



PRE-MEETING AGENDA

ADRIAN CITY COMMISSION
AGENDA
PRE-MEETING STUDY SESSION
JULY 19, 2010

The Pre-Meeting Study Session has been **cancelled** for Monday, July 19, 2010. The regularly scheduled Commission meeting will begin at 7:00 p.m. in the Chambers Building at 159 E. Maumee Street, Adrian, MI 49221.



COMMISSION AGENDA

**AGENDA
ADRIAN CITY COMMISSION
JULY 19, 2010
7:00 P.M.**

- I. MOMENT OF SILENCE AND PLEDGE OF ALLEGIANCE TO THE FLAG
- II. ROLL CALL
- III. APPROVAL OF MINUTES OF THE JULY 7, 2010 REGULAR MEETING OF THE ADRIAN CITY COMMISSION
- IV. PRESENTATION OF ACCOUNTS
- V. COMMUNICATIONS
 - 1. **C-1. Finance Department.** Report on Waste Collection & Disposal Program dollar amounts included in the FY2010-11 Budget document.
- VI. PUBLIC COMMENTS
- VII. CONSENT AGENDA
 - A. RESOLUTIONS
 - 1. **CR10-041. Engineering Department** – Resolution to set a public hearing to consider comments to establishment of a Special Assessment District (SAD #381) for curb and gutter replacement and other appurtenances on Logan Street from Center to Division.
 - 2. **CR10-042. Engineering Department** – Resolution to set a public hearing to consider comments to establishment of a Special Assessment District (SAD #382) for curb and gutter replacement and other appurtenances on W. Hunt St. from Main to Trestle Park, including the section of N. Winter from W. Hunt to the City stormwater retention basin.
 - 3. **CR10-043. Administration** – Resolution to approve the re-election of 7 incumbents to the Workers' Compensation Board of Trustees for 2-year terms, beginning October 1, 2010.
- VIII. REGULAR AGENDA
 - A. ORDINANCES
 - 1. **Ord. 10-006.** Introduction of an Ordinance to amend Article IV – Section 4.42 (B) of the Zoning/Development Regulations. Changes distance from street for vision obstructions at the

intersections of two streets and driveway/street intersections.

2. **Ord. 10-007.** Introduction of an Ordinance to amend Section 3.1 of Article III of the Zoning/Development Regulations, and the Zoning Map, by deleting the Christian Family Centre, more commonly known as 1800 W. US-223, from the R-1 Single Family Residential District, and including the same in the ERO Education, Research and Office District.

B. RESOLUTIONS

1. **R10-089. Engineering Department** – Resolution to award bid to replace sections of roof at City Hall. City Administrator and City Engineer recommend selection of the low bidder, Roofcon, Inc., Brighton, MI, and engagement in the City's Standard Professional Services Contract for the replacement of the middle and south sections of the City Hall roof (\$43,450), as well as replacement of the insulation and membrane on the north section (cost to be determined on a cost per square foot basis).
2. **R10-090. Transportation Department** – Resolution to approve the installation of seven mobile radios and accessories from Adrian Communications for Dial-A-Ride buses and that the bid process be waived. Funds are available through a Section 5311 Capital Grant.
3. **R10-091. Police Department** - Resolution to rescind Traffic Control Order (TCO) 09-39 and replace with TCO 10-3 to reinstall "STOP" signs on Michigan Street at Dennis Street and remove "Cross Traffic Does Not Stop" signs under the existing stop signs on both sides of Dennis Street.
4. **R10-092. Parks & Recreation Department** – Resolution to approve a revised grant acceptance for Congestion Mitigation Air Quality (CMAQ) Grant Award to Fund non-motorized/ pedestrian bridge construction to extend Kiwanis Trail into Riverside Park. Total project cost amounting to \$497,650, including local matching funds requirement amounting to \$117,530.
5. **R10-093. Finance Department** – Resolution to authorize renewal of Liability, Property and Vehicle Fleet Insurance. FY2009-10 premium was \$221,053 and FY2010-11 proposed premium is \$211,141, a 4.5% decrease, for coverage with a \$2,000,000 liability limit and \$5,000 deductible per occurrence. In addition, the deductible on property insurance for communities with low claims history, including the City of Adrian, has been lowered from \$1,000 to \$250.

I X. MISCELLANEOUS

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

2. Departmental Report
3. Fire Department Monthly Report

X. PUBLIC COMMENTS

X I. COMMISSION COMMENTS



MINUTES

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

Prior to the opening of the regular meeting, Commission DuMars motioned to go into closed session (6:10 p.m.) to discuss real estate acquisition and labor negotiations, seconded by Commissioner Carrico, motion carried by a unanimous vote. The Commission came out of closed session at 6:55 p.m. to begin their regularly scheduled meeting.

Official proceedings of the July 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 DuMars, Warren, Carrico and Clegg

ABSENT: Commissioners Osborne and Steele

Mayor McDowell in the Chair.

Commissioner Clegg moved to excuse Commissioners Osborne and Steele, seconded by Commissioner DuMars, motion carried by a unanimous vote.

Commissioner DuMars moved to approve the minutes of the June 21, 2010 regular meeting of the Adrian City Commission, seconded by Commissioner Clegg, motion carried by a unanimous vote.

PRESENTATION OF ACCOUNTS

Utility Department Receiving Fund Voucher #3279 through #3286	\$135,870.26
General Fund Vouchers #19930 through #19958	\$452,252.55
Clearing Account Vouchers amounting to	<u>\$214,838.43</u>
TOTAL EXPENDITURES	<u>\$802,961.24</u>

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

COMMUNICATIONS

1. **C-1 - Finance Department.** Report on Government Finance Officers Association (GFOA) 104th Annual Conference
2. **C-2 - Finance Department.** Correspondence from Finance Director on State Revenue Sharing Update

PUBLIC COMMENTS

1. Rick Coronado, 1031 Brookside Dr., clarified that his goal was to make sure that all contractors and vendors working for the City would be regularly tested for drugs, not just that they would not use drugs on the job.
2. Dan Wright, TPOAM Union President, gave some background on what led to the tentative contract agreement and asked the Commission to approve it.

REGULAR AGENDA

ORDINANCE

1. **Ord. 10-005 – Utilities Department.** Second reading and adoption of an Ordinance to repeal Section 94-242(i) of Chapter 94-Sewer-Summer Billings. Eliminates the summer sewer credit given to residential customers from June-September. Sewer usage would be billed the entire year based on water meter readings. Eff. Date: July 22, 2010

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

RESOLUTIONS

RESOLUTION R10-080

RE: DEPARTMENT OF PUBLIC WORKS – REVISED CURB REPLACEMENT PROGRAM FOR 2010

WHEREAS, the Adrian City Commission, by Resolution #R10-052 dated April 19, 2010, authorized the acceptance of the low bidder, Schug Construction, Adrian, MI, for Part B (\$81,537.20) and engagement in the City's Professional Services Contract to provide curb and gutter replacement for various streets, including Frank Street from Center Street to Dean Street; and

WHEREAS, although the remaining two blocks of Frank Street were scheduled for 2012 in the Cities Capital Improvement Program, the block from Center Street to Locust Street is in an advanced state of failure; and

WHEREAS, the City Engineer and City Administrator recommend approval of a contract change order in the amount of \$7,000 to include Frank Street from Center Street to Locust Street; and

WHEREAS, the Finance Director indicates that sufficient funds are available for this purpose in the Local Street Fund (203).

NOW, THEREFORE, BE IT RESOLVED that the Adrian City Commission, by this resolution, hereby approves a contract change order with Schug Construction, Adrian, MI in the amount of \$7,000 to include Frank Street from Center Street to Locust Street in the FY2010-11 Capital Budget.

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

RESOLUTION R10-081

RE: DEPARTMENT OF PUBLIC WORKS – REVISED ASPHALT PAVING PROGRAM FOR 2010

WHEREAS, the Adrian City Commission, by Resolution #R10-053 dated April 19, 2010, authorized the acceptance of the low bidder, Quality Asphalt, Homer, MI for Part B (\$158,450.00) and engagement in the City’s Professional Services Contract to provide asphalt paving for various streets, including Frank Street from Center Street to Dean Street; and

WHEREAS, although the remaining two blocks of Frank Street were scheduled for 2012 in the Cities Capital Improvement Program, the block from Center Street to Locust Street is in an advanced state of failure; and

WHEREAS, the City Engineer and City Administrator recommend approval of a contract change order in the amount of \$24,000 to include Frank Street from Center Street to Locust Street; and

WHEREAS, the Finance Director indicates that sufficient funds are available for this purpose in the Local Street Fund (203).

NOW, THEREFORE, BE IT RESOLVED that the Adrian City Commission, by this resolution, hereby approves a contract change order with Quality Asphalt, Homer, MI in the amount of \$24,000 to include Frank Street from Center Street to Locust Street in the FY2010-11 Capital Budget.

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

RESOLUTION R10-082

RE: DEPARTMENT OF PARKS & RECREATION – Annual T-Shirt Bid Recommendation

WHEREAS, the Department of Parks & Recreation, in conjunction with the City of Adrian Purchasing Office, solicited and received bids on Wednesday, June 16, 2010 for the annual purchase of t-shirts and sweatshirts for various Recreation programs; and

WHEREAS, thirteen (13) vendors were invited to bid and four (4) responded with the following results:

<u>VENDOR</u>	<u>LOCATION</u>	<u>AMOUNT</u>
Austin, Inc.	Milford, MI	\$3.11/shirt
Pro Med Uniform	Adrian, MI	\$3.90/shirt – Light \$4.20/shirt – Dark
Apex Screen Print	Adrian, MI	\$4.75/shirt
Med Paint Print	Adrian, MI	\$4.25/shirt

WHEREAS, the Parks & Recreation Director and City Administrator recommend acceptance of the low bid and authorization of annual t-shirts and sweatshirts purchase

from Austin, Inc, Milford, MI at an estimated cost (depending on volume purchased) of \$8,000-\$10,000; and

WHEREAS, the low volume of sweatshirts that would be purchased does not justify going to a separate vendor, even though the per unit cost is not the lowest available; and

WHEREAS, the Finance Director indicates that sufficient funds are available in the FY2010-11 Parks & Recreation Operating Budget for this purpose in the appropriate sub-accounts for the individual activities.

NOW, THEREFORE, BE IT RESOLVED that the Adrian City Commission, by this resolution, hereby accepts the low bid and authorizes the Parks & Recreation Department to purchase t-shirts and sweatshirts for various Recreation programs from Austin, Inc, Milford, MI at an estimated cost (depending on volume purchased) of \$8,000-\$10,000, which is included in the FY2010-11 Parks & Recreation Operating Budget.

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

RESOLUTION R10-083

RE: FIRE DEPARTMENT – Authorization to Issue Permit for Fireworks Display to the Family Christian Centre for Annual Community Celebration on August 7th

WHEREAS, the Adrian City Fire Chief has received and reviewed an application for a Fireworks Display Permit from the Christian Family Centre (THE CENTRE), located at 1800 W. US-223, Adrian, MI for an annual community celebration on August 7, 2010; and

WHEREAS, the Fire Chief has identified the location of the firing area to be on City-owned property on Industrial Drive across US-223 from THE CENTRE; and

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

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

NOW, THEREFORE, BE IT RESOLVED that the Adrian City Commission, by this resolution approves the Fireworks Display Permit for August 7th requested by the Christian Family Centre, with the aforementioned provisions in adherence to the National Fire Protection Association Guidelines, and authorizes the City Clerk to sign said permit.

On motion by Commissioner Carrico, seconded by Commissioner DuMars, this Resolution was adopted by a unanimous vote.

RESOLUTION R10-084

RE: FINANCE DEPARTMENT – Amendment to Standard Professional Services Contract to Include Adherence to City’s Drug-Free Workplace Policy

WHEREAS, the Adrian City Commission, by resolution dated November 17, 2003, adopted the Finance Department recommended Standard Professional Services Contract, to be utilized by the Purchasing Office for all City Departments and Agencies, effective January 1, 2004; and

WHEREAS the Adrian City Commission, by resolution #R08-038 dated March 3, 2008, adopted a Drug-Free Workplace Policy applicable to all City employees; and

WHEREAS, because the City of Adrian is committed to maintaining a safe, healthy and productive work environment for all of its employees and customers, the Finance Director and City Administrator recommend that the Drug-Free Workplace Policy be extended to all City contractors and their employees through amendment of the City’s Standard Professional Services Contract; and

WHEREAS Section 7.6 Compliance with Laws is recommended to be amended by adding the following language:

7.6.1 Contractor shall comply with all federal, state and local laws, statutes, ordinances, regulations, insurance policy requirements, and requirements applicable to its activities under this Contract.

7.6.2 In particular, contractor shall comply with City’s Drug-Free Workplace Policy, which generally states that the use, possession, distribution and sale of alcohol and other drugs (including prescription drugs without a valid prescription) at work or on City property are strictly prohibited.

NOW, THEREFORE, BE IT RESOLVED that the Adrian City Commission, by this resolution, hereby authorizes the following recommended amendment to the City’s Standard Professional Services Contract - Section 7.6 Compliance with Laws:

7.6.1 Contractor shall comply with all federal, state and local laws, statutes, ordinances, regulations, insurance policy requirements, and requirements applicable to its activities under this Contract.

7.6.2 In particular, contractor shall comply with City’s Drug-Free Workplace Policy, which generally states that the use, possession, distribution and sale of alcohol and other drugs (including prescription drugs without a valid prescription) at work or on City property are strictly prohibited.

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

RESOLUTION R10-085

RE: City Engineer – Authorization to Select Vendor to Design the Lighting Layout and All Associated Items for the South Toledo Street Parking Lot and to Proceed with Construction of These Items

WHEREAS, the Adrian City Commission, by Resolution #10-005 dated January 4, 2010, authorized the transfer of \$2,250,000 from General Fund Designated Fund Balance to complete the funding of the Downtown Government Complex; and

WHEREAS the final major component of the aforementioned project is the reconstruction of the South Toledo Street Parking Lot, immediately adjacent to the new City Hall; and

WHEREAS, on behalf of the City Engineer, the Purchasing Office solicited bids from twelve (12) vendors, with just one (1) response from Service Electric Company, Adrian, MI on June 8, 2010, for bids to design the lighting layout of said parking lot and all associated items, as well as construction of these items; and

WHEREAS, the bid results for the two (2) specified options are detailed as follows:

OPTION 1: \$35,253.00 to install new service dumpster wall, new underground wiring, and re-feed south parking lot;

OPTION 2: \$59,269.00 to remove existing, replace, new poles, new underground, re-feed south parking lot; and

WHEREAS, the City Engineer recommends that the City authorize selection of OPTION 1 and engagement of Service Electric Company, Adrian, MI in the City's Standard Professional Services Contract to perform the prescribed scope of services at a cost not to exceed \$35,253.00; and

WHEREAS, the Finance Director indicates that there are sufficient funds available for this purpose from the remaining balance of funding provided for the Downtown Government Complex (101-836.00-801.000); 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 engagement of Service Electric Company, Adrian, MI in the City's Standard Professional Services Contract to perform the prescribed scope of services specified in OPTION 1 at a cost not to exceed \$35,253.00.

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

AYES: Mayor McDowell, Commissioners Warren, Carrico and DuMars

NAYS: Commissioner Clegg

ABSTAINED: None

Prior to voting on the above resolution, Commissioner Clegg questioned whether there was a problem with the bid process as there was only one bid submitted from 12 possible vendors.

RESOLUTION R10-086

RE: COMMUNITY DEVELOPMENT - REVOCATION OF OBSOLETE PROPERTY REHABILITATION EXEMPTION CERTIFICATE NUMBER 3-06-0088 FOR MR. WILLIAM CLICK OF MODEL CONSTRUCTION FOR THE PROPERTY LOCATED AT 107 NORTH MAIN STREET, CITY OF ADRIAN, LENAWEE COUNTY, MICHIGAN, PURSUANT TO AND IN ACCORDANCE WITH THE PROVISIONS OF THE OBSOLETE PROPERTY REHABILITATION ACT, PUBLIC ACT 146 OF 2000

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

WHEREAS, the aforementioned action plan consists of a variety of recommendations aimed at assisting in the economic redevelopment of downtown Adrian; and

WHEREAS, the aforementioned plan identifies a need to encourage private investment in the downtown, both in new developments, as well as the retention, restoration and reuse of historic and/or architecturally significant buildings; and

WHEREAS, the Adrian Downtown Development Authority seeks to work in partnership with private property owners to realize this goal; 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, Public Act 146 of 2000 requires the qualified local governmental unit to establish an Obsolete Property Rehabilitation District; and

WHEREAS, the Adrian City Commission, through resolution R06-005 dated January 17, 2006, created an Obsolete Property Rehabilitation District encompassing 107 North Main Street; and

WHEREAS, the Adrian City Commission, through resolution R06-26 dated February 20, 2006, granted an Obsolete Property Rehabilitation Exemption Certificate to Mr. William Click of Model Construction for a period of five (5) years for rehabilitation work that was proposed on his property at 107 North Main Street within the City of Adrian Downtown Development District; and

WHEREAS, the State of Michigan State Tax Commission issued an Obsolete Property Rehabilitation Exemption Certificate, Certificate Number 3-06-0088, dated November 29, 2006 to Mr. William Click of Model Construction for property located at 107 North Main Street for a period of five (5) years beginning December 31, 2006 and ending December 30, 2011 for real property investment in the amount of \$170,000 and freezing the taxable value of the real property related to aforementioned certificate at \$ 17,573; and

WHEREAS, Mr. William Click of Model Construction has failed to maintain commercial activity at 107 North Main Street; and

WHEREAS, Mr. William Click of Model Construction has failed to maintain expected employment at 107 North Main Street; and

WHEREAS, Mr. William Click of Model Construction has failed to maintain an increase in downtown residency; and

WHEREAS, Mr. William Click of Model Construction has failed to assist the City with their short and long-term revitalization goals; and

WHEREAS, the legislative body of the qualified local governmental unit may, by resolution, revoke the Obsolete Property Rehabilitation Exemption certificate of a facility if it finds that the completion of rehabilitation of the facility has not occurred within the time authorized by the legislative body in the exemption certificate, or a duly authorized extension of that time, **or that the holder of the Obsolete Property Exemption Certificate has not proceeded in good faith with the operation of the rehabilitated facility** in a manner consistent with the purposes of this Act and in the absence of circumstances that are beyond the control of the holder of the exemption certificate.

NOW, THEREFORE, BE IT RESOLVED that the Adrian City Commission, by resolution, hereby revokes the Obsolete Property Rehabilitation Exemption Certificate granted on February 20, 2006 for property at 107 North Main Street with legal description: N 20 FT OF E 66 FT OF S 80 FT LOT 15 ORIGINAL PLAT

NOW, THEREFORE, BE IT FURTHER RESOLVED that the Adrian City Commission, by resolution, hereby revokes the Obsolete Property Rehabilitation Exemption Certificate granted on February 20, 2006 to Mr. William Click of Model Construction for property at 107 North Main Street with legal description: N 20 FT OF E 66 FT OF S 80 FT LOT 15 ORIGINAL PLAT.

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

RESOLUTION R10-087

RE: CITY ENGINEER – Elevator Maintenance Bid Recommendation

WHEREAS, the City of Adrian Purchasing Office solicited and received bids for elevator maintenance on June 29, 2010 for City Hall, Library and Police Department to cover the time between expiration of the respective warranty periods and June 30, 2012; and

WHEREAS, four (4) bids were received with the following results:

Bidder	City Hall	Public Library	Police Station
Otis Elevator Lansing MI	\$375.00 per qrt. Load test included	\$375.00 per qrt. Load test included	\$375.00 per qrt. Load test included
Kone Inc Livonia MI	\$ 450.00 per qrt. Load test included	\$ 450.00 per qrt. Load test included	\$ 450.00 per qrt. Load test included
ThyssenKrupp Elevator Northwood OH	\$ 460.00 per qrt. No load test	\$ 460.00 per qrt. No load test	\$ 460.00 per qrt. No load test
Toledo Elevator Toledo OH	\$ 570.00 per qrt. Load test included	\$ 570.00 per qrt. Load test included	\$ 570.00 per qrt. Load test included

WHEREAS, the City Administrator and City Engineer recommend selection of the low bidder, Otis Elevator, Lansing, MI, and engagement in the City's Standard Professional Services Contract for the performance of elevator maintenance services for City Hall, Adrian Public Library and the Police Department at a cost not to exceed \$375.00 per quarter for each of the three (3) elevators, or a total of \$4,500 annually (The Contract will be effective immediately for City Hall, November 1, 2010 for the Library and May 1, 2011 for the Police Department.); and

WHEREAS, the Finance Director indicates that sufficient funds are available for this purpose in the FGY2010-11 Budget in each of the departmental operating budgets, i.e., (101-265.00-931.001) for City Hall; (101-738.00.931.000) for Adrian Public Library; and (101-301.00-931.000) for the Police Department.

NOW, THEREFORE, BE IT RESOLVED that the Adrian City Commission, by this resolution, hereby approves the selection of the lowest qualified bidder, Otis Elevator, Lansing, MI, and engagement in the City's Standard Professional Services Contract for the performance of elevator maintenance services for City Hall, Adrian Public Library and the Police Department at a cost not to exceed \$375.00 per quarter for each of the three (3) elevators or a total of \$4,500 annually.

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

RESOLUTION R10-088

RE: TPOAM UNION – Contract Settlement

WHEREAS, the City of Adrian has recognized and engaged in collective bargaining with the Technical, Professional and Office Workers' Association of Michigan (TPOAM); and

WHEREAS, through good faith bargaining on the part of both parties, an agreement has been reached covering the period from July 1, 2008, to and including June 30, 2012, and is recommended for approval by the City Administrator; and

WHEREAS, the terms of said agreement have been reviewed by the City Commission.

NOW, THEREFORE, BE IT RESOLVED, that the Collective Bargaining Agreement between the City of Adrian and the TPOAM is hereby approved and the Mayor and City Clerk are authorized to execute said agreement.

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

Prior to the vote, Administrator Nelson clarified the terms of the contract.

PUBLIC COMMENTS

1. Tom Faulhaber, 419 Budlong St., expressed disappointment in the maintenance of some of the city's parks, especially Comstock and Riverside Parks.
2. Rick Coronado, 1031 Brookside Dr., gave an explanation/clarification on the specs for Resolution R10-085. Said there was a lot of work that went into designing the lighting and that could be why so many contractors didn't submit bids.
3. Dan Wright, TPOAM President, thanked the Commission for approving Resolution R10-088 for the TPOAM contract agreement.
4. Mark Gasche, Parks and Recreation Director, said he appreciated Mr. Faulhaber's concerns about park maintenance and explained that between staffing issues and the flooding we have had, that they are behind in park maintenance.

COMMISSION COMMENTS

1. Commission Warren commended both the City and the TPOAM Union for coming to a contract agreement.
2. Commissioner Carrico thanked Mr. Faulhaber for coming in and voicing his concerns regarding the parks.
3. Commissioner Clegg explained his "no" vote on Resolution R10-085 (lighting design/layout for the Toledo St. parking lot)

The next regular meeting of the Adrian City Commission will be held on Monday, July 19, 2010, 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

July 19, 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 #3287 through #3295.....	\$ 49,563.20
General Fund	
Vouchers #19959 through #19977	\$315,143.52
Clearing Account Vouchers	
amounting to	<u>\$244,726.12</u>
TOTAL EXPENDITURES	<u>\$609,432.84</u>

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

July 19, 2010

UTILITY DEPARTMENT VOUCHERS

<u>Check Number</u>	<u>To</u>	<u>Description</u>	<u>Amount</u>
<u>Receiving</u>			
3287	City of Adrian: Clearing Acct	June 30 Check Register	\$ 49,157.29
3288	City of Adrian: Clearing Acct	July 6 Check Register	\$ 10,231.33
3289	Verizon North	Wastewater Phone	\$ 41.74
3290	Mich Dept of Natural Resourc	Pre Application Meeting	\$ 350.00
3291	City of Adrian: Payroll	Payroll for July 9	\$ 44,849.89
3292	MI Water Environ Assoc	Banquet Expenses	\$ 105.00
3293	Citizens Gas Fuel Co	Various Heat Bills	\$ 308.42
3294	Consumers Energy	Various Electric Bills	\$ 3,713.87
3295	City of Adrian: Utilities	Various Water Bills	\$ 194.28
		Total	\$ 108,951.82
		Less: CK #3287 & 3288	\$ 59,388.62
		TOTAL	\$ 49,563.20

WW= \$ 44,092.71

WAT= \$ 64,859.11

19-Jul-10

GENERAL FUND
CHECK REGISTER

CHECK#	AMOUNT	PAYEE	DESCRIPTION
19959	\$ 1,345.08	US Postmaster	Tax Bill Mailing
19960	\$ 124,038.97	City of Adrian: Clearing Acct	June 30 Check Register
19961	\$ 354.17	Verizon North	Various Phone Bills
19962	\$ 15.00	Lenawww Co Register Deeds	Jeopardy Assessment
19963	\$ 4,688.75	Quick Service Transportation	Payroll W/E July 3
19964	\$ 12,719.25	City of Adrian: Clearing Acct	July 6 Check Register
19965	\$ 406.76	Verizon North	Various Phone Bills
19966	\$ 22,659.24	City of Adrian: End Trust	Transfer Funds
19967	\$ 225,316.35	City of Adrian: Payroll	Payroll for July 9
19968	\$ 14,626.97	First Federal Bank	Soc Security for July 9
19969		City of Adrian: Dart	Transfer State MI Funds
19970	\$ 300.00	Lenawee County Library	Recreation Refund
19971	\$ 608.38	Lenawee Fuels Inc	Cemetery Gasoline
19972	\$ 17.00	Lenawee Co Register Deeds	Recording Fee
19973	\$ 6,216.99	Citizens Gas Fuel Co	Various Heat Bills
19974	\$ 31,762.39	Consumers Energy	Various Electric Bills
19975	\$ 4,775.85	Quick Service Transportation	Payroll W/E July 10
19976	\$ 1,970.44	City of Adrian: Utilities	Various Water Bills
19977	\$ 80.15	Verizon North	Police Phone Bill

\$ 451,901.74
\$ (136,758.22) Less: CK# 19960 & 19964
\$ 315,143.52

CLAIMANT	AMOUNT CLAIMED	AMOUNT ALLOWED	AMOUNT REJECTED
1. ADDISON VETERINARY CLINIC, P	158.50		
2. ADRIAN CHARTER TOWNSHIP	175.50		
3. CITY OF ADRIAN	1,681.60		
4. ADRIAN COMMUNICATIONS	19.00		
5. ADRIAN FABRICARE CENTER INC.	690.00		
6. ADRIAN LANDFILL	119.01		
7. ADRIAN LOCKSMITH & CYCLERY	14.34		
8. ADRIAN WATER CONDITIONING IN	19.50		
9. AIRGAS GREAT LAKES	218.81		
10. ALLIED WASTE SERVICES	49,214.52		
11. ALLIED WASTE SERVICES #259	3,965.61		
12. AMAZON CREDIT PLAN	292.67		
13. APPLE MAT RENTAL	135.70		
14. BADER & SONS CO	149.60		
15. BAKER & TAYLOR BOOKS	31.80		
16. BATTERY WHOLESALE	94.34		
17. KRISTIN BAUER	20.00		
18. MICHELLE BEDDINGFIELD	400.00		
19. FREDERICK BEEKEL	30.42		
20. ROBERT BISHOP	233.15		
21. BRAKES-N-MORE	1,321.27		
22. TODD BROWN	20.00		
23. BUCK & KNOBBY EQUIP CO INC	160.20		
24. CHALLENGER TEAMWEAR	695.00		
25. CHARLESBRIDGE PUBLISHING	30.53		
26. CLIFT BUICK-PONTIAC-GMC	14.40		
27. COAST TO COAST DELI	60.49		
28. COIN-OP SPECIALISTS INC.	238.02		
29. COMCAST	84.69		
30. CONTINENTAL SERVICE	588.39		
31. CORPORATE COST SOLUTIONS INC	281.50		
32. CORROSION FLUID PRODUCTS COR	190.15		
33. CUTLER DICKERSON CO	36.60		
34. D&P COMMUNICATIONS, INC.	1,709.17		
35. DAN'S FARM SUPPLY INC	15,975.00		
36. DEMCO INC	46.70		
37. DEXTER'S INC.	7.17		
38. DOAN CONSTRUCTION CO	252.00		
39. STEVE EBERLE	20.00		
40. ENGLEWOOD ELECTRICAL SUPPLY	3,302.36		
41. EXECUTONE COMMUNICATIONS LLC	463.00		
42. FASTENAL COMPANY	45.57		
43. JEFF FLETCHER	250.00		
44. FYR-FYTER SALES & SERVICE	39.00		
45. GALL'S INC	377.54		
46. MARK GIGAX	20.00		
47. GOODWILL INDUSTRIES	46.00		
48. GORDON FOOD SERVICE	1,347.24		
49. GOVERNMENTAL BUSINESS SYSTEM	1,037.56		
50. GRAPHICS UNLIMITED	139.25		
51. DENISE GRITZMAKER	20.00		
52. HABITEC SECURITY INC	348.00		
53. HACH COMPANY	61.19		
54. HADDEN TIRE COMPANY	2,195.00		
55. REBECCA HARRIS	20.00		
56. GIL HEBARD GUNS	132.24		
57. HOBBY LOBBY	103.89		
58. SHANE HORN	20.00		
59. HUBBARD AUTO CENTER	90.34		
60. HURON LIME INC.	2,992.22		
61. I C M A	881.00		
62. I C M A VANTAGE POINT	6,077.43		
63. I.T. RIGHT	33.75		
64. ICMA RETIREMENT CORPORATION	155.76		
65. INDUSTRIAL MILL SUPPLY CORP	169.05		
66. INFO USA MARKETING INC.	5,000.00		
67. J.E. JOHNSON DEVELOPMENT GRO	26,848.58		
68. JACKSON PRINTING AND MAILING	401.44		
69. JACKSON TRUCK SERVICE INC.	43.11		
70. K & B ASPHALT SEALCOATING, I	1,327.44		
71. KENNEDY INDUSTRIES INC.	595.75		
72. KERR PUMP & SUPPLY	393.00		
73. KEY GOVERNMENT FINANCE, INC.	25,845.33		
74. KIMBALL MIDWEST	15.87		
75. JOHN KNAUSS	15.90		

CLAIMANT	AMOUNT CLAIMED	AMOUNT ALLOWED	AMOUNT REJECTED
76. KONICA MINOLTA- ALBIN	146.53		
77. BRENT KUBALEK	105.97		
78. LEGACY PRINTING	139.74		
79. LENAWEE COUNTY PRINTER	511.96		
80. LENAWEE ECONOMIC DEVELOPMENT	4,750.00		
81. LENAWEE INTERMEDIATE SCHOOL	926.87		
82. LEXIS NEXIS RM INC	150.00		
83. LONG'S SMALL ENGINE SERVICE	308.91		
84. LOWE'S CREDIT SERVICES	1,453.48		
85. MAGLOCLEN	400.00		
86. MANPOWER OF LANSING MI INC.	1,053.00		
87. MAPLE CITY GLASS INC.	4,500.00		
88. PAUL MCCORMACK	140.00		
89. GARY MCDOWELL	20.00		
90. MICH STATE HOUSING DEVEL.	25.00		
91. MICHIGAN AMATEUR SOFTBALL	1,796.00		
92. MICHIGAN ASSESSOR'S ASSN	150.00		
93. MICHIGAN GOVT FINANCE	473.00		
94. MICHIGAN MUNICIPAL LEAGUE	6,622.00		
95. MICHIGAN OFFICE SOLUTIONS	227.03		
96. STATE OF MICHIGAN	690.00		
97. MICHIGAN STATE POLICE	1,065.00		
98. MIDWEST TAPE	100.36		
99. BILL MULLALY	225.00		
100. MUNICIPAL WEB SERVICES	236.25		
101. NEXTEL COMMUNICATIONS	1,184.52		
102. NORTHWEST POOLS, INC.	67.30		
103. NOVOPRINT USA	150.00		
104. OMNIGRAPHICS INC.	163.70		
105. MIKE OSBORN	20.00		
106. JOSH PERRY	30.00		
107. FITT AUTO ELECTRIC COMPANY	694.05		
108. GLENN PRESTON	20.00		
109. PRO-MED UNIFORM	122.99		
110. PVS TECHNOLOGIES INC	5,376.35		
111. QUICK SERVICE TRANSPORTATION	1,182.50		
112. TIM RITCHIE	20.00		
113. ROSENBROCK, TIMOTHY	61.63		
114. SAFEWAY MOVING & STORAGE	438.00		
115. SEBCO BOOKS	691.12		
116. SENTIMENTAL PRODUCTIONS	110.00		
117. SERVICE ELECTRIC CO OF ADRIA	285.00		
118. SHERWIN-WILLIAMS CO	183.95		
119. SIGNAL 88 SECURITY	4,851.70		
120. SLUSARSKI EXCAVATING & PAVIN	9,907.50		
121. SPRINT NEXTEL	286.51		
122. STADIUM TROPHY	56.00		
123. STAPLES CREDIT PLAN	28.93		
124. STEVENSON LUMBER, INC.	251.82		
125. JEFFREY A. STICKNEY, DO,PC	168.00		
126. STITCH WIZARD EMBROIDERY INC	497.00		
127. STONE'S CAFE & CATERING	168.75		
128. THOMAS SCIENTIFIC	1,379.93		
129. THOMSON WEST	349.26		
130. TOLEDO PHYSICAL EDUCATION SU	128.69		
131. TRACTOR SUPPLY COMPANY	592.61		
132. PAUL TRINKA	20.00		
133. TTB CLEANING LLC	355.00		
134. U S POSTMASTER	1,800.00		
135. ULOTH FARMS & GREENHOUSE	2,160.00		
136. UNITED PARCEL SERVICE	12.73		
137. USA BLUEBOOK	58.48		
138. VAN BRUNT TRANSPORT INC	18,636.18		
139. WILLIAMS & WORKS	4,800.00		
140. WRIGHT SIGNS INC.	950.66		

TOTAL ALL CLAIMS

244,726.12



COMMUNICATIONS



MEMO

Date: July 9, 2010

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

From: Jeffrey C. Pardee, Finance Director

A handwritten signature in cursive script, appearing to read 'Jeffrey C. Pardee'.

Re: **Waste Collection & Disposal**

In response to Commissioner Michael Clegg's inquiry regarding reconciliation of dollar amounts provided by the Office of City Engineer for the City's total Waste Collection & Disposal Program and the dollar amounts included in the FY2010-11 Budget Document, the following information is provided.

- 1) The basic curbside Waste Collection & Disposal Program, amounting to \$601,500, was funded at prior years' service levels in the Adopted Budget in the following accounts:

(ref: Tab 5 - Page 20)

Contract Services	(101-528.00-801.000)	\$600,000
Environmental Certification	(101-528.00-801.115)	500
Special Hauling Services	(101-528.00804.000)	<u>1,000</u>
Total basic curbside Waste Collection & Disposal		\$601,500

- 2) The City's Recycling Program was not included in the new year's appropriation due to budget constraints. However, the previous year's amended budget included the following dollar amounts for recycling related activities:

(ref: Tab 5 - Page 20)

Overtime	(101-528.00-704.116)	\$ 7,000
Overhead	(101-528.00-708.117)	3,500
Recycling Collection	(101-528.00-817.000)	30,000
Vehicle Rent	(101-528.00-943.117)	<u>1,000</u>
Total Recycling Program		\$ 41,500

- 3) The City's Composting Program was not included in the new year's General Fund appropriation due to budget constraints. However, the previous year's amended budget included the following dollar amounts for composting related activities: (ref: Tab 5 - Page 20)

Wages	(101-528.00-702.116)	\$ 20,000
Overtime	(101-528.00-704.116)	5,000
Overhead	(101-528.00-708.116)	12,000
Operating Supplies	(101-528.00-776.116)	5,000
Contract Services	(101-528.00-801.116)	16,000
Vehicle Rent	(101-528.00-943.116)	<u>28,000</u>
Total Composting Program		\$ 86,000

- 4) A modified version of the Composting Program, whereby the end product is for the exclusive use by the City for right-of-way improvements, was funded in the Major Street Fund (202) and the Local Street Fund (203), in the following accounts under Routine Maintenance Roads and Streets – Leaf Control: (ref: Tab 5 - Pages 33-34 and Pages 43-44)

Wages	(202-463.00-702.121)	\$ 10,000
Wages	(203-463.00-702.121)	17,000
Overtime	(202-463.00-704.121)	200
Overtime	(203-463.00-704.121)	1,000
Overhead	(202-463.00-708.121)	5,000
Operating Supplies	(202-463.00-776.121)	100
Operating Supplies	(203-463.00-741.121)	9,000
Vehicle Rent	(202-463.00-943.121)	12,000
Vehicle Rent	(203-463.00-843.121)	<u>30,000</u>
		\$ 84,300

A summary of the foregoing, with a preliminary estimate of annual and monthly cost per household (5,800 Households), is provided as follows:

	Total Annual Cost	Annual Cost per Household	Monthly Cost per Household
Waste Collection & Disposal	\$601,500	\$103.71	\$ 8.64
Recycling Program	41,500	7.16	.60
Composting and Leaf Collection Program	<u>170,300</u>	<u>29.36</u>	<u>2.45</u>
	<u>\$813,300</u>	<u>\$140.23</u>	<u>\$11.69</u>

This information is based upon various budget estimates. Due to the December 31, 2010 expiration of the current Waste Collection and Disposal Contract, a request for proposal has been issued with a submission date of July 20. The vendor proposals will provide more concrete numbers, which will be presented sometime in August. If you have any questions or need for further information, please contact my office.



CONSENT AGENDA

CR-1
June 30, 2009

MEMORANDUM

TO: Dane Nelson, City Administrator

FROM: Kristin Bauer, City Engineer

SUBJECT: 2011 Special Assessment Districts



In conjunction with the Capitol Project Plan for the Fiscal Year 2010-11 the following projects have been scheduled for road reconstruction projects. As it has been the practice for at least the last 30 years, the costs for the concrete curb and drive approaches will be assessed to the property owners with frontages and sideages on the street to be reconstructed.

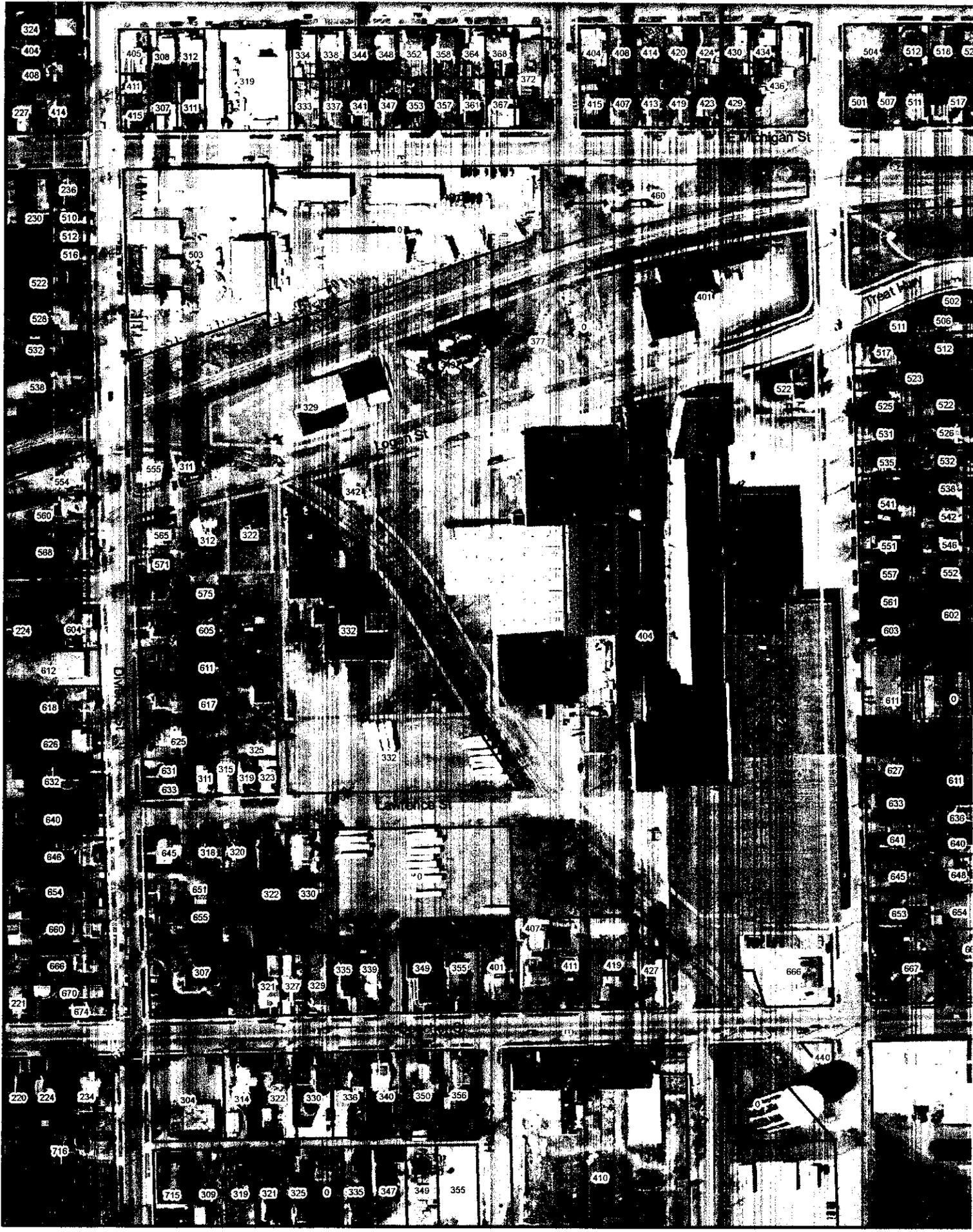
In staying consistent with this past practice, I am proposing the establishment of Special Assessment Districts (SAD) for the following streets:

<u>STREET</u>	<u>CROSS STREETS</u>	<u>TOTAL COST EST.</u>	<u>ESTIMATED ASSESSMENT</u>
Logan Street	Center to Division	\$ 265,172	\$ 75,912
W. Hunt Street (including the section of N. Winter St. from W. Hunt St. to the City pump station)	Main to Trestle Park	\$ 76,708	\$ 15,783

These numbers are based on: \$19.00/LF Curb Removal & Replacement
\$ 5.25/SF 6" thick Concrete Costs
\$ 4.25/SF 4" thick Concrete Costs

Enclosed with this memo are the list of owners who currently own property on both W. Hunt Street, N. Winter Street and Logan Street. It should be noted that following establishment of this SAD we will be placing a curb and gutter lien on the each property with the Tax Assessor's office.

I am requesting that at the July 19, 2010 meeting a public hearing be set for the establishment of these SAD's at the August 2, 2010 City Commission meeting.



324
403
408
227 410

405 308 312 334 338 344 348 352 358 364 368 372
411 319 333 337 341 347 353 357 361 367

404 408 414 420 424 430 434 436
415 407 413 419 423 429

504 512 518 520
501 507 511 517

236
230 510
512
518

503 460 401 577 329 342 332 404

502
511 508
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517 523
525 522
531 528
535 532
538 542
541 546
551 552
561 602
603 611 0

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532
538

555 311 565 312 322 575 605 611 617 625 325 332 631 311 315 319 323 633 645 318 320 651 322 330 655 407 307 321 327 329 335 339 349 355 401 411 419 427 666

525 522
531 528
535 532
538 542
541 546
551 552
561 602
603 611 0
627 611
633 638
641 640
645 648
653 654
667

224 604
612
618

626 632 640 646 654 660 606 670 674 304 314 322 330 335 340 350 356 440 410

627 611
633 638
641 640
645 648
653 654
667

221 224 234
716

715 309 319 321 325 0 335 347 349 355

440

XA0-615-2016-00
RODRIGUEZ, MIGUEL
342 LOGAN ST
ADRIAN MI 49221

XA0-615-1005-05
BROWN, WILLIAM L & MELINI
1005 MICHIGAN AVE
ADRIAN MI 49221
401 LOGAN ST.

XA0-615-1002-00
SHUMATE, WILLIAM H
311 LOGAN ST
ADRIAN MI 49221

XA0-615-2003-00
TRINIDAD, BOBBIE DE LA
296 MEDINA RIVER CT
ADRIAN MI 49221

822 LOGAN ST.
312

XA0-615-3001-01
BROWN, A J & C JOAN
706 W CHICAGO BLVD
TECUMSEH MI 49286
404 LOGAN ST.

XA0-615-1005-04
CITY OF ADRIAN
100 E CHURCH ST
ADRIAN MI 49221
377 LOGAN ST

XA0-615-1001-00
CREGER, NICK
805 E SIENA HEIGHTS DR
ADRIAN MI 49221
555 DIVISION ST

XA0-615-2017-00
BROWN'S LOGAN ST. LLC
343 LAWRENCE ST
ADRIAN MI 49221
322 LOGAN ST.

XA0-615-4003-01
BROWN, A J
706 W CHICAGO BLVD
TECUMSEH MI 49286
522 S. CENTER ST.

XA0-615-1003-00
MECCA ENTERPRISES, LLC
3958 E HORTON RD
JASPER MI 49248-5859
329 LOGAN ST.

XA0-615-2001-00
EVANS, HOMER J & MILDRED
5538 LYONS HWY
ADRIAN MI 49221
565 DIVISION ST.

XA0-615-3002-01
WALDAN, LLC
5015 CRAFTSBURY
TECUMSEH MI 49286
332 LOGAN ST.

RE: ENGINEERING DEPT. – Establish Special Assessment District for Improvements on Logan Street from Center to Division Streets

RESOLUTION

WHEREAS, the City Administrator has recommended that Logan Street from Center to Division Street 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 Logan Street from Center to Division Streets.
2. That the estimated cost thereof is \$265,172.
3. That \$75,912 of the said estimated cost shall be defrayed by special assessment and \$189,260 shall be paid by major street funds.
4. That the proposed special assessment district shall include the following land and premises:

Special Assessment Properties
Logan Street from Center to Division Streets

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 #381) 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, August 2, 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 _____, seconded by
 Commissioner _____, this resolution was _____
 by a _____ vote.

RE: ENGINEERING DEPT. – Establish Special Assessment District for Improvements on W. Hunt St. from Center to Division, Including the Section of N. Winter St. from W. Hunt to the City Stormwater Retention Basin

RESOLUTION

WHEREAS, the City Administrator has recommended that W. Hunt Street from Main to Trestle Park, including the section of N. Winter St. from W. Hunt to the City pump station, 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 W. Hunt Street from Main to Trestle Park, including the section of N. Winter St. from W. Hunt to the City pump station.
2. That the estimated cost thereof is \$76,708.
3. That \$15,783 of the said estimated cost shall be defrayed by special assessment and \$60,925 shall be paid by local street funds.
4. That the proposed special assessment district shall include the following land and premises:

Special Assessment Properties

W. Hunt Street from Main St. to Trestle Park
(including the section of N. Winter St. from W. Hunt to the City stormwater retention basin)

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 #382) 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, August 2, 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 _____, seconded by
Commissioner _____, this resolution was _____ by a
_____ vote.

XA0-255-8011-01
PATH, PAMELA A & CHEESBR
607 N WINTER ST
ADRIAN MI 49221

XA0-255-8008-01
RICHARDSON, LAWRENCE & Z
03032 MARVIN DR
ADRIAN MI 49221
118 W. HUNT ST.

XA0-255-8001-00
24/7 BAIL AGENCY INC
PO BOX 700
TEMPERANCE MI 48182
601 N. MAIN ST.

XA0-255-6001-01
LENAWEE COUNTY BUILDING
301 N MAIN ST
ADRIAN MI 49221
405 N. WINTER ST.

XA0-255-8010-00
LEIK, TIM
620 N WINTER ST
ADRIAN MI 49221

XA0-255-8007-01
RODRIQUEZ, DANIEL & CAROL
114 W HUNT ST
ADRIAN MI 49221

XA0-000-0270-00
ADRIAN SUBWAY INC
1422 S MAIN ST, SUITE A
ADRIAN MI 49221
523 N. MAIN ST.

XA0-850-0228-00
CITY OF ADRIAN
100 E CHURCH ST
ADRIAN MI 49221

XA0-255-8009-00
WASHOVIA SERVICES INC
2981 TREAT HWY
ADRIAN MI 49221
124 W. HUNT ST

XA0-255-8006-00
FREY, PAUL D & DIANA
2151 N KIEL HWY
HUDSON MI 49247
110 W. HUNT ST.

XA0-255-7001-01
LENAWEE COUNTY BUILDING
301 N MAIN ST
ADRIAN MI 49221
501 N. MAIN ST.



CR-3

CR10-043

July 19, 2010

RE: ADMINISTRATION – Election of Trustees to MML Workers’ Comp. Board of Trustees

RESOLUTION

WHEREAS, the City of Adrian has been a member of the Michigan Municipal League (MML) Workers’ Compensation Fund since 1992; and

WHEREAS, each year an election is held for members of the Workers’ Compensation Board of Trustees; and

WHEREAS, seven (7) incumbent Trustees are seeking re-election for two-year terms beginning October 1, 2010: George Bosanic, City of Greenville; Christine Burns, City of Cedar Springs; Ken Hibl, City of Clare; Valerie Knol, City of Farmington; Elva Mills, Village of Lexington; Geraldine Moen, City of Howell and Arthur Shufflebarger, Village of Milford; and

WHEREAS, the City Administrator requests City Commission authorization to re-elect the aforementioned incumbent Trustees.

NOW, THEREFORE, BE IT RESOLVED that the Adrian City Commission, by this resolution, hereby authorizes re-election of the aforementioned MML Workers’ Compensation Fund Trustees for two-year terms beginning October 1, 2010.

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



michigan municipal

Workers' Compensation Fund

► 1675 Green Road
PO Box 1487
Ann Arbor, MI 48106-1487

TEL 734.662.3246 800.653.2483
FAX 734.741.1774
WEB www.mml.org

to	Members of the MML Workers' Compensation Fund	from	Michael J. Forster, Fund Administrator
cc		date	June 28, 2010
		subject	2010 Fund Trustee Election

Dear Fund Member:

Enclosed is your ballot for this year's Board of Trustees election. Seven (7) incumbent Trustees have agreed to seek re-election. You also may write in one or more candidates if you wish.

A brief biographical sketch of each candidate is provided for your review.

I hope you will affirm the work of the Nominating Committee by returning your completed ballot in the enclosed return envelope, no later than August 20. You may also submit your ballot online by going to www.mml.org. Click on *Insurance*, then *Workers' Compensation Fund*; the official ballot is located in the left navigation bar under *Online Forms*.

Thank you for your membership in the Worker's Compensation Fund, and for participating in the election of your governing board.

Sincerely,

Michael J. Forster

Fund Administrator

THE CANDIDATES

Two-year terms beginning October 1, 2010

George Bosanic , City Manager, City of Greenville



George has 19 years experience as a municipal official, serving as the city manager of Greenville for the last 14. He is a past president of the Greenville Rotary, winner of the Community Spirit Collaboration Award and a founding board member of the Montcalm County Big Brothers/Big Sisters Organization. He is a member of the Michigan Local Government Management Association and International City Management Association. George is seeking re-election to his third term as Trustee.

Christine Burns, City Manager, City of Cedar Springs



City Manager Christine Burns came to Cedar Springs in May 2007 after serving in the Village of Oxford for nearly 2 years and the City of Clare for more than 14 years. Chris graduated from Central Michigan University with the BS in BA majoring in Management (1990) and earned her MSA in Public Administration from CMU in 2006. Fire Up Chips! Chris is a member of the Michigan Local Government Management Association (MLGMA), International City/County Management Association (ICMA) and holds a Certified Master Municipal Clerk designation; she also serves as the President for the West MI Local Government Management Association and is on the Board of Directors for MLGMA. Christine is seeking her first term as Trustee.

Ken Hibl, City Manager, City of Clare



Ken has nine years Michigan municipal government experience, serving as the city manager of Clare. Prior to this appointment, he served as an officer in the U.S. Armed Forces for thirty years in leadership positions in armor, aviation, law enforcement, installation management, and the diplomatic service in Europe, the Far East, the Middle East, Africa, the Caribbean, and various locations within the U.S. He is a Rotarian and member of the Michigan Local Government Management Association and International City Management Association. Ken is seeking re-election to his third term as Trustee.

Valerie Knol, Councilmember, City of Farmington



Valerie was elected to the Farmington City Council in 2003. She served as Mayor Pro-Tem from 2005 to 2007 and Mayor from November 2007 to November 2009. She is currently serving as a Council member. In addition to Valerie's duties with the City of Farmington, she serves on the board of the Farmington Players Theatre and is a former board member of the Farmington Chapter of the American Association of University Women and Farmington YMCA. She has also been active with other community non-profits. Valerie is seeking her first term as Trustee.

THE CANDIDATES
Two-year terms beginning October 1, 2010



Elva Mills, Councilmember, Village of Lexington

Elva has more than 20 years experience as a municipal official, having served twelve years on the Madison Heights city council, and since 2000, on the Lexington Village council. Elva has also served on the boards of the Madison District Public Schools, the Sanilac County Community Mental Health Board and the Thumb Mental Health Alliance. In addition, she is currently active in a number of civic organizations, including the Greater Lexington Chamber of Commerce, the Lexington Business Association, the League of Women Voters, the American Association of University Women, and others. Elva is seeking her first term as Trustee.



Geraldine Moen, Mayor, City of Howell

Gerri has 16 years of experience as a municipal official and has been the Mayor of the City of Howell for eight years. She is a member of the Michigan Association of Planners, National League of Cities, and the Michigan Association of Mayors. Gerri is seeking re-election to her second term as Trustee.



Arthur Shufflebarger, Village Manager, Village of Milford

Arthur has 23 years experience as a municipal official. He has served as Milford's Village Manager for the past 17 years. He has also served on the MML's Governance Committee and Transportation and Infrastructure Committee, is a member of ICMA, the American Waterworks Association, the Water Environment Federation, the American Society for Public Administration and MLGMA. He is a member of the Milford Rotary and the 1992 recipient of the Michigan Rural Water Association's Manager of the Year award. Arthur is seeking re-election to his second term as Trustee.

Michigan Municipal League
Workers' Compensation Fund

OFFICIAL BALLOT - 2010

Vote for seven Trustees by marking the line to the left of the name for two year terms beginning October 1, 2010.

- George Bosanic, Incumbent
Manager, City of Greenville
- Christine Burns, Incumbent
Manager, City of Cedar Springs
- Ken Hibl, Incumbent
Manager, City of Clare
- Valerie Knot, Incumbent
Councilperson, City of Farmington
- Elva Mills, Incumbent
Councilperson, Village of Lexington
- Geraldine Moen, Incumbent
Mayor, City of Howell
- Arthur Shufflebarger, Incumbent
Manager, Village of Milford

Write-in Candidate

I hereby certify that:

(Municipality/Agency)

by action of its governing body, has authorized its vote to be cast for the above persons to serve as Trustees of the Michigan Municipal League Workers' Compensation Fund.

Official Signature

Date:



REGULAR AGENDA

0-1



135 East Maumee Street.
Community Development Department
Adrian, MI 49221

July 15, 2010

Honorable Mayor and City Commission:

At the July 6, 2010, meeting the Adrian City Planning Commission approved unanimously to recommend to the City Commission the approval of amending Section 4.42 (B) of Article IV of the Zoning/Development Regulations.

This section pertains to vision obstructions at the intersections of two streets and driveway and street intersections. Exhibit "B" on the graphic shows 15 feet a fence needs to be from the street. The text in Subsection B states 25 feet. The Planning Commission felt that 15 feet was more than adequate for this.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read 'Denise Cook'.

Denise Cook, Secretary

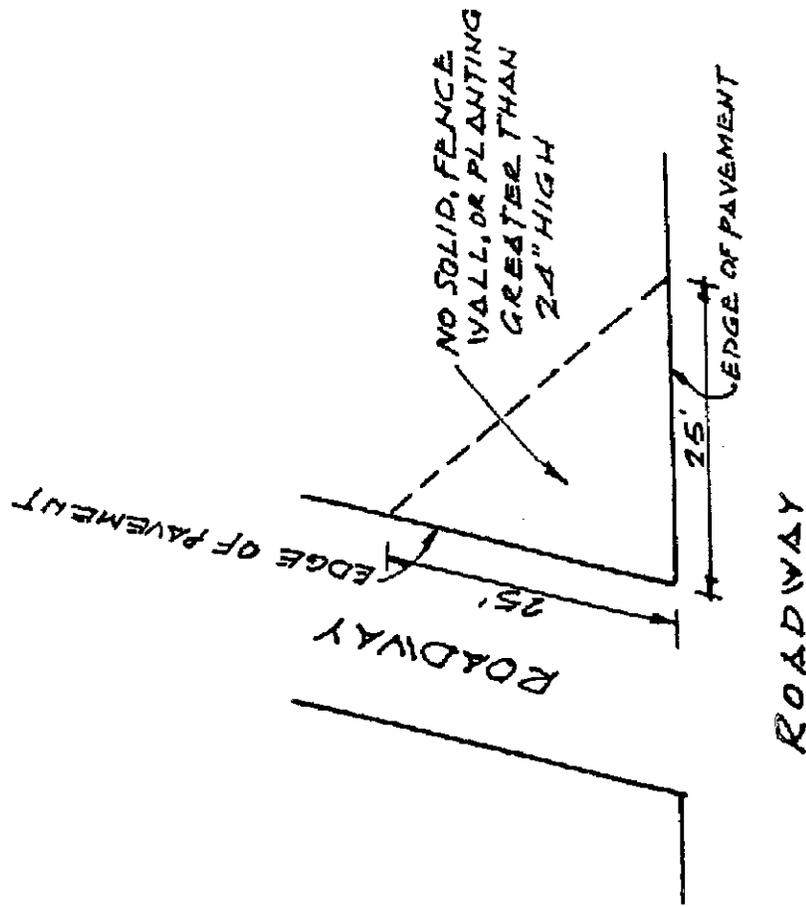


EXHIBIT "A"

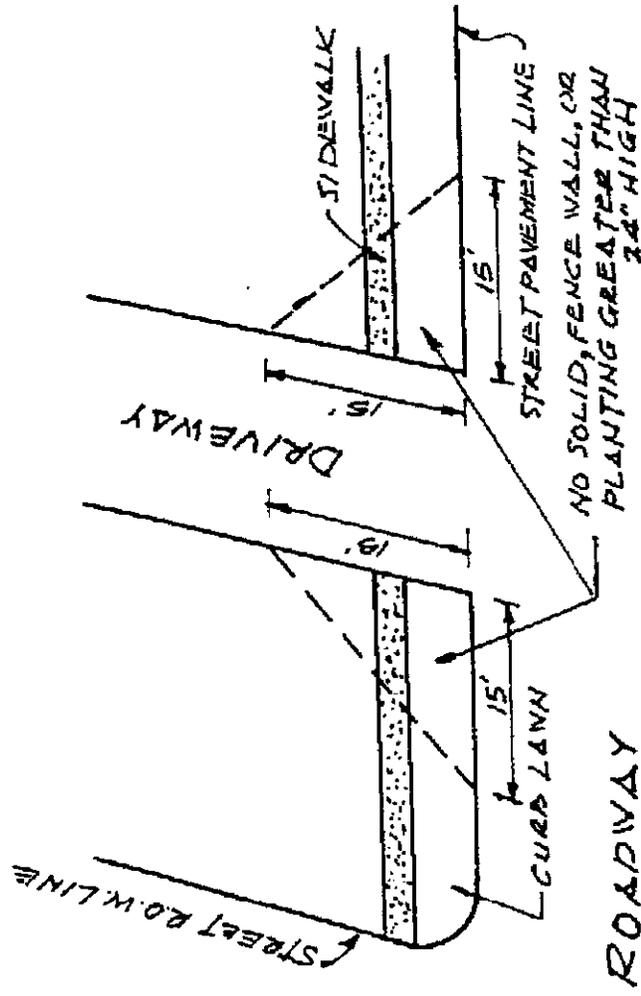


EXHIBIT "B"

VISIBILITY TRIANGLES

COMPILED BY

WILKINS & WHEATON ENGINEERING CO. INC.

KALAMAZOO, MICHIGAN.

MICHIGAN.

ORDINANCE NO. 10-006

AN ORDINANCE TO AMEND THE CODE OF THE CITY OF ADRIAN BY AMENDING ARTICLE IV – SECTION 4.42 (B) OF THE CITY OF ADRIAN ZONING/DEVELOPMENT REGULATIONS

The City of Adrian Ordains:

1. That Subsection B of Section 4.42 of Article IV of the City of Adrian Zoning/Development Regulations be amended to read as follows: *(new language is shown in bold)*

4.42 Corner and Driveway Clearance

No fence, wall, shrubbery, sign, or other obstruction to vision above a height of twenty four (24) inches from established street grades shall be permitted within the triangular area formed:

- A. At the intersection of any street right-of-way lines by a straight line drawn between said right-of-way lines at a distance along each line of twenty-five (25) feet from their point of intersection (See Illustration)
- B. At the intersection of a driveway and a street where two sides of the triangle defined by measuring ~~twenty-five (25)~~ **fifteen (15)** feet in length along the edge of the driveway and along the curb edge of the roadway line from the point of intersection and the third side is a diagonal connecting the first 2. (See Illustration)

INTRODUCTION -----July 19, 2010

SUMMARY PUBLISHED -----

ADOPTION -----

COMPLETE PUBLICATION -----

EFFECTIVE DATE -----

0-2



135 East Maumee Street.
Community Development Department
Adrian, MI 49221

July 15, 2010

Honorable Mayor
and City Commission:

At the July 6, 2010, meeting the Adrian City Planning Commission voted unanimously to recommend to the City Commission the approval of rezoning the Christian Family Center and School at 1800 West US-223 from R-1 Single Family Residential to ERO Education, Research and Office, and adopted the following resolution in support of this rezoning.

RESOLUTION

WHEREAS, the Lenawee Christian Ministries has submitted a request for rezoning of a single parcel identified in the Case File 10-013; and

WHEREAS, the existing use of the parcel is residential; and

WHEREAS, the City of Adrian Comprehensive Plan Future Land Use Map calls for designation of such parcel as Quasi-Public/College or University; and

WHEREAS, the Community Development Department has conducted a review of the applicant's request in accordance with the review standards found in the Zoning/Development Regulations, Section 28 pertaining to Official Zoning Map Amendments;

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

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

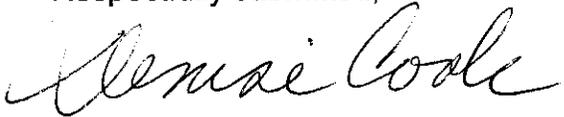
BE IT FURTHER RESOLVED that the Adrian City Planning Commission approve the application for rezoning Parcel XA0-133-1000-00; and

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

Findings of Fact and Summary of Comments:

The Planning Commission felt that the use of the property has changed sufficiently to justify this rezoning request. The Planning Commission doesn't anticipate any precedents that would result from this rezoning. Public utilities have already been provided and there doesn't seem to be any impact on public services. The Planning Commission does not anticipate any negative impact on environmental conditions or the value of surrounding properties from this rezoning. The current use of the property is in keeping with the ERO District. The Planning Commission felt that since this is such a large property, spot zoning would not be a concern.

Respectfully submitted,

A handwritten signature in cursive script that reads "Denise Cook". The signature is written in black ink and is positioned above the printed name.

Denise Cook, Secretary



135 E. Maumee St.
Community Development Department
Adrian, MI 49221

STAFF ANALYSIS

CITY PLANNING COMMISSION

DATE: June 23, 2010

CASE: 10-013

APPLICANT: Mr. Ron Evans, Executive President
Lenawee Christian Ministries
1800 West US-223
Adrian, MI 49221

REQUEST: Rezoning of Subject Parcel from R-1 to ERO

SUBJECT PARCEL(S): XA0-133-1000-00
1800 West US-223
Adrian, MI 49221

DESCRIPTION OF REQUEST

Applicant requests rezoning of the subject parcel of approximately 73.8 acres from R-1 Single Family Residential to ERO Education Research and Office. The applicant feels the ERO designation would more accurately reflect the activities that occur at their facility.

FUTURE LAND USE/ZONING

According to the City of Adrian Comprehensive Plan, future land use designation for the subject parcels is Quasi-Public/College or University.

The intent of the ERO District (as shown in the second paragraph of Section 18.0) gives the following description: These districts are specifically intended to prohibit commercial establishments of a retail nature or other activities which require constant short-term parking and traffic from the general public but are intended to permit those businesses and educational facilities which are required to serve the normal daily needs of the occupants and students.

DEPARTMENT REVIEWS

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

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

Generally, when property is annexed into the City of Adrian, it is zoned Residential. The parcel where The Centre is located was annexed and developed in 1985 and has not been rezoned appropriately. The availability of programs and services has increased at The Centre. There are exercise opportunities, nutritional classes and a restaurant, which are available to the general public.

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

No precedents are known or anticipated as a result of favorable action on this request. Approval of the petition would be consistent with the City of Adrian Comprehensive Plan.

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

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

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

There are no known environmental conditions which may be affected by the request. Community Development finds that no negative impact on values of the subject parcels or surrounding parcels would result from the proposed action. The proposed change will be harmonious with the surrounding properties and land uses.

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

The use of the parcel under current zoning designations is economically feasible. However, the current activities include commercial uses that are not permitted in the R-1 District.

RESOLUTION

WHEREAS, the Lenawee Christian Ministries has submitted a request for rezoning of a single parcel identified in the Case File 10-013; and

WHEREAS, the existing use of the parcel is residential; and

WHEREAS, the City of Adrian Comprehensive Plan Future Land Use Map calls for designation of such parcel as Quasi-Public/College or University; and

WHEREAS, the Community Development Department has conducted a review of the applicant's request in accordance with the review standards found in the Zoning/Development Regulations, Section 28 pertaining to Official Zoning Map Amendments;

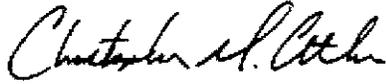
NOW THEREFORE BE IT RESOLVED that the Adrian City Planning Commission accepts the review and analysis conducted by the Community Development Department; and

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

BE IT FURTHER RESOLVED that the Adrian City Planning Commission approve the application for rezoning Parcel XA0-133-1000-00; and

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

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



Christopher M. Atkin
Community Development Director

APPLICATION FOR REZONING

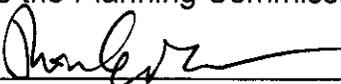
I (We), the undersigned, do hereby respectfully make application and petition to the Planning Commission to amend the Zoning Ordinance and change the zoning map as hereinafter requested, and in support of this application, the following facts are shown:

1. It is desired and requested that the foregoing described property be rezoned from Residential to ERO (Education, Research & Office)
2. It is proposed that the property will be put to the following use:
School and Community Center
3. It is proposed that the following building(s) will be constructed:
None at this time
4. The property sought to be rezoned is located at 1800 W US 223 on the north side of the Hwy. and the west side of Wolf Creek Hwy. It has a frontage of 1337.12 feet, and a depth of 2704.81 feet.
- 5a. The property is part of a recorded plat and is known as Lot(s) Number(s):
Parcel # XA0-133-1000-00
- 5b. The property is in acreage and is not part of a recorded plat. The property sought to be rezoned is located and described as follows: (Indicate total acreage also)
73.8 Acres for School and Community Center
6. The property sought to be rezoned is owned by:
Lenawee Christian Ministries
7. We attach a statement hereto indicating why, in our opinion; the change requested is necessary for the preservation and enjoyment of substantial property rights, and why such change will not be detrimental to the public welfare, nor the property of other persons located in the vicinity.
8. Attached hereto are 12 prints of a plot plan showing the lot or parcel in question, and the intended layout. These prints are made a part of this petition and are drawn to scale.

RECEIVED
MAY 24 2010

CITY OF ADRIAN
COMMUNITY DEVELOPMENT

NOTICE TO PETITIONER: Petitioner or their representative must be present for the public hearing before the Planning Commission, and also for the City Commission, or it will not be considered.



Signature of Applicant

1800 W. US 223, Adrian, MI 49221, T: 517.265.7590, F: 517.265.6558

Address and Phone Number - May also include fax number and/or e-mail address

LENAWEE CHRISTIAN MINISTRIES



1800 West US-223 • Adrian, MI 49221 • (517) 265-7590 • Fax: (517) 265-6558

May 24, 2010

Adrian City Planning Commission
135 East Maumee Street
Adrian, MI 49221

Dear Commissioners:

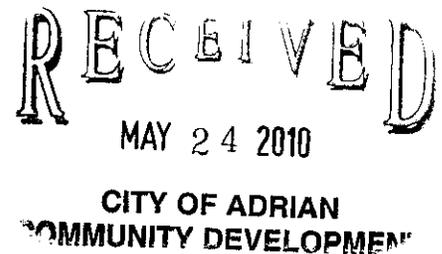
Thank you for the opportunity to apply for rezoning. For the last 20 years Lenawee Christian School and The Christian Family Center have been zoned Residential. We respectfully ask the Planning Commission to amend the zoning of our property located at 1800 W US 223 from Residential to ERO (education, research and office). The current designation of Residential, in our opinion, does not accurately reflect the activities that occur at our facility on a daily basis. We don't feel that the change would be detrimental to the public or property owners in our vicinity and may actually increase value to the community as a whole. Located very near to us is First Federal Bank, Gleaner Life, BP Gas Station, Brinks Security, and Coldwell Banker Realty.

Thank you in advance for your consideration.

Sincerely,

A handwritten signature in black ink, appearing to read 'Ron Evans', written in a cursive style.

Ron Evans
Executive President, Lenawee Christian Ministries



CERTIFICATE OF SURVEY

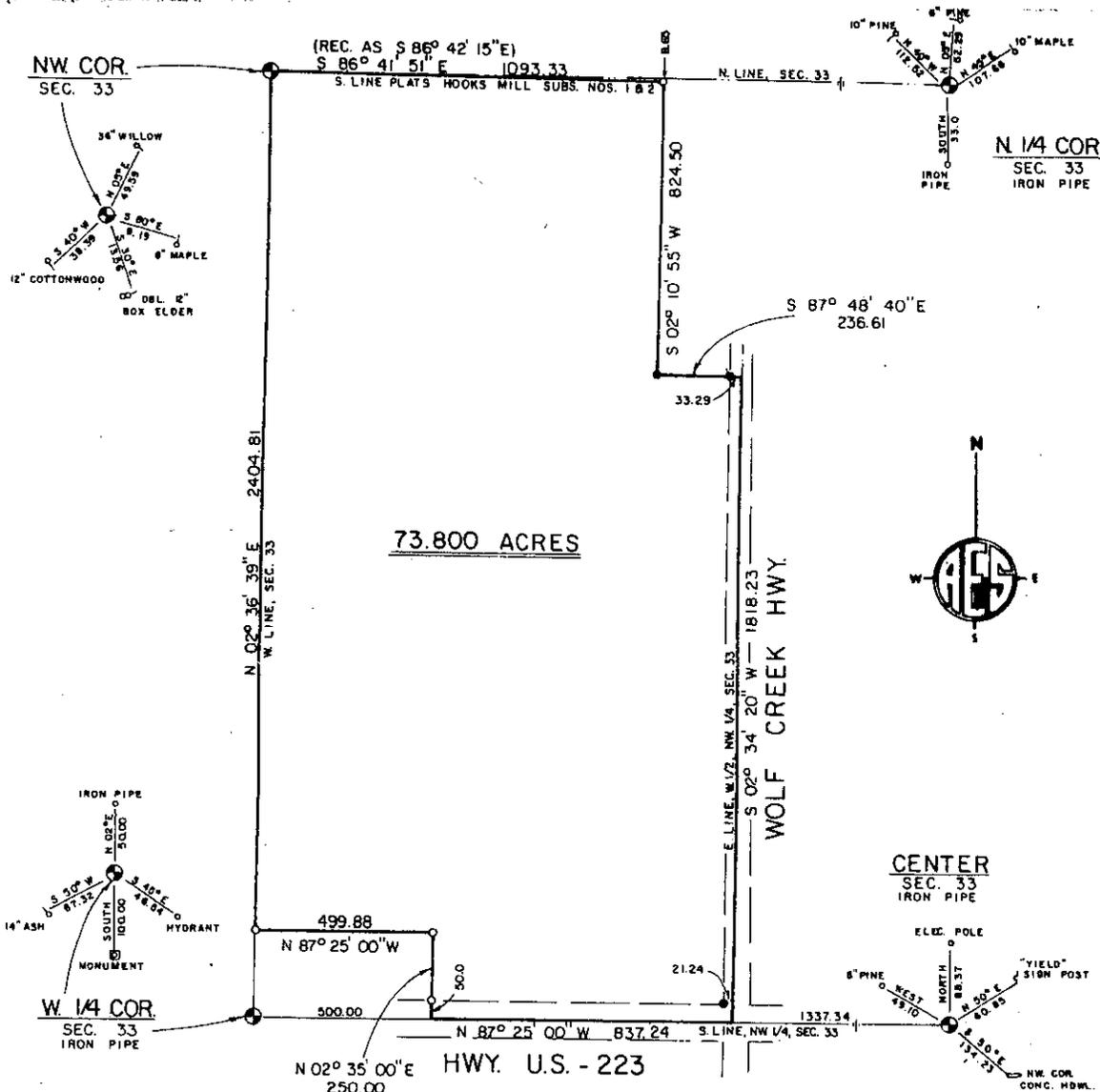
Description

Adrian Township, Lenawee County, Michigan

All that part of the West 1/2, Northwest 1/4, Section 33, Town 6 South, Range 3 East, described as beginning at the Northwest corner of said Section 33 and running thence S 86° 41' 51" E 1093.33 feet along the south line of the Plats of Hook's Mill Subdivision No. 1 and No. 2, as recorded in Liber 14 of Plats, Page 37 and Liber 15 of Plats, Page 5, Lenawee County Records; thence S 02° 10' 55" W 824.50 feet; thence S 87° 48' 40" E 236.61 feet; thence S 02° 34' 20" W 1818.23 feet along the east line of said West 1/2, Northwest 1/4, Section 33; thence N 87° 25' 00" W 837.24 feet along the south line of the Northwest 1/4 of said Section 33; thence N 02° 35' 00" E 250.00 feet; thence N 87° 25' 00" W 499.88 feet to the west line of said Section 33; thence N 02° 36' 39" E 2404.81 feet to the point of beginning. Containing 73.800 acres.

Subject to highway easements and other easements and restrictions of record, if any.

Bearings are referenced to the west line of the Plat of Hook's Mill Subdivision No. 2 aforesaid.



I hereby certify that I have surveyed the parcel of land described and delineated hereon; that the ratio of closure on the unadjusted field observations of said survey was 1 in 10,000+; and that all the requirements of P.A. 132, 1970 have been complied with.

FOR: **Lenawee Youth Foundation**
 DATE: **June 12, 1985**
 SCALE: **1 inch = 400 feet**
 JOB No. **850510**

By: *Werner Sommer*
Werner Sommer
 Registered Land Surveyor No. **12030**

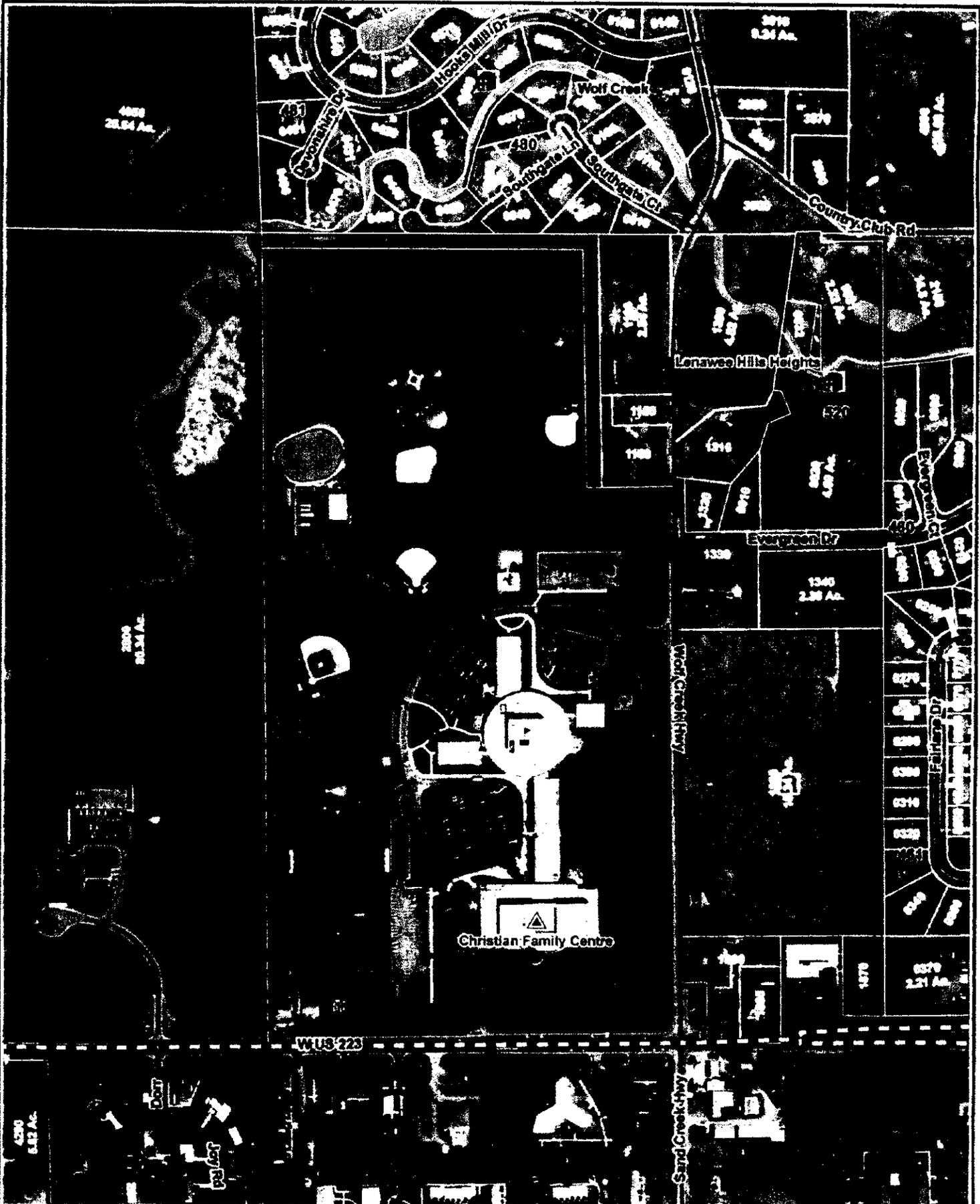
RECEIVE

MAY 24 2010

LEGEND
 ● Iron Found
 ○ Iron Set
 — Fence

ASSOCIATED ENGINEERS & SURVEYORS, INC.
 Civil Engineers - Land Surveyors
 235 North Main St. Adrian, Mich. 49221
 Telephone: (517) 263-4515

CITY OF ADRIAN
COMMUNITY DEVELOPMENT



Lenawee County G.I.S
 301 N MAIN ST
 OLD COURTHOUSE 1ST FLOR PHONE (517) 264-4522
 ADRIAN, MI 49221 FAX (517) 264-4529

**Area around
 Christian Family Centre**

1 inch equals 400 feet


ORDINANCE 10-007

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

The City of Adrian Ordains:

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

2. Parcel described as follows:

All that part of the West ½, NW ¼, Section 33, Town 6 South, Range 3 East, described as beginning at the Northwest corner of said Section 33 and running thence S 86° 41' 51" E 1093.33 feet along the south line of the Plats of Hook's Mill Subdivision No. 1 and No. 2, as recorded in Liber 14 of Plats, Page 37 and Liber 15 of Plats, Page 5, Lenawee County Records; thence S 02° 10' 55" W 824.50 feet; thence S 87° 48' 40" E 236.61 feet; thence S 02° 34' 20" W 1818.23 feet along the east line of said west ½, Northwest ¼, Section 33; thence N 87° 25' 00" W 837.24 feet along the south line of the Northwest ¼ of said Section 33; thence N 02° 35' 00" E 250.00 feet; thence N 87° 25' 00" W 499.88 feet to the west line of said Section 33; thence N 02° 36' 39" E 2404.81 feet to the point of beginning. Containing 73.800 acres

Subject to highway easements and other easements and restrictions of record, if any. Bearings are referenced to the west line of the Plat of Hook's Mill Subdivision No. 2 aforesaid.

3. More commonly known as: 1800 West US-223

INTRODUCTIONJuly 19, 2010

SUMMARY PUBLISHED

ADOPTION

COMPLETED PUBLICATION.....

EFFECTIVE DATE

On motion by Commissioner _____,

seconded by Commissioner _____,

this Ordinance was adopted by a _____ vote.

R-1

MEMO



DATE: July 13, 2010
TO: Honorable Mayor and City Commission
FROM: Dane C. Nelson, City Administrator
SUBJECT: City Hall Roof Replacement

Bids were received June 29th for replacement of the roof on the middle and south sections of City Hall, as well as replacement of miscellaneous roof decking and insulation on the north section. Roofcon, Inc. of Brighton, MI was the low bidder at \$43,450. Although we have never used Roofcon's services, references were checked and proved satisfactory.

Six firms responded to the offer to bid. There are sufficient funds in the Administration Capital Facilities account for this work.

Respectfully submitted,


Dane C. Nelson
City Administrator

DCN:bjw

July 6, 2010

MEMORANDUM

TO: Dane Nelson, City Administrator

FROM: Kristin Bauer, City Engineer

SUBJECT: City Hall Roof Replacement



We received bids on June 29, 2010 for the replacement of the roof at City Hall. This project requested prices for the replacement of the roof for the middle and south sections of the City Hall roof. An additional request for miscellaneous replacement of the insulation and membrane on the north section was also sought. Below is a list of the bids received:

ITEM	Roofcon Inc Brighton, MI	Molnar Roofing Riverview MI	MBS Adrian, MI	T-J Roofing Temperance MI	Advanced Roofin Maumee OH	Ann Arbor Roof Whitmore Lake
Roof – North and middle	\$31,950.00	\$34,050.00	\$37,492.00	\$43,499.00	\$45,305.00	\$61,000.00
Roof Deck Replacement	\$4.00 sf	\$5.00 sf	\$0.90 sf	\$2.50 sf	\$8.00 sf	\$5.50 sf
Roof – South	\$11,500.00	\$15,950.00	\$15,792.00	\$13,789.00	\$23,700.00	\$24,900.00
Poly iso replacement	\$1.50 sf	\$0.80 sf	\$1.15 sf	\$0.85 sf	\$7.00 sf	\$1.50 sf
Time Frame	Start: 60 days Complete: 5 days	Start: 30 days Complete: 5 days	Start: 21 days Complete: 28 day	Start: 50 days Complete: 71 day	Start: 40 days Complete: 75 day	Start: 45 days Complete: 7 days

I recommend award of this bid to Roofcon, Inc. of Brighton, MI in the amount of \$43,450 plus miscellaneous roof deck and insulation replacement, per the bid numbers. We have checked Roofcon's references and found them to be satisfactory.

Funds for this project will come from the remaining portions of the City Hall bond proceeds.

RE: CITY ENGINEER – City Hall Roof Replacement

RESOLUTION

WHEREAS, the City of Adrian Purchasing Office solicited and received bids for City Hall roof replacement; and

WHEREAS, six (6) bids were received with the following results:

ITEM	Roofcon Inc Brighton, MI	Molnar Roofing Riverview, MI	MBS Adrian, MI	T-J Roofing Temperance. MI	Advanced Roofing Maumee ,OH	Ann Arbor Roof Whitmore Lake, MI
Roof – North and middle	\$31,950.00	\$34,050.00	\$37,492.00	\$43,499.00	\$45,305.00	\$61,000.00
Roof Deck Replacement	\$4.00 sf	\$5.00 sf	\$0.90 sf	\$2.50 sf	\$8.00 sf	\$5.50 sf
Roof – South	\$11,500.00	\$15,950.00	\$15,792.00	\$13,789.00	\$23,700.00	\$24,900.00
Poly Iso replacement	\$1.50 sf	\$0.80 sf	\$1.15 sf	\$0.85 sf	\$7.00 sf	\$1.50 sf
Time Frame	Start: 60 days Complete: 5 days	Start: 30 days Complete: 5 days	Start: 21 days Complete: 28 day	Start: 50 days Complete: 71 day	Start: 40 days Complete: 75 day	Start: 45 days Complete: 7 days

WHEREAS, the City Administrator and City Engineer recommend selection of the low bidder, Roofcon, Inc., Brighton, MI, and engagement in the City’s Standard Professional Services Contract for the replacement of the middle and south sections of the City Hall roof (\$43,450), as well as replacement of the insulation and membrane on the north section (cost to be determined on a cost per square foot basis); and

WHEREAS, the Finance Director indicates that sufficient funds are available for this purpose in the FGY2010-11 Budget in the City Administrator’s Capital Facilities Account (101-172.00-975.000).

NOW, THEREFORE, BE IT RESOLVED that the Adrian City Commission, by this resolution, hereby approves the selection of the lowest qualified bidder, Roofcon, Inc., Brighton, MI, and engagement in the City’s Standard Professional Services Contract for the replacement of the middle and south sections of the City Hall roof (\$43,450), as well as replacement of the insulation and membrane on the north section (cost to be determined on a cost per square foot basis).

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

R-2

MEMO _____



DATE: July 15, 2010
TO: Honorable Mayor and City Commissioners
FROM: Dane C. Nelson, City Administrator
SUBJECT: Purchase of Mobile Radios for Dial-A-Ride Buses

I concur with the recommendation of the Transportation Coordinator to purchase seven (7) mobile radio systems for Dial-A-Ride buses from Adrian Communications at a cost of \$11,980.00. This price includes installation and accessories.

I, further, recommend that the competitive bid process be waived in favor of using the State of Michigan Cooperative Purchasing Program. Funds are available through a Section 5311 Capital Grant for this purchase.

Respectfully submitted,


Dane C. Nelson
City Administrator

DCN:bjw

R-2

SUBJECT: Purchase of Radios July 14, 2010
TO: Dane C. Nelson City Administrator
FROM: Marcia Bohannon Transportation Coordinator

The City of Adrian was awarded a Section 5311 Capital Grant effective March 3, 2010 for the purchase of Vehicle Radios, in the amount of \$17,500 and Vehicle Tires in the amount of \$8,000.

At this time I am recommending the bid process be waived for the purchase of seven (7) radios to be used in our current Dial-a-Ride buses. These radios will be purchased using the State of Michigan contract . The state contract is for Kenwood radios and will be purchased through Adrian Communications.

At this time I am requesting the bid be process by waived and the radios be purchased in the amount of \$11,980.00. The price includes accessories and installation.

Respectfully submitted,



Marcia Bohannon
Transportation Coordinator

Adrian Communications

103 1/2 Sand Creek Hwy
 Adrian, MI 49221
 517 265 8470

QUOTE

Date
7/8/2010

Name / Address
Dial-A-Ride 377 Logan Adrian, MI 49221

			Project
Description	Qty	Cost	Total
RADIO SYSTEM			
TK-8180HK radio w/antennas	7	630.00	4,410.00
GPS	7	490.00	3,430.00
Server	1	2,740.00	2,740.00
Install	7	200.00	1,400.00
		Total	\$11,980.00

R10-090

July 19, 2010

RE: TRANSPORTATION OFFICE – Authorization to Purchase Seven (7) Mobile Radios for Dial-A-Ride Buses with Michigan Department of Transportation (MDOT) Grant Funds

RESOLUTION

WHEREAS, on April 5, 2010, the Adrian City Commission accepted a grant award from the Michigan Department of Transportation (Agreement 2007-0156, Authorization #Z8) in the amount of \$25,500, emanating from the American Recovery and Reinvestment Act of 2009 (FY2010 Section 5311 Capital and Small Cities Program– ARRA Non-Urbanized Area Formula), for the purpose of acquiring and installing mobile radios and antennas (\$17,500) and purchasing bus tires (\$8,000) for the Dial-A-Ride Program; and

WHEREAS, the City of Adrian desires to continue and enhance provisions of Dial-A-Ride transportation services through federal and state grant funded improvements; and

WHEREAS, the Transportation Coordinator and City Administrator recommend that the competitive bid process be waived in favor of using the State of Michigan Cooperative Purchasing Program, and that seven (7) Kenwood radios be purchased from Adrian Communications, Adrian, MI at a cost not to exceed \$11,980; and

WHEREAS, the Finance Director indicates that grant funds are available for this purpose in the Transportation Fund (588-599.00-977.000) DART Capital Equipment Account.

NOW, THEREFORE, BE IT RESOLVED that the Adrian City Commission, by this resolution, hereby authorizes the use of MDOT grant funds be utilized to purchase seven (7) Kenwood radios from Adrian Communications, Adrian, MI at a cost not to exceed \$11,980.

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

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

R-3

R10-091

July 19, 2010

RESOLUTION

10-3

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

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

Rescind TCO 09-39 which states: Remove the "Stop" signs on Michigan Street at Dennis Street. Add "Cross Traffic Does Not Stop" signs under the existing stop sign on both sides of Dennis Street.

*****RE-INSTALL "STOP" signs on Michigan Street at Dennis Street. Remove "Cross Traffic Does Not Stop" signs under the existing stop sign on both sides of Dennis Street.**

Respectfully,



TERRENCE B. COLLINS,
Chief of Police

TBC/skj

DATED: 7-15-10

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

R-4

Memo

To: Dane C. Nelson, City Administrator

From: Mark K. Gasche, Parks and Recreation Director

Date: July 15, 2010

Re: CMAQ grant application - additional matching funds authorization

The City of Adrian has been approved for a Congestion Mitigation Air Quality (CMAQ) grant, which is a federally funded program that is administered through the Michigan Department of Transportation (MDOT). Our project is a bridge crossing the River Raisin into Riverside Park and then connecting a section of trail from the bridge to the roadway in the park. The bridge will start at the end of a spur south of Merrick Street that comes off the most recently completed section of the Kiwanis Trail. That section of trail, running from Michigan Avenue to Main Street, was also funded largely through a CMAQ grant. The City Commission previously approved a local funding in the amount of \$87,780 which covers the estimated project engineering costs and the local match for the grant (20%).

We hired ROWE Professional Services to provide the design engineering and cost estimate for the project, which they have done. During the design process and related discussions with MDOT and MDNRE it was realized that in order to successfully meet the funding cycle schedule through MDOT it would be necessary to submit a "Minor Permit Application" through MDNRE. The Minor Permit is a significantly shorter process (by 2 - 4 months) and less costly (by (\$5,000 - \$6,000). However in order to proceed with the Minor Permit a different design than was originally planned for would be required. The Minor Permit allows for a quicker and less restrictive review process only if the project meets certain requirements that would limit the impact of the project on the flow of water through the floodway, which our project is in the middle of. This requires a raised boardwalk coming off both ends of the bridge that allows the flow of water underneath the boardwalk, rather than an earthen dam that would restrict the flow of water in the floodway. This is a better design but it is more costly to construct.

We requested additional grant funds through our Lenawee County group and Region 2 Planning to cover the additional cost. Both MDOT and the Lenawee County Road Commission pushed projects back to the 2011 funding year in order to accommodate more funds being allocated to our project. From a dollar perspective we have the largest CMAQ project planned for Lenawee County in the 2010 funding year.

The revised project amount is \$497,650 with the City of Adrian being responsible for the local match of \$99,530 (20%) plus design engineering fees of \$18,000; which makes the total local contribution \$117,530. We have already approved \$87,780 for our local portion; \$80,000 of that money is from Non-Motorized funds which come from state gas tax money and are restricted to this type of project and \$7,780 from Fee Estate funds. We need an additional \$29,750 in local funding and we have \$10,000 budgeted in the 2010-11 FY from Fee Estate for this project, which leaves a remaining balance of \$19,750 that is needed. I recommend that these funds be approved from the Fee Estate undistributed net income, which is available.

This is an excellent opportunity to leverage a significant amount of grant money to complete a key portion of the trail system. We have had a goal of connecting Riverside Park to the trail system for over twenty-five years, which this project will accomplish. The additional funding will also allow us to pave the parking area in Riverside Park to be used as a trail head at the southern end of the trail. This project will greatly enhance one of the most heavily used assets in our park system and in the city.

R10-092

July 19, 2010

RE: DEPARTMENT OF PARKS & RECREATION – Revised Grant Acceptance for Congestion Mitigation Air Quality (CMAQ) Grant Award to Fund Non-Motorized/Pedestrian Bridge Construction Extending Kiwanis Trail into Riverside Park

RESOLUTION

WHEREAS, the Adrian City Commission, by Resolution #R09-085 dated May 4, 2009, authorized the submission of a Congestion Mitigation Air Quality (CMAQ) grant application to fund non-motorized/pedestrian bridge construction extending Kiwanis Trail into Riverside Park and committing \$87,780 to this project, including \$80,000 from the Non-Motorized Transportation Account in the Major Street Fund (202) and \$7,780 from the Fee Estate Fund (205); and

WHEREAS, the Adrian City Commission, by Resolution #R10-064 dated May 17, 2010, accepted the aforementioned grant award and ROWE Professional Services Co., Flint, MI to provide design engineering services for this project; and

WHEREAS, the revised project amount has increased from the preliminary estimate of \$343,900 to \$497,650, with the City of Adrian being responsible for the local match of \$99,530 (20%) plus design engineering fees of \$18,000, which makes the total local contribution of \$117,530; and

WHEREAS, of the additional \$29,750 required from local funding, \$10,000 is included in the FY2010-11 Fee Estate Budget, and the Parks & Recreation Director recommends that the remaining \$19,750 be drawn from Undistributed Net Income (UNI) from the Fee Estate (FY2009-10 UNI amounts to \$137,802); and

WHEREAS, financing for this project will be administered by the Michigan Department of Transportation (MDOT); and

WHEREAS, the City Administrator recommends acceptance of the revised grant award, commitment of local matching funds as described above and amendment of the FY2010-11 Budget accordingly.

NOW, THEREFORE, BE IT RESOLVED that the Adrian City Commission, by this resolution, hereby authorizes the acceptance of a Congestion Mitigation Air Quality (CMAQ) grant award from the Michigan Department of Transportation (MDOT) for purposes of funding non-motorized/pedestrian bridge construction extending Kiwanis Trail into Riverside Park, at a total project cost amounting to \$497,650.

BE IT, FURTHER, RESOLVED that the local matching funds requirement amounting to \$117,530 be committed to this project, with \$87,780 carried forward from the FY2009-10 Budget, \$10,000 from the FY2010-11 Budget designated for this purpose, and an additional appropriation of \$19,750 from Fee Estate Undistributed Net Income.

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

Fee Estate Fund (205)

Revenue:		<u>Amount</u>
(205-000.00-675.076)	Donations – Private – Fee Estate	\$19,750
Expenditures:		
(205-699.00-975.000)	Fee Estate Maint. – Capital Improvements	<u>19,750</u>
	Total	<u>\$ -0-</u>

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



MEMO

Date: July 29, 2009

To: Dane C. Nelson, City Administrator

From: Jeffrey C. Pardee, Finance Director

Re: Liability, Property and Vehicle Fleet Insurance Renewal

The City of Adrian's current Liability, Property and Vehicle Fleet Insurance Policy expires July 27, 2009 and

The City of Adrian has been a member of the Michigan Municipal League (MML) Liability and Property Pool (serviced by the Meadowbrook Insurance Group) since July 27, 1984; FY2010-11 premium was \$221,053 and FY2010-11 proposed premium is \$211,141, a 4.5% decrease, for coverage with a \$2,000,000 liability limit and \$5,000 deductible per occurrence. In addition, the deductible on property insurance for communities with low claims history, including the City of Adrian, has been lowered from \$1,000 to \$250.

After considering alternative carriers, I respectfully recommend remaining with MML Liability and Property Pool for the following reasons:

- Superior Property Coverage with no coinsurance – the insurer assumes risk on property claims up to \$100,158,876 (\$250 Deductible) for each covered occurrence;
- Liability coverage on an occurrence basis – no time limit for reporting claims, the Pool is perpetually obligated to indemnify the City;
- Comprehensive coverage on 110 vehicles (\$250 deductible);
- Treasurer/Clerk Bond for \$100,000 and Sewer Back-Up Liability for \$100,000;
- Claims expertise – City has experienced excellent claims resolution;
- Loss Control and Administration Services – National League of Cities recognized model program Law Enforcement Risk Reduction and Control;

- Board members are peers – Elected Officials of Michigan Municipalities, including former Adrian Mayor, serve on Board of Directors providing interactive opportunities for improved risk management;
- No Profit Motive – Surplus is either returned to Members in the form of dividends, premium stability, or coverage enhancements;
- Consulting Services – provided by MML and Meadowbrook staff; and

Sufficient funds are available in the FY2010-11 Budget to cover all of the aforementioned insurance premiums. The attached resolution has been prepared for consideration by the City Commission at their regularly scheduled meeting of July 19, 2010. If you have any questions or need for additional information, please contact my office.



michigan municipal league

Liability & Property Pool

RENEWAL CERTIFICATE

IN CONSIDERATION FOR PREMIUM PAID, AND SUBJECT TO ALL OF THE TERMS OF THE EXPIRING COVERAGE DOCUMENT AND ANY ENDORSEMENTS ATTACHED HERETO, WE AGREE TO RENEW YOUR COVERAGES AS STATED IN THIS CERTIFICATE. THESE COVERAGES ARE PROVIDED IN ACCORDANCE WITH THE INTERGOVERNMENTAL CONTRACT WHICH FORMS THE LEGAL BASIS FOR THE OPERATION OF THE POOL.

Contract Number: MML001173225 Renewal of Number: MML001173224

Pool Member: City of Adrian

Mailing Address: 135 E. Maumee St.
Adrian, MI 49221-2773

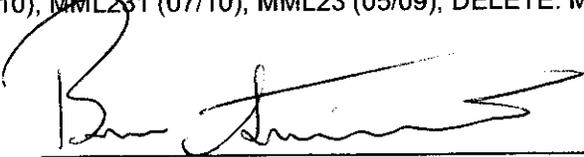
Coverage Period
From: 07/27/2010 To: 07/27/2011
(12:01 A.M. Standard time at your mailing address shown above)

Liability Coverage Parts	Limit of Liability	Deductible
Municipal General Liability Coverage	\$2,000,000	\$5,000
Public Officials Liability Coverage	\$2,000,000	\$5,000
Law Enforcement Liability Coverage	\$2,000,000	\$5,000
Employee Benefit Liability Coverage	\$1,000,000	\$5,000
Automobile Liability Coverage	\$2,000,000	\$0
Comprehensive and Collision Coverage	Per Schedule	Per Schedule
Combined Liability Policy Limit	\$2,000,000	

The Combined Liability Policy Limit is the most we will pay regardless of the number of Coverage Parts under which coverage may be sought.

COVERAGE UNDER THIS CONTRACT IS:

- As amended by revised schedule(s) attached.
- As amended by endorsement(s): ADD: MMP101 (01/02), ADD: MML228 (02/10), MML230 (07/10), MML231 (07/10), MML23 (05/09), DELETE: MML22 (04/04)

BY:  DATE: 6/7/10
(Authorized Representative)

MICHIGAN MUNICIPAL LEAGUE LIABILITY AND PROPERTY POOL
Additional Interests Schedule for the City of Adrian
as of 07/27/2010

City Of Adrian
135 E. Maumee St.
Adrian, MI 49221-2773

Policy #: MML001173225
Effective From: 07/27/2010 to 07/27/2011

Michigan Municipal League Liability
and Property Pool
PO Box 2054
Southfield, MI 48037-2054

Additional Interest's Name

City Of Adrian
Gibraltar Management Co., Inc.
International Speedway Corp. Michigan International Speedway
Key Government Finance, Inc.
Key Government Finance, Inc.
Quick Service Transportation, Inc.
Quick Service Transportation, Inc.
Siemens Public, Inc. &/or Its Assigns
State Of Michigan, Dept. Of Energy, Labor & Economic Growth
Village Of Clinton
Wayne State University Library System

Coverage

Rank Not Defined
General Liability
General Liability
Inland Marine and General Liability
Property and General Liability
General Liability
Auto
Property and General Liability
Rank Not Defined
General Liability
Rank Not Defined

City Of Adrian Coverage and Cost Summary

Effective 7/27/2010 - 7/27/2011

Coverages	Limit of Liability	Aggregate Limit	Per Occurrence Deductible
Municipal General Liability (Coverage A)	\$2,000,000	N/A	\$5,000
Sewer Back-Up Sublimit	\$100,000	\$100,000	\$0
Personal Injury Liability (Coverage B)	\$2,000,000	N/A	\$5,000
Medical Payments (Coverage C)	\$10,000	N/A	N/A
Public Officials Liability (Coverage D)	\$2,000,000	N/A	\$5,000
Law Enforcement Liability (Coverages A, B, and D)	\$2,000,000	N/A	\$5,000
Employee Benefit Liability	\$1,000,000	\$1,000,000	\$5,000
Fire Legal Liability	\$100,000	N/A	N/A
Dam Liability	\$500,000	\$500,000	\$0
Marina Operator's Liability	Per Vessel: No Coverage	N/A	N/A
Automobile Liability (Coverages A and B)	\$2,000,000	N/A	\$0
# Vehicles	Comp	Coll	
95	\$250	\$1,000	
15	\$250	NO COV	
1	NO COV	NO COV	
Agreed Amount, if applicable			
<i>Coverages A, B, and D are provided with a combined single limit of liability. The most the Pool will pay for any one occurrence is \$2,000,000 regardless of the number of coverages involved in the occurrence.</i>			
Property - Blanket Basis	\$100,158,876	N/A	\$250
Property - Limited Replacement Cost, if applicable	\$0	N/A	\$0
Earthquake	\$2,000,000	\$2,000,000	\$5,000
Flood (Except for Members located in Flood Zone A, AO, AH, A1-A999, AE, or AR)	\$1,000,000	\$1,000,000	\$5,000
Personal Effects and Property of Others	\$500	\$2,500	\$250
Extra Expense	\$100,000	N/A	\$0
Valuable Papers	\$100,000	N/A	\$250
Loss of Rents	\$100,000	N/A	\$0
Loss of Income	\$100,000	N/A	\$0
Accounts Receivable	\$100,000	N/A	\$250
Demolition/Increased Cost of Construction	\$100,000	N/A	\$250
Boiler and Machinery	Included	N/A	\$250
Expediting Expense	\$100,000	N/A	\$250
Fine Arts	\$100,000	N/A	\$250
Ornamental Trees, Shrubs, Plants or Lawns	\$5,000	\$10,000	\$250
Computer Equipment and Media	\$1,078,902	N/A	\$250
Audio & Video Equipment	\$285,435	N/A	\$250
Contractors Equipment	\$1,084,780	N/A	\$250
K9 German Shepherd, Copper	\$15,300	N/A	\$250
Miscellaneous Equipment	\$1,812,437	N/A	\$250
On & Off Vehicle Equipment	\$450,486	N/A	\$250
Radio Equipment	\$347,601	N/A	\$250
Comprehensive Crime Coverage			
Employee Dishonesty Blanket/Faithful Performance	\$100,000	N/A	N/A

City Of Adrian Coverage and Cost Summary

Effective 7/27/2010 - 7/27/2011

Coverages	Limit of Liability	Aggregate Limit	Per Occurrence Deductible
Money and Securities Inside	\$100,000	N/A	N/A
Money and Securities Outside	\$100,000	N/A	N/A
Money Orders and Counterfeit Paper	\$100,000	N/A	N/A
Depositors Forgery	\$100,000	N/A	N/A
Bonds			
Bond #: A Treasurer	\$100,000	N/A	N/A
Bond #: B Deputy Treasurer	\$100,000	N/A	N/A

Only one deductible applies to claims involving two or more property coverages.

The Michigan Municipal League Liability and Property Pool is pleased to offer all coverages and services described in this proposal for an annual premium of \$211,141.

Last Year → \$221,053

**RE: DEPARTMENT OF FINANCE – AUTHORIZATION TO RENEW LIABILITY,
PROPERTY AND VEHICLE FLEET INSURANCE**

RESOLUTION

WHEREAS, the City of Adrian's current Liability, Property and Vehicle Fleet Insurance Policy expires July 27, 2010; and

WHEREAS, the City of Adrian has been a member of the Michigan Municipal League (MML) Liability and Property Pool (serviced by the Meadowbrook Insurance Group) since July 27, 1984; FY2009-10 premium was \$221,053 and FY2010-11 proposed premium is \$211,141, a 4.5% decrease, for coverage with a \$2,000,000 liability limit and \$5,000 deductible per occurrence; and

WHEREAS, the deductible on property insurance for communities with low claims history, including the City of Adrian, has been lowered from \$1,000 to \$250; and

WHEREAS, the City Finance Director/Risk Manager recommends waiving the bid process and remaining with MML Liability and Property Pool for the following reasons:

- Superior Property Coverage with no coinsurance – the insurer assumes risk on property claims up to \$100,158,876 (\$250 Deductible) for each covered occurrence;
- Liability coverage on an occurrence basis – no time limit for reporting claims, the Pool is perpetually obligated to indemnify the City;
- Comprehensive coverage on 110 vehicles (\$250 deductible);
- Treasurer/Clerk Bond for \$100,000 and Sewer Back-Up Liability for \$100,000;
- Claims expertise – City has experienced excellent claims resolution;
- Loss Control and Administration Services – National League of Cities recognized model program Law Enforcement Risk Reduction and Control;
- Board members are peers – Elected Officials of Michigan Municipalities, including former Adrian Mayor, serve on Board of Directors providing interactive opportunities for improved risk management;
- No Profit Motive – Surplus is either returned to Members in the form of dividends, premium stability, or coverage enhancements;
- Consulting Services – provided by MML and Meadowbrook staff; and

WHEREAS, the Finance Director indicates that sufficient funds are available in the FY2010-11 Budget to cover all of the aforementioned insurance premiums; 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 renewal of Property Damage, Liability and Vehicle Fleet Insurance with the Michigan Municipal League Liability and Property Pool, including

the additional Endorsement for Sewer and Storm Drain Liability Exposure, as well as Treasurer/Clerk Bond, for a total annual premium of \$211,141.

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

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



MISCELLANEOUS

M-1

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

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

WEEK END:	JUN 4	JUN 11	JUN 18	JUN 25	JUN 30	TOTAL
MONDAY	0	279	266	260	246	1051
TUESDAY	333	306	242	196	257	1334
WEDNESDAY	263	282	206	250	227	1228
THURSDAY	305	278	250	241	0	1074
FRIDAY	261	250	224	217	0	952
		1395	1188	1164	730	5639

SERVICE DAYS	JUN 2010	JUN 2009	+/-	MAY 2010
	(22)	(22)		(20)
SENIORS	732	815	-83	735
HDPC SENIORS	773	923	-150	784
HANDICAPPED	2740	2910	-170	2625
WHEELCHAIRS **	341	433	-92	316
GENERAL	1394	1805	-411	1454
	5639	6453	-814	5598

JULY	2008	6717	2009	6098	-9%
AUGUST	2008	6213	2009	5711	-8%
SEPTEMBER	2008	6640	2009	5788	-13%
OCTOBER	2008	7278	2009	6440	-12%
NOVEMBER	2008	6050	2009	5594	-8%
DECEMBER	2008	6734	2009	6419	-5%
JANUARY	2009	7368	2010	6532	-11%
FEBRUARY	2009	7417	2010	6267	-16%
MARCH	2009	7540	2010	7288	-3%
APRIL	2009	6915	2010	6388	-8%
MAY	2009	6119	2010	5598	-9%
JUNE	2009	6453	2010	5639	-13%
		81444		73762	-9%

** WHEELCHAIR TOTALS ARE INCLUDED IN HANDICAPPED PASSENGER TOTALS

M-2

DEPARTMENTAL REPORT

JULY 19, 2010

	JUNE 2010	MAY 2010	JUNE 2009	YEAR-TO-DATE 2010	YEAR TO DATE 2009
POLICE DEPARTMENT					
Complaints Answered	934	883	959	4,739	4,915
VIOLATIONS					
Moving Citations	163	108	86	884	476
3-6 am Parking Tickets	105	141	94	1,166	1,158
Non-Moving Citations	16	19	57	158	239
Downtown Parking Tickets	53	11	248	299	727
TOTAL VIOLATIONS	337	279	485	2,507	2,600
ARRESTS	123	120	129	708	702
FIRE DEPARTMENT (See M-4)					
INSPECTION DEPARTMENT					
Building Permits	35	28	37	121	148
Electrical Permits	25	8	14	87	101
Mechanical Permits	24	13	15	109	97
Plumbing Permits	13	6	2	35	28
Sidewalk Permits	2	1	4	4	8
Sign Permits	2	3	5	32	22
TOTAL PERMITS	101	59	77	388	404
Estimated Bldg. Costs	\$909,821	\$309,125	\$236,569	\$2,682,597	\$1,792,214
PARKING SYSTEM					
Meters in Operation					
Parking Assessment	\$0	\$751	\$101	\$21,939	\$13,548
Lot Revenue	\$199	\$307	\$673	\$1,144	\$1,335
Street Revenue	\$0	\$0	\$0	\$0	\$0
Misc. Revenue	\$15	\$15	\$14	\$100	\$80
Permits	\$625	\$950	\$525	\$16,163	\$15,929
Fines	\$275	\$165	\$815	\$1,719	\$3,471
Collection Fees	\$425	\$305	\$0	\$2,155	\$0
Token Sales	\$0	\$0	\$0	\$0	\$0
Contribut-GenFund	\$6,000	\$0	\$16,000	\$6,000	\$16,000
TOTAL REVENUE	\$7,539	\$2,493	\$18,128	\$49,220	\$50,363
WASTE WATER DEPARTMENT					
M. G. Pumped	141.984	202.075	152.563	910.282	1,089.013
Cost of Plant Operation *		\$512,273	\$598,334	\$1,411,499	\$2,166,219
WATER DEPARTMENT					
M. G. Pumped	83	81	89	465	520
Number of Customers	6,293	6,244	6,296		
	Industrial	Commercial	Residential	Other	TOTAL
M. G. Sold Revenue	\$30,557	\$100,201	\$150,326	\$55,484	73,649 \$336,568

*Figure not available

ym-3

Adrian Fire Department
Monthly Report
June 2010
Total Property Loss Content Loss

	Total	Property Loss	Content Loss
Fire			
Fire, Other	2		\$800
Trash or rubbish fire, contained	1		
Passenger vehicle fire	1	\$3,000	
Dumpster or other outside trash receptacle fire	1		
	<u>5</u>	<u>\$3,000</u>	<u>\$800</u>
EMS			
Rescue, EMS incident, other	55		
Medical assist, assist EMS crew	6		
EMS call, excluding vehicle accident with injury	110		
EMS call, PDA	4		
EMS call, refused treatment/transport	14		
Motor vehicle accident with injuries	4		
Motor vehicle/pedestrian accident (MV Ped)	2		
Motor Vehicle Accident with no injuries	1		
Rescue or EMS standby	1		
	<u>197</u>		
Hazardous Condition			
Hazardous condition, Other	8		
Gas leak (natural gas or LPG)	1		
Power line down	13		
	<u>22</u>		
Service Call			
Service Call, other	5		
Person in distress, Other	1		
Smoke or odor removal	1		
Smoke Investigation, No action taken	3		
Public service assistance, Other	2		
Assist invalid	7		
Unauthorized burning	3		
	<u>22</u>		
Good Intent Call			
Good intent call, Other	2		
Dispatched & cancelled en route	4		
No Incident found on arrival at dispatch address	2		
	<u>8</u>		
False Alarm			
False alarm or false call, Other	3		
Smoke detector activation due to malfunction	2		
Alarm system sounded due to malfunction	1		
Smoke detector activation, no fire - unintentional	1		
Detector activation, no fire - unintentional	2		
	<u>9</u>		
Severe Weather			
Severe weather or natural disaster, Other	3		
	<u>3</u>		
Special Incident			
Special type of incident, Other	1		
Citizen complaint	1		
	<u>2</u>		
June 2010 Totals	268	\$3,000	\$800