snow thrower for the Oakwood Cemetery at a cost not to exceed \$13,540.00.

NOW, THEREFORE, BE IT RESOLVED that the Adrian City Commission, by this resolution, hereby accepts the low bid and authorizes the Parks & Recreation Department – Cemetery Division to purchase a front-mount mower and snow thrower for the Oakwood Cemetery at a cost not to exceed \$13,540.00.

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

RESOLUTION R10-115

RE: CITY COMMISSION – Solid Waste Cost Recovery Plan

WHEREAS, the City Commission has determined a level of solid waste services for the city; and

WHEREAS, a plan to cover the cost of said services must be created.

NOW, THEREFORE, BE IT RESOLVED;

- (1) That the millage currently levied for refuse collection be discontinued next fiscal year.
- (2) That the cost of:
 - (a) residential refuse collection and/or
 - (b) recycling services

be charged to residents on a monthly basis, to be included in the city utility bill.

ALTERNATE 1

- (3) That the cost of the city compost site be charged to residents; or

ALTERNATE 2

- (3) That the cost of the city compost site and brush drop-off site be charged to residents; or

ALTERNATE 3

- (3) That the cost of the city compost and brush site and the cost of the city leaf collection system be charged to residents.

On motion by Commissioner Clegg to adopt this resolution, Items #1 and #2, minus #3, seconded by Commissioner Carrico.

After further discussion, it was decided that additional information and discussion was needed prior to voting on this resolution.

Commissioner Steele motioned to **TABLE** this resolution, with the intent to revisit it at the first meeting in November (Nov. 1), seconded by Commissioner Osborne, this resolution was **TABLED** by a 6-1-0 vote.

AYES: Mayor McDowell, Commissioners Osborne, Warren, Steele, Carrico and DuMars

NAYS: Commissioner Clegg

ABSTAINED: None

PUBLIC COMMENTS

1. Harold Frederick, 1340 Oregon Rd., thanked the Commission for making the right decision on the trash issue.
2. K.Z. Bolton, County Commissioner, invited the City Commissioners to the Lenawee Legislative Dinner on 9/29/10.
3. Allen Kern, 1249 Vine St., still does not think it is fair for everyone to pay the same price for trash when they generate so much less than others.

COMMISSION COMMENTS

1. Commissioner Steele acknowledged the difficulties in the decision-making process on the trash issue, but assured the Commission and the public that he would stand behind the decision that the Commission made. Commissioner DuMars seconded that statement.
2. Mayor McDowell updated the public on the Student Town project and the proposed fixed bus route.

The next regular meeting of the Adrian City Commission will be held on Monday, September 20, 2010 at 7:00 p.m. in the City Chambers Building located at 159 E. Maumee St., Adrian, MI 49221.

Gary E. McDowell
Mayor

Pat Baker
City Clerk



CHECK REGISTER

September 20, 2010

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 #3326 through #3336.....	\$ 126,593.97
General Fund	
Vouchers #20064 through #20088	\$3,993,025.27
Clearing Account Vouchers	
amounting to.....	\$ 666,789.59
TOTAL EXPENDITURES	<u>\$4,786,408.83</u>

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

September 20, 2010

UTILITY DEPARTMENT VOUCHERS

<u>Check Number</u>	<u>To</u>	<u>Description</u>	<u>Amount</u>
<u>Receiving</u>			
3326	City of Adrian: Payroll	Payroll for Sept 2	\$ 46,531.26
3327	Frontier	Wastewater Phone	\$ 39.93
3328	City of Adrian: Clearing Acct	Sept 7 CK Register	\$ 1,663,033.02
3329	City of Adrian: Payroll	Payroll for Sept 10	\$ 12,946.82
3330	Consumers Energy	Water Plant Electric	\$ 12,100.74
3331	City of Adrian	Correct Receipt	\$ 160.00
3332	City of Adrian: Spec Assess	Correct Receipt	\$ 40.00
3333	Consumers Energy	Various Electric Bills	\$ 206.46
3334	City of Adrian: General Fund	Aug Charges	\$ 47,822.55
3335	City of Adrian	IT & MVP July/Aug Chrgs	\$ 6,731.95
3336	Citizens Gas Fuel Co	Water Heat Bill	\$ 14.26
Total			\$ 1,789,626.99
Less: CK #3328			\$ 1,663,033.02
TOTAL			\$ 126,593.97

WW = \$762,678.81
WAT= \$1026,948.18

20-Sep-10

GENERAL FUND
CHECK REGISTER

CHECK#	AMOUNT	PAYEE	DESCRIPTION
20064	\$ 215,678.00	City of Adrian: Payroll	Payroll for Sept 2
20065	\$ 13,939.49	First Federal Bank	Soc Security for Sept 2
20066	\$ 323.21	City of Adrian	Petty Cash
20067	\$ 340.54	Frontier	Various Phone Bills
20068	\$ 534.01	City of Adrian: Utilities	Bohn Pool Water Bill
20069	\$ 26,132.10	Lenawee Fuels Inc	MVP Gas & Diesel Fuel
20070	\$ 311,638.36	City of Adrian: Clearing Acct	Sept 7 CK Register
20071		***VOID***	
20072	\$ 4,538.03	Quick Service Transportation	Payroll W/E Sept 4
20073	\$ 2,000,000.00	First Federal Bank	Investments
20074	\$ 8,343.14	City of Adrian: Payroll	Payroll for Sept 10
20075	\$ 1,764.47	First Federal Bank	Soc Security for Sept 10
20076	\$ 123.06	City of Adrian: Water Dept	Correct payment
20077	\$ 50.00	Kapnick Insurance Group	Notary Application, Police
20078	\$ 10.00	Lenawee County Clerk	Notary Application, Police
20079	\$ 10.00	State of Michigan	Notary Application, Police
20080		City of Adrian: Dart	Transfer State MI Funds
20081		City of Adrian: Dart	Transfer State MI Funds
20082	\$ 104.55	Frontier	Various Phone Bills
20083	\$ 1,025.98	US Postmaster	Recreation Postage Exp
20084	\$ 15,054.79	Consumers Energy	Various Electric Bills
20085	\$ 408.98	City of Adrian	Various Aug charges
20086	\$ 1,700,000.00	United Bank & Trust	Investments
20087	\$ 4,270.43	Quick Service Transportation	Payroll W/E Sept 11
20088	\$ 374.49	Citizens Gas Fuel Co	Various Heat Bills

\$ 4,304,663.63

\$ (311,638.36) Less: CK# 20070

\$ 3,993,025.27

CLAIMANT	AMOUNT CLAIMED	AMOUNT ALLOWED	AMOUNT REJECTED
1. ACS FIREHOUSE SOFTWARE	1,115.00		
2. CITY OF ADRIAN	36,687.50		
3. ADRIAN LOCKSMITH & CYCLERY	636.95		
4. ADRIAN OVERHEAD DOORS	175.80		
5. ADRIAN PAINTERS SUPPLY & EQU	53.98		
6. ADRIAN-TECUMSEH FENCE CO	1,434.38		
7. AIRGAS GREAT LAKES	133.21		
8. ALERT EMERGENCY EQUIPMENT GR	16,105.00		
9. ALLIED WASTE SERVICES	48,314.52		
10. ALLIED WASTE SERVICES #259	6,231.73		
11. AMAZON CREDIT PLAN	98.61		
12. AMERICAN LIBRARY ASSOC	571.56		
13. APPLE MAT RENTAL	141.70		
14. APPLIED BUSINESS SOFTWARE	399.60		
15. ASSOCIATED ENGINEERS	3,000.00		
16. AUSTIN INC	590.97		
17. AUTO ZONE COMMERCIAL	28.78		
18. AVERY OIL & PROPANE INC	20.00		
19. BAKER & TAYLOR BOOKS	2,213.81		
20. BARRACUDA NETWORKS	1,000.00		
21. BATTERY WHOLESALE	282.07		
22. KRISTIN BAUER	20.00		
23. ROBERT BISHOP	233.15		
24. BLACK SWAMP EQUIPMENT	620.00		
25. BOOK OF THE MONTH CLUB	39.44		
26. BRAKES-N-MORE	1,814.12		
27. TODD BROWN	20.00		
28. BUCK & KNOBBY EQUIP CO INC	2,205.00		
29. C & F EMS AND FIRE SUPPLY	289.99		
30. CHAMBERS CONTROL COMPANY	467.50		
31. CLEAN CARE INC	4,206.00		
32. CMP DISTRIBUTORS, INC.	12.99		
33. COAST TO COAST DELI	85.32		
34. CONTINENTAL SERVICE	549.35		
35. CUTLER DICKERSON CO	540.95		
36. D&P COMMUNICATIONS, INC.	2,959.17		
37. THE DAILY TELEGRAM	1,678.05		
38. DAN'S FARM SUPPLY INC	73.70		
39. DEXTER'S INC.	7.68		
40. DOAN CONSTRUCTION CO	501.25		
41. EAST JORDAN IRON WORKS INC	898.20		
42. STEVE EBERLE	20.00		
43. SHIRLEY EHNIS	100.56		
44. ENGLEWOOD ELECTRICAL SUPPLY	904.39		
45. EXECUTONE COMMUNICATIONS LLC	1,409.00		
46. EXTREME GLOW	29.70		
47. FASTENAL COMPANY	584.35		
48. FISHER SCIENTIFIC COMPANY LL	4,578.51		
49. FLORIDA MICRO LLC	542.66		
50. GALE	254.74		
51. GALL'S INC	533.25		
52. MARK GIGAX	20.00		
53. MARK J GLAZER	500.00		
54. GORDON FOOD SERVICE	474.16		
55. DENISE GRITZMAKER	20.00		
56. HACH COMPANY	112.20		
57. HADDEN TIRE COMPANY	515.00		
58. HESCO	961.00		
59. HOEKSTRA TRANSPORTATION, INC	59,663.20		
60. SHANE HORN	20.00		
61. HUBBARD AUTO CENTER	110.71		
62. I C M A VANTAGE POINT	6,045.74		
63. ICMA RETIREMENT CORPORATION	155.76		
64. ID NETWORKS INC	4,132.00		
65. IDEXX LABORATORIES, INC.	2,111.71		
66. INTERSTATE BATTERIES	539.85		
67. JONES & HENRY, ENGINEERS	19,219.78		
68. K.A. STEEL CHEMICALS	2,398.35		
69. KELLER THOMA, P.C.	1,929.54		
70. KONICA MINOLTA BUSINESS SOLU	327.54		
71. LANDSCAPE ARCHITECTS	1,477.50		
72. LEISURE PURSUITS INC.	3,354.75		
73. LENAWEE COUNTY EQUALIZATION	3,500.00		
74. LENAWEE COUNTY PRINTER	62.25		
75. LENAWEE TIRE & SUPPLY CO	1,864.97		

CLAIMANT	AMOUNT CLAIMED	AMOUNT ALLOWED	AMOUNT REJECTED
76. LEXIS NEXIS RM INC	150.00		
77. LIBRARY DESIGN ASSOCIATES IN	8,299.00		
78. MANPOWER OF LANSING MI INC.	2,261.58		
79. MASSON'S ELECTRIC, INC	3,795.90		
80. MC SPORTS	430.26		
81. GARY MCDOWELL	20.00		
82. MICHIGAN AMATEUR SOFTBALL	540.00		
83. MICHIGAN LIBRARY ASSOC	40.00		
84. MICHIGAN MUNICIPAL WORKER'S	48,558.00		
85. MICHIGAN OFFICE SOLUTIONS	10.54		
86. MICHIGAN REC & PARK ASSOC	45.00		
87. STATE OF MICHIGAN	1,426.25		
88. MICHIGAN STATE POLICE	1,907.51		
89. MICHIGAN WATER ENVIROMENT AS	159.00		
90. MICROMARKETING LLC	508.26		
91. MIDWEST TAPE	805.94		
92. MONROE SYSTEMS FOR BUSINESS,	146.74		
93. MORRIS MACHINE SERVICE LLC	4,149.82		
94. MUGS N' MORE IMAGING	262.50		
95. NEIL'S ELECTRIC, INC	5.00		
96. NEXTEL COMMUNICATIONS	1,185.01		
97. NORTHWEST POOLS, INC.	35.79		
98. ORIENTAL TRADING CO. INC.	58.20		
99. MIKE OSBORN	20.00		
100. PAIN ENTERPRISES, INC.	587.38		
101. PALMER ENVELOPE CO.	455.00		
102. JEFFREY PARDEE	57.50		
103. PEERLESS SUPPLY INC	67.29		
104. PINNACLE CONSULTING	595.00		
105. PITNEY BOWES INC	190.29		
106. PLUMBING INSPECTORS ASSOC. O	170.00		
107. POLARIS LIBRARY SYSTEMS, INC	818.26		
108. GLENN PRESTON	20.00		
109. PRINTING SYSTEMS INC	298.19		
110. PRO-MED UNIFORM	81.99		
111. PROMEDICA PHYSICIANS GROUP	495.00		
112. QUALITY ASPHALT PAVING	224,395.31		
113. QUICK SERVICE TRANSPORTATION	6,962.48		
114. QUILL CORPORATION	1,672.48		
115. RIO SUPPLY MICHIGAN METER, I	4,750.00		
116. TIM RITCHIE	20.00		
117. ROWE PROFESSIONAL SERVICES C	9,103.00		
118. SHINE'S AUTO CLEAN	70.00		
119. SIGNAL 88 SECURITY	2,593.15		
120. SLOSARSKI EXCAVATING & PAVIN	61,599.95		
121. DAVE SMITH APPLIANCE SERVICE	136.60		
122. STATE CHEMICAL MFG CO.	129.39		
123. STEVENSON LUMBER, INC.	966.88		
124. T & K LAWN CARE	600.00		
125. TA INDUSTRIAL SOLUTIONS, INC	352.11		
126. TDS SECURITY	420.00		
127. THOMAS SCIENTIFIC	730.70		
128. THOMSON WEST	366.72		
129. TIME EMERGENCY EQUIPMENT INC	144.56		
130. TOLEDO PHYSICAL EDUCATION SU	173.85		
131. PAUL TRINKA	20.00		
132. TTB CLEANING LLC	175.00		
133. U S POSTMASTER	1,800.00		
134. UNUM LIFE INSURANCE COMPANY	2,269.72		
135. USA BLUEBOOK	192.64		
136. VALUE LINE PUBLISHING, INC.	898.00		
137. VAN BRUNT TRANSPORT INC	4,134.28		
138. WESTERN LIME CORPORATION	4,918.77		
139. H W WILSON COMPANY	225.00		
140. WOLF CREEK GOLF CLUB	95.75		
141. WRIGHT TREE SERVICE	3,245.60		
142. Y M C A OF LENAWEE COUNTY	41.25		

TOTAL ALL CLAIMS 666,789.59



COMMUNICATIONS



MEMO

135 E. Maumee St. Adrian, Michigan 49221-2773

DATE: September 10, 2010

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

FROM: Chris Atkin
Director of Community Development

SUBJECT: Pearl Street Demolition

On September 07, 2010 City Commission passed, by resolution R10-111, the release of the appropriate matching funds, not to exceed fifty (50%) of the total cost, or \$24,187.50, needed to demolish all or a portion of the properties thereof, contingent on the state's final review and award the bid based on the states results. On September 09, 2010 I received verbal confirmation from State of Michigan Office of Community Development Office staffer Tonya Young that the city can begin to incur demolition cost for all of the properties included in the bid as submitted and award the contract to Beal Inc. from Ann Arbor, MI.

Below you will find the bid tabulations as submitted for the final demolition bids for the city owned Pearl Street properties. Using the local preference policy scale of 2.5%, Slusarski's adjusted bid of \$52,542.75 remains higher than the lowest eligible bid.

	Beal Inc Ann Arbor, MI	B & B Wrecking Cleveland OH	Slusarski Adrian, MI	Wilson Backhoe Britton MI
218 W Church	\$7,600.00	\$14,800.00	\$12,880.00	\$11,420.00
236 W. Church	\$8,600.00	\$19,400.00	\$10,215.00	\$9,680.00
138 S. Winter	\$9,000.00	\$64,000.00	\$6,430.00	\$5,970.00
211 Pearl	\$13,900.00	\$72,000.00	\$15,625.00	\$15,879.00
250 W. Church	\$9,275.00	\$16,800.00	\$8,740.00	\$13,673.00
TOTAL	\$48,375.00	\$187,000.00	\$53,890.00	\$56,622.00

Respectfully submitted,

Chris Atkin
Community Development Director



CONSENT AGENDA

CR-1

CR10-055

September 20, 2010

RESOLUTION

RE: HOUSING DEPARTMENT – Reappointments to Rehab Review Board

WHEREAS, the terms of office of Greg DuMars, Dick Garno and Karol Bolton on the Rehab Review Board have expired, which has created vacancies; and

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

WHEREAS, Mr. DuMars, Mr. Garno and Ms. Bolton have expressed their willingness to continue to serve on the Rehab Review Board if reappointed; and

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

NOW, THEREFORE, BE IT RESOLVED that the Adrian City Commission does hereby approve the reappointment of Greg DuMars, Dick Garno and Karol Bolton to the Rehab Review Board for a 2-year term that will expire in 2012.

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

CR-2

CR10-056

September 20, 2010

RESOLUTION

RE: STUBNITZ ENVIRONMENTAL BOARD (SEECPAB) – Appointments to Board

WHEREAS, the resignation of Robert Gentry (former Parks & Forestry Supt.) has created a vacancy on the Stubnitz Environmental Education Center Partnership Advisory Board (SEECPAB); and

WHEREAS, in addition, the term of office of Rhea Mills on SEECPAB has expired, which has also created a vacancy; and

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

WHEREAS, Justin Combs, Parks & Forestry Superintendent, has expressed a willingness to serve on this board if appointed; and

WHEREAS, Rhea Mills has expressed a willingness to serve another term on this board if reappointed; and

WHEREAS, the Adrian City Commission has given careful consideration to the appointment of Justin Combs and the reappointment of Rhea Mills to SEECPAB.

NOW, THEREFORE, BE IT RESOLVED, that the Adrian City Commission does hereby approve the appointment of Justin Combs to the Stubnitz Environmental Education Center Partnership Advisory Board to fill the unexpired term of Robert Gentry, with the term to expire in 2012; and be it

FURTHER, RESOLVED, that the Adrian City Commission does hereby approve the reappointment of Rhea Mills to the Stubnitz Environmental Education Center Partnership Advisory Board for a 3-year term that will expire in 2013.

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

CR-3

MEMO _____



DATE: September 15, 2010
TO: Honorable Mayor and City Commission
FROM: Dane C. Nelson, City Administrator
SUBJECT: Bids for Pavement Crack Fill

Bids were received on September 14th for crack filling various major and local streets, including the following:

Major Streets

- Main St. – Front to Church St.
- Maumee St. – Winter to Broad
- Michigan Ave. – Main to Park
- Michigan St. – Tecumseh to Wabash
- Wabash St. – Michigan to Church

Local Streets

- Canterbury, Renfrew, Argyle, Inverness, Shrewsbury and Stratford
- Ann St. – Erie to Maumee St.
- Bristol St. – Elm to Finch
- Hillcrest – Full Extent

The City Engineer has recommended the low bidder, Wenn Seal Coating of Adrian, MI be retained for this project at a cost of \$0.85/LF, with the total cost not to exceed the budgeted amount of \$50,000. I concur with that recommendation and urge your favorable consideration authorizing Wenn Seal Coating to perform this work.

Respectfully submitted,


Dane C. Nelson
City Administrator

DCN:bjw

September 15, 2010

MEMORANDUM

TO: Dane Nelson, City Administrator

FROM: Kristin Bauer, City Engineer

SUBJECT: Crack Filling Bids



We received bid on September 14, 2010 for crack filling on several Major and Local streets within the City. Below are the tabulations for the bids received:

ITEM	Wenn Seal Coating and Striping, Inc. Adrian, MI	Interstate Sealant & Concrete, Inc. Waukesha, WI	Fahrner Asphalt Sealers Saginaw, MI	Scodeller Construction, Inc Wixom, MI	DG Slurry Seal Holland, OH
Crack Fill per Centerline Footage	\$ 0.85/LF	\$ 2.70/LF	\$ 1.63/LF	\$ 1.32/LF	\$ 1.314/LF

I recommend this work be awarded to Wenn Seal Coating and Striping, Inc. of Adrian, MI in the amount of \$0.85 per centerline foot. We were planning the crack filling for 7,797 LF of Major Streets and 7,854 LF of Local Street. As these prices are very favorable we wish to increase this bid to not exceed the budgeted figure of \$50,000 for Major and Local streets. This contractor has performed this type of work within the City of Adrian in previous years and has executed their work in an excellent manner.

Funds for these projects are available in the following funding sources:

Major Street Fund 202-463.00-801.103 (\$25,000)

Local Street Fund 203-463.00-801.103 (\$25,000)

RESOLUTION

RE: ENGINEERING DEPT. – Pavement Crack Fill

WHEREAS, sealed bids were received September 14, 2010 for pavement crack fill;
and

WHEREAS, said bids have been tabulated and recommendations made by the City
Engineer and the City Administrator; and

WHEREAS, the City Administrator recommends approval of this resolution and
engagement of Wenn Seal Coating of Adrian, MI in the City's Standard Professional Services
Contract at a cost of \$0.85/LF, with a total cost not to exceed \$50,000.

WHEREAS, the Finance Director has indicated that there are sufficient funds in the
Major Street Fund (202-463.00-801.103) and the Local Street Fund (203-463.00-801.103),
with the cost to be divided equally among said funds; and

WHEREAS, said bids have been considered by the Adrian City Commission.

NOW, THEREFORE, BE IT RESOLVED that the bid for pavement crack filling be
awarded to Wenn Seal Coating of Adrian, MI, at a not-to-exceed cost of \$50,000 under the
terms and conditions as specified in the City's Standard Professional Services Contract.

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

CR-4
Friends of the Lenawee County Library System
Main County Branch
W. Maumee St.
Adrian, MI 49221

Adrian City Commission
City Chambers
E. Maumee St.
Adrian, MI 49221

September 15, 2010

Dear City Commissioners:

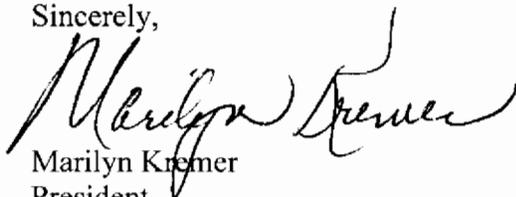
As a part of our fund-raising efforts to help raise revenue for the many county library community programs, the Friends of the Lenawee County Library System is applying for a raffle license through the State of Michigan for a planned upcoming raffle, and is requesting your approval of our application.

The raffle is a collaborative effort of the library knitters group and the Friends of the Library organization. The knitters have created an afghan to be raffled off by the Friends of the Lenawee County Library System organization on Tuesday, November 23, 2010 at the main branch of the Lenawee County Library located on West Maumee in Adrian. All proceeds from the raffle will be donated to the county library to help finance its various programs for the community.

The Friends of the Lenawee County Library System is a private, non-profit organization authorized under IRS section 509(a)(2).

Thank you for your consideration of our request. I look forward to attending your City Commission meeting to be held on Monday, September 20, 2010 to answer any questions you may have.

Sincerely,



Marilyn Kremer
President

Friends of the Lenawee County Library System



Charitable Gaming Division
Box 30023, Lansing, MI 48909
OVERNIGHT DELIVERY:
101 E. Hilldale, Lansing MI 48933
(517) 335-5780
www.michigan.gov/cg

LOCAL GOVERNING BODY RESOLUTION FOR CHARITABLE GAMING LICENSES
(Required by MCL 432.103(K)(ii))

At a _____ meeting of the _____
REGULAR OR SPECIAL TOWNSHIP, CITY, OR VILLAGE COUNCIL/BOARD

called to order by _____ on _____
DATE

at _____ a.m./p.m. the following resolution was offered:
TIME

Moved by _____ and supported by _____

that the request from Friends of the Lenawee County
Library System of Adrian
NAME OF ORGANIZATION CITY

county of Lenawee, asking that they be recognized as a
COUNTY NAME

nonprofit organization operating in the community for the purpose of obtaining charitable

gaming licenses, be considered for _____
APPROVAL/DISAPPROVAL

APPROVAL	DISAPPROVAL
Yeas: _____	Yeas: _____
Nays: _____	Nays: _____
Absent: _____	Absent: _____

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

adopted by the _____ at a _____
TOWNSHIP, CITY, OR VILLAGE COUNCIL/BOARD REGULAR OR SPECIAL

meeting held on _____
DATE

SIGNED: _____
TOWNSHIP, CITY, OR VILLAGE CLERK

PRINTED NAME AND TITLE

ADDRESS

COMPLETION: Required.
PENALTY: Possible denial of application.
BSL-CG-1153(R6/09)

RESOLUTION

RE: OBSOLETE PROPERTY REHABILITATION ACT EXEMPTION CERTIFICATE PUBLIC HEARING -125 EAST MAUMEE STREET, ADRIAN

WHEREAS, the Adrian Downtown Development Authority and Adrian City Commission have adopted the Blueprint for downtown Adrian in an effort to revitalize and re-energize downtown Adrian; and

WHEREAS, the aforementioned plan consists of a variety of recommendations aimed at assisting in the economic redevelopment of downtown Adrian, including private property rehabilitation and business recruitment; and

WHEREAS, the State of Michigan has established the Obsolete Property Rehabilitation Act (OPRA), Public Act 146 of 2000; and

WHEREAS, Public Act 146 of 2000 was developed to provide for the establishment of Obsolete Property Rehabilitation Districts in certain local governmental units; to provide for the exemption from certain taxes; to levy and collect a specific tax upon the owners of certain facilities; to provide for the disposition of the tax; to provide for the obtaining and transferring of an exemption certificate and to prescribe the contents of those certificates; to prescribe powers and duties of certain local government officials and to provide penalties; and

WHEREAS, the City of Adrian, Lenawee County, Michigan is a qualified local governmental unit under Public Act 146 of 2000; and

WHEREAS, the building located at 125 East Maumee Street, Adrian, Michigan is functionally obsolete per the Brownfield Redevelopment Act 381 of 1996 definition. The property has suffered a substantial loss of value due to changes in technology, deficiencies in design, and other factors significant to redevelopment of this property; and

WHEREAS, after a duly noted public hearing, the Adrian City Commission established an Obsolete Property Rehabilitation District to include the entire Downtown Development District at their October 16, 2006 regular meeting; and

WHEREAS, the Downtown Development District includes real property at 125 East Maumee Street with legal description:

E 10 FT OF S 93 FT OF W 30 FT & E 5 FT OF S 119 FT OF W 20 FT & E 5.25 FT OF S 145 FT OF W 15 FT LOT 31 ORIGINAL PLAT

WHEREAS, Al and Phyllis Wilkerson, the owners of property at 125 East Maumee Street has filed application with the Adrian City Clerk for an Obsolete Property Rehabilitation Exemption; and

WHEREAS, in an effort to spur continued revitalization and reinvestment in Adrian's historic downtown, and in step with the recommendations of the Blueprint for Downtown Revitalization, the Director of Community Development and the Adrian Downtown Development Coordinator have reviewed this request and recommend its approval.

NOW, THEREFORE, BE IT RESOLVED that the Adrian City Commission, by resolution, hereby sets an official Public Hearing for the Regular Meeting of the Adrian City Commission to be held on Monday, October 04, 2010 at 7:00 PM in the City Commission Chambers, 159 East Maumee Street, Adrian, Michigan 49221, to discuss the application of an Obsolete Property Rehabilitation Exemption Certificate from Mr. & Mrs. Wilkerson, property owners of 125 East Maumee Street; and

BE IT, FURTHER, RESOLVED that the Adrian City Clerk will provide official notice via United States Postal Service Certified Mail to the legislative bodies of each taxing unit that levies ad valorem property taxes in the qualified local governmental unit in which the obsolete facility is located, and to the applicant submitting the exemption certificate.

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

Application for Obsolete Property Rehabilitation Exemption Certificate

This form is issued as provided by P.A. 146 of 2000, as amended. This application should be filed after the district is established. This project will not receive tax benefits until approved by the State Tax Commission. Applications received after October 31 may not be acted upon in the current year. This application is subject to audit by the State Tax Commission.

INSTRUCTIONS: File the original and two copies of this form and the required attachments with the clerk of the local government unit. (The State Tax Commission requires two copies of the Application and attachments. The original is retained by the clerk.) Please see State Tax Commission Bulletin 9 of 2000 for more information about the Obsolete Property Rehabilitation Exemption. The following must be provided to the local government unit as attachments to this application: (a) General description of the obsolete facility (year built, original use, most recent use, number of stories, square footage); (b) General description of the proposed use of the rehabilitated facility, (c) Description of the general nature and extent of the rehabilitation to be undertaken, (d) A descriptive list of the fixed building equipment that will be a part of the rehabilitated facility, (e) A time schedule for undertaking and completing the rehabilitation of the facility, (f) A statement of the economic advantages expected from the exemption. Rehabilitation may commence after establishment of district.

Applicant (Company) Name (applicant must be the OWNER of the facility) Al & Phyllis Wilkerson		
Company Mailing address (No. and street, P.O. Box, City, State, ZIP code) 6164 Gloucester Dr., Canton, MI. 48187		
Location of obsolete facility (No. and street, City, State, ZIP Code) 125 East Maumee Street Adrian, MI 49221		
City, Township, Village (indicate which) City of Adrian		County Lenawee
Date of Commencement of Rehabilitation (mm/dd/yyyy) 09/31/10	Planned date of Completion of Rehabilitation (mm/dd/yyyy) 12/31/10	School District where facility is located (include school code) Adrian 46010
Estimated Cost of Rehabilitation \$104,361.00	Number of years exemption requested 9	Attach Legal description of Obsolete Property on separate sheet
Expected project likelihood (check all that apply): <input checked="" type="checkbox"/> Increase Commercial activity <input type="checkbox"/> Retain employment <input checked="" type="checkbox"/> Revitalize urban areas <input checked="" type="checkbox"/> Create employment <input type="checkbox"/> Prevent a loss of employment <input checked="" type="checkbox"/> Increase number of residents in the community in which the facility is situated Indicate the number of jobs to be retained or created as a result of rehabilitating the facility, including expected construction employment <u>12</u>		
Each year, the State Treasurer may approve 25 additional reductions of half the school operating and state education taxes for a period not to exceed six years. Check the following box if you wish to be considered for this exclusion. <input checked="" type="checkbox"/>		

APPLICANT'S CERTIFICATION

The undersigned, authorized officer of the company making this application certifies that, to the best of his/her knowledge, no information contained herein or in the attachments hereto is false in any way and that all of the information is truly descriptive of the property for which this application is being submitted. Further, the undersigned is aware that, if any statement or information provided is untrue, the exemption provided by P.A. 146 of 2000 may be in jeopardy.

The applicant certifies that this application relates to a rehabilitation program that, when completed, constitutes a rehabilitated facility, as defined by P.A. 146 of 2000, as amended, and that the rehabilitation of the facility would not be undertaken without the applicant's receipt of the exemption certificate.

It is further certified that the undersigned is familiar with the provisions of P.A. 146 of 2000, as amended, of the Michigan Compiled Laws; and to the best of his/her knowledge and belief, (s)he has complied or will be able to comply with all of the requirements thereof which are prerequisite to the approval of the application by the local unit of government and the issuance of an Obsolete Property Rehabilitation Exemption Certificate by the State Tax Commission.

Name of Company Officer (no authorized agents) Al Wilkerson	Telephone Number (734) 459-0721	Fax Number
Mailing Address 6164 Gloucester Dr., Canton, MI. 48187		Email Address alwilkerson@comcast.net
Signature of Company Officer (no authorized agents)		Title Owner

LOCAL GOVERNMENT UNIT CLERK CERTIFICATION

Clerk must also complete Parts 1, 2 and 4 on Page 2. Part 3 to be completed by the assessor.

Signature	Date application received
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FOR STATE TAX COMMISSION USE

Application Number	Date Received	LUCI Code
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LOCAL GOVERNMENT ACTION

This section is to be completed by the clerk of the local governing unit before submitting the application to the State Tax Commission. Include a copy of the resolution which approves the application and a separate statement of obsolescence from the assessor of record with the State Assessor's Board. All sections must be completed in order to process.

PART 1: ACTION TAKEN

Action Date: _____		
<input type="checkbox"/> Exemption Approved for _____ Years, ending December 30, _____ (not to exceed 12 years)		
<input type="checkbox"/> Denied		
Date District Established 10/16/2006	LUCI Code 46201	School Code 46010

PART 2: RESOLUTIONS (the following statements must be included in resolutions approving)

<p>A statement that the local unit is a Qualified Local Governmental Unit.</p> <p>A statement that the Obsolete Property Rehabilitation District was legally established including the date established and the date of hearing as provided by section 3 of P.A. 146 of 2000.</p> <p>A statement indicating whether the taxable value of the property proposed to be exempt plus the aggregate taxable value of property already exempt under P.A. 146 of 2000 and under P.A. 198 of 1974 (IFT's) exceeds 5% of the total taxable value of the unit.</p> <p>A statement of the factors, criteria and objectives, if any, necessary for extending the exemption, when the certificate is for less than 12 years.</p> <p>A statement that the application was approved at a public hearing as provided by section 4(2) of P.A. 146 of 2000 including the date of the hearing.</p> <p>A statement that the applicant is not delinquent in any taxes related to the facility.</p> <p>If it exceeds 5% (see above), a statement that exceeding 5% will not have the effect of substantially impeding the operation of the Qualified Local Governmental Unit or of impairing the financial soundness of an affected taxing unit.</p> <p>A statement that all of the items described under "Instructions" (a) through (f) of the Application for Obsolete Property Rehabilitation Exemption Certificate have been provided to the Qualified Local Governmental Unit by the applicant.</p>	<p>A statement that the application is for obsolete property as defined in section 2(h) of Public Act 146 of 2000.</p> <p>A statement that the commencement of the rehabilitation of the facility did not occur before the establishment of the Obsolete Property Rehabilitation District.</p> <p>A statement that the application relates to a rehabilitation program that when completed constitutes a rehabilitated facility within the meaning of P.A. 146 of 2000 and that is situated within an Obsolete Property Rehabilitation District established in a Qualified Local Governmental Unit eligible under P.A. 146 of 2000 to establish such a district.</p> <p>A statement that completion of the rehabilitated facility is calculated to, and will at the time of issuance of the certificate, have the reasonable likelihood to, increase commercial activity, create employment, retain employment, prevent a loss of employment, revitalize urban areas, or increase the number of residents in the community in which the facility is situated. The statement should indicate which of these the rehabilitation is likely to result in.</p> <p>A statement that the rehabilitation includes improvements aggregating 10% or more of the true cash value of the property at commencement of the rehabilitation as provided by section 2(l) of P.A. 146 of 2000.</p> <p>A statement of the period of time authorized by the Qualified Local Governmental Unit for completion of the rehabilitation.</p>
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PART 3: ASSESSOR RECOMMENDATIONS

Taxable Value and State Equalized Value of Obsolete Property, as provided in P.A. 146 of 2000, as amended, Section 6(2)c...taxable value of the obsolete property, separately stated for real and personal property, for the tax year immediately preceding the effective date of the certificate (December 31st of the year approved by the STC)...

	Taxable Value	State Equalized Value (SEV)
Land		
Building(s)	\$65,100	\$65,100
Name of Local Government Body City of Adrian	Date of Action on application	Date of Statement of Obsolescence

PART 4: CLERK CERTIFICATION

The undersigned clerk certifies that, to the best of his/her knowledge, no information contained herein or in the attachments hereto is false in any way. Further, the undersigned is aware that if any information provided is untrue, the exemption provided by P.A. 146 of 2000 may be in jeopardy.

Name of Clerk Pat Baker	Clerk Signature	Date	
Clerk's Mailing Address 135 E. Maumee St.	City Adrian	State MI	ZIP Code 49221
	Telephone Number (517) 264-4866	Fax Number (517) 265-8698	Email Address pbaker@ci.adrian.mi.us

Mail completed application and attachments to: State Tax Commission
Michigan Department of Treasury
P.O. Box 30471
Lansing, Michigan 48909-7971

If you have any questions, call (517) 373-3272.

For guaranteed receipt by the State Tax Commission, it is recommended that applications and attachments are sent by certified mail.

RESOLUTION

RE: OBSOLETE PROPERTY REHABILITATION ACT EXEMPTION CERTIFICATE PUBLIC HEARING -149 NORTH MAIN STREET, ADRIAN

WHEREAS, the Adrian Downtown Development Authority and Adrian City Commission have adopted the Blueprint for downtown Adrian in an effort to revitalize and re-energize downtown Adrian; and

WHEREAS, the aforementioned plan consists of a variety of recommendations aimed at assisting in the economic redevelopment of downtown Adrian, including private property rehabilitation and business recruitment; and

WHEREAS, the State of Michigan has established the Obsolete Property Rehabilitation Act (OPRA), Public Act 146 of 2000; and

WHEREAS, Public Act 146 of 2000 was developed to provide for the establishment of Obsolete Property Rehabilitation Districts in certain local governmental units; to provide for the exemption from certain taxes; to levy and collect a specific tax upon the owners of certain facilities; to provide for the disposition of the tax; to provide for the obtaining and transferring of an exemption certificate and to prescribe the contents of those certificates; to prescribe powers and duties of certain local government officials and to provide penalties; and

WHEREAS, the City of Adrian, Lenawee County, Michigan is a qualified local governmental unit under Public Act 146 of 2000; and

WHEREAS, the building located at 149 North Main Street, Adrian, Michigan is functionally obsolete per the Brownfield Redevelopment Act 381 of 1996 definition. The property has suffered a substantial loss of value due to changes in technology, deficiencies in design, and other factors significant to redevelopment of this property; and

WHEREAS, after a duly noted public hearing, the Adrian City Commission established an Obsolete Property Rehabilitation District to include the entire Downtown Development District at their October 16, 2006 regular meeting; and

WHEREAS, the Downtown Development District includes real property at 149 North Main Street with legal description:

BEG 50.66 FT S FR SW COR WASHBURN & MAIN STS TH S 19 FT TH W 92 FT TH N 69.66 FT TH E 21 FT TH S 35 FT TH E 23.6 FT TH S 15.66 FT TH E 47.4 FT TO POB

WHEREAS, David and Kim Horstman, the owners of property at 149 North Main Street has filed application with the Adrian City Clerk for an Obsolete Property Rehabilitation Exemption; and

WHEREAS, in an effort to spur continued revitalization and reinvestment in Adrian's historic downtown, and in step with the recommendations of the Blueprint for Downtown Revitalization, the Director of Community Development and the Adrian Downtown Development Coordinator have reviewed this request and recommend its approval.

NOW, THEREFORE, BE IT RESOLVED that the Adrian City Commission, by resolution, hereby sets an official Public Hearing for the Regular Meeting of the Adrian City Commission to be held on Monday, October 04, 2010 at 7:00 PM in the City Commission Chambers, 159 East Maumee Street, Adrian, Michigan 49221, to discuss the application of an Obsolete Property Rehabilitation Exemption Certificate from Mr. & Mrs. Horstman, property owners of 149 North Main Street; and

BE IT, FURTHER, RESOLVED that the Adrian City Clerk will provide official notice via United States Postal Service Certified Mail to the legislative bodies of each taxing unit that levies ad valorem property taxes in the qualified local governmental unit in which the obsolete facility is located, and to the applicant submitting the exemption certificate.

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

Application for Obsolete Property Rehabilitation Exemption Certificate

This form is issued as provided by P.A. 146 of 2000, as amended. This application should be filed after the district is established. This project will not receive tax benefits until approved by the State Tax Commission. Applications received after October 31 may not be acted upon in the current year. This application is subject to audit by the State Tax Commission.

INSTRUCTIONS: File the original and two copies of this form and the required attachments with the clerk of the local government unit. (The State Tax Commission requires two copies of the Application and attachments. The original is retained by the clerk.) Please see State Tax Commission Bulletin 9 of 2000 for more information about the Obsolete Property Rehabilitation Exemption. The following must be provided to the local government unit as attachments to this application: (a) General description of the obsolete facility (year built, original use, most recent use, number of stories, square footage); (b) General description of the proposed use of the rehabilitated facility, (c) Description of the general nature and extent of the rehabilitation to be undertaken, (d) A descriptive list of the fixed building equipment that will be a part of the rehabilitated facility, (e) A time schedule for undertaking and completing the rehabilitation of the facility, (f) A statement of the economic advantages expected from the exemption. Rehabilitation may commence after establishment of district.

Applicant (Company) Name (applicant must be the OWNER of the facility) David and Kim Horstman		
Company Mailing address (No. and street, P.O. Box, City, State, ZIP code) 3139 Birch Run Adrian, MI 49221		
Location of obsolete facility (No. and street, City, State, ZIP Code) 149 North Main Street Adrian, MI 49221		
City, Township, Village (indicate which) City of Adrian		County Lenawee
Date of Commencement of Rehabilitation (mm/dd/yyyy) 09/31/2010	Planned date of Completion of Rehabilitation (mm/dd/yyyy) 02/31/2011	School District where facility is located (include school code) Adrian 46010
Estimated Cost of Rehabilitation \$151,500.00	Number of years exemption requested 9	Attach Legal description of Obsolete Property on separate sheet
Expected project likelihood (check all that apply): <input checked="" type="checkbox"/> Increase Commercial activity <input type="checkbox"/> Retain employment <input checked="" type="checkbox"/> Revitalize urban areas <input checked="" type="checkbox"/> Create employment <input type="checkbox"/> Prevent a loss of employment <input checked="" type="checkbox"/> Increase number of residents in the community in which the facility is situated Indicate the number of jobs to be retained or created as a result of rehabilitating the facility, including expected construction employment <u>30</u>		
Each year, the State Treasurer may approve 25 additional reductions of half the school operating and state education taxes for a period not to exceed six years. Check the following box if you wish to be considered for this exclusion. <div style="text-align: center;"><input checked="" type="checkbox"/></div>		

APPLICANT'S CERTIFICATION

The undersigned, authorized officer of the company making this application certifies that, to the best of his/her knowledge, no information contained herein or in the attachments hereto is false in any way and that all of the information is truly descriptive of the property for which this application is being submitted. Further, the undersigned is aware that, if any statement or information provided is untrue, the exemption provided by P.A. 146 of 2000 may be in jeopardy.

The applicant certifies that this application relates to a rehabilitation program that, when completed, constitutes a rehabilitated facility, as defined by P.A. 146 of 2000, as amended, and that the rehabilitation of the facility would not be undertaken without the applicant's receipt of the exemption certificate.

It is further certified that the undersigned is familiar with the provisions of P.A. 146 of 2000, as amended, of the Michigan Compiled Laws; and to the best of his/her knowledge and belief, (s)he has complied or will be able to comply with all of the requirements thereof which are prerequisite to the approval of the application by the local unit of government and the issuance of an Obsolete Property Rehabilitation Exemption Certificate by the State Tax Commission.

Name of Company Officer (no authorized agents) Kim Horstman	Telephone Number (586) 909-6385	Fax Number
Mailing Address 3139 Birch Run Adrian, MI 49221		Email Address dhorstman@pga.com
Signature of Company Officer (no authorized agents)		Title Owner

LOCAL GOVERNMENT UNIT CLERK CERTIFICATION

Clerk must also complete Parts 1, 2 and 4 on Page 2. Part 3 to be completed by the assessor.

Signature	Date application received
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FOR STATE TAX COMMISSION USE

Application Number	Date Received	LUCI Code
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LOCAL GOVERNMENT ACTION

This section is to be completed by the clerk of the local governing unit before submitting the application to the State Tax Commission. Include a copy of the resolution which approves the application and a separate statement of obsolescence from the assessor of record with the State Assessor's Board. All sections must be completed in order to process.

PART 1: ACTION TAKEN

Action Date: _____		
<input type="checkbox"/> Exemption Approved for _____ Years, ending December 30, _____ (not to exceed 12 years)		
<input type="checkbox"/> Denied		
Date District Established 10/16/2006	LUCI Code 46201	School Code 46010

PART 2: RESOLUTIONS (the following statements must be included in resolutions approving)

<p>A statement that the local unit is a Qualified Local Governmental Unit.</p> <p>A statement that the Obsolete Property Rehabilitation District was legally established including the date established and the date of hearing as provided by section 3 of P.A. 146 of 2000.</p> <p>A statement indicating whether the taxable value of the property proposed to be exempt plus the aggregate taxable value of property already exempt under P.A. 146 of 2000 and under P.A. 198 of 1974 (IFT's) exceeds 5% of the total taxable value of the unit.</p> <p>A statement of the factors, criteria and objectives, if any, necessary for extending the exemption, when the certificate is for less than 12 years.</p> <p>A statement that the application was approved at a public hearing as provided by section 4(2) of P.A. 146 of 2000 including the date of the hearing.</p> <p>A statement that the applicant is not delinquent in any taxes related to the facility.</p> <p>If it exceeds 5% (see above), a statement that exceeding 5% will not have the effect of substantially impeding the operation of the Qualified Local Governmental Unit or of impairing the financial soundness of an affected taxing unit.</p> <p>A statement that all of the items described under "Instructions" (a) through (f) of the Application for Obsolete Property Rehabilitation Exemption Certificate have been provided to the Qualified Local Governmental Unit by the applicant.</p>	<p>A statement that the application is for obsolete property as defined in section 2(h) of Public Act 146 of 2000.</p> <p>A statement that the commencement of the rehabilitation of the facility did not occur before the establishment of the Obsolete Property Rehabilitation District.</p> <p>A statement that the application relates to a rehabilitation program that when completed constitutes a rehabilitated facility within the meaning of P.A. 146 of 2000 and that is situated within an Obsolete Property Rehabilitation District established in a Qualified Local Governmental Unit eligible under P.A. 146 of 2000 to establish such a district.</p> <p>A statement that completion of the rehabilitated facility is calculated to, and will at the time of issuance of the certificate, have the reasonable likelihood to, increase commercial activity, create employment, retain employment, prevent a loss of employment, revitalize urban areas, or increase the number of residents in the community in which the facility is situated. The statement should indicate which of these the rehabilitation is likely to result in.</p> <p>A statement that the rehabilitation includes improvements aggregating 10% or more of the true cash value of the property at commencement of the rehabilitation as provided by section 2(l) of P.A. 146 of 2000.</p> <p>A statement of the period of time authorized by the Qualified Local Governmental Unit for completion of the rehabilitation.</p>
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PART 3: ASSESSOR RECOMMENDATIONS

Taxable Value and State Equalized Value of Obsolete Property, as provided in P.A. 146 of 2000, as amended, Section 6(2)c...taxable value of the obsolete property, separately stated for real and personal property, for the tax year immediately preceding the effective date of the certificate (December 31st of the year approved by the STC)...

	Taxable Value	State Equalized Value (SEV)
Land		
Building(s)	\$84,100	\$84,100
Name of Local Government Body City of Adrian	Date of Action on application	Date of Statement of Obsolescence

PART 4: CLERK CERTIFICATION

The undersigned clerk certifies that, to the best of his/her knowledge, no information contained herein or in the attachments hereto is false in any way. Further, the undersigned is aware that if any information provided is untrue, the exemption provided by P.A. 146 of 2000 may be in jeopardy.

Name of Clerk Pat Baker	Clerk Signature	Date	
Clerk's Mailing Address 135 E. Maumee St.	City Adrian	State MI	ZIP Code 49221
	Telephone Number (517) 264-4866	Fax Number (517) 265-8698	Email Address pbaker@ci.adrian.mi.us

Mail completed application and attachments to: State Tax Commission
Michigan Department of Treasury
P.O. Box 30471
Lansing, Michigan 48909-7971

If you have any questions, call (517) 373-3272.

For guaranteed receipt by the State Tax Commission, it is recommended that applications and attachments are sent by certified mail.



REGULAR AGENDA

So-1 R-1

September 20, 2010

SPECIAL ORDER

The Mayor called for the hearing and consideration of comments to establishment of a Special Assessment District (SAD #383) for improvements on Bent Oak Ave. from Riverside Avenue to the city limits.

Discussion

When the Mayor called for final objections _____

and he declared the hearing closed.

Property Owner: N & D Properties
Property Address: 711 Bent Oak Ave.
Property No: XAO-100-0078-01

WHEREAS, the City Administrator has recommended that Bent Oak Ave. from Riverside to the city limits be improved by the construction of curb and gutter, driveway approaches and other appurtenances on a special assessment basis, has prepared and filed plans and specifications for the proposed construction, and has prepared and filed a report and recommendation relating thereto pursuant to the provisions of Section 1.205 of the Adrian City Code. *

NOW, THEREFORE, BE IT RESOLVED:

1. That the City Commission deems and declares its intention to improve Bent Oak Ave. from Riverside Ave. to the city limits.
2. That the estimated cost thereof is \$490,000.
3. That \$87,370 of the said estimated cost shall be defrayed by special assessment and \$402,630 shall be paid by major street funds.
4. That the proposed special assessment district shall include the following land and premises:

Special Assessment Properties

Bent Oak Avenue from Riverside Ave. to the city limits

5. That special assessments to defray the cost of the proposed improvements shall be levied on the lands and premises within the proposed special assessment district (SAD #383) according to frontage.
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, September 20, 2010 for the purpose of hearing and considering comments to the proposed improvements or to the inclusion of any property within the proposed special assessment district.
8. That the City Clerk will mail notice of the intent to make the said improvements to all interested parties pursuant to the provisions of Section 1.260 of the Adrian City Code.

This resolution was adopted by a unanimous vote.

Pat Baker, City Clerk

The following costs of the above improvements are listed so that you may **ESTIMATE** your assessment. Costs are subject to change dependent on current bid prices. If you need assistance, the Engineering Department will be happy to assist you with your estimate by calling 517-264-4829 or 517-264-4894.

Curb & Gutter Removal & Replacement	\$19.00/LF
6" Thick Concrete	\$ 5.25/SF
4" Thick Concrete	\$ 4.25/SF

N & D Properties
2814 Terrehaven Dr.
Adrian, MI 49221
711 Bent Oak

Trent A. McClain
719 Bent Oak Ave.
Adrian, MI 49221

Consumers Energy
One Energy Plaza
Jackson, MI 49201-9938
(885 Bent Oak)

Robinette Rev. Liv. Trust
1009 Bent Oak Ave.
Adrian, MI 49221

1009-1015 Lot, LLC
1015 Bent Oak Ave.
Adrian, MI 49221
(5348 Bent Oak)

Debra S. Victor
1010 Bent Oak Ave.
Adrian, MI 49221

Linda E. Calkins
1020 Bent Oak Ave.
Adrian, MI 49221

Arthur Barnhart
3610 Sparta Rd.
Sebring, FL 33875-5362
(1030 Bent Oak)

Federal Nat'l. Mortgage
14221 Dallas Parkway, Ste. 1000
Dallas, TX 75254
(1110 Bent Oak)

Robert & Diane Feltman
1120 Bent Oak Ave.
Adrian, MI 49221

Denise Rossman
1140 Bent Oak Ave.
Adrian, MI 49221

Ms. Nancy Vetitoe
1130 Bent Oak Ave.
Adrian, MI 49221

Harold Luce, Jr. Rev. Liv. Trust
1210 Bent Oak Ave.
Adrian, MI 49221

R-1

RESOLUTION

RE: ENGINEERING DEPARTMENT – Approve Establishment of a Special Assessment District for Improvements on Bent Oak Ave. from Riverside to City Limits

WHEREAS, the Adrian City Commission, by Resolution CR10-054, duly adopted at its September 7, 2010 regular meeting, deemed it necessary and declared its intention to construct improvements, including curb and gutter and other appurtenances, on Bent Oak Avenue from Riverside to the city limits, and did provide a notice of public hearing as provided by Chapter 70, Section 70-6, of the Adrian City Code; and

WHEREAS, said notice has been given and a hearing held.

NOW, THEREFORE, BE IT RESOLVED:

1. That said public improvements be made and the City Administrator be directed to proceed with the same.
2. That the plans, specifications and detailed estimates relating to said improvements, as filed with the City Clerk, be and are hereby approved and adopted and the City Administrator is directed to take action necessary to accomplish the said improvements.
3. That the estimated total cost of said improvements is determined to be \$490,000.
4. That \$87,370 of the said estimated cost shall be defrayed by special assessment and \$402,630 shall be paid by major street funds.
5. That the said special assessment may be paid in ten installments. The first installment shall be due and payable on or before sixty days from the date said special assessment is confirmed, and one installment shall be due annually thereafter. Interest shall be charged at the rate of six (6%) percent per annum on all unpaid installments.
6. That the premises upon which special assessments shall be levied, and which shall be hereafter known and designated as Special Assessment District #383, are described as follows:

Special Assessment Properties
Bent Oak Avenue from Riverside Ave. to the City Limits

7. That the City Assessor is directed to prepare a Special Assessment Roll in accordance with this resolution.

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



Michigan Department of Energy, 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 #	535282
Business ID #	223225

7/30/10

LOCAL APPROVAL NOTICE

[Authorized by MCL 436.1501]

JUNE 11, 2010

TO: ADRIAN CITY COMMISSION
ATTN: CLERK
100 E CHURCH STREET
ADRIAN, MI 49221-2773

APPLICANT: SAUCE ITALIAN GRILL & PUB, LLC

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

DAVID HORSTMAN, 3139 BIRCH RUN, ADRIAN, MI 49221, H(734) 564-5167, B(734) 564-5167
KIM HORSTMAN, 3139 BIRCH RUN, ADRIAN, MI 49221, H(586) 909-6385, B(734) 564-5167
CONTACT: CAREN M BURDI, ATTORNEY, EARL, EARL AND ROSE, 31951 MOUND ROAD, WARREN, MI 48092,
B(586) 264-4800, H(586) 942-9411, cmburdi@earlearlrose.com

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 Unit 3 of the Retail Licensing Division at (517) 636-0204.

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



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

Sent
 7/20/10
 sent additional
 OP (Food)
 8/31/10

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

JUNE 11, 2010

ADRIAN POLICE DEPARTMENT
 CHIEF OF POLICE
 100 E CHURCH STREET 155 E. Main
 ADRIAN, MI 49221-2773

REQUEST ID #: 535282

Applicant:

SAUCE ITALIAN GRILL & PUB, LLC REQUESTS TO TRANSFER OWNERSHIP OF ESCROWED 2007 CLASS C LICENSED BUSINESS WITH ENTERTAINMENT PERMIT, LOCATED AT 149 N MAIN, ADRIAN, MI 49221, LENAWEE COUNTY, FROM FIRST FEDERAL BANK OF THE MIDWEST. (STEP 2).

Official Permit (Food) Field addition for

CONTACT: CAREN M BURDI, ATTORNEY, EARL, EARL AND ROSE, 31951 MOUND ROAD, WARREN, MI 48092, B(586) 264-4800, H(586) 942-9411, cmburdi@earlearlrose.com.

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. ****Please ensure that section D of the card has been completed prior to submission.****

If you have any questions, please contact Unit 3 of the Retail Licensing Division at (517) 636-0204.

dl

LC-1972 (Rev. 09/05)
 Authority: MCL 436.1201(4)
 Completion: Mandatory
 Penalty: No License

DELEG is an equal opportunity employer/program. Auxiliary aids, services and other reasonable accommodations are available upon request to individuals with disabilities. Michigan Liquor Control Commission 7150 Harris Drive • P.O. Box 30005 • Lansing, Michigan 48909-7505 www.michigan.gov/lcc • (517) 322-1345 Lansing Office



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

Photo Form

FOR MLCC USE ONLY
 Request ID # 535282
 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: Sauce Italian Grill & Pub, LLC

Address: 149 N. Main, Adrian, MI 49221

Type of License: Class C License No.: _____

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.

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 A.M. to 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.

Sundays 10:00 A.M. to 12:00 A.M. / P.M. noon

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: David Horstman 7/20/10
Kim Horstman 7-20-10

CONTACT INFORMATION

Name: David and Kim Horstman

Address: 3139 Birch Run, Adrian MI 49221
(street address) (city) (state)

Phone Number: (734) 564-5167

E-Mail Address: _____

Print Form



Michigan Department of Energy, 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)]

JUNE 11, 2010

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

REQUEST ID #: 535282

Applicant:

SAUCE ITALIAN GRILL & PUB, LLC REQUESTS TO TRANSFER OWNERSHIP OF ESCROWED 2007 CLASS C LICENSED BUSINESS WITH ENTERTAINMENT PERMIT, LOCATED AT 149 N MAIN, ADRIAN, MI 49221, LENAWEE COUNTY, FROM FIRST FEDERAL BANK OF THE MIDWEST. (STEP 2).

CONTACT: CAREN M BURDI, ATTORNEY, EARL, EARL AND ROSE, 31951 MOUND ROAD, WARREN, MI 48092, B(586) 264-4800, H(586) 942-9411, cmburdi@earlearlrose.com.

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. ****Please ensure that section D of the card has been completed prior to submission.****

If you have any questions, please contact Unit 3 of the Retail Licensing Division at (517) 636-0204.

dl

LC-1972(Rev. 09/05)
Authority: MCL 436.1201(4)
Completion: Mandatory
Penalty: No License

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Michigan Department of Energy, 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 # 535282

Business ID # 223225

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:

SAUCE ITALIAN GRILL & PUB, LLC REQUESTS TO TRANSFER OWNERSHIP OF ESCROWED 2007 CLASS C LICENSED BUSINESS WITH ENTERTAINMENT PERMIT, LOCATED AT 149 N MAIN, ADRIAN, MI 49221, LENAWEE COUNTY, FROM FIRST FEDERAL BANK OF THE MIDWEST. (STEP 2).

Section 1. APPLICANT INFORMATION

APPLICANT #1:
DAVID HORSTMAN, 3139 BIRCH RUN
ADRIAN, MI 49221, H(734) 564-5167, B(734) 564-5167

APPLICANT #2:
KIM HORSTMAN, 3139 BIRCH RUN
ADRIAN, MI 49221, H(586) 909-6385, B(734) 564-5167

DATE FINGERPRINTED**:

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 and convictions (Attach a signed and dated sheet if more space is needed)

ARREST RECORD: Felony Misdemeanor
Enter record of all arrests and convictions (Attach a signed and dated sheet 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 motor vehicle fuel pumps at or directly adjacent to the establishment? 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 No, indicate which state and local ordinances the location does not meet: Building Plumbing Zoning Fire Sanitation Health

Section 4. RECOMMENDATION

- 1. Is this applicant qualified to conduct this business if licensed? Yes No*
- 2. Should the MLCC grant this request? Yes No*

*If any of the above questions were answered No, you must state your reasons for MLCC consideration of this recommendation on the back of this form or on an attached signed and dated sheet.

3. Is this recommendation subject to final inspection to determine that the proposed location meets all building, plumbing, zoning, fire, sanitation and health laws and ordinances? Yes No

4. Is this recommendation subject to any other conditions? Yes No

If Yes, list the conditions below or on an attached signed and dated sheet if more space is needed

Terrence B. Collins
Signature (Sheriff or Chief of Police)

8 SEPT 2010
Date

ADRIAN POLICE DEPARTMENT

dl



Michigan Department of Energy, 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 # 535282

Business ID # 223225

LAW ENFORCEMENT RECOMMENDATION

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

June 11, 2010

TO: ADRIAN POLICE DEPARTMENT

Re: SAUCE ITALIAN GRILL & PUB, LLC

We have received a request from the above licensee for the type of permit indicated below. Please make an investigation and submit your 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:

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

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

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

June 11, 2010

<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 type="checkbox"/> <input type="checkbox"/> Recommended <input type="checkbox"/> Recommended, subject to final inspection <input type="checkbox"/> Not Recommended

Signed:


Signature and Title

TERRENCE B. COLLINS - Police Chief
Print Name and Title

ADRIAN POLICE DEPARTMENT

Date: 8 SEPTEMBER 2010

dl

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 ESCROWED 2007 CLASS C LICENSED BUSINESS WITH ENTERTAINMENT PERMIT, LOCATED AT 149 N MAIN, ADRIAN, MI 49221, LENAWEE COUNTY, FROM FIRST FEDERAL BANK OF THE MIDWEST TO SAUCE ITALIAN GRILL & PUB, LLC (STEP 2). *Add Official Permit (Food)*

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)

R.3

MEMO



DATE: September 15, 2010
TO: Honorable Mayor and City Commission
FROM: Dane C. Nelson, City Administrator
SUBJECT: Industrial Park Mowing

Bids were received for mowing lots in the City's Industrial Park, with Tim Roberts of Onsted, MI being the low bidder at \$600.00 per mowing. Although the total area is 45 acres, only the first 20-25 feet beyond the back of the curb will be mowed to reduce the cost. It is expected that this area will be mowed approximately five times during FY2010-11, with a not-to-exceed cost of \$3,000.

Three firms responded to the offer to bid. Funds will be appropriated from the LDFA-GAIDC Unreserved Fund Balance for this work.

Respectfully submitted,


Dane C. Nelson
City Administrator

DCN:bjw



MEMO

135 E. Maumee St. Adrian, Michigan 49221-2773

DATE: September 10, 2010

TO: Dane Nelson, City Administrator
Jeff Pardee, Finance Director
Cindy Prue, Asst. Finance Director

FROM: Chris Atkin
Director of Community Development

SUBJECT: Industrial Park Mowing

Below you will find the bid tabulations as submitted for the Adrian Industrial Park mowing. In order to reduce cost, the mowing will only be the first twenty (20) to twenty-five (25) beyond the back of the curb.

Community Development recommends awarding the bid to Tim Roberts of Onsted, MI at a cost not to exceed the lump sum amount per mowing occurrence.

BIDDER	Lump Sum to Mow Lot	Per Hour Charge Flat Areas	Per Hour Charge Roadsides
Tim Roberts Onsted MI	\$ 600.00 (Approx. 10 hours)	\$ 60.00	\$ 60.00
Stratton's Landscape Adrian MI	\$ 1,575.00	\$ 60.00	\$ 60.00
F&S Landscape Tecumseh MI	\$ 2,100.00	\$ 75.00	\$ 45.00

Respectfully submitted,

Chris Atkin
Community Development Director

RESOLUTION

RE: DEPARTMENT OF COMMUNITY DEVELOPMENT-Industrial Park Mowing

WHEREAS, the City Purchasing Office, in conjunction with the Community Development Department, solicited bids for the mowing of industrial park and three (3) bids were received as follows:

BIDDER	Lump Sum to Mow Lot	Per Hour Charge Flat Areas	Per Hour Charge Roadsides
Tim Roberts Onsted MI	\$ 600.00 (Approx. 10 hours)	\$ 60.00	\$ 60.00
Stratton's Landscape Adrian MI	\$ 1,575.00	\$ 60.00	\$ 60.00
F&S Landscape Tecumseh MI	\$ 2,100.00	\$ 75.00	\$ 45.00

WHEREAS, the Community Development Director recommends selection of the low bidder and engagement of Tim Roberts, Onsted, MI to perform mowing services for the Industrial Park approximately five (5) times during FY2010-11 at an approximate cost of \$600.00 per mowing, for a total contract cost not to exceed \$3,000; and

WHEREAS, the Finance Director indicates that sufficient funds are available for this purpose in the Local Development Finance Authority-GAIDC Fund and that \$3,000 be appropriated from Unreserved Fund Balance (282-000.00-390.000); and

WHEREAS, the City Administrator recommends approval of this resolution and related budget amendments.

NOW, THEREFORE, BE IT RESOLVED that the Adrian City Commission, by this resolution, hereby selects the low bidder and engagement of Tim Roberts, Onsted, MI to perform mowing services for the Industrial Park for a total contract cost no to exceed \$3,000.

BE IT, FURTHER, RESOLVED that \$3,000 be appropriated from the LDFA-GAIDC Unreserved Fund Balance (282-000.00-390.000) for this purpose and that the FY2010-11 Budget be amended as follows:

Local Development Finance Authority-GAIDC Fund (282)		
Revenue:		Amount
Prior Years' Revenue	(282-000.00-697.000)	\$3,000
Expenditures:		
LDFA-GAIDC Contract Services	(282-290.00-801.000)	<u>3,000</u>
Total		<u>\$ -0-</u>

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

R-4

Date: September 15, 2010

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

From: Terrence Collins, Police Chief

RE: ACCEPTANCE OF JUSTICE ASSISTANCE GRANT AWARD FOR IN-CAR VIDEO CAMERA PROJECT AND UTILIZATION OF DRUG FORFEITURE FUNDS FOR GRANT MATCH

The Adrian City Commission, by Resolution #R09-120 dated July 20, 2009, authorized application for an enhanced Justice Assistance Grant under the American Recovery and Reinvestment Act of 2009 (Grant #2009-DJ-BX-1167) to provide funding for the Police Department In-Car Camera Project. The United States Department of Justice, under the expanded grant funding provided by the American Recovery and Investment Act, awarded the grant funding in September, 2009 in the amount of \$14,539, for the period October 1, 2009 through February 28, 2013.

The total cost of the proposed project amounts to \$17,125, including the purchase and installation of the following items:

4	DVM-500 Digital Ally Camera Systems (\$395.00 ea.)	\$15,980.00
4	Installation of Camera Systems (\$286.25 ea.)	<u>1,145.00</u>
	Total	<u>\$17,125.00</u>

I respectfully recommend acceptance of the Justice Assistance Grant Award (Grant #2009-DJ-BX-1167) in the amount of \$14,539 and appropriation of Drug Forfeiture Funds in the amount of \$2,586 for the required grant.

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". The Finance Director indicates that the City of Adrian currently has a total of \$29,614 in a Trust Account as a result of Court-distributed drug forfeiture property seizures. 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).

The attached resolution has been prepared for consideration by the City Commission at its regularly scheduled meeting on September 20, 2010. If you have any questions or need for further information, please contact my office.

RESOLUTION

RE: POLICE DEPARTMENT – ACCEPTANCE OF JUSTICE ASSISTANCE GRANT AWARD FOR IN-CAR VIDEO CAMERA PROJECT AND UTILIZATION OF DRUG FORFEITURE FUNDS FOR GRANT MATCH

WHEREAS, the Adrian City commission, by Resolution #R09-120 dated July 20, 2009, authorized application for an enhanced Justice Assistance Grant under the American Recovery and Reinvestment Act of 2009 (Grant #2009-DJ-BX-1167) to provide funding for the Police Department In-Car Camera Project; and

WHEREAS, the United States Department of Justice, under the expanded grant funding provided by the American Recovery and Investment Act, awarded the grant funding in September, 2009 in the amount of \$14,539, for the period October 1, 2009 through February 28, 2013; and

WHEREAS, the total cost of the proposed project amounts to \$17,125, including the purchase and installation of the following items:

4	DVM-500 Digital Ally Camera Systems (\$395.00 ea.)	\$15,980.00
4	Installation of Camera Systems (\$286.25 ea.)	<u>1,145.00</u>
	Total	<u>\$17,125.00</u>

WHEREAS, the Police Chief and City Administrator recommend acceptance of the Justice Assistance Grant Award (Grant #2009-DJ-BX-1167) in the amount of \$14,539, appropriation of Drug Forfeiture Funds in the amount of \$2,586 for the required grant match and approval of the necessary budget amendments; and

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 \$29,614 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).

NOW, THEREFORE, BE IT RESOLVED that the Adrian City Commission, by this resolution, authorizes acceptance of the Justice Assistance Grant (JAG) Award (Grant #2009-DJ-BX-1167) in the amount of \$14,539.

BE IT, FURTHER, RESOLVED that \$2,586 be appropriated from the drug Forfeiture Trust Fund (701-000.00-280.000) and that the FY2010-11 Budget be amended as follows:

General Fund

Revenue:		
(101-301.00-540.000)	Police JAG/ARRA Grant, including Local Match	\$17,125
Expenditures:		
Police Department:		
(101-301.00-977.000)	Police Capital Equipment	<u>17,125</u>
	Total	<u>\$ -0-</u>

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



MISCELLANEOUS

M-1

DEPARTMENTAL REPORT

SEPTEMBER 20, 2010

	AUGUST 2010	JULY 2010	AUGUST 2009	YEAR-TO-DATE 2010	YEAR TO DATE 2009
POLICE DEPARTMENT					
Complaints Answered	897	974	912	6,610	6,773
VIOLATIONS					
Moving Citations	117	146	99	1,147	678
3-6 am Parking Tickets	136	64	135	1,366	1,356
Non-Moving Citations	46	35	34	239	309
Downtown Parking Tickets	310	4	198	613	1,191
TOTAL VIOLATIONS	609	249	466	3,365	3,534
ARRESTS	126	134	94	968	909
FIRE DEPARTMENT (See M-4)					
INSPECTION DEPARTMENT					
Building Permits	25	37	29	183	217
Electrical Permits	34	28	20	149	143
Mechanical Permits	38	16	26	163	138
Plumbing Permits	15	7	9	57	43
Sidewalk Permits	1	0	1	5	12
Sign Permits	7	3	2	42	32
TOTAL PERMITS	120	91	87	599	585
Estimated Bldg. Costs	\$436,463	\$373,561	\$390,333	\$3,492,621	\$2,696,241
PARKING SYSTEM					
Meters in Operation					
Parking Assessment	\$7,717	\$0	\$0	\$29,656	\$13,548
Lot Revenue	\$0	\$118	\$1,844	\$1,262	\$3,179
Street Revenue	\$0	\$0	\$0	\$0	\$0
Misc. Revenue	\$16	\$15	\$15	\$131	\$110
Permits	\$1,100	\$800	\$0	\$18,063	\$16,189
Fines	\$1,005	\$205	\$990	\$2,929	\$5,486
Collection Fees	\$50	\$175	\$0	\$2,380	\$0
Token Sales	\$0	\$0	\$0	\$0	\$0
Contribut-GenFund	\$0	\$0	\$10,000	\$6,000	\$26,000
TOTAL REVENUE	\$9,888	\$1,313	\$12,849	\$60,421	\$64,512
WASTE WATER DEPARTMENT					
M. G. Pumped	132.811	142.23	131.636	1,185.323	1,349.364
Cost of Plant Operation *		\$111,165	\$223,202	\$2,562,167	\$2,478,861
WATER DEPARTMENT					
M. G. Pumped	86	88	96	639	713
Number of Customers	6,192	6,280	6,304		
	Industrial	Commercial	Residential	Other	TOTAL
M. G. Sold Revenue	\$47,204	\$96,776	\$129,236	\$69,212	81,533 \$342,428

*Figure not available

M-2

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

ADRIAN D.A.R.T. PASSENGER RIDERSHIP REPORT FOR AUGUST 2010

WEEK END:	AUG 6	AUG 13	AUG 20	AUG 27	AUG 31	TOTAL
MONDAY	292	294	262	290	271	1409
TUESDAY	292	295	250	235	285	1357
WEDNESDAY	281	304	255	252	0	1092
THURSDAY	255	252	258	221	0	986
FRIDAY	318	289	284	251	0	1142
		1434	1309	1249	556	5986

SERVICE DAYS	AUG 2010	AUG 2009	+/-	JUL 2010
	(22)	(20)		(21)
SENIORS	707	686	21	634
HDPC SENIORS	850	908	-58	867
HANDICAPPED	2619	2549	70	2630
WHEELCHAIRS **	422	384	38	377
GENERAL	1810	1568	242	1616
	5986	5711	275	5747

MONTH	2008	2009	2010	%
SEPTEMBER	6640	5788		-13%
OCTOBER	7278	6440		-12%
NOVEMBER	6050	5594		-8%
DECEMBER	6734	6419		-5%
JANUARY	7368	6532		-11%
FEBRUARY	7417	6267		-16%
MARCH	7540	7288		-3%
APRIL	6915	6388		-8%
MAY	6119	5598		-9%
JUNE	6453	5639		-13%
JUNE	6098	5747		-6%
JULY	5711	5986		5%
	80323	73686		-8%

** WHEELCHAIR TOTALS ARE INCLUDED IN HANDICAPPED PASSENGER TOTALS