

PRE-MEETING AGENDA

ADRIAN CITY COMMISSION
AGENDA
PRE-MEETING STUDY SESSION
NOVEMBER 16, 2009

There will not be a pre-meeting study session on Monday, November 16, 2009. The Commission will meet for their regular meeting at 7:00 p.m. in the Commission Chambers on the 2nd floor at the former City Hall, 100 E. Church Street.

COMMISSION AGENDA

**AGENDA
ADRIAN CITY COMMISSION
NOVEMBER 16, 2009
7:00 P.M.**

- I. MOMENT OF SILENCE AND PLEDGE OF ALLEGIANCE TO THE FLAG
- II. ROLL CALL
- III. APPROVAL OF MINUTES OF THE NOVEMBER 2, 2009 REGULAR MEETING OF THE ADRIAN CITY COMMISSION
- IV. APPROVAL OF MINUTES OF THE NOVEMBER 9, 2009 SPECIAL MEETING OF THE ADRIAN CITY COMMISSION
- V. PRESENTATION OF ACCOUNTS
- VI. PROCLAMATION
 - 1. Proclamation presented to Dr. Sharon Hudson, Co-Chair of the Lenawee Continuum of Care, in recognition of Homeless Awareness Month.
- VII. COMMUNICATIONS
 - 1. C-1. State Revenue Sharing Update
- VIII. PUBLIC COMMENTS
- IX. REGULAR AGENDA
 - A. SPECIAL ORDERS
 - 1. SO-1. Public Hearing to hear and consider comments to the confirmation of the Special Assessment Roll for SAD #377, Summit St. from Division to Winter Streets.
 - B. RESOLUTIONS
 - 1. R09-183. Resolution to confirm the Special Assessment Roll for SAD #377, Summit St. from Division to Winter Streets.
 - 2. R09-184. Resolution to approve the election of Mayor Pro-Tem.
 - 3. R09-185. Resolution to approve the election of Acting Mayor.
 - 4. R09-186. Resolution to accept a donation from Mrs. Jewel Swindle, in memory of her son, Albert Swindle, Jr., to purchase books for the library and authorizing the creation of a trust

account for the investment of said donation. (Mrs. Swindle will be in the audience.)

5. R09-187. Resolution to revoke Obsolete Property Rehabilitation Exemption Certificates for 101-105 E. Maumee St. and 109-111 East Maumee St. granted to Adrian Renaissance, LLC.
6. R09-188. Resolution authorizing the City Administrator to execute a Memorandum of Understanding with MDOT for the transfer of jurisdiction on portions of M-52.
7. R09-189. Resolution authorizing the Mayor and City Clerk to execute an agreement with MDOT to provide funds for an energy audit for Adrian Dial-A-Ride.
8. R09-190. Resolution to award bid for a riding mower and authorizing the resulting budget adjustments.
9. R09-191. Resolution to award bid for construction of an addition to Piotter Center to accommodate a cooler/freezer unit.
10. R09-192. Resolution to make temporary traffic control orders permanent on Kimole Lane, adjacent to 770 Riverside, by posting "No Parking" signs.
11. R09-193. Resolution to approve the purchase of a mini-van for the Parks & Recreation division, the sale of a 2001 Montana mini-van, and that the bid process be waived.

X. MISCELLANEOUS

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

X I. PUBLIC COMMENTS

X I I. COMMISSION COMMENTS

MINUTES

**MINUTES
ADRIAN CITY COMMISSION
NOVEMBER 2, 2009
7:00 P.M.**

Official proceedings of the November 2, 2009 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, Miller, Clegg, Steele and DuMars

Mayor McDowell in the Chair.

Commissioner DuMars moved to approve the minutes of the October 19, 2009 regular meeting of the Adrian City Commission, seconded by Commissioner Miller, motion carried by a unanimous vote.

PRESENTATION OF ACCOUNTS

Utility Department Receiving Fund Voucher #3139 through #3147	\$ 103,911.25
General Fund Vouchers #19524 through #19545	\$ 375,656.16
Clearing Account Vouchers amounting to	<u>\$ 672,466.73</u>
TOTAL EXPENDITURES	<u>\$1,152,034.14</u>

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

COMMUNICATIONS

1. C-1. DDA - FY2008-09 Audited Financial Reports
2. C-2. DDA - FY2009-10 First Quarter Financial Reports

CONSENT AGENDA

RESOLUTIONS

RESOLUTION CR09-055

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

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

TCO 09-3: Install "Caution-Limited Truck Turn Radius Ahead" signs at the entrance of the alley on Gulf Street just north of Beecher

RESOLUTION CR09-056

RE: ENGINEERING DEPT. – Certifying Costs for SAD #377 – Summit St. from Division to Winter Streets

WHEREAS, the City Clerk has certified to the City Administrator the total cost of improvements on Summit Street, from Division to Winter Streets, said project being known and designated as Special Assessment District #377; and

WHEREAS, the City Administrator has forwarded said report to the City Commission and recommends that it be approved.

NOW, THEREFORE, BE IT RESOLVED:

1. That the total cost of said improvements in the amount of Two Hundred Fifteen Thousand Six Hundred Fifty Three Dollars and Twenty-Eight Cents (\$215,653.28), as certified by the City Clerk, is approved.
2. That the City Assessor is directed to apportion the said total cost as follows:
 - a. Forty One Thousand Five Hundred Fourteen Dollars and Seventy Nine Cents (\$41,514.79) shall be spread upon the Special Assessment Roll according to the frontage against the portion of land especially benefitted which lies within the corporate limits of the City of Adrian, which shall be known and designated as Special Assessment Roll #377 and which is described as follows:

Summit Street from Division to Winter Streets
 - b. One Hundred Seventy Four Thousand One Hundred Thirty Eight Dollars and Forty Nine Cents (\$174,138.49) shall be the city's portion of said project.

RESOLUTION CR09-057

RE: ENGINEERING DEPT. – Set Public Hearing Date for SAD #377 – Summit Street from Division to Winter Streets

WHEREAS, the City Assessor has completed the Special Assessment Roll for improvements on Summit Street from Division to Winter Streets, together with a certificate that the Special Assessment Roll conforms to the direction of the City Commission and the provisions of the Adrian City Code.

NOW, THEREFORE, BE IT RESOLVED:

1. That the Special Assessment Roll for SAD #377 for improvements on Summit Street from Division to Winter Streets be filed forthwith in the office of the City Clerk for public examination.
2. That the City Commission will meet in the Commission Chambers at the former City Hall, 100 E. Church St., Adrian, MI, at 7:00 p.m. on Monday, November 16, 2009 for the purpose of reviewing said roll and hearing and considering any objections thereto.
3. That the City Clerk is hereby directed to give notice that said Special Assessment Roll is on file for public examination and to give notice of said meeting and hearing set forth above pursuant to the provisions of Title I, Chapter 8, Section 1.213 of the Adrian City Code.

On motion by Commissioner Steele, seconded by Commissioner DuMars, Consent Resolutions CR09-055 through CR09-057 were adopted by a unanimous vote.

PUBLIC COMMENT

There were none.

REGULAR AGENDA

RESOLUTIONS

RESOLUTION R09-179

WHEREAS, the Adrian Public School District has requested that the City of Adrian allow their Building Inspection Department to inspect school buildings within the Adrian city limits and to be the permitting authority, in accordance with Public Act 628 of 2002; and

WHEREAS, Dave Pate, Building Official for the City of Adrian, has received verbal authorization from Chris Timmis, Superintendent of Adrian Public Schools, for said inspections by City of Adrian Inspectors, as well as the City of Adrian's designation as the permitting authority.

WHEREAS, the City of Adrian's Building Official and City Administrator have reviewed said proposal and recommend its approval.

NOW, THEREFORE, BE IT RESOLVED that the Adrian City Commission hereby approves the delegation of the Building Inspection staff to inspect Adrian Public Schools within the city limits, and to also be the permitting authority, subject to written approval by Adrian Public Schools.

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

RESOLUTION R09-180

WHEREAS, Lenawee Christian School has requested that the City of Adrian allow their Building Inspection Department to inspect their school buildings and to be the permitting authority, in accordance with Public Act 628 of 2002; and

WHEREAS, Dave Pate, Building Official for the City of Adrian, has received verbal authorization from Robert Bragg, Director of Facilities Management, for said inspections by City of Adrian Inspectors, as well as the City of Adrian's designation as the permitting authority.

WHEREAS, the City of Adrian's Building Official and City Administrator have reviewed said proposal and recommend its approval.

NOW, THEREFORE, BE IT RESOLVED that the Adrian City Commission hereby approves the delegation of the Building Inspection staff to inspect Lenawee Christian Schools, and to also be the permitting authority.

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

RESOLUTION R09-181

RE: ENGINEERING/PUBLIC WORKS – Annual Snow & Ice Removal from Private Walks, Railroad Properties and Other Miscellaneous Properties

WHEREAS, the Adrian City Commission, by Resolution #09-081 dated May 4, 2009, adopted the FY2009-10 Budget and General Appropriations Act, which included funding in the Major Street Fund (202) Winter Maintenance account for the city's sidewalk snow & ice removal program; and

WHEREAS, bids were solicited by the Purchasing Office and three (3) bid proposals were submitted on October 27, 2009, as follows:

ITEM	SLUSARSKI EXCAVATING	VAN ERT'S LAWN SERVICE
13 Railroad Crossing & Misc.	\$375.00 per event	\$500.00 per event
Private Walks	\$0.35 per SF	\$0.45 per SF
Photos	\$5.00 Ea.	\$5.00 Ea.

WHEREAS, snow removal from railroad crossings and miscellaneous city properties is the responsibility of the city; any snow removal on private property will be assessed directly to the property owners where the work is done; and

WHEREAS, the Finance Director indicates that sufficient funds are available in the FY2009-10 Major Street Fund – Winter Maintenance Budget (Account #202-478.00-801.111 Contract Services) for the railroad crossings; and

WHEREAS, the City Engineer and City Administrator recommend acceptance of the low bid for snow and ice removal from Slusarski Excavating, Adrian, MI at a price of \$0.35 per square foot, \$5.00 for photos and \$375.00 per event for railroad crossings and miscellaneous city properties; and

NOW, THEREFORE, BE IT RESOLVED that the Adrian City Commission, by this resolution, hereby authorizes the acceptance of the low bid from Slusarski Excavating, Adrian, MI for snow and ice removal at the aforementioned prices for the FY2009-10 city's sidewalk snow & ice removal program.

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

RESOLUTION R09-182

RE: PARKS & RECREATION – PIOTTER CENTER RENTAL RATES

WHEREAS, rental rates have not been adjusted for use of the Piotter Center for at least seven (7) years; and

WHEREAS, the Recreation staff has reviewed rental rates at other similar facilities throughout the community; and

WHEREAS, the Parks and Recreation Director has proposed new rental rates as set forth on the attached informational sheet.

NOW, THEREFORE, IT IS HEREBY RESOLVED that the proposed rates set forth on the attached document for the Piotter Center gym, cafeteria, classrooms and other proposed rental areas at the Piotter Center are hereby approved to take effect on January 1, 2010 by the Adrian City Commission.

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

PUBLIC COMMENT

1. Duane Doyle, 604 Tabor St., addressed the Commission about why certain people are allowed to use Lake Adrian and others are not; noticed a raft being taken out of the water.
2. Dave Perez, 1947 Joy Rd., asked why lake access is only for those that live on Lake Adrian; asked to see any agreement between the City and the residents on the lake.
3. Milo Warren, 810 Michigan Ave., apologized to the Commission for the letter that appeared in the Telegram.

COMMISSION COMMENTS

There were none.

Commissioner Steele moved to go into closed session to discuss labor negotiations, seconded by Commissioner Miller, motion carried by a unanimous vote.

The next regular meeting of the Adrian City Commission will be held on Monday, November 16, 2009, at 7:00 p.m. in the Commission Chambers on the second floor of the former City Hall, 100 E. Church St., Adrian, MI 49221.

Gary E. McDowell
Mayor

Pat Baker
City Clerk

**MINUTES
ADRIAN CITY COMMISSION
SPECIAL MEETING
NOVEMBER 9, 2009
5:00 P.M.**

Official proceedings of the November 9, 2009 Special Meeting of the Adrian City Commission, Adrian, Michigan, held at 5:00 p.m.

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

PRESENT: Mayor Pro-Tem DuMars, Commissioners Osborne, Miller, Clegg, Carrico and Warren

ABSENT: Mayor McDowell

Oath of Office taken by Commissioner Milo A. Warren, Commissioner Cary F. Carrico, Commissioner Christopher D. Miller and Commissioner Gregory D. DuMars.

Mayor McDowell will be sworn in on Wednesday, November 11, 2009.

The next regular meeting of the Adrian City Commission will be held on Monday, November 16, 2009, at 7:00 p.m. in the Commission Chambers on the 2nd floor of the former City Hall, 100 E. Church St., Adrian, MI 49221.

Gregory D. DuMars
Mayor Pro-Tem

Pat Baker
City Clerk

CHECK
REGISTER

November 16, 2009

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 #3148 through #3155.....	\$ 125,515.39
General Fund	
Vouchers #19546 through #19560	\$ 290,486.71
Clearing Account Vouchers	
amounting to.....	<u>\$ 942,682.80</u>
TOTAL EXPENDITURES	<u>\$1,358,684.90</u>

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

November 16, 2009

UTILITY DEPARTMENT VOUCHERS

<u>Check Number</u>	<u>To</u>	<u>Description</u>	<u>Amount</u>
<u>Receiving</u>			
3148	City of Adrian: Payroll	Payroll for Oct 30	\$ 50,067.19
3149	City of Adrian: Clearing Acct	Nov 2 Check Register	\$ 45,732.45
3150	Verizon North	WW & O&M Phone	\$ 149.92
3151	City of Adrian: Payroll	Payroll for Nov 6	\$ 15,173.27
3152	Consumers Energy	Water Plant Electric	\$ 7,507.53
3153	Citizens Gas Fuel Co	O&M Heat Bill	\$ 18.34
3154	City of Adrian: General Fund	October Expenses	\$ 47,798.96
3155	City of Adrian	Oct IT & Motor Pool Exp	\$ 4,800.18

Total \$ **171,247.84**

Less: CK# 3149 \$ **45,732.45**

TOTAL \$ **125,515.39**

WW = \$ 78,921.55

WAT = \$ 92,326.29

16-Nov-09

GENERAL FUND
CHECK REGISTER

CHECK#	AMOUNT	PAYEE	DESCRIPTION
19546	\$ 217,892.30	City of Adrian: Payroll	Payroll for Oct 30
19547	\$ 14,709.89	First Federal Bank	Soc Security for Oct 30
19548	\$ 271.39	Verizon North	Police, Librray Phone
19549	\$ 27,291.03	Lenawee Fuels Inc	Fuel for Motor Pool
19550	\$ 624,433.21	City of Adrian: Clearing Acct	Nov 2 Check Register
19551	\$ 4,478.14	Quick Service Transportation	Payroll W/E Oct 31
19552	\$ 941.24	Verizon North	Various Phone Bills
19553	\$ 10,886.26	City of Adrian: Payroll	Payroll for Nov 6
19554	\$ 2,292.79	First Federal Bank	Soc Security for Nov 6
19555	\$ 98.08	City of Adrian: Utilities	Water Bill Bohn Pool
19556	\$ 4,868.63	Consumers Energy	City Hall, P&T Electric
19557	\$ 2,308.22	Citizens Gas Fuel Co	Various Heat Bills
19558	\$ 53.81	Qwest	Phone Bills
19559	\$ 17.00	Lenawee Co Treasurer	Certificate of Non payment
19560	\$ 4,377.93	Quick Service Transportation	Payroll W/E Nov 7

\$	914,919.92	
\$	(624,433.21)	Less: CK# 19550
\$	290,486.71	

CLAIMANT	AMOUNT CLAIMED	AMOUNT ALLOWED	AMOUNT REJECTED
1. ADRIAN ENVIRONMENTAL LLC	2,350.00		
2. ADRIAN FABRICARE CENTER INC.	690.00		
3. ADRIAN LOCKSMITH & CYCLERY	3,876.64		
4. ADRIAN MECHANICAL SERVICES C	3,345.32		
5. ADRIAN WATER CONDITIONING IN	19.50		
6. ADVANCE AUTO PARTS COMMERCIA	23.88		
7. AIRGAS GREAT LAKES	101.90		
8. ALL METALS INC.	98.41		
9. ALLIED WASTE SERVICES	48,989.52		
10. ALLIED WASTE SERVICES #259	4,885.81		
11. AMVETS	132.00		
12. SHARLENE ARMSTRONG	150.00		
13. ELIZABETH ARNOLD	165.68		
14. ASSOCIATED ENGINEERS	4,695.00		
15. CHRIS ATKIN	89.10		
16. AUTO ZONE COMMERCIAL	3.99		
17. BADER & SONS CO	457.12		
18. BAKER & TAYLOR BOOKS	1,444.57		
19. BALTIMORE AIRCOIL COMPANY	11,440.00		
20. VIRGINIA BARRETT	110.00		
21. BARRETT'S GARDEN CENTER	35.00		
22. BATTERY WHOLESAL	28.50		
23. KRISTIN BAUER	20.00		
24. BEACON FORMS & LABELS INC.	1,331.93		
25. GREG BELL CHEVROLET, INC	250.06		
26. BELL EQUIPMENT CO	400.75		
27. ROBERT BISHOP	229.48		
28. BLACK SWAMP EQUIPMENT	400.00		
29. BLISSFIELD PARTS CO INC	16.08		
30. JOANNE BOLDT	110.00		
31. BOOK OF THE MONTH CLUB	38.82		
32. BOOTBAY	409.90		
33. BRAZEE SAFETY & SECURITY INC	575.00		
34. BROTZMAN'S NURSERY INC	1,487.23		
35. TODD BROWN	20.00		
36. BS&A SOFTWARE	3,180.00		
37. BUCK & KNOBBY EQUIP CO INC	5,418.87		
38. JEANNE CARIS	150.00		
39. CHAMBERS CONTROL COMPANY	3,249.76		
40. CHIEF SUPPLY	23.98		
41. CLARY	1,434.00		
42. CLEAN CARE INC	2,287.74		
43. CMP DISTRIBUTORS, INC.	89.35		
44. COAST TO COAST DELI	67.37		
45. COMMSPEC, INC.	628.64		
46. CONCLUSIVE MARKETING	45.00		
47. CONSULTING ENGINEERING ASSOC	1,000.00		
48. CONTINENTAL CARBONIC PRODUCT	846.80		
49. CONTINENTAL SERVICE	1,426.45		
50. CPR -DECOR CENTER	3,630.00		
51. CROSWELL OPERA HOUSE	6.75		
52. CTE SAND & GRAVEL INC	640.70		
53. CTI & ASSOCIATES, INC.	993.00		
54. CUSTOM TRUCK REPAIR, L.L.C.	1,059.01		
55. CUTTING EDGE TRAINING	589.00		
56. D&P COMMUNICATIONS, INC.	1,584.88		
57. DAILLEY ENGINEERING, INC.	6,031.00		
58. THE DAILY TELEGRAM	9,939.53		
59. DAN'S FARM SUPPLY INC	7.65		
60. DELTA TWP DISTRICT LIBRARY	24.95		
61. DETROIT ELEVATOR COMPANY	164.00		
62. DOAN CONSTRUCTION CO	291.00		
63. JACK DOHENY SUPPLIES	3,889.60		
64. H. DOMINE ENTERPRISES INC	520.00		
65. DOWNTOWN PRINTING	800.00		
66. E & B SALVAGE LLC	21.90		
67. EAST JORDAN IRON WORKS INC	3,659.04		
68. STEVE EBERLE	20.00		
69. ARLENE ECKLUND	110.00		
70. ECOSTEAM OF SE MICHIGAN INC	95.00		
71. VINCENT EMRICK	33.00		
72. ENERCO CORPORATION	49.00		
73. ETNA SUPPLY COMPANY	539.16		
74. MARJORIE EVANS	110.00		
75. FASTENAL COMPANY	380.93		

CLAIMANT	AMOUNT CLAIMED	AMOUNT ALLOWED	AMOUNT REJECTED
76. FBI-LEEDA	100.00		
77. FIBERTEC ENVIRONMENTAL SERVI	126.00		
78. CAROL FISHER	150.00		
79. FISHER SCIENTIFIC COMPANY LL	181.96		
80. FLORIDA MICRO LLC	905.80		
81. GALE	46.09		
82. GALLANT & SON	49.58		
83. RICHARD GARNO	62.45		
84. MARK GIGAX	20.00		
85. LISA GILLIN	110.00		
86. ANN GOODACRE	110.00		
87. GORDON FOOD SERVICE	250.16		
88. GOVERNMENTAL BUSINESS SYSTEM	1,528.25		
89. DENISE GRITZMAKER	20.00		
90. HACH COMPANY	2,383.26		
91. HADDEN TIRE COMPANY	572.00		
92. HAFELI STARAN HALLAHAN	414.12		
93. HALL INDUSTRIAL CO	3,300.00		
94. REBECCA HARRIS	20.00		
95. DEREK HELINSKI	92.28		
96. JOAN HENNING	110.00		
97. BARB HERD	110.00		
98. HERITAGE PLUMBING & HEATING	457.00		
99. HESCO	1,484.00		
100. HIGHSMITH COMPANY INC	8.00		
101. SHANE HORN	20.00		
102. HUBBARDS AUTO CENTER	362.43		
103. HUNTER MOVING & STORAGE	35.00		
104. HUNTINGTON NATIONAL BANK	26,194.69		
105. I C M A VANTAGE POINT	6,153.21		
106. I.M.S.A. PUBLIC SAFETY	360.00		
107. ICMA RETIREMENT CORPORATION	155.76		
108. IDEARC MEDIA CORP.	24.25		
109. INDUSTRIAL MILL SUPPLY CORP	49.64		
110. INGRAM LIBRARY SERVICES	401.65		
111. INTERNATIONAL ASSOC OF ELECT	560.40		
112. JAMES DELIVERY SERVICE	190.00		
113. JANWAY COMPANY USA INC	302.64		
114. JOHN DEERE LANDSCAPES	647.59		
115. KAR LABORATORIES INC	250.00		
116. KELLER THOMA, P.C.	522.50		
117. KLYN NURSERIES	3,146.00		
118. RUTH KNAUSS	110.00		
119. KONICA MINOLTA- ALBIN	311.57		
120. KRIEGHOFF-LENAWEE COMPANY	500.00		
121. KUHLMAN CORP.	152.00		
122. LANDS' END BUSINESS OUTFITTE	62.95		
123. LANSING SANITARY SUPPLY INC	506.53		
124. LEGACY PRINTING	1,214.69		
125. LENAWEЕ COUNTY CLERK	90.00		
126. LENAWEЕ COUNTY EQUALIZATION	3,500.00		
127. LENAWEЕ COUNTY FAIR GROUNDS	1,050.00		
128. LENAWEЕ COUNTY REGISTER OF D	42.00		
129. LENAWEЕ TIRE & SUPPLY CO	912.65		
130. LEXIS NEXIS RM INC	150.00		
131. LIBRARY DESIGN ASSOCIATES IN	5,538.75		
132. LIPP II INC	200.00		
133. LOWE'S CREDIT SERVICES	1,636.57		
134. M B ELECTRIC LLC	1,006.78		
135. MANPOWER OF LANSING MI INC.	1,468.80		
136. MAPLE CITY GLASS INC.	369.02		
137. MARKS DRAIN SERVICE	95.00		
138. MC SPORTS	251.92		
139. ELLIE MCCARY	110.00		
140. GARY MCDOWELL	20.00		
141. SUSAN MCELFRESH	110.00		
142. MCGOWAN ELECTRIC SUPPLY INC	241.26		
143. MARLENE MCKIMMY	110.00		
144. METROPOLITAN UNIFORM CO	511.88		
145. MICHIGAN DEPT OF LABOR	40.00		
146. MICHIGAN ECONOMIC DEVELOPERS	525.00		
147. MICHIGAN MUNICIPAL LEAGUE	20.00		
148. STATE OF MICHIGAN	6,462.52		
149. MICHIGAN STATE POLICE	650.00		
150. MICHIGAN TBA DISTRIBUTORS IN	15.70		

CLAIMANT	AMOUNT CLAIMED	AMOUNT ALLOWED	AMOUNT REJECTED
151. MICROMARKETING LLC	552.53		
152. MIDWEST TAPE	205.71		
153. ELLIE MITCHELL	110.00		
154. MORLEY'S FLOOR COVERING	2,941.15		
155. MUNICIPAL EMPLOYEES' RETIRE	97,597.05		
156. NATIONAL FIRE PROTECTION ASS	810.00		
157. NICOLE SHREWSBERY	97.00		
158. SUE NORTH	110.00		
159. BARB NOWLAND	150.00		
160. LYDIA OPRSA	110.00		
161. MARY ANN OPRSA	110.00		
162. ORIENTAL TRADING CO. INC.	438.34		
163. MIKE OSBORN	20.00		
164. PARAGON LABORATORIES INC	1,380.00		
165. PEERLESS SUPPLY INC	322.66		
166. PEST PATROL	42.00		
167. PET'S SUPPLIES PLUS	52.98		
168. PETE'S RADIATOR SERVICE INC	80.00		
169. PRESSURE SYSTEMS INC	991.71		
170. GLENN PRESTON	20.00		
171. PRO-SEAL SERVICE GROUP	4,890.15		
172. KATHLEEN PRYOR	110.00		
173. QUICK SERVICE TRANSPORTATION	5,667.90		
174. QUILL CORPORATION	450.61		
175. R&R FIRE TRUCK REPAIR, INC.	600.00		
176. RAISIN TOWNSHIP	30.00		
177. RECORDED BOOKS LLC.	99.00		
178. RIO SUPPLY MICHIGAN METER, I	4,855.40		
179. TIM RITCHIE	20.00		
180. ROBERTSON, EATON & OWEN, PC	23,050.00		
181. CLAUDE ROWLEY	2,850.00		
182. SCIENTIFIC METHODS INC	380.00		
183. SERVICE ELECTRIC CO OF ADRIA	5,830.50		
184. SHERWIN-WILLIAMS CO	178.00		
185. SHIVELY-BOUMA INC	1,860.00		
186. SIGN LANGUAGE SIGNS, INC.	4,026.41		
187. SLUSARSKI EXCAVATING & PAVIN	519,129.98		
188. JANE SMITH	150.00		
189. SPACE INC	21,619.82		
190. STAPLES	23.14		
191. STATE CHEMICAL MFG CO.	126.39		
192. STEVENSON LUMBER, INC.	1,757.98		
193. JEFFREY A. STICKNEY, DO,PC	25.00		
194. JOSHUA STIVERSON	150.00		
195. LAD STRAYER	525.00		
196. SUPER LAUNDROMAT &	176.65		
197. T & L RENTALS	160.00		
198. TECUMSEH AREA LITTLE LEAGUE	200.00		
199. TELEPHONE JACK'S	128.00		
200. TETRA TECH MPS	700.00		
201. THOMAS SCIENTIFIC	130.94		
202. THOMSON WEST	349.26		
203. TIME EMERGENCY EQUIPMENT INC	59.24		
204. CARLOS TORRES	150.00		
205. IRMA TORRES	110.00		
206. PAUL TRINKA	20.00		
207. TRUCK & TRAILER SPECIALITIES	429.24		
208. TTB CLEANING LLC	390.00		
209. TURFGRASS INC.	4,950.00		
210. UNDERWOOD'S NURSERY LLC	2,315.50		
211. UNITED PARCEL SERVICE	10.04		
212. VAN BRUNT TRANSPORT INC	1,055.00		
213. VWR INTERNATIONAL INC	516.12		
214. W L E N RADIO	901.85		
215. WARREN HOLDING CO LLC	1,370.00		
216. WEST GROUP PAYMENT CENTER	584.00		
TOTAL ALL CLAIMS	942,682.80		

COMMUNICATIONS

C-1

MEMO

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

From: Jeffrey C. Pardee, Finance Director



Re: **State Revenue Sharing - Update**

Date: November 4, 2009

Actual Revenue Sharing payments for August and October have been received and recorded. A comparison between estimated and actual is provided as follows:

	<u>State</u>		<u>Variance</u>	
<u>August</u>	<u>Estimated</u>	<u>Actual</u>	<u>Amount</u>	<u>Percent</u>
Constitutional	\$250,838	\$225,718	\$(25,120)	(10.0) %
Statutory	187,461	139,634	(47,827)	(25.5) %
Total	<u>\$438,299</u>	<u>\$365,352</u>	<u>\$(72,947)</u>	(16.6) %
<u>October</u>				
Constitutional	\$236,407	\$239,158	\$ 2,751	1.2 %
Statutory	142,691	116,860	(25,831)	(18.1) %
Total	<u>\$379,098</u>	<u>\$356,018</u>	<u>\$(23,080)</u>	(6.1) %

With the adoption of the State FY2009-10 Budget, albeit one month late, the year-to-year overall reduction amounts to \$249,072, as indicated on the attached schedule. The City Administration, in anticipation of these reductions, implemented budget reductions approved by the City Commission June 15, 2009 (Resolution #R09-109), moving \$121,615 to the General Fund Contingency Account. Based on the City's Fiscal Year, the initial shortfall amounts to \$259,988, leaving an unaddressed unfavorable balance in the General Fund of \$138,383.

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

**CITY OF ADRIAN
STATE REVENUE SHARING
COMPARISON STATEMENT**

FY2009-10 (BUDGET)			
	Const.	Statutory	Total
August	\$253,915	\$157,077	\$410,992
October	265,940	160,516	426,456
December	276,259	146,735	422,994
February	289,298	130,060	419,358
April	269,878	128,018	397,896
June	209,413	54,065	263,478
City FY	\$1,564,703	\$776,471	\$2,341,174
August	244,882	76,939	321,821
State FY	\$1,555,670	\$696,333	\$2,252,003

FY2009-10 (State est.)			
	Const.	Statutory	Total
August	\$225,718	\$139,634	\$365,352
October	236,407	142,691	379,098
December	245,580	130,440	376,020
February	257,171	115,617	372,788
April	239,908	113,802	353,710
June	186,158	48,060	234,218
City FY	\$1,390,942	\$690,244	\$2,081,186
August	220,852	66,245	287,097
State FY	\$1,386,076	\$616,855	\$2,002,931

FY2009-10 State est. Over/(Under) FY2009-10 (BUDGET)			
	Const.	Statutory	Total
August	(\$28,197)	(\$17,443)	(\$45,640)
October	(29,533)	(17,825)	(47,358)
December	(30,679)	(16,295)	(46,974)
February	(32,127)	(14,443)	(46,570)
April	(29,970)	(14,216)	(44,186)
June	(23,255)	(6,005)	(29,260)
City FY	(\$173,761)	(\$86,227)	(\$259,988)
August	(24,030)	(10,694)	(34,724)
State FY	(\$169,594)	(\$79,478)	(\$249,072)

FY2009-10 (actual)			
	Const.	Statutory	Total
August	\$225,718	\$139,634	\$365,352
October	239,158	116,860	356,018
December			0
February			0
April			0
June			0
City FY	\$464,876	\$256,494	\$721,370
August			0
State FY	\$239,158	\$116,860	\$356,018

FY2009-10 (State est.)			
	Const.	Statutory	Total
August	\$250,838	\$187,461	\$438,299
October	236,407	142,691	379,098
December	245,580	130,440	376,020
February	257,171	115,617	372,788
April	239,908	113,802	353,710
June	186,158	48,060	234,218
City FY	\$1,416,062	\$738,071	\$2,154,133
August	220,852	66,245	287,097
State FY	\$1,386,076	\$616,855	\$2,002,931

FY2009-10 State est. Over/(Under) FY2009-10 (actual)			
	Const.	Statutory	Total
August	(\$25,120)	(\$47,827)	(\$72,947)
October	2,751	(25,831)	(23,080)
December			0
February			0
April			0
June			0
City FY	(\$22,369)	(\$73,658)	(\$96,027)
August			0
State FY	\$2,751	(\$25,831)	(\$23,080)

FY2009-10 (actual) Over/(under) FY2009-10 (BUDGET)			
	Const.	Statutory	Total
August	(\$28,197)	(\$17,443)	(\$45,640)
October	(26,782)	(43,656)	(70,438)
December			0
February			0
April			0
June			0
City FY	(\$54,979)	(\$61,099)	(\$116,078)
August			0
State FY	(\$26,782)	(\$43,656)	(\$70,438)

Final FY2008-09 and Estimated FY2009-10 Revenue Sharing Payments to Cities, Villages, and Townships Under SB 245 (S-2) CR-1 *

Local Unit		Final FY2008-09 Constitutional	Final FY2008-09 Statutory	Final FY2008-09 Payment	Change From FY2007-08		Estimated FY2009-10 Constitutional	Estimated FY2009-10 Statutory	Estimated FY2009-10 Payment	Change From FY2008-09	
Name	Type				Dollar	Percent				Dollar	Percent
Lenawee County		\$0	\$0	\$0	\$0	...	\$0	\$0	\$0	\$0	...
Adrian	Township	\$376,720	\$0	\$376,720	-\$22,720	-5.7%	\$361,090	\$0	\$361,090	-\$15,630	-4.1%
Blissfield	Township	\$45,738	\$0	\$45,738	-\$2,759	-5.7%	\$43,840	\$0	\$43,840	-\$1,898	-4.1%
Cambridge	Township	\$293,958	\$0	\$293,958	-\$17,729	-5.7%	\$281,762	\$0	\$281,762	-\$12,196	-4.1%
Clinton	Township	\$87,217	\$1,053	\$88,270	-\$5,262	-5.6%	\$83,599	\$0	\$83,599	-\$4,671	-5.3%
Deerfield	Township	\$50,130	\$0	\$50,130	-\$3,021	-5.7%	\$48,049	\$0	\$48,049	-\$2,081	-4.2%
Dover	Township	\$107,073	\$0	\$107,073	-\$6,459	-5.7%	\$102,630	\$0	\$102,630	-\$4,443	-4.1%
Fairfield	Township	\$115,068	\$4,417	\$119,485	-\$6,940	-5.5%	\$110,293	\$0	\$110,293	-\$9,192	-7.7%
Franklin	Township	\$192,587	\$0	\$192,587	-\$11,616	-5.7%	\$184,596	\$0	\$184,596	-\$7,991	-4.1%
Hudson	Township	\$91,935	\$0	\$91,935	-\$5,545	-5.7%	\$88,121	\$0	\$88,121	-\$3,814	-4.1%
Macon	Township	\$94,884	\$0	\$94,884	-\$5,722	-5.7%	\$90,947	\$0	\$90,947	-\$3,937	-4.1%
Madison	Township	\$427,899	\$27,276	\$455,175	-\$25,806	-5.4%	\$410,144	\$0	\$410,144	-\$45,031	-9.9%
Medina	Township	\$80,403	\$0	\$80,403	-\$4,849	-5.7%	\$77,067	\$0	\$77,067	-\$3,336	-4.1%
Ogden	Township	\$69,656	\$0	\$69,656	-\$4,202	-5.7%	\$66,766	\$0	\$66,766	-\$2,890	-4.1%
Palmyra	Township	\$154,647	\$0	\$154,647	-\$9,326	-5.7%	\$148,230	\$0	\$148,230	-\$6,417	-4.1%
Raisin	Township	\$426,392	\$0	\$426,392	-\$25,714	-5.7%	\$408,700	\$0	\$408,700	-\$17,692	-4.1%
Ridgeway	Township	\$57,730	\$0	\$57,730	-\$3,482	-5.7%	\$55,335	\$0	\$55,335	-\$2,395	-4.1%
Riga	Township	\$94,296	\$0	\$94,296	-\$5,685	-5.7%	\$90,382	\$0	\$90,382	-\$3,914	-4.2%
Rollin	Township	\$178,302	\$0	\$178,302	-\$10,752	-5.7%	\$170,904	\$0	\$170,904	-\$7,398	-4.1%
Rome	Township	\$116,116	\$0	\$116,116	-\$7,004	-5.7%	\$111,298	\$0	\$111,298	-\$4,818	-4.1%
Seneca	Township	\$85,382	\$0	\$85,382	-\$5,151	-5.7%	\$81,840	\$0	\$81,840	-\$3,542	-4.1%
Tecumseh	Township	\$123,257	\$0	\$123,257	-\$7,435	-5.7%	\$118,144	\$0	\$118,144	-\$5,113	-4.1%
Woodstock	Township	\$188,328	\$0	\$188,328	-\$11,358	-5.7%	\$180,514	\$0	\$180,514	-\$7,814	-4.1%
Adrian	City	\$1,446,071	\$805,932	\$2,252,003	-\$87,214	-3.7%	\$1,386,076	\$616,855	\$2,002,931	-\$249,072	-11.1%
Hudson	City	\$163,755	\$104,493	\$268,248	-\$9,876	-3.6%	\$156,960	\$81,620	\$238,580	-\$29,668	-11.1%
Morenci	City	\$157,134	\$101,535	\$258,669	-\$9,479	-3.5%	\$150,616	\$79,444	\$230,060	-\$28,609	-11.1%
Tecumseh	City	\$561,835	\$199,194	\$761,029	-\$33,887	-4.3%	\$538,527	\$138,332	\$676,859	-\$84,170	-11.1%
Addison	Village	\$41,085	\$16,510	\$57,595	-\$2,479	-4.1%	\$39,381	\$11,844	\$51,225	-\$6,370	-11.1%
Blissfield	Village	\$211,197	\$95,965	\$307,162	-\$12,736	-4.0%	\$202,434	\$70,756	\$273,190	-\$33,972	-11.1%
Britton	Village	\$45,805	\$15,658	\$61,463	-\$2,761	-4.3%	\$43,903	\$10,762	\$54,665	-\$6,798	-11.1%
Cement City	Village	\$29,619	\$10,360	\$39,979	-\$1,786	-4.3%	\$28,389	\$7,168	\$35,557	-\$4,422	-11.1%
Clayton	Village	\$21,362	\$8,573	\$29,935	-\$1,290	-4.1%	\$20,475	\$6,149	\$26,624	-\$3,311	-11.1%
Clinton	Village	\$150,256	\$44,201	\$194,457	-\$9,062	-4.5%	\$144,021	\$28,929	\$172,950	-\$21,507	-11.1%
Deerfield	Village	\$65,855	\$21,361	\$87,216	-\$3,973	-4.4%	\$63,123	\$14,447	\$77,570	-\$9,646	-11.1%
Onsted	Village	\$53,276	\$9,299	\$62,575	-\$3,213	-4.9%	\$51,063	\$4,591	\$55,654	-\$6,921	-11.1%

REGULAR

AGENDA

SO-1, R-1

November 16, 2009

SPECIAL ORDER

The Mayor called for the hearing and consideration of comments to the confirmation of the Special Assessment Roll for SAD #377 - Summit St. from Division to Winter Streets.

Discussion

When the Mayor called for the hearing of comments _____

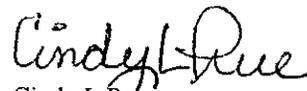
and he declared the hearing closed.

SUBJECT: Special Assessment District SAD#377 Summit-Division to Winter
TO: Dane C. Nelson City Administrator
FROM: Cindy L Prue Assistant Finance Director

Following are the costs and statement of cost authorized for special assessment by a resolution of the Adrian City Commission on January 20, 2009. The total estimated cost of the project was \$230,728.00 of which \$59,762.00 was to be special assessed.

TOTAL COST	\$ 215,653.28
SPECIAL ASSESSMENT COST	\$ 41,294.93
CITY'S SHARE	\$ 174,358.35

All the above costs have been paid.


Cindy L Prue
Assistant Finance Director

I certify the above statement to be the total, true, correct, and complete cost.

DATE October 23, 2009

Patricia Baker
City Clerk

11-2-09

SPECIAL ASSESSMENT DISTRICT										
Improvement: Summit Street		Location: Division St. to Winter St.			Unit Prices:		\$12.10	\$4.10	\$4.60	\$4.60
Tax ID No.	Owner	Description		Front Footage	Curb & Gutter	4" Sidewalk	6" Sidewalk	Corner Lot Deduction	Drive Approach	
XAO-395-4005-00	802 Division	N 60 1/2 FT LOTS 4-5-6 EX W 60 FT BLK 4 L G BERRY'S ADD	Amount	\$2,290.54	\$1,584.86	\$0.00	\$0.00		\$705.68	
			Units		130.96				153.41	
XAO-395-4004-00	222 E. Summit	E 59 FT OF W 60 FT OF N 60 1/2 FT LOT 4 BLK 4 L G BERRY'S ADD	Amount	\$1,404.46	\$713.90	\$0.00	\$0.00		\$690.56	
			Units		59.00				150.12	
XAO-395-4003-00	218 E. Summit	LOTS 3 & W 1 FT OF N 60 1/2 FT OF LOT 4 BLK 4 L G BERRY'S ADD	Amount	\$1,456.87	\$782.29	\$0.00	\$0.00		\$674.48	
			Units		64.66				146.63	
XAO-395-4001-00	803 State	LOTS 1 & 2 BLK 4 L G BERRY'S ADD	Amount	\$1,540.57	\$1,540.57	\$0.00	\$0.00		\$0.00	
			Units		127.32				0.00	
XAO-395-5009-00	806 State	N 1/2 OF E 106.7 FT LOT 8 BLK 5 L G BERRY'S ADD	Amount	\$2,482.19	\$1,291.07	\$0.00	\$0.00		\$1,191.12	
			Units		106.70				258.94	
XAO-395-5010-00	126 E. Summit	N 1/2 OF LOT 8 BLK 5 EXC THE E 106.7 FT L G BERRY'S ADD	Amount	\$1,878.61	\$1,021.00	\$0.00	\$0.00		\$857.61	
			Units		84.38				186.44	
XAO-395-5011-07	124 E. Summit	BEG NE COR LOT 1 BLK 5 L G BERRY'S ADD'N TH S 132 FT TH W 82 FT TH N 132 FT TH E 82 FT TO POB	Amount	\$1,913.61	\$992.20	\$0.00	\$0.00		\$821.41	
			Units		62.00				200.31	
XAO-395-5011-04	Habitat	BEG NE COR LOT 1 BLK 5 L G BERRY'S ADD'N TH S 132 FT TH W 50 FT TH N 132 FT TH E 50 FT TO POB	Amount	\$217.80	\$217.80	\$0.00	\$0.00		\$0.00	
			Units		18.00				0.00	
XAO-395-5011-06	120 E. Summit	BEG NW COR LOT 1 BLK 5 L G BERRY'S ADD'N TH E 109.07 FT TH S 66 FT TH W 109.10 FT TH N 66 FT TO POB	Amount	\$1,600.27	\$1,101.95	\$0.00	\$0.00		\$498.32	
			Units		91.07				108.33	
XAO-395-6021-00	103 W. Summit	E 48 FT LOT 8 BLK 6 L G BERRY ADD	Amount	\$580.80	\$580.80	\$0.00	\$0.00		\$0.00	
			Units		48.00				0.00	
XAO-395-6022-00	107 W. Summit	W 44 FT OF E 92 FT LOT 8 BLK 6 L G BERRY'S ADD	Amount	\$1,595.69	\$532.40	\$0.00	\$331.20		\$732.09	
			Units		44.00		72.00		159.15	
XAO-395-6023-00	113 W. Summit	W 1/2 LOT 8 BLK 6 L G BERRY'S ADD	Amount	\$2,223.63	\$1,118.77	\$0.00	\$331.20		\$773.66	
			Units		92.46		72.00		168.19	
XAO-395-6001-00	121 W. Summit	E 52 FT LOT 1 & E 52 FT OF N 1/2 LOT 2 BLK 6 L G BERRY'S ADD	Amount	\$1,734.06	\$629.20	\$0.00	\$331.20		\$773.66	
			Units		52.00		72.00		168.19	

SPECIAL ASSESSMENT DISTRICT											
Improvement: Summit Street		Location: Division St. to Winter St.			Unit Prices:		\$12.10	\$4.10	\$4.60		\$4.60
Tax ID No.	Owner	Description				Front Footage	Curb & Gutter	4" Sidewalk	6" Sidewalk	Corner Lot Deduction	Drive Approach
XAO-395-6002-00	801 S. Winter	N 49 1/2 FT OF W 132 FT LOT 1 BLK 6 L G BERRYS ADD			Amount	\$1,802.77	\$1,802.77	\$0.00	\$0.00		\$0.00
					Units		132.46				0.00
XAO-395-1013-01	749 S. Winter	S 74 FT LOT 7 BLK 1 L G BERRYS ADDITION			Amount	\$3,365.80	\$1,730.30	\$0.00	\$0.00		\$1,635.50
					Units		143.00				355.54
XAO-395-1011-00	118 W. Summit	S 91 FT OF W 1/2 LOT 6 BLK 1 L G BERRYS ADDITION			Amount	\$1,366.82	\$1,366.82	\$0.00	\$0.00		\$0.00
					Units		112.96				0.00
XAO-395-1010-00	750 Dennis	E 1/2 LOT 6 BLK 1 EX N 70 FT L G BERRYS ADDITION			Amount	\$2,026.00	\$1,366.82	\$0.00	\$0.00		\$659.18
					Units		112.96				143.30
XAO-575-0015-00	751 Dennis	W 141.1 FT OF LOT 14 & S 3 FT OF W 141.1 FT OF LOT 13 JOSEPH KENDERKENS SUB OF BLK #2 OF L G BERRYS ADD			Amount	\$2,690.19	\$1,707.31	\$0.00	\$0.00		\$982.88
					Units		141.10				213.67
XAO-575-0016-00	119 E. Summit	THE E 8.9 FT OF S 45 FT LOT 12 THE E 8.9 FT LOT 13 & 14 & THE S 153 FT OF W 41.1 FT OF LOT 15 JOSEPH KENDERKENS SUB OF BLK #2 OF L G BERRYS ADD			Amount	\$605.00	\$605.00	\$0.00	\$0.00		\$0.00
					Units		50.00				0.00
XAO-575-0017-00	125 E. Summit	THE E 50 FT OF W 91.1 FT OF S 148 FT LOT 15 JOSEPH KENDERKENS SUB OF BLK #2 OF L G BERRYS ADD			Amount	\$1,582.50	\$605.00	\$0.00	\$0.00		\$977.50
					Units		50.00				212.50
XAO-575-0018-00	750 State	S 48 FT OF E 141.1 FT LOT 15 JOSEPH KENDERKENS SUB OF BLK #2 OF L G BERRYS ADD			Amount	\$2,512.61	\$1,707.31	\$0.00	\$0.00		\$805.30
					Units		141.10				175.97
XAO-850-0207-00	792 Division	EXEMPT PROPERTY			Amount	\$4,624.14	\$4,624.14	\$0.00	\$0.00		\$0.00
					Units		382.16				0.00
Total Assessables Total Units					Amount	\$41,294.53					\$12,878.95
					Units	2,266.31		216.00			2,799.77

R09-183

November 16, 2009

**RE: ENGINEERING DEPT. – Confirm Special Assessment Roll for SAD #377
– Summit St. from Division to Winter Streets**

RESOLUTION

WHEREAS, the City Assessor has reported the Special Assessment Roll for SAD #377 to the City Commission for improvements on Summit Street from Division to Winter Streets, together with the certificate relating thereto; and

WHEREAS, said Roll has been filed with the City Clerk for public examination; and

WHEREAS, said notice has been given and a hearing held for the purpose of reviewing said Roll and considering any objections thereto; and

WHEREAS, all objections to said Roll have been duly considered.

NOW, THEREFORE, BE IT RESOLVED that the special assessment project cost for SAD #377 in the amount of \$215,653.28 for improvements on Summit St. from Division to Winter Streets is hereby confirmed; and be it

FURTHER, RESOLVED that the Special Assessment Roll in the amount of \$41,294.93 for improvements on Summit Street from Division to Winter Streets, said project being known and designated as SAD #377, be and the same is hereby confirmed.

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

R-2

R09-184

November 16, 2009

RE: CITY COMMISSION - Election of Mayor Pro-Tem

RESOLUTION

WHEREAS, Section 4.4 of the City Charter provides for the election of Mayor Pro-Tem at the first meeting following each regular city election; and

WHEREAS, a written ballot has been taken and _____ has received a majority of the votes cast.

NOW, THEREFORE, BE IT RESOLVED that Commissioner _____ is hereby recognized as Mayor Pro-Tem for the City of Adrian until the next regular City election.

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

R-3

R09-185

November 16, 2009

RE: CITY COMMISSION – Election of Acting Mayor

RESOLUTION

WHEREAS, the City Commission has, in the past, found it necessary to establish the position of Acting Mayor; and

WHEREAS, a written ballot has been taken and Commissioner _____ has received a majority of the votes cast.

NOW, THEREFORE, BE IT RESOLVED, that Commissioner _____ is hereby recognized as the Acting Mayor for the City of Adrian until the next regular City election.

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



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

Adrian Public Library

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

November 9, 2009

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 – Jewel Swindle Donation in Memory of Albert Swindle Jr.

Mrs. Jewel Swindle donated \$5,000 to the Adrian Public Library for the purchase of books in memory of her son Albert Swindle Jr. These funds were designated to the library from Albert's estate. Albert was an avid reader with an interest in history, stamp collecting and business.

Under the guidance of our Finance Director, Jeff Pardee we plan on creating a Albert Swindle Jr. Donation Trust Account to invest \$4,000 of these funds for future use and to use \$1,000 to purchase books at this time for our collection. I have asked Jeff to facilitate the appropriate budget amendments as part of our second quarter amendments.

I request permission from the City Commission to accept this donation from the estate of Albert Swindle Jr. and to thank Mrs. Jewel Swindle for her generosity. In accordance with the Gift and Donation Policy adopted by the City Commission (Resolution #R04-182, dated November 1, 2004) the purpose of this communication is to appropriately notify the City Commission of the donation and the fact that there is no matching requirement for the eventual expenditure. The attached resolution has been prepared for consideration by the City Commission at their meeting of November 16, 2009. If you have any questions or need for further information, please contact my office.

R09-186

November 16, 2009

RE: ADRIAN PUBLIC LIBRARY – Acceptance of Gift Donation from Albert Swindle Jr. to the Adrian Public Library

RESOLUTION

WHEREAS, Albert Swindle Jr., passed away August 28, 2009 with his estate designating a donation of \$5,000 to the Adrian Public Library for the purchase of books; and

WHEREAS, although the specified use of this generous donation was generally identified as book purchases, the Library Director, after consulting with Jewel Swindle, indicates more specifically that these funds will be used to purchase materials for the small business area and recreational reading; and

WHEREAS, in accordance with the Gift and Donation Policy adopted by the City Commission (Resolution #R04-182, dated November 1, 2004); gift donations with a value of \$9,999 or less may be formally accepted by the City Commission and appropriate budget amendments approved to provide proper stewardship; and

WHEREAS, the funds have been invested in the Swindle Trust Account in the Endowment Trust Fund (701-000.00-295.000), with the remaining funds, along with investment earnings, to be allocated in future budgets; and

WHEREAS the Library Director and City Administrator recommend approval of this resolution accepting the Albert Swindle Jr. gift donation, with the remaining funds, along with investment earnings, to be allocated in future budgets.

NOW THEREFORE BE IT RESOLVED that the Adrian City Commission, by this resolution, hereby authorizes the acceptance of the Albert Swindle Jr. gift donation in the amount of \$5,000 (which has no match requirement), with the remaining funds, along with investment earnings, to be allocated in future budgets.

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

R-5



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

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

FROM: Chris Atkin, Director
Community Development

DATE: November 16, 2009

SUBJECT: 101-105 & 109-111 East Maumee Street – Revocation of Obsolete Property Rehabilitation Certificate

On December 17, 2007, the Adrian City Commission approved two (2) Act 146 Obsolete Property Rehabilitation Certificates for Adrian Renaissance, LLC. Documentation supporting the City Commission's approval resolution indicated the applicant intended to expend approximately \$9,000,000 in real property improvements to the building(s) located at 101-105 & 109-111 East Church Street. Copies of the approved resolutions and the State of Michigan State Tax Commission certificate are attached to this cover.

As indicated on the application submitted on November 12, 2007, by Adrian Renaissance, LLC. the planned date of completion of rehabilitation is August, 2009. It is clearly evident by the appearance and the progressive blighted nature of the subject properties, the applicant has failed to initiate in good faith any personal property improvements as proposed. Pursuant to Section 12 of Act 147 of 2000 (MCL 125.2792) the legislative body of the qualified local governmental unit may, by resolution, revoke the Obsolete Property Rehabilitation Exemption certificate of a facility if it finds that the completion of rehabilitation of the facility has not occurred within the time authorized by the legislative body in the exemption certificate. Given the obvious lack of commitment by the applicant to improve the property, Community Development hereby finds sufficient cause for revocation of the OPRA certificate.

Community Development respectfully requests the Adrian City Commission adopt the attached resolution. I will be pleased to answer any questions either prior to or during your meeting.

Respectfully Submitted,

Chris Atkin
Director of Community Development



Obsolete Property Rehabilitation Exemption Certificate

Certificate No. 3-08-0001

Pursuant to the provisions of Public Act 146 of 2000, as amended, the State Tax Commission hereby issues an Obsolete Property Rehabilitation Exemption Certificate for the commercial property, owned by **Adrian Renaissance, LLC**, and located at **101-105 & 109-111 East Maumee Street, City of Adrian**, County of Lenawee, Michigan.

This certificate provides the authority for the assessor to exempt the commercial property for which this Obsolete Property Rehabilitation Exemption Certificate is in effect, but not the land on which the rehabilitated facility is located or the personal property, from ad valorem taxation. This certificate further provides the authority to levy a specific tax known as the Obsolete Properties tax.

This certificate, unless revoked as provided by Public Act 146 of 2000, as amended, shall remain in force for a period of **12 year(s)**;

Beginning December 31, 2008, and ending December 30, 2020.

The real property investment amount for this obsolete facility is **\$9,000,000**.

The frozen taxable value of the real property related to this certificate is **\$176,627**.

The State Treasurer **has excluded** from the specific tax **one-half of the mills levied for local school operating purposes and one-half of the state education tax** to be levied for this certificate for a period of six years, beginning **December 31, 2008** and ending **December 30, 2014**.

This Obsolete Property Rehabilitation Exemption Certificate is issued on **February 4, 2008**.



Handwritten signature of Kelli Sobel in black ink.

Kelli Sobel, Executive Secretary
State Tax Commission

A TRUE COPY
ATTEST:

Handwritten signature of Nancy L. Armstrong in black ink.

Nancy L. Armstrong
Michigan Department of Treasury

Application for Obsolete Property Rehabilitation Exemption Certificate

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

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

Applicant (Company) Name (applicant must be the OWNER of the facility) Adrian Renaissance, LLC		
Company Mailing address (No. and street, P.O. Box, City, State, ZIP Code) 9956 Springville Highway, Onsted, Michigan 49265		
Location of obsolete facility (No. and street, City, State, ZIP Code) 101-105 & 109-111 East Maumee Street, Adrian, Michigan 49221		
City, Township, Village (indicate which) City of Adrian		County Lenawee
Date of Commencement of Rehabilitation (mm/dd/yyyy) June, 2008	Planned date of Completion of Rehabilitation (mm/dd/yyyy) August, 2009	School District where facility is located (include school code) Adrian-46010
Estimated Cost of Rehabilitation \$9,000,000.00	Number of years exemption requested 12	Attach Legal description of Obsolete Property on separate sheet See Attached
Expected project likelihood (check all that apply):		
<input checked="" type="checkbox"/> Increase Commercial activity	<input checked="" type="checkbox"/> Retain employment	<input type="checkbox"/> Revitalize urban areas
<input checked="" type="checkbox"/> Create employment	<input type="checkbox"/> Prevent a loss of employment	<input checked="" type="checkbox"/> Increase number of residents in the community in which the facility is situated
Indicate the number of jobs to be retained or created as a result of rehabilitating the facility, including expected construction employment <u>28-36</u>		
Each year, the State Treasurer may approve 25 additional reductions of half the school operating and state education taxes for a period not to exceed six years. Check the following box if you wish to be considered for this exclusion.		
<input checked="" type="checkbox"/>		

APPLICANT'S CERTIFICATION

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

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

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

Name of Company Officer (no authorized agents) Douglas Dymarkowski	Telephone Number (419) 931-3036	Fax Number (419) 931-3039
Mailing Address 4747Holland-Sylvania Road, Sylvania, Oh 43560		Email Address dymarkowski@fspproperties.com
Signature of Company Officer (no authorized agents) <i>Douglas Dymarkowski / w permission by jim</i>		Title Vice President

LOCAL GOVERNMENT UNIT CLERK CERTIFICATION

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

Signature <i>Pat Baker</i>	Date application received 11-12-07
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FOR STATE TAX COMMISSION USE

Application Number	Date Received	LUCI Code
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LOCAL GOVERNMENT ACTION

This section is to be completed by the clerk of the local governing unit before submitting the application to the State Tax Commission. Include a copy of the resolution which approves the application and Instruction items (a) through (f) on page 1, and a separate statement of obsolescence from the assessor of record with the State Assessor's Board. All sections must be completed in order to process.

PART 1: ACTION TAKEN

Action Date: <u>December 17, 2007</u>		
<input checked="" type="checkbox"/> Exemption Approved for <u>12</u> Years, ending December 30, <u>2019</u> (not to exceed 12 years)		
<input type="checkbox"/> Denied		
Date District Established	LUCI Code <u>46201</u>	School Code

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

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

Provide the Taxable Value and State Equalized Value of the Obsolete Property, as provided in Public Act 146 of 2000, as amended, for the tax year immediately preceding the effective date of the certificate (December 31st of the year approved by the STC).

	Taxable Value	State Equalized Value (SEV)	
Building(s) <u>3</u>	<u>176,627</u>	<u>190,500</u>	
Name of Governmental Unit <u>City of Adrian</u>	Date of Action on application <u>June 2008</u>	Date of Statement of Obsolescence <u>12-12-06</u>	

PART 4: CLERK CERTIFICATION

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

Name of Clerk <u>Pat Baker</u>	Clerk Signature <u>Pat Baker</u>	Date <u>12-19-07</u>	
Clerk's Mailing Address <u>City of Adrian 100 E Church St</u>	City <u>Adrian</u>	State <u>Mi</u>	ZIP Code <u>49221</u>
	Telephone Number <u>517-264-4866</u>	Fax Number <u>517-265-8798</u>	Email Address <u>pbaker@ci.adrian.mi.us</u>

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

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

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

December 17, 2007

RE: APPROVAL OF AN OBSOLETE PROPERTY REHABILITATION EXEMPTION CERTIFICATE FOR ADRIAN RENAISSANCE, LLC. FOR THE PROPERTY LOCATED AT 101-105 EAST MAUMEE STREET, CITY OF ADRIAN, LENAWEE COUNTY, MICHIGAN, PURSUANT TO AND IN ACCORDANCE WITH THE PROVISIONS OF THE OBSOLETE PROPERTY REHABILITATION ACT, PUBLIC ACT 146 OF 2000

RESOLUTION R07-217

WHEREAS, representatives of Adrian Renaissance, LLC. owner of real property at 101-105 East Maumee Street, Adrian, Michigan have submitted an application for an Obsolete Property Rehabilitation Exemption Certificate for the rehabilitation consisting of major renovation and modifications to the building located at 101-105 East Maumee Street in downtown Adrian including, façade improvements, new mechanical and electrical services, improved interior appearance of the building and other physical changes required to restore the obsolete property to an economically efficient condition, under State of Michigan Act 146, Obsolete Property Rehabilitation Act of 2000; and

WHEREAS, the City of Adrian is a Qualified Local Governmental Unit; and

WHEREAS, pursuant to P.A. 146, after a duly noticed public hearing held on the 16th day of October, 2006 the Adrian City Commission, by Resolution, established the City of Adrian Downtown Development District as an Obsolete Property Rehabilitation District; and

WHEREAS, before acting upon said application, the Adrian City Commission held a public hearing on December 17, 2007, at Adrian City Hall; 100 E. Church Street; Adrian, Michigan at 7:00 pm, at which hearing, the applicant, the Assessor and a representative of the affected taxing units, having been given written notice, and were afforded an opportunity to be heard on said application; and

WHEREAS, the City Commission finds and determines that the granting of this Obsolete Property and Rehabilitation Exemption Certificate, considered together with the aggregate amount of industrial facilities exemption certificates previously granted and currently in force, exceeds 5% of the total taxable value of the City; nevertheless, it is herewith determined that it shall not have the effect of substantially impeding the operation of or impair the financial soundness of the local government or an affected taxing unit; and

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

WHEREAS, the subject property is determined to be an obsolete property (functionally obsolete) as defined Section 2(h) of Public Act 146 of 2000 and upon completion of the rehabilitation activities will constitute a rehabilitated facility within the meaning of P.A. 146 of 2000; and

WHEREAS, the applicant has supplied to the City of Adrian all of the items described on line 9 of the Application for Obsolete Property Rehabilitation Exemption Certificate, including the following: (a) General description of the obsolete facility,

(b) General description of the proposed use of the rehabilitated facility, (c) Description of the general nature and extent of the rehabilitation to be undertaken, (d) A descriptive list of the fixed building equipment that will be a part of the rehabilitated facility, (e) A time schedule for undertaking and completing the rehabilitation of the facility, (f) A statement of the economic advantages expected from the exemption; and

WHEREAS, commencement of the rehabilitation activities of the facility did not occur before the establishment of the Obsolete Property and Rehabilitation District; and

WHEREAS, the completion of the rehabilitated facility is calculated to, and will at the time of issuance of the certificate, have the reasonable likelihood to, increase commercial activity, retain employment, increase the number of residents in the community, and assist the City with their short and long-term revitalization goals; and

WHEREAS, the Adrian City Commission authorizes a two year period from the date of this resolution for the completion of the rehabilitation.

NOW, THEREFORE, BE IT RESOLVED:

That the application of Adrian Renaissance, LLC. for an Obsolete Property and Rehabilitation exemption Certificate, with regard to the rehabilitation of real property with Tax ID #XAO-100-0168-00, 101- 105 East Maumee Street, City of Adrian, Lenawee County, Michigan, within the previously established OPRA District is hereby approved for a period of twelve (12) years per the City of Adrian OPRA Policy; and

BE IT, FURTHER, RESOLVED that the City of Adrian Commission will require that Adrian Renaissance, LLC complete the rehabilitation project in its entirety, including the historically appropriate restoration of the entire street and rear facing facades, as well as the storefront and upper levels of the structure.

STATE OF MICHIGAN)

ss

COUNTY OF LENAWEЕ)

I hereby certify that the above is a true and complete copy of a resolution adopted by the City Commission of the City of Adrian, County of Lenawee, State of Michigan, at a Regular Meeting held on December 17, 2007 and that public notice of said meeting was given pursuant of Act No. 267, Public Acts of Michigan, 1976, including in the case of a special or rescheduled meeting, notice by publication or posting at least eighteen hours prior to the time set for the meeting.



Pat Baker
City Clerk

Adrian, Michigan

Dated this 20th day of December, 2007

December 17, 2007

RE: APPROVAL OF AN OBSOLETE PROPERTY REHABILITATION EXEMPTION CERTIFICATE FOR ADRIAN RENAISSANCE, LLC. FOR THE PROPERTY LOCATED AT 109-111 EAST MAUMEE STREET, CITY OF ADRIAN, LENAWEE COUNTY, MICHIGAN, PURSUANT TO AND IN ACCORDANCE WITH THE PROVISIONS OF THE OBSOLETE PROPERTY REHABILITATION ACT, PUBLIC ACT 146 OF 2000

RESOLUTION R07-218

WHEREAS, representatives of Adrian Renaissance, LLC. owner of real property at 109-111 East Maumee Street, Adrian, Michigan have submitted an application for an Obsolete Property Rehabilitation Exemption Certificate for the rehabilitation consisting of major renovation and modifications to the building located at 109 - 111 East Maumee Street in downtown Adrian including, façade improvements, new mechanical and electrical services, improved interior appearance of the building and other physical changes required to restore the obsolete property to an economically efficient condition, under State of Michigan Act 146, Obsolete Property Rehabilitation Act of 2000; and

WHEREAS, the City of Adrian is a Qualified Local Governmental Unit; and

WHEREAS, pursuant to P.A. 146, after a duly noticed public hearing held on the 16th day of October, 2006, the Adrian City Commission, by Resolution, established the City of Adrian Downtown Development District as an Obsolete Property Rehabilitation District; and

WHEREAS, before acting upon said application, the Adrian City Commission held a public hearing on December 17, 2007, at Adrian City Hall, 100 E. Church Street, Adrian, Michigan at 7:00 pm, at which hearing, the applicant, the Assessor and a representative of the affected taxing units, having been given written notice, were afforded an opportunity to be heard on said application; and

WHEREAS, the City Commission finds and determines that the granting of this Obsolete Property and Rehabilitation Exemption Certificate, considered together with the aggregate amount of industrial facilities exemption certificates previously granted and currently in force, exceeds 5% of the total taxable value of the City; nevertheless, it is herewith determined that it shall not have the effect of substantially impeding the operation of or impairing the financial soundness of the local government or an affected taxing unit; and

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

WHEREAS, the subject property is determined to be an obsolete property (functionally obsolete) as defined in Section 2(h) of Public Act 146 of 2000, and upon completion of the rehabilitation activities, will constitute a rehabilitated facility within the meaning of P.A. 146 of 2000; and

WHEREAS, the applicant has supplied to the City of Adrian all of the items described on line 9 of the Application for Obsolete Property Rehabilitation Exemption

Certificate, including the following: (a) General description of the obsolete facility; (b) General description of the proposed use of the rehabilitated facility; (c) Description of the general nature and extent of the rehabilitation to be undertaken; (d) A descriptive list of the fixed building equipment that will be a part of the rehabilitated facility; (e) A time schedule for undertaking and completing the rehabilitation of the facility; (f) A statement of the economic advantages expected from the exemption; and

WHEREAS, commencement of the rehabilitation activities of the facility did not occur before the establishment of the Obsolete Property and Rehabilitation District; and

WHEREAS, the completion of the rehabilitated facility is calculated to, and will at the time of issuance of the certificate, have the reasonable likelihood to increase commercial activity, retain employment, increase the number of residents in the community, and assist the City with their short and long-term revitalization goals; and

WHEREAS, the Adrian City Commission authorizes a two year period from the date of this resolution for the completion of the rehabilitation.

NOW, THEREFORE, BE IT RESOLVED:

That the application of Adrian Renaissance, LLC for an Obsolete Property and Rehabilitation Exemption Certificate with regard to the rehabilitation of real property with Tax ID #XAO-100-0169-00, 109-111 East Maumee Street, City of Adrian, Lenawee County, Michigan, within the previously established OPRA District is hereby approved for a period of twelve (12) years, per the City of Adrian OPRA Policy, and be it

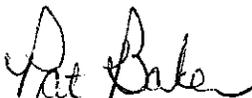
FURTHER RESOLVED, that the Adrian City Commission will require that Adrian Renaissance, LLC complete the rehabilitation project in its entirety, including the historically appropriate restoration of the entire street and rear facing facades, as well as the storefront and upper levels of the structure.

STATE OF MICHIGAN)

ss

COUNTY OF LENA WEE)

I hereby certify that the above is a true and complete copy of a resolution adopted by the City Commission of the City of Adrian, County of Lenawee, State of Michigan, at a Regular Meeting held on December 17, 2007 and that public notice of said meeting was given pursuant of Act No. 267, Public Acts of Michigan, 1976, including in the case of a special or rescheduled meeting, notice by publication or posting at least eighteen hours prior to the time set for the meeting.



Pat Baker
City Clerk

Adrian, Michigan

Dated this 20th day of December, 2007

PLEASE RETURN THIS PORTION WITH PAYMENT. THANK YOU.

THIS TAX IS DUE BY: 08/31/2009

After 08/31/2009 additional interest and fees apply
Please call treasurer for amount due.

2009 Summer



CITY OF ADRIAN
DONNA STEWART, TREASURER
135 E MAUMEE STREET
ADRIAN, MI 49221

Now pay off

Tax for Prop#: XA0-100-0168-00

TAXPAYER NOTE: Are your name & mailing address correct? If not, please make corrections below. Thank You. **Make Check Payable To: CITY OF ADRIAN**
Property Addr: 109 E MAUMEE ST

TOTAL AMOUNT DUE: 632.50

To: RENAISSANCE ADRIAN, LLC
BBC EQUITIES LLC
3240 LEVIS COMMONS BLVD
PERRYSBURG OH 43551

IF YOU NEED A PAID RECEIPT, PLEASE ENCLOSE A STAMPED SELF-ADDRESSED ENVELOPE AND THE ENTIRE BILL.

Questions? Phone 517-264-4832 or 517-264-4826

00999

PLEASE DETACH AND RETURN THIS TOP PORTION WITH REMITTANCE

00999

CITY OF ADRIAN 2009 Summer

MESSAGE TO TAXPAYER

Taxes are levied on property valuations as of Dec. 31, 2008. Penalty: 4% added on September 1, 2009 & on the first day of each month, thereafter, an additional 1% will be added. Unpaid taxes shall be a lien against the property.

The General Property Tax Act (MCL 211.44) specifies that "The Local Property Tax Collecting Unit shall add 1% for a Property Tax Administration Fee (defined as a fee to offset costs incurred by a collection unit in assessing property value, collecting property tax levies, and in the review and appeal process)."

Failure to receive a statement does not exempt property from penalties for late payment. Checks are accepted as conditional payment. If payment on a check is denied, the tax will be restored to the tax roll as unpaid without further notice & will be subject to all interest & penalty charges.

PAYMENT INFORMATION

This tax is due by: 08/31/2009

Pay by mail to: CITY OF ADRIAN
DONNA STEWART, TREASURER
135 E MAUMEE STREET
ADRIAN, MI 49221

You may also pay your tax at the Adrian branches of First Federal, Huntington, or United Bank & Trust. Please have your original bill when making payment at the bank. To pay online or by phone with Discover, AmExpress, or Mastercard visit www.ci.adrian.mi.us or call 1-800-272-9829 and use jurisdiction code 7093.

A 3% convenience fee will be added.

TAX DETAIL

Taxable Value:	6,000	
State Equalized Value:	6,000	Class: 201
Assessed Value:	6,000	1989 DOWNTOWN D
P.R.E. %:	0.0000	Mort Code: 00999

Taxes are based upon Taxable Value.
1 mill equals \$1.00 per \$1000 of Taxable Value.
Amounts with no millage are either Special Assessments or other charges added to this bill

DESCRIPTION	MILLAGE	AMOUNT
City Operating	13.62930	81.77
Local Streets	0.97460	5.84
Garbage	1.00000	6.00
County Operating	4.94120	29.64
School Operating	9.00000	54.00
School Debt	2.04000	12.24
SET Adrian	6.00000	36.00
Lenawee ISD	3.63990	21.83
DDA	1.91180	11.47
PARKING		332.34

PROPERTY INFORMATION

Property Assessed To:
RENAISSANCE ADRIAN, LLC
3240 LEVIS COMMONS BLVD
PERRYSBURG, OH 43551

School: 46010

Prop #: XA0-100-0168-00
Prop Addr: 109 E MAUMEE ST
Legal Description:

E 9.62 FT OF S 63 FT LOT 28 & W 11.6 FT OF S 73 FT LOT 29 ALSO BEG
11.63 FT E OF SW COR SD LOT TH N 127.33 FT TH E 7.35 FT TH N 20.17 FT
TH E .5 FT TH N 1 FT TH E 7.27 FT TH S 148.6 FT TH W 15.12 FT TO POB

OPERATING FISCAL YEARS

The taxes on bill will be used for governmental operations for the following fiscal year(s):

County:	JAN 1 - DEC 31
Twp/Vil/City:	JULY 1 - JUNE 30
School:	JULY 1 - JUNE 30
State:	OCT 1 - SEPT 30

Does NOT affect when the tax is due or its amount

Total Tax	43.13680	591.13
Administration Fee		5.91
Interest:		35.46
TOTAL AMOUNT DUE AUGUST 31		632.50
PREV. PAYMENTS		
BALANCE DUE		632.50

PLEASE RETURN THIS PORTION WITH PAYMENT. THANK YOU.

THIS TAX IS DUE BY: 08/31/2009

After 08/31/2009 additional interest and fees apply
Please call treasurer for amount due.

2009 Summer



CITY OF ADRIAN
DONNA STEWART, TREASURER
135 E MAUMEE STREET
ADRIAN, MI 49221

now pay off

Tax for Prop#: XA0-100-0169-00

TAXPAYER NOTE: Are your name & mailing address correct? If not, please make corrections below. Thank You.

Make Check Payable To: CITY OF ADRIAN

Property Addr: 101 E MAUMEE ST

TOTAL AMOUNT DUE: 1,057.27

To: RENAISSANCE ADRIAN, LLC
BBC EQUITIES, LLC
3240 LEVIS COMMONS BLVD
PERRYSBURG OH 43551

IF YOU NEED A PAID RECEIPT, PLEASE ENCLOSE A STAMPED SELF-ADDRESSED ENVELOPE AND THE ENTIRE BILL.

Questions? Phone 517-264-4832 or 517-264-4826

00999

PLEASE DETACH AND RETURN THIS TOP PORTION WITH REMITTANCE

00999

CITY OF ADRIAN

2009 Summer

MESSAGE TO TAXPAYER

Taxes are levied on property valuations as of Dec. 31, 2008. Penalty: 4% added on September 1, 2009 & on the first day of each month, thereafter, an additional 1% will be added. Unpaid taxes shall be a lien against the property.

The General Property Tax Act (MCL 211.44) specifies that "The Local Property Tax Collecting Unit shall add 1% for a Property Tax Administration Fee (defined as a fee to offset costs incurred by a collection unit in assessing property value, collecting property tax levies, and in the review and appeal process)."

Failure to receive a statement does not exempt property from penalties for late payment. Checks are accepted as conditional payment. If payment on a check is denied, the tax will be restored to the tax roll as unpaid without further notice & will be subject to all interest & penalty charges.

PROPERTY INFORMATION

Property Assessed To:
RENAISSANCE ADRIAN, LLC
3240 LEVIS COMMONS BLVD
PERRYSBURG, OH 43551

School: 46010

Prop #: XA0-100-0169-00
Prop Addr: 101 E MAUMEE ST
Legal Description:

BEG SW COR LOT 28 ORIGINAL PLAT TH ELY 65.32 FT TH NLY 84.35 FT TH WLY 65.03 FT TH SLY 84.35 FT TO POB EX THE SLY 6 FT.

OPERATING FISCAL YEARS

The taxes on bill will be used for governmental operations for the following fiscal year(s):

County: JAN 1 - DEC 31
Twp/Vil/City: JULY 1 - JUNE 30
School: JULY 1 - JUNE 30
State: OCT 1 - SEPT 30

Does NOT affect when the tax is due or its amount

PAYMENT INFORMATION

This tax is due by: 08/31/2009

Pay by mail to: CITY OF ADRIAN
DONNA STEWART, TREASURER
135 E MAUMEE STREET
ADRIAN, MI 49221

You may also pay your tax at the Adrian branches of First Federal, Huntington, or United Bank & Trust. Please have your original bill when making payment at the bank. To pay online or by phone with Discover, AmExpress, or Mastercard visit www.ci.adrian.mi.us or call 1-800-272-9829 and use jurisdiction code 7093.

A 3% convenience fee will be added.

TAX DETAIL

Taxable Value:	8,843	
State Equalized Value:	9,800	Class: 201
Assessed Value:	9,800	1989 DOWNTOWN D
P.R.E. %:	0.0000	Mort Code: 00999

Taxes are based upon Taxable Value.
1 mill equals \$1.00 per \$1000 of Taxable Value.
Amounts with no millage are either Special Assessments or other charges added to this bill

DESCRIPTION	MILLAGE	AMOUNT
City Operating	13.62930	120.52
Local Streets	0.97460	8.61
Garbage	1.00000	8.84
County Operating	4.94120	43.69
School Operating	9.00000	79.58
School Debt	2.04000	18.03
SET Adrian	6.00000	53.05
Lenawee ISD	3.63990	32.18
DDA	1.91180	16.90
PARKING		168.96
DELQ SNOW & ICE		412.75
ADMINISTRATION F		25.00

Total Tax	43.13680	988.11
Administration Fee		9.88
Interest:		59.28
TOTAL AMOUNT DUE AUGUST 31		1,057.27
PREV. PAYMENTS		
BALANCE DUE		1,057.27

PLEASE RETURN THIS PORTION WITH PAYMENT. THANK YOU.

THIS TAX IS DUE BY: 08/31/2009

After 08/31/2009 additional interest and fees apply
Please call treasurer for amount due.

2009 Summer



CITY OF ADRIAN
DONNA STEWART, TREASURER
135 E MAUMEE STREET
ADRIAN, MI 49221

Tax for Prop#: XA0-100-0168-89

TAXPAYER NOTE: Are your name & mailing address correct? If not, please make corrections below. Thank You. **Make Check Payable To: CITY OF ADRIAN**

Property Addr: 109 E MAUMEE ST

TOTAL AMOUNT DUE: 6,833.79

IF YOU NEED A PAID RECEIPT, PLEASE ENCLOSE A STAMPED SELF-ADDRESSED ENVELOPE AND THE ENTIRE BILL.

To: RENAISSANCE ADRIAN, LLC
BBC EQUITIES
3240 LEVIS COMMONS BLVD
PERRYSBURG OH 43551

Questions? Phone 517-264-4832 or 517-264-4826

00999 **PLEASE DETACH AND RETURN THIS TOP PORTION WITH REMITTANCE**

00999 **CITY OF ADRIAN 2009 Summer**

MESSAGE TO TAXPAYER

Taxes are levied on property valuations as of Dec. 31, 2008. Penalty: 4% added on September 1, 2009 & on the first day of each month, thereafter, an additional 1% will be added. Unpaid taxes shall be a lien against the property.

The General Property Tax Act (MCL 211.44) specifies that "The Local Property Tax Collecting Unit shall add 1% for a Property Tax Administration Fee (defined as a fee to offset costs incurred by a collection unit in assessing property value, collecting property tax levies, and in the review and appeal process)."

Failure to receive a statement does not exempt property from penalties for late payment. Checks are accepted as conditional payment. If payment on a check is denied, the tax will be restored to the tax roll as unpaid without further notice & will be subject to all interest & penalty charges.

PROPERTY INFORMATION

Property Assessed To:
RENAISSANCE ADRIAN, LLC
3240 LEVIS COMMONS BLVD
PERRYSBURG, OH 43551

School: 46010

Prop #: XA0-100-0168-89
Prop Addr: 109 E MAUMEE ST
Legal Description:

OPRA FROZEN FOR REAL PROPERTY XA0-100-0168-00 AND XA0-100-0169-00

OPERATING FISCAL YEARS

The taxes on bill will be used for governmental operations for the following fiscal year(s):

County: JAN 1 - DEC 31
Twp/Vil/City: JULY 1 - JUNE 30
School: JULY 1 - JUNE 30
State: OCT 1 - SEPT 30

Does NOT affect when the tax is due or its amount

PAYMENT INFORMATION

This tax is due by: 08/31/2009

Pay by mail to: CITY OF ADRIAN
DONNA STEWART, TREASURER
135 E MAUMEE STREET
ADRIAN, MI 49221

You may also pay your tax at the Adrian branches of First Federal, Huntington, or United Bank & Trust. Please have your original bill when making payment at the bank. To pay online or by phone with Discover, AmExpress, or Mastercard visit www.ci.adrian.mi.us or call 1-800-272-9829 and use jurisdiction code 7093.

A 3% convenience fee will be added.

TAX DETAIL

Taxable Value:	162,184	Class: 201
State Equalized Value:	171,600	1989 DOWNTOWN D
Assessed Value:	171,600	Mort Code: 00999
P.R.E. %:	50.0000	

Taxes are based upon Taxable Value.
1 mill equals \$1.00 per \$1000 of Taxable Value.
Amounts with no millage are either Special Assessments or other charges added to this bill

DESCRIPTION	MILLAGE	AMOUNT
City Operating	13.62930	2,210.45
Local Streets	0.97460	158.06
Garbage	1.00000	162.18
County Operating	4.94120	801.38
School Operating	9.00000	729.82
School Debt	2.04000	330.85
SET Adrian	6.00000	973.10
Lenawee ISD	3.63990	590.33
DDA	1.91180	310.06
DELQ SNOW & ICE		95.50
ADMINISTRATION F		25.00

Total Tax	43.13680	6,386.73
Administration Fee		63.86
Interest:		383.20
TOTAL AMOUNT DUE AUGUST 31		6,833.79
PREV. PAYMENTS		
BALANCE DUE		6,833.79

PLEASE RETURN THIS PORTION WITH PAYMENT. THANK YOU.

THIS TAX IS DUE BY: 08/31/2009

After 08/31/2009 additional interest and fees apply
Please call treasurer for amount due.

2009 Summer



CITY OF ADRIAN
DONNA STEWART, TREASURER
135 E MAUMEE STREET
ADRIAN, MI 49221

Tax for Prop#: XA0-100-0168-99

TAXPAYER NOTE: Are your name & mailing address correct? If not, please make corrections below. Thank You. **Make Check Payable To: CITY OF ADRIAN**
Property Addr: 109 E MAUMEE ST

TOTAL AMOUNT DUE: 27.18

To: RENAISSANCE ADRIAN, LLC
BBC EQUITIES
3240 LEVIS COMMONS BLVD
PERRYSBURG OH 43551

IF YOU NEED A PAID RECEIPT, PLEASE ENCLOSE A STAMPED
SELF-ADDRESSED ENVELOPE AND THE ENTIRE BILL.

Questions? Phone 517-264-4832 or 517-264-4826

00999

PLEASE DETACH AND RETURN THIS TOP PORTION WITH REMITTANCE

00999

CITY OF ADRIAN

2009 Summer

MESSAGE TO TAXPAYER

Taxes are levied on property valuations as of Dec. 31, 2008. Penalty: 4% added on September 1, 2009 & on the first day of each month, thereafter, an additional 1% will be added. Unpaid taxes shall be a lien against the property.

The General Property Tax Act (MCL 211.44) specifies that "The Local Property Tax Collecting Unit shall add 1% for a Property Tax Administration Fee (defined as a fee to offset costs incurred by a collection unit in assessing property value, collecting property tax levies, and in the review and appeal process)."

Failure to receive a statement does not exempt property from penalties for late payment. Checks are accepted as conditional payment. If payment on a check is denied, the tax will be restored to the tax roll as unpaid without further notice & will be subject to all interest & penalty charges.

PROPERTY INFORMATION

Property Assessed To:
RENAISSANCE ADRIAN, LLC
3240 LEVIS COMMONS BLVD
PERRYSBURG, OH 43551

School: 46010

Prop #: XA0-100-0168-99
Prop Addr: 109 E MAUMEE ST
Legal Description:

OPRA IMPROVEMENTS FOR REAL PROPERTY XA0-100-0168-00 AND XA0-100-0169-00

OPERATING FISCAL YEARS

The taxes on bill will be used for governmental operations for the following fiscal year(s):

County: JAN 1 - DEC 31
Twp/Vil/City: JULY 1 - JUNE 30
School: JULY 1 - JUNE 30
State: OCT 1 - SEPT 30

Does NOT affect when the tax is due or its amount

PAYMENT INFORMATION

This tax is due by: 08/31/2009

Pay by mail to: CITY OF ADRIAN
DONNA STEWART, TREASURER
135 E MAUMEE STREET
ADRIAN, MI 49221

You may also pay your tax at the Adrian branches of First Federal, Huntington, or United Bank & Trust. Please have your original bill when making payment at the bank. To pay online or by phone with Discover, AmExpress, or Mastercard visit www.ci.adrian.mi.us or call 1-800-272-9829 and use jurisdiction code 7093.

A 3% convenience fee will be added.

TAX DETAIL

Taxable Value:	2,700	
State Equalized Value:	2,700	Class: 201
Assessed Value:	2,700	1989 DOWNTOWN D
P.R.E. %:	50.0000	Mort Code: 00999

Taxes are based upon Taxable Value.
1 mill equals \$1.00 per \$1000 of Taxable Value.
Amounts with no millage are either Special Assessments or other charges added to this bill

DESCRIPTION	MILLAGE	AMOUNT
School Operating	9.00000	12.15
SET Adrian	3.00000	8.10
DDA	1.91180	5.16

Total Tax	13.91180	25.41
Administration Fee		0.25
Interest:		1.52
TOTAL AMOUNT DUE AUGUST 31		27.18
PREV. PAYMENTS		
BALANCE DUE		27.18

RE: REVOCATION OF OBSOLETE PROPERTY REHABILITATION EXEMPTION CERTIFICATE NUMBER 3-08-0001 FOR ADRIAN RENAISSANCE, LLC. FOR THE PROPERTY LOCATED AT 101-105 & 109-111 EAST MAUMEE STREET, CITY OF ADRIAN, LENAWEE COUNTY, MICHIGAN, PURSUANT TO AND IN ACCORDANCE WITH THE PROVISIONS OF THE OBSOLETE PROPERTY REHABILITATION ACT, PUBLIC ACT 146 OF 2000

RESOLUTION

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

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

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

WHEREAS, the Adrian Downtown Development Authority seeks to work in partnership with private property owners to realize this goal; and

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

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

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

WHEREAS, Public Act 146 of 2000 requires the qualified local governmental unit to establish an Obsolete Property Rehabilitation District; and

WHEREAS, the Adrian City Commission, through resolution R06-148 dated October 16, 2006, created an Obsolete Property Rehabilitation District encompassing the entire Downtown Development District; and

WHEREAS, the Adrian City Commission, through resolution R07-217 dated December 17, 2007, granted an Obsolete Property Rehabilitation Exemption Certificate to Adrian Renaissance, LLC for a period of twelve (12) years for rehabilitation work that was proposed on their property at 101-105 East Maumee Street within the City of Adrian Downtown Development District; and

WHEREAS, the Adrian City Commission, through resolution R07-218 dated December 17, 2007, granted an Obsolete Property Rehabilitation Exemption Certificate to

Adrian Renaissance, LLC. for a period of twelve (12) years for rehabilitation work that was proposed on their property at 109-111 East Maumee Street within the City of Adrian Downtown Development District; and

WHEREAS, the State of Michigan State Tax Commission issued an Obsolete Property Rehabilitation Exemption Certificate, Certificate Number 3-08-0001, dated February 04, 2008 to Adrian Renaissance, LLC. for property located at 101-105 and 109-111 East Maumee Street for a period of twelve (12) years beginning December 31, 2008 and ending December 30, 2020 for real property investment in the amount of \$9,000,000 and freezing the taxable value of the real property related to aforementioned certificate at \$176,627; and

WHEREAS, Adrian Renaissance, LLC. has failed to commence any real property improvements for property located at 101-105 and 109-111 East Maumee Street; and

WHEREAS, Adrian Renaissance, LLC. has failed to meet any of the expected project likelihood for property located at 101-105 and 109-111 East Maumee Street; and

WHEREAS, Adrian Renaissance, LLC. has entered tax delinquency for property located at 101-105 and 109-111 East Maumee Street; and

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

NOW, THEREFORE, BE IT RESOLVED that the Adrian City Commission, by resolution, hereby revokes the Obsolete Property Rehabilitation Exemption Certificate granted on December 17, 2007 to Adrian Renaissance, LLC. for property at 101-105 East Maumee Street with legal description: BEG SW COR LOT 28 ORIGINAL PLAT TH ELY 65.32 FT TH NLY 84.35 FT TH WLY 65.03 FT TH SLY 84.35 FT TO POB EX SLY 6 FT; and

NOW, THEREFORE, BE IT FURTHER RESOLVED that the Adrian City Commission, by resolution, hereby revokes the Obsolete Property Rehabilitation Exemption Certificate granted on December 17, 2007 to Adrian Renaissance, LLC. for property at 109-111 East Maumee Street with legal description: E 9.62 FT OF S 63 FT LOT 28 & W 11.6 FT OF S 73 FT LOT 29 ALSO BEG 11.63 FT E OF SW COR SD LOT TH N 127.33 FT TH E 7.35 FT TH N 20.17 FT TH E .5 FT TH N 1 FT TH E 7.27 FT TH S 148.6 FT TH W 15.12 FT TO POB ORIGINAL PLAT.

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

R-6

R09-188

November 16, 2009

**RE: MEMORANDUM OF UNDERSTANDING – Transfer of Jurisdiction
between the City of Adrian and MDOT for Portions of M-52**

RESOLUTION

WHEREAS, the two-way street conversion project in downtown Adrian includes the transfer of jurisdiction for portions of M-52 between the City of Adrian and the Michigan Department of Transportation (MDOT); and

WHEREAS, this transfer requires execution of a Memorandum of Understanding to be executed between the parties, a copy of said Memorandum of Understanding being attached hereto and made a part hereof.

NOW, THEREFORE, IT IS HEREBY RESOLVED that Dane C. Nelson, City Administrator, is hereby authorized to execute the attached Memorandum of Understanding on behalf of the City of Adrian; and be it

FURTHER, RESOLVED that the Adrian City Commission does hereby indicate its support for the intent of the contract, being the transfer of jurisdiction of portions of M-52 as set forth in the agreement.

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

MEMORANDUM OF UNDERSTANDING
BETWEEN
MICHIGAN DEPARTMENT OF TRANSPORTATION
AND
CITY OF ADRIAN

I. PURPOSE

This Memorandum of Understanding is entered into this date of _____ between the Michigan Department of Transportation (MDOT) and the City of Adrian (CITY) for the purpose of transferring jurisdiction of the road segments described in Part I of Attachment A, dated May 15, 2009, from MDOT to the CITY, said road segments hereinafter referred to as the "PART I ROAD SEGMENTS," and for the purpose of transferring jurisdiction of the road segment described in Part II of Attachment A, dated May 15, 2009, from the CITY to MDOT, said road segment hereinafter referred to as the "PART II ROAD SEGMENT." This Memorandum of Understanding will begin upon award and will remain in effect unless it is modified according to Section V, below.

II. BACKGROUND

MDOT and the CITY have agreed that, in the best interests of the traveling public and to best facilitate downtown redevelopment efforts in the City of Adrian, the existing state trunklines operating as one-way pairs should be converted to two-way traffic operation. In order to complete this conversion, it is necessary to transfer jurisdictional control of the PART I ROAD SEGMENTS from MDOT to the CITY and to transfer jurisdictional control of the PART II ROAD SEGMENT from the CITY to MDOT.

The PART I ROAD SEGMENTS are within the CITY boundaries and are no longer functioning as state trunklines. MDOT is willing to transfer jurisdictional control of the PART I ROAD SEGMENTS to the CITY, and the CITY is willing to accept jurisdictional control of the PART I ROAD SEGMENTS. This transfer of jurisdictional control of the PART I ROAD SEGMENTS will make these roadways City Major Streets.

The PART II ROAD SEGMENT provides a state trunkline function in that it forms part of the revised routing of the state trunkline US-223 business route. The CITY is willing to transfer jurisdictional control of the PART II ROAD SEGMENT to MDOT, and MDOT is

willing to accept jurisdictional control of the PART II ROAD SEGMENT. The transfer of jurisdictional control of the PART II ROAD SEGMENT will make this roadway a state trunkline.

MDOT and the CITY currently have in force a CITY Trunkline Maintenance Contract for portions of state trunkline located within the boundaries of the City of Adrian.

III. AGREEMENT

Upon award and acceptance of this Memorandum of Understanding by both parties, the parties agree to the following:

A. MDOT agrees to:

1. Transfer jurisdictional control of the PART I ROAD SEGMENTS to the CITY, and the CITY agrees to accept jurisdictional control of the PART I ROAD SEGMENTS, thereby making these roadways City Major Streets.
2. Assume full jurisdictional control of the PART II ROAD SEGMENT, thereby making this roadway a state trunkline.
3. Accept maintenance responsibility for the PART II ROAD SEGMENT for which jurisdictional control has been transferred to MDOT by this Memorandum of Understanding.
4. Pursue modification of the current CITY Trunkline Maintenance Contract to reflect this Memorandum of Understanding.

B. The CITY agrees to:

1. Transfer jurisdictional control of the PART II ROAD SEGMENT to MDOT, and MDOT agrees to accept jurisdictional control of the PART II ROAD SEGMENT, thereby making this roadway a state trunkline.
2. Assume full jurisdictional control of the PART I ROAD SEGMENTS.
3. Perform maintenance of the PART I ROAD SEGMENTS for which jurisdictional control has been transferred to the CITY by this Memorandum of Understanding.

- C. Unless otherwise addressed by this Memorandum of Understanding, both parties agree that the transfer of jurisdictional control of the PART I ROAD SEGMENTS from MDOT to the CITY and the transfer of jurisdictional control of the PART II ROAD SEGMENT from the CITY to MDOT will include the transfer of utility, operational, and drainage permits, whether recorded or otherwise; all bridges,**

culverts, signs, signals, and/or other structures or traffic control devices; and any and all features and appurtenances now existing for highway purposes on and along the PART I ROAD SEGMENTS and the PART II ROAD SEGMENT.

- D. The parties agree that the PART I ROAD SEGMENTS are not in need of renovation, repair, or reconstruction, pursuant to Act 296, Public Acts of 1969, Section 2.
- E. The parties agree that this jurisdictional transfer is subject to the provisions of Act 296, Public Acts of 1969, Section 2.

IV TERM

This Memorandum of Understanding will take effect upon award and will remain in effect unless it is modified according to Section V, below.

V. MODIFICATION

This Memorandum of Understanding may be modified, in writing, upon the mutual agreement of the parties. Any modification must be signed by the authorized representative of each agency or his/her designee.

VI. SIGNATURE

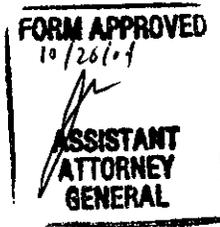
This Memorandum of Understanding is entered into upon signing by the duly authorized officials for the CITY and for MDOT.

CITY OF ADRIAN

Title:

MICHIGAN DEPARTMENT OF TRANSPORTATION

Title: Director
Michigan Department of Transportation



ATTACHMENT A

May 15, 2009

Part I.

ROADWAY SEGMENTS proposed for transfer from MDOT to the City of Adrian, to become City Major Streets:

M-52/US-223 Business Route (BR)/West Front Street, from the centerline of M-52/US-223 BR/North Winter Street easterly to the centerline of M-52/North Main Street, a distance of 0.07 miles, in Control Section 46072; and

M-52/US-223 BR/North Winter Street, from the centerline of M-52/US-223 BR/South Main Street northerly to the centerline of M-52/US-223 BR/West Front Street, a distance of 0.42 miles, in Control Section 46072; and

US-223 BR/West Maumee Street, from the centerline of West Church Street easterly to the centerline of M-52/US-223 BR/North Winter Street, a distance of 0.20 miles, in Control Section 46061.

Comprising a total distance of 0.69 miles.

Part II.

ROADWAY SEGMENT proposed for transfer from the City of Adrian to MDOT, to become a State Trunkline:

West Church Street, from the centerline of US-223 BR/West Maumee Street easterly to the centerline of M-52/US-223 BR/North Winter Street, a distance of 0.20 miles.

R-7

R09-189

November 16, 2009

RESOLUTION

WHEREAS, the City of Adrian desires to continue provision of Dial-A-Ride service, and,

WHEREAS, a project authorization has been proposed which grants \$4,000 for services for an Energy Audit, and be it,

RESOLVED, that the City Commission of the City of Adrian does hereby approve Agreement 2007-0156, Authorization #Z7 in the amount of \$4,000 from the FY 2009 Section 5311 Capital/ American Recovery and Reinvestment Act, and be it,

FURTHER RESOLVED, that the services and funds from the project authorization be granted to the Adrian Dial-A-Ride in accordance with the terms of the project authorization, and

HEREBY, authorizes the Mayor, Gary E McDowell and City Clerk, Pat Baker, to execute the project authorization #Z7 for and on behalf of the City of Adrian.

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

Date: September 28, 2009
Agreement No.: 2007-0156
Authorization No.: Z7
Project No.: 108311
Agenda: DIR



**PROJECT AUTHORIZATION
CITY OF ADRIAN
FY 2009 SECTION 5311 CAPITAL
AMERICAN RECOVERY AND REINVESTMENT ACT**

This information is required by the Michigan Department of Transportation (MDOT) in order to record agreement of utilization of funds provided by the Federal Transit Administration, United States Department of Transportation and MDOT. The funds provided shall be used by the AGENCY in accordance with the above referenced Master Agreement.

Authorization Effective Date: September 15, 2009
Authorization Expiration Date: December 15, 2009
Fiscal Year of Effective Contract Clauses: 2009

The Federal Grant associated with the PROJECT AUTHORIZATION is MI-86-X001.
Grant Year: 2009 Federal Item Number: WK0048 Project is not R&D.

The Catalog of Federal Domestic Assistance Number for the Federal Transit Administration Formula Grants for Other Than Urbanized Areas Program is 20.509.

The Special Section 5333(b) Warranty for Section 5311 can be found at:
www.dol.gov/dol/esa/public/regs/compliance/olms/13factsheet.htm.

The AGENCY agrees to prepare and furnish to the DEPARTMENT an Annual Milestone Report for Section 5311 (see attached samples). Reports are due 20 days after the end of the fiscal year.

Special American Recovery and Reinvestment Act (ARRA) Provisions

Reporting

To ensure that the DEPARTMENT meets the requirements of the American Recovery and Reinvestment Act (ARRA) of 2009 each AGENCY is required to submit financial, milestone and employment information quarterly. Failure to comply with the reporting requirements under ARRA will jeopardize the DEPARTMENT'S continued receipt of ARRA funding. Accordingly, if an AGENCY fails to comply with ARRA reporting requirements, the DEPARTMENT may withhold payments until compliance is achieved. If the DEPARTMENT is compelled to incur costs because of such a breach, the amount of those costs may be deducted from payments otherwise to be made under this project authorization.

Segregation of Costs

The AGENCY shall segregate obligations and expenditures of ARRA funds from other funding. No part of funds made available under ARRA may be commingled with any other funds or used for a purpose other than that of making payments for costs allowable under the ARRA.

Timely Expenditure of Funds

The timely delivery of ARRA projects is critical. The expectation is that all funds will be obligated within a year. If funds are not obligated within two years, the DEPARTMENT may deobligate the funds. The DEPARTMENT will not approve an extension of the project authorization if funds are not obligated within two years.

Publication

The AGENCY shall include the recovery logo on all signage or other publications in connection with the activities funded by ARRA. Guidance will be provided by the DEPARTMENT.

Buy Michigan Preference

A preference shall be given to products manufactured or services offered by Michigan-based firms if all other things are equal and if consistent with federal statute.

Prohibition on Use of Funds

None of the funds made available under this contract may be used for any casino or other gambling establishment, aquarium, zoo, golf course, swimming pools or similar projects.

Funding of Programs

Programs supported with temporary federal funds made available by ARRA will not be continued with state financed appropriations once the temporary federal funds are expended.

Conflicting Requirements

Where ARRA requirements conflict with existing state requirements, ARRA requirements control.

Job Opportunity Posting Requirements

The AGENCY shall post notice of job opportunities created in connection with activities funded in whole or in part with ARRA funds in the Michigan Talent Bank, www.michworks.org/mtb.

Whistle Blower Protection for Recipients of Funds

The AGENCY shall not discharge, demote or otherwise discriminate against an employee for disclosures by the employee that the employee reasonably believes are evidence of: 1) gross mismanagement of a contract or grant relating to Covered Funds; 2) a gross waste of Covered Funds; 3) a substantial and specific danger to public health or safety related to the implementation or use of Covered Funds; 4) an abuse of authority related to implementation or use of Covered Funds; or 5) a violation of law, rule, or regulation related to an AGENCY contract (including the competition for or negotiation of a contract) or grant, awarded or issued relating to Covered Funds. In this Subsection, "Covered Funds" shall have the same meaning as set forth in Section 1553(g)(2) of Division A, Title XV of the ARRA.

- a. The AGENCY must post notice of the rights and remedies available to employees under Section 1553 of Division A, Title XV of the ARRA. A poster can be found at: <http://www.recovery.gov/sites/default/files/Whistleblower+Poster.pdf>
- b. The AGENCY shall include the substance of this clause including this paragraph (b) in all subcontracts.

Inspection of Records

The AGENCY shall permit the United States Comptroller General or his representative or the appropriate inspector general appointed under Section 3 or 8G of the Inspector General Act of 1998 or his representative 1) to examine any records that directly pertain to, and involve transactions relating to, this contract; and 2) to interview any officer or employee of the AGENCY or any of its subcontractors/subgrantees regarding the activities funded with funds appropriated or otherwise made available by the ARRA.

Integrity

The AGENCY agrees that all data it submits to the DEPARTMENT in compliance with ARRA will be accurate, objective, and of the highest integrity.

Subrecipient Requirements

The AGENCY shall include these terms, including this requirement, and applicable Contract Clauses in any of its subcontracts or subgrants in connection with projects funded in whole or part with funds available under ARRA.

Further Requirements

The AGENCY agrees to comply with applicable future Federal requirements that may be imposed on the use of ARRA funds.

<u>Item</u>	<u>Federal</u>	<u>Total</u>
Energy audit (877)	\$4,000	\$4,000

Funding source:

2009/75099 \$4,000 (F)

Project Request: 2009-285

CITY OF ADRIAN



Signature

Print Name and Title

Signature

Print Name and Title

MICHIGAN DEPARTMENT OF TRANSPORTATION

Title: Bureau Director
Bureau of Passenger Transportation

Contract Number: 2007-0156/Z7
 Project Number: 108311
 Federal Grant Number: MI-86-X001

MILESTONES FOR FACILITY CONSTRUCTION/EQUIPMENT

Agency Name - City of Adrian
 Federal Section - FY 2009 Section 5311 Capital ARRA

Include a complete narrative for activities that took place in each reporting period. Show expenditures billed against this contract if any (if none, so indicate). Look at the project milestone schedule below and make changes if necessary and explain why the project is not on schedule.

Project Milestone Schedule

		Original Estimated Completion Date	Revised Estimated Completion Date	Actual Completion Date	Comments
1	RFP/IFB Issued				
2	Contract Awarded				
3	Contract Complete				
Name of contractor/manufacture (if contract has been recommended or awarded):					

Narrative for the Period:

R-9

DATE: November 12, 2009

TO: Honorable Mayor and City Commission

FROM: Dane C. Nelson, City Administrator

SUBJECT: Riding Mower & Attachments

The Parks & Recreation Director received bids for a riding mower and attachments for Oakwood Cemetery on October 27, 2009. Buck & Knobby of Ottawa Lake, MI, submitted the low bid at \$12,965.62, which includes the trade-in of two mowers currently used by cemetery staff.

The cost of the mower and attachments is \$1,465.62 over the amount budgeted in the capital equipment account. The Parks & Recreation Director has recommended that the additional funds be taken from the cemetery's capital improvement account. The Assistant Finance Director has confirmed that there are sufficient funds in both accounts for this purchase.

I urge your favorable consideration authorizing the purchase of a front-mount rider mower with attachments from Buck & Knobby in the amount of \$12,965.62 and the resulting budget amendments.



Dane C. Nelson
City Administrator

DCN:bjw

R-8

TO: Dane C. Nelson, City Administrator
FROM: Mark K. Gasche, Parks and Recreation Director
DATE: November 11, 2009
SUBJECT: Bid Recommendation – Riding Mower and attachments for Oakwood Cemetery

Sealed Bids were received on Tuesday October 27, 2009 for the purchase of one (1) Front Mount mower to be used at Oakwood Cemetery, and for the trade-in of two used mowers. Eighteen vendors were invited to bid, with two responding as follows:

ITEM	Fred Ott, Inc. Berkley, OH	Buck & Knobby Ottawa Lake, MI
Front End Mower	\$ 11,995.00 Grasshopper 729T	\$ 10,900.00 Grasshopper 729T
Cab Enclosure	\$ 2,150.00 Grasshopper 533403	\$ 1,980.34 Grasshopper 533403
Rotary Broom	\$ 1,395.00 Grasshopper 533420	\$ 2,285.28 Grasshopper 533420
Trade-In: JD F687 Mower	\$ 650.00	\$ 950.00
Trade-In: JD F725 Mower	\$ 500.00	\$ 1,250.00

After review with staff it is my recommendation that the bid be awarded to the low bidder, Buck and Knobby Equipment Company of Ottawa Lake, MI, for the purchase of the Grasshopper 729T mower in the amount of \$10,900.00, the Cab Enclosure in the amount of \$1,980.34, and the Rotary Broom in the amount of \$2,285.28. In addition I recommend that we accept the trade-in amounts on the John Deere F687 mower for \$950.00 and the John Deere F725 with leaf blower for \$1,250.00. That makes the total net amount \$12,965.62. The other vendor, Fred Ott, Inc. of Berkley, OH was lower on the Rotary Broom however they were not willing to sell the broom individually for that amount.

The total cost is over our budgeted amount of \$11,500.00 but we need both attachments because our old attachments for the John Deere mowers do not fit the Grasshopper mowers. We are changing brands of mowers from John Deere to Grasshopper because John Deere no longer makes the type and size of mowers we need at the cemetery. I recommend that we take the amount over our capital equipment budget (\$1,465.62) from the capital improvement budget at the cemetery.

RE: OAKWOOD CEMETERY– Riding Mower and Attachments

RESOLUTION

WHEREAS, sealed bids were received October 27, 2009 for the purchase of a front-mount mower and attachments for Oakwood Cemetery; and

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

WHEREAS, the Parks and Recreation Director has indicated that there are insufficient funds in the Cemetery Capital Equipment account (101-691.00-977.000) in the amount of \$1,465.62 and has asked that he be authorized to use funds from the Cemetery Capital Improvement account (101-691.00-975.000) to cover this shortage; and

WHEREAS, the Assistant Finance Director has indicated that there are sufficient funds in both of the aforementioned accounts to cover this expenditure.

NOW, THEREFORE, BE IT RESOLVED, that the bid for a riding mower and attachments be awarded to Buck & Knobby of Ottawa Lake, MI in the amount of \$15,165.62, less trade-in of two mowers in the amount of \$2,200.00, for a total of \$12,965.62, and be it

FURTHER, RESOLVED that a budget amendment be made in the amount of \$1,465.62 from the Cemetery Capital Improvement account (101-691.00-975.000) to cover the additional expense.

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

R-9

MEMO

To: Dane C. Nelson, City Administrator
From: Mark K. Gasche, Parks & Recreation Director
Date: November 12, 2009
Re: Bid Recommendation – Piotter Center Addition to Accommodate Cooler/Freezer

Sealed bids were received on Tuesday, November 10, 2009 for construction of a 15' by 18' addition to accommodate a cooler/freezer unit. Fourteen (14) companies were invited to bid with seven responding. The bid tabulation is listed below.

BIDDER	AMOUNT	
ACP of Lenawee Clayton, MI	\$ 69,950.00	Addendums 1, 2 and 3
KMLM Construction Adrian MI	\$ 75,443.00	No addendums
Kriehoff Lenawee Co Adrian MI	\$ 80,000.00	Addendums 1, 2 and 3
Dan Baker and Sons Adrian, MI	\$ 86,525.00	Addendums 1, 2 and 3
Papenhagen Construction Blissfield, MI	\$ 92,850.00	Addendums 1, 2 and 3
Michigan Building Specialties Adrian MI	\$ 96,448.00	Addendums 1, 2 and 3
Baseline Constructors Chelsea, MI	\$ 97,700.00	Addendums 1, 2 and 3

This kitchen project was initiated because of the severe lack of space in the kitchen at Piotter Center, particularly in the cooler/freezer. This addition will provide more cooler/freezer space plus it will allow four smaller freezers to be removed from the kitchen, which will in turn create more preparation and storage space in the kitchen. These improvements will enable the Department on Aging to better prepare and serve meals at the Adrian Senior Center as well as their home delivered meal program. It is a top priority for the Department on Aging and it was supported by the advisory board at the Adrian Senior Center. Funding for this project is coming from a American Recovery and Reinvestment Act grant (\$27,013) obtained by the Department on Aging and from the Thelma Swigert Estate account. The amount of the project over the grant amount will be financed and paid in annual installments from the interest from the Swigert account.

After review with staff it is my recommendation that we award the bid to the low bidder, ACP of Lenawee, Clayton, MI in the amount of \$69,950.00.

There are a few specific components of this project that we prefer to keep out of the construction contract and contract separately with individual vendors in order to save money. These include the seal coating and striping of the parking lot in the area near this addition, purchase of concrete planters to be used in lieu of parking bollards, and purchase of shelving units for the freezer/cooler. The estimated total cost of these items is \$5,000, which we would like to include in the total project amount that is to be financed and funded through the funding sources listed above. That makes the total cost of the project \$74,950; \$27,013 to be funded through the ARRA grant and \$47,937 from the Thelma Swigert Estate.

RE: PARKS & RECREATION – Addition to Piotter Center

RESOLUTION

WHEREAS, representatives of the Adrian Senior Center have requested that improvements be made to the Piotter Center kitchen area to provide more space in the cooler/freezer area; and

WHEREAS, the design of a 15' x 18' addition has been completed for this purpose, which is acceptable to representatives of the Adrian Senior Center; and

WHEREAS, the Department on Aging has obtained a grant from the American Recovery and Reinvestment Act (ARRA) in the amount of \$27,013.00 to be applied to this project and that the remaining funds necessary are available from the Thelma Swigert Estate account, which was received by the City of Adrian for senior center projects.

NOW, THEREFORE, IT IS HEREBY RESOLVED that the bid of ACP of Lenawee of Clayton, MI is hereby accepted to construct a 15' x 18' addition to the Piotter Center as set forth in the bid specifications; and be it

FURTHER, RESOLVED that payment for said addition shall be made from a \$27,013.00 grant to the Department on Aging with the remaining \$47,930.00 to be applied from the Thelma Swigert Estate account; and be it

FURTHER, RESOLVED that an additional sum of \$5,000 is hereby authorized to be expended from the Thelma Swigert Estate account to complete the project which would include concrete planters and shelving units for the freezer/cooler area in the kitchen of the Piotter Center.

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

R-10

R09-192

November 16, 2009

RESOLUTION

09-4

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

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

“No Parking” sign 23’ south of the “No Parking in Drive” sign on the east curb line of Kimole Lane adjacent to 770 Riverside. (See attached photos.)

Respectfully,



TERRENCE B. COLLINS,
Chief of Police

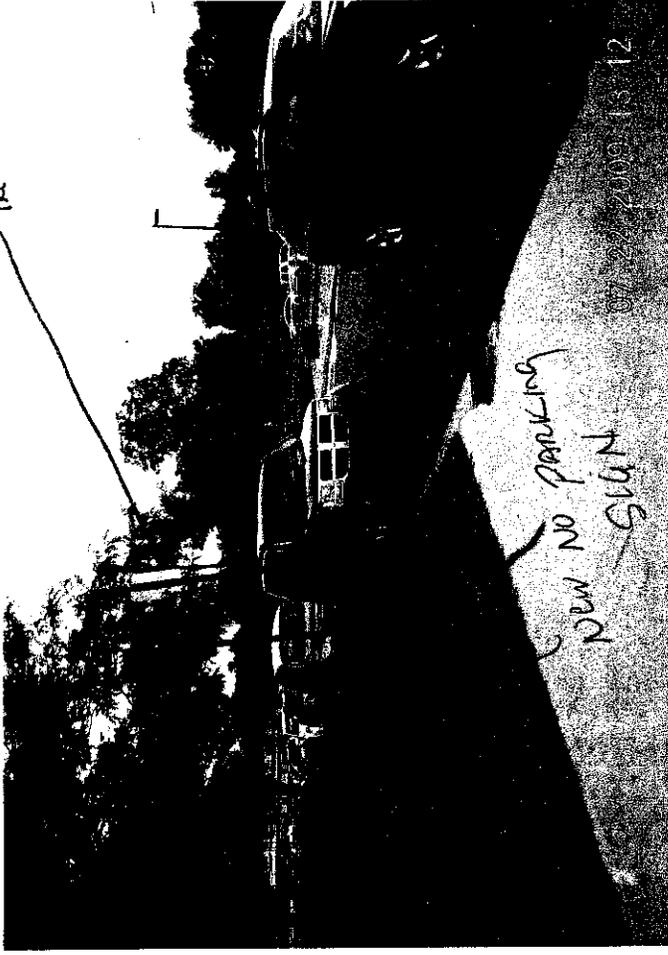
TBC/skj

DATED: 11-2-09

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

PULLING OUT OF DRIVE

"NO PARKING IN DRIVE"



NEW NO PARKING SIGN

07.22.2009 13:12



770 RIVERSIDE

07.22.2009 13:11

07.22.2009 13:13



↑ TO
ELIMINATE RIVERSIDE
THIS 07.22.2009 13:12
SPACE

KIMOLE

R-11

DATE: November 13, 2009

TO: Honorable Mayor and City Commission

FROM: Dane C. Nelson, City Administrator

SUBJECT: Purchase of Mini-Van for Parks & Recreation

As can be seen from the attached memo from the Parks & Recreation Director, the department initially sought the replacement of a 2001 Montana mini-van and specified the purchase of an SUV. During the process, questions arose as to why there would be a need an SUV for this department, as it appeared to be "too much" vehicle for its needs. The director had not specified a mini-van, as he had a concern that there is only one American automobile manufacturer that makes mini-vans.

During the bid process, a sales person from Adrian Dodge indicated that he had available a Dodge Grand Caravan in the same price range as a Jeep Liberty vehicle, which initially was the preferred vehicle of the bids for an SUV that had been submitted. The budget for this vehicle indicated that the sum of \$18,000 was available. With the sale of the used mini-van and the purchase of the 3.8 liter mini-van, an additional \$668.00 was needed, which is available from the Recreation Capital Improvement account. As such, I recommend that bids be waived in this matter and that the purchase of the Dodge Caravan from Adrian Dodge be approved as set forth in the proposed resolution.

Respectfully submitted,



Dane C. Nelson
City Administrator

DCN:bjw

R-11

MEMO

To: Dane C. Nelson, City Administrator
From: Mark K. Gasche, Parks & Recreation Director
Date: November 12, 2009
Re: Bid Recommendation – Purchase of new vehicle for Recreation Division and sale of 2001 Pontiac Montana mini-van

Sealed bids were received bids on Tuesday, November 3, 2009 for purchase of a new or used SUV for use by the Recreation Division and the trade-in or sale of a 2001 Pontiac Montana mini-van. Seven (7) vendors were invited to bid with three (3) responding. The bid tabulation is listed below.

BIDDER	Clift Pontiac Adrian, MI	Adrian Dodge Adrian, MI	Greg Bell Chev Adrian, MI
Jeep Grand Cherokee 2007 25,160 miles	\$17,398.00		
Dodge Nitro 2007 19,401 miles	\$18,430.00		
Dodge Nitro 2007 26,921 miles	\$16,425.00		
2010 Jeep Liberty		\$ 21,276.00	
Jeep Grand Cherokee 2007 27,500 miles		\$19,000.00	
Chevy Trail Blazer 2007 39,200 miles			\$17,500.00
Trade-In	\$3,000.00	\$3,000.00	\$3,000.00

Note: Dave Knapp Ford of Adrian submitted a bid after the bid opening and therefore was not considered.

Sale of 2001 Pontiac Montana Mini-van

BIDDER	AMOUNT
Michael Donahue Adrian, MI	\$ 4,510.00
Mark Gasche Adrian, MI	\$3,125.00
Mark Anderson Clayton, MI	\$1,976.00
Mark Bishop Onsted, MI	\$1,800.00
Shelley Freiberger Adrian MI	\$1,500.00
Norman Helinski Adrian, MI	\$1,255.00
Randy Grof Adrian MI	\$ 1,000.00

We specified an SUV for this replacement vehicle due to the concern of a sole source bid because Chrysler is the only American automobile manufacturer who still makes mini-vans. Our thinking was that an SUV would still give us the seating capacity and cargo space needed for this vehicle, while allowing dealership representing all three American

manufacturers to bid on the vehicle. However, when the bids came in and our staff looked at the vehicles and we discovered that none of the vehicles which were bid gave us the desired seating capacity we were seeking (6/7 passenger). In addition the cargo space we need for hauling equipment was less in the SUV than in the mini-vans we currently use. In talking to the sales people we discovered that in order to get the desired seating capacity and cargo space in an SUV we would need to go to the larger models, which in turn would mean a significantly higher price; likely over \$30,000.

Another factor we considered when comparing the vehicles that were bid was the mileage. We are trading/selling a used vehicle with 52,000 miles and we are looking at used vehicles with approximately half of that amount. It didn't make sense to trade our van for a used vehicle with that many miles, so we focused on a new vehicle.

Adrian Dodge was the only vendor to bid on a new vehicle, a 2010 Jeep Liberty; it would be our preferred vehicle of the bids that were submitted. While talking to the sales person we learned that we could get a bid on a 2010 Dodge Grand Caravan in the same price range as the Jeep Liberty. After looking at the Dodge Grand Caravan it was clear that the mini-van met our needs for seating capacity and cargo space better than all of the SUVs we looked at, so we asked Adrian Dodge to submit a bid price for two models of a 2010 Dodge Grand Caravan. The prices are as follows:

- | | |
|--|-------------|
| 1 - 2010 Grand Caravan SE 24G package with 3.3 L V-6 engine | \$21,006.00 |
| 2 - 2010 Grand Caravan SXT 25K package with 3.8 L V-6 engine | \$23,178.00 |

Our budget for a new vehicle after trade-in/sale is \$18,000. The net cost of the two vans after selling our 2001 Pontiac mini-van would be \$16,496.00 for van # 1 and \$18,668.00 for van # 2. Having driven the two vans there is a noticeable difference between the two engine sizes. I feel that it is worthwhile having the larger engine given the type of driving we do at times and considering the length of time we anticipate having this vehicle (approximately 8 years). Therefore I recommend that we purchase the van with the 3.8 L V-6 engine and use funds from the Recreation capital improvement account to cover the amount over our budget for the new vehicle (\$668).

In summary, I recommend that we reject all of the original bids for the purchase of the SUV, but accept the sale price of the 2001 Pontiac Montana from the highest bidder – Michael Donahue in the amount of \$4,510.00. Further I recommend that we waive the bid process and accept the bid price from Adrian Dodge for the purchase of a 2010 Dodge Grand Caravan SXT with a 3.8 L V-6 engine in the amount of \$23,178.00. The net total cost would be \$18,668.00. \$18,000 is budgeted in the Recreation capital equipment account and \$668 will be used from the Recreation capital improvement account.

RE: PARKS & RECREATION – Purchase of New Vehicle and Sale of 2001 Pontiac Montana Mini-Van

RESOLUTION

WHEREAS, sealed bids were received for the purchase of a new or used SUV for use by the Recreation division in order to replace a 2001 Pontiac mini-van; and

WHEREAS, during the bid process it was determined that a replacement mini-van would better suit the needs of the department, which are primarily to transport several participants to recreational activities as well as having available cargo space; and

WHEREAS, prices were obtained from Adrian Dodge for a Dodge Caravan, as Dodge is the only American manufacturer of mini-vans; and

WHEREAS, the Parks and Recreation Director believes that a 3.8 liter engine would better suit the needs of his department to effectively transport numerous participants to activities.

NOW, THEREFORE, IT IS HEREBY RESOLVED that the original bids for the purchase of a SUV are hereby rejected; that the sale of the 2001 Pontiac Montana is hereby approved to Michael Donahue in the amount of \$4,510.00; and that the bid process be waived and the bid price accepted from Adrian Dodge for the purchase of a 2010 Dodge Caravan SXT with a 3.8 liter V-6 engine in the amount of \$23,178.00; and be it

FURTHER, RESOLVED that payment shall be made from the Recreation Capital Account, as well as \$668.00 from the Recreation Capital Improvement Account.

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

MISCELLANEOUS

M-1

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

ADRIAN D.A.R.T. PASSENGER RIDERSHIP REPORT FOR OCTOBER 2009

WEEK END:	OCT 2	OCT 9	OCT 16	OCT 23	OCT 30	TOTAL
MONDAY	0	319	288	271	313	1191
TUESDAY	0	323	262	272	285	1142
WEDNESDAY	0	306	287	292	286	1171
THURSDAY	265	285	316	288	247	1401
FRIDAY	338	311	271	288	327	1535
		1544	1424	1411	1458	6440

SERVICE DAYS	OCT 2009 (22)	OCT 2008 (23)	+/-	SEP 2009 (21)
SENIORS	691	927	-236	611
HDCP SENIORS	1012	1040	-28	971
HANDICAPPED	2858	3484	-626	2636
WHEELCHAIRS **	423	236	187	383
GENERAL	1879	1827	52	1570
	6440	7278	-838	5788

NOVEMBER	2007	6718	2008	6050	-10%
DECEMBER	2008	6171	2009	6734	9%
JANUARY	2008	7616	2009	7368	-3%
FEBRUARY	2008	7452	2009	7417	0%
MARCH	2008	7027	2009	7540	7%
APRIL	2008	7136	2009	6915	-3%
MAY	2008	6957	2009	6119	-12%
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%
		82632		78633	-5%

** WHEELCHAIR TOTALS ARE INCLUDED IN HANDICAPPED PASSENGER TOTALS

M-2

DEPARTMENTAL REPORT

NOVEMBER 16, 2009

	OCTOBER 2009	SEPTEMBER 2009	OCTOBER 2008	YEAR-TO-DATE 2009	YEAR-TO-DATE 2008
POLICE DEPARTMENT					
Complaints Answered	754	864	796	8,391	9,034
VIOLATIONS					
Moving Citations	64	120	107	862	1,593
3-6 am Parking Tickets	104	229	267	1,689	1,179
Non-Moving Citations	2	20	14	329	145
Downtown Parking Tickets	248	219	0	1,658	3,256
TOTAL VIOLATIONS	418	588	388	4,538	6,173
ARRESTS	103	125	134	1,137	1,295
FIRE DEPARTMENT (See M-4)					
INSPECTION DEPARTMENT					
Building Permits	25	32	40	274	409
Electrical Permits	17	14	24	174	201
Mechanical Permits	20	20	20	178	208
Plumbing Permits	6	6	9	55	69
Sidewalk Permits	1	0	2	13	35
Sign Permits	2	2	4	36	53
TOTAL PERMITS	71	74	99	730	975
Estimated Bldg.Costs	\$795,720	\$215,659	\$1,283,207	\$3,491,961	\$13,165,338
PARKING SYSTEM					
Meters in Operation					
Parking Assessment	\$0	\$0	\$0	\$13,548	\$9,412
Lot Revenue	\$0	\$0	\$366	\$3,179	\$6,606
Street Revenue	\$0	\$0	\$0	\$0	\$0
Misc. Revenue	\$15	\$15	\$8	\$140	\$75
Permits	\$525	\$100	\$150	\$16,814	\$35,614
Fines	\$750	\$730	\$350	\$6,951	\$13,744
Token Sales	\$0	\$0	\$0	\$0	\$0
Contribut-GenFund	\$0	\$0	\$0	\$26,000	\$132,000
TOTAL REVENUE	\$1,290	\$845	\$874	\$66,632	\$197,451
WASTE WATER DEPARTMENT					
M. G. Pumped	137.941	127.206	129.131	1,614.511	1,758.542
Cost of Plant Operation	*	\$209,019	\$376,744	\$2,687,880	\$3,120,815
WATER DEPARTMENT					
M. G. Pumped	79	83	86	875	930
Number of Customers	6,291	6,308	6,301		
	Industrial	Commercial	Residential	Other	TOTAL
M. G. Sold Revenue	\$31,504	\$74,044	\$111,878	\$55,530	63,467 \$272,956

*Figure not available

ml-3

FIRE REPORT
Month of October, 2009

	This Month	Last Month	Last Year	To Date This Year	To Date Last Year
Structure Fires	0	1	1	19	20
Loss	\$0	\$71,000	\$8,000	\$158,000	\$166,000
Vehicle Fires	1	0	2	9	10
Loss	\$0	\$0	\$0	\$2,000	\$2,000
Other Fires	3	1	1	30	28
Loss	\$0	\$0	\$0	\$3,000	\$3,000
Smoke & Odor	13	11	6	68	61
False Alarms	8	10	4	68	64
Hazardous Conditions	7	3	3	104	100
Other	6	16	11	102	107
Medical Emergencies	159	176	165	1483	1489
Vehicle Accidents	8	11	5	86	83
Total Runs	205	229	198	1971	1964
Total Fire Loss	\$0	\$71,000	\$8,000	\$163,000	\$171,000