



PRE-MEETING AGENDA

ADRIAN CITY COMMISSION
AGENDA
PRE-MEETING STUDY SESSION
JUNE 21, 2010
5:30 P.M.

The City Commission will meet for a pre-meeting study session on Monday, June 21, 2010, at 5:30 p.m. at the City Chambers Building, 159 E. Maumee St., to discuss the following:

- I. Refuse Collection
- II. Other Items as Time Permits



COMMISSION AGENDA

**AGENDA
ADRIAN CITY COMMISSION
JUNE 21, 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 JUNE 7, 2010 REGULAR MEETING OF THE ADRIAN CITY COMMISSION
- IV. PRESENTATION OF ACCOUNTS
- V. COMMUNICATIONS
 - 1. C-1. Update from Finance Director on Municipal Employees' Retirement System (MERS) of Michigan Annual Actuarial Valuation
 - 2. C-2. Communication from Comcast on an increase in late fees and a channel name change.
- VI. CONSENT AGENDA
 - A. RESOLUTIONS
 - 1. CR10-029. Resolution to award the annual bid for Polyethylene and PVC pipe.
 - 2. CR10-030. Resolution to award the annual bid for limestone.
 - 3. CR10-031. Resolution to award the annual bid for equipment rental.
 - 4. CR10-032. Resolution to award the annual bid for backfill material.
 - 5. CR10-033. Resolution to award the annual bid for cold patch.
 - 6. CR10-034. Resolution to award the annual bid for precast concrete.
 - 7. CR10-035. Resolution to award annual bid for street castings.
 - 8. CR10-036. Resolution to award annual bid for rock salt.
 - 9. CR10-037. Resolution to award annual bid for ready-mix concrete.

10. CR10-038. Resolution to award the annual bids for treatment chemicals for the Water and Wastewater Plants.
11. CR10-039. Resolution to award the annual bid for car washing services for city vehicles.
12. CR10-040. Resolution to change the date of the first Commission meeting in July to Wednesday, July 7, due to observance of the 4th of July holiday.

V I I. PUBLIC COMMENTS

V I I I. REGULAR AGENDA

A. ORDINANCE

1. Ord. 10-005. Introduction of an Ordinance to repeal Section 94-242(i) of Chapter 94 – Sewer-Summer Service Billings – of the Adrian City Code.

B. RESOLUTIONS

1. R10-071. Resolution to (approve) (deny) the Compost Site Policy.
2. R10-072. Resolution to approve the sale of 100 E. Church Street (former City Hall).
3. R10-073. Resolution to accept an Urban Tree Canopy Grant, approval of matching funds from the Fee Estate and Storm Water Utility accounts and the resulting budget amendments.
4. R10-074. Resolution to accept the annual bid for ductile iron pipe and fittings.
5. R10-075. Resolution to transfer ownership of an escrowed 2007 Class C licensed business with entertainment permit, located at 149 N. Main, from LWL, Inc. to First Federal Bank of the Midwest.
6. R10-076. Resolution authorizing the transfer of funds from the Major Street Fund to the Vibrant Small Cities Grant for the previously approved design engineering services for the two-way street project and the resulting budget amendments.
7. R10-077. Resolution to award the bid for miscellaneous electrical work.
8. R10-078. Resolution authorizing an increase in the fee for non-resident library cards.

9. R10-079. Resolution to retain Rehmann Robson for development of an Indirect Cost Allocation Plan, approval of the resulting budget amendments and waiving of the bid process.

I X. MISCELLANEOUS

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

X. PUBLIC COMMENTS

X I. COMMISSION COMMENTS



MINUTES

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

Official proceedings of the June 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 Osborne, Warren, Carrico, Steele, DuMars and Clegg

Mayor McDowell in the Chair.

Commissioner DuMars moved to approve the minutes of the May 17, 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 #3258 through #3269	\$ 230,857.84
General Fund Vouchers #19858 through #19898	\$ 659,249.78
Clearing Account Vouchers amounting to	<u>\$ 522,573.19</u>
TOTAL EXPENDITURES	<u>\$1,412,680.81</u>

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

COMMUNICATIONS

1. C-1. Communication from Liquor Control Commission regarding an application to transfer ownership of a 2009 SDM License, located at 136 E. Beecher St., from Cabrera, Inc. to Nicolas Arreola & Reyes M. Arreola, AKA Melchor Arreola-Saucedo.
2. C-2. Communication from Liquor Control Commission regarding an application to transfer ownership of 2010 SDD and SDM licenses, located at 117 N. McKenzie St., from Odish Brothers, Inc. to SAPR, Inc.
3. The following correspondence was also received: (1) Email from Virginia Zink regarding the importance of recycling; (2) Letter from Amy Betz who would like to see another store go into the former Pharm building.

CONSENT AGENDA

RESOLUTIONS

RESOLUTION CR10-027

RE: COMMUNITY DEVELOPMENT – Reappointment to Zoning Board of Appeals

WHEREAS, the term of office of Cindy Bily on the Zoning Board of Appeals has expired, which has created a vacancy; and

WHEREAS, this vacancy must be filled in accordance with the Adrian City Charter; and

WHEREAS, Cindy Bily has expressed a willingness to serve another term on the Zoning Board of Appeals if reappointed; and

WHEREAS, the Adrian City Commission has given careful consideration to the reappointment of Ms. Bily.

NOW, THEREFORE, BE IT RESOLVED, that the Adrian City Commission does hereby approve the reappointment of Cindy Bily to the Zoning Board of Appeals for a three year term to expire in 2013.

RESOLUTION CR10-028

RE: FINANCE DEPARTMENT/PURCHASING OFFICE – Authorization to Purchase Replacement Copier for City Hall 1st Floor Offices

WHEREAS, the City Commission, by Resolution #09-081 dated May 4, 2009, adopted the FY2009-10 Budget and General Appropriations Act, which included a provision (\$15,000) in the Finance Department’s Budget for a replacement copier for use by offices housed on the 1st floor of new City Hall, including Finance, Assessing, Utility Administration, and Parks & Recreation Departments; and

WHEREAS, the Purchasing Office has solicited bid proposals and received the following nine (9) responses Thursday, April 8, 2010:

<u>Vendor</u>	<u>Model</u>	<u>Net Price</u>
Oce Troy, MI	OCA VL4522V	\$ 8,373.00
Friends Maumee, OH	Toshiba e-studio 4520C	\$ 9,123.00
Friends Maumee, OH	Kyocera Taskalfa	\$ 9,300.00
Oce Troy, MI	OCE VL5522V	\$11,167.00

Konica Minolta Ann Arbor, MI	Bizhub C552	\$14,000.00
Amer Office Clarklake, MI	Sharp MX-5001	\$10,517.10
ACR Business Systems Luna Pier, MI	Canon Image Runner C5051	\$16,035.00
Hasselbring-Clark Lansing, MI	Toshibe-e-studio 5520C	\$11,920.00
Solutions for Documents Perrysburg, OH	Xerox ColorQube 9203	\$29,409.00

WHEREAS, the two (2) lowest qualified bidders, Friends, Maumee, OH and Oce, Troy, MI, were invited to give an onsite demonstration; the OCE VL4522V proved itself superior in the demonstration, including scanning features, potential paper jams, durability and ease of use; and

WHEREAS the Finance Director and City Administrator recommend selection of (Model OCE VL4522V) copier provided by Oce, Troy, MI at a price of \$8,373.

NOW THEREFORE BE IT RESOLVED that the Adrian City Commission, by this resolution, hereby authorizes the purchase of one (1) (Model OCE VL4522V) copier provided by Oce, Troy, MI at a price of \$8,373.

On motion by Commissioner Steele, seconded by Commissioner Carrico, Consent Resolutions CR10-027 through CR10-028 were adopted by a unanimous vote.

PUBLIC COMMENTS

There were none.

REGULAR AGENDA

ORDINANCE

1. Ord. 10-004. Second reading and adoption of an Ordinance to repeal Section 46-56 (23), Schedule Established – Parks-Concession Stands, of the Adrian City Code. Eff. Date: June 22, 2010

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

RESOLUTIONS

RESOLUTION R10-067

RE: COMMUNITY DEVELOPMENT – Establish Redevelopment Project Area

WHEREAS, the Community Development Department wishes to establish a Redevelopment Project Area pursuant to Act 501 of the Public Acts of 2006; and

WHEREAS, the City of Adrian Downtown Development Authority District has realized considerable public and private investment within the past five years; and

WHEREAS, the Adrian Downtown Development Authority (DDA) District was established under appropriate statutory provisions; and

WHEREAS, the City of Adrian is able to provide to the Michigan Liquor Control Commission information to identify the exact boundaries of the Adrian DDA District; and

WHEREAS, the DDA Director has indicated that the proposed city Redevelopment Project Area meets the criteria set forth in the above mentioned state statute.

NOW, THEREFORE, BE IT RESOLVED that the Adrian City Commission does hereby approve the designation of the City of Adrian Downtown Development District as the Development District and Area for purposes of the Redevelopment Project Area and Development District or Area Liquor Licenses, as authorized by MCL 436.1521(1)(a)(b).

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

RESOLUTION R10-068

RE: ADMINISTRATION – GREAT LAKES OFFSHORE WIND FARMS LEGISLATION

WHEREAS, Governor Granholm formed the Michigan Great Lakes Offshore Wind Council (GLOW) in early 2009 to study and report back its findings with recommendation on possible rules and regulations addressing the permitting of offshore wind farms on the Great Lakes; and

WHEREAS, in the report, GLOW recommended a minimum of a six (6) mile buffer between an offshore wind farm and the shoreline; and

WHEREAS, the GLOW report does not directly address how local community input should be obtained to address the establishment of offshore wind farm areas; and

WHEREAS, the local communities that are affected by, or would be able to view, an offshore wind farm should be part of any approval process involving the permitting of offshore wind farms on the Great Lakes; and

WHEREAS, the State Legislature is in the process of developing legislation that would establish the rules, regulations and overall process by which the State would issue a permit for the construction of offshore wind farms on the Great Lakes.

NOW, THEREFORE, BE IT RESOLVED that the Adrian City Commission hereby requests the State of Michigan to include in legislation currently being drafted on the permitting of offshore wind farms the provision that approval from the governing bodies of the local communities that would be affected by, or would be able to view, an offshore wind farm must be obtained before any permit is issued for an offshore wind farm located within fifteen (15) miles of the shoreline of the Great Lakes; and

BE IT, FURTHER, RESOLVED that a copy of this resolution shall be sent to Governor Granholm, the City of Adrian's state legislators and the GLOW Council.

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

RESOLUTION R10-069

RE: DEPARTMENT OF COMMUNITY DEVELOPMENT - AUTHORIZATION FOR COMMUNITY DEVELOPMENT STAFF TO REQUEST AN AMENDMENT FOR THE VIBRANT SMALL CITIES INITIATIVE GRANT

WHEREAS, the City of Adrian Community Development Department was awarded the Vibrant Small Cities Initiative Grant in the fall of 2007; and

WHEREAS, the target area will be the City of Adrian downtown district; and

WHEREAS, unforeseen events have caused necessary custom materials and supplies to be placed on back order and inhibit the facade projects from maintaining the proper time schedule; and

WHEREAS, a balance of \$30,800 remains in the blight elimination component of the grant; and

WHEREAS, Community Development staff would like to pursue additional structures for demolition with the remaining balance.

WHEREAS, the Community Development Director and City Administrator recommend a favorable decision of this resolution.

NOW, THEREFORE, BE IT RESOLVED that the Adrian City Commission hereby authorizes the Community Development Department staff to request a time extension to allow for successful completion of the facade projects; and be it

FURTHER, RESOLVED that the Adrian City Commission hereby authorizes the Community Development Department staff to request an amendment to the demolition component of the grant to utilize the remaining balance for potential elimination of additional structures.

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

RESOLUTION R10-070

RE: PARKS & FORESTRY – Purchase of Kubota Utility Vehicle and Trade-In of Two John Deere Gators

WHEREAS, sealed bids were received May 18, 2010, for the purchase of a Kubota utility vehicle and the trade-in of two John Deere Gators; and

WHEREAS, said bids have been tabulated and recommendations made by the Parks & Recreation Director and the City Administrator; and

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

NOW, THEREORE, BE IT RESOLVED, that the Adrian City Commission does hereby approve the purchase of a Kubota utility tractor in the amount of \$16,975.00 and the trade-in of two John Deere Gators in the amount of \$1,000 from Dan's Turf & Contractor Equipment of Adrian, MI under the terms and conditions as submitted and as proposed in their sealed bid dated May 18, 2010.

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

PUBLIC COMMENTS

The following people addressed the Commission:

- John Kushell, 632 State, and Kathellen Erard, 707 E. Siena Heights, asked for updates on the recycling situation.
- Allen Kern, 1249 Vine St., said the boulevard in front of his home needs more fill dirt from curb & gutter work done in 2008. Also, said an incinerator would solve our trash problems.
- Kathy LeBlanc, 201 E. Maumee St., asked about the sidewalk next to one of the new drive approaches by the Human Services Building. Administrator Nelson responded that he would have the City Engineer look at it, but that the County is not finished with the drive approaches.

COMMISSION COMMENTS

There were none.

Commissioner DuMars moved to go into closed session to discuss real estate acquisition, seconded by Commissioner Carrico, motion adopted by a unanimous vote.

The next regular meeting of the City Commission will be held on Monday, June 21, 2010, at 7:00 p.m. in the Commission Chambers Building located at 159 E. Maumee St., Adrian, MI 49221.

Gary E. McDowell
Mayor

Pat Baker
City Clerk



CHECK REGISTER

June 21, 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 #3270 through #3278.....	\$ 97,411.74
General Fund	
Vouchers #19899 through #19929	\$268,798.36
Clearing Account Vouchers	
amounting to	<u>\$409,007.95</u>
TOTAL EXPENDITURES	<u>\$775,218.05</u>

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

June 21, 2010

UTILITY DEPARTMENT VOUCHERS

<u>Check Number</u>	<u>To</u>	<u>Description</u>	<u>Amount</u>
<u>Receiving</u>			
3270	Verizon North	WW Phone Bill	\$ 40.07
3271	Citizens Gas Fuel Co	Merrick St Heat Bill	\$ 31.47
3272	City of Adrian: Clearing Acct	June 7 CK Register	\$ 63,754.72
3273	City of Adrian: General Fund	May Charges	\$ 39,784.83
3274	City of Adrian	May IT & MVP Expenses	\$ 4,346.55
3275	City of Adrian: Payroll	Payroll for June 11	\$ 52,644.29
3276	Consumers Energy	Water Electric	\$ 22.16
3277	City of Adrian: Utilities	Water Bills	\$ 502.30
3278	Verizon North	WW Phone Bill	\$ 40.07
Total			\$ 161,166.46
Less: CK #3272			\$ 63,754.72
TOTAL			\$ 97,411.74

WW = \$ 60,152.33
WAT= \$101,014.13

21-Jun-10

GENERAL FUND
CHECK REGISTER

CHECK#	AMOUNT	PAYEE	DESCRIPTION
19899 \$	265.31	Verizon North	Various Phone Bills
19900		City of Adrian: Local St	Transfer State MI Funds
19901 \$	98.08	City of Adrian: Utilities	Bohn Pool Water Bill
19902 \$	2,463.67	Citizens Gas Fuel Co	Various Heat Bills
19903 \$	40.00	Lacey Brown	Recreation Refund
19904 \$	40.00	St Joseph Academy	Recreation Refund
19905 \$	426,243.38	City of Adrian: Clearing Acct	June 7 Check Register
19906 \$	4,317.09	Quick Service Transportation	Payroll W/E June 5
19907		City of Adrian: Utilities	Transfer State MI Funds
19908 \$	223,795.27	City of Adrian: Payroll	Payroll for June 11
19909 \$	14,962.62	First Federal Bank	Soc Security for June 11
19910 \$	15.00	Len Country Reg of Deeds	Release of Lein
19911 \$	959.60	Lenawee Fuels Inc	Cemetery Gasoline
19912 \$	820.00	Grove & Sons	Auction Item Refund
19913 \$	12.00	Mich Human Resources Devel	Token Refund
19914 \$	108.00	Lenawee Transportation	LTC Token Money
19915 \$	36.00	Carol Stuart	Recreation Refund
19916 \$	18.00	Joyce Prichard	Recreation Refund
19917 \$	18.00	Janice Pierce	Recreation Refund
19918 \$	18.00	Jurlene Glover	Recreation Refund
19919 \$	18.00	Deanne Henagan	Recreation Refund
19920 \$	18.00	Danyelle Matthews	Recreation Refund
19921 \$	22.00	David Schardt	Recreation Refund
19922 \$	188.98	Verizon North	Various Phone Bills
19923 \$	13,809.49	Consumers Energy	Various Electric Bills
19924 \$	15.00	Len Country Reg of Deeds	Jeopardy Assessment
19925		City of Adrian: Utilities	Transfer State MI Funds
19926 \$	4,509.38	Quick Service Transportation	Payroll W/E June 12
19927 \$	1,929.56	City of Adrian: Utilities	Various Water Bills
19928 \$	185.03	Verizon North	Police Phone Bill
19929 \$	116.28	Rex Lewis	Blue Cross Refund

\$ 695,041.74

\$ (426,243.38) Less: CK# 19905

\$ 268,798.36

CLAIMANT	AMOUNT CLAIMED	AMOUNT ALLOWED	AMOUNT REJECTED
1. ACP OF LENAWEE	325.00		
2. ADRIAN CHARTER TOWNSHIP	1,057.90		
3. CITY OF ADRIAN	34,687.50		
4. ADRIAN COMMUNICATIONS	355.00		
5. ADRIAN LANDFILL	36.66		
6. ADRIAN LOCKSMITH & CYCLERY	4,965.01		
7. ADRIAN MECHANICAL SERVICES C	182.00		
8. AIRGAS GREAT LAKES	101.90		
9. ALLIED TIME USA	36.00		
10. ALLIED WASTE SERVICES #259	6,189.76		
11. AMAZON CREDIT PLAN	100.00		
12. AMERICAN ASSOC FOR STATE	100.00		
13. AMERICAN OFFICE SOLUTIONS	58.51		
14. APOLLO FIRE EQUIPMENT	217.25		
15. APPLIED BUSINESS SOFTWARE	399.60		
16. B & B POOLS & SPAS	5,117.00		
17. BADER & SONS CO	216.66		
18. BAKER & TAYLOR BOOKS	758.70		
19. BATTERY WHOLESALE	63.19		
20. KRISTIN BAUER	20.00		
21. ROBERT BISHOP	233.15		
22. BLACK SWAMP EQUIPMENT	300.00		
23. BOOKLETTERS LLC	1,000.00		
24. BOOKLIST	109.95		
25. BRAKES-N-MORE	2,718.19		
26. TODD BROWN	20.00		
27. BUCK & KNOBBY EQUIP CO INC	468.01		
28. CAMPBELL-DUROCHER GROUP LLC	33,715.12		
29. CAREER TRACK	179.00		
30. CHAMBERS CONTROL COMPANY	3,892.13		
31. CLARKE	38.60		
32. CLEAN CARE INC	4,121.00		
33. COCA-COLA BTLG CO OF MICHIGA	367.36		
34. COIN-OP SPECIALISTS INC.	283.98		
35. CONTINENTAL SERVICE	664.88		
36. COYNE TEXTILE SERVICES	3,493.09		
37. CUTLER DICKERSON CO	554.59		
38. D & J SPORTS, INC.	2,652.95		
39. D&P COMMUNICATIONS, INC.	1,709.47		
40. DALLEY ENGINEERING, INC.	870.00		
41. THE DAILY TELEGRAM	2,456.59		
42. DAN'S FARM SUPPLY INC	121.30		
43. BILL DANFORTH	375.00		
44. DICK'S AMOCO INC	75.00		
45. DLT SOLUTIONS INC.	565.27		
46. DOAN CONSTRUCTION CO	637.50		
47. H. DOMINE ENTERPRISES INC	360.00		
48. STEVE EBERLE	20.00		
49. EDWARD SOMMERS	25.00		
50. ENGLEWOOD ELECTRICAL SUPPLY	689.24		
51. ENVIRONMENTAL SYSTEMS	6,250.00		
52. FISHER SCIENTIFIC COMPANY LL	709.12		
53. FLATLANDERS SCULPTURE SUPPLY	1,540.00		
54. FLORIDA MICRO LLC	1,993.28		
55. FLOWERS & SUCH INC.	42.50		
56. GALE	131.33		
57. GALL'S INC	366.44		
58. GALLANT & SON	39.96		
59. HERBERT GARDNER	30.31		
60. GENERAL CHEMICAL PRODUCTS LL	5,902.96		
61. MARK GIGAX	20.00		
62. GORDON FOOD SERVICE	1,308.19		
63. GRAINGER INC.	1,159.90		
64. GREAT LAKES CLEANING SYSTEMS	3,990.00		
65. GREY HOUSE PUBLISHING	433.05		
66. DENISE GRITZMAKER	20.00		
67. HACH COMPANY	500.05		
68. HADDEN TIRE COMPANY	456.00		
69. HALL INDUSTRIAL CO	3,000.00		
70. REBECCA HARRIS	20.00		
71. HILLS AUTO & TRUCK REPAIR IN	33.90		
72. HISTORICAL SOCIETY OF MICHIG	65.00		
73. SHANE HORN	20.00		
74. HUBBARDS AUTO CENTER	486.20		
75. HURON LIME INC.	6,007.38		

CLAIMANT	AMOUNT CLAIMED	AMOUNT ALLOWED	AMOUNT REJECTED
76. I C M A VANTAGE POINT	6,132.83		
77. I.T. RIGHT	101.25		
78. ICMA RETIREMENT CORPORATION	155.76		
79. INDUSTRIAL MILL SUPPLY CORP	838.73		
80. JONES & HENRY, ENGINEERS	2,390.14		
81. KELLER THOMA, P.C.	285.00		
82. ADOLPH KIEFER & ASSOCIATES	239.70		
83. KIMBALL MIDWEST	287.00		
84. JOHN KNAUSS	37.05		
85. KONICA MINOLTA- ALBIN	351.77		
86. BRENT KUBALEK	118.66		
87. KUSTOM SIGNALS, INC.	108.42		
88. WALTER GREG LANFORD	187.94		
89. LANSING SANITARY SUPPLY INC	1,258.19		
90. LEGACY PRINTING	610.42		
91. LENAWEE COUNTY EQUALIZATION	3,500.00		
92. LENAWEE COUNTY FAIR GROUNDS	750.00		
93. LENAWEE COUNTY PRINTER	495.98		
94. LENAWEE COUNTY REGISTER OF D	31.00		
95. LENAWEE INTERMEDIATE SCHOOL	375.00		
96. LENAWEE TIRE & SUPPLY CO	10.00		
97. LEXIS NEXIS RM INC	300.00		
98. LEXISNEXIS OCC. HEALTH SOLUT	19.50		
99. LOWE'S CREDIT SERVICES	1,675.62		
100. MACOMB COMMUNITY COLLEGE	250.00		
101. MADISON SCHOOL DISTRICT	100.00		
102. GARY MCDOWELL	20.00		
103. MCGOWAN ELECTRIC SUPPLY INC	57.31		
104. MCNAUGHTON-MCKAY ELECTRIC CO	689.28		
105. MICHIGAN AMATEUR SOFTBALL	125.00		
106. MICHIGAN AMMO CO INC	616.75		
107. MICHIGAN LIBRARY ASSOC	147.00		
108. MICHIGAN MUNICIPAL WORKER'S	48,558.00		
109. MICHIGAN OFFICE SOLUTIONS	213.16		
110. STATE OF MICHIGAN	1,146.04		
111. MICHIGAN TBA DISTRIBUTORS IN	47.10		
112. MICROMARKETING LLC	35.70		
113. MORLEY'S FLOOR COVERING	327.00		
114. MUGS N' MORE IMAGING	445.50		
115. MUNICIPAL CODE CORPORATION	1,403.53		
116. MUNICIPAL SUPPLY CO	2,386.94		
117. MUNICIPAL WEB SERVICES	495.00		
118. N.A.D.A. APPRAISAL GUIDES	132.00		
119. NATARE CORPORATION	20,000.00		
120. NEWSBANK INC	1,242.00		
121. NEXTEL COMMUNICATIONS	1,040.97		
122. NORTHWEST POOLS, INC.	117.28		
123. OMNIGRAPHICS INC.	163.70		
124. MIKE OSBORN	20.00		
125. PARAGON LABORATORIES INC	60.00		
126. PARIS PLUMBING	250.00		
127. PEERLESS SUPPLY INC	89.94		
128. J.W. PEPPER & SON INC.	985.99		
129. PEST PATROL	517.00		
130. PLYMOUTH CANTON YOUTH SPORTS	300.00		
131. GLENN PRESTON	20.00		
132. PROMEDICA PHYSICIANS GROUP	2,610.00		
133. QUARTERMASTER	92.98		
134. QUICK SERVICE TRANSPORTATION	2,851.81		
135. QUILL CORPORATION	366.67		
136. RED PAINT PRINTING LLC	84.00		
137. TIM RITCHIE	20.00		
138. SCHUG CONCRETE CONSTRUCTION	11,902.15		
139. SEARS COMMERCIAL ONE	138.18		
140. SERVICE ELECTRIC CO OF ADRIA	3,972.00		
141. SIEMENS WATER TECHNOLOGIES C	669.00		
142. SLUSARSKI EXCAVATING & PAVIN	88,103.65		
143. SPENCER MANUFACTURING INC.	1,249.00		
144. STATE CHEMICAL MFG CO.	618.78		
145. JEFFREY A. STICKNEY, DO,PC	32.00		
146. STRATOS MICROSYSTEMS LLC	59.00		
147. SUPER LAUNDROMAT &	183.90		
148. SUPERIOR SERVICES R.S.H. INC	375.00		
149. THOMSON WEST	703.74		
150. TIME EMERGENCY EQUIPMENT INC	24.95		

CLAIMANT	AMOUNT CLAIMED	AMOUNT ALLOWED	AMOUNT REJECTED
151. PAUL TRINKA	20.00		
152. TTB CLEANING LLC	140.00		
153. ULOTH FARMS & GREENHOUSE	3,122.00		
154. UNITED PARCEL SERVICE	13.43		
155. UPSTART LIBRARY PROMOTIONS	97.88		
156. USA BLUEBOOK	589.95		
157. VAN BRUNT TRANSPORT INC	18,060.00		
158. VERMONT SYSTEMS INC.	1,416.00		
159. W L E N RADIO	425.00		
160. RYAN WHITE	113.00		
161. WHITEFORD RECREATION CLUB	100.00		
162. WRIGHT SIGNS	924.20		
163. WRIGHT TREE SERVICE	10,495.95		
164. ZURICH NORTH AMERICA	4,942.00		
TOTAL ALL CLAIMS	409,007.95		



COMMUNICATIONS



MEMO

Date: June 11, 2010

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

From: Jeffrey C. Pardee, Finance Director

Re: **Municipal Employees' Retirement System (MERS) of Michigan Annual Actuarial Valuation**

The December 31, 2009 MERS Annual Actuarial Valuation has been completed for the City of Adrian. A summary of contents follows:

Total Required Employer Contribution for FY2011-12 increased by \$19,236 (1.8%) to \$1,080,612 over the FY2010-11 Required Employer Contribution of \$1,061,376. As a percent of payroll, the Minimum Required Employer Contribution decreased from 11.89 percent to 11.86 percent.

The Total Required Employer Contribution has two components: 1) Normal Cost, which is the cost of benefit rights accruing on the basis of current service, and 2) Unfunded Actuarial Accrued Liability, which is the actuarial present value of Accrued Liabilities (future benefits) less the present value of projected future assets (employer and employee contributions plus investment earnings), amortized over 28 years. A year-to-year comparison follows:

	<u>Normal Cost</u>	<u>Unfunded Accrued Liability</u>	<u>Total Employer Contribution</u>
FY2010-11	\$605,340	\$456,036	\$1,061,376
FY2011-12	<u>605,484</u>	<u>475,128</u>	<u>1,080,612</u>
Increase:			
Amount	\$ 144	\$ 19,092	\$ 19,236
Percent	.02%	4.19%	1.81%

Amortization of Unfunded Actuarial Accrued Liability grew by \$430,307 (5.1%), from \$8,436,798 as of December 31, 2008 to \$8,867,105 as of December 31, 2009. The Funded Percent decreased from 83 percent to 82 percent. As a percent of annual payroll, the Unfunded Accrued Liability grew from 110 percent to 118 percent.

For 2009 valuation period, the amortization period to fund the unfunded liability is 28 years. However, this period will be reduced by one year in each of the next eight annual valuations, reaching 20 years in the 2017 valuation. Beginning with the 2018 valuation, the 20-year period will be reestablished with each annual valuation.

Investment Markets. The dramatic price declines across the world financial markets in 2008 led to volatility unlike any experienced in decades. 2009 was more stable (MERS investments earned 17+% ROI) but the volatility continues.

The actuarial value of assets is based on a ten-year smoothed value of assets. Only a portion (two-tenths, for 2008 and 2009) of the 2008 investment market losses were recognized in the December 31, 2009 actuarial valuation report. This reduces the volatility of the valuation results, which affects the required employer contribution and actuarial funded percentage.

If the December 31, 2009 valuation results were based on the market value on that date instead of the ten-year smoothed funding value: 1) the funded percentage would be 66% instead of 82%; and 2) the total employer contribution requirement for fiscal year starting July 1, 2011 would be \$1,548,240 instead of \$1,080,612. If the investment markets do not fully make up for the 2008 losses, employer contribution requirements can be expected to rise.

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

CITY OF ADRIAN
MUNICIPAL EMPLOYEES RETIREMENT SYSTEM (MERS) OF MICHIGAN
ANNUAL ACTUARIAL VALUATION REPORT
HISTORICAL SUMMARY

EXHIBIT A-1

ACTUARIAL REPORT FOR PERIOD ENDING DECEMBER 31	BEGINNING ASSETS	EMPLOYEE CONTRIBUTIONS	EMPLOYER CONTRIBUTIONS	INVESTMENT INCOME/(LOSS)	BENEFITS PAID	ENDING ASSETS
1986	\$8,438,219	\$135,012	\$152,308	\$1,042,698	(\$224,309)	\$9,543,928
1987	9,543,928	152,703	67,256	1,351,245	(262,995)	10,852,137
1988	10,852,137	184,477	0	923,403	(308,354)	11,651,663
1989	11,651,663	184,534	0	1,567,163	(361,536)	13,041,824
1990	13,041,824	191,267	0	1,324,145	(423,890)	14,133,346
1991	14,133,346	190,639	0	1,863,536	(496,999)	15,690,522
1992	15,690,522	178,556	0	1,829,177	(582,745)	17,115,510
1993	17,115,510	185,730	0	1,828,063	(615,399)	18,513,904
1994	18,513,904	201,571	0	1,463,048	(758,386)	19,420,137
1995	19,420,137	210,476	0	2,121,088	(823,927)	20,927,774
1996	20,927,774	217,779	58,740	2,331,020	(943,499)	22,591,814
1997	22,591,814	219,194	118,724	2,731,957	(1,143,861)	24,517,828
1998	24,517,828	254,985	184,545	3,018,690	(1,177,920)	26,798,128
1999	26,798,128	278,701	226,796	4,139,856	(1,355,881)	30,087,600
2000	30,087,600	312,911	280,319	2,993,456	(1,489,403)	32,184,883
2001	32,184,883	273,638	232,810	2,386,852	(1,628,623)	33,449,560
2002	33,449,560	234,406	171,299	891,302	(1,666,345)	33,080,222
2003	33,080,222	275,626	303,094	2,366,166	(1,784,094)	34,241,034
2004	34,241,034	282,426	465,039	2,285,838	(1,920,056)	35,354,281
2005	35,354,281	241,493	571,249	2,209,838	(2,064,964)	36,311,897
2006	36,311,897	271,834	699,000	3,615,516	(2,205,605)	38,692,642
2007	38,692,642	298,536	883,365	3,129,846	(2,515,982)	40,488,407
2008*	40,488,407	331,390	1,128,108	1,715,190	(2,739,863)	40,923,232
2009	40,923,232	310,622	934,241	1,523,463	(2,818,925)	40,872,633
TOTAL		5,618,505	6,476,893			
		46.5%	53.5%			
			12,095,398			

* Included \$204,000 for Window Buyout for eligible employees.

FY2010-11	Required Minimum Contribution	1,061,376
FY2011-12	Required Minimum Contribution	1,080,612

CITY OF ADRIAN
MUNICIPAL EMPLOYEES RETIREMENT SYSTEM (MERS) OF MICHIGAN
EXHIBIT A-2
ANNUAL ACTUARIAL VALUATION REPORT
HISTORICAL SUMMARY

ACTUARIAL REPORT FOR PERIOD ENDING DECEMBER 31	UNFUNDED ACCRUED LIABILITY	FUNDED PERCENT	ANNUAL PAYROLL	AVERAGE ANNUAL PAY	EMPLOYER CONTRIBUTION AS PERCENT ANNUAL PAYROLL	NUMBER OF EMPLOYEES
1986	(\$1,785,248)	123%	\$3,506,536	\$25,286	1.92%	137
1987	(2,682,859)	133%	3,580,697	26,058	0.00%	138
1988	(2,887,325)	133%	3,877,795	26,854	0.00%	144
1989	(2,926,990)	129%	3,851,174	27,673	0.00%	149
1990	(2,383,677)	120%	4,291,423	28,518	0.00%	151
1991	(2,692,070)	121%	4,731,671	29,389	0.00%	161
1992	(2,738,091)	119%	5,072,737	31,705	0.00%	160
1993	(567,858)	103%	5,358,388	32,673	0.00%	164
1994	190,164	99%	5,337,641	32,546	0.00%	164
1995	163,045	99%	5,471,649	34,412	1.07%	159
1996	(568,412)	103%	5,466,026	34,162	2.17%	160
1997	(607,928)	103%	5,559,763	35,639	3.32%	156
1998	(1,422,280)	106%	5,704,821	36,569	3.98%	156
1999	(2,396,553)	109%	5,579,669	37,447	5.02%	149
2000	(909,193)	103%	6,119,081	38,484	3.80%	159
2001	129,571	100%	6,201,978	39,503	2.76%	157
2002	1,565,129	95%	6,360,989	40,259	7.31%	158
2003	2,759,994	93%	6,847,899	42,534	8.34%	161
2004	4,443,829	89%	7,219,754	45,695	9.68%	158
2005	4,835,802	88%	7,282,519	44,954	12.13%	162
2006	5,872,651	87%	7,351,140	45,945	12.57%	160
2007	7,205,491	85%	7,459,599	47,818	12.52%	156
2008	8,436,798	83%	7,674,429	48,572	11.89%	158
2009	8,867,105	82%	7,490,851	49,282	11.86%	152

C-2



June 1, 2010

RECEIVED JUN 17 2010

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

Dear Mr. Nelson:

As part of Comcast's commitment to keep you informed about important developments that affect our customers in your community, I am writing to notify you of some changes. Customers will be notified of these changes via bill messages.

Effective August 1, 2010, the name of Digital Classic will change to Digital Preferred. This name change will not impact pricing or the channels that customers currently receive.

Also, the Late Fee charge will increase from \$7.00 to \$8.00 as a result of increased business costs.

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

Sincerely,

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

cc: City Comm.



CONSENT AGENDA

CR-1

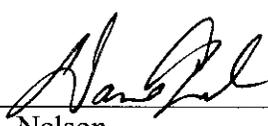
MEMO _____



DATE: June 14, 2010
TO: Honorable Mayor and City Commission
FROM: Dane C. Nelson, City Administrator
SUBJECT: Annual Polyethylene and PVC Pipe Requirements

I concur with the recommendation of the Asst. Finance Director to award the annual bid for PVC pipe to Michigan Pipe and Valve of Jackson, MI for the items and prices as listed in the attached bid tabulation. We have purchased material from this vendor in the past and have been pleased with their products and service.

Seven firms were invited to bid with two responding. There are sufficient funds in the various departmental budgets for this expense.



Dane C. Nelson
City Administrator

DCN:bjw

SUBJECT: Annual PVC Pipe Requirements

June 14, 2010

TO: Dane C. Nelson

City Administrator

FROM: Cindy L Prue

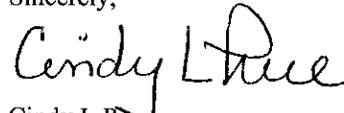
Assistant Finance Director

Sealed bids were received until Tuesday, June 8, 2010, for the city's annual PVC pipe needs. The following bids were received:

ITEM	Michigan Pipe & Valve Jackson MI	Etna Supply Grand Rapids MI	Pricing FY 2009-10
Polyethylene Pipe:		Alt. Bid: Sch. 40 PVC	
4"	\$0.77	\$1.60	
6"	\$1.68	\$3.70	
8"	\$2.84	\$4.95	
10"	\$3.71	\$8.28	
12"	\$4.27	\$12.00	
15"	\$5.77	\$22.45	
18"	\$8.11	\$24.75	
Plastic PVC:			
4"	\$0.77	\$0.82	\$0.63
6"	\$1.63	\$1.75	\$1.31
8"	\$2.92	\$3.13	\$2.31
10"	\$4.58	\$4.92	\$3.66
12"	\$6.57	\$7.06	\$5.25
15"	\$9.78	\$10.51	\$7.95
18"	\$15.23	\$15.66	\$12.41
Minimum order	\$500.00	10 or 20 feet	
Delivery	3 - 5 days	1 -21 days	

I recommend the FY 2010-11 bid for Polyethylene and PVC Pipe we awarded to the low bidder, Michigan Pipe & Valve. We have worked with the vendor in the past and have been satisfied with their product.

Sincerely,



Cindy L Prue
Assistant Finance Director

CR10-029

June 21, 2010

RE: ANNUAL BID – Polyethylene and PVC Pipe

RESOLUTION

WHEREAS, sealed bids were received June 8, 2010, for the annual Polyethylene and PVC pipe requirements; and

WHEREAS, said bids have been tabulated and recommendations made by the Asst. Finance Director and the City Administrator; and

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

NOW, THEREFORE, BE IT RESOLVED that the annual bid for Polyethylene and PVC pipe be awarded to Michigan Pipe and Valve of Jackson, MI for the items and prices as listed in the bid tabulation and under the terms and conditions as specified and as proposed in their sealed bid dated June 8, 2010.

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

CR-2

MEMO _____



DATE: June 11, 2010
TO: Honorable Mayor and City Commissioners
FROM: Dane C. Nelson, City Administrator
SUBJECT: Annual Limestone Bids

I concur with the recommendation of the Asst. Finance Director to award the annual limestone bid to Van Brunt Transport of Onsted, MI for the items and amounts as listed in the bid tabulation. Van Brunt has supplied these products to the city for a number of years and we have been pleased with their service. Although not the low bidder on the #2 and #6 stone, very little of this size stone is used by the city. Also, delivery time would be expedited by using a company in the area.

Three firms responded to the offer to bid. There are sufficient funds in the various departmental budgets for this annual expense.



Dane C. Nelson
City Administrator

DCN:bjw

SUBJECT: Annual Limestone Requirements

Purchasing Office

TO: Dane C. Nelson

City Administrator

FROM: Cindy L Prue

Assistant Finance Director

Sealed bids were received until 2:00 p.m. on Thursday, June 3, 2010, for annual Limestone needs.
The following bids were received:

ITEM	Aggregate Industry Kalamazoo MI	Van Brunt Trans. Onsted, MI	Round Lake Sand Addison MI	Pricing 2009-10
FOB STORAGE:				
#1 Limestone	No Bid	\$12.45	\$22.75	\$12.30
#2 Limestone	\$11.90	\$12.45	\$22.75	\$12.30
#6 Limestone	\$12.10	\$13.10	\$22.75	\$13.50
#411 Limestone	\$10.60	\$10.48	\$21.75	\$10.55
#304 Limestone	\$10.80	\$10.48	\$21.75	\$10.55
FOB SITE				
#1 Limestone	No Bid	\$12.45	\$22.75	\$12.30
#2 Limestone	\$12.85	\$12.45	\$22.75	\$12.30
#6 Limestone	\$13.05	\$13.10	\$22.75	\$13.50
#411 Limestone	\$11.55	\$10.48	\$21.75	\$10.55
#304 Limestone	\$11.75	\$10.48	\$21.75	\$10.55
FOB PLANT				
#1 Limestone	No Bid		\$17.25	
#2 Limestone	\$7.80		\$17.25	
#6 Limestone	\$8.00		\$17.25	
#411 Limestone	\$6.75		\$16.25	
#304 Limestone	\$7.10		\$16.25	
Delivery	2 days	1-2 days	2 days	
Supply per day	As needed	As needed	6 truckloads	
Notice	24 hr. notice			

The main size of stone the city uses are the #304 and #411 stone, which are used on street construction projects. Very few of the other products are being used in these lean construction years. Therefore, I recommend the bid for the limestone be awarded to the lower bidder on these two products, Van Brunt Transport of Onsted. We have used Van Brunt several years for these items and have been satisfied with both the product and service.

Sincerely,

Cindy L Prue
Assistant Finance Director

CR10-030

June 21, 2010

RE: ANNUAL BID – Limestone Requirements

RESOLUTION

WHEREAS, sealed bids were received June 3, 2010, for the annual limestone requirements; and

WHEREAS, said bids have been tabulated and recommendations made by the Asst. Finance Director and the City Administrator; and

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

NOW, THEREFORE, BE IT RESOLVED that the annual bid for limestone be awarded to Van Brunt Transport of Onsted, MI, for the items and prices as listed in the bid tabulation and under the terms and conditions as specified and as proposed in their sealed bid dated June 3, 2010.

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

CR-3

SUBJECT: Annual Equipment Rental Rates Purchasing Office
 TO: Dane C. Nelson City Administrator
 FROM: Cindy L Prue Assistant Finance Director

I concur with the recommendation of the Asst. Finance Director to award the annual equipment rental bid to Slusarski Excavating of Adiran, MI for the items and prices as listed in the bid tabulation below.

Two firms responded to the offer to bid. There are sufficient funds in the respective departmental budgets for this expense.



 Dane C. Nelson
 City Administrator

DCN:bjw

Sealed bids were received until 2:00 p.m. on Thursday, June 3, 2010, for annual equipment rental rates. The following bids were received:

ITEM	Slusarski Excavating Adrian MI	Brady Sand & Gravel Tecumseh, MI	Pricing 2009-10
Motor Grader	\$94.00	\$97.25	\$90.00
Earth Mover	\$90.00	\$136.00	\$90.00
Small Backhoe	\$75.00	\$84.50	\$75.00
Large Backhoe - 1/2 cy	\$78.00	\$115.00	\$80.00
Large Backhoe - 3/4 cy	\$95.00	\$147.00	\$95.00
Large Backhoe - 1 cy	\$110.00	\$147.00	\$110.00
Drum Compactor	CAT \$90.00 Champion \$80.00	CAT \$83.00	CAT \$89.00 Champion \$78.50
Bulldozer-Small	\$78.00	\$84.50	\$78.00
Bulldozer-Large	\$85.00	\$89.50	\$82.00
Tri-Axle Dump Truck	\$78.00	\$80.00	\$75.00
Quad-axle Dump Truck	\$85.00	\$90.00	\$80.00
Low Boy	\$90.00	\$120.00	\$89.00
Notice	2 days	1 - 2 days	

I recommend the bid be awarded to the low bidder, Slusarski Excavating. We have used Slusarski many times and have been very happy with their service.

Sincerely,

Cindy L Prue
 Assistant Finance Director

CR10-031

June 21, 2010

RE: ANNUAL BID – Equipment Rental

RESOLUTION

WHEREAS, sealed bids were received on June 3, 2010 for the annual equipment rental requirements for various departments; and

WHEREAS, said bids have been tabulated and recommendations made by the Asst. Finance Director and the City Administrator; and

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

NOW, THEREFORE, BE IT RESOLVED that the annual bid for equipment rental be awarded to Slusarski Excavating of Adrian, MI, for the items and prices as listed in the bid tabulation and under the terms and conditions as specified and as proposed in their sealed bid dated June 3, 2010.

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

CR-4

SUBJECT: Annual Backfill Material Purchasing Office
 TO: Dane C. Nelson City Administrator
 FROM: Cindy L Prue Assistant Finance Director

I concur with the recommendation of the Asst. Finance Director to award the annual bid for backfill materials to Van Brunt Transport, Inc. of Onsted, MI for the items and prices as listed in the bid tabulation below. Van Brunt has supplied this material to the city for several years.

Ten firms were invited to bid with two responding. There are sufficient funds in the respective departmental budgets for this annual purchase.



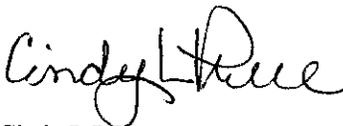
 Dane C. Nelson
 City Administrator

Sealed bids were received until Thursday, May 27, 2010, for the purchase of the coming fiscal years Backfill Material requirements. Following is a tabulation of bids received.

	Van Brunt Transport Inc Onsted, MI	Brady Sand & Gravel Tecumseh MI	FISCAL YEAR 2009-10
Class 2 Sand – cu. yd.			
Class 2 Sand – per ton	\$ 6.02		\$ 5.95
Top Soil – per cu. yd.	\$14.00	\$ 27.50	\$15.75

I recommend the bid be awarded to the lower bidder, Van Brunt Transport Inc. This firm was affected by the recent bad weather in the area, and they have assured us they will be able to honor this contract. We have used Van Brunt for several years and have been happy with their product and performance.

Sincerely,



Cindy L Prue
 Assistant Finance Director

CR10-032

June 21, 2010

RE: ANNUAL BID – Backfil Material

RESOLUTION

WHEREAS, sealed bids were received May 27, 2010 for the annual backfill material requirements; and

WHEREAS, said bids have been tabulated and recommendations made by the Asst. Finance Director and the City Administrator; and

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

NOW, THEREFORE, BE IT RESOLVED that the annual bid for backfill materials be awarded to Van Brunt Transport, Inc. of Onsted, MI, for the items and prices as listed in the bid tabulation and under the terms and conditions as specified and as proposed in their sealed bid dated May 27, 2010.

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

CR-5

SUBJECT: Annual Cold Patch Purchasing Office
 TO: Dane C. Nelson City Administrator
 FROM: Cindy L Prue Assistant Finance Director

I concur with the recommendation of the Asst. Finance Director to award the annual bid for cold patch to Unique Paving of Cleveland, OH at the prices listed in the bid tabulation below. It is estimated that approximately 350 tons would be purchased for FY2010-11. This company has indicated that their pricing is firm for the existing stockpile of cold patch at Round Lake Sand & Gravel in Addison, MI. Once the current stockpile is depleted, the price could be either higher or lower based upon any change in the cost of raw materials incorporated into the new stockpile.

Five firms were invited to bid with Unique Paving being the only bidder. There are sufficient funds in the respective departments' budget for this expense.



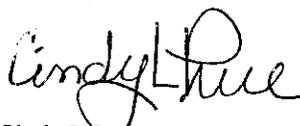
 Dane C. Nelson
 City Administrator

Sealed bids were received until Thursday, May 27, 2010, for the purchase of the coming fiscal years Cold Patch material. Following is a tabulation of bids received.

ITEM	Unique Paving Cleveland OH (Addison, MI)	Pricing 2009-2010
Cold Patch - Delivered - Per Ton	\$ 99.50 lead \$ 98.45 train	\$ 92.50 per ton
Cold Patch - Pickup - Per Ton	\$ 95.00	
Cold Patch - Delivered - 2 nd year	No Bid	
Cold Patch - Pickup - 2 nd year	No Bid	
Approx. tons per truckload	30 - 50 tons	

I recommend the bid be awarded to the above bidder. This price represents a 6% increase from the current pricing.

Sincerely,



Cindy L Prue
 Assistant Finance Director

CR10-033

June 21, 2010

RE: ANNUAL BID – Cold Patch

RESOLUTION

WHEREAS, sealed bids were received May 27, 2010 for the annual purchase of cold patch; and

WHEREAS, said bids have been tabulated and recommendations made by the Asst. Finance Director and the City Administrator; and

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

NOW, THEREFORE, BE IT RESOLVED that the annual bid for cold patch be awarded to Unique Paving of Cleveland, OH (Addison, MI) for the items and prices as listed in the bid tabulation and under the terms and conditions as specified and as proposed in their sealed bid dated May 27, 2010.

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

CR-6

MEMO



DATE: June 11, 2010
TO: Honorable Mayor and City Commission
FROM: Dane C. Nelson, City Administrator
SUBJECT: Annual Precast Concrete Bid

I concur with the recommendation of the Asst. Finance Director to award the annual bid for precast concrete products to Kerkstra Precast, Inc. of Grandville, MI, for the items and prices as listed in their bid tabulation. Kerkstra Precast is the main supplier in Michigan for these products. The prices quoted are the same as what we are currently paying for these items.

Five firms were invited to bid, with Kerstra Precast being the lone bidder. There are sufficient funds in the street and storm utility accounts for this annual purchase.



Dane C. Nelson
City Administrator

DCN:bjw

SUBJECT: Annual Precast Concrete Products

Purchasing Office

TO: Dane C. Nelson

City Administrator

FROM: Cindy L Prue

Assistant Finance Director

Sealed bids were received until Thursday, June 3, 2010, for the purchase of the coming fiscal years Precast Concrete products. These products are used in street construction and storm utility repairs. Following is a tabulation of bids received.

ITEM	Kerkstra Precast Inc Grandville MI	Pricing 2009-2010
Manhole Accessories:		
2 ft. base 8"x48" (cookie)	\$ 51.30 ea.	\$51.30 ea.
4 ft. base 8"x72" (cookie)	\$ 79.20 ea.	\$79.20 ea.
4 ft. top 8"x58" (donut)	\$132.20 ea.	\$132.30 ea.
Adjusting Rings:		
2" x 24"	\$16.00 ea.	\$16.00 ea.
3" x 24"	\$20.00 ea.	\$20.00 ea.
6" x 24"	\$40.00 ea.	\$40.00 ea.
Manhole Sumps:		
24" x 24", 6" walls	\$306.00 ea.	\$306.00 ea.
48" x 24"	\$192.60 ea.	\$192.60 ea.
Barrel Block:		
24" dia. X 6"	\$1.50 ea.	\$1.50 ea.
48" dia. X 6"	\$1.50 ea.	\$1.50 ea.
Load Charge	\$200.00 for less than truckload	
Minimum Order		

I recommend the bid be awarded to the lower bidder, Kerkstra Precast. Kerkstra Precast is the main supplier of these products in Michigan. The pricing proposed represents no increase over our current pricing.

Sincerely,



Cindy L Prue
Assistant Finance Director

CR10-034

June 21, 2010

RE: ANNUAL BID – Precast Concrete

RESOLUTION

WHEREAS, sealed bids were received June 3, 2010, for the annual purchase of precast concrete products; and

WHEREAS, said bids have been tabulated and recommendations made by the Asst. Finance Director and the City Administrator; and

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

NOW, THEREFORE, BE IT RESOLVED that the annual bid for precast concrete products be awarded to Kerkstra Precast, Inc. of Grandville, MI for the items and prices as listed in the bid tabulation and under the terms and conditions as specified and as proposed in their sealed bid dated June, 3, 2010.

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

CR-7

MEMO _____



DATE: June 15, 2010
TO: Honorable Mayor and City Commission
FROM: Dane C. Nelson, City Administrator
SUBJECT: Annual Bid – Street Castings

I concur with the recommendation of the Assistant Finance Director to award the annual bid for street castings to East Jordan Iron Works of East Jordan, MI for the items and prices as listed in the bid tabulation. The street castings will be used for street and water utility work.

Three firms were invited to bid with East Jordan being the lone bidder. We have used this vendor for a number of years and have been pleased with their products. There are sufficient funds in the various departmental budgets for this annual expense.



Dane C. Nelson
City Administrator

DCN:bjw

SUBJECT: Annual Street Castings

June 11, 2010

TO: Dane C. Nelson

City Administrator

FROM: Cindy L Prue

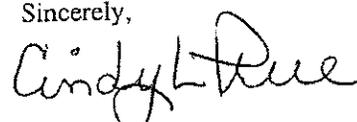
Assistant Finance Director

Sealed bids were received until 2:00 p.m. on Tuesday, June 8, 2010, for annual Street Casting product needs. The following bids were received:

ITEM	East Jordan Iron Works East Jordan MI	Pricing 2009-10
Manhole Castings		
#1046 EJIW	\$151.84	\$144.61
#1040 EJIW	174.44	166.13
Manhole Lids		
Type M1	116.29	110.75
Type M3	163.49	
Type 01	121.68	110.75
#1040AGS Cover	149.70	142.57
#1040A Cover	124.91	296.38
#1040APT Assembly	311.20	
Catch Basin Castings		
#7045 w/adj back	293.41	279.44
	Frame & Back	Frame & Back
#7065 w/driveway back	299.01	\$284.77
	Frame & Back	Frame & Back
#7000 w/adj back	384.70	
	Complete	
Catch Basin Grates		
Type M1	99.67	94.93
Type M2	108.72	150.38
MISCELLANEOUS		
#8560 Series 3-pcs screw valve box	131.23	126.58
	Complete w/lid	
#5BR250 Fire Hydrant	1,290.00	1,206.95
#8500 Valve Box Riser		
1" high	15.49	15.20
1-1/2 " high	18.75	18.40
2" high	21.19	20.80
2-1/2" high	23.64	23.20
3" high	26.90	26.40
Delivery	3 - 7 days	
Conditions	None	

I recommend the bid for these products be awarded to East Jordan Iron Works. These products are used for street work and water utility work. We have used East Jordan for many years and their product works well for us.

Sincerely,



Cindy L Prue
Assistant Finance Director

CR10-035

June 21, 2010

RE: ANNUAL BID – Street Castings

RESOLUTION

WHEREAS, sealed bids were received on June 8, 2010 for the annual street casting requirements; and

WHEREAS, said bids have been tabulated and recommendations made by the Asst. Finance Director and the City Administrator; and

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

NOW, THEREFORE, BE IT RESOLVED, that the bid for street castings be awarded to East Jordan Iron Works of East Jordan, MI for the items and prices as listed in the bid tabulation and under the terms and conditions as specified and as proposed in their sealed bid dated June 8, 2010.

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

CR-8

MEMO



DATE: June 15, 2010
TO: Honorable Mayor and City Commission
FROM: Dane C. Nelson, City Administrator
SUBJECT: Annual Bid – Rock Salt

I concur with the recommendation of the Assistant Finance Director to award the annual bid for rock salt to North American Salt of Overland Park, KS for the items and prices as listed in the bid tabulation. The bid prices represent a reduction of 4.77% from what we are currently paying.

Three firms responded to the offer to bid. There are sufficient funds in the various departmental budgets for this annual expense.



Dane C. Nelson
City Administrator

DCN:bjw

SUBJECT: Annual Rock Salt

June 11, 2010

TO: Dane C. Nelson

City Administrator

FROM: Cindy L Prue

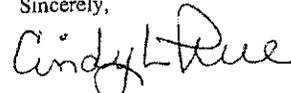
Assistant Finance Director

Sealed bids were received until 2:00 p.m. on Tuesday, June 8, 2010, for annual Rock Salt requirements.. The following bids were received:

ITEM	North American Salt Overland Park, KS	Morton Salt Chicago IL	Cargill Salt N. Olmsted, OH	Pricing FY 2009-10
#1 Bulk Salt – Pickup	\$ 53.56	\$58.34	\$60.00	
#2 Bulk Salt – Alt Site	\$ 53.56	\$58.34	\$60.00	
#1 Bulk Salt-Delivered	\$ 55.56	\$58.34	\$62.47	\$58.34
ALT PRICING:				
#1 Bulk Salt – Pickup	\$55.51	No Bid	\$62.00	
#2 Bulk Salt – Alt Site	\$55.51	No Bid	\$62.00	
#1 Bulk Salt-Delivered	\$57.51	No Bid	\$64.77	
Pickup Site	Toledo OH	Detroit MI	Detroit MI	
Delivery	3 – 5 days	1 – 5 days	3 – 5 days	
% Moisture	1.5%	1.5%	1%	

I recommend the bid for these products be awarded to the low bidder, North American Salt. This pricing represents a 4.77% decrease over our current price.

Sincerely,



Cindy L Prue
Assistant Finance Director

CR10-036

June 21, 2010

RE: ANNUAL BID – Rock Salt

RESOLUTION

WHEREAS, sealed bids were received June 8, 2010 for the annual purchase of rock salt; and

WHEREAS, said bids have been tabulated and recommendations made by the Asst. Finance Director and the City Administrator; and

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

NOW, THEREFORE, BE IT RESOLVED that the annual bid for rock salt be awarded to North American Salt of Overland Park, KS for the items and prices as listed in the bid tabulation and under the terms and conditions as specified and as proposed in their sealed bid dated June 8, 2010.

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

CR-9

SUBJECT: Annual Ready-Mix Concrete
TO: Dane C. Nelson
FROM: Cindy L Prue

June 15, 2010
City Administrator
Assistant Finance Director

I concur with the recommendation of the Assistant Finance Director to award the annual bid for concrete to Doan Companies of Adrian, MI and to, further, award the bid for the flowable fill product to Darby Ready Mix for the prices as listed in the bid tabulation below. We have used both companies in the past and have been pleased with their service.

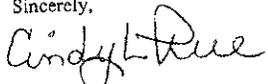
Three firms responded to the offer to bid. There are sufficient funds in the departmental budgets for this annual expense.


Dane C. Nelson
City Administrator

Sealed bids were received until 2:00 p.m. EDT on June 8, 2010 for the city's annual Ready-Mix needs. The following bids were received:

ITEM	Doan Companies Adrian MI	Darby Ready Mix Addison MI	Kuhlman Corp Adrian MI	Pricing 2009-10
Class P1 6 Bag Per cy	\$76.50	\$77.53	\$88.00	\$75.00
Class HE Per cy	\$82.50	\$82.50	\$92.00	\$81.00
Extra for Chloride Per cy	\$1.50 per %	\$1.50 per %	\$0.75 per .5%	\$1.50 per %
Extra for Heat Per cy	\$4.00	\$5.00	\$5.00	\$4.00
Extra for fiber Per cy	\$4.00	\$5.00	\$6.00	\$4.00
Extra for min load Per cy	None	None	\$75.00 for less than 2 cy	
Flowable Fill Per cy	\$64.50	\$60.00	\$70.25	\$63.00
Delivery	2 hr notice 2 hr delivery	2 hr notice 3 hour delivery	2 hr notice 48 hr delivery	
Sell to others for city projects	Yes	Yes	Yes	

I recommend the bid be awarded to Doan Companies for the concrete, for prices listed above, and to Darby Ready Mix for the flowable fill product. We have used both companies in the past and both perform well.

Sincerely,

Cindy L Prue
Assistant Finance Director

CR10-037

June 21, 2010

RE: ANNUAL BID – Ready Mix Concrete

RESOLUTION

WHEREAS, sealed bids were received June 8, 2010 for the annual Ready Mix concrete requirements; and

WHEREAS, said bids have been tabulated and recommendations made by the Asst. Finance Director and the City Administrator; and

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

NOW, THEREFORE, BE IT RESOLVED that the annual bid for concrete be awarded to Doan Companies of Adrian, MI, and that the flowable fill product be awarded to Darby Ready Mix for the prices as listed in the bid tabulation and under the terms and conditions as specified and as proposed in their sealed bid dated June 8, 2010.

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

CR-10

MEMO



DATE: June 15, 2010

TO: Honorable Mayor and City Commission

FROM: Dane C. Nelson, City Administrator

SUBJECT: Annual Bids for Treatment Chemicals – Water & Wastewater Plants

I concur with the recommendation of the Utilities Director to award the annual bids for treatment chemicals for use at the water and wastewater plants as follows:

Chemical	Recommended Supplier	Bid Price per lb.	% Change from previous year
Ferric Chloride	PVS Technologies	\$0.2015	- 37%
Ferric Sulfate	General Chemical	\$0.086	- 32%
Pebble Lime	Western Lime	\$123.00 ton	+ 2%
Fluoride	Alexander Chemical	\$0.34	-12%
Sodium Hypochlorite	KA Steel	\$0.0612	- 2%
Phosphate	Carus Corporation	\$0.529	-23%
Carbon Dioxide	Pain Enterprise	\$0.03175	-13%

Fifteen firms responded to the offer to bid. There are sufficient funds in the respective department's budget for this annual expense.

Respectfully submitted,


 Dane C. Nelson
 City Administrator

DCN:bjw



MEMORANDUM – UTILITIES DEPARTMENT

DATE: June 15, 2010
TO: Dane C. Nelson, City Administrator
FROM: Shane A. Horn, Utilities Director 
SUBJECT: Annual Bids for Treatment Chemicals at Water and Wastewater Plants

Sealed bids were received at the purchasing office on June 8, 2010 for the annual purchase of treatment chemicals at the water and wastewater plants. Attached are memos from Tim Ritchie, Water Plant Superintendent, and Ken Wesley, Wastewater Plant Superintendent with a recommendation of award. I respectfully recommend that we accept the bids for treatment chemicals using the low bidder in each case. Due to favorable bid results, we will realize savings in the chemical budgets at both facilities.

Chemical	Recommended Supplier	Bid Price per lb.	% Change from previous year
Ferric Chloride	PVS Technologies	\$0.2015	- 37%
Ferric Sulfate	General Chemical	\$0.086	- 32%
Pebble Lime	Western Lime	\$123.00 ton	+ 2%
Fluoride	Alexander Chemical	\$0.34	-12%
Sodium Hypochlorite	KA Steel	\$0.0612	- 2%
Phosphate	Carus Corporation	\$0.529	-23%
Carbon Dioxide	Pain Enterprise	\$0.03175	-13%

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



Water Treatment Plant 815 Bent Oak Avenue

MEMORANDUM

Date: June 15, 2010
To: Shane A. Horn, Utilities Director
From: Tim Ritchie, Water Plant Superintendent
Subject: Annual Chemical Bids

I would like to recommend we accept the bids for the following chemicals needed for treatment at our Water Plant:

Carus Phosphates: Liquid Phosphate @ \$0.529 per lb, decrease of \$0.16 per lb
KA Steel Chemical: Sodium Hypochlorite @ \$0.0612 per lb, decrease of \$0.001 per lb
Alexander Chem: Fluorosilicic Acid @ \$0.34 per lb, decrease of \$0.05 per lb
Western Lime: Quick Pebble Lime @ \$123. per ton, increase of \$2.20 per ton
General Chemical: Ferric Sulfate @ \$0.086 per lb, decrease of \$0.041 per lb
Pain Enterprise: Liquid Carbon Dioxide @ \$0.03175 per lb, decrease of \$0.0048 per lb

Respectfully,
Timothy W Ritchie
Water Plant Superintendent

DEPARTMENTAL CORRESPONDENCE

Date: 6/15/2010

Subject: Annual Ferric Chloride Bid

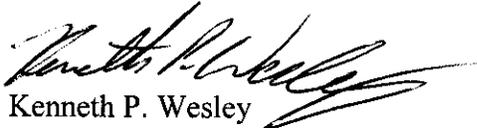
To: Shane Horn

Dept.: Utilities

From: Kenneth P. Wesley

Dept.: Wastewater Plant

After reviewing the bids received for Ferric chloride, I recommend that the bid be awarded to PVS Technologies, Inc. of Detroit MI. PVS Technologies was the low bidder for the amount of \$0.2015 per dry pound.


Kenneth P. Wesley

WWTP Superintendent

CITY OF ADRIAN, MICHIGAN
ANNUAL CHEMICALS
DUE DATE: JUNE 8, 2010

BIDDER	Ferric Sulfate Liquid	Quick Pebble Lime	Fluorosilicic Acid	Sodium Hypochlorine	Phosphate - Liquid	Liquid Carbon Dioxide
Shannon Chemical Malvern PA					\$0.657 per lb.	
Sterling Water Tech Columbia TN					\$0.625 per lb.	
PVS Nolwood Detroit MI			\$0.394 per lb.	\$0.075 per lb.		
Water Elements Lakeland FL	\$0.09716 per wet lb. \$0.1749 per dry lb.					
General Chem Parsippany NJ	\$0.086 per lb.					
Huron Lime Inc Huron OH		\$126.00 per ton				
Kemira Water Sol. Lawrence KS	\$0.11 per lb.					
Carmeuse Lime Pittsburgh PA		\$124.57 per ton				
Canus Corp Peru IL					\$0.529 per lb.	
Continental Carbon Decatur IL						\$0.036 per lb. plus fuel chrg
Alexander Chem Downers Grove IL			\$0.34 per lb.	\$0.075 per lb.		
KA Steel Chem Lemont IL				\$0.0612 per lb.		
Jones Chemical Riverview MI				\$0.0616 per lb.		
Pain Enterprise Bloomington IL						\$0.03175
Western Lime West Bend WI		\$123.00 per ton				

CITY OF ADRIAN, MICHIGAN
ANNUAL FERRIC CHLORIDE
DUE DATE: JUNE 8, 2010

BIDDER	PRICE	
Kemira Water Solutions Inc Lawrence KS	\$0.2027 dry pound	38% 1.408 gravity
PVS Technologies Detroit, MI	\$0.2015 dry pound	
Water Elements LLC Lakeland FL	\$0.31 dry pound	42% 1.5 gravity
Jones Chemical Riverview MI	No Bid	

CR10-038

June 21, 2010

RE: ANNUAL BIDS – Treatment Chemicals for Water & Wastewater Plants

RESOLUTION

WHEREAS, bids were received June 8, 2010, for the annual purchase of treatment chemicals for the Water and Wastewater Plants; and

WHEREAS, said bids have been tabulated and recommendations made by the Asst. Finance Director and the City Administrator to accept the low bid in each case as follows:

Chemical	Vendor	Bid Price
Ferric Chloride	PVS Technologies	\$0.2015/lb.
Ferric Sulfate	General Chemical	\$0.086/lb.
Pebble Lime	Western Lime	\$123.00/ton
Fluoride	Alexander Chemical	\$0.34/lb
Sodium Hypochlorite	K.A. Steel	\$0.0612/lb.
Phosphate	Carus Corp.	\$0.529/lb.
Carbon Dioxide	Pain Enterprise	\$0.03175

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

NOW, THEREFORE, BE IT RESOLVED that the annual bid for treatment chemicals be awarded to the vendors and for the prices as listed above and under the terms and conditions as specified and as proposed in their sealed bid dated June 8, 2010.

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

CR-11

SUBJECT: Annual Vehicle Wash Contract June 15, 2010
 TO: Dane C. Nelson City Administrator
 FROM: Cindy L Prue Assistant Finance Director

I concur with the recommendation of the Assistant Finance Director to award a 2-year contract for washing city vehicles to Adrian Fabricare Center of Adrian, MI at a cost of \$335.00 per month. This price includes a pre-wash, soft cloth wash, underbody flush and hot wax treatment.

Two firms responded to the offer to bid. There are sufficient funds in the departmental budgets of those who use this service.



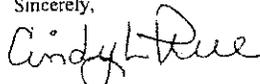
 Dane C. Nelson
 City Administrator

DCN:bjw

Sealed bids were received until May 13, 2010, for the city's vehicle washing contract. The following bids were received:

	Russ Auto Wash Adrian, MI	Adrian Fabricare Center Adrian, MI	Pricing 2009-10
Option A: Pre-wash & soft cloth wash			
Option B: Pre wash, soft cloth wash, hand dry	\$ 330.00 per month		
Option C: Pre-wash, soft cloth wash, underbody flush, hot wax	\$ 340.00 per month (hand dry)	\$ 335.00 per month	\$ 345.00 per month
Option D: Pre-wash, soft cloth wash, underbody flush, hot wax, hand dry	\$ 350.00 per month		

After hearing from several departments, I recommend the Option C plan be approved for this contract. This option includes the underbody flush which is needed in the winter months to remove salt build up from the under carriage of vehicles. Furthermore, I recommend the two-year contract be awarded to Adrian Fabricare Center, the low bidder, in the amount of \$335.00 per month. This represents a 2.8% decrease over current pricing.

Sincerely,

 Cindy L Prue
 Assistant Finance Director

CR10-039

June 21, 2010

RE: ANNUAL BID – Vehicle Wash Contract

RESOLUTION

WHEREAS, bids were received May 13, 2010 for the annual vehicle washing contract;
and

WHEREAS, said bids have been tabulated and recommendations made by the Asst.
Finance Director and the City Administrator; and

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

NOW, THEREFORE, BE IT RESOLVED that the bid for a two-year contract for washing
city vehicles be awarded to Adrian Fabricare Center of Adrian, MI at a cost of \$335.00 per
month under the terms and conditions as submitted and as proposed in their sealed bid
dated May 13, 2010.

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

CR-12

R10-040

June 21, 2010

RE: CITY COMMISSION – Change in Commission Meeting Date

RESOLUTION

WHEREAS, the Charter of the City of Adrian requires that regular meeting times be established by City Commission resolution; and

WHEREAS, the regular meeting scheduled for Monday July 5, 2010, occurs on the observed 4th of July holiday.

NOW, THEREFORE, BE IT RESOLVED that said regular meeting will be held on Wednesday, July 7, 2010 at 7:00 p.m. in the City Chambers Building located at 159 E. Maumee St., Adrian, MI.

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



REGULAR AGENDA

MEMORANDUM – UTILITIES DEPARTMENT

DATE: June 16, 2010
TO: Dane C. Nelson, City Administrator
FROM: Shane A. Horn, Utilities Director 
SUBJECT: Repeal of Summer Sewer Credit Ordinance No. Sec. 94-242(i)

The summer sewer credit was eliminated at the May 3, 2010 City Commission meeting. This credit recognized water consumed but not disposed of in our public sewer system. During the months of June-September we used an average usage for the previous unadjusted months to bill for sewer usage. During the rest of the year sewer usage is based strictly on water meter readings. This policy has cost us an average of \$80,000 over the past three summers. Due to revenue challenges within the Utilities Department, it was determined to discontinue this summer sewer credit and continue to bill sewer based on water meter readings all year long.

I respectfully recommend that the City of Adrian Code of Ordinances Sec. 94-242(i) be repealed to reflect the elimination of the summer sewer credit.

ORDINANCE 10-005

AN ORDINANCE TO REPEAL A PROVISION OF THE CODE OF THE CITY OF ADRIAN, SECTION 94-242(i) SEWER-SUMMER SERVICE BILLINGS

Section 94-242(i) of Chapter 94 Sewer-Summer Service Billings of the Adrian Code is hereby repealed.

INTRODUCTION.....June 21, 2010

SUMMARY PUBLISHED

ADOPTION

COMPLETE PUBLICATION

EFFECTIVE DATE

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

Sec. 94-242 (i)

(i) *Summer service billings.* The rates established under subsections (a)--(h) of this section shall be applicable to bills rendered in each month, except as provided in this section. To recognize water consumed, but not disposed of in public sanitary sewers, sewer bills rendered for single-family and two-family residential premises reflecting readings for June, July, August and September of each year shall be based on the average billing for sewer service charged to the premises for the previous unadjusted months. Where sanitary sewer service or water service was not used by any premises during the three months preceding June in any year, this subsection shall not be applicable, but the charges for subsequent months in that year shall be based on the rates established under subsections (a)--(h) of this section. Whenever, in the discretion of the director, application of this subsection would be inequitable because any customer consumes abnormal amounts of water of which an abnormal amount or proportion is returned to the public sanitary sewers during the summer months, the director may bill such customer on the basis of water consumed during each month and apply the established rates. Any customer may, at his option, elect to be billed for sanitary sewer service on the basis of water actually consumed during each month.

R-1

R10-071

June 21, 2010

RE: ADMINISTRATION - COMPOST SITE POLICY

RESOLUTION

WHEREAS, the City Administrator has presented a proposed Compost Site Policy to be effective July 1, 2010; and

WHEREAS, the City Commission has discussed the matter and further considered said policy.

NOW, THEREFORE, IT IS HEREBY RESOLVED that the proposed policy, which is attached hereto and made a part hereof, is hereby _____ (approved) _____ (denied) and that the permit fee of \$50.00 is further _____ (approved) _____ (denied), which amount may be modified by future resolution of the City Commission.

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



COMPOST SITE POLICY

City of Adrian, Michigan

1. The Adrian Compost site located on Oakwood Road shall be open for subscriber use each Saturday from 8:00 a.m. to 2:00 p.m., subject to City holiday schedules.
2. Use of the compost site shall be limited to Adrian City residential property owners who purchase an annual residential permit (subscription).
3. The cost of an annual permit shall be \$50.00. Permits may be purchased at City Hall, Clerk's Office, 2nd floor, 135 E. Maumee Street.
4. The permit shall be affixed in a non-transferable manner to the lower left portion of a motor vehicle's front windshield. If a vehicle is sold during the year, and if evidence has been provided to the City to indicate that the permit has been removed, a replacement permit may be issued by the City. No permit shall be assignable or transferable.
5. The permit shall enable the holder to deposit yard clippings at the compost site, which is defined as leaves, grass clippings, sticks and twigs less than 1/4" in diameter and vegetable or other garden debris. Deposits may be made from July 1 through November 1 in the year 2010, subject to a longer period being authorized by the City at no extra cost to the permit holder. In future years, the site shall begin opening on May 1 of each year.
6. No brush, sticks or twigs over 1/4" in diameter, logs, stumps, agricultural waste, animal waste, roots, Christmas trees, sewer sludge or garbage will be allowed to be deposited at the compost site.
7. No residential permit shall be use in conjunction with a commercial business, such as, but not limited to, a lawn maintenance business, landscaping business or

excavation business. Permits may be issued for commercial use on a case by case basis at the discretion of the City with the cost to be determined by the amount of use, volume of material to be deposited and other relevant factors.

8. All yard clippings deposited at the compost site must be loose, with no bags or containers of any kind being deposited with the yard clippings and shall be deposited where directed by City personnel.
9. The City shall make available at the compost site a dumpster or other container for the deposit or collection of plastic bags or other containers used by the permit holder to transport yard clippings.
10. The City shall provide a minimum of one employee at the site to verify the validity of the permit and shall have the authority to refuse access to the site if validity is unable to be confirmed or the permit is not properly affixed to the vehicle.
11. All compost shall only be used by the Department of Public Works or other City departments on terms approved by the City Engineer and Finance Director. In the event it is determined that there is excess compost available, it may be sold on terms and conditions approved by the City Engineer, Finance Director and City Administrator.
12. In the event the owner of a permit does not comply with any of the regulations, the permit is subject to being revoked at the discretion of the City without refund.

R-2

R10-072

June 21, 2010

RE: ADMINISTRATION – Sale of 100 E. Church Street

RESOLUTION

WHEREAS, bids have been solicited and advertised for the sale of 100 E. Church St., also known as the old City Hall property; and

WHEREAS, the City Purchasing Officer received one bid from D & P Communications, Inc., Petersburg, MI, for \$1.00, and subject to the other conditions set forth in the bid specifications, which are attached hereto.

NOW, THEREFORE, IT IS HEREBY RESOLVED that the bid of D & P Communications, Inc. of Petersburg, MI is hereby accepted, subject to the conditions set forth in the bid specifications and with the added requirement that the building be constructed no later than eighteen (18) months from this date; and

IT IS, FURTHER, RESOLVED that the Mayor and City Clerk be, and are hereby, authorized to execute a deed and all documents necessary to convey title in this matter and that the City Administrator is hereby authorized to execute all other documents necessary to close this transaction in accordance with the bid specifications and applicable City ordinances and policies.

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

Sealed Bid Notice
Sale of 100 E. Church Street
Page 2

NAME _____

ADDRESS _____

CITY _____ STATE _____ ZIP _____

TELEPHONE _____ FAX _____

DATE _____ EMAIL _____

Legal one:

All that part of the Northwest ¼ of Section 2, Town 7 South, Range 3 East, described as commencing at a point in the East line of South Main Street 192.42 feet South 44° 52'17" West from the intersection of the South line of Church Street and the East line of South Main Street; Thence continuing South 44° 52'17" West along the East line of South Main Street 48.3 feet; Thence South 52° 51'40" East 115.23 feet; Thence North 26° 36'32" East 6.05 feet; Thence North 9° 01'50" East 64.14 feet; Thence North 63° 35'08" West 78.78 feet to the East line of South Main Street and the POB.

Also,

Legal two:

All that part of the Northwest ¼ of Section 2, Town 7 South, Range 3 East, described as commencing 203.85 feet South 0° 01'07" East from the intersection of the South line of Church Street and the East line of South Main Street, Thence North 63° 35'08" West 72.87 feet; Thence South 9° 01'50" West 64.14 feet; Thence North 88° 13'08" East 75.38 feet; Thence North 0° 01'07" West 28.58 feet to the POB.

Also,

Legal three:

Beginning at the Southerly end of the Iron Fence (Guessing being described as commencing at a point in the East line of South Main Street 192.42 feet South 44° 52'17" West from the intersection of the South line of Church Street and the East line of South Main Street) in front of the Homestead of Edson Grave; Thence Northerly on said East line of Main Street 192 feet to Southerly line of Church Street; Thence following Southerly line of Church Street East to Dennis Street (Approx 27 feet); Thence Southerly on the Westerly line of said Dennis Street 224 feet, more or less (Approx 217.7 feet), to a point 15 feet Northerly from the Northeast Corner of Lot 12 on Block 3 on the Plat of Berry;s Southern Addition to the Village (now city) of Adrian; Thence in a direct line to the POB (Approx 182 feet).

SKETCH/AREA TABLE ADDENDUM

City Address

State

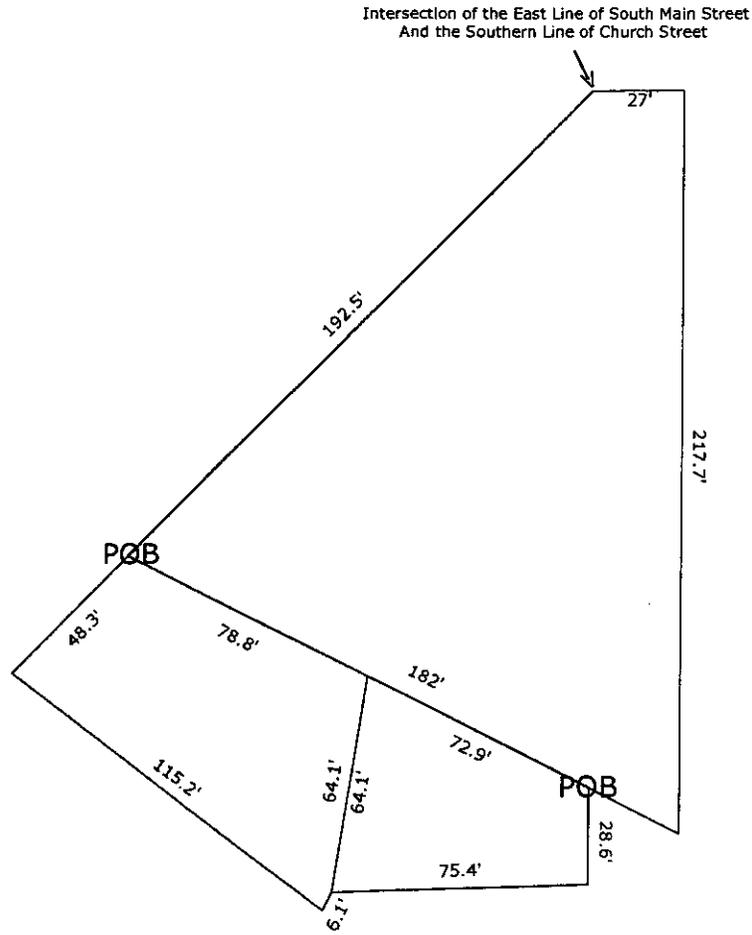
Zip

Owner

Client

Appraiser Name

IMPROVEMENTS SKETCH



Lot 12 BLK 3 Berry's Southern Addition

Scale: 1" = 56'

AREA CALCULATIONS SUMMARY

Code	Description	Factor	Net Size	Perimeter	Net Totals
UND	Undefined	1.00	3307.0	241.0	
	Undefined	1.00	Invalid		

Comment Table 1

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Comment Table 2

Comment Table 3

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AREA CALCULATIONS

R-3

June 15, 2010

MEMORANDUM

TO: Dane Nelson, City Administrator

FROM: Kristin Bauer, City Engineer
Mark Gasche, Parks & Recreation Director

SUBJECT: Urban Tree Canopy Grant



We have received a grant in the amount of \$22,400 from the Michigan DNRE. This grant was established by the US Forest Service to help municipalities evaluate Urban Tree Cover (UTC); this information is used as a benchmark to measure the success of future tree plantings and maintenance programs. This UTC information is also becoming increasingly important in urban areas to help with storm water management. It has been found that the more tree canopy an area has helps to slow rainwater reaching the ground, thus a strong tree canopy helps to slow water reaching the storm sewer systems and may reduce the initial over-capacity issues in some storm sewers. There are many outputs from this process but most notably a system will be developed to prioritize street tree plantings within the City based on possible energy savings and a more up-to-date analysis of impervious area on each parcel within the City.

Due to the fact that this grant serves both the Storm Water Utility and Parks & Forestry departments we have partnered to share the costs of the grants required 50% match. The Fee Estate fund (205-699.00-975.000) will supply \$6,000 towards the match and Storm Water Utility fund (598-445.00-812.000) will supply \$5,200 towards the match.

**RE: DEPARTMENT OF PARKS & RECREATION – PARKS & FORESTRY DIVISION-
Urban Tree Canopy Grant Award**

RESOLUTION

WHEREAS, the Michigan Department of Natural Resources and Environment (DNRE) has awarded the City of Adrian a \$22,400 Urban Tree Canopy Grant, fifty (50%) percent to be funded locally; and

WHEREAS, the grant was established by the U.S. Forest Service to assist municipalities in the management of urban tree cover and provide benchmarks to measure the success of tree plantings and maintenance programs; and

WHEREAS, in addition, the program is designed to facilitate storm water management through coordination of tree plantings in locations with high density impervious surfaces; and

WHEREAS, because the grant serves both the Storm Water Utility and Parks & Forestry operations, the Parks and Recreation Director and City Engineer recommend that the grant match be shared by the Fee Estate Fund (205) and the Storm Water Utility Fund (598); and

WHEREAS, the City Administrator recommends acceptance of the grant funds, commitment of local matching funds from the Fee Estate Fund (\$6,000) and the Storm Water Utility Fund (\$5,200), and that the appropriate budget amendments be made.

NOW THEREFORE BE IT RESOLVED that the Adrian City Commission, by this resolution, hereby authorizes the acceptance the Urban Tree Canopy Grant from the Michigan Department of Natural Resources and Environment (DNRE) in the amount of \$22,400 and that the local match requirement be derived from the Fee Estate Fund (\$6,000) and the Storm Water Utility Fund (\$5,200).

BE IT, FURTHER, RESOLVED that \$5,200 be appropriated from the Storm Water Utility Fund-Undesignated Fund Balance (598-00.00-390.000) and that the FY2010-11 Budget be amended as follows:

Fee Estate Fund (205)

Expenditures:		
(205-965.00-969.598)	Transfer-Out – Storm Water Utility Fund	\$ 6,000
(205-990.00-990.000)	Contingency Account	<u>(6,000)</u>
	TOTAL	<u>\$ -0-</u>

Storm Water Utility Fund (598)

Revenue:		
(598-000.00-545.000)	Urban Tree Canopy Grant	\$11,200
(598-000.00-676.205)	Contribution-Fee Estate Fund	6,000
(598-000.00-697.000)	Prior Year's Revenue	<u>5,200</u>
	TOTAL	<u>\$22,400</u>

Expenditures:
(598-445.03-801.000)

Contract Services
TOTAL

22,400
\$ -0-

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

MEMORANDUM – UTILITIES DEPARTMENT

DATE: June 15, 2010
TO: Dane C. Nelson, City Administrator
FROM: Shane A. Horn, Utilities Director 
SUBJECT: Annual Bid for Ductile Iron Pipe and Fittings

I concur with the recommendation of the Utilities Director to award the annual bid for ductile iron pipe and fittings as follows:

HD Supply, Canton, MI	Ductile Iron Pipe
Kuhlman Corp., Maumee, OH	Ductile iron & mechanical joint fittings
Etna Supply, Grand Rapids, MI	Gate valves w/accessories, tapping valves w/accessories and tapping sleeves

Michigan Pipe & Valve, the low bidder, submitted a bid that did not meet specifications by supplying imported fittings with no accessory packs. I, therefore, urge your favorable consideration to award the annual ductile iron pipe and fittings bid to the aforementioned vendors at the prices quoted in their bid dated June 8, 2010.


Dane C. Nelson
City Administrator

Sealed bids were received at the purchasing office on June 8, 2010 for the annual purchase of ductile iron pipe and fittings. Attached is a memo from Steve Eberle, O&M Superintendent with a recommendation of award. I respectfully recommend that all Ductile Iron pipe be awarded to HD Supply of Canton, MI. HD Supply was the low bidder for these items. I respectfully recommend that all Ductile Iron and Mechanical Joint Fittings be awarded to Kuhlman Corporation of Maumee, OH. Kuhlman Corporation was the low bidder that met specifications for these items. I respectfully recommend that all Gate Valves with accessories, Tapping Valves with accessories and Tapping Sleeves be awarded to Etna Supply of Grand Rapids, MI.

Michigan Pipe of Jackson, MI supplied a bid that did not meet our specifications by supplying imported fittings with no accessory packs. Bid specifications state that all material shall be manufactured and sold in North America.

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



Utilities Department Operations & Maintenance

MEMORANDUM

Date: June 14, 2010
To: Shane Horn, Utilities Director
From: Steve Eberle, Superintendent of O&M
Subject: Ductile pipe and fittings

On June 8, 2010 the City of Adrian Utilities Department took sealed bids for ductile iron pipe and fittings for the 2010-2011 fiscal year annual bids. Five suppliers submitted bids; HD Supply, from Canton, MI; East Jordan Iron Works from Oak Park, MI; and Etna Supply from Grand Rapids, MI, Kuhlman Corporation from Maumee OH, and Michigan Pipe and Valve from Jackson MI. After reviewing all bids I would like to make the following recommendations:

All Class 52 Ductile Iron Pipe be awarded to HD Supply of Canton, MI.

All Ductile Iron, Mechanical Joint fittings with accessories be awarded to Kuhlman Corporation of Maumee OH.

All Gate Valves with accessories, Tapping Valves with accessories, and Tapping Sleeves be awarded to Etna Supply of Grand Rapids, MI.

Let it be noted that Michigan Pipe and Valve bid imported fittings with no accessory kits. Bid documentation clearly states all material shall be manufactured and sold in North America. Mechanical Joint Ductile Iron fittings with accessory kits.

CITY OF ADRIAN, MICHIGAN
ANNUAL D.I. PIPE & FITTINGS
DUE DATE: JUNE 8, 2010

ITEM	Etna Supply Grand Rapids	East Jordan East Jordan MI	Michigan Pipe Jackson MI	Kuhlman Maumee OH	HD Supply Canton MI
Pipe:					
4" Class 52 DI	14.71	13.72	12.65	6.38	12.84
6" Class 52 DI	16.85	15.75	16.83	14.59	13.77
8" Class 52 DI	22.94	21.44	22.92	19.88	19.92
M.J. D.I. Fittings & Acc					
6x18 Coupling	135.94	147.21	70.02	105.00	138.00
6" 90 deg. bend	170.22	179.71	87.89	157.00	173.00
6" 45 deg bend	100.50	117.04	39.69	88.00	147.00
6" 90 deg bend	113.50	132.49	48.20	102.00	163000
8" 45 deg bend	135.20	151.27	56.70	118.00	205.00
8" 90 deg bend	160.70	180.63	71.16	144.00	191.00
10" 45 deg bend	192.52	217.32	81.93	169.00	293.00
10" 90 deg bend	241.52	267.79	109.71	219.00	348.00
4" Retaining Gland	16.40	17.35	15.49	17.00	28.00
6" Retaining Gland	19.30	20.41	18.22	20.00	34.00
8" Retaining Gland	29.40	31.14	27.79	30.00	46.00
10" Retaining Gland	43.50	46.09	41.15	45.00	66.00
4x6 Reducer	76.30	90.06	27.78	64.00	117.00
6x8 Reducer	114.35	132.10	46.21	99.00	173.00
8x6 Tee	205.45	233.48	87.89	181.00	303.00
6x6 Tee	169.25	194.62	70.02	149.00	241.00
8x8 Tee	237.80	261.87	104.90	213.00	349.00
M.J. Valves & Access					
2" Gate Valve	175.00	191.08	165.11		290.00
4" Gate Valve	299.39	333.44	261.06		366.00
6" Gate Valve	382.03	421.65	333.35		460.00
8" Gate Valve	594.73	657.92	530.60		724.00
10" Gate Valve	920.49	1014.40	827.35		1076.00
12" Gate Valve	1158.36	1271.52	1046.90		1420.00
16" Gate Valve	4124.74	4152.11	3509.31		4510.00
M.J. Tapping Valve					
2" Gate Valve	280.00	No Bid	No Bid		336.00
4" Gate Valve	359.34	412.90	329.33		430.00
6" Gate Valve	505.60	588.76	464.99		600.00

8" Gate Valve	763.67	852.49	690.80		882.00
10" Gate Valve	1146.37	1306.39	1041.55		1350.00
Tapping Sleeve					
6" x 4"	330.12	525.15	422.33	400.00	357.00
6" x 6"	376.14	541.80	435.40	455.00	387.00
8" x 4"	341.80	548.55	432.92	413.00	372.00
8" x 6"	380.15	592.65	468.36	459.00	403.00
10" x 4"	371.21	625.50	498.86	449.00	424.94
10" x 6"	403.16	678.15	503.20	487.00	460.12
10" x 8"	511.20	828.00	659.94	618.00	559.06
12" x 4"	439.18	706.95	520.68	531.00	474.28
12" x 6"	483.20	782.55	531.32	585.00	525.83
12" x 8"	584.23	982.80	727.65	707.00	659.72
Delivery	1 – 21 days	3 – 7 days	3 – 5 days	7 – 10 days	7 days
MFG					

R10-074

June 21, 2010

RE: ANNUAL BID – Ductile Iron Pipe and Fittings

RESOLUTION

WHEREAS, sealed bids were received June 8, 2010 for the annual purchase of ductile iron pipe and fittings; and

WHEREAS, based on anticipated volumes and adherence to bid specifications, said bids have been tabulated and recommendations made by the Utilities Director, Asst. Finance Director and the City Administrator to select the lowest qualified bidder adhering to bid specifications in each case, with results as follows:

Vendor	Product	Price
HD Supply, Canton, MI	4" Class 52 Ductile Iron	\$12.84
	6" Class 52 Ductile Iron	\$13.77
	8" Class 52 Ductile Iron	\$19.92
Kuhlman Corp., Maumee, OH	6 x 18 Coupling	\$105.00
	6" 90-degree bend	\$157.00
	6" 45-degree bend	\$88.00
	6" 90-degree bend	\$102.00
	8" 45-degree bend	\$118.00
	8" 90-degree bend	\$144.00
	10" 45-degree bend	\$169.00
	10" 90-degree bend	\$219.00
	4" Retaining Gland	\$17.00
	6" Retaining Gland	\$20.00
	8" Retaining Gland	\$30.00
	10" Retaining Gland	\$45.00
	4 x 6" Reducer	\$64.00
	6 x 8" Reducer	\$99.00
	8 x 6" Tee	\$181.00
6 x 6 Tee	\$149.00	
8 x 8 Tee	\$213.00	
Etna Supply, Grand Rapids, MI	2" Gate Valve	\$175.00
	4" Gate Valve	\$299.39
	6" Gate Valve	\$382.03
	8" Gate Valve	\$594.73
	10" Gate Valve	\$920.49
	12" Gate Valve	\$1,158.36
	16" Gate Valve	\$4,124.74
	2" Tapping Gate Valve	\$280.00
	4" Tapping Gate Valve	\$359.34
	6" Tapping Gate Valve	\$505.60
	8" Tapping Gate Valve	\$763.67
	10" Tapping Gate Valve	\$1,146.37
	6 x 4" Tapping Sleeve	\$330.12

Etna Supply, Grand Rapids, MI	6 x 6" Tapping Sleeve	\$376.14
	8 x 4" Tapping Sleeve	\$341.80
	8 x 6" Tapping Sleeve	\$380.15
	10 x 4" Tapping Sleeve	\$371.21
	10 x 6" Tapping Sleeve	\$403.16
	10 x 8" Tapping Sleeve	\$511.20
	12 x 4" Tapping Sleeve	\$439.18
	12 x 6" Tapping Sleeve	\$483.20
	12 x 8" Tapping Sleeve	\$584.23

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

NOW, THEREFORE, BE IT RESOLVED that the bids for ductile iron pipe and fittings be awarded to the aforementioned vendors under the terms and conditions as submitted and as proposed in their sealed bids dated June 8, 2010.

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



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

<u>FOR MLCC USE ONLY</u>
Request ID # <u>486333</u>
Business ID # <u>214859</u>

LOCAL APPROVAL NOTICE
[Authorized by MCL 436.1501]

JUNE 11, 2010

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

APPLICANT: FIRST FEDERAL BANK OF THE MIDWEST

Home Address and Telephone No. or Contact Address and Telephone No.:
CONTACT: CHRISTOPHER MCNEELY, 1700 HAMLIN, ROCHESTER HILLS, MI 48309, B(248) 601-4700

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

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

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

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

dl

RECEIVED JUN 15 2010

Request ID # 486333

RESOLUTION

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

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

The following resolution was offered:

Moved by _____ and supported by _____

That the request to TRANSFER OWNERSHIP OF AN ESCROWED 2007 CLASS C LICENSED BUSINESS WITH ENTERTAINMENT PERMIT, LOCATED AT 149 N MAIN, ADRIAN, MI 49221, LENAWEE COUNTY, FROM LWL, INC. (STEP 1).

be considered for _____
(Approval or Disapproval)

APPROVAL

DISAPPROVAL

Yeas: _____

Yeas: _____

Nays: _____

Nays: _____

Absent: _____

Absent: _____

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

_____ for issuance
(Recommended or Not Recommended)

State of Michigan _____)

County of _____)

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

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

meeting held on _____
(Date)

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

SEAL

R-6



MEMO

Date: June 15, 2010

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

From: Jeffrey C. Pardee, Finance Director *Jeffrey C. Pardee*

Re: **Authorization to Transfer Funds for Previously Authorized Professional Services Contract for Design Services – Two-Way Street Conversion**

In 2007, the City of Adrian was awarded the Vibrant Small Cities Grant from the Michigan State Housing Development Authority (MSDHA) in the amount of \$1,000,000, which had a grant match requirement of \$1,000,000. The aforementioned grant consisted of three components: 1) Two-Way Traffic Circulation; 2) Façade Improvements; and 3) Blight Reduction.

The City Commission, by Resolution #R08-098 dated July 7, 2008, authorized the engagement of URS Corporation, Farmington Hills, MI to perform the design engineering necessary for the two-way street project at a cost of \$120,000 to cover the following scope of services:

- Topographic/Design Survey	\$ 13,000
- Traffic Signal Design/Modifications	28,000
- Geotechnical Investigation	15,000
- Intersection Improvements, including ADA Compliant Sidewalk Ramps	15,000
- Church Street Reconstruction – Winter to Maumee	25,000
- Permanent Pavement Markings and Signing Plans	10,000
- Maintenance of Traffic and Construction Staging Plans	10,000
- Public Involvement – Two Public Information Meetings	<u>4,000</u>
Total	<u>\$120,000; and</u>

The Vibrant Small Cities Grant covered the cost of the construction, installation of new signal lights and ADA improvements, however, the initial design engineering was intended to be the financial responsibility of the local unit of government. To comply with the original grant requirements, I respectfully recommend that \$120,000 be appropriated from the Major Street Fund (202) and transferred to the Vibrant Small City Grant Fund (283).

The attached resolution has been prepared for consideration by the City Commission at the regularly scheduled meeting of June 21, 2010. If you have any questions or need for further information, please contact my office.

Re: FINANCE DEPARTMENT – Authorization to Transfer Funds for Previously Authorized Professional Services Contract for Design Services – Two-Way Street Conversion

RESOLUTION

WHEREAS, in 2007, the City of Adrian was awarded the Vibrant Small Cities Grant from the Michigan State Housing Development Authority (MSDHA) in the amount of \$1,000,000, which had a grant match requirement of \$1,000,000; and

WHEREAS, the aforementioned grant consisted of three components: 1) Two-Way Traffic Circulation; 2) Façade Improvements; and 3) Blight Reduction; and

WHEREAS, the City Commission, by Resolution #R08-098 dated July 7, 2008, authorized the engagement of URS Corporation, Farmington Hills, MI to perform the design engineering necessary for the two-way street project at a cost of \$120,000 to cover the following scope of services:

- Topographic/Design Survey	\$ 13,000
- Traffic Signal Design/Modifications	28,000
- Geotechnical Investigation	15,000
- Intersection Improvements, including ADA Compliant Sidewalk Ramps	15,000
- Church Street Reconstruction – Winter to Maumee	25,000
- Permanent Pavement Markings and Signing Plans	10,000
- Maintenance of Traffic and Construction Staging Plans	10,000
- Public Involvement – Two Public Information Meetings	<u>4,000</u>
Total	<u>\$120,000</u>

WHEREAS, the Vibrant Small Cities Grant covered the cost of the construction, installation of new signal lights and ADA improvements, however, the initial design engineering was intended to be the financial responsibility of the local unit of government; and

WHEREAS, the Finance Director indicates that \$120,000 is available in the Major Street Fund (202) for this purpose and recommends that amount be transferred to the Vibrant Small Cities Grant Fund (283), to comply with the original grant requirements; and

WHEREAS, the City Engineer and the City Administrator recommend approval of this resolution.

NOW, THEREFORE, BE IT RESOLVED that the Adrian City Commission, by this resolution, authorizes the appropriation of \$120,000 from the Major Street Fund (202-000.00-390.000) and transfer to the Vibrant Small Cities Grant Fund (283) to cover the cost of the design engineering necessary for the two-way street project, to comply with the original grant requirements.

BE IT, FURTHER, RESOLVED THAT the FY2009-10 Budget be amended as follows:

Major Street Fund (202)

Revenue:

(202-000.00-697.000) Prior Years' Revenue \$120,000

Expenditures:

(202-965.00-969.283) Transfer to Vibrant City Grant Fund 120,000

Total \$ -0-

Vibrant Small Cities Grant Fund (283)

Revenue:

(283-000.00-676.202) Contribution-Major Street Fund \$120,000

Expenditures:

(283-474.00-801.012) Two-Way Traffic Circulation-Local 120,000

Total \$ -0-

On motion of Commissioner _____, seconded by
Commissioner _____, the above resolution was
_____ by a _____ vote.

R-1

SUBJECT: Annual Electric Work Rates

June 15, 2010

TO: Dane C. Nelson

City Administrator

FROM: Cindy L Prue

Assistant Finance Director

I concur with the recommendation of the Assistant Finance Director to award the bid for miscellaneous electrical work to Masson's Electric of Adrian, MI at the hourly rate of \$45.00 per hour. Although Masson's Electric is outside the city limits, their price is nearly 33% lower than the next lowest bid.

Six firms responded to the offer to bid. There are sufficient funds in the various departmental maintenance budgets for this expense.

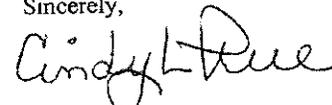

Dane C. Nelson
City Administrator

Sealed bids were received until Thursday, June 3, 2010, for the upcoming fiscal years miscellaneous electric work rates. The following bids were received:

BIDDER	HOURLY RATE	
Masson's Electric Adrian MI	\$45.00	Markup: 20% Response: 1 hr business hours 2 hrs after hours
Witt Electric LLC Adrian MI	\$50.00	Markup: 26% under \$100 16% over \$100 Response: 24 hours
Service Electric Adrian MI	\$67.00	Markup: 20% Response: 1 day Emergency 1 hr.
M.B. Electric Adrian MI	\$70.00	Markup: 10% Response: Emergency-Immediate
Clegg Electric Adrian MI	\$ 70.00	Markup: 20% Response: As needed
Rauhorn Electric Macomb, MI	\$94.00	Markup: 12.5% Response: 4 hours

The work including in this bid is miscelleous electric work and repairs that need to be done at the city locations. I recommend the bid be awarded to the low bidder, Masson's Electric, for the rate listed above. Masson's Electric is located outside the city limits, however, their hourly rate is 32.8% lower than the lowest local bidder (Service Electric).

Sincerely,



Cindy L Prue
Assistant Finance Director

R10-077

June 21, 2010

RE: ANNUAL BID – Miscellaneous Electrical Work

RESOLUTION

WHEREAS, six (6) sealed bids were received June 3, 2010 for the annual purchase of miscellaneous electrical work, detailed as follows:

BIDDER	HOURLY RATE	
Masson's Electric Adrian MI	\$45.00	Markup: 20% Response: 1 hr business hours 2 hrs after hours
Witt Electric LLC Adrian MI	\$50.00	Markup: 26% under \$100 16% over \$100 Response: 24 hours
Service Electric Adrian MI	\$67.00	Markup: 20% Response: 1 day Emergency 1 hr.
M.B. Electric Adrian MI	\$70.00	Markup: 10% Response: Emergency- Immediate
Clegg Electric Adrian MI	\$ 70.00	Markup: 20% Response: As needed
Rauhorn Electric Macomb, MI	\$94.00	Markup: 12.5% Response: 4 hours

WHEREAS, said bids have been tabulated and the Asst. Finance Director and the City Administrator respectfully recommend the selection of the low bidder, Masson's Electric, Adrian, MI (although located outside the City limits, their hourly rate is 32.8% lower than the lowest local bidder - Service Electric);

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

NOW, THEREFORE, BE IT RESOLVED that the bids for miscellaneous electrical work be awarded to Masson's Electric, Adrian, MI under the terms and conditions as submitted and as proposed in their sealed bid dated June 8, 2010.

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

R-B



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

Adrian Public Library

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

June 16, 2010

To: Honorable Mayor Gary McDowell and City Commission

From: Carol Souchock, Adrian Public Library Director

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

Re: Adrian Public Library – Library Non Resident Fee

The Adrian Public Library recently conducted a thorough analysis of all fees and fines. After careful consideration and discussion with city administration I propose the following adjustment to our Non Resident fee. Please note, the revenue associated with this fee change has been reflected in the library's revenue projections for FY 2010-2011. It is expected to increase revenue by \$600. Our projected Non Resident revenue is \$4,100.

Fee & Fine	Proposed	Current
Non Resident Library Card	\$65/year per family	\$40/year per family

I request permission from the City Commission to make the adjustments listed above to the fees and fines assessed at the Adrian Public Library effective July 1, 2010. The attached resolution has been prepared for consideration by the City Commission at their meeting of June 21, 2010. If you have any questions or need for further information, please contact my office.

R10-078

June 21, 2010

RE: ADRIAN PUBLIC LIBRARY – Modification of Library Fees and Fines Schedule for FY2010-11

RESOLUTION

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

WHEREAS, in addition, Adrian City Commission, by Resolution #R09-176 dated October 19, 2009, adopted a modification of the Non-Resident Card Policy to include the following exceptions:

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

WHEREAS, after a thorough analysis of all library fees and fines, the Library Director respectfully recommends increasing the fee for a non-resident library card for FY2010-11 from \$40/year per family to \$65/year per family; and

WHEREAS, the Finance Director indicates that the foregoing changes are contemplated in the FY2010-11 Budget and are estimated to increase revenue by \$1,000; and

WHEREAS, the Library Director and City Administrator recommend approval of this resolution and adoption of the proposed fee increase, effective July 1, 2010.

NOW, THEREFORE, BE IT RESOLVED that the Adrian City Commission, by this resolution, hereby authorizes establishing the fee for a non-resident library card for FY2010-11 at \$65/year per family, effective July 1, 2010.

BE IT, FURTHER, RESOLVED that the previously approved modification of the Non-Resident Card Policy be continued, including the following exceptions:

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

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

R-9

MEMO



DATE: June 17, 2010
TO: Honorable Mayor and City Commission
FROM: Dane C. Nelson, City Administrator
SUBJECT: Indirect Cost Allocation Plan

A concern I have had for a number of years is the lack of resources to accurately compute, and therefore, allocate various costs between city functions and departments. City staff has not been sufficient to tackle such a project. While the Finance Department does its best to make such allocations, there is room for much improvement.

The Finance Director has been urging me to retain Rehmann Robson to assist with this task. I have reviewed a plan completed by this firm for the City of Jackson and found it to be comprehensive and well done.

I have agreed to place this issue before the Commission for consideration. There are funds available in the contingency account to contract for this work in this fiscal year. As you are aware, no contingency funds are available for the next fiscal year.

Respectfully submitted,

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

Dane C. Nelson
City Administrator

DCN:bjw



MEMO

Date: June 17, 2010

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

From: Jeffrey C. Pardee, Finance Director

A handwritten signature in black ink, appearing to read 'Jeffrey C. Pardee'.

Re: Indirect Cost Allocation Plan

The City of Adrian, like most Michigan municipalities, is experiencing significant budget challenges that prompt management to investigate all avenues of cost reduction and revenue enhancement. One such avenue is development of an Indirect Cost Allocation Plan that would enable the City to recover core central administrative costs, e.g., finance, human resources, purchasing, legal, clerk, administrator, from federal and state grants, and contracts with local governmental units, as well as City Enterprise Funds.

Federal Office of Management & Budget Circular A-87 establishes cost principles for determining the allowable costs incurred by State, Local and Indian Tribal Governments under grants, cost reimbursement contracts, and other agreements with the Federal government. Because the Finance Department staff does not have the in-house expertise to develop a qualified Indirect Cost Allocation Plan, the Finance Director has solicited and received a proposal from Rehmann Robson, CPA firm in Jackson, MI to prepare a central service cost plan and related indirect cost calculation, based on the City's FY2008-09 audited Comprehensive Annual Financial Report and in compliance with OMB Circular A-87.

The Plan preparation would cost \$9,875 and would include the following scope of services:

- 1) Identify City grantee departments,
- 2) Identify central service departments and other central service costs which directly benefit other City departments,
- 3) Identify the cost of each service rendered, excluding ineligible expenses, such as capital expenditures,
- 4) Determine an equitable basis for allocating central service costs,
- 5) Allocate the costs to user departments using the basis selected
- 6) Compute the indirect cost rate based on direct wages, or direct wages and fringes; and

Sufficient funds are available for this purpose in the FY2009-10 Budget – General Fund Contingency Account (101-990.00-990.000). In light of the vendors extensive experience in developing compliant Indirect Cost Plans for other Michigan governmental units, the I respectfully recommend waiver of the bid process engagement of Rehmann Robson, Jackson, MI. in the City’s Standard Professional Services Contract to develop of an Indirect Cost Allocation Plan at a cost not to exceed \$9,875.

The attached resolution has been prepared for the City Commission’s consideration at their regularly scheduled meeting of June 21, 2010. If you have any questions or need for further information, please contact my office.



Rehmann Robson

675 Robinson Rd.

Jackson, MI 49203

Ph: 517.787.6503

Fx: 517.788.8111

www.rehmann.com

April 26, 2010

Jeffrey C. Pardee, C.P.F.O.
City of Adrian
135 E. Maumee Street
Adrian, MI 49221-2773

clive.fisher@

Dear Mr. Pardee:

With ever diminishing budgets and increasing public scrutiny, governmental entities are under constant pressure to be efficient in controlling costs and enhancing revenues. We would like to offer you an opportunity to receive a service that could provide additional revenue to the general fund, or provide additional grant dollars through development of indirect cost rates.

Rehmann is one of the largest CPA, business consulting and financial services firms in the Midwest with more than 600 associates in 15 offices throughout Michigan, Ohio and Florida. Our governmental audit and consulting teams concentrate strictly on County, City and other governmental and nonprofit audits and consulting services on a year round basis. To this end, we have developed comprehensive central service cost allocation plans, indirect cost rate proposals, internal service allocation templates, and many other similar projects for numerous counties, cities and townships throughout Michigan.

Following federal cost principles (OMB Circular A-87), we can identify departments in your organization that provide services to other departments/cost centers, for which indirect costs may be able to be charged to grant programs. Also, we can prepare central service cost plans for organizations to use as a documented basis for the general fund to charge proprietary funds/cost centers for the identified central service benefits. Our best people – principals and senior managers – are assigned to each engagement, interacting and working directly with you, our client, and the audit team.

If you are interested in developing a customized, comprehensive, user friendly, and thoroughly documented cost allocation plan that addresses your unique needs, I would be very pleased to meet with you to provide a service assessment and cost estimate.

Thank you for your trust and your consideration.

Sincerely,

David M. Fisher, CPA
Principal
Rehmann

May 17, 2010

Mr. Jeffrey C. Pardee, CPFO
Director of Finance
135 E. Maumee
Adrian, Michigan 49221

Dear Mr. Pardee:

Thank-you for the time you spent with me this morning going over the City's needs for central service cost identification.

We have prepared central service cost plans and related indirect cost proposals/calculations for numerous counties, cities, colleges, universities, and Indian organizations under Federal Circular A-87. The following paragraphs describe in summary form the methodology of preparing a plan.

The Plan and Proposal, for the most part, would be based upon the City's audited financial statements for the year ended June 30, 2009. During our assignment, it will be necessary to review the inter-relationships of departments and their related service functions to develop a sound basis for the allocation and distribution of indirect expenditures to grantee departments and stand alone departments (enterprise funds). This review included an analysis of the City's organizational and financial structure to identify those central service departments and other central service costs providing benefits to the grantee and other City departments. In developing the City-Wide Central Service Cost Allocation Plan, we will:

1. Identify City grantee departments.
2. Identify central service departments and other central service costs which directly benefit other City departments.
3. Identify the cost of each service rendered.
4. Determine an equitable basis for allocating central service costs.
5. Allocate the costs mathematically to the user departments using the basis selected.

In developing the Indirect Cost Proposal Calculations, we will:

1. For all departments receiving central services, adjust the total grantee departmental costs by eliminating capital expenditures, etc.
2. Compute the indirect cost rate based on direct wages, or direct wages and fringes.

Mr. Jeffrey C. Pardee, CPFO
Director of Finance
May 17, 2010
Page 2

The resultant plan will allow the City to either charge departments (typically enterprise funds) indirect costs, or allow the application of an indirect cost rate to grant programs, or both.

The fee for the preparation of this Cost Plan and related indirect cost proposals is estimated to be \$9,875. We will require the assistance of City staff in getting certain measurements and counts for effective cost base allocation, such as square feet of City Hall Departments, check counts, etc.

We would be able to start the project shortly after we receive your approval to proceed. Preferably, we would like to perform the project in the May or June timeframe.

We look forward to serving your needs. If you have any questions regarding this proposal, please do not hesitate to contact us.

Very truly yours,

REHMANN ROBSON

A handwritten signature in black ink, appearing to read "Rehmann Robson".

David M. Fisher, CPA,
Principal

RE: DEPARTMENT OF FINANCE – Indirect Cost Allocation Plan**RESOLUTION**

WHEREAS, the City of Adrian, like most Michigan municipalities, is experiencing significant budget challenges that prompt management to investigate all avenues of cost reduction and revenue enhancement; and

WHEREAS, one such avenue is development of an Indirect Cost Allocation Plan that would enable the City to recover core central administrative costs; e.g., finance, human resources, purchasing, legal, clerk and administrator from federal and state grants and contracts with local governmental units, as well as City Enterprise Funds; and

WHEREAS, Federal Office of Management and Budget Circular A-87 establishes cost principles for determining the allowable costs incurred the State, local and Indian Tribal governments under grants, cost reimbursement contracts and other agreements with the Federal government; and

WHEREAS, because the Finance Department staff does not have the in-house expertise to develop a qualified Indirect Cost Allocation Plan, the Finance Director has solicited and received a proposal from Rehmann Robson, CPA firm in Jackson, MI to prepare a central service cost plan and related indirect cost calculation, based on the City's FY2008-09 audited Comprehensive Annual Financial Report and in compliance with OMB Circular A-87; and

WHEREAS, the Plan preparation would cost \$9,875 and would include the following scope of services:

- 1) Identify City grantee departments;
- 2) Identify central service departments and other central service costs which directly benefit other City departments;
- 3) Identify the cost of each service rendered, excluding ineligible expenses, such as capital expenditures,
- 4) Determine an equitable basis for allocating central service costs;
- 5) Allocate the costs to user departments using the basis selected;
- 6) Compute the indirect cost rate based on direct wages, or direct wages and fringes; and

WHEREAS, the Finance Director indicates sufficient funds are available for this purpose in the FY2009-10 Budget – General Fund Contingency Account (101-990.00-990.000); and

WHEREAS, in light of the vendor's extensive experience in developing compliant Indirect Cost Plans for other Michigan governmental units, the City Administrator recommends waiver of the bid process, engagement of Rehmann Robson, Jackson, MI, in the City's Standard Professional Services Contract to develop an Indirect Cost Allocation Plan at a cost not to exceed \$9,875.

NOW, THEREFORE, BE IT RESOLVED that the Adrian City Commission, by this resolution, authorizes the engagement of Rehmann Robson, Jackson, MI, in the City's

Standard Professional Services Contract to develop an Indirect Cost Allocation Plan at a cost not to exceed \$9,875.

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

BE IT, FURTHER, RESOLVED that the FY2009-10 Budget be amended as follows:

General Fund (101)

Expenditures:

(101-201.00-801.000)	Finance Dept. – Contractual Services	\$9,875
(101-990.00-990.000)	Contingency	<u>(9,875)</u>
	TOTAL	<u>\$ -0-</u>

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



MISCELLANEOUS

m-1

DEPARTMENTAL REPORT

JUNE 21, 2010

	MAY 2010	APRIL 2010	MAY 2009	YEAR-TO-DATE 2010	YEAR TO DATE 2009
POLICE DEPARTMENT					
Complaints Answered	883	781	915	3,805	3,956
VIOLATIONS					
Moving Citations	108	167	78	721	390
3-6 am Parking Tickets	141	411	188	1,061	1,064
Non-Moving Citations	19	25	34	142	182
Downtown Parking Tickets	11	235	227	246	479
TOTAL VIOLATIONS	279	838	527	2,170	2,115
ARRESTS	120	111	94	585	573
FIRE DEPARTMENT (See M-4)					
INSPECTION DEPARTMENT					
Building Permits	28	22	37	86	111
Electrical Permits	8	18	17	62	87
Mechanical Permits	13	21	14	85	82
Plumbing Permits	6	3	4	22	26
Sidewalk Permits	1	1	3	2	4
Sign Permits	3	1	3	30	17
TOTAL PERMITS	59	66	78	287	327
Estimated Bldg. Costs	\$309,125	\$99,424	\$847,422	\$1,772,776	\$1,555,645
PARKING SYSTEM					
Meters in Operation					
Parking Assessment	\$751	\$1,459	\$133	\$21,939	\$13,447
Lot Revenue	\$307	\$171	\$0	\$945	\$662
Street Revenue	\$0	\$0	\$0	\$0	\$0
Misc. Revenue	\$15	\$14	\$9	\$85	\$66
Permits	\$950	\$7,650	\$575	\$15,538	\$15,404
Fines	\$165	\$890	\$1,710	\$1,444	\$2,656
Collection Fees	\$305	\$625	\$0	\$1,730	\$0
Token Sales	\$0	\$0	\$0	\$0	\$0
Contribut-GenFund	\$0	\$0	\$0	\$0	\$0
TOTAL REVENUE	\$2,493	\$10,809	\$2,427	\$41,681	\$32,235
WASTE WATER DEPARTMENT					
M. G. Pumped	202.075	146.016	149.471	768.298	936.450
Cost of Plant Operation *		\$231,438	\$401,482	\$899,226	\$1,567,885
WATER DEPARTMENT					
M. G. Pumped	81	78	89	382	431
Number of Customers	6,244	6,229	6,267		
	Industrial	Commercial	Residential	Other	TOTAL
M. G. Sold Revenue	\$31,432	\$71,843	\$107,839	\$62,865	\$273,979

*Figure not available

m-a

Adrian Fire Department

Monthly Report

May 2010

Incident Type	Total	Property Loss	Content Loss
Fire			
Building fire	2	\$28,000	\$13,000
Cooking fire, confined to container	1		
Chimney or flue fire, confined to chimney or flue	1	\$250	\$300
Passenger vehicle fire	1		
	<hr/>	<hr/>	<hr/>
	5	\$28,250	\$13,300
EMS			
Rescue, EMS incident, other	39		
Medical assist, assist EMS crew	7		
EMS call, excluding vehicle accident with injury	121		
EMS call, PDA	2		
EMS call, refused treatment/transport	12		
Motor vehicle accident with injuries	1		
Vehicle accident with injuries, refused treatment	2		
Rescue or EMS standby	1		
	<hr/>		
	185		
Hazardous Condition			
Hazardous condition, Other	3		
Gas leak (natural gas or LPG)	2		
Toxic condition, Other	1		
Electrical wiring/equipment problem, Other	1		
Power line down	11		
	<hr/>		
	18		
Service Call			
Service Call, other	1		
Smoke or odor removal	1		
Smoke Investigation, No action taken	1		
Public service assistance, Other	1		
Assist invalid	5		
Unauthorized burning	4		
	<hr/>		
	13		
Good Intent			
Good intent call, Other	1		
Dispatched & cancelled en route	1		
Steam, vapor, fog or dust thought to be smoke	1		
	<hr/>		
	3		
False Alarm			
System malfunction, Other	6		
	<hr/>		
	6		
Severe Weather			
Severe weather or natural disaster, Other	5		
Flood assessment	1		
	<hr/>		
	6		
May 2010 Totals	236		

M-3

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

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

WEEK END:	MAY 7	MAY 14	MAY 21	MAY 28		TOTAL
MONDAY	329	307	306	259	0	1201
TUESDAY	322	309	276	222	0	1129
WEDNESDAY	287	324	283	254	0	1148
THURSDAY	265	292	235	247	0	1039
FRIDAY	303	278	254	246	0	1081
		1510	1354	1228	0	5598

SERVICE DAYS	MAY 2010 (20)	MAY 2009 (21)	+/-	APR 2010 (22)
SENIORS	735	777	-42	773
HDCP SENIORS	784	882	-98	900
HANDICAPPED	2625	2707	-82	3000
WHEELCHAIRS **	316	417	-101	322
GENERAL	1454	1753	-299	1715
	5598	6119	-521	6388

JUNE	2008	6707	2009	6453	-4%
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%
		81693		74576	-9%

** WHEELCHAIR TOTALS ARE INCLUDED IN HANDICAPPED PASSENGER TOTALS