

PRE-MEETING AGENDA

ADRIAN CITY COMMISSION
AGENDA
PRE-MEETING STUDY SESSION
FEBRUARY 16, 2009
5:30 P.M.

The City Commission will meet for a pre-meeting study session on Monday, February 16, 2009 at 5:30 p.m. in the 2nd Floor Conference Room at City Hall to discuss the following:

- I. Review of Plans for City Municipal Complex
– Dane Nelson, City Administrator

- I I. Other Items as Time Permits

COMMISSION AGENDA

**AGENDA
ADRIAN CITY COMMISSION
FEBRUARY 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 FEBRUARY 2, 2009 REGULAR MEETING OF THE ADRIAN CITY COMMISSION
- IV. PRESENTATION OF ACCOUNTS
- V. PROCLAMATION & RECOGNITIONS
 - 1. Proclamation presented to Ray Leonard, Lenawee Historical Society, and Carol Souchock, Adrian Public Library Director, in recognition of the 100th anniversary of the dedication of the Adrian Public Library's Carnegie Building.
 - 2. Lifesaving Awards given to Officers Joshua Perry, Eric Adams, Randy Spence and Copper (APD's canine narcotic dog) and a Meritorious Service Award given to Officer LaMar Rufner.
- VI. COMMUNICATIONS
 - 1. Communication from Comcast regarding the addition of high-definition channels.
- VII. PUBLIC COMMENT
- VIII. REGULAR AGENDA
 - A. ORDINANCES
 - 1. Ord. 09-01. Introduction of an Ordinance to amend Section 3.1 of the Zoning Regulations by deleting 160 N. Charles St. from the R-3 Single Family Residential District and including the same in the ERO Education Research and Office District.
 - 2. Ord. 09-02. Introduction of an Ordinance to amend Section 3.1 of the Zoning Regulations by deleting 154 and 166 N. Charles St. from the R-3 Single Family Residential District and including the same in the ERO Education Research and Office District.
 - 3. Ord. 09-03. Introduction of an Ordinance to amend Section 3.1 of the Zoning Regulations by deleting certain parcels of on W. Maple, Race, River and Springbrook Ave. from I-1 Light Industrial and including the same in the R-0 Residential Office District.

B. RESOLUTIONS

1. R09-040. Resolution to confirm the City of Adrian's intent to provide a local transportation program, apply for state financial assistance to provide said services and to appoint Marcia Bohannon as the Transportation Coordinator.
2. R09-041. Resolution to approve the purchase of a Hewlett Packard server for the GIS system and that the bid process be waived.
3. R09-042. Resolution to approval FY2009-15 Capital Improvements Program and FY2009-10 Capital Budget Recommendation.
4. R09-043. Resolution to approve a reduction in the fuel recovery fee to Allied Waste Systems, Inc.
5. R09-044. Resolution to approve the purchase of a network attached storage device for downloading and storage of APD's in-car videos using drug forfeiture funds.
6. R09-045. Resolution authorizing the City Administrator to execute all documents necessary to enter into an Installment Purchase Agreement with Huntington Bank to finance renovations at the new Parks & Forestry facility at 381 Miles Drive.

I X. MISCELLANEOUS

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

X. PUBLIC COMMENT

X I. COMMISSION COMMENTS

MINUTES

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

Official proceedings of the February 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, Valentine, Miller, Steele, Clegg and DuMars

Mayor McDowell in the Chair.

Commissioner DuMars moved to approve the minutes of the January 20, 2009 regular meeting of the Adrian City Commission, seconded by Commissioner Steele, motion carried by a unanimous vote.

PRESENTATION OF ACCOUNTS

Utility Department Receiving Fund Voucher #2968 through #2979	\$175,564.57
General Fund Vouchers #19052 through #19071	\$516,606.92
Clearing Account Vouchers amounting to	<u>\$196,618.91</u>
TOTAL EXPENDITURES	<u>\$888,790.40</u>

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

COMMUNICATIONS

1. 2009 Finance Calendar
2. FY2009-10 Preliminary Revenue Estimates

CONSENT AGENDA

RESOLUTION CR09-012

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 08-36. Remove the "Student Drop Off" signs on the south side of Siena Heights Avenue in front of the old St. Joe's Middle School

RESOLUTION CR09-013

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, 1948, be amended to include or change the following:

TCO 08-37: Create a "Handicap" parking space on Siena Heights Avenue on the north side of the street immediately east of the existing handicap ramp in front of the current St. Joe's school.

RESOLUTION CR09-014

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 08-38: Remove "Slow-Children Playing" sign on the west side of Forest north of Sherman Court

RESOLUTION CR09-015

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 08-39: Install 2 "Handicap" parking signs in the row of parking immediately behind 123 N. Main in Municipal Lot #2. Remove any existing parking signs, if necessary, for this installation.

RESOLUTION CR09-016

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 08-40: Install 2-"Handicap" parking signs in the row of parking immediately behind 112 S. Winter in Municipal Lot #3. Remove any existing parking signs, if necessary, for the installation.

On motion by Commissioner DuMars, seconded by Commissioner Valentine, Consent Resolutions CR09-012 through CR09-016 were adopted by a unanimous vote.

PUBLIC COMMENT

1. Brenda Schug, co-owner of Rock Hard Concrete, expressed her concern, as a tax-paying citizen, that we keep business and taxpayer dollars in the city.
2. Mike Slusarski, Slusarski Excavating & Paving, expressed his confusion as to why the asphalt and site work was bid separately for the Parks & Forestry building but were awarded as one bid.

REGULAR AGENDA

RESOLUTION R09-019

RE: ENGINEERING DEPT. – Abandonment of Stratford Drive

WHEREAS, a request from Adrian College to abandon Stratford Drive, which extends off of Stratford Avenue south of Maumee St., has been received by the City of Adrian; and

WHEREAS, the City Administrator and City Engineer have reviewed the request and have determined that it would not negatively impact the city since it is an unmaintained dead-end street and does not receive funds from Act 51.

NOW, THEREFORE, BE IT RESOLVED that the City Commission finds and determines it in the best interest of all parties involved to abandon Stratford Drive described as follows:

Beginning at the original platted Point of Beginning (P.O.B.) 509.23 feet West and 1771.71 feet North from Southeast corner Sec. 33, T6S-R3S, proceeding to a new P.O.B. 60.00 feet N 58° 51'W; thence N 58° 51' W 365.48 feet, thence N 17° 43' E 41.12 feet, thence S 58° 51'E 375.03 feet, thence S 31° 09' W 40.00 feet to the new P.O.B.

and; be it

FURTHER RESOLVED, that the City Commission will meet in the Commission Chambers on the 2nd floor of Adrian City Hall, located at 100 E. Church St., Adrian, MI, on Monday, March 2, 2009, at 7:00 p.m. for the purpose of hearing and considering any comments to abandoning Stratford Drive as described above.

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

RESOLUTION R09-020

RE: CITY COMMISSION – Support of Stimulus Funding to Local Governments

WHEREAS, President Barack Obama and the U.S. Congress are currently considering the "American Recovery and Reinvestment Act of 2009", a several hundred billion dollar economic stimulus package; and

WHEREAS, the effort is to put millions of people to work on "ready to go" infrastructure projects that will benefit local governments around the country; and

WHEREAS, it is extremely important that these funds are sent to local communities directly to allow selection of the most beneficial projects in terms of infrastructure investment and jobs; and

WHEREAS, the City of Adrian has identified several projects of the highest importance.

NOW, THEREFORE, IT IS RESOLVED that the City of Adrian, Michigan urges congressional support for the overall infrastructure stimulus program as well as a direct sub-allocation, as contained in current law, allowing local governments to select projects that would provide the most benefits to the community in terms of infrastructure investment and jobs; and

IT IS, FURTHER, RESOLVED that a copy of this resolution be sent to U.S. Senator Carl Levin, U.S. Senator Debbie Stabenow, Congressman Mark Schauer, Governor Jennifer Granholm, State Senator Cameron Brown, State Representative Dudley Spade and the Michigan Municipal League.

On motion by Commissioner Steele, seconded by Commissioner Osborne, this resolution was adopted by a 5-2-0 vote.

AYES: Mayor McDowell, Commissioners Osborne, Miller, Steele and DuMars

NAYS: Commissioners Clegg and Valentine

ABSTAINED: None

RESOLUTION R09-021

RE: FINANCE DEPT. – Waiver of Property Tax Penalty Under Act 166 of 1977

WHEREAS, senior citizens, totally and permanently disabled individuals and certain others, as defined in Chapter 9 of Act No. 281 of the Public Acts of 1967, as amended, may be eligible for property tax credit; and

WHEREAS, Public Act 166 of 1977 authorizes the governing body of a city to waive the portion of the late penalty fee for said citizens.

NOW, THEREFORE, BE IT RESOLVED that the 3% late penalty fee, effective February 17, 2009, be waived under the terms, conditions and limitations of Public Act 166 of 1977.

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

RESOLUTION R09-022

RE: ADMINISTRATION – Adoption of Ethics Policy

WHEREAS, the Strategic Plan for the City of Adrian has set forth an action item to create an Ethics Policy for city employees, as well as for appointed and elected city officials; and

WHEREAS, the City Administrator has presented a proposed Ethics Policy for consideration of adoption, which has been reviewed by the Wellness Committee for the City of Adrian as well as the City Commission.

NOW, THEREFORE, IT IS HEREBY RESOLVED that the proposed Ethics Policy, which is attached hereto and made a part hereof, is hereby adopted as the Ethics Policy for the City of Adrian employees, appointed officials and elected officials for the City of Adrian.

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

RESOLUTION R09-023

RE: UTILITIES DEPARTMENT – Water Main Improvement Projects – Change Order to Construction Engineering Contract

WHEREAS, the Adrian City Commission, by resolution R07-126 dated July 16, 2007, approved a contract to engage Hazen and Sawyer, Environmental Engineers and Scientists, Detroit, MI, to provide construction engineering services for the State Drinking Water Revolving Fund (DWRf) Project for a cost not to exceed \$399,694; and

WHEREAS, the scope of engineering services encompassed the following four component projects, with a total estimated construction cost amounting to \$5,094,968:

- 1) Westside Adrian Wellfield Wells and Pumps (Est. construction cost - \$260,000);
- 2) Raw Water Transmission Line and (Est. construction cost - \$3,389,990);
- 3) Water Treatment Plant Improvements Pumps (Est. construction cost - \$747,478);
- 4) (Est. construction cost - \$697,500); and

WHEREAS, during the course of the construction period, the following items were addressed that are considered to be outside the scope of the original engineering services contract:

- Electrical redesign due to control panels revised configuration, as proposed by the sludge collection equipment manufacturer under Contract #3;
- Engineering evaluation and design related to the unforeseen concrete repairs in the sedimentation basins 1 and 2 at the Water Treatment Plant;
- Design of the deteriorated overlook area replacement (north of the existing dam) at the Water Treatment Plant;
- Design of the slope protection concrete slab at the Water Treatment Plant to minimize maintenance requirements and discourage access to the plant from Riverside avenue;
- Field observation overtime for the resident project representative (26.5 hours);
- Realignment of the access drive and well #4 water main;
- Realignment of the drive approach apron, as requested by the Lenawee County Road Commission's office;
- Grading build-op's design for Wells 1, 2, and 3, dictated by the artesian pressure available at these wells;
- Additional engineering effort associated with the number of requests for information and re-submittals for Contract #4; and

WHEREAS, the additional cost of the aforementioned out-of-scope items included in this change order amounts to \$25,000; and

WHEREAS, the Finance Director indicated that sufficient funds are available for this purpose in the Drinking Water Revolving Loan Fund (DWRFL) Project; and

WHEREAS, the Utilities Director and City Administrator recommend approval of the requested Change Order.

NOW, THEREFORE, BE IT RESOLVED that the Adrian City Commission, by this resolution, hereby approves the Water Main Improvement Projects – Change Order to Construction Engineering Contract and payment of \$25,000.00 to Hazen and Sawyer, Environmental Engineers and Scientists, Detroit, MI.

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

RESOLUTION R09-024

RE: UTILITIES DEPARTMENT – Project Close-Out Change Order for Wastewater Treatment Plant Improvements – Phase II

WHEREAS, the Adrian City Commission approved the Wastewater Project Plan – Phase II, which was subsequently submitted to the Michigan Department of Environmental Quality (MDEQ) for low interest (2.0%) Sewer Revolving Fund (SRF) financing in the amount of \$9,150,000; and

WHEREAS, the Wastewater Project Plan included \$5,833,424 for Wastewater Treatment Plant facility improvements; and

WHEREAS, the Adrian City Commission, by Resolution R05-170 dated October 17, 2005, authorized an amended agreement with Jones & Henry Engineers, Ltd., Toledo, Ohio to perform the design engineering services for improvements at the Wastewater Treatment Plant included in the Wastewater Project Plan – Phase II at a cost of \$436,000; and

WHEREAS, the Adrian City Commission, by Resolution R06-020 dated February 6, 2006, authorized an additional amended agreement with Jones & Henry Engineers, Ltd., Toledo, Ohio to include sub-contractor services from Bowser-Morner, Toledo, OH in the amount of \$8,600 for materials testing, including engineering evaluations of foundation and pavement sub-grades, sampling and testing of concrete placements, and compaction testing of backfill and pavement base materials, bringing the total contract to \$444,600; and

WHEREAS, Jones & Henry Engineers, Ltd., Toledo, Ohio has submitted a Project Close-out Worker Order Change Request in the amount of \$16,500 for completion of the record drawings and the Operations & Maintenance Manual (\$8,308.00), as well as additional inspection services provided by subcontractor Dixon Engineering and Cathodic, Inc for the existing steel gas holder on Digester #6 and the concrete coatings on Digesters #3 and #5, respectively, (\$5,055), and additional fees (\$3,137) for construction testing by Bowser-Morner, Inc.; and

WHEREAS, the Finance Director indicates that sufficient funds are available for this purpose in the balance of the State Revolving Fund Project; and

WHEREAS, the Utilities Director and City Administrator recommend approval of this resolution for a project close-out change order for Wastewater Treatment Plant Improvements – Phase II.

NOW, THEREFORE, BE IT RESOLVED that the Adrian City Commission, by this resolution, hereby approves the project close-out change order for Wastewater Treatment Plant Improvements – Phase II with Jones & Henry Engineers, Ltd., Toledo, Ohio for an amount not to exceed \$16,500.00.

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

RESOLUTION R09-025

RE: UTILITIES DEPARTMENT –Wastewater Collection System – Design of Riverside Park Sanitary Sewer Interceptor Project

WHEREAS, the current Riverside Park Sanitary Sewer Interceptor, which serves all of South Main Street to Beecher, is an undersized 15" vitrified clay pipe that is structurally deficient, resulting in sanitary sewer overflows (SSO) during storm events; and

WHEREAS, the Utilities Department has solicited and received a proposal from Jones & Henry Engineers, Toledo, OH, in the amount of \$22,000 to prepare a preliminary design that would evaluate alternatives to address this issue, including examination and recommendation on the following:

- Peak flow storage, utilizing a retention basin concept;
 - Increased sewer capacity;
 - Elimination of identified sources of significant extraneous flow to the sewers;
- and

WHEREAS, this project has been included in the Utilities Department’s list of potential economic stimulus funded projects and requires completion of preliminary design to qualify as “shovel-ready”; and

WHEREAS, the Finance Director indicates that there are sufficient funds available for this purpose in the Sewer Collection System Capital Project Fund (497-555.00-977.127); and

WHEREAS, the Utilities Director and City Administrator recommend approval of this resolution for the engagement of Jones & Henry Engineers, Toledo, OH, in the City’s Standard Professional Services Contract for an amount not to exceed \$22,000 and that, in the best interests of the city, the bid process be waived due to the vendor’s working familiarity with the City’s sewer collection system.

NOW, THEREFORE, BE IT RESOLVED that the Adrian City Commission, by this resolution, hereby authorizes the engagement of Jones & Henry Engineers, Toledo, OH, in the City’s Standard Professional Services Contract for an amount not to exceed \$22,000 for the purpose of performing preliminary design services on the Riverside Park Sanitary Sewer Interceptor Project.

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

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

RESOLUTION R09-026

RE: DEPARTMENT OF PUBLIC WORKS – Storm Water Utility System – Closed Circuit Televising

WHEREAS, the City of Adrian Purchasing Office, in conjunction with the City Engineer, solicited and received bid proposals on Tuesday, January 27, 2009 for televising storm sewer systems on the roads to be resurfaced or reconstructed in 2009 and some in 2010; and

WHEREAS, the following bids were received:

<u>Vendor</u>	<u>Lump Sum</u>	<u>Inspection Rate</u>	<u>Cleaning Rate</u>
Down Under Services Kalamazoo, MI	\$14,430	\$.55 LF	\$1.59 LF
PCS Kalkaska, MI	\$15,586	\$2.00 LF	\$1.50 LF

AAA Pipe Cleaning Cleveland, OH	\$15,950	\$1.00 LF	\$1.45 LF
Advanced Underground Westland, MI	\$24,498.75	\$.65 LF	\$2.00 LF
Edward Kelly & Sons	\$39,700	\$3.50 LF	\$3.50 LF

WHEREAS, sufficient funds are available for this purpose in the Storm Water Utility Fund – Undesignated Fund Balance (598-000.00-390.000); and

WHEREAS, the City Engineer and City Administrator recommend selection of the low bid and engagement of Down Under Municipal Services, Kalamazoo, MI in the City’s Standard Professional Services Contract to perform closed circuit televising services on certain specified portions of the city’s storm water utility system at a cost not to exceed \$14,430 and that the FY2008-09 Budget be amended appropriately.

NOW, THEREFORE, BE IT RESOLVED that the Adrian City Commission, by this resolution, authorizes the selection of the low bidder and engagement of Down Under Municipal Services, Kalamazoo, MI in the City’s Standard Professional Services Contract to perform closed circuit televising services on certain specified portions of the city’s storm water utility system at a cost not to exceed \$14,430.

BE IT, FURTHER, RESOLVED that \$14,430 be appropriated from the Storm Water Utility Fund – Undesignated Fund Balance (598-000.00-390.000) and that the FY2008-09 Budget be amended as follows:

Storm Water Utility Fund (598)

Revenue:

(598-000.00-697.000)	Prior Years’ Revenue	\$14,430
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Expenses:

(598-445.00-801.097)	Contract Services – Checking	<u>14,430</u>
	Total	<u>\$ -0-</u>

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

RESOLUTION R09-027

RE: PARKS & RECREATION DEPARTMENT – Parks & Forestry Maintenance Facility Renovation – Award of Bid – Roof

WHEREAS, the Adrian City Commission approved R07-116 - Acquisition and Renovation of 381 Miles Drive for Parks & Forestry operations, dated July 2, 2007, for a total facility cost not to exceed \$2,000,000; and

WHEREAS, the Adrian City Commission, by Resolution #R07-124, dated July 16, 2007, authorized the selection of Huntington Bank (formerly Sky Bank) to finance the aforementioned acquisition and renovation in an amount up to \$2,000,000 through installment purchase financing as authorized under Michigan Public Act No. 99 of 1933, as amended; and

WHEREAS, in addition, the City Commission, by resolution #R08-029 dated February 4, 2008, approved a professional services engagement with Dailey Engineering, Onsted, MI, to prepare the design specifications for the building renovation, as well as the intent to have Dailey Engineering become the third party to the Installment Purchase Agreement, providing coordination and oversight services for the entire renovation project; and

WHEREAS, based on specifications developed by Dailey Engineering, bids were solicited and received on Thursday, January 22, 2009 for roofing of the new Parks & Forestry Maintenance Facility; and

WHEREAS thirteen (13) contractors responded, with Esko Roofing and Sheet Metal, Inc., Shelby Township, MI, being the lowest responsive bidder at \$120,900.00; and

WHEREAS, the Finance Director indicates that funding for this project will be derived from Installment Purchase Loan Proceeds from the previously authorized Huntington Bank; and

WHEREAS, the Parks & Forestry Superintendent and City Administrator recommend selection of the low bid and engagement of Esko Roofing and Sheet Metal, Inc., Shelby Township, MI, to purchase and install the roof for the new Parks & Forestry Maintenance Facility at a cost not to exceed \$120,900.00.

NOW, THEREFORE, BE IT RESOLVED that the Adrian City Commission, by this resolution, authorizes the selection of the low bid and engagement of Esko Roofing and Sheet Metal, Inc., Shelby Township, MI, to purchase and install the roof for the new Parks & Forestry Maintenance Facility at a cost not to exceed \$120,900.00.

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

RESOLUTION R09-028

RE: PARKS & RECREATION DEPARTMENT – Parks & Forestry Maintenance Facility Renovation – Award of Bid – Personnel Doors

WHEREAS, the Adrian City Commission approved R07-116 - Acquisition and Renovation of 381 Miles Drive for Parks & Forestry Operations, dated July 2, 2007, for a total facility cost not to exceed \$2,000,000; and

WHEREAS, the Adrian City Commission, by Resolution #R07-124, dated July 16, 2007 authorized the selection of Huntington Bank (formerly Sky Bank) to finance the aforementioned acquisition and renovation in an amount up to \$2,000,000 through installment purchase financing as authorized under Michigan Public Act No. 99 of 1933, as amended; and

WHEREAS, in addition, the City Commission, by resolution #R08-029 dated February 4, 2008, approved a professional services engagement with Dailey Engineering, Onsted, MI to prepare the design specifications for the building renovation, as well as the intent to have Dailey Engineering become the third party to the Installment Purchase Agreement, providing coordination and oversight services for the entire renovation project; and

WHEREAS, based on specifications developed by Dailey Engineering, bids were solicited and received on Thursday, January 22, 2009 for door replacement at the new Parks & Forestry Maintenance Facility; and

WHEREAS, two (2) contractors responded, with Adrian Locksmith & Cyclery, Adrian, MI being the lowest responsive bidder at \$18,828.10; and

WHEREAS, the Finance Director indicates that funding for this project will be derived from Installment Purchase Loan Proceeds from the previously authorized Huntington Bank; and

WHEREAS, the Parks & Forestry Superintendent and City Administrator recommend selection of the low bid and engagement of Adrian Locksmith & Cyclery, Adrian,, MI to purchase and install replacement doors for personnel entry into the new Parks & Forestry Maintenance Facility at a cost not to exceed \$18,828.10.

NOW, THEREFORE, BE IT RESOLVED that the Adrian City Commission, by this resolution, authorizes the selection of the low bid and engagement of Adrian Locksmith & Cyclery, Adrian, MI to purchase and install replacement doors for personnel entry into the new Parks & Forestry Maintenance Facility at a cost not to exceed \$18,828.10.

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

R09-029

February 2, 2009

RE: PARKS & RECREATION DEPARTMENT – Parks & Forestry Maintenance Facility Renovation – Award of Bid – Overhead Doors

Resolution R09-029 was pulled from the Agenda and will be rebid.

RESOLUTION R09-030

RE: PARKS & RECREATION DEPARTMENT – Parks & Forestry Maintenance Facility Renovation – Award of Bid – Insulation

WHEREAS, the Adrian City Commission approved R07-116 - Acquisition and Renovation of 381 Miles Drive for Parks & Forestry Operations, dated July 2, 2007, for a total facility cost not to exceed \$2,000,000; and

WHEREAS, the Adrian City Commission, by Resolution #R07-124, dated July 16, 2007 authorized the selection of Huntington Bank (formerly Sky Bank) to finance the aforementioned acquisition and renovation in an amount up to \$2,000,000 through installment purchase financing as authorized under Michigan Public Act No. 99 of 1933, as amended; and

WHEREAS, in addition, the City Commission, by resolution #R08-029 dated February 4, 2008, approved a professional services engagement with Dailey Engineering, Onsted, MI to prepare the design specifications for the building renovation, as well as the intent to have Dailey Engineering become the third party

to the Installment Purchase Agreement, providing coordination and oversight services for the entire renovation project; and

WHEREAS, based on specifications developed by Dailey Engineering, bids were solicited and received on Thursday, January 22, 2009 for purchase and installation of insulation at the new Parks & Forestry Maintenance Facility; and

WHEREAS, a single contractor responded, with Papenhagen Construction, Inc., Blissfield, MI, being the lowest responsive bidder at \$36,650.00, utilizing the alternate deduct for batt insulation instead of the spray foam insulation; and

WHEREAS, the Finance Director indicates that funding for this project will be derived from Installment Purchase Loan Proceeds from the previously authorized Huntington Bank; and

WHEREAS, the Parks & Forestry Superintendent and City Administrator recommend selection of the sole bid and engagement of Papenhagen Construction, Inc., Blissfield, MI, to purchase and install batt insulation at the new Parks & Forestry Maintenance Facility at a cost not to exceed \$36,650.00.

NOW, THEREFORE, BE IT RESOLVED that the Adrian City Commission, by this resolution, authorizes the selection of the sole bid and engagement of Papenhagen Construction, Inc., Blissfield, MI, to purchase and install batt insulation at the new Parks & Forestry Maintenance Facility at a cost not to exceed \$36,650.00.

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

RESOLUTION R09-031

RE: PARKS & RECREATION DEPARTMENT – Parks & Forestry Maintenance Facility Renovation – Award of Bid – Electrical

WHEREAS, the Adrian City Commission approved R07-116 - Acquisition and Renovation of 381 Miles Drive for Parks & Forestry Operations, dated July 2, 2007, for a total facility cost not to exceed \$2,000,000; and

WHEREAS, the Adrian City Commission, by Resolution #R07-124, dated July 16, 2007, authorized the selection of Huntington Bank (formerly Sky Bank) to finance the aforementioned acquisition and renovation in an amount up to \$2,000,000 through installment purchase financing as authorized under Michigan Public Act No. 99 of 1933, as amended; and

WHEREAS, in addition, the City Commission, by resolution #R08-029 dated February 4, 2008, approved a professional services engagement with Dailey Engineering, Onsted, MI to prepare the design specifications for the building renovation, as well as the intent to have Dailey Engineering become the third party to the Installment Purchase Agreement, providing coordination and oversight services for the entire renovation project; and

WHEREAS, based on specifications developed by Dailey Engineering, bids were solicited and received on Thursday, January 22, 2009 for the purchase and installation of electrical service at the new Parks & Forestry Maintenance Facility; and

WHEREAS, eight (8) contractors responded, with MB Electric, Adrian MI, being the lowest responsive bidder at \$52,500.00; and

WHEREAS, the Finance Director indicates that funding for this project will be derived from Installment Purchase Loan Proceeds from the previously authorized Huntington Bank; and

WHEREAS, the Parks & Forestry Superintendent and City Administrator recommend selection of the low bid and engagement of MB Electric, Adrian MI, for purchase and installation of electrical service at the new Parks & Forestry Maintenance Facility at a cost not to exceed \$52,500.00.

NOW, THEREFORE, BE IT RESOLVED that the Adrian City Commission, by this resolution, authorizes the selection of the low bid and engagement of MB Electric, Adrian MI, for the purchase and installation of electrical service at the new Parks & Forestry Maintenance Facility at a cost not to exceed \$52,500.00.

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

RESOLUTION R09-032

RE: PARKS & RECREATION DEPARTMENT – Parks & Forestry Maintenance Facility Renovation – Award of Bid – Plumbing and HVAC

WHEREAS, the Adrian City Commission approved R07-116 - Acquisition and Renovation of 381 Miles Drive for Parks & Forestry Operations, dated July 2, 2007, for a total facility cost not to exceed \$2,000,000; and

WHEREAS, the Adrian City Commission, by Resolution #R07-124, dated July 16, 2007 authorized the selection of Huntington Bank (formerly Sky Bank) to finance the aforementioned acquisition and renovation in an amount up to \$2,000,000 through installment purchase financing as authorized under Michigan Public Act No. 99 of 1933, as amended; and

WHEREAS, in addition, the City Commission, by resolution #R08-029 dated February 4, 2008, approved a professional services engagement with Dailey Engineering, Onsted, MI to prepare the design specifications for the building renovation, as well as the intent to have Dailey Engineering become the third party to the Installment Purchase Agreement, providing coordination and oversight services for the entire renovation project; and

WHEREAS, based on specifications developed by Dailey Engineering, bids were solicited and received on Thursday, January 22, 2009 for the purchase and installation of plumbing and HVAC service at the new Parks & Forestry Maintenance Facility; and

WHEREAS, four (4) contractors responded, with Starks, Inc., Bryant, OH, being the lowest responsive bidder at \$182,800.00; and

WHEREAS, the Finance Director indicates that funding for this project will be derived from Installment Purchase Loan Proceeds from the previously authorized Huntington Bank; and

WHEREAS, the Parks & Forestry Superintendent and City Administrator recommend selection of the low bid and engagement of Starks, Inc., Bryant, OH, for the purchase and installation of plumbing and HVAC service at the new Parks & Forestry Maintenance Facility at a cost not to exceed \$182,800.00.

NOW, THEREFORE, BE IT RESOLVED that the Adrian City Commission, by this resolution, authorizes the selection of the low bid and engagement of Starks, Inc., Bryant, OH, for purchase and installation of plumbing and HVAC service at the new Parks & Forestry Maintenance Facility at a cost not to exceed \$182,800.00.

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

Commissioner Miller questioned Robert Gentry, City Forester, about the significant difference in price between the highest and lowest bidder and if he knew if Starks, Inc. was reputable. Mr. Gentry stated that he had checked references and they were good. He had also spoken to Starks, Inc. several times to verify the amount of the bid.

RESOLUTION R09-033

RE: PARKS & RECREATION DEPARTMENT – Parks & Forestry Maintenance Facility Renovation – Award of Bid – Painting

WHEREAS, the Adrian City Commission approved R07-116 - Acquisition and Renovation of 381 Miles Drive for Parks & Forestry Operations, dated July 2, 2007, for a total facility cost not to exceed \$2,000,000; and

WHEREAS, the Adrian City Commission, by Resolution #R07-124, dated July 16, 2007 authorized the selection of Huntington Bank (formerly Sky Bank) to finance the aforementioned acquisition and renovation in an amount up to \$2,000,000 through installment purchase financing as authorized under Michigan Public Act No. 99 of 1933, as amended; and

WHEREAS, in addition, the City Commission, by resolution #R08-029 dated February 4, 2008, approved a professional services engagement with Dailey Engineering, Onsted, MI, to prepare the design specifications for the building renovation, as well as the intent to have Dailey Engineering become the third party to the Installment Purchase Agreement, providing coordination and oversight services for the entire renovation project; and

WHEREAS, based on specifications developed by Dailey Engineering, bids were solicited and received on Thursday, January 22, 2009 for painting work at the new Parks & Forestry Maintenance Facility; and

WHEREAS, a single contractor responded, with Lenco Painting, Inc., Adrian, MI, being the lowest responsive bidder at \$17,946.00, utilizing the alternate which includes a deduct for batt insulation instead of spray foam insulation; and

WHEREAS, the Finance Director indicates that funding for this project will be derived from Installment Purchase Loan Proceeds from the previously authorized Huntington Bank; and

WHEREAS, the Parks & Forestry Superintendent and City Administrator recommend selection of the sole bid and engagement of Lenco Painting, Inc., Adrian, MI, for painting work at the new Parks & Forestry Maintenance Facility at a cost not to exceed \$17,946.00, utilizing the alternate which includes a deduct for batt insulation instead of spray foam insulation.

NOW, THEREFORE, BE IT RESOLVED that the Adrian City Commission, by this resolution, authorizes the selection of the sole bid and engagement of Lenco Painting, Inc., Adrian, MI, for painting work at the new Parks & Forestry Maintenance Facility at a cost not to exceed \$17,946.00, utilizing the alternate which includes a deduct for batt insulation instead of the spray foam insulation.

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

RESOLUTION R09-034

RE: PARKS & RECREATION DEPARTMENT – Parks & Forestry Maintenance Facility Renovation – Award of Bid – Concrete Work

WHEREAS, the Adrian City Commission approved R07-116 - Acquisition and Renovation of 381 Miles Drive for Parks & Forestry Operations, dated July 2, 2007, for a total facility cost not to exceed \$2,000,000; and

WHEREAS the Adrian City Commission, by Resolution #R07-124, dated July 16, 2007 authorized the selection of Huntington Bank (formerly Sky Bank) to finance the aforementioned acquisition and renovation in an amount up to \$2,000,000 through installment purchase financing as authorized under Michigan Public Act No. 99 of 1933, as amended; and

WHEREAS, in addition, the City Commission, by resolution #R08-029 dated February 4, 2008, approved a professional services engagement with Dailey Engineering, Onsted, MI to prepare the design specifications for the building renovation, as well as the intent to have Dailey Engineering become the third party to the Installment Purchase Agreement, providing coordination and oversight services for the entire renovation project; and

WHEREAS, based on specifications developed by Dailey Engineering, bids were solicited and received on Thursday, January 22, 2009 for concrete work at the new Parks & Forestry Maintenance Facility; and

WHEREAS five (5) contractors responded, with Salenbien Trucking & Excavating, Dundee, MI, being the lowest responsive bidder at \$47,850.00, including an alternate for concrete aprons, rather than asphalt, at the two new overhead door locations; and

WHEREAS, the Finance Director indicates that funding for this project will be derived from Installment Purchase Loan Proceeds from the previously authorized Huntington Bank; and

WHEREAS, the Parks & Forestry Superintendent and City Administrator recommend selection of the low bid and engagement of Salenbien Trucking & Excavating, Dundee, MI, for concrete work at the new Parks & Forestry Maintenance Facility at a cost not to exceed \$47,850.00, including an alternate for concrete aprons, rather than asphalt, at the two new overhead door locations.

NOW, THEREFORE, BE IT RESOLVED that the Adrian City Commission, by this resolution, authorizes the selection of the low bid and engagement of Salenbien Trucking & Excavating, Dundee, MI, for concrete work at the new Parks & Forestry Maintenance Facility at a cost not to exceed \$47,850.00, including an alternate for concrete aprons, rather than asphalt, at the two new overhead door locations.

On motion by Commissioner DuMars, seconded by Commissioner Steele, this resolution failed by a 2-5 vote.

AYES: Commissioners Steele and DuMars

NAYS: Mayor McDowell, Commissioners Osborne, Valentine, Miller and Clegg

ABSTAINED: None

The Mayor and Commission discussed at length the Local Preference Policy and whether the Commission should follow the exemption and award the bid to the second lowest bidder, Rock Hard Concrete, because they are a local contractor, even though the difference is more than the policy allows.

Commissioner Valentine made a motion to award the concrete bid to Rock Hard Concrete of Adrian, MI in the amount of \$50,660.00, seconded by Commissioner Clegg, motion adopted by a 5-2-0 vote.

AYES: Mayor McDowell, Commissioners Osborne, Valentine, Miller and Clegg

NAYS: Commissioners Steele and DuMars

ABSTAINED: None

RESOLUTION R09-035

RE: PARKS & RECREATION DEPARTMENT – Parks & Forestry Maintenance Facility Renovation – Award of Bid – Fencing

WHEREAS, the Adrian City Commission approved R07-116 - Acquisition and Renovation of 381 Miles Drive for Parks & Forestry Operations, dated July 2, 2007, for a total facility cost not to exceed \$2,000,000; and

WHEREAS, the Adrian City Commission, by Resolution #R07-124, dated July 16, 2007 authorized the selection of Huntington Bank (formerly Sky Bank) to finance the aforementioned acquisition and renovation in an amount up to \$2,000,000 through installment purchase financing as authorized under Michigan Public Act No. 99 of 1933, as amended; and

WHEREAS, in addition, the City Commission, by resolution #R08-029 dated February 4, 2008, approved a professional services engagement with Dailey Engineering, Onsted, MI to prepare the design specifications for the building renovation, as well as the intent to have Dailey Engineering become the third party to the Installment Purchase Agreement, providing coordination and oversight services for the entire renovation project; and

WHEREAS, based on specifications developed by Dailey Engineering, bids were solicited and received on Thursday, January 22, 2009 for the purchase and installation of fencing at the new Parks & Forestry Maintenance Facility; and

WHEREAS, five (5) contractors responded, with Adrian Fence, Inc., Tecumseh, MI, being the lowest responsive bidder at \$37,425.00, utilizing Alternate 2 – Fence View black powder-coated fence manufactured by Cargotainer, a City of Adrian firm; and

WHEREAS, the Finance Director indicates that funding for this project will be derived from Installment Purchase Loan Proceeds from the previously authorized Huntington Bank; and

WHEREAS, the Parks & Forestry Superintendent and City Administrator recommend selection of the low bid and engagement of Adrian Fence, Inc., Tecumseh, MI, for purchase and installation of fencing at the new Parks & Forestry Maintenance Facility at a cost not to exceed \$37,425.00, utilizing Alternate 2 – Fence View black powder-coated fence manufactured by Cargotainer, a City of Adrian firm.

NOW, THEREFORE BE IT RESOLVED that the Adrian City Commission, by this resolution, authorizes the selection of the low bid and engagement of Adrian Fence, Inc., Tecumseh, MI, for purchase and installation of fencing at the new Parks & Forestry Maintenance Facility at a cost not to exceed \$37,425.00, utilizing Alternate 2 – Fence View black powder-coated fence manufactured by Cargotainer, a City of Adrian firm.

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

RESOLUTION R09-036

RE: PARKS & RECREATION DEPARTMENT – Parks & Forestry Maintenance Facility Renovation – Award of Bid – Asphalt and Site Work

WHEREAS, the Adrian City Commission approved R07-116 - Acquisition and Renovation of 381 Miles Drive for Parks & Forestry Operations, dated July 2, 2007, for a total facility cost not to exceed \$2,000,000; and

WHEREAS, the Adrian City Commission, by Resolution #R07-124, dated July 16, 2007 authorized the selection of Huntington Bank (formerly Sky Bank) to finance the aforementioned acquisition and renovation in an amount up to \$2,000,000 through installment purchase financing as authorized under Michigan Public Act No. 99 of 1933, as amended; and

WHEREAS, in addition, the City Commission, by resolution #R08-029 dated February 4, 2008, approved a professional services engagement with Dailey

Engineering, Onsted, MI to prepare the design specifications for the building renovation, as well as the intent to have Dailey Engineering become the third party to the Installment Purchase Agreement, providing coordination and oversight services for the entire renovation project; and

WHEREAS, based on specifications developed by Dailey Engineering, bids were solicited and received on Thursday, January 22, 2009 for asphalt and site work at the new Parks & Forestry Maintenance Facility; and

WHEREAS, six (6) contractors responded, with Salenbien Trucking & Excavating, Dundee, MI, being the lowest responsive bidder at \$120,750.00; and

WHEREAS, the Finance Director indicates that funding for this project will be derived from Installment Purchase Loan Proceeds from the previously authorized Huntington Bank; and

WHEREAS, the Parks & Forestry Superintendent and City Administrator recommend selection of the low bid and engagement of Salenbien Trucking & Excavating, Dundee, MI, for asphalt and site work at the new Parks & Forestry Maintenance Facility at a cost not to exceed \$120,750.00.

NOW, THEREFORE, BE IT RESOLVED that the Adrian City Commission, by this resolution, authorizes the selection of the low bid and engagement of Salenbien Trucking & Excavating, Dundee, MI, for asphalt and site work at the new Parks & Forestry Maintenance Facility at a cost not to exceed \$120,750.00.

On motion by Commissioner Steele, seconded by Commissioner Miller, this resolution was defeated by a 0-7-0 vote.

AYES: None

NAYS: Mayor McDowell, Commissioners Osborne, Valentine, Miller, Steele, Clegg and DuMars

ABSTAINED: None

There was discussion between the Commissioners regarding the fact that the asphalt and site work, although bid separately, were combined together and then awarded to the lowest bidder, Salenbien Trucking and Excavating of Dundee. If the bids were awarded separately, Salenbien would win the asphalt bid and Slusarski would win the site work bid. Administrator Nelson presented a letter from Salenbien stating that if the bids were awarded separately, they would withdraw their bids. The Commission decided to award the bid for the asphalt and site work for the Parks & Forestry Building to Slusarski Excavating & Paving of Adrian in the amount of \$122,890.00.

Commissioner Valentine motioned to award the bid for asphalt and site work to Slusarski Excavating & Paving of Adrian, MI, in the amount of \$122,890.00. The motion was seconded by Commissioner DuMars and was adopted by a unanimous vote.

RESOLUTION R09-037

RE: PARKS & RECREATION DEPARTMENT – Parks & Forestry Maintenance Facility Renovation – Award of Bid – General Trades

WHEREAS, the Adrian City Commission approved R07-116 - Acquisition and Renovation of 381 Miles Drive for Parks & Forestry Operations, dated July 2, 2007, for a total facility cost not to exceed \$2,000,000; and

WHEREAS, the Adrian City Commission, by Resolution #R07-124, dated July 16, 2007 authorized the selection of Huntington Bank (formerly Sky Bank) to finance the aforementioned acquisition and renovation in an amount up to \$2,000,000 through installment purchase financing as authorized under Michigan Public Act No. 99 of 1933, as amended; and

WHEREAS, in addition, the City Commission, by resolution #R08-029 dated February 4, 2008, approved a professional services engagement with Dailey Engineering, Onsted, MI to prepare the design specifications for the building renovation, as well as the intent to have Dailey Engineering become the third party to the Installment Purchase Agreement, providing coordination and oversight services for the entire renovation project; and

WHEREAS, based on specifications developed by Dailey Engineering, bids were solicited and received on Thursday, January 22, 2009 for general trades work at the new Parks & Forestry Maintenance Facility; and

WHEREAS, five (5) contractors responded, with Michigan Building Specialties, Adrian, MI, being the lowest responsive bidder at \$163,000.00, including Alternate BP11-2 which will cover re-siding the entire building, thus, allowing for batt insulation and eliminating the fire retardant paint required for the spray foam insulation; and

WHEREAS, the Finance Director indicates that funding for this project will be derived from Installment Purchase Loan Proceeds from the previously authorized Huntington Bank; and

WHEREAS, the Parks & Forestry Superintendent and City Administrator recommend selection of the low bid and engagement of Michigan Building Specialties, Adrian, MI, for general trades work at the new Parks & Forestry Maintenance Facility at a cost not to exceed \$163,000.00, including Alternate BP11-2 which will cover re-siding the entire building, thus, allowing for batt insulation and eliminating the fire retardant paint required for the spray foam insulation.

NOW, THEREFORE, BE IT RESOLVED that the Adrian City Commission, by this resolution, authorizes the selection of the low bid and engagement of Michigan Building Specialties, Adrian, MI, for general trades work at the new Parks & Forestry Maintenance Facility at a cost not to exceed \$163,000.00, including Alternate BP11-2 which will cover re-siding the entire building, thus, allowing for batt insulation and eliminating the fire retardant paint required for the spray foam insulation.

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

RESOLUTION R08-038

RE: PARKS & RECREATION DEPARTMENT – Parks & Forestry Maintenance Facility Renovation – Award of Bid – Cleaning Services

WHEREAS the Adrian City Commission approved R07-116 - Acquisition and Renovation of 381 Miles Drive for Parks & Forestry Operations, dated July 2, 2007, for a total facility cost not to exceed \$2,000,000; and

WHEREAS, the Adrian City Commission, by Resolution #R07-124, dated July 16, 2007 authorized the selection of Huntington Bank (formerly Sky Bank) to finance the aforementioned acquisition and renovation in an amount up to \$2,000,000 through installment purchase financing as authorized under Michigan Public Act No. 99 of 1933, as amended; and

WHEREAS, in addition, the City Commission, by resolution #R08-029 dated February 4, 2008, approved a professional services engagement with Dailey Engineering, Onsted, MI to prepare the design specifications for the building renovation, as well as the intent to have Dailey Engineering become the third party to the Installment Purchase Agreement, providing coordination and oversight services for the entire renovation project; and

WHEREAS, based on specifications developed by Dailey Engineering, bids were solicited and received on Thursday, January 22, 2009 for cleaning services at the new Parks & Forestry Maintenance Facility, including cleaning all walls, steel beams, girts and ceiling in the warehouse area to remove the vestiges of the previous manufacturing operation; and

WHEREAS, a single contractor responded, with Krieghoff-Lenawee, Adrian, MI, being the lowest responsive bidder at \$5,680.00; and

WHEREAS, the Finance Director indicates that funding for this project will be derived from Installment Purchase Loan Proceeds from the previously authorized Huntington Bank; and

WHEREAS, the Parks & Forestry Superintendent and City Administrator recommend selection of the sole bid and engagement of Krieghoff-Lenawee, Adrian, MI, for cleaning services at the new Parks & Forestry Maintenance Facility, including cleaning of all walls, steel beams, girts and ceiling in the warehouse area to remove the vestiges of the previous manufacturing operation at a cost not to exceed \$5,680.00.

NOW, THEREFORE, BE IT RESOLVED that the Adrian City Commission, by this resolution, authorizes the selection of the sole bid and engagement of Krieghoff-Lenawee, Adrian, MI, for cleaning services at the new Parks & Forestry Maintenance Facility, including cleaning of all walls, steel beams, girts and ceiling in the warehouse area to remove the vestiges of the previous manufacturing operation at a cost not to exceed \$5,680.00.

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

RESOLUTION R09-039

RE: PARKS & RECREATION DEPARTMENT – Parks & Forestry Maintenance Facility Renovation – Award of Bid – Fire Suppression System

WHEREAS, the Adrian City Commission approved R07-116 - Acquisition and Renovation of 381 Miles Drive for Parks & Forestry Operations, dated July 2, 2007, for a total facility cost not to exceed \$2,000,000; and

WHEREAS, the Adrian City Commission, by Resolution #R07-124, dated July 16, 2007 authorized the selection of Huntington Bank (formerly Sky Bank) to finance the aforementioned acquisition and renovation in an amount up to \$2,000,000 through installment purchase financing as authorized under Michigan Public Act No. 99 of 1933, as amended; and

WHEREAS, in addition, the City Commission, by resolution #R08-029 dated February 4, 2008, approved a professional services engagement with Dailey Engineering, Onsted, MI to prepare the design specifications for the building renovation, as well as the intent to have Dailey Engineering become the third party to the Installment Purchase Agreement, providing coordination and oversight services for the entire renovation project; and

WHEREAS, based on specifications developed by Dailey Engineering, bids were solicited and received on Thursday, January 22, 2009 for the purchase and installation of a fire suppression system at the new Parks & Forestry Maintenance Facility; and

WHEREAS, two (2) contractors responded, with Jackson Automatic Sprinkler, Spring Arbor, MI, being the lowest responsive bidder at \$14,205.00; and

WHEREAS, the Finance Director indicates that funding for this project will be derived from Installment Purchase Loan Proceeds from the previously authorized Huntington Bank; and

WHEREAS, the Parks & Forestry Superintendent and City Administrator recommend selection of the low bid and engagement of Jackson Automatic Sprinkler, Spring Arbor, MI, for the purchase and installation of a fire suppression system at the new Parks & Forestry Maintenance Facility at a cost not to exceed \$14,205.00.

NOW, THEREFORE, BE IT RESOLVED that the Adrian City Commission, by this resolution, authorizes the selection of the low bid and engagement of Jackson Automatic Sprinkler, Spring Arbor, MI, for the purchase and installation of a fire suppression system at the new Parks & Forestry Maintenance Facility at a cost not to exceed \$14,205.00.

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

PUBLIC COMMENT

1. County Commissioner K.Z. Bolton, 923 E. Church St., thanked the Commission for the work they did this evening and the tough decisions they made.

COMMISSION COMMENTS

1. Commissioner Steele expressed his concern about the bid process and the message we send out when we make changes.
2. Commissioner Miller complimented the Commission because it is in vigorous debates that they come to good decisions.
3. Commissioner DuMars still had concerns that we are discouraging contractors outside the community.

The next regular meeting of the Adrian City Commission will be held on Monday, February 16, 2009, in the Commission Chambers on the 2nd floor of Adrian City Hall, 100 E. Church St., Adrian, MI 49221.

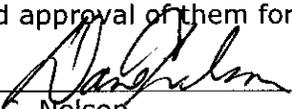
Gary E. McDowell
Mayor

Pat Baker
City Clerk

CHECK
REGISTER

February 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 #2980 through #2986	\$ 78,393.08
General Fund	
Vouchers #19072 through #19092	\$260,542.86
Clearing Account Vouchers	
amounting to	<u>\$467,979.39</u>
TOTAL EXPENDITURES	<u>\$806,915.33</u>

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

February 16, 2009

UTILITY DEPARTMENT VOUCHERS

<u>Check Number</u>	<u>To</u>	<u>Description</u>	<u>Amount</u>
<u>Receiving</u>			
2980	City of Adrian: Payroll	Payroll for Jan 30	\$ 16,078.39
2981	City of Adrian: Clearing Acct	Feb 2 Check Register	\$ 87,697.86
2982	Consumers Energy	Water Plant Electric	\$ 10,631.83
2983	City of Adrian: Payroll	Payroll for Feb 6	\$ 50,884.95
2984	Verizon North	Wastewater Phone	\$ 37.75
2685	City of Adrian: General Fund	Feb rent	\$ 650.00
2986	Verizon North	O&M Phone	\$ 110.16

Total \$ **166,090.94**
Less CK# 2981 \$ **87,697.86**

TOTAL \$ **78,393.08**

WW = \$81,306.81
Wat = \$84,784.13

Feb 16, 09

GENERAL FUND
CHECK REGISTER

CHECK#	AMOUNT	PAYEE	DESCRIPTION
19072	\$ 6,179.34	City of Adrian: Payroll	Payroll for Jan 30
19073	\$ 2,111.95	First Federal Bank	Soc Security for Jan 30
19074	\$ 10.39	Rebeca Parsons	Recreation Refund
19075		City of Adrian: Utilities	Transfer State MI Funds
19076	\$ 29.00	Verizon North	Police Phone
19077	\$ 103,787.24	City of Adrian: Clearing Acct	Feb 2 Check Register
19078	\$ 4,862.62	Quick Service Transportation	Payroll W/E Jan 31
19079	\$ 4,251.09	Consumers Energy	City Hall,Heritage Electric
19080	\$ 15.00	Len Co Register of Deeds	Jeopardy Assessment
19081	\$ 174.02	Estate of Ricky Knapp	Blue Cross Refund
19082	\$ 205,184.00	City of Adrian: Payroll	Payroll for Feb 6
19083	\$ 14,078.15	First Federal Bank	Soc Security for Feb 6
19084	\$ 897.74	Verizon North	Various Phone bills
19085	\$ 115.47	City of Adrian: Utilities	Various Water Bills
19086	\$ 16,855.00	Lenawee Fuels Inc	DPW Gas & Diesel Fuel
19087	\$ 20.00	Jennifer Mohr	Recreation Refund
19088	\$ 25.00	Jen Martinez	Recreation Refund
19089	\$ 20.00	Bill Letson	Recreation Refund
19090	\$ 928.25	US Postmaster	Recreation Postage
19091	\$ 100.64	Verizon North	Various Phone Bills
19092	\$ 4,685.20	Quick Service Transportation	Payroll W/E Feb 7

\$	364,330.10	
\$	(103,787.24)	Less: CK# 19077
\$	260,542.86	

CLAIMANT	AMOUNT CLAIMED	AMOUNT ALLOWED	AMOUNT REJECTED
1. ADRIAN COMMUNICATIONS	540.63		
2. ADRIAN HARDWARE & SUPPLY CO	13.05		
3. ADRIAN LANDFILL	2.03		
4. ADRIAN LOCKSMITH & CYCLERY	75.00		
5. ADRIAN MECHANICAL SERVICES C	2,585.47		
6. ADRIAN WATER CONDITIONING IN	88.86		
7. ADVANCE AUTO PARTS COMMERCIA	190.21		
8. AIRGAS GREAT LAKES	23.46		
9. ALLIED WASTE SERVICES	47,494.70		
10. ALLIED WASTE SERVICES #259	3,328.44		
11. AMERICAN MEDICAL ASSOCIATION	718.95		
12. AMERICAN OFFICE SOLUTIONS	80.41		
13. AUTO ZONE COMMERCIAL	73.19		
14. BAKER & TAYLOR BOOKS	1,594.61		
15. PATRICIA BAKER	600.00		
16. THE BANK OF NEW YORK	90,240.00		
17. BARNSTEAD INTERNATIONAL	1,523.85		
18. BATTERY WHOLESALE	315.61		
19. GREG BELL CHEVROLET, INC	282.04		
20. BILL'S SERVICE, INC.	136.90		
21. ROBERT BISHOP	229.48		
22. BLACK SWAMP EQUIPMENT	70.00		
23. BOOK OF THE MONTH CLUB	23.48		
24. BOOMERANG STUDIOS	30.00		
25. BRAKES-N-MORE	876.88		
26. TODD BROWN	20.00		
27. BUCK & KNOBBY EQUIP CO INC	1,312.05		
28. CALIFORNIA CONTRACTORS SUPPL	239.20		
29. CDW-G COMPUTER SUPPLIES	608.92		
30. CHEMCO SYSTEMS, L.P.	131.70		
31. CIVICPLUS	1,004.25		
32. COAST TO COAST DELI	70.87		
33. THE COLLABORATIVE INC	3,145.29		
34. COMCAST	2.10		
35. COMPUTER CARE COMPANY, INC.	49.95		
36. CONTINENTAL CARBONIC PRODUCT	814.00		
37. CONTINENTAL SERVICE	2,176.44		
38. LYNN COURINGTON	29.49		
39. CUTLER DICKERSON CO	877.00		
40. D&P COMMUNICATIONS, INC.	1,719.18		
41. THE DAILY TELEGRAM	1,416.32		
42. DAN'S FARM SUPPLY INC	488.70		
43. DETROIT ELEVATOR COMPANY	164.00		
44. H. DOMINE ENTERPRISES INC	84.80		
45. STEVE EBERLE	20.00		
46. SHIRLEY EHNIS	50.65		
47. ENGLEWOOD ELECTRICAL SUPPLY	91.29		
48. FASTENAL COMPANY	45.97		
49. FISHER SCIENTIFIC COMPANY LL	395.63		
50. FLORIDA MICRO LLC	22.38		
51. GALE	4,045.44		
52. GALL'S INC	170.02		
53. GALLANT & SON	331.78		
54. J.O. GALLOUP COMPANY	2,691.02		
55. GEMPLER'S INC.	402.70		
56. GENPOWER PRODUCTS INC.	4,256.00		
57. MARK GIGAX	20.00		
58. GLOBAL COMPUTER SUPPLIES	72.57		
59. GLOBAL GOVT/ED SOLUTIONS INC	45.97		
60. GOODWILL INDUSTRIES	311.40		
61. GRAPHICS UNLIMITED	75.00		
62. GREAT LAKE SERVICE-WELDING	512.44		
63. DENISE GRITZMAKER	20.00		
64. HACH COMPANY	345.64		
65. HADDEN TIRE COMPANY	182.50		
66. HAZEN & SAWYER	20,797.00		
67. TERRY HICKS	1,306.00		
68. KYLE HOFFMAN	60.00		
69. SHANE HORN	20.00		
70. HUBBARDS AUTO CENTER	811.01		
71. HUDSON AREA AMBULANCE	65.00		
72. HURON LIME INC.	6,057.92		
73. I C M A VANTAGE POINT	6,177.71		
74. ICMA RETIREMENT CORPORATION	217.51		
75. IDEARC MEDIA CORP.	22.75		

CLAIMANT	AMOUNT CLAIMED	AMOUNT ALLOWED	AMOUNT REJECTED
76. IMAGE GALLERY	30.29		
77. INDUSTRIAL MILL SUPPLY CORP	271.67		
78. INFORMATION TODAY INC	268.00		
79. INGRAM LIBRARY SERVICES	177.32		
80. JACKSON TRUCK SERVICE INC.	107.12		
81. JFNEW	18,000.00		
82. KALIDA TRUCK EQUIPMENT INC	339.90		
83. KEMIRA WATER SOLUTIONS INC	7,427.49		
84. DAVE KNAPP FORD	36.47		
85. KONICA MINOLTA- ALBIN	409.66		
86. LAYS AUTOMATIC TRANSMISSION	1,485.00		
87. LEGACY PRINTING	102.95		
88. LENAWEE COUNTY LIBRARY	5.00		
89. LENAWEE COUNTY PRINTER	1,274.61		
90. LENAWEE INTERMEDIATE SCHOOL	1,855.66		
91. LENAWEE TIRE & SUPPLY CO	368.61		
92. LEXIS NEXIS RM INC	315.00		
93. LIBRARY ADMINISTRATORS DIGES	45.00		
94. LIBRARY VIDEO NETWORK	99.00		
95. LOWE'S CREDIT SERVICES	2,194.33		
96. LYDEN OIL COMPANY	822.10		
97. MAGLOCLEN	250.00		
98. MAIN APPLIANCE REPAIR SRV	54.00		
99. MANPOWER OF LANSING MI INC.	489.60		
100. GARY MCDOWELL	20.00		
101. MEIJER, INC	178.08		
102. METROPOLITAN UNIFORM CO	173.97		
103. MICHIGAN DEPARTMENT OF	67.10		
104. MICHIGAN GREEN INDUSTRY	135.00		
105. MICHIGAN MUNICIPAL WORKER'S	41,186.00		
106. MICHIGAN REC & PARK ASSOC	990.00		
107. MICHIGAN STATE POLICE	740.00		
108. MICHIGAN TBA DISTRIBUTORS IN	59.50		
109. MICROMARKETING LLC	474.21		
110. MIDWEST TAPE	127.94		
111. MILLIPORE CORPORATION	424.18		
112. KYLENE S MOORE	97.35		
113. MOORE MEDICAL LLC	431.28		
114. MUNICIPAL EMPLOYEES' RETIRE	81,303.31		
115. NAPA AUTO & TRUCK PARTS	2,303.60		
116. NATIONAL DIAGNOSTICS, INC.	28.00		
117. NORTH AMERICAN SALT COMPANY	10,620.88		
118. NORTH EASTERN UNIFORMS & EQU	225.65		
119. NORTHWEST FUEL INJECTION SER	226.00		
120. OMNIGRAPHICS INC.	161.78		
121. MIKE OSBORN	20.00		
122. PARAGON LABORATORIES INC	255.00		
123. PASCHAL VAULT	700.00		
124. PEERLESS SUPPLY INC	132.60		
125. PET'S SUPPLIES PLUS	59.98		
126. PETE'S RADIATOR SERVICE INC	725.00		
127. PITNEY BOWES INC	768.00		
128. PREMIER AERIAL & FLEET INSPE	785.00		
129. GLENN PRESTON	20.00		
130. PRINTCOMM	2,779.00		
131. PVS TECHNOLOGIES INC	6,470.91		
132. QUICK SERVICE TRANSPORTATION	5,715.95		
133. QUILL CORPORATION	700.89		
134. RAISIN TOWNSHIP	180.00		
135. RECREONICS INC.	389.29		
136. THOMAS RINEY	119.46		
137. TIM RITCHIE	20.00		
138. ROCHESTER HILLS PUBLIC LIBRA	28.95		
139. ROWE INC	652.50		
140. S.L.C. METER SERVICE INC	3,525.53		
141. SAUNDERS & SON COMPANY	929.50		
142. ED SCHMIDT GMC	47.28		
143. SEBCO BOOKS	1,814.34		
144. SERVICE ELECTRIC CO OF ADRIA	2,217.50		
145. SHINDIGZ	80.97		
146. SLUSARSKI EXCAVATING & PAVIN	1,390.00		
147. SONG OF THE LAKES	70.00		
148. SOUTHWEST BRAKE & PARTS INC	190.33		
149. STAPLES	15.08		
150. STEVENSON LUMBER, INC.	150.39		

CLAIMANT	AMOUNT CLAIMED	AMOUNT ALLOWED	AMOUNT REJECTED
151. JEFFREY A. STICKNEY, DO, PC	223.00	_____	_____
152. STITCH WIZARD EMBROIDERY INC	690.00	_____	_____
153. STONE'S CAFE CATERING	300.00	_____	_____
154. SUPER LAUNDROMAT &	101.90	_____	_____
155. TALLFELLOW PRESS BOOKSTORE	61.85	_____	_____
156. TC3NET	225.05	_____	_____
157. TDS SECURITY	430.50	_____	_____
158. THERESA DENNIS	245.00	_____	_____
159. THOMAS SCIENTIFIC	965.29	_____	_____
160. THOMSON WEST	332.63	_____	_____
161. TIME EMERGENCY EQUIPMENT INC	1,307.40	_____	_____
162. JAMES TISCHLER	2,075.00	_____	_____
163. TOBY'S INSTRUMENT SHOP INC	405.50	_____	_____
164. TOLEDO PHYSICAL EDUCATION SU	138.52	_____	_____
165. TTB CLEANING LLC	215.00	_____	_____
166. UNIQUE MANAGEMENT SERVICES I	62.65	_____	_____
167. UNITED PARCEL SERVICE	120.22	_____	_____
168. UPSTART LIBRARY PROMOTIONS	613.61	_____	_____
169. URS CORPORATION	30,710.64	_____	_____
170. UTILITIES INSTRUMENTATION	4,579.00	_____	_____
171. WARREN HOLDING CO LLC	1,300.00	_____	_____
172. HOYT E. WHELAN CO.	40.76	_____	_____
173. WRIGHT SIGNS INC.	345.00	_____	_____
TOTAL ALL CLAIMS	467,979.39		

COMMUNICATIONS

C-1



2/3/09
4:00

February 3, 2009

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

Dear Mr. Nelson:

As part of Comcast's commitment to keep you informed about important developments that affect our customers in your community, I am writing to notify you that we'll be adding more high-definition channels effective March 8, 2009. These channels will be available for a preview beginning on February 3, 2009.

	<u>New Channel</u>	<u>Service Level</u>
Lifetime HD	239	Digital Starter
Nick HD	228	Digital Starter
Spike HD	226	Digital Starter

Also, Elections 2008 On Demand channel 890 will no longer be available.

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

Sincerely,

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

REGULAR

AGENDA

0-1
February 5, 2009

Honorable Mayor and City Commission:

At their February 3 regular meeting the Adrian City Planning Commission recommended the approval of rezoning 160 North Charles Street from R-3 Single Family Residential to ERO Education Research and Office.

This property is owned by Adrian College, who was the petitioner in this rezoning request. The property abuts the college campus which is already zoned ERO. On June 3, 2008, the Zoning Board of Appeals approved a one year extension on a Temporary Use Permit for a student group home at this location. The College had originally asked for a five year extension, but the ZBA felt this was not a temporary use and felt that a year extension would give the College time to get the property rezoned to ERO. Last year the Zoning/Development Regulations was amended to include language for student group housing, which is a permitted use in the ERO District. Rezoning this property to ERO would be consistent with the City of Adrian Comprehensive Plan.

Respectfully submitted,



Denise Cook, Secretary



100 E. Church St.
Community Development Department
Adrian, MI 49221

STAFF ANALYSIS

CITY PLANNING COMMISSION

DATE: December 29, 2008

CASE: 08-043

APPLICANT: Kristi Maxwell
(On Behalf of Adrian College)
110 S. Madison St.
Adrian, MI 49221

REQUEST: Rezoning

SUBJECT PARCEL(S): XA0-365-0019-00
160 N. Charles St.
Adrian, MI 49221

DESCRIPTION OF REQUEST:

Adrian College requests rezoning of the parcel located at 160 N. Charles St. The following are the subject parcels:

EXISTING LAND USE/ZONING:

The current land use of the subject parcel is residential with an R-3, Single Family Residential zoning designation. The parcels to the North, West and South are also identical in land use and zoning designation. The parcel to the east has an ERO, Education, Research & Office zoning designation that of which is owned by the college.

FUTURE LAND USE/ZONING:

According to the City of Adrian Comprehensive Plan, future land use designation for the subject parcel is ERO, Education, Research & Office. With exception to the parcel located to the west, which the future land use map designates as Single/Two Family Residential, all other surrounding parcels are Quasi-Public/College or University.

DEPARTMENT REVIEWS:

The standards for review of rezoning requests are found in Section 28.06 of the City of Adrian Zoning Regulations. Presentation of the standards, with the analysis of the petitioner's request to them, now follows:

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

An amendment to the City of Adrian Comprehensive Plan Future Land Use Map changing the designation of the subject parcel from Single/Two Family to Quasi-Public was approved by the Adrian City Commission on June 2, 2008. With respect to the aforementioned, there have been no identifiable significant changes.

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

A favorable result of this request will set precedent of proceeding with the goal of conforming to the City of Adrian Comprehensive Plan Future Land Use Map and on-campus student housing needs sought by Adrian College.

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

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

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

There are no known environmental conditions which may be affected by the request. Community Development finds that, assuming that property and behavior maintenance is conducted by the Applicant, no impact on values of the subject parcels or surrounding parcels would result from the proposed action. To date, Community Development is not aware of any property or behavior concerns. If approved, the owner of the subject parcel will be required to follow the standards set forth in SECTION 25.15A STUDENT GROUP HOMES.

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

The current zoning designation, R-3, allows for Student Group Housing with the approval of a temporary use permit. Adrian College has been operating this residence as student housing under the approved permit originally granted in August 2007. A one year extension was granted by the Board of Zoning Appeals in August 2008 and is scheduled to expire August 2009. Denial of the rezoning will require the owners of the subject parcel to reapply for a temporary use permit extension.

RECOMMENDATION:

Community Development recognizes that a favorable decision of this rezoning will demonstrate

'spot zoning' but due to significant growth Adrian College is experiencing and the immediate necessity for expansion of student housing, provided it is orderly and compliments adjacent land uses, this will be beneficial to the college and the City. The applicants request satisfactorily meets the review criteria found in Section 28.05 of the City of Adrian Zoning Regulations and rezoning will moderately achieve the goal of the amended City of Adrian Comprehensive Plan Future Land Use Map and on-campus student housing needs sought by Adrian College.

Community Development recommends rezoning approval of the parcel located at 160 N. Charles St. with an explicit requirement that all standards be met as set forth in SECTION 25.15A STUDENT GROUP HOMES:

1. The home shall at all times be in compliance with applicable requirements of the Michigan Property Maintenance Code applicable to life and safety issues, as adopted by the City
2. The home shall be subject to annual inspection by the City. The owner may substitute a State of Michigan property inspection to satisfy this requirement, but such State inspection must be conducted and the report transmitted to the City annually.
3. The owner shall provide one (1) on- or off-site vehicle parking space for each person residing in the student group home. Off-site parking spaces must be assigned and be located within 400' of the home. On-site parking areas shall not be located within any front yard.
4. The home shall be subject to other provisions that the Planning Commission may deem necessary to protect the integrity of the neighboring area, and the health, safety and welfare of the residents of the City of Adrian.

**RESOLUTION
ADRIAN CITY PLANNING COMMISSION CASE #07-066**

WHEREAS, Kristi Maxwell, on behalf of Adrian College has submitted a request for rezoning of the parcel located at 160 N. Charles St.; and

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

WHEREAS, the parcel is currently zoned R-3, Single Family Residential; and

WHEREAS, the City of Adrian Comprehensive Plan calls for designation of the parcel/area as Quasi-Public/College or University; and

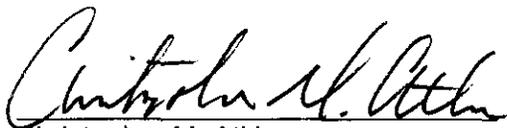
NOW THEREFORE BE IT RESOLVED that the Adrian City Planning Commission accepts the review and analysis conducted by the Community Development Department; and

BE IT FURTHER RESOLVED that the Adrian City Planning Commission finds the

application is in compliance with the standards for Official Zoning Map Amendments; and
BE IT FURTHER RESOLVED that the applicant remains in compliance with
requirements set forth in Section 25.15A Student Group Homes; and

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

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



Christopher M. Atkin
Community Development Director

235
229
223
201
183
177
171
165
159
153
1422
147

Argyle Dr

1401
107

1379	1375	1361	1357	1335	1329	1325		
1370	1364	1362	1358	1344	1340	1336	1328	1324

FUTURE:

University Ave

QUASI-PUBLIC / COLLEGE OR UNIVERSITY

1371	1365	1361	1351	1345	1339	1331	1325
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N Charles St

166

160

154

142

1234

1348

1338

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153 R - 3
RT 1422
147
Argyle Dr
1401
107

1379	1375	1361	1357	1335	1329	1325		
1370	1364	1362	1358	1344	1340	1336	1328	1324

University Ave

1371	1365	1361	1351	1345	1339	1331	1325
166							
160							
154							
142							
1234	ERO						
1348	1338						

N Charles St

APPLICATION FOR REZONING CASE 00-013

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

1. It is desired and requested that the foregoing described property be rezoned from R-3 to ERO
2. It is proposed that the property will be put to the following use: Student Housing
3. It is proposed that the following building(s) will be constructed: N/A
4. The property sought to be rezoned is located at 1100 N. Charles St. between Williams Street and University Street on the East side of the street. It has a frontage of 55 feet, and a depth of 140 feet.
- 5a. The property is part of a recorded plat and is known as Lot(s) Number(s): Lot 19, Anderson Sub of a ~~part of~~ ^{addition} block 3 DK underneath (subdivision)
- 5b. The property is in acreage and is not part of a recorded plat. The property sought to be rezoned is located and described as follows: (Indicate total acreage also)
N/A
6. The property sought to be rezoned is owned by: Adrian College
7. We attach a statement hereto indicating why, in our opinion; the change requested is necessary for the preservation and enjoyment of substantial property rights, and why such change will not be detrimental to the public welfare, nor the property of other persons located in the vicinity.
8. Attached hereto are 12 prints of a plot plan showing the lot or parcel in question, and the intended layout. These prints are made a part of this petition and are drawn to scale.

RECEIVED
 NOV 10 2008
 CITY OF ADRIAN
 COMMUNITY DEVELOPMENT

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

K. Maxwell (Kristi Maxwell for Adrian College)
Signature of Applicant

110 S. Madison St. Adrian, MI 49221 kmaxwell@adrian.edu
Address and Phone Number - May also include fax number and/or e-mail address

Rezoning Request

Property: 160 N. Charles Street

Owner: Adrian College

Request:

Adrian College is seeking a rezoning of 160 N. Charles Street. The area is immediately adjacent to our campus. This property has served as student housing for the past 14 months via a one year extension of the temporary use permit. It is our intention to continue to use this property for student housing.

The rezoning parcel identified is immediately west of our student dormitories located on the north end of our campus. The College owns a significant part of the property bounded by Charles Street, University Avenue, Madison Street and Williams Street. Rezoning of this parcel from R-3 to ERO is consistent with the city's comprehensive plan for future use.

RECEIVED
NOV 10 2008
CITY OF ADRIAN
COMMUNITY DEVELOPMENT

ZONING BOARD OF APPEALS
JUNE 3, 2008
REGULAR MEETING
MINUTES

The regular meeting of the Zoning Board of Appeals was called to order by Chair Berthold at 6:32 p.m. in the Commission Chambers of City Hall.

Present:	Mike Berthold	Chair
	Greg DuMars	City Commissioner
	Mike Jacobitz	
	Maralee Koleski	

Also Present:	Mitch Blonde	Alternate
	Michael McGrath	Alternate

Absent:	Cindy Bily	Vice Chair
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APPROVAL OF MINUTES OF THE
MAY 6, 2008, REGULAR MEETING

There were no corrections or additions to the minutes. Board Member McGrath moved that the Minutes of the May 6, 2008, regular meeting be approved as presented. Board Member Koleski supported. Motion carried unanimously.

CASE NO. 08-017
VARIANCE REQUEST FOR 506 FRENCH STREET

No one was present to represent this item, so the Board continued with the agenda.

CASE NO. 08-024
REQUEST FOR TEMPORARY USE FOR
160 NORTH CHARLES STREET

Mr. Mike Ayre, representing Adrian College, was present for this meeting. Board Member McGrath, as an employee of Adrian College, will abstain from the discussion and voting. The petitioner requests a five year extension of a current temporary use for student group housing at 160 North Charles Street. This was conditionally granted by the ZBA on August 7, 2007 and expires on August 6, 2008. The City of Adrian Future Land Use Map shows the subject parcel currently planned for Single/Two Family Residential use, but a Comprehensive Plan map amendment changing the designation to Quasi-Public was approved by the Adrian City Commission on June 2, 2008. In addition, the petitioner

initiated and then withdrew a request for rezoning the subject parcel (Case 07-040). In the review and discussion on that case, a key element was the Comprehensive Plan's Future Land Use designation of the subject parcel. With the favorable action by the City Commission to change the designation to Quasi-Public/Institutional use, the petitioner's interest in seeking rezoning of the subject parcel will have policy support. The City has also amended the Zoning/Development Regulations to include language for student group housing as a permitted use in the ERO District (Case 07-067). There are two other residences (166 and 154) to the north and south of 160 North Charles that are not owned by the College. The College wants to continue to have six students reside at this residence. Dawn Lorenz, 154 North Charles Street, doesn't believe her father wants this property rezoned to ERO at this time, has no objection to having students in the house next door, and has not had any problems with them. The Board discussed allowing a temporary use in place of rezoning; this is not a temporary use and does not meet the requirement of Section 4.81. The majority of the Board was in favor of allowing this to continue for one more year in order for the college to get their property rezoned to ERO. Mr. Ayre was concerned about uncertainty of rezoning and requested a 5 year extension. The Board was in receipt of staff comments. Staff believes it is in the best interest of all parties for the ZBA to consider only a short-term extension of the current temporary use as a means to provide continuing standing for the use, and encourage the petitioner to reinstate their request under Case 07-040. Board Member Jacobitz moved the Zoning Board of Appeals approve a one year extension of the Temporary Use permit for a student group home at 160 North Charles Street, subject to the conditions for student group homes specified in Section 25.15A and that this approval will expire on August 7, 2009. *(A copy of the Staff Analysis is Attachment A)* Board Member Koleski supported.

In Favor of Motion: Jacobitz, Berthold, DuMars, Blonde, Koleski.

Against Motion: none

Motion carried unanimously.

CASE NO. 08-017
VARIANCE REQUEST FOR 506 FRENCH STREET

No one was present to represent this item, so no action was taken by the Board.

There being no further business the meeting adjourned at 6:52 p.m.

Respectfully submitted,

Denise Cook, Secretary



**STAFF ANALYSIS
COMMUNITY DEVELOPMENT DEPARTMENT**

CITY OF ADRIAN
BOARD OF ZONING APPEALS

ATTACHMENT A

DATE: May 29, 2008

CASE: 08-024

APPLICANT: Adrian College
110 S. Madison Street
Adrian, MI 49221

REQUEST: Temporary Use Permit Extension – 160 North Charles Street

DESCRIPTION OF APPEAL REQUEST: The petitioner requests a five (5)-year extension of a current temporary use of a residential unit at 160 North Charles Street for what is now defined in the Zoning Regulations as a student group home. The current temporary use permit was conditionally granted by the ZBA on August 7, 2007 and expires on August 6, 2008.

REVIEW STANDARDS: Zoning Regulations Section 4.8, Permits for temporary buildings, structures and uses.

EXISTING LAND USE: The subject parcel is a single family home being used for student group housing.

ZONING: The official Zoning Map shows the subject parcel is zoned R-3, One-family residential.

FUTURE LAND USE: The City of Adrian Future Land Use Map shows the subject parcel currently planned for Single/Two Family Residential use, but a Comprehensive Plan map amendment changing designation to Quasi-Public is pending approval by the Adrian City Commission on June 2, 2008.

DEPARTMENT REVIEW: The petitioner has applied for five (5)-year extension of the previously-approved temporary use permit pursuant to Section 4.8 of the Zoning Regulations. The petitioner proposes continuation of the home will be designated as "themed student housing". For example, one home may accommodate student athletes, while another may house artistic and/or music students.

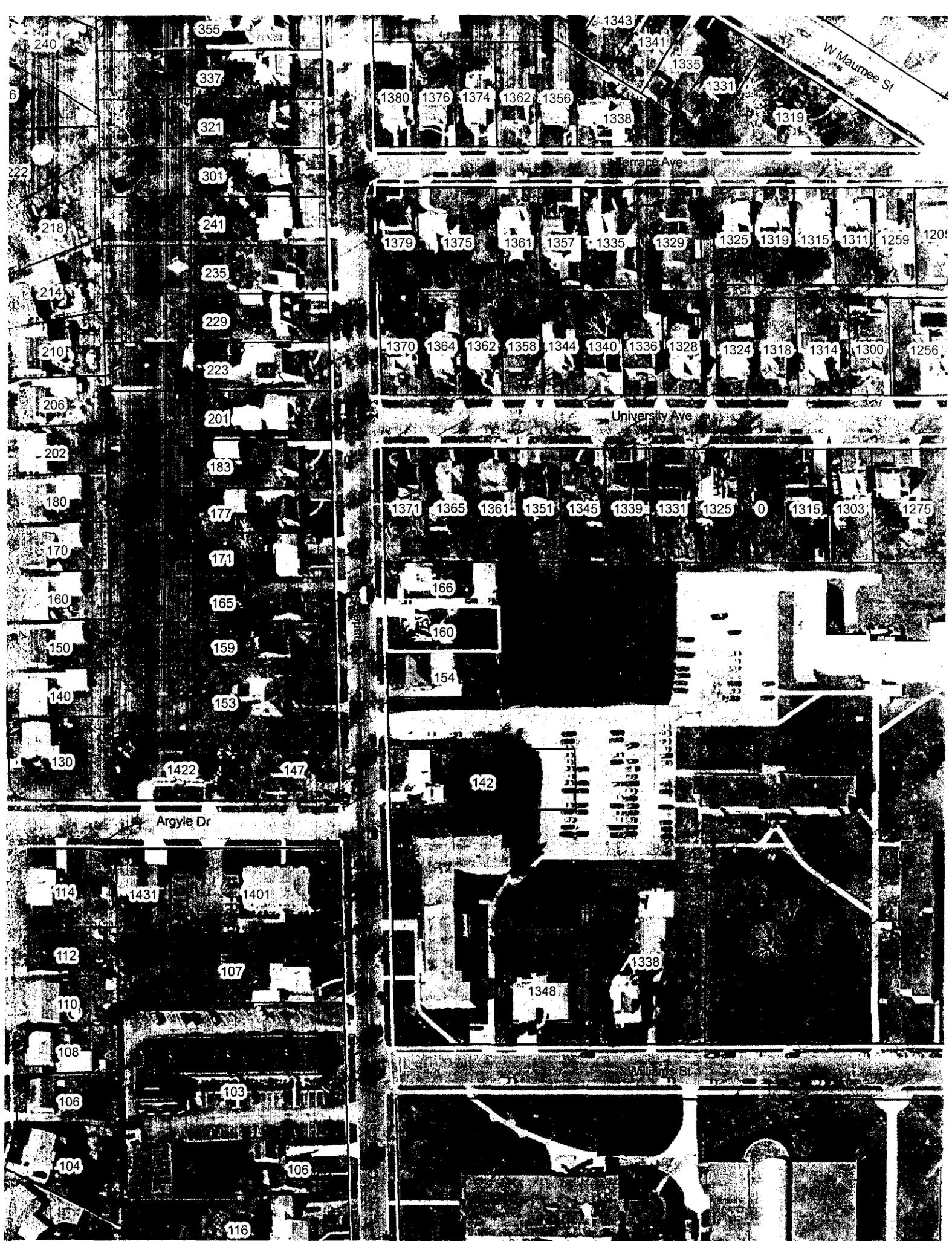
Section 4.8 states that the ZBA may grant extensions of temporary use permits for up to five (5) consecutive years as long as condition of the permit as initially approved do not change. No information has been provided to indicate that any change to the temporary use will occur in comparison to when it was originally approved.

In addition, the petitioner initiated and then withdrew a request for rezoning the subject parcel (Case 07-040). In the review and discussion on that case before the City Planning Commission, a key element was the Comprehensive Plan's Future Land Use designation of the subject parcel. Assuming pending favorable action by the City Commission to change such designation to Quasi-Public/Institutional use, the petitioner's interest in seeking rezoning of the subject parcel will have policy support. Staff therefore believes it is in the best interest of all parties for the ZBA to consider only a short-term extension of the current temporary use as a means to provide continuing standing for the use, and encourage the petitioner to reinstate their request under Case 07-040.

RECOMMENDATION: Community Development has reviewed the request for extension of a Temporary Use Permit originally approved on August 7, 2008 according to the Zoning Regulations Section 4.8, and recommends that the Board of Zoning Appeals approve a one (1)-year extension of the Temporary Use Permit for a student group home, subject to the conditions for student group homes specified in Section 25.15A.

James Tischler, AICP, PCP
Community Development Director

Date



355

240

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1335

W Maumee St

337

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321

Terrace Ave

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University Ave

202

183

1371

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1361

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Argyle Dr

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ORDINANCE 09-01

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

The City of Adrian Ordains:

- 1. That Section 3.1 of Article III of the City of Adrian Zoning/Development Regulations, and the Zoning Map to which reference is therein made, is amended to the extent of deleting Parcel No. XAO-365-0019-00 (160 North Charles Street) hereinafter described from the R-3 Single Family Residential District and including the same in the ERO Education Research and Office District.

- 2. Parcel described as follows:

LOT 19 ANDERSONS SUB'N OF A PART OF BLK 3 D K
UNDERWOODS ADD

INTRODUCTIONFebruary 16, 2009

SUMMARY PUBLISHED.....

ADOPTION.....

COMPLETED PUBLICATION.....

EFFECTIVE DATE.....

On motion by Commissioner _____

Supported by Commissioner _____

This ordinance was adopted by a _____ vote.

0-2

February 5, 2009

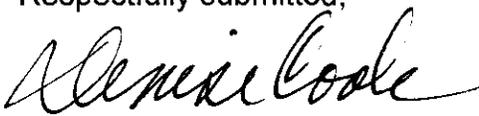
Honorable Mayor and City Commission:

At their February 3 regular meeting the Adrian City Planning Commission recommended the approval of rezoning 154 and 166 North Charles Street from R-3 Single Family Residential to ERO Education Research and Office.

These two properties are on either side of 160 North Charles Street, which Adrian College is requesting being rezoning to ERO. At the January 6 meeting the Planning Commission tabled action on the College's request in order to include these two parcels. The Commission felt they should consider all three properties instead of one isolated parcel.

The property owners of 154 and 166 North Charles expressed their desire to remain in the R-3 District. The Planning Commission felt there would not be a great impact on the owners with the ERO zoning, their properties could still be used for single family residential and the rezoning would be consistent with the Comprehensive Plan.

Respectfully submitted,



Denise Cook, Secretary



100 E. Church St.
Community Development Department
Adrian, MI 49221

STAFF ANALYSIS

CITY PLANNING COMMISSION

DATE: January 27, 2009

CASE: 09-001

APPLICANT: City of Adrian Community Development Department
(on behalf of the City of Adrian Planning Commission)
100 E. Church St.
Adrian, MI 49221

REQUEST: Rezoning

SUBJECT PARCEL(S): XA0-365-0018-00 XA0-365-0020-01
166 N. Charles St. 154 N. Charles St.
Adrian, MI 49221 Adrian, MI 49221

DESCRIPTION OF REQUEST:

The City of Adrian Planning Commission requests rezoning of the parcels located at 154 N. Charles St. and 166 N. Charles St. from R-3 to ERO.

A rezoning request, case #08-043, for a parcel owned by Adrian College, located between the subject parcels at 160 N. Charles St. was tabled at the January 06, 2009 Planning Commission meeting and a public hearing was set so the three (3) parcels could be evaluated for rezoning concurrently.

EXISTING LAND USE/ZONING:

The current land use of parcel XA0-365-0018-00 is residential with a R-3, Single Family Residential zoning designation. The parcels to the North, South, and West are zoned and used as residential and the parcel to the East is zoned ERO with a designated Post Secondary Education land use.

The current land use of parcel XA0-365-0020-01 is residential with a R-3, Single Family Residential zoning designation. The parcels to the North and West are zoned and used as residential and the parcel to the South and East is zoned ERO with a designated Post Secondary Education land use.

FUTURE LAND USE/ZONING:

According to the City of Adrian Comprehensive Plan, future land use designation for the subject parcels is ERO, Education, Research & Office. This future land use designation includes the parcel located at 160 N. Charles St.

DEPARTMENT REVIEWS:

The standards for review of rezoning requests are found in Section 28.06 of the City of Adrian Zoning Regulations. Presentation of the standards, with the analysis of the petitioner's request to them, now follows:

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

Pursuant to Sec. 203 (1) of Act 110, the 2006 Michigan and Zoning Enabling Act,

The zoning ordinance shall be based upon a plan designed to promote the public health, safety, and general welfare, to encourage the use of lands in accordance with their character and adaptability, to limit the improper use of land, to conserve natural resources and energy, to meet the needs of the state's residents for food, fiber, and other natural resources, places of residence, recreation, industry, trade, service, and other uses of land, to insure that uses of the land shall be situated in appropriate locations and relationships, to avoid the overcrowding of population, to provide adequate light and air, to lessen congestion on the public roads and streets, to reduce hazards to life and property, to facilitate adequate provision for a system of transportation, sewage disposal, safe and adequate water supply, education, recreation, and other public requirements, and to conserve the expenditure of funds for public improvements and services to conform with the most advantageous uses of land, resources, and properties. The zoning ordinance shall be made with reasonable consideration to the character of each district, its peculiar suitability for particular uses, the conservation of property values and natural resources, and the general and appropriate trend and character of land, building, and population development.

An amendment to the City of Adrian Comprehensive Plan Future Land Use Map changing the designation of the subject parcels from Single/Two Family to Quasi-Public was approved by the Adrian City Commission on June 2, 2008. With respect to the aforementioned, there have been no identifiable significant changes.

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

No precedents are known or anticipated as a result of favorable action on this request.

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

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

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

There are no known environmental conditions which may be affected by the request. Community Development finds that no negative impact on values of the subject parcels or surrounding parcels would result from the proposed action.

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

The use of the parcels under current zoning designations is economically feasible.

RECOMMENDATION:

Community Development recommends that the Adrian City Planning Commission (1) make a finding that the request for rezoning of the subject parcels satisfactorily meets the review criteria found in Section 28.06 of the City of Adrian Zoning Regulations, and (2) approves the request for rezoning of the subject parcels as shown and forwards the application to the Adrian City Commission with a recommendation for preparation and approval of an ordinance to amend the City of Adrian Official Zoning Map to show such change in use designations.

**RESOLUTION
ADRIAN CITY PLANNING COMMISSION CASE #09-001**

WHEREAS, the City of Adrian Planning Commission has submitted a request for rezoning of the parcels located at 154 N. Charles St. and 166 N. Charles St.; and

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

WHEREAS, the parcel is currently zoned R-3, Single Family Residential; and

WHEREAS, the City of Adrian Comprehensive Plan calls for designation of the parcel/area as Quasi-Public/College or University; and

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

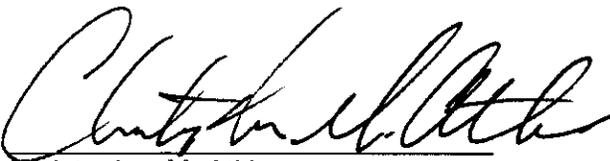
BE IT FURTHER RESOLVED that the Adrian City Planning Commission finds the application is in compliance with the standards for Official Zoning Map Amendments; and

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

On motion by Planning Commission Member _____, seconded by

Planning Commission Member _____, this resolution was adopted

by a _____ vote.



Christopher M. Atkin
Community Development Director

ORDINANCE 09-02

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

The City of Adrian Ordains:

1. That Section 3.1 of Article III of the City of Adrian Zoning/Development Regulations, and the Zoning Map to which reference is therein made, is amended to the extent of deleting Parcel No. XAO-365-0018-00 (166 North Charles Street) and Parcel No. XAO-365-0020-01 (154 North Charles Street) hereinafter described from the R-3 Single Family Residential District and including the same in the ERO Education Research and Office District.

2. Parcel described as follows:

LOT 18 ANDERSONS SUB'N OF A PART OF BLK 3 D K UNDERWOODS ADD

LOT 20 & N 2 FT LOT 21 ANDERSONS SUB'N OF A PART OF BLK 3 D K UNDERWOODS ADD

INTRODUCTIONFebruary 16, 2008

SUMMARY PUBLISHED.....

ADOPTION.....

COMPLETED PUBLICATION.....

EFFECTIVE DATE.....

On motion by Commissioner _____

Supported by Commissioner _____

This ordinance was adopted by a _____ vote.

0-3
February 6, 2009

Honorable Mayor and City Commission:

At their February 3 regular meeting the Adrian City Planning Commission recommended the approval of rezoning the following properties from I-1 Light Industrial to R-O Residential Office.

<u>Parcel Number</u>	<u>Address</u>
XAO-100-0110-01	0 Maple Avenue
XAO-255-1004-00	0 Race Street
XAO-255-4001-00	239 Maple Avenue
XAO-255-5001-00	240 Maple Avenue
XAO-270-0006-00	205 Race Street (East)
XAO-270-0006-00	205 Race Street (West)
XAO-270-0007-00	217 Race Street
XAO-510-0009-03	320 Springbrook Avenue
XAO-510-0015-01	306 River Street
XAO-510-0016-00	310 River Street
XAO-510-0017-00	305 Maple Avenue

At the meeting, the Planning Commission heard from representatives for Kuhlman Concrete, Bales Trucking, and Lenawee County who expressed their desire to remain industrial. Mr. Brad Slick of 239 West Maple also wanted to remain industrial.

The Planning Commission discussed the rezoning as a step forward to being consistent with the Comprehensive Plan. The Downtown Riverfront Development Report from the Anderson Economic Group mentions the riverfront west of downtown Adrian holding high potential for redevelopment. The Downtown Blueprint Plan mentions that the development of townhouses on the peripheries of downtown and adjacent to downtown should be encouraged.

There was some dissension on how the rezoning would put limits on existing industrial uses as far as expansion of a business or going to a different industrial type use. It was also mentioned that this area has not changed in over 30 years and may not in the future.

In Favor of Motion: Blonde, Dye, Jacobitz, Phipps

Against Motion: Clegg, Al-Omari, Watson

Respectfully submitted,



Denise Cook, Secretary

February 3, 2009

Members of the Planning Commission
City of Adrian
100 East Church Street
Adrian, Michigan 49221

Dear Members of the Adrian City Planning Commission:

I apologize for being unable to join you in person; however, I have asked my daughter to share this letter with you on my behalf.

I am writing to you regarding property located at and near 305 West Maple Avenue in Adrian. As a property owner, I would like to formally express my objection to the proposal to rezone the above mentioned properties.

Over the years, I have been personally involved in many community betterment programs from Adrian's sesquicentennial in 1975 to my 24 years of service on the County Road Commission which ended last year when I decided not to seek reelection. Those of you with long memories may recall that I even served for 16 years on the Adrian Planning Commission.

With regard to the specific rezoning proposal, I have two major concerns. First, I do not believe the area in question lends itself well to residential development and so the proposed change would not result in positive impact to the community. Second, I believe the rezoning would cause significant hardship to the businesses, public services and property owners who would be directly affected by the rezoning proposal.

Therefore, particularly in these difficult economic times, I would respectfully and sincerely urge all planning commissioners to avoid making this change.

Thank you for your consideration.

Sincerely,

Merrill E. Bales

*submittal @
2/3/09 PC Mtg.
de*



100 E. Church St.
Community Development Department
Adrian, MI 49221

STAFF ANALYSIS

CITY PLANNING COMMISSION

DATE: January 27, 2009

CASE: 09-002

APPLICANT: City of Adrian Community Development Department
(On behalf of the City of Adrian)
100 E. Church St.
Adrian, MI 49221

REQUEST: Rezoning of an Industrial Zone to a Residential/Office Zone

SUBJECT PARCEL(S):

XA0-100-0110-01	0 Maple Avenue
XA0-255-1004-00	0 Race Street
XA0-255-4001-00	239 Maple Avenue
XA0-255-5001-00	240 Maple Avenue
XA0-270-0006-00	205 Race Street (East)
XA0-270-0006-00	205 Race Street (West)
XA0-270-0007-00	217 Race Street
XA0-510-0009-03	320 Springbrook Avenue
XA0-510-0015-01	306 River Street
XA0-510-0016-00	310 River Street
XA0-510-0017-00	305 Maple Avenue

DESCRIPTION OF REQUEST:

Applicant requests rezoning of the eleven (11) subject parcels to (1) accommodate studies and best use potential for future residential and office development projects near the downtown Adrian area, and (2) conform zoning designations to future use as directed by the City of Adrian Comprehensive Plan. The specific parcel-by-parcel changes are as follows:

XA0-100-0110-01	0 Maple Avenue	I-1 Light Industrial to R-O Residential Office
XA0-255-1004-00	0 Race Street	I-1 Light Industrial to R-O Residential Office
XA0-255-4001-00	239 Maple Avenue	I-1 Light Industrial to R-O Residential Office
XA0-255-5001-00	240 Maple Avenue	I-1 Light Industrial to R-O Residential Office
XA0-270-0006-00	205 Race Street (East)	I-1 Light Industrial to R-O Residential Office
XA0-270-0006-00	205 Race Street (West)	I-1 Light Industrial to R-O Residential Office
XA0-270-0007-00	217 Race Street	I-1 Light Industrial to R-O Residential Office
XA0-510-0009-03	320 Springbrook Ave	I-1 Light Industrial to R-O Residential Office
XA0-510-0015-01	306 River Street	I-1 Light Industrial to R-O Residential Office
XA0-510-0016-00	310 River Street	I-1 Light Industrial to R-O Residential Office
XA0-510-0017-00	305 Maple Avenue	I-1 Light Industrial to R-O Residential Office

EXISTING LAND USE/ZONING:

The current land use of the subject parcels/area is industrial with an I-1, Light Industrial zoning designation. The parcel to the North is city owned and is site to Trestle Park, to the West is residential with a mix of R-4 and RM-1 zoning designation and one (1) OS-1 parcel. To the East and South is commercial business zoned B-3.

FUTURE LAND USE/ZONING:

According to the City of Adrian Comprehensive Plan, future land use designation for the subject parcels is R-O, Residential Office.

DEPARTMENT REVIEWS:

The standards for review of rezoning requests are found in Section 28.06 of the City of Adrian Zoning Regulations. Presentation of the standards, with the analysis of the petitioner's request to them, now follows:

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

The 2006 City of Adrian Comprehensive Plan designates the subject parcels as "Live Work (Office Residential)" in the Future Land Use Map. Rezoning of the subject parcels as proposed is in direct conformance with the Comprehensive Plan and encourage short-term implementation of the long range land use recommendations. Also, in November 2006, the Anderson Economic Group submitted a final Market Strategy report for the Downtown Riverfront Redevelopment including the subject parcels in their residential redevelopment study area.

Pursuant to Sec. 203 (1) of Act 110, the 2006 Michigan and Zoning Enabling Act,

The zoning ordinance shall be based upon a plan designed to promote the public health, safety, and general welfare, to encourage the use of lands in accordance with their character and adaptability, to limit the improper use of land, to conserve natural resources and energy, to meet the needs of the state's residents for food, fiber, and other natural resources, places of residence, recreation, industry, trade, service, and other uses of land, to insure that uses of the land shall be situated in appropriate locations and relationships, to avoid the overcrowding of population, to provide adequate light and air, to lessen congestion on the public roads and streets, to reduce hazards to life and property, to facilitate adequate provision for a system of transportation, sewage disposal, safe and adequate water supply, education, recreation, and other public requirements, and to conserve the expenditure of funds for public improvements and services to conform with the most advantageous uses of land, resources, and properties. The zoning ordinance shall be made with reasonable consideration to the character of each district, its peculiar suitability for particular uses, the conservation of property values and natural resources, and the general and appropriate trend and character of land, building, and population development.

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

This proposed change would insure future development of a more suitable land use of the subject area adjacent to the River Raisin.

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

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

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

There are no known environmental conditions which may be affected by the request.

For future use, negative environmental impacts will lessen and improvements will occur. Also, given current economic conditions, it is anticipated that land values for the subject parcels will increase as a result of the proposed action.

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

Use of the current I-2 parcels under current designations is economically feasible. However, designation to R-O is anticipated to increase their economic feasibility because such parcels have the ability to be developed or redeveloped for uses more compatible with adjacent residential and commercial areas and create an attractive corridor to the downtown.

RECOMMENDATION:

Community Development recommends that the Adrian City Planning Commission (1) make a finding that the request for rezoning of the subject parcels satisfactorily meets the review criteria found in Section 28.06 of the City of Adrian Zoning Regulations, and (2) approves the request for rezoning of the subject parcels as shown and forwards the application to the Adrian City Commission with a recommendation for preparation and approval of an ordinance to amend the City of Adrian Official Zoning Map to show such change in use designations.

RESOLUTION

WHEREAS, City of Adrian Community Development has submitted a request for rezoning of multiple parcels identified in the Case 09-002File; and

WHEREAS, the existing use of the parcels is light industrial; and

WHEREAS, the City of Adrian Comprehensive Plan calls for designation of such parcels as Residential Office for future use; and

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

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

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

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

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



Christopher M. Atkin
Community Development Director



City of Adrian
Community Development Department
100 E. Church St.
Adrian, MI 49221

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

FROM: Chris Atkin
Director of Community Development

DATE: December 11, 2008

SUBJECT: Rezoning of Parcels on Maple Ave. & River St.

To all:

The purpose of this communication is to seek permission and support to proceed with establishing a case file for rezoning eleven (11) parcels located on Maple Avenue and River Street from I-1, Light Industrial, to R-O, Residential Office. Successful completion of this request will result in favorable progress towards the recommended Future Land Use as designated in the City of Adrian Comprehensive Plan. The subject parcels are as follows:

XA0-100-0110-01
BALES INVESTMENT CO.
0 MAPLE AVE
ADRIAN, MI 49221

XA0-270-0006-00
CITY OF ADRIAN
205 RACE ST
ADRIAN, MI 49221

XA0-510-0015-01
BALES INVESTMENT CO
306 RIVER ST
ADRIAN, MI 49221

XA0-255-1004-00
CITIZENS GAS FUEL CO
0 RACE ST
ADRIAN, MI 49221

XA0-270-0006-00
CITY OF ADRIAN
205 RACE ST
ADRIAN, MI 49221

XA0-510-0016-00
MUCK, ANTHONY J
310 RIVER ST
ADRIAN, MI 49221

XA0-255-4001-00
SLICK, BRADLEY A
239 MAPLE AVE
ADRIAN, MI 49221

XA0-270-0007-00
ADRIAN PUBLIC SCHOOLS
217 RACE ST
ADRIAN, MI 49221

XA0-510-0017-00
BALES INVESTMENT CO
305 MAPLE AVE
ADRIAN, MI 49221

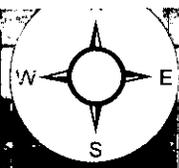
XA0-255-5001-00
KUHLMAN CONCRETE INC
240 MAPLE AVE
ADRIAN, MI 49221

XA0-510-0009-03
LENAWEE COUNTY
320 SPRINGBROOK AVE
ADRIAN, MI 49221

Please feel free to contact me with any questions.

Chris Atkin

Director of Community Development



Swanson Ct

Springbrook Ave

Summer St

W Maple Ave

River St

Race St

Winter St

Washburn St

ORDINANCE 09-03

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

The City of Adrian Ordains:

1. That Section 3.1 of Article III of the City of Adrian Zoning/Development Regulations, and the Zoning Map to which reference is therein made, is amended to the extent of deleting the following properties hereinafter described from the I-1 Light Industrial District and including the same in the R-O Residential Office District.

2. Parcel described as follows:

LOTS 1-2-3 BLK 4 ASSESSOR'S PLAT NO 11

LOT 1 & S 215 FT OF LOT 2 BLK 5 ASSESSOR'S PLAT 11

COM NLY LN RIVER ST 291.4 FT ELY FR ELY LN SPRINGBROOK AVE TH S 70° 34' E 173.7 FT N 87°51' E 45.6 FT N 71°30' E 100.3 FT NLY ALG W BK RAISIN RIVER TO S LN W MAPLE AVE W ALG SD LN 233.5 FT S 22°49' W 126.6 FT S 14°57' W 173.3 FT S 23°33' W 125 FT TO BEG

ALL THAT PART OF LOTS 5 6 & 7 DEAN'S ADDITION TO WEST ADRIAN BEG 200 FT E OF E LINE OF SPRINGBROOK AVE & 515.21 FT N OF N LN MAPLE AVE TH S 306.36 FT TH S 61°57' W 111.22 FT TH S 32°32' W 58.68 FT TH S 142.51 FT TH S 65°05' E 437.98 FT TH N 20°00' E 158 FT TH N 17°30' W 142.5 FT TH N 14°45' E 35.05 FT TH N 65°05' W 67.85 FT TH N 27°56' E 349.39 FT TH N 43°16' W 233.45 FT TH N 76°25' W 182.17 FT TH S 132 FT TH W TO POB

OUTLOT A EX LD S OF A LINE DRAWN BETWEEN SE COR LOT 6 & A POINT ON E LI LOT 22 ASSESSOR'S PLAT 20-30 38.22 FT NW'LY FROM SE COR SD LOT. ALSO LOT 8 AND N 97 FT OF LOT 7 ASSESSOR'S PLAT 14

LOTS 6 & 7 ASSESSOR'S PLAT NO 14 EX N 97 FT LOT 7

LOT 4 BLK 1 ASSESSORS PLAT NO 11

E 21.66 FT OF W 112.66 FT EX N 206 1/2 FT LOT 15 DONOVANS SUB OF A J DEANS ADD

W 91 FT OF S 218.2 FT LOT 15 EX W 33 FT OF N 90.7 FT OF S 208 FT DONAVANS SUB OF A J DEANS ADD

E 39 FT OF LOTS 8 & 9 & E 39 FT OF S 23 FT LOT 10 & W 6 FT OF S 123 FT LOT 15 MICHAEL DONOVANS SUB OF LOTS 3 & 4 A J DEANS ADD

LOTS 11, 12, 13, 14 & PARTS LOTS 8, 9, 10 & 15 MICHAEL DONAVAN'S SUB OF LOTS 3 & 4 AJ DEANS ADDITION DESC AS BEG ST NW COR LOT 14 TH S 66 DEG 46'24"E 268.78 FT ALG S'LY LI OF W MAPLE AVE TH S 23 DEG 10'59"W 127.61 FT TH S 15 DEG 18'39"W 80.84 FT TH N 66 DEG 24'14"W 81.83 FT TH S 23 DEG 47'49"W 101.50 FT TH N 66 DEG 15'0"W 72 FT TH S 23 DEG 51'0"W 126.45 FT TH N 70 DEG 11'8"W 123.89 FT ALG N'LY LI OF RIVER ST TO E'LY LI OF SPRINGBROOK AVE TH N 23 DEG 12'38"E 85.77 FT TH S 66 DEG 47'22"E 68.08 FT TH N 23 DEG 12'38"E 80 FT TH N 66 DEG 47'22"W 68.08 FT TH N 23 DEG 12'38"E 276.04 FT ALG E'LY LI OF SPRINGBROOK AVE TO POB ALSO INCLUDING ALL THAT PART OF LOT 9 & 10 MICHAEL DONOVAN'S SUB OF LOTS 3 & 4 AJ DEAN'S ADD TO THE CITY OF ADRIAN COMM IN E'LY LI OF SPRINGBROOK AVE AT T PT LOC 12.23 FT S'LY FROM NW COR LOT 10 RUNN TH S 23 DEG 15'W ALG E'LY LI OF SPRINGBROOK AVE 80 FT TH S 66 DEG 45'E 68.08 FT TH N 23 DEG 15'E 80 FT TH N 66 DEG 45'W 68.08 FT TO POB

3. More commonly known as:

<u>Parcel Number</u>	<u>Address</u>
XAO-100-0110-01	0 Maple Avenue
XAO-255-1004-00	0 Race Street
XAO-255-4001-00	239 Maple Avenue
XAO-255-5001-00	240 Maple Avenue
XAO-270-0006-00	205 Race Street (East)
XAO-270-0006-00	205 Race Street (West)
XAO-270-0007-00	217 Race Street
XAO-510-0009-03	320 Springbrook Avenue
XAO-510-0015-01	306 River Street
XAO-510-0016-00	310 River Street
XAO-510-0017-00	305 Maple Avenue

INTRODUCTIONFebruary 16, 2009

SUMMARY PUBLISHED.....

ADOPTION.....

COMPLETED PUBLICATION.....

EFFECTIVE DATE.....

On motion by Commissioner _____

Supported by Commissioner _____

This ordinance was adopted by a _____ vote.

R-1
R09-040

February 16, 2009

RE: TRANSPORTATION DEPT. – Resolution of Intent to Provide Local Transportation Program and Appoint Transportation Coordinator

RESOLUTION

WHEREAS, pursuant to Act 51 of the Public Acts of 1951, as amended (Act 51), it is necessary for the City of Adrian (hereby known as THE APPLICANT), established under Act 94, to provide a local transportation program for the state fiscal year of 2010 and, therefore, apply for state financial assistance under provisions of Act 51; and

WHEREAS, it is necessary for THE APPLICANT to name an official representative for all public transportation matters who is authorized to provide such information as deemed necessary by the State Transportation Commission or department for its administration of Act 51; and

WHEREAS, it is necessary to certify that no changes in eligibility documentation have occurred during the past fiscal year; and

WHEREAS, the performance indicators for this agency have been reviewed and approved by THE APPLICANT; and

WHEREAS, THE APPLICANT has reviewed and approved the proposed balanced (surplus) budget, and funding sources of estimated federal funds in the amount of \$72,660; estimated state funds in the amount of \$161,760; estimated local funds in the amount of \$114,559; and estimated fare box funds in the amount of \$105,147, with total estimated expenses of \$454,126.

NOW, THEREFORE, BE IT RESOLVED that THE APPLICANT hereby makes its intention known to provide public transportation services and to apply for state financial assistance with this annual plan, in accordance with Act 51; and

HEREBY, appoints Marcia Bohannon as the Transportation Coordinator for all public transportation matters, who is authorized to provide such information as deemed necessary by the State Transportation Commission or department for its administration of Act 51 of 2010.

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

Adrian Dial-A-Ride

**100 E. Church Street
Adrian, MI 49221**

(517) 264-4849

Nonurban City

Regular Service

Annual Budgeted

2010

Operating Revenue: \$105,147

Total Eligible Expenses: \$454,126

Local Share: \$219,706

Comments: -

**Adrian Dial-A-Ride
Nonurban City
Regular Service
Annual Budgeted
2010**

Revenue Schedule Report

Code	Description	Amount
401 :	Farebox Revenue	
40100	Passenger Fares	\$105,147
409 :	Local Revenue	
40910	Local Operating Assistance	\$114,559
411 :	State Formula and Contracts	
41101	State Operating Assistance	\$161,760
413 :	Federal Contracts	
41301	Federal Section 5311 (operating funds only)	\$72,660
Total Revenues: \$454,126		

**Adrian Dial-A-Ride
Nonurban City
Regular Service
Annual Budgeted
2010**

Expense Schedule Report

Code	Description	Amount
501 :	Labor	
50101	Operators Salaries & Wages	\$222,175
50102	Other Salaries & Wages	\$20,550
502 :	Fringe Benefits	
50200	Other Fringe Benefits	\$93,846
50201	Pensions	\$450
503 :	Services	
50302	Advertising Fees	\$1,000
50305	Audit Cost	\$2,600
50399	Other Services (Explain in comment field)	\$48,250
504 :	Materials and Supplies	
50401	Fuel & Lubricants	\$50,775
50499	Other Materials & Supplies	\$6,855
505 :	Utilities	
50500	Utilities	\$1,725
506 :	Insurance	
50603	Liability Insurance	\$5,400
509 :	Misc Expenses	
50999	Other Misc Expenses (Explain in comment field) (D & A collections/testing, CDL reimb.)	\$500

Total Expenses: \$454,126

Total Ineligible Expenses: \$0

Total Eligible Expenses: \$454,126

**Adrian Dial-A-Ride
Nonurban City
Regular Service
Annual Budgeted
2010**

Non Financial Schedule Report

Public Service

Code	Description	Weekday DR	Saturday DR	Sunday DR	Total
610	Vehicle Hours	12,500			12,500
611	Vehicle Miles	145,500			145,500
615	Passengers - Regular	20,225			20,225
616	Passengers - Elderly	11,270			11,270
617	Passengers - Persons w/ Disabilities	38,325			38,325
618	Passengers - Elderly Persons w/ Disabilities	12,900			12,900
622	Total Demand-Response Passengers	82,720			82,720
625	Days Operated	256			256

Total Passengers: 82,720

Vehicle Information

Code	Description	Quantity
655	Total Demand-Response Vehicles	7
656	Demand-Response Vehicle w/ Lifts	7

Total Vehicles: 7

Miscellaneous Information

Code	Description	Quantity DR
660	Diesel/Gasoline Gallons Consumed	22,050
661	Total Transit Agency Employees (Full-Time Equivalents)	11
662	Total Revenue Vehicle Operators (Full-Time Equivalents)	9
663	Number of Accidents	4

PUBLIC NOTICE

Adrian Dial-A-Ride PROPOSED STATE AND FEDERAL APPLICATION FOR OPERATING AND CAPITAL ASSISTANCE

All citizens are advised that the Adrian Dial-A-Ride has prepared an application for State of Michigan financial assistance for fiscal year 2010, as required under Act 51 of the Public Acts of 1951, as amended, and for federal assistance as required under the Federal Transit Act, as amended.

Adrian Dial-A-Ride is requesting \$161,760 in state operating assistance for general public transit services; \$72,660 for Federal Section 5311 operating assistance and \$81,500 in Sec 5309 funding for bus tires, 7 mobile radios, dispatch software and facility equipment; \$7,000 in STP funding for a telephone system; \$237,000 in CMAQ funding for three replacement vehicles equipped with wheelchair lifts.

Adrian Dial-A-Ride ensures that the level and quality of transportation service is provided without regard to race, color, or national origin in accordance with Title VI of the Civil Rights Act of 1964. For more information regarding our Title VI obligations or to file a complaint, please contact us at the address given below.

The proposed application is on file at Adrian Dial-A-Ride, 100 E Church Street, Adrian, Michigan, and may be reviewed by appointment during a 30-day period ending March 2, 2009.

Written comments regarding the application and/or written requests for a public hearing to review the application must be received by March 4, 2009. If a hearing is requested, notice of the scheduled date, time, and location will be provided at least 10 days in advance.

Submittals should be mailed to Adrian Dial-A-Ride, 100 East Church St., Adrian, Michigan 49221 or via e-mail to marciab@ci.adrian.mi.us.

**Adrian Dial-A-Ride
Capital Requests For FY 2010**

Req. Yr	Program	Item Description	Federal Amount	State Amount	Local Amount	Total Amount	Action	Status
2010		SEC 5309						
Requested:0	Equipment	Replacement bus tires	\$6,400	\$1,600	\$0	\$8,000	REPLACE	PRE-REQUESTED
Requested:7	Equipment	Replace radios (2-way mobile units for vehicles)	\$14,000	\$3,500	\$0	\$17,500	REPLACE	PRE-REQUESTED
Requested:0	Equipment	Additional facility equipment that was eliminated from the original specs due to lack of funding....	\$28,000	\$7,000	\$0	\$35,000	EXPAND	PRE-REQUESTED
Requested:1	Equipment	Dispatch software	\$16,800	\$4,200	\$0	\$21,000	EXPAND	PRE-REQUESTED
Sub Total By Program Type			\$65,200	\$16,300	\$0	\$81,500		
2010		STP						
Requested:1	Equipment	Replace telephone system	\$5,600	\$1,400	\$0	\$7,000	REPLACE	PRE-REQUESTED
Sub Total By Program Type			\$5,600	\$1,400	\$0	\$7,000		
2010		CMAQ						
Eligible/Pending:2 Requested:2	Vehicle	26-Ft Medium Duty w/ Lift - Diesel	\$139,200	\$34,800	\$0	\$174,000	REPLACE	PRE-REQUESTED

**Adrian Dial-A-Ride
Capital Requests For FY 2010**

Req. Yr	Program	Item Description	Federal Amount	State Amount	Local Amount	Total Amount	Action	Status
Eligible/Pending:1 Requested:1	Vehicle	Cutaway 90 in. Interior w/ Lift - Gas	\$50,400	\$12,600	\$0	\$63,000	REPLACE	PRE- REQUESTED
Sub Total By Program Type			\$189,600	\$47,400	\$0	\$237,000		
Sub Total By Request Year			\$260,400	\$65,100	\$0	\$325,500		

**Adrian Dial-A-Ride
Capital Requests For FY 2010**

Req. Yr	Program	Item Description	Federal Amount	State Amount	Local Amount	Total Amount	Action	Status
2011		SEC 5309						
Requested:0	Equipment	Replace bus tires as needed	\$6,400	\$1,600	\$0	\$8,000	REPLACE	PRE-REQUESTED
Sub Total By Program Type			\$6,400	\$1,600	\$0	\$8,000		
Sub Total By Request Year			\$6,400	\$1,600	\$0	\$8,000		

**Adrian Dial-A-Ride
Capital Requests For FY 2010**

Req. Yr	Program	Item Description	Federal Amount	State Amount	Local Amount	Total Amount	Action	Status
2012	SEC 5309							
Requested:0	Equipment	Replacement of bus tires	\$6,400	\$1,600	\$0	\$8,000	REPLACE	PRE-REQUESTED
Sub Total By Program Type			\$6,400	\$1,600	\$0	\$8,000		
Sub Total By Request Year			\$6,400	\$1,600	\$0	\$8,000		
Grand Total			\$273,200	\$68,300	\$0	\$341,500		

R-2

MEMO



DATE: February 11, 2009
TO: Honorable Mayor and City Commission
FROM: Dane C. Nelson, City Administrator
SUBJECT: Network Server – GIS System

The IT Director, Paul Trinkka, recently solicited and received a quote from Hewlett Packard (HP) in the amount of \$7,779.02 for a server for the city's GIS system. Through HP's program, government customers are allowed to configure equipment to their needs, receive a quote online and receive MI-REMC pricing. Their tech support, service and the servers' reliability have been outstanding.

The City Charter allows the bid process to be waived when it is determined that no advantage to the city would result in obtaining additional quotes. I, therefore, recommend your favorable consideration to authorize the purchase of one (1) HP ProLiant DL360 G5 Server at a cost of \$7,779.02 and that the bid process be waived.



Dane C. Nelson
City Administrator

DCN:bjw

Adrian Fire Department



Memorandum

To: Mayor Gary McDowell, Adrian City Commission

From: Paul G. Trinka

CC: City Administrator Dane Nelson, Finance Director Jeff Pardee

Date: February 4, 2009

Re: Network GIS

We are scheduled to replace the server for the City's GIS system. The city has used HP servers over the past 7 years as the preferred vendor. The servers reliability as well as the company's service and support are an industry standard.

HP gives government customers the ability to quote equipment on a website with Michigan REMC price.

I have configured the equipment needed for the system. The total for the server and delivery is \$7779.02. I would ask that the bid process be waived to purchase the server from HP.



ONLINE PRICE QUOTATION

Quote Number: 3275056

Today's Date : 2/6/2009 8:37:45 PM

Created By: sales@itright.com

Quote Name: Adrian GIS

Quote Created Date : 2/6/2009 8:37:35 PM

Contract: MI - REMC (WSCAll) (HP-WSCA-04)

Product availability and product discontinuation are subject to change without notice. The prices in this quotation are valid for 30 days from quote date above. Please include the quote number and contract from this quote on the corresponding purchase order.

Use the File - Print option to print this form for your future reference.

Items/description	Part no	Unit price	Qty	Ext price
-Configurable- HP ProLiant DL360 G5 Server	Base	\$7,308.02	1	\$7,308.02
HP ProLiant DL360 G5 Server	399524-B21			
Quad-Core Intel® Xeon® E5405 (2.00GHz, 1333MHz FSB, 80W) Processor	457941-L21			
Quad-Core Intel® Xeon® E5405 (2.00GHz, 1333MHz FSB, 80W) Processor	457941-B21			
HP 24GB Fully Buffered DIMM PC2-5300 6X4GB DR LP Memory	466440-24G			
Microsoft® Windows® Server 2003 R2, Enterprise Edition + 25 CALS (Not Installed)	409171-B21			
HP Smart Array P400i/256 Controller with battery	413741-BTY			
HP 300GB Hot Plug 2.5 SAS Dual Port 10,000 rpm Hard Drive	492620-B21			
HP 300GB Hot Plug 2.5 SAS Dual Port 10,000 rpm Hard Drive	492620-B21			
HP 300GB Hot Plug 2.5 SAS Dual Port 10,000 rpm Hard Drive	492620-B21			
HP 300GB Hot Plug 2.5 SAS Dual Port 10,000 rpm Hard Drive	492620-B21			
RAID 5 drive set (requires matching 3 hard drives)	339779-B21			
HP 100GB Logical Size Setting	436007-B21			
Network card				
2 Embedded NC373i Multifunction Gigabit Network Adapters				
Power supply				
HP 1u Server 700w Hot Plug Power Supply				
Redundant fan options				
HP Redundant Fans				
Server management				
Integrated Lights Out 2 (iLO 2) Standard Management				
Warranty				
HP Standard Limited Warranty - 3 Years Parts and on-site Labor, Next Business Day				
HP Care Pack, 3 Years, 4 Hours, 24x7, Hardware, ProLiant DL360	U4497E	\$471.00	1	\$471.00

Subtotal: \$7,779.02

Estimated Lease Cost: \$251.96

The terms and conditions of the MI - REMC (WSCAll) will apply to any order placed as a result of this inquiry, no other terms or conditions shall apply.

To access the HP Public Sector Online Store where this quote was created, go to: <http://gem.compaq.com/gemstore/entry.asp?SiteID=11574>

* The estimated lease cost is the monthly payment amount for a lease commencing on or before 3/8/2009 with a term of 36 months and a fair market value purchase option at the end of the lease term. This and other leasing and financing options are available through Hewlett-Packard Financial Service Company (HPFSC) or one of its affiliates to qualified education and state and local customers in the U.S. and subject to credit approval and execution of standard HPFSC documentation. Fees and other restrictions may apply. This is not a commitment to lease. Rates and payments are subject to change at any time without notice. Leasing and financing options for Federal governmental agencies (subject to a \$50,000 minimum) are available from Hewlett-Packard Company. For more information, call Hewlett-Packard Financial

Services Company at 1-888-277-5942 and talk to a financial services representative who specializes in supporting government and education entities.

* HP is not liable for pricing errors. If you place an order for a product that was incorrectly priced, we will cancel your order and credit you for any charges. In the event that we inadvertently ship an order based on a pricing error, we will issue a revised invoice to you for the correct price and contact you to obtain your authorization for the additional charge, or assist you with return of the product. If the pricing error results in an overcharge to you, HP will credit your account for the amount overcharged.

* Please contact HP Public Sector Sales with any questions or for additional information:

K12 Education:	800-888-3224	Higher Education:	877-480-4433
State Local Govt:	888-202-4682	Federal Govt:	800-727-5472
Fax:	800-825-2329	Returns:	800-888-3224

* For detailed warranty information, please go to www.hp.com/go/specificwarrantyinfo. Sales taxes added where applicable. Freight is FOB Destination.

R09-041

February 16, 2009

RE: INFORMATION TECHNOLOGY DEPARTMENT – Network Server for GIS System

RESOLUTION

WHEREAS, quotes were solicited and received for a replacement server for the city's GIS system; and

WHEREAS, the Director of Information Technology recommends waiving the competitive bid process and acquiring the server from Hewlett-Packard at a cost of \$7,779.02; and

WHEREAS, the Finance Director indicates that sufficient funds are available for this purpose in the Information Technology Capital Equipment account (661-290.00-977.000); and

WHEREAS, the City Administrator recommends approval of this resolution.

NOW, THEREFORE, BE IT RESOLVED that the Adrian City Commission, by this resolution hereby approves the acquisition of a Hewlett Packard ProLiant DL360 G5 Server at a cost of \$7,779.02.

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

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

R-3

February 6, 2009

Honorable Mayor and City Commission:

At their February 3 regular meeting the Adrian City Planning Commission voted unanimously to adopt the attached Resolution in support of the FY2009-15 Capital Budget Recommendation.

Respectfully submitted,

A handwritten signature in cursive script that reads "Denise Cook".

Denise Cook, Secretary



MEMO

Date: January 24, 2009

Michael H. Jacobitz, Chairman
City of Adrian Planning Commission

From: Dane C. Nelson, City Administrator

Re: FY2009-15 CAPITAL BUDGET RECOMMENDATION

The six-year departmental capital expenditure recommendation, covering the period FY2009-15, is hereby presented for your review and consideration. This presentation, reflecting the third year of implementation, represents a significant departure from past practice. As a result of an assessment of the City of Adrian's past Capital Planning Process, prepared by the Finance Director at my request, the City Commission approved a new Capital Planning Process consistent with "Best Practices" promulgated by the Government Finance Officers Association (GFOA) of the United States and Canada. The significant improvement in process this year is the inclusion of the Planning Commission at the Request Stage of the CIP Program, with related emphasis on the City's Comprehensive Master Plan. This recommendation incorporates the input received from the City Commission and Planning Commission at the Saturday, December 13, 2008, work session at which department heads presented their FY2009-15 Capital Budget Requests.

The presentation of the multi-year departmental capital expenditure request, covering the period FY2009-15, is the first step towards incorporation of the GFOA "Best Practices" recommended eleven-step process to formulating a viable multi-year Capital Improvement Program (CIP) and Financing Plan. Included in the Capital Request document, presented on December 13, were the following information items:

- The Capital Improvement Program (CIP) Instructions previously issued to all operating departments,
- The City of Adrian Debt Capacity Analysis prepared by the Finance Director,
- The City of Adrian Strategic Action Plan and Comprehensive Master Plan Vision, Goals and Objectives,
- CIP Request Summary and Departmental Detail
- Related Capital Planning and Finance Policies, as well as, Debt Management Policies adopted by the City Commission December 4, 2006. This action reinforces the City's good credit rating (Moody's Investor Services (A2));

Standard & Poors' (A)), even in the event the City chooses to increase its debt burden.

All of the above information was used to promote a healthy discussion of the planned CIP initiatives under consideration, particularly the proposed Downtown City Government Complex and the related consolidated financing proposal. The aforementioned Debt Capacity Analysis provides the parameters for determining the maximum responsible debt level going forward.

Although the Legal Debt Margin allows the City to issue up to ten (10%) percent of the State Equalized Value (SEV) of taxable property in the City (permitting an additional debt load of \$43.3 million), the resources of the operating budget would be woefully inadequate to assume the resulting Debt Service requirements. After evaluating financial trends (projected revenues and expenditures), as well as current and projected Debt Burden, the Finance Director has recommended a maximum additional general obligation debt burden of \$9.0 million, which would result in an annual debt service of approximately \$500,000. Several projects could be combined with a single bond issue to minimize issuance costs and capitalize on current affordable market rates.

The current General Obligation Debt service is \$250,000 annually. With the additional cost associated with the purchase and renovation of the new Parks & Forestry Maintenance Facility at 381 Miles Drive, the FY2009-15 Capital Budget Recommendation contemplates an increase in debt service of an additional \$250,000, for a total annual debt service burden of \$500,000. Even with the acquisition of the First Federal Bank Building for new City Hall, purchased on a Land Contract, and the construction of the new Police Facility, it is anticipated that the proposed long-term (30 year) Omnibus Bond Issue will provide for consolidation of all General Obligation debt without increasing the total annual debt service burden above \$500,000.

Under the heading of proposed operational improvements, the FY2009-15 Capital Budget Recommendation includes a provision to expand the Fire Department Motor Vehicle Pool to include all vehicles currently assigned to the Cemetery, Police Department, Recreation Department, and Department of Public Works. By utilizing the accounting convention of an Internal Service Fund, an enhanced mechanism for consolidating operating costs and providing for future vehicle replacement would be achieved through automatic funding of depreciation, insurance, maintenance and operations.

In addition, the CIP Budget Recommendation incorporates the Planning Commission's previous suggestions for process improvements with the following enhancements to the Capital Improvement Program Planning Process:

- 1) When formulating Capital Improvement Program Budget Requests, Capital Projects (land and facilities) were segregated from Capital Equipment Requests.
- 2) An additional criteria was added for consideration of Capital Project Requests, specifically related to consistency with the City's

Comprehensive Plan, i.e., respond to the question: Is this Project consistent with the Comprehensive Plan and, if not, why not?

- 3) The December Work Session was expanded to a joint session of the City Commission and Planning Commission to provide input to formulation of a recommended Capital Improvement Program.
- 4) The next time the City Commission revisits the City of Adrian Strategic Plan a suggested amendment will be offered incorporating the following language under the *Goal: Strengthen and diversify the local economy*: Maintain the City of Adrian's Comprehensive Plan and ensure that other planning processes, such as the Multi-Year Capital Improvement Program are consistent with the specifications and intent of the Comprehensive Plan.

The attached resolution has been prepared for your consideration at the Planning Commission meeting scheduled for February 3, 2009. If you have any questions or need for further information, please contact my office.

City staff and I look forward to the continuing opportunity to work with the City Commission and Planning Commission to plan for the future and do our part to improve and maintain quality of life in our community

February 3, 2009

**CITY OF ADRIAN PLANNING COMMISSION – FY2009-15 City of Adrian
Capital Improvement Program and FY2009-10 Capital Budget Recommendation**

RESOLUTION R08 – ____

WHEREAS, consistent with Public Act 621 of 1978, the Uniform Budgeting Act for Local Government, the Adrian City Administration has developed a Multi-Year Capital Improvement Program (CIP), identifying specific capital projects, facilities and equipment, as well as their respective funding sources for the period FY2009-15; and

WHEREAS, on December 13, 2008, the City Commission and the Planning Commission met in Joint Work-Session to review the Capital Budget Requests submitted by Department Heads and provided input regarding priorities to the City Administration; and

WHEREAS the City Administrator established a CIP Advisory Committee, composed of the City Administrator (Chairman), Finance Director, City Engineer/DPW Director, Utilities Director, Police Chief, Fire Chief/IT Director, Community and Economic Development Director, and Parks & Recreation Director, for purposes of reviewing Capital Project Requests and formulating a Capital Improvement Program Budget Recommendation; and

WHEREAS, within the broad categories of planning, efficient utilization of public resources, economic development, neighborhood support, and safety, the Capital Improvement Program Advisory Committee used the following criteria to evaluate the relative merit of each capital project:

Consistent with City's

Adopted Strategic Plan Projects which are consistent with the City's Adopted Strategic Plan will be given priority, (Available under Tab 2 of the FY2008-09 Adopted Budget)

Consistent with Comprehensive

Master Plan Document Projects which are consistent with the City's Comprehensive Master Planning Document will be given priority. (Available on City's Website under I:\Community Development\Comprehensive Plan)

Asset Replacement

Evaluation and replacement of current fixed assets for purposes of maintaining current service levels will be given priority.

- Leverage Grants Projects which are eligible for public or private grant funding, with or without a local matching requirement, will be given priority.
- Adopted Plans Projects which comply with the principles and concepts of an adopted City Plan will be given priority.
- Phased Projects Projects which implement an ongoing phased project will be given priority.
- Health & Safety Hazards Projects which correct a health and safety hazard or prevent a critical breakdown in a City facility will be given priority.
- Operations and Maintenance Projects which provide a significant decrease in City operating and/or maintenance expenses will be given priority.
- Job Creation & Retention Projects which demonstrably support the creation or retention of jobs for City residents will be given priority.
- Neighborhood Development Projects which are a component of a systematic neighborhood development plan or strategy will be given priority; and

WHEREAS the City Administrator's FY2009-15 Capital Improvement Program Budget Recommendation is summarized as follows:

<u>FY2009-10</u>	<u>FY2010-11</u>	<u>FY2011-12</u>	<u>FY2012-13</u>	<u>FY2013-14</u>	<u>FY2014-15</u>
\$16,718,238	\$6,461,691	\$5,530,388	\$4,216,921	\$3,459,573	\$3,587,877

WHEREAS, consistent with the Municipal Planning Act (PA285 of 1931, as amended – MCL125.39), the City Administration has submitted the recommended FY2009-15 Capital Improvement Program and FY2008-09 Capital Budget to the Planning Commission for review and consideration before submitting it to the City Commission for final approval; and

WHEREAS the City Administrator recommends approval of this resolution.

NOW THEREFORE BE IT RESOLVED that the City of Adrian Planning Commission, by this resolution, commends the City Administrator's FY2009-15 Capital Improvement Program (CIP) and FY2009-10 Capital Budget to the City Commission for incorporation into the FY2009-10 Operating Budget and General Appropriations Act.

On motion by Commissioner Ali-Omar, seconded by Commissioner Watson, this resolution was adopted by a unanimous vote.

CITY OF ADRIAN, MICHIGAN
FISCAL YEAR 2009-15 CAPITAL BUDGET REQUESTS
SUMMARY OF CAPITAL OUTLAY EXPENDITURES BY YEAR

<u>DEPT.</u>	<u>DESCRIPTION</u>	<u>FY2009-10</u>	<u>FY2010-11</u>	<u>FY2011-12</u>	<u>FY2012-13</u>	<u>FY2013-14</u>	<u>FY2014-15</u>	<u>PAGE REFERENCE</u>
	DEBT SERVICE - GENERAL FUND							1- 8
	PURCHASE 250 W. CHURCH STREET	\$10,000	\$10,000	\$105,131	\$0	\$0	\$0	
	MARVIN FARM	144,239	144,241	144,238	144,238	0	0	
	PARKS & FORESTRY BUILDING-ACQUISITION	52,390	52,390	495,837	0	0	0	
	PARKS & FORESTRY BUILDING-RENOVATION ESTIMATE	229,145	157,000	157,000	1,485,000	0	0	
	153/155 E. MAUMEE STREET	64,226	64,226	64,226	64,226	357,665	0	
	TOTAL GENERAL FUND	\$500,000	\$427,857	\$966,432	\$1,693,464	\$357,665	\$0	
	DEBT SERVICE - WASTEWATER FUND							142
	REVENUE BONDS - 09/26/02 - (\$8,920,000) - 04/01/23 - 2.50%	\$567,063	\$567,313	\$567,313	\$567,063	\$566,563	\$565,813	
	REVENUE BONDS - 09/22/05 - (\$2,040,000) - 04/01/27 - 1.625%	120,288	118,626	117,363	120,860	119,316	117,773	
	REVENUE BONDS -12/15/05 - (\$7,090,000) - 04/01/27 - 1.625%	412,136	407,610	407,614	412,495	412,254	411,932	
	TOTAL WASTEWATER FUND	\$1,099,487	\$1,093,549	\$1,092,290	\$1,100,418	\$1,098,133	\$1,095,518	
	DEBT SERVICE - WATER FUND							141
	REVENUE BONDS - 09/26/02 - (5,665,000) - 04/01/23 - 2.50%	\$360,563	\$359,375	\$358,063	\$361,563	\$359,875	\$358,063	
	REVENUE BONDS - 09/27/07 - (\$7,890,000) - 04/01/27 - 2.125%	101,710	426,436	424,583	427,570	425,398	428,067	
	TOTAL WATER FUND	\$462,273	\$785,811	\$782,646	\$789,133	\$785,273	\$786,130	
	DEBT SERVICE - DOWNTOWN DEVELOPMENT AUTHORITY FUND							
	LIMITED GENERAL OBLIGATION BONDS							
	STREETSCAPE BONDS - 10/01/92 - (\$1,025,000) - 03/01/12 - 6.4%	\$100,480	\$95,360	\$90,240	\$85,120	\$0	\$0	
	TOTAL DOWNTOWN DEVELOPMENT AUTHORITY FUND	\$100,480	\$95,360	\$90,240	\$85,120	\$0	\$0	
	TOTAL DEBT SERVICE	\$2,162,240	\$2,402,577	\$2,931,608	\$3,668,135	\$2,241,071	\$1,881,648	

**CITY OF ADRIAN, MICHIGAN
FISCAL YEAR 2009-15 CAPITAL BUDGET REQUESTS
SUMMARY OF CAPITAL OUTLAY EXPENDITURES BY YEAR**

<u>DEPT.</u>	<u>DESCRIPTION</u>	<u>FY2009-10</u>	<u>FY2010-11</u>	<u>FY2011-12</u>	<u>FY2012-13</u>	<u>FY2013-14</u>	<u>FY2014-15</u>	<u>PAGE REFERENCE</u>
172.00	ADMINISTRATION							
	FACILITY IMPROVEMENTS:							9 - 13
	NEW CITY HALL - PURCHASE & RENOVATION	\$1,575,000	\$0	\$0	\$0	\$0	\$0	
	COMMISSION CHAMBERS (OLD POST OFFICE)- RENOVATION	661,000	0	0	0	0	0	
	CITY HALL DEMOLITION	0	100,000	0	0	0	0	
	DOWNTOWN GOVERNMENT COMPLEX MISC. EXPENSES	100,000	0	0	0	0	0	
	DOWNTOWN GOVERNMENT COMPLEX DEBT ISSUANCE COSTS	100,000	0	0	0	0	0	
	TOTAL FACILITY IMPROVEMENTS	\$2,436,000	\$100,000	\$0	\$0	\$0	\$0	
	CAPITAL EQUIPMENT:							14
	CAPITAL EQUIPMENT - CONVENIENCE COPIER	\$0	\$0	\$0	\$0	\$10,000	\$0	
	TOTAL CAPITAL EQUIPMENT	\$0	\$0	\$0	\$0	\$10,000	\$0	
	TOTAL ADMINISTRATION	\$2,436,000	\$100,000	\$0	\$0	\$10,000	\$0	
265.00	CITY HALL							
	CAPITAL EQUIPMENT:							
	TomCat24 Lift	\$2,000	\$0	\$0	\$0	\$0	\$0	
	TOTAL CITY HALL	\$2,000	\$0	\$0	\$0	\$0	\$0	
276.00	CEMETERY							
	FACILITY IMPROVEMENTS:							15 - 22
	PAVING	\$3,500	\$0	\$0	\$0	\$0	\$55,000	
	SEAL COATING	6,500	0	6,500	6,500	6,500	0	
	COLUMBARIUM	0	0	0	25,000	0	0	
	TOTAL FACILITY IMPROVEMENTS	\$10,000	\$0	\$6,500	\$31,500	\$6,500	\$55,000	
	CAPITAL EQUIPMENT:							
	LARGE MOWER WITH TRADE	\$11,500	\$10,000	\$10,000	\$10,500	\$10,500	\$11,000	
	TOTAL CAPITAL EQUIPMENT	\$11,500	\$10,000	\$10,000	\$10,500	\$10,500	\$11,000	
	TOTAL CEMETERY	\$21,500	\$10,000	\$16,500	\$42,000	\$17,000	\$66,000	

**CITY OF ADRIAN, MICHIGAN
FISCAL YEAR 2009-15 CAPITAL BUDGET REQUESTS
SUMMARY OF CAPITAL OUTLAY EXPENDITURES BY YEAR**

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301.00	POLICE DEPARTMENT							50 - 60
	FACILITY IMPROVEMENTS:							
	NEW POLICE FACILITY	\$2,796,000	\$0	\$0	\$0	\$0	\$0	
	TOTAL FACILITY IMPROVEMENTS	\$2,796,000	\$0	\$0	\$0	\$0	\$0	
	CAPITAL EQUIPMENT:							
	PATROL VEHICLE VIDEO SYSTEMS (5) (DRUG FORFEITURE \$)	\$23,000	\$0	\$0	\$0	\$28,000	\$28,500	
	FORENSIC LAB EQUIPMENT (GRANT FUNDED)	13,000	0	0	0	5,000	0	
	BODY ARMOR - 50% GRANT FUNDED FIRST YEAR ONLY	5,000	6,000	6,000	6,500	7,000	7,000	
	MOTOR CYCLE LEASE - 100% PRIVATE DONATION	2,000	3,000	3,000	3,500	3,500	3,500	
	FORENSIC COMPUTER EQUIPMENT - 50% GRANT 2010-11 ONLY	0	20,000	0	0	10,000	0	
	TASER REPLACEMENT	0	6,000	0	0	0	0	
	COMPLETE COMMUNICATION REPLACEMENT (911 SUR-CHARGE)	0	0	0	40,000	0	0	
	TACTICAL EQUIPMENT	0	0	0	8,500	0	0	
	TOTAL CAPITAL EQUIPMENT	\$43,000	\$35,000	\$9,000	\$58,500	\$53,500	\$39,000	
	TOTAL POLICE DEPARTMENT	\$2,839,000	\$35,000	\$9,000	\$58,500	\$53,500	\$39,000	
336.00	FIRE DEPARTMENT							61 - 64
	FACILITY IMPROVEMENTS:							
	REPLACE HVAC SYSTEM	\$0	\$0	\$0	\$0	\$70,000	\$0	
	TOTAL FACILITY IMPROVEMENTS	\$0	\$0	\$0	\$0	\$70,000	\$0	
	CAPITAL EQUIPMENT:							
	OFFICE FURNITURE	\$0	\$0	\$0	\$0	\$0	\$15,000	
	FIREFIGHTERS TURNOUT GEAR	6,000	6,000	6,000	7,000	7,000	7,000	
	AUTOMATIC EXTERNAL DEFIBRILLATOR	0	8,500	0	0	0	0	
	(12) LEAD DEFIBRILLATORS	0	0	25,000	0	0	0	
	TOTAL CAPITAL EQUIPMENT	\$6,000	\$14,500	\$31,000	\$7,000	\$7,000	\$22,000	
	TOTAL FIRE DEPARTMENT	\$6,000	\$14,500	\$31,000	\$7,000	\$77,000	\$22,000	

**CITY OF ADRIAN, MICHIGAN
 FISCAL YEAR 2009-15 CAPITAL BUDGET REQUESTS
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441.00	DEPARTMENT OF PUBLIC WORKS							
	FACILITY IMPROVEMENTS:							78 - 86
	DPW BUILDING SHOWER FACILITY	\$0	\$25,000	\$0	\$0	\$0	\$0	
	DPW BUILDING - SIDING & WINDOWS	110,000	0	0	0	0	0	
	DPW BUILDINGS - ROOF REPLACEMENT	0	75,000	0	0	0	0	
	NEW COLD STORAGE BUILDING	0	125,000	0	0	0	0	
	TOTAL FACILITY IMPROVEMENTS	\$110,000	\$225,000	\$0	\$0	\$0	\$0	
	CAPITAL EQUIPMENT:	\$0	\$0	\$0	\$0	\$0	\$0	
	TOTAL CAPITAL EQUIPMENT	\$0	\$0	\$0	\$0	\$0	\$0	
	TOTAL DEPARTMENT OF PUBLIC WORKS	\$110,000	\$225,000	\$0	\$0	\$0	\$0	

CITY OF ADRIAN, MICHIGAN
FISCAL YEAR 2009-15 CAPITAL BUDGET REQUESTS
SUMMARY OF CAPITAL OUTLAY EXPENDITURES BY YEAR

<u>DEPT.</u>	<u>DESCRIPTION</u>	<u>FY2009-10</u>	<u>FY2010-11</u>	<u>FY2011-12</u>	<u>FY2012-13</u>	<u>FY2013-14</u>	<u>FY2014-15</u>	<u>PAGE</u> <u>REFERENCE</u>
691.00	RECREATION DEPARTMENT							23 - 34
	FACILITY IMPROVEMENTS:							
	BOHN POOL - LINER REPLACEMENT	\$100,000	\$0	\$0	\$0	\$0	\$0	
	BOHN POOL - REPLACE WATER HEATERS (2)	5,500	5,500	0	0	0	0	
	BOHN POOL RENOVATION/REPLACEMENT	0	2,000,000	0	0	0	0	
	BOHN POOL - REPLACE CURBING IN CUL-DE-SAC	0	0	5,000	0	0	0	
	BOHN POOL - RELOCATE PARKING LOT LIGHT, SEAL LOT	0	0	5,000	0	0	0	
	BOHN POOL - SHADE STRUCTURE 19X25	0	0	0	7,000	0	0	
	PIOTTER - REPLACE RAIL / BRACKETS ON GYM DIVIDER	5,000	0	0	0	0	0	
	PIOTTER - REPLACE CARPETS IN ROOMS 3 AND 4	0	6,000	0	0	0	0	
	PIOTTER - REPLACE TILE FLOOR IN ROOMS 1 AND 2	0	5,500	0	0	0	0	
	PIOTTER - REPLACE ALUMINUM AND WOOD FACIA	0	0	9,000	0	0	0	
	PIOTTER - REPLACE BOILER BURNERS	0	0	5,000	0	0	0	
	PIOTTER - REPLACE TILE FLOOR CAFETERIA/MAIN HALL	0	0	0	20,000	0	0	
	PIOTTER - GYM EXHAUST FAN	0	0	0	0	12,000	0	
	PIOTTER PARKING LOT - STRIPE (W/CHURCH)	0	0	0	0	5,000	0	
	PIOTTER PARKING LOT - REPLACE CEILING TILES IN MAIN HALL	0	0	0	0	0	25,000	
	RIVERSIDE BASEBALL FIELD BACKSTOP	9,000	0	0	0	0	0	
	BASEBALL FIELD IMPROVEMENTS	0	6,000	6,000	6,000	6,000	0	
	REBUILD HERITAGE INFIELD #1	6,000	0	0	0	0	0	
	REBUILD HERITAGE INFIELD #2	0	6,000	0	0	0	0	
	REBUILD HERITAGE INFIELD #3	0	0	6,500	0	0	0	
	REBUILD HERITAGE INFIELD #4	0	0	0	6,500	0	0	
	6' SIDELINE FENCING-HERITAGE FIELD #1	0	0	0	0	6,500	0	
	6' SIDELINE FENCING-HERITAGE FIELD #3	0	0	0	0	0	6,500	
	6' SIDELINE FENCING-HERITAGE FIELD #4	0	0	0	0	0	6,500	
	REBUILD HERITAGE INFIELD #3	0	0	0	0	0	20,000	
	PARKS & RECREATION 5-YEAR MASTER PLAN (1/3 COST)	0	0	0	0	10,000	0	
	TOTAL FACILITY IMPROVEMENTS	\$125,500	\$2,029,000	\$36,500	\$39,500	\$39,500	\$58,000	
	CAPITAL EQUIPMENT:							
	SKATE PARK - FUN BOX W/STAIRS AND RAILS	\$7,700	\$0	\$0	\$0	\$0	\$0	
	RECREATION / POOL / EQUIPMENT	0	7,000	7,000	7,000	7,000	7,000	
	TOTAL CAPITAL EQUIPMENT	\$7,700	\$7,000	\$7,000	\$7,000	\$7,000	\$7,000	
	TOTAL PARKS & RECREATION	\$133,200	\$2,036,000	\$43,500	\$46,500	\$46,500	\$65,000	

**CITY OF ADRIAN, MICHIGAN
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SUMMARY OF CAPITAL OUTLAY EXPENDITURES BY YEAR**

<u>DEPT.</u>	<u>DESCRIPTION</u>	<u>FY2009-10</u>	<u>FY2010-11</u>	<u>FY2011-12</u>	<u>FY2012-13</u>	<u>FY2013-14</u>	<u>FY2014-15</u>	<u>PAGE REFERENCE</u>
697.00	PARKS AND FORESTRY DEPARTMENT							35 - 42
	FACILITY IMPROVEMENTS:							
	CONCRETE WORK - VARIOUS PARKS	\$0	\$0	\$0	\$15,000	\$0	\$0	
	ROOF REPLACEMENTS - VARIOUS PARKS	8,500	0	0	0	0	0	
	KIWANIS TRAIL - MAINTENANCE (SUTTON TO GADY 4800LF)	72,000	0	0	0	0	0	
	KIWANIS TRAIL - MAINTENANCE (GADY TO BRIDGE 1465 LF) - GRANT	23,000	0	0	0	0	0	
	PARKS & FORESTRY BUILDING RENOVATION - 381 MILES DRIVE	1,450,000	0	0	0	0	0	
	KIWANIS TRAIL - MAINTENANCE (GADY/BRIDGE TO OCCIDENTAL)	0	0	0	102,000	0	0	
	HERITAGE PARK-RESTROOM	0	60,000	0	0	0	0	
	HERITAGE PARK-MAINT. OF PARKING LOTS & RDS	0	0	0	0	83,000	56,000	
	HERITAGE PARK- SOFTBALL IRRIGATION	0	0	0	0	0	45,675	
	RIVERSIDE PARK-RESTROOM	0	0	75,000	0	0	0	
	RIVERSIDE PARK-MAINT. OF PARKING LOTS & RDS	0	0	0	0	74,250	0	
	ISLAND PARK-MAPLE SHELTER PARKING	0	0	44,500	0	0	0	
	ISLAND PARK-MAPLE SHELTER REPLACEMENT	0	71,000	0	0	0	0	
	UTILITY REPLACEMENTS	0	0	0	0	100,000	150,000	
	PARKS & RECREATION 5-YEAR MASTER PLAN (1/3 COST)	0	0	0	0	10,000	0	
	TOTAL FACILITY IMPROVEMENTS	\$1,553,500	\$131,000	\$119,500	\$117,000	\$267,250	\$251,675	
	CAPITAL EQUIPMENT:							
	MOWER REPLACEMENT W/TRADE	\$0	\$12,000	\$0	\$13,000	\$0	\$14,000	
	PARK-MAINTENANCE CART REPLACEMENT	12,000	0	0	0	0	0	
	LIBRARY PERSONNEL LIFT - 25% SHARE	2,000	0	0	0	0	0	
	SITE FURNISHINGS-T-CANS, BENCHES, GRILLS, ETC	0	4,000	0	0	4,000	0	
	ERIE PARK-PLAYGROUND EQUIPMENT	0	0	45,000	0	0	0	
	PLAYGROUND RESURFACING	0	0	0	7,000	7,000	0	
	DUNLAP PARK - PLAYGROUND EQUIPMENT	\$0	\$0	\$0	\$0	\$0	\$50,000	
	TOTAL CAPITAL EQUIPMENT	\$14,000	\$16,000	\$45,000	\$20,000	\$11,000	\$64,000	
	TOTAL PARKS & FORESTRY DEPARTMENT	\$1,567,500	\$147,000	\$164,500	\$137,000	\$278,250	\$315,675	

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738.00	ADRIAN PUBLIC LIBRARY							130 - 136
	FACILITY IMPROVEMENTS:							
	MAIN FLOOR PUBLIC SEATING	\$6,475	\$0	\$0	\$0	\$0	\$0	
	GENERAL FACILITY IMPROVEMENTS	840,000	0	0	0	0	0	
	VINYL FLOORING - STAFF WORKROOM	0	18,000	0	0	0	0	
	MAIN FLOOR LIGHTING REPLACEMENT	0	0	110,000	0	0	0	
	YOUTH FLOOR LIGHTING REPLACEMENT	0	0	0	42,000	0	0	
	REPAIR INTERIOR WALL - STORAGE ROOM #2	0	0	0	0	7,000	0	
	VINYL FLOORING - STORAGE ROOM #2	0	0	0	0	12,000	0	
	BASEMENT LIGHTING REPLACEMENT	0	0	0	0	14,000	0	
	VINYL FLOORING - STORAGE ROOM #3 (AND TILE REMOVAL)	0	0	0	0	0	21,000	
	TOTAL FACILITY IMPROVEMENTS	\$846,475	\$18,000	\$110,000	\$42,000	\$33,000	\$21,000	
	CAPITAL EQUIPMENT:							
	FURNITURE - STAFF	\$0	\$0	\$0	\$0	\$0	\$5,000	
	TomCat24 Lift	3,800	0	0	0	0	0	
	COPIER - PUBLIC	0	0	9,000	0	0	0	
	FURNITURE - PUBLIC STUDY SEATING	0	8,000	0	0	0	0	
	FURNITURE - PUBLIC - SOFT SEATING	0	10,000	0	0	0	0	
	DRINKING FOUNTAIN - YOUTH SERVICES	0	0	0	0	5,000	0	
	COPIER - STAFF	0	0	0	9,000	0	0	
	DEHUMIDIFIER - ARCHIVES/HISTORY ROOM	0	5,000	0	0	0	0	
	TOTAL CAPITAL EQUIPMENT	\$3,800	\$23,000	\$9,000	\$9,000	\$5,000	\$5,000	
	TOTAL ADRIAN PUBLIC LIBRARY	\$850,275	\$41,000	\$119,000	\$51,000	\$38,000	\$26,000	
101	TOTAL GENERAL FUND	\$7,965,475	\$2,608,500	\$383,500	\$342,000	\$520,250	\$533,675	

**CITY OF ADRIAN, MICHIGAN
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	GENERAL FUND B181 SOURCES OF FUNDS:							
	GENERAL PROPERTY TAX (ONE MILL)	\$35,225	\$443,788	\$443,788	\$448,226	\$457,190	\$470,906	
	BOND PROCEEDS	3,657,000	100,000	0	0	0	0	
	GRANTS	38,500	13,000	3,000	3,250	13,500	3,500	
	DRUG-FORFEITURE FUNDS	23,000	0	0	0	28,000	28,500	
	NON-DRUG FORFEITURE FUNDS	9,750	0	0	0	0	0	
	INSTALLMENT PURCHASE CONTRACT	1,450,000	0	0	0	0	0	
	E-911 COMMUNICATION SURCHARGE	0	0	0	40,000	0	0	
	MILLAGE REQUEST	0	0	0	0	0	0	
	PRIVATE DONATIONS	2,000	3,000	3,000	3,500	3,500	3,500	
	SALE OF ASSETS	0	0	0	0	0	0	
	PRIOR YEAR SURPLUS	2,250,000	0	0	0	0	0	
	HISTORIC PRESERVATION / BROWNFIELD TAX CREDITS	500,000	0	0	0	0	0	
	ALTERNATIVE FUNDING SOURCES	0	2,048,712	(66,288)	(152,976)	18,060	27,269	
	TOTAL SOURCES OF FUNDS	\$7,965,475	\$2,608,500	\$383,500	\$342,000	\$520,250	\$533,675	

**CITY OF ADRIAN, MICHIGAN
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202	MAJOR STREET FUND							95 - 105
	W. CHHURCH STREET - MAUMEE TO WINTER	\$395,000	\$0	\$0	\$0	\$0	\$0	
	ELM - TOLEDO TO MAPLE	25,225	0	0	0	0	0	
	LOGAN STREET - DIVISION TO CENTER	0	265,172	0	0	0	0	
	MCKENZIE STREET - MAPLE TO MAUMEE	0	219,957	0	0	0	0	
	DIVISION STREET - BEECHER TO US-223	0	0	536,010	0	0	0	
	ELM STREET - SIENA HEIGHTS TO OAKWOOD	0	0	0	136,111	0	0	
	DIVISION STREET - CHURCH TO BEECHER	0	0	0	272,176	0	0	
	MCKENZIE STREET - MAUMEE TO MICHIGAN	0	0	0	0	152,871	0	
	METCALF STREET - MAIN TO WINTER	0	0	0	0	94,401	0	
	DAWES STREET - WINTER TO DIVISION	0	0	0	0	94,401	0	
	BENT OAK AVENUE - RIVERSIDE TO CITY LIMITS	0	0	0	0	0	371,080	
	WASHBURN STREET - MAIN TO WINTER	0	0	0	0	0	20,638	
	CONTRIBUTION TO LOCAL STREET FUND	125,000	125,000	125,000	125,000	125,000	125,000	
	TOTAL MAJOR STREET FUND	\$545,225	\$610,129	\$661,010	\$533,287	\$466,673	\$516,718	
	SOURCES OF FUNDS:							
	ACT 51 FUNDING	\$86,475	\$160,000	\$160,000	\$160,000	\$160,000	\$160,000	
	SPECIAL ASSESSMENTS	63,750	0	0	0	0	0	
	NON-MOTRORIZED TRANSPORTATION REVENUE	0	0	0	0	0	0	
	GRANTS	395,000	0	0	0	0	0	
	ALTERNATIVE FUNDING SOURCES	0	376,704	501,010	373,287	306,673	356,718	
	PRIOR YEARS' REVENUE	0	73,425	0	0	0	0	
	TOTAL MAJOR STREET FUND	\$545,225	\$610,129	\$661,010	\$533,287	\$466,673	\$516,718	

CITY OF ADRIAN, MICHIGAN
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203	LOCAL STREET FUND							95 - 105
	W. SUMMIT STREET - MAIN TO WINTER	\$291,890	\$0	\$0	\$0	\$0	\$0	
	MULBERRY - ORMSBY TO ELM	69,086	0	0	0	0	0	
	MAPLEWOOD COURT - EXTENTS	15,894	0	0	0	0	0	
	N. CENTER - TOLEDO TO E. MAUMEE	30,832	0	0	0	0	0	
	SCOTT COURT - EXTENTS	37,937	0	0	0	0	0	
	FRANK STREET- CENTER TO DEAN	160,806	0	0	0	0	0	
	W. HUNT STREET - MAIN TO TRESTLE PARK	0	76,708	0	0	0	0	
	N. WINTER STREET - MAPLE TO END	0	156,237	0	0	0	0	
	FRANK - DIVISION TO CENTER	0	81,979	0	0	0	0	
	PARK STREET - MAUMEE TO MICHIGAN	0	93,550	0	0	0	0	
	OREGON ROAD - MAPLE TO WESTWOOD	0	106,167	0	0	0	0	
	HAWTHORNE ROAD - OREGON TO TRENTON	0	16,692	0	0	0	0	
	WESTWOOD ROAD - MAPLE TO MAPLE	0	87,929	0	0	0	0	
	SEELEY - LOCUST TO DEAD END	0	0	112,604	0	0	0	
	CROSWELL STREET - BRISTOL TO DEAD END	0	0	109,777	0	0	0	
	MARTINEZ STREET - CROSWELL TO DEAD END	0	0	48,901	0	0	0	
	TRENTON ROAD - OREGON TO AUBORNE	0	0	121,454	0	0	0	
	AUBORNE ROAD - TRENTON TO SCOTT	0	0	59,714	0	0	0	
	HUNTINGTON ROAD - EXTENTS	0	0	12,056	0	0	0	
	GLENDALE ROAD - AUBORNE TO OREGON	0	0	42,630	0	0	0	
	SCOTT STREET - MAUMEE TO MICHIGAN	0	0	97,742	0	0	0	
	SUMMER STREET - RIVER TO MAPLE	0	0	0	74,304	0	0	
	CHERRY STREET - RIVER TO MAPLE	0	0	0	90,943	0	0	
	HAAN STREET - BEECHER TO MULZER	0	0	0	76,671	0	0	
	SPRINGBROOK AVENUE - RIVER TO MAPLE	0	0	0	28,377	0	0	
	RIVER STREET 0 RACE TO MAPLE	0	0	0	107,203	0	0	
	MULZER STREET - HAAN TO DIVISION	0	0	0	41,064	0	0	
	FRENCH STREET - TREAT TO BEECHER	0	0	0	82,286	0	0	
	TABOR STREET - TREAT TO BEECHER	0	0	0	82,286	0	0	

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	SARAH STREET - MAUMEE TO ERIE	0	0	0	0	149,936	0	
	SCOTT STREET - MICHIGAN TO BEECHER	0	0	0	0	140,311	0	
	ERIE STREET - CENTER TO DEAN	0	0	0	0	160,806	0	
	CROSS STREET - MAIN TO WINTER	0	0	0	0	52,097	0	
	BALLENBERGER ROAD - EXTENTS	0	0	0	0	0	162,618	
	ERIE STREET - DIVISION TO CENTER	0	0	0	0	0	81,979	
	VINE STREET - MADISON TO MCKENZIE	0	0	0	0	0	162,768	
	CATON AVENUE - BEECHER TO SUMMIT	0	0	0	0	0	31,531	
	CATON AVENUE - SOUTH TO BAKER	0	0	0	0	0	38,696	
	HOCH AVENUE - SOUTH TO BAKER	0	0	0	0	0	38,696	
	HOWELL AVENUE - SOUTH TO BAKER	0	0	0	0	0	38,696	
	ALLEY REHABILITATION	75,000	75,000	0	0	0	0	
	TOTAL LOCAL STREET FUND	\$681,445	\$694,262	\$604,878	\$583,134	\$503,150	\$554,984	
LOCAL STREET FUND SOURCES OF FUNDS:								
	MAJOR STREET FUND	\$125,000	\$125,000	\$125,000	\$125,000	\$125,000	\$125,000	
	SPECIAL ASSESSMENTS	113,998	0	0	0	0	0	
	ONE-MILL ROAD IMPROVEMENT TAX	441,343	432,516	436,841	441,210	445,622	445,622	
	ACT 51 FUNDING	1,104	136,746	43,037	16,924	(67,472)	(15,638)	
	TOTAL LOCAL STREET FUND	\$681,445	\$694,262	\$604,878	\$583,134	\$503,150	\$554,984	

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205 HARIETT KIMBALL FEE ESTATE FUND								43 - 49
	FACILITY IMPROVEMENTS:							
	IRRIGATION IMPROVEMENTS	\$0	\$15,000	\$0	\$0	\$25,000	\$0	
	HOLIDAY DECORATIONS/LIGHTS	0	0	0	0	20,000	0	
	CONCRETE WORK - VARIOUS PARKS	0	0	15,000	0	20,000	0	
	COMSTOCK WALL REPLACEMENT(460LF)	0	0	30,000	280,000	0	0	
	RIVERVIEW TRAIL BRIDGE INTO RIVERSIDE	0	211,000	0	0	0	0	
	RIVERSIDE PARK RIVERWALK	0	0	0	0	66,000	0	
	ISLAND PARK-PERIMETER TRAIL 4000LF	0	0	76,400	0	0	0	
	ISLAND PARK-LIGHTING	0	0	0	0	60,000	0	
	TRESTLE PARK/TRAIL-DECKING/TIE WALL REPLCMENT	27,000	0	23,000	0	0	0	
	KIWANIS TRAIL-MAPLE/RACE PAVING - BRIDGE WORK	0	0	0	9,000	0	0	
	PARKS & RECERATION 5-YEAR MASTER PLAN (1/3 COST)	0	0	0	0	10,000	0	
	WEST MAUMEE TRAILHEAD	0	0	0	0	0	250,000	
	WEST PARK DESIGN & RENOVATION	0	0	0	0	0	175,000	
	CONTRIBUTION TO AUTO PARKING FUND	25,000	25,000	25,000	25,000	25,000	25,000	
	P&F PORTION OF OAKWOOD SERVICE ROAD	5,993	0	0	0	0	0	
	TOTAL FACILITY IMPROVEMENTS	\$57,993	\$251,000	\$169,400	\$314,000	\$226,000	\$450,000	
	CAPITAL EQUIPMENT:							
	ZTR MOWER, CAB, BROOM W/TRADE	\$15,000	\$0	\$16,000	\$0	\$0	\$0	
	ZTR MOWER W/TRADE	0	0	0	0	14,000	0	
	SITE FURNISHINGS-T-CANS, BENCHES, TABLES, ETC	0	5,000	0	10,000	0	0	
	MAINTENANCE CART	0	0	0	0	0	14,000	
	TOTAL CAPITAL EQUIPMENT	\$15,000	\$5,000	\$16,000	\$10,000	\$14,000	\$14,000	
	TOTAL FEE ESTATE	\$72,993	\$256,000	\$185,400	\$324,000	\$240,000	\$464,000	
	SOURCES OF FUNDS:							
	ANNUAL DISTRIBUTION - TOTAL RETURN = 4.5% OF TOTAL ASSETS	\$19,243,287	\$17,712,906	\$16,438,001	\$15,385,822	\$14,575,000	\$15,250,000	
	TOTAL RETURN: BASED ON 16 QUARTER MOVING AVERAGE	\$865,948	\$797,081	\$739,710	\$692,362	\$655,875	\$686,250	
	ESTIMATED FEE ESTATE MAINTENANCE OPERATING EXPENSES	738,400	760,552	775,763	791,278	807,104	823,246	
	AVAILABLE FUNDS FOR CIP AFTER DEDUCTION FOR OPERATING	127,548	36,529	(36,053)	(98,916)	(151,229)	(136,996)	
	PRIOR YEARS' FUND BALANCE	(54,555)	54,555	0	0	0	0	
	ALTERNATIVE FUNDING SOURCES	0	164,916	221,453	422,916	391,229	600,996	
	TOTAL FEE ESTATE	\$72,993	\$256,000	\$185,400	\$324,000	\$240,000	\$464,000	

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275	COMMUNITY DEVELOPMENT							116 - 117
	FACILITY IMPROVEMENTS:							
	W. CHURCH STREET BLIGHTED PROPERTY ACQUISITION	\$380,000	\$152,000	\$0	\$0	\$0	\$0	
	ELEVATED WATER TOWER	0	0	1,800,000	0	0	0	
	TOTAL COMMUNITY DEVELOPMENT FUND	\$380,000	\$152,000	\$1,800,000	\$0	\$0	\$0	
280	DOWNTOWN DEVELOPMENT AUTHORITY - 2 MILL FUND							118 - 119
	FACILITY IMPROVEMENTS:							
	MAIDEN LANE ABANDONMENT/ENHANCEMENT	\$0	\$120,000	\$0	\$0	\$0	\$0	
	TOTAL DDA - TIF	\$0	\$120,000	\$0	\$0	\$0	\$0	
281	DDA - TIF FUND							120 - 121
	FACILITY IMPROVEMENTS:							
	TOLEDO STREET WASTE RECEPTACLE	\$45,000	\$0	\$0	\$0	\$0	\$0	
	DOWNTOWN FARMER'S MARKET STRUCTURE	250,000	0	0	0	0	0	
	TOTAL DDA - TIF	\$295,000	\$0	\$0	\$0	\$0	\$0	
283	VIBRANT SMALL CITIES IMPROVEMENT GRANT							122 - 129
	TWO-WAY TRAFFIC CIRCULTAION	\$1,362,000	\$0	\$0	\$0	\$0	\$0	
	FAÇADE ENHANCEMENT	500,000	0	0	0	0	0	
	BLIGHT ACQUISITION AND REMOVAL	300,000	0	0	0	0	0	
	TOTAL VIBRANT SMALL CITIES IMPROVEMENT GRANT	\$2,162,000	\$0	\$0	\$0	\$0	\$0	

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496	CAPITAL PROJECTS FUND - WATER PROJECTS							137 - 147
	ADMINISTRATIVE:							
	OFFICE FURNITURE	\$3,000	\$3,000	\$3,000	\$3,000	\$3,000	\$3,000	
	TOTAL ADMINISTRATIVE	<u>\$3,000</u>	<u>\$3,000</u>	<u>\$3,000</u>	<u>\$3,000</u>	<u>\$3,000</u>	<u>\$3,000</u>	
	METER READING & MAINTENANCE:							
	RF FOR LARGE METERS	\$20,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	
	METER REPLACEMENT	50,000	50,000	50,000	50,000	50,000	50,000	
	PIT METER READERS	5,000	10,000	10,000	10,000	10,000	10,000	
	METER READING EQUIP & SOFTWARE	0	0	20,000	0	0	0	
	BILL FOLDER AND INSERTER MACHINE	0	15,000	0	0	0	0	
	TOTAL METER READING & MAINTENANCE	<u>\$75,000</u>	<u>\$85,000</u>	<u>\$90,000</u>	<u>\$70,000</u>	<u>\$70,000</u>	<u>\$70,000</u>	
	OAKWOOD FACILITY:							
	MISC. CAPITAL IMPROVEMENTS	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	
	STORAGE FACILITY	0	0	50,000	0	0	0	
	TOTAL OAKWOOD FACILITY	<u>\$5,000</u>	<u>\$5,000</u>	<u>\$55,000</u>	<u>\$5,000</u>	<u>\$5,000</u>	<u>\$5,000</u>	
	WATER TREATMENT PLANT CAPITAL EQUIPMENT:							
	UNSCHEDULED EQUIPMENT REPLACEMENT	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000	
	VALVE/ACTUATOR REPLACEMENT	0	10,000	5,000	5,000	5,000	0	
	BOILER REPLACEMENT	10,000	0	0	0	0	0	
	LAWNMOWER REPLACEMENT	0	15,000	0	0	0	0	
	DUMP TRUCK REPLACEMENT	0	30,000	0	0	0	0	
	PICK-UP REPLACEMENT	0	0	25,000	0	0	25,000	
	CHEMICAL BULK TANK REPLACEMENT	0	0	0	15,000	15,000	0	
	LIME SLAKER REPLACEMENT	0	0	0	0	0	25,000	
	LIME DUST COLLECTION SYSTEM	0	50,000	0	0	0	0	
	DEDICATED SAMPLING STATIONS	5,000	0	0	0	0	0	
	REBUILD BACKWASH PUMPS	10,000	0	0	0	0	0	
	REBUILD HIGH SERVICE PUMP	0	10,000	0	0	0	0	
	REBUILD CLARIFIER DRIVES	0	0	25,000	25,000	0	0	
	MISC. TOOL REPLACEMENT	3,000	3,000	3,000	3,000	3,000	3,000	
	SAFETY EQUIPMENT	<u>3,000</u>	<u>3,000</u>	<u>3,000</u>	<u>3,000</u>	<u>3,000</u>	<u>3,000</u>	
	TOTAL WATER TREATMENT PLANT	<u>\$46,000</u>	<u>\$136,000</u>	<u>\$76,000</u>	<u>\$66,000</u>	<u>\$41,000</u>	<u>\$71,000</u>	

**CITY OF ADRIAN, MICHIGAN
FISCAL YEAR 2009-15 CAPITAL BUDGET REQUESTS
SUMMARY OF CAPITAL OUTLAY EXPENDITURES BY YEAR**

<u>DEPT.</u>	<u>DESCRIPTION</u>	<u>FY2009-10</u>	<u>FY2010-11</u>	<u>FY2011-12</u>	<u>FY2012-13</u>	<u>FY2013-14</u>	<u>FY2014-15</u>	<u>PAGE REFERENCE</u>
WATER TREATMENT PLANT CAPITAL IMPROVEMENTS:								
	MISC. BUILDING REPAIRS	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	
	WINDOW/DOOR REPLACEMENT	0	20,000	20,000	0	0	0	
	SEDIMENTATION BASIN COVERS	0	0	0	200,000	100,000	0	
	SECURITY LIGHTING/IMPROVEMENTS	5,000	5,000	5,000	5,000	0	0	
	INSTRUMENTATION AND CONTROL	5,000	5,000	5,000	5,000	5,000	5,000	
	SERVICE DRIVE ASPHALT PAVING	85,000	65,000	0	0	0	0	
	HANDRAIL REPLACEMENT	0	10,000	10,000	0	0	0	
	BEECHER TANK EXTERIOR PAINTING	0	0	0	200,000	0	0	
	FAIRGROUNDS TANK INTERIOR PAINTING	0	0	125,000	0	0	0	
	LIME STORAGE ROOF REPLACEMENT	0	25,000	0	0	0	0	
	CLARIFIER PAINTING	0	25,000	25,000	0	0	0	
	WSPS TANK REPAIR	0	0	0	0	0	15,000	
	WATER TREATMENT PLANT CAP IMPRVMTS	\$105,000	\$165,000	\$200,000	\$420,000	\$115,000	\$30,000	
WATER DISTRIBUTION - CAPITAL EQUIPMENT:								
	VAN	\$0	\$0	\$0	\$30,000	\$0	\$0	
	DUMP TRUCK - 10,000 GVW / WITH SNOW	45,000	0	0	0	0	0	
	PICKUP TRUCK - SUPERINTENDENT	0	0	30,000	0	0	0	
	DUMP TRUCK - 35,000 GVW	0	80,000	0	0	0	0	
	AIR COMPRESSOR	0	0	0	0	50,000	0	
	UTILITY TRAILER	0	0	4,500	0	0	0	
	VACTOR	0	150,000	0	0	0	0	
	JUMPING JACK COMPACTOR	10,000	0	0	0	0	0	
	2" UNDERGROUND PIERCING TOOL	10,000	0	0	0	0	0	
	SAFETY EQUIPMENT	5,000	5,000	5,000	5,000	5,000	5,000	
	TOTAL WATER DISTRB. - CAP EQUIP	\$70,000	\$235,000	\$39,500	\$35,000	\$55,000	\$5,000	
WATER DISTRIBUTION - CAPITAL IMPROVEMENTS:								
	SMALL WATER MAIN CONSTRUCTION	\$100,000	\$100,000	\$125,000	\$125,000	\$150,000	\$150,000	
	HYDRANT ADDITIONS	5,000	5,000	5,000	5,000	5,000	5,000	
	WATER LINE REPLACEMENTS	45,000	45,000	45,000	45,000	50,000	50,000	
	SERVICE LINE RENEWALS	20,000	20,000	30,000	30,000	30,000	30,000	
	WESTWOOD DR. WATERMAIN REPLACEMENT	125,000	0	0	0	0	0	
	TOTAL WATER DISTRB. - CAP IMPRVMTS	\$295,000	\$170,000	\$205,000	\$205,000	\$235,000	\$235,000	
	TOTAL CAPITAL PROJECTS FUND - WATER	\$599,000	\$799,000	\$668,500	\$804,000	\$524,000	\$419,000	

**CITY OF ADRIAN, MICHIGAN
FISCAL YEAR 2009-15 CAPITAL BUDGET REQUESTS
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497	CAPITAL PROJECTS FUND - SEWER PROJECTS							137 - 147
	WASTEWATER PLANT - CAPITAL IMPROVEMENTS:							
	MISC. STRUCTURAL REPAIRS	\$35,000	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000	
	LANDSCAPING	0	0	0	10,000	10,000	10,000	
	PAINTING STRUCTURAL COMPONENTS	10,000	10,000	10,000	10,000	10,000	10,000	
	PLANT LIGHTING	0	10,000	10,000	10,000	0	0	
	DIGESTER CLEANING	0	20,000	20,000	20,000	0	0	
	WEST PROCESS GATE REPLACEMENT	40,000	0	0	0	0	0	
	WWTP INSTRUMENTATION, COM & CNTRLS	5,000	5,000	5,000	7,000	7,000	5,000	
	DOOR REPLACEMENTS	0	30,000	0	25,000	0	0	
	PLANT / BROAD ST HVAC	0	50,000	40,000	40,000	20,000	0	
	PLANT HANDRAIL IMPROVEMENTS	0	0	0	15,000	15,000	15,000	
	TOTAL WASTEWATER CAP IMPVMNTS	\$90,000	\$140,000	\$100,000	\$152,000	\$77,000	\$55,000	
	WASTEWATER PLANT - CAPITAL EQUIPMENT:							
	TRACTOR REPLACEMENT	\$0	\$0	\$0	\$35,000	\$0	\$0	
	LAWN MOWER REPLACEMENT	0	0	0	0	12,000	0	
	PICKUP TRUCK REPLACEMENT	0	30,000	0	30,000	0	0	
	GRIT WASHER REPLACEMENT	0	80,000	0	0	0	0	
	REPLACE MAJOR LAB EQUIPMENT	5,000	5,000	5,000	5,000	5,000	5,000	
	UNSCHEDULED EQUIPMENT MAINTENANCE	15,000	15,000	15,000	15,000	15,000	15,000	
	NEW HEAD WORKS SCREEN	0	0	100,000	0	0	0	
	DUMP TRUCK REPLACEMENT	0	0	0	30,000	0	0	
	VALVE REPLACEMENT	15,000	15,000	15,000	15,000	15,000	15,000	
	PRIMARY CHAIN/FLIGHTS	0	0	60,000	60,000	0	0	
	FILTER EQUIPMENT REPLACEMENT	0	30,000	0	0	0	0	
	U.V. BULBS & BALLAST	25,000	25,000	25,000	25,000	25,000	25,000	
	BROAD ST. CONVEYOR COMPACTOR	0	0	100,000	0	0	0	
	LIFT STATION GENERATOR/ATS	0	20,000	10,000	10,000	10,000	0	
	MAINTENANCE EQUIPMENT	0	0	5,000	5,000	5,000	5,000	
	PLANT EFFLUENT WATER PUMPS	0	15,000	25,000	0	0	0	
	TOTAL WASTEWATER PLANT - CAP EQUIP.	\$60,000	\$235,000	\$360,000	\$230,000	\$87,000	\$65,000	
	SEWER COLLECTION SYSTEM:							
	PICK-UP TRUCK - CREW LEADER	\$0	\$30,000	\$0	\$0	\$0	\$0	
	VACTOR	0	150,000	0	0	0	0	
	SMALL EQUIPMENT	6,600	6,800	6,800	7,000	7,000	7,000	
	SAFETY EQUIPMENT	6,000	6,000	6,000	6,000	6,000	6,000	
	I&I ABATEMENT	30,000	30,000	30,000	30,000	30,000	30,000	
	MANHOLE AND LINE RENOVATION	150,000	100,000	250,000	250,000	250,000	250,000	
	TOTAL SEWER COLLECTOR SYSTEM	\$192,600	\$322,800	\$292,800	\$293,000	\$293,000	\$293,000	
	TOTAL CAPITAL PROJECTS FUND - SEWER	\$342,600	\$697,800	\$752,800	\$675,000	\$457,000	\$413,000	

**CITY OF ADRIAN, MICHIGAN
FISCAL YEAR 2009-15 CAPITAL BUDGET REQUESTS
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585	PARKING FUND							106 - 111
	LOTS #2 & #11 - N. WINTER STREET	\$410,000	\$0	\$0	\$0	\$0	\$0	
	LOT #3 - PEARL STREET	145,000	0	0	0	0	0	
	LOTS #4 - TOLEDO STREET -NORTH	280,000	0	0	0	0	0	
	LOT #1 - TOLEDO STREET - SOUTH	400,000	0	0	0	0	0	
	LOTS #5 & #8 - CHURCH STREET	490,000	0	0	0	0	0	
	LOTS #6 & #9 - N. WINTER STREET	490,000	0	0	0	0	0	
	LOTS #7 & #10 - S. WINTER STREET	420,000	0	0	0	0	0	
	TOTAL PARKING FUND	\$2,635,000	\$0	\$0	\$0	\$0	\$0	
588	TRANSPORTATION FUND							148 - 156
	BUS TIRES	\$8,000	\$8,000	\$8,000	\$8,000	\$8,000	\$8,000	
	RADIOS	17,500	0	0	0	0	0	
	TELEPHONE SYSTEM	5,000	0	0	0	0	0	
	CUT-AWAY VEHICLE	60,000	0	0	0	0	0	
	MEDIUM-DUTY VEHICLES (\$90,000 EACH)	180,000	0	0	360,000	0	90,000	
	BACK-UP GENERATOR	35,000	0	0	0	0	0	
	TOTAL TRANSPORTATION FUND	\$305,500	\$8,000	\$8,000	\$368,000	\$8,000	\$98,000	
598	STORM WATER UTILITY FUND							112 - 115
	ADRIAN COLLEGE DRAIN CLEANING	\$30,000	\$0	\$0	\$0	\$0	\$0	
	N. WINTER STREET STORM ISSUES	50,000	0	0	0	0	0	
	TELEVISIONING STORM SEWERS	20,000	0	0	0	0	0	
	EAST SIDE STORM CONDITION ASSESSMENT	50,000	0	0	0	0	0	
	TOTAL STORM WATER UTILITY FUND	\$150,000	\$0	\$0	\$0	\$0	\$0	

**CITY OF ADRIAN, MICHIGAN
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661	INFORMATION TECHNOLOGY FUND							67 - 77
	GIS - CAPITAL EQUIPMENT:							
	GIS SERVER	\$0	\$0	\$0	\$25,000	\$0	\$0	
	PUBLIC MAPPING WEBSITE	0	0	15,100	0	0	0	
	ESRI ArcGIS 9.3 UPGRADE	7,000	0	0	0	0	0	
	COLOR AERIAL ORTHOPHOTOS	0	55,000	0	0	0	0	
	POLICE & FIRE INCIDENT TRACKING	0	16,500	0	0	0	0	
	WEST NILE VIRUS TRACKING	0	7,000	0	0	0	0	
	CEMETERY MAPPING PROJECT	20,000	0	0	0	0	0	
	BS&A EQUALIZER SQL UPGRADE	0	3,000	0	0	0	0	
	TOTAL GIS CAPITAL EQUIPMENT	\$27,000	\$81,500	\$15,100	\$25,000	\$0	\$0	
	IT - CAPITAL EQUIPMENT:							
	WORKSTATIONS	\$60,000	\$60,000	\$60,000	\$60,000	\$60,000	\$60,000	
	FIBER OPTICS	16,000	0	0	0	0	0	
	TOUGHBOOK COMPUTERS - POLICE	0	0	46,700	0	0	0	
	E-MAIL SERVER	0	0	0	20,000	0	0	
	DATA SWITCHES	0	0	0	27,000	0	0	
	BS&A EQUALIZER SQL UPGRADE	0	52,000	0	0	0	0	
	TOTAL IT CAPITAL EQUIPMENT	\$76,000	\$112,000	\$106,700	\$107,000	\$60,000	\$60,000	
	TOTAL INFORMATION TECHNOLOGY DEPARTMENT	\$103,000	\$193,500	\$121,800	\$132,000	\$60,000	\$60,000	

**CITY OF ADRIAN, MICHIGAN
FISCAL YEAR 2009-15 CAPITAL BUDGET REQUESTS
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	662 MOTOR VEHICLE POOL - INTERNAL SERVICE FUND							65 - 66
276.00	CEMETERY CAPITAL EQUIPMENT:							
	MINI TRUCK - 3 CYLINDER 4X4	\$0	\$12,000	\$0	\$0	\$0	\$0	
	TOTAL CEMETERY CAPITAL EQUIPMENT	\$0	\$12,000	\$0	\$0	\$0	\$0	
301.00	POLICE DEPARTMENT CAPITAL EQUIPMENT:							
	MARKED POLICE VEHICLES (2)	\$57,000	\$57,000	\$57,500	\$58,000	\$58,000	\$58,500	
	UNMARKED POLICE VEHICLE	16,000	16,500	17,000	17,500	17,500	18,000	
	TOTAL POLICE DEPARTMENT CAPITAL EQUIPMENT	\$73,000	\$73,500	\$74,500	\$75,500	\$75,500	\$76,500	
336.00	FIRE DEPARTMENT CAPITAL EQUIPMENT:							
	RESCUE VEHICLE	\$0	\$0	\$0	\$90,000	\$0	\$0	
	REPLACE ENGINE #2	0	0	0	0	275,000	0	
	TOTAL FIRE DEPARTMENT CAPITAL EQUIPMENT	\$0	\$0	\$0	\$90,000	\$275,000	\$0	
441.00	DEPARTMENT OF PUBLIC WORKS CAPITAL EQUIPMENT:							
	PICK-UP TRUCKS	\$0	\$50,000	\$40,000	\$65,000	\$105,000	\$0	
	ONE-TON DUMP TRUCK -W/PLOW & SALT BOX	0	40,000	40,000	0	0	45,000	
	FRONT END LOADER - USED	150,000	0	0	0	0	225,000	
	SALT TRUCK - COMPLETE	95,000	115,000	0	125,000	0	140,000	
	BACKHOE	0	0	150,000	0	200,000	0	
	FARM TRACTOR	0	0	40,000	0	0	42,000	
	AERIAL TRUCK	145,000	0	0	80,000	0	0	
	ONE-TON DUMP TRUCK	0	32,000	0	0	0	0	
	PANEL VAN	0	0	0	0	25,000	0	
	TOTAL DEPARTMENT OF PUBLIC WORKS CAPITAL EQUIPMENT	\$390,000	\$237,000	\$270,000	\$270,000	\$330,000	\$452,000	
691.00	RECREATION DEPARTMENT CAPITAL EQUIPMENT:							
	VAN W/TRADE	\$18,000	\$0	\$0	\$20,000	\$0	\$0	
	TOTAL RECREATION DEPARTMENT CAPITAL EQUIPMENT	\$18,000	\$0	\$0	\$20,000	\$0	\$0	
	TOTAL MOTOR VEHICLE POOL	\$481,000	\$322,500	\$344,500	\$455,500	\$680,500	\$528,500	
	GRAND TOTAL ALL FUNDS	\$16,718,238	\$6,461,691	\$5,530,388	\$4,216,921	\$3,459,573	\$3,587,877	

RE: ADMINISTRATION – FY2009-15 City of Adrian Capital Improvement Program and FY2009-10 Capital Budget Recommendations

RESOLUTION

WHEREAS, consistent with Public Act 621 of 1978, the Uniform Budgeting Act for Local Government, the Adrian City Administrator has developed a Multi-Year Capital Improvement Program (CIP), identifying specific capital projects, facilities and equipment, as well as their respective funding sources for the period FY2009-15; and

WHEREAS, on December 13, 2008, the City Commission and the Planning Commission met in a joint work session to review the Capital Budget Requests submitted by Department Heads and provided input regarding priorities to the City Administration; and

WHEREAS, the City Administrator established a CIP Advisory Committee composed of the City Administrator (Chairman), Finance Director, City Engineer/DPW Director, Utilities Director, Police Chief, Fire Chief/IT Director, Community and Economic Development Director, and Parks and Recreation Director, for purposes of reviewing Capital Project Requests and formulating a Capital Improvement Program Budget Recommendation; and

WHEREAS, within the broad categories of planning, efficient utilization of public resources, economic development, neighborhood support and safety, the Capital Improvement Program Advisory Committee used the following criteria to evaluate the relative merit of each capital project:

- | | |
|--|---|
| Consistent with City’s Adopted Strategic Plan | Projects which are consistent with the City’s adopted Strategic Plan will be given priority. (Available under Tab 2 of the FY2008-09 Adopted Budget) |
| Consistent with Comprehensive Master Plan Document | Projects which are consistent with the City’s Comprehensive Master Planning Document will be given priority. (Available on City’s website under I:Community Development\ Comprehensive Plan |
| Asset Replacement | Evaluation and replacement of current fixed assets for purposes of maintaining current service levels will be given priority. |
| Leverage Grants | Projects which are eligible for public or private grant funding, with or without a local matching requirement, will be given priority. |
| Adopted Plans | Projects which comply with the principles and concepts of an adopted City Plan will be given priority. |

Phased Projects	Projects which implement an ongoing phased project will be given priority.
Health & Safety Hazards	Projects which correct a health and safety hazard or prevent a critical breakdown in a City facility will be given priority.
Operations & Maintenance	Projects which provide a significant decrease in City operating and/or maintenance expenses will be given priority.
Job Creation & Retention	Projects which demonstrably support the creation or retention of jobs for City residents will be given priority.
Neighborhood Development	Projects which are a component of a systematic neighborhood development plan or strategy will be given priority; and

WHEREAS, the City Administrator's FY2009-15 Capital Improvement Program Budget Recommendation is summarized as follows:

<u>FY2009-10</u>	<u>FY2010-11</u>	<u>FY2011-12</u>	<u>FY2012-13</u>	<u>FY2013-14</u>	<u>FY2014-15</u>
\$16,718,238	\$6,461,691	\$5,530,388	\$4,216,921	\$3,459,573	\$3,587,877

WHEREAS, consistent with the Municipal Planning Act (PA285 of 1931, as amended – MCL 125.39), the City Administration has submitted the recommended FY2009-15 Capital Improvement Program and FY2009-10 Capital Budget to the Planning Commission for review and consideration before submitting it to the City Commission for final approval; and

WHEREAS, at a regularly scheduled meeting on February 3, 2009, the Planning Commission approved a resolution recommending the City Administrator's FY2009-15 Capital Improvement Program and FY 2009-10 Capital Budget to the City Commission.

NOW, THEREFORE, BE IT RESOLVED that the City Commission, by this resolution, adopts the City Administrator's recommended FY2009-15 Capital Improvement Program (CIP), summarized as follows, and FY 2009-10 Capital Budget for incorporation into the FY 2009-10 Operating Budget and General Appropriations Act.

<u>FY2009-10</u>	<u>FY2010-11</u>	<u>FY2011-12</u>	<u>FY2012-13</u>	<u>FY2013-14</u>	<u>FY2014-15</u>
\$16,718,238	\$6,461,691	\$5,530,388	\$4,216,921	\$3,459,573	\$3,587,877

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

R-4

February 11, 2009



MEMORANDUM

TO: Dane Nelson, City Administrator
FROM: Kristin Bauer, City Engineer
SUBJECT: Fuel Surcharge Adjustment

In 2006, the City granted Allied Waste Services the ability to request fuel recovery fees (FRF) due to rising fuel cost trends. In the past, this FRF was analyzed and modified every three months based on the trends in the fuel costs.

In January 2009, we set new rates consistent with our contract and maintained the FRF established in January 2008. Last week, the new rates for fuel costs were released and, as expected, they have continued to trend downward.

Allied Waste is making an effort to help the City contain costs. Beginning March 1, 2009, Allied Waste will reduce our FRF from 2.91% (\$2.96/gallon) to 2.07% (\$2.54/gallon).

The current base rate is \$8.01 per month per residential unit. In January, the base rate plus FRF was \$8.24 per month per residential unit. On March 1, 2009, the base rate plus FRF will be \$8.17 per month per residential unit. This change will save the City \$406.98/month over the next 4 months.

RE: DEPARTMENT OF PUBLIC WORKS –Solid Waste Refuse Collection Contract Fuel Cost Adjustment

RESOLUTION

WHEREAS Allied Waste Systems, Inc., the City of Adrian’s contractor for solid waste refuse collection, is currently in the sixth year of a seven-year contract, expiring December 31, 2010; and

WHEREAS, the Contractor is requesting a rate adjustment to decrease the Fuel Recovery Fee from 2.91%, set in January 2008, to a new rate of 2.07% .

WHEREAS, although the original contract was written as a fixed-price contract at a unit cost of \$6.87, with a total amount not to exceed \$499,500 annually, the Scope of Services included a letter from the vendor which provided for an annual C.P.I. adjustment plus one (1%) percent rate increase for each of the years two through seven, "in order to offset the rising cost trends we are experiencing in the areas of labor, workmen’s compensation coverage, employee health and welfare, financial assurance and environmental safeguarding insurance."; and

WHEREAS the City Engineer and City Administrator recommend that a rate adjustment for fuel costs incurred by Allied Waste Systems, Inc. be reduced to 2.07% beginning on March 1, 2009 (decreasing the Collection Price from \$8.24 to \$8.17) with the following provisions:

- 1) The subject rate adjustment shall not become a part of the base cost upon which future CPI rate adjustments would apply but, rather, considered an additional benefit granted at the pleasure of the City of Adrian, and
- 2) The subject rate adjustment will be at the full discretion of the City of Adrian and can be reduced or withdrawn at any time should circumstances change, such as a decrease of fuel prices in the marketplace, a deterioration in the City’s financial position requiring imposition of general budget strictures,
- 3) or dissatisfaction with collection services.

WHEREAS this reduction in costs shall save the City \$406.98/month.

NOW THEREFORE BE IT RESOLVED that the Adrian City Commission by this resolution hereby authorizes reduction of the rate adjustment for fuel costs in the amount of 2.07% to be accorded Allied Waste Systems, Inc. (resulting in a revised Unit Price to \$8.17) on a month-to-month basis with the following provisions:

- 1) The subject rate adjustment shall not become a part of the base cost upon which future CPI rate adjustments would apply but, rather, considered an additional benefit granted at the pleasure of the City of Adrian, and
- 2) The subject rate adjustment will be at the full discretion of the City of Adrian and can be reduced or withdrawn at any time should circumstances change, such as a decrease of fuel prices in the marketplace, a deterioration in the City’s financial position requiring imposition of general budget strictures, or dissatisfaction with collection services.

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

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MEMO



DATE: February 12, 2009
TO: Honorable Mayor and City Commission
FROM: Dane C. Nelson, City Administrator
SUBJECT: Storage Device – Police Dept. In-Car Videos

The city's network lacks the capacity to store the approximately 4 Terabytes required to store photos from police in-car videos. The IT Director has solicited and received quotes for the purchase of a network attached storage (NAS) device that will connect to the Police Department's server and has recommended that the unit be purchased from I.T. Right of Bath, MI, in the amount of \$2,432.40. I concur with Chief Trinkka's recommendation.

Three quotes were received. Funds will be transferred from the drug forfeiture account for this expenditure.



Dane C. Nelson
City Administrator

DCN:bjw

Adrian Fire Department



Memorandum

To: Mayor Gary McDowell, Adrian City Commission
From: Paul G. Trinka
CC: City Administrator Dane Nelson, Finance Director Jeff Pardee, Chief Collins,
Deputy Chief Jim Schwartz
Date: February 4, 2009
Re: NAS Storage Device for Adrian Police Department In-Car Videos

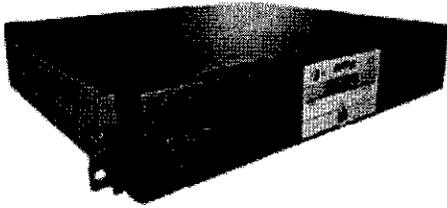
Adrian Police Department is in the process of installing new in-car video cameras for the department squad cars. The video is recorded on a compact flash card and carried inside by the officer at the end of the shift.

Deputy Chief Schwartz has anticipated a need to store video for 30 days after it has been recorded. Using Digital Ally's (manufacturer of the camera) storage needs spreadsheet APD will need just under 4 Terabytes of storage capacity. Currently there is not that much available on the city's network.

Digital Ally's solution is to purchase a server from them for \$12,000. We feel that solution is excessive and unwarranted. The best solution based on Deputy Chief Schwartz's estimate for capacity would be a Network Attached Storage Device. The NAS would be attached to APD's server and video files would be downloaded by department members.

We have received three quotes from vendors. The lowest is a Buffalo TeraStation Pro II NAS from I.T. Right in Bath, Michigan at a cost of \$2432.40.

We would request that the City Commission approve the transfer of funds from the forfeiture account 701.000.00-280.000 to the IT Capital Account 661.290.00-977.000.



Prepared by: **I.T. Right**
Dan Eggleston
5173180350 / sales@itright.com

Adrian

Prepared for:
Phone:
Fax:

System shown may not represent the system in the quote

**Separate
Item**

**Buffalo TeraStation Pro II 4TB 2U NAS (MFR WARRANTY
ONLY)**

Unit Price	x Qty	= Sub	+ Tax	+ Ship	= Total
\$2432.40	1	\$2432.40	\$0.00	\$0.00	\$2432.40

RE: POLICE DEPARTMENT-AUTHORIZATION TO USE DRUG FOREFEITURE FUNDS TO PROVIDE NETWORK ATTACHED STORAGE FOR IN-CAR VIDEO CAMERAS RESOLUTION

WHEREAS, Public Act 368 of 1978 (the Public Health Code) specifies that all forfeiture monies distributed by the court to the seizing agency "shall be used to enhance law enforcement activities"; and

WHEREAS, the City of Adrian currently has a total of \$21,779.97 in a Trust Account as a result of court-distributed drug forfeiture property seizures; and

WHEREAS, Public Act 368 further specifies that the forfeiture funds shall be "appropriated by the entity (City Commission) having budgetary authority over the seizing agency (Police Department)"; and

WHEREAS, the Adrian City Police Chief has requested a transfer of \$2,432.40 from the Drug Forfeiture Trust Account (Account #701.000.00-280.000) for the purpose of providing network area storage for in-car video cameras; and

WHEREAS, the Police Chief and City Administrator recommend appropriation of drug forfeiture funds to defray the aforementioned cost.

NOW, THEREFORE, BE IT RESOLVED that the Adrian City Commission, by this resolution, hereby authorizes the appropriation of drug forfeiture funds for the purpose of providing network area storage for in-car video cameras.

BE IT, FURTHER, RESOLVED that \$2,432.40 be appropriated from the Trust Fund - Drug Forfeiture Account (701-000.00-280.000) and that the FY 2008-09 Budget be amended as follows:

INFORMATION TECHNOLOGY FUND (661)

Information Technology:

Revenue:	661-000.00-676.701 (Contribution)	\$2432.40
Expenditures:	661-290.00-977.000 (Capital)	<u>\$2432.40</u>
	<u>Balance</u>	<u>\$.00</u>

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

R-6

R09-045

February 16, 2009

RESOLUTION

WHEREAS, the Adrian City Commission previously approved the acquisition and renovation of 381 Miles Drive in the City of Adrian for Parks and Forestry operations; and

WHEREAS, the proposal of Huntington Bank, as successor to Sky Bank, was accepted at said time to finance the installment purchase of said property and renovations; and

WHEREAS, the Finance Director has negotiated with said bank to finance the renovations approved by the Adrian City Commission at its last regular meeting on February 2, 2009.

NOW, THEREFORE, IT IS HEREBY RESOLVED that the City Administrator is authorized to execute all documents necessary on behalf of the City of Adrian to enter into an Installment Purchase Agreement with Huntington Bank for up to One Million Dollars (\$1,000,000) at the rate of _____% per annum, with a balloon payment due in three years, with payments to be made semi-annually.

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

MISCELLANEOUS

M-1

ADRIAN CITY PLANNING COMMISSION
FEBRUARY 3, 2009
REGULAR MEETING
MINUTES

The regular meeting of the Adrian City Planning Commission was called to order by Chair Jacobitz at 7:00 p.m. in the Commission Chambers of City Hall.

Present: Mike Jacobitz Chair
Khamis Al-Omari Vice Chair
Mike Clegg City Commissioner
Mitch Blonde
Mel Dye
Carl Phipps
Brian Watson

Also Present: Chris Atkin Community Development Director

Absent: Chad Johnson
Marilyn Schebil

**APPROVAL OF MINUTES OF THE
JANUARY 6, 2009, REGULAR MEETING**

There were no corrections or additions to the minutes. Commissioner Phipps moved that the Minutes of the January 6, 2009, regular meeting be approved as presented. Commissioner Al-Omari supported. Motion carried unanimously.

Chair Jacobitz explained to the audience the rezoning process and what criteria the Planning Commission considers prior to making a decision.

**CASE NO. 08-043
PUBLIC HEARING TO HEAR AND CONSIDER COMMENTS TO
REZONING 160 NORTH CHARLES STREET FROM
R-3 SINGLE FAMILY RESIDENTIAL TO
ERO EDUCATION RESEARCH AND OFFICE
(TABLED AT JANUARY MEETING)**

**CASE NO. 09-001
PUBLIC HEARING TO HEAR AND CONSIDER COMMENTS TO
REZONING 154 AND 166 NORTH CHARLES STREET FROM
R-3 SINGLE FAMILY RESIDENTIAL TO
ERO EDUCATION RESEARCH AND OFFICE**

This was tabled at the January meeting in order to include 154 and 166 North Charles in the rezoning. The Planning Commission felt it should consider all three properties instead of one isolated parcel. The Planning Commission decided to combine both into one case. Commissioner Al-Omari moved that the Planning Commission untable Case No. 08-043. Commissioner Watson supported. Motion carried unanimously.

Kristi Maxwell, Dean of Students for Adrian College, talked about the public hearing last month, where there were no comments or objections to the College's request to rezone 160 North Charles and that this rezoning fits the City's Land Use Plan. She mentioned that the College had not discussed with the owners of 154 and 166 North Charles about purchasing their property. One telephone call was received by Laura Torrenes, 166 North Charles Street, against the rezoning. The public hearing was opened. Dawn Lorentz, 154 North Charles Street, against rezoning, her father owns the property and is also against the rezoning, and mentioned there was one problem with the students at 160 North Charles, but after talking to them about it, there were no further problems. At their June 3, 2008, meeting the Zoning Board of Appeals approved a one year extension on the Temporary Use Permit for a student group home at this address, in order for the College to get this property rezoned to ERO. Ms. Maxwell stated that Laura Torrenes called her about getting along with the students, but was concerned about being rezoned. There were no further comments. Public hearing closed. The Commission didn't feel there would be a great impact on the owners with the rezoning, their properties could still be used for single family residential, and this rezoning would be in agreement with the City of Adrian Comprehensive Plan. The general consensus of the Commission was in agreement with rezoning all three properties. The Commission was in receipt of a Staff Analysis for both of these cases (Attachments A and B). Commissioner Blonde arrived at 7:15 p.m. Commissioner Dye moved that the Planning Commission recommend to the City Commission the approval of rezoning 160 North Charles Street from R-3 Single Family Residential to ERO Education Research and Office and that the Planning Commission adopt the following resolution:

**RESOLUTION
ADRIAN CITY PLANNING COMMISSION CASE # 08-043**

WHEREAS, Kristi Maxwell, on behalf of Adrian College has submitted a request for rezoning of the parcel located at 160 N. Charles St.; and

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

WHEREAS, the parcel is currently zoned R-3, Single Family Residential; and

WHEREAS, the City of Adrian Comprehensive Plan calls for designation of the parcel/area as Quasi-Public/College or University; and

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

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

BE IT FURTHER RESOLVED that the applicant remains in compliance with requirements set forth in Section 25.15A Student Group Homes; and

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

Commissioner Watson supported.

In Favor of Motion: Watson, Blonde, Dye, Clegg, Jacobitz, Al-Omari, Phipps

Against Motion: none

Motion carried unanimously.

Commissioner Phipps moved that the Planning Commission recommend to the City Commission the approval of rezoning 154 and 166 North Charles Street from R-3 Single Family Residential to ERO Education Research and Office and that the Planning Commission adopt the following resolution:

**RESOLUTION
ADRIAN CITY PLANNING COMMISSION CASE #09-001**

WHEREAS, the City of Adrian Planning Commission has submitted a request for rezoning of the parcels located at 154 N. Charles St. and 166 N. Charles St.; and

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

WHEREAS, the parcel is currently zoned R-3, Single Family Residential; and

WHEREAS, the City of Adrian Comprehensive Plan calls for designation of the parcel/area as Quasi-Public/College or University; and

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

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

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

Commissioner Al-Omari supported.

In Favor of Motion: Watson, Blonde, Dye, Clegg, Jacobitz, Al-Omari, Phipps.

Against Motion: none

Motion carried unanimously.

CASE NO. 09-002
PUBLIC HEARING TO HEAR AND CONSIDER COMMENTS TO
REZONING SEVERAL PROPERTIES ON WEST MAPLE AVENUE,
RIVER STREET, RACE STREET AND SPRINGBROOK AVENUE
FROM I-1 LIGHT INDUSTRIAL TO R-O RESIDENTIAL OFFICE

Mr. Chris Atkin, Community Development Director, stated that on behalf of the City of Adrian we are trying to move forward with the Comprehensive Plan, we are looking for the best zoning for this area, which is currently industrial, there are eleven properties involved. This rezoning would be consistent with the Comprehensive Plan and the Anderson Economic Study from 2006. The public hearing opened. Mary Jo Bales, representing Merrill Bales and the property at 305 West Maple Avenue, is against the rezoning, there is currently a purchase agreement with Lenawee County for their property. She submitted a letter from Mr. Bales against the rezoning mentioning it would cause significant hardship to the businesses and property owners in the area. Charles Gross, representing Kuhlman Concrete at 240 West Maple Avenue, against rezoning, this location has been used as a batch plant for over 50 years, the plant may be closed for five months or more due to economic conditions or for winter, concerned about plant being shut down for six months or more, rezoning may affect the sale of property, doesn't see this as a residential area, doesn't feel rezoning will increase land values, property is adjacent to Sheriff Department and jail and is in flood plain. The Commission discussed Section 4.51 (1) of the Zoning/Development Regulations. Janette Deyonge, 414 West Maple, there is a lot of heavy truck traffic on West Maple, concerned about sewer system and property values. Marty Marshall, Equalization Director for Lenawee County, stated the County has a purchase agreement on the Bales property, the County is interested in using this property the same way as Bales, if rezoned would the County be able to expand the buildings or construct a new maintenance building, they are aware of contamination on this property, flood plain would not be a major issue with their proposed use, but would be for a residential/office use. Jim VanDoren, representing Lenawee County, talked about the county developing this area as a campus for the County plan, the property would be more appropriate for County government than residential would be, we are against this rezoning, and request that Case No. 09-002 be postponed until we do our due diligence to see if we will go forward with the purchase of the Bales property. Steve Wagley, Kuhlman Concrete, was concerned about rezoning, feel it would limit their business, we can't expand or put new buildings in, is there a need right now for residential/office. Brad Slick, 239 West Maple, against rezoning, the light industrial zone is why he purchased the property because it would allow a lot of uses, he uses building for warehousing and has a couple of tenants, he depends on lease income, considers R-O zoning a hardship and doesn't

see property along river turning into residential. Richard Hoover, leases from Mr. Slick and is against rezoning. There were no further comments. Public hearing closed. The Commission discussed the rezoning as being part of their Comprehensive Plan; the Anderson Group Study and the Downtown Blueprint Plan mention different types of residential development along the river, for many years the City has worked toward the development of the river front through the City. The Commission discussed the rezoning as a step forward to being consistent with master plan, however, there are a lot of objections, county has asked this issue be put on hold, and the industrial district would have an impact on our plans and is not compatible with future planning. It was further mentioned the rezoning would cause some existing businesses to become nonconforming and that it would put limits on those properties. The Commission was also aware that nothing has changed in this area for the last 30 years; it may never change in the future. Commission generally resisted recommending rezoning when property owners are objecting to them. The Commission discussed deferring action for a month or a year. The Chair felt the property owners would be better served with a decision. There was some discussion about the City and County discussing their various future land use plans. The Staff Analysis (Attachment C) was in support of this rezoning. Commissioner Dye moved that the Planning Commission make a finding that the request for rezoning of the subject parcels satisfactorily meets the review criteria found in Section 28.06 of the City of Adrian Zoning Regulations, and recommends to the City Commission the approval of rezoning the following properties from I-1 Light Industrial to R-O Residential Office and that the Planning Commission adopt the following resolution:

<u>Parcel Number</u>	<u>Address</u>
XAO-100-0110-01	0 Maple Avenue
XAO-255-1004-00	0 Race Street
XAO-255-4001-00	239 Maple Avenue
XAO-255-5001-00	240 Maple Avenue
XAO-270-0006-00	205 Race Street (East)
XAO-270-0006-00	205 Race Street (West)
XAO-270-0007-00	217 Race Street
XAO-510-0009-03	320 Springbrook Avenue
XAO-510-0015-01	306 River Street
XAO-510-0016-00	310 River Street
XAO-510-0017-00	305 Maple Avenue

RESOLUTION

WHEREAS, City of Adrian Community Development has submitted a request for rezoning of multiple parcels identified in the Case 09-002 File; and

WHEREAS, the existing use of the parcels is light industrial; and

WHEREAS, the City of Adrian Comprehensive Plan calls for designation of such parcels as Residential Office for future use; and

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

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

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

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

Commissioner Phipps supported.

In Favor of Motion: Blonde, Dye, Jacobitz, Phipps

Against Motion: Clegg, Al-Omari, Watson

Motion carried.

SET PUBLIC HEARING TO HEAR AND CONSIDER COMMENTS
TO A ZONING EXCEPTION PERMIT APPLICATION FOR
440 EAST CHURCH STREET

The Lenawee Mission is proposing to move their operation to this location. The applicant was not prepared for the February meeting. Commissioner Dye moved that the Planning Commission set a public hearing for their next meeting to hear and consider comments to a Zoning Exception Permit Application for the Lenawee Mission at 440 East Church Street. Commissioner Al-Omari supported. Motion carried unanimously.

CASE NO. 09-004
REQUEST FOR APPROVAL FROM
ADRIAN HISTORIC DISTRICT STUDY COMMITTEE
FOR COMMITTEE REPORTS FOR
135 AND 159 EAST MAUMEE STREET

The City of Adrian Historic District Study Committee (charged with research and recommendation on proposed historic districts) requests review and endorsement of reports proposing designation of the following parcels as local historic districts:

1. 135 East Maumee Street (former Bank of Lenawee/Lenawee County Savings Bank).
2. 159 East Maumee Street (1904 Adrian Post Office).

The Planning Commission reviewed the Staff Analysis (Attachment D) and the Study Committee Reports. After some discussion, Commission Watson moved that the Planning Commission adopt the following resolution to approve the preliminary reports for 135 and 159 East Maumee Street:

RESOLUTION

WHEREAS, The City of Adrian Historic District Study Committee has submitted a preliminary report for the former Bank of Lenawee/Lenawee County Savings Bank Building, 135 East Maumee Street (Parcel XAO-000-0030-001), proposing its designation as a local historic district; and

WHEREAS, The City of Adrian Historic District Study Committee has submitted a preliminary report for the former Adrian Post Office Building, 159 East Maumee Street (Parcel XAO-000-0126-00), proposing its designation as a local historic district; and

WHEREAS, the Community Development Department has conducted a review of the reports and finds they contain the minimum requirements as prescribed by the Michigan Local Historic Districts Act (Act 169 of 1970); and

WHEREAS, the City of Adrian Comprehensive Plan identifies maintaining and enhancing the City's historic character as a principal goal, and the Adrian City Planning Commission endorses this goal.

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

BE IT FURTHER RESOLVED that the Adrian City Planning Commission accepts and approves the proposed Historic District Study Committee report for 135 East Maumee Street, Parcel XAO-000-0030-001; and

BE IT FURTHER RESOLVED that the Adrian City Planning Commission accepts and approves the proposed Historic District Study Committee report for 159 East Maumee Street, Parcel XAO-000-0126-00.

Commissioner Phipps supported.

In Favor of Motion: Dye, Clegg, Jacobitz, Al-Omari, Phipps, Watson, Blonde

Against Motion: none

Motion carried unanimously.

CASE NO. 09-005
REQUEST APPROVAL OF CIP PROGRAM

The Planning Commission was involved in the request stage of the Capital Improvement Program (CIP), with emphasis to the Comprehensive Plan. Commissioner Al-Omari moved that the Planning Commission adopt the following resolution in support of the FY2009-15 Capital Budget Recommendation:

RESOLUTION

WHEREAS, consistent with Public Act 621 of 1978, the Uniform Budgeting Act for Local Government, the Adrian City Administration has developed a Multi-Year Capital Improvement Program (CIP), identifying specific capital projects, facilities and equipment, as well as their respective funding sources for the period FY2009-15; and

WHEREAS, on December 13, 2008, the City Commission and the Planning Commission met in Joint Work-Session to review the Capital Budget Requests submitted by Department Heads and provided input regarding priorities to the City Administration; and

WHEREAS, the City Administrator established a CIP Advisory Committee, composed of the City Administrator (Chairman), Finance Director, City Engineer/DPW Director, Utilities Director, Police Chief, Fire Chief/IT Director, Community and Economic Development Director, and Parks & Recreation Director, for purposes of reviewing Capital Project Requests and formulating a Capital Improvement Program Budget Recommendation; and

WHEREAS, within the broad categories of planning, efficient utilization of public resources, economic development, neighborhood support, and safety, the Capital Improvement Program Advisory Committee used the following criteria to evaluate the relative merit of each capital project:

Consistent with City's Adopted Strategic Plan	Projects which are consistent with the City's Adopted Strategic Plan will be given priority, (Available under Tab 2 of the FY2008-09 Adopted Budget)
Consistent with Comprehensive Master Plan Documents	Projects which are consistent with the City's Comprehensive Master Planning Document will be given priority. (Available on City's Website under I:\Community Development\Comprehensive Plan)
Asset Replacement	Evaluation and replacement of current fixed assets for purposes of maintaining current service levels will be given priority.
Leverage Grants	Projects which are eligible for public or private grant funding, with or without a local matching requirement, will be given priority.

Adopted Plans	Projects which comply with the principles and concepts of an adopted City Plan will be given priority.
Phased Projects	Projects which implement an ongoing phased project will be given priority.
Health & Safety Hazards	Projects which correct a health and safety hazard or prevent a critical breakdown in a City facility will be given priority.
Operations and Maintenance	Projects which provide a significant decrease in City operating and/or maintenance expenses will be given priority.
Job Creation & Retention	Projects which demonstrably support the creation or retention of jobs for City residents will be given priority.
Neighborhood Development	Projects which are a components of a systematic neighborhood development plan or strategy will be given priority; and

WHEREAS the City Administrator's FY2009-15 Capital Improvement Program Budget Recommendation is summarized as follows:

<u>FY2009-10</u>	<u>FY2010-11</u>	<u>FY2011-12</u>	<u>FY2012-13</u>	<u>FY2013-14</u>	<u>FY2014-15</u>
\$16,718,238	\$6,461,691	\$5,530,388	\$4,216,921	\$3,459,573	\$3,587,877

WHEREAS, consistent with the Municipal Planning Act (PA285 of 1931, as amended – MCL 125.39), the City Administration has submitted the recommended FY2009-15 Capital Improvement Program and FY2008-09 Capital Budget to the Planning Commission for review and consideration before submitting it to the City Commission for final approval; and

WHEREAS the City Administrator recommends approval of this resolution.

NOW THEREFORE BE IT RESOLVED that the City of Adrian Planning Commission, by this resolution, commends the City Administrator's FY2009-15 Capital Improvement Program (CIP) and FY2009-10 Capital Budget to the City Commission for incorporating into the FY2009-10 Operating Budget and General Appropriations Act.

Commissioner Watson supported.

In Favor of Motion: Jacobitz, Al-Omari, Phipps, Watson, Blonde, Dye, Clegg

Against Motion: none Motion carried unanimously.

ACPC
Page 10
February 3, 2009

There being no further business the meeting adjourned at 8:15 p.m.

Respectfully submitted,

Denise Cook, Secretary



STAFF ANALYSIS
CITY PLANNING COMMISSION

ATTACHMENT A

DATE: December 29, 2008

CASE: 08-043

APPLICANT: Kristi Maxwell
(On Behalf of Adrian College)
110 S. Madison St.
Adrian, MI 49221

REQUEST: Rezoning

SUBJECT PARCEL(S): XA0-365-0019-00
160 N. Charles St.
Adrian, MI 49221

DESCRIPTION OF REQUEST:

Adrian College requests rezoning of the parcel located at 160 N. Charles St. The following are the subject parcels:

EXISTING LAND USE/ZONING:

The current land use of the subject parcel is residential with an R-3, Single Family Residential zoning designation. The parcels to the North, West and South are also identical in land use and zoning designation. The parcel to the east has an ERO, Education, Research & Office zoning designation that of which is owned by the college.

FUTURE LAND USE/ZONING:

According to the City of Adrian Comprehensive Plan, future land use designation for the subject parcel is ERO, Education, Research & Office. With exception to the parcel located to the west, which the future land use map designates as Single/Two Family Residential, all other surrounding parcels are Quasi-Public/College or University.

DEPARTMENT REVIEWS:

The standards for review of rezoning requests are found in Section 28.06 of the City of Adrian Zoning Regulations. Presentation of the standards, with the analysis of the petitioner's request to them, now follows:

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

An amendment to the City of Adrian Comprehensive Plan Future Land Use Map changing the designation of the subject parcel from Single/Two Family to Quasi-Public was approved by the Adrian City Commission on June 2, 2008. With respect to the aforementioned, there have been no identifiable significant changes.

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

A favorable result of this request will set precedent of proceeding with the goal of conforming to the City of Adrian Comprehensive Plan Future Land Use Map and on-campus student housing needs sought by Adrian College.

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

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

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

There are no known environmental conditions which may be affected by the request. Community Development finds that, assuming that property and behavior maintenance is conducted by the Applicant, no impact on values of the subject parcels or surrounding parcels would result from the proposed action. To date, Community Development is not aware of any property or behavior concerns. If approved, the owner of the subject parcel will be required to follow the standards set forth in SECTION 25.15A STUDENT GROUP HOMES.

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

The current zoning designation, R-3, allows for Student Group Housing with the approval of a temporary use permit. Adrian College has been operating this residence as student housing under the approved permit originally granted in August 2007. A one year extension was granted by the Board of Zoning Appeals in August 2008 and is scheduled to expire August 2009. Denial of the rezoning will require the owners of the subject parcel to reapply for a temporary use permit extension.

RECOMMENDATION:

Community Development recognizes that a favorable decision of this rezoning will demonstrate 'spot zoning' but due to significant growth Adrian College is experiencing and the immediate necessity for expansion of student housing, provided it is orderly and compliments adjacent land uses, this will be beneficial to the college and the City. The applicants request satisfactorily meets the review criteria found in Section 28.05 of the City of Adrian Zoning Regulations and rezoning will moderately achieve the goal of the amended City of Adrian Comprehensive Plan Future Land Use Map and on-campus student housing needs sought by Adrian College.

Community Development recommends rezoning approval of the parcel located at 160 N. Charles St. with an explicit requirement that all standards be met as set forth in SECTION 25.15A STUDENT GROUP HOMES:

1. The home shall at all times be in compliance with applicable requirements of the Michigan Property Maintenance Code applicable to life and safety issues, as adopted by the City

2. The home shall be subject to annual inspection by the City. The owner may substitute a State of Michigan property inspection to satisfy this requirement, but such State inspection must be conducted and the report transmitted to the City annually.
3. The owner shall provide one (1) on- or off-site vehicle parking space for each person residing in the student group home. Off-site parking spaces must be assigned and be located within 400' of the home. On-site parking areas shall not be located within any front yard.
4. The home shall be subject to other provisions that the Planning Commission may deem necessary to protect the integrity of the neighboring area, and the health, safety and welfare of the residents of the City of Adrian.

**RESOLUTION
ADRIAN CITY PLANNING COMMISSION CASE # 08-043**

WHEREAS, Kristi Maxwell, on behalf of Adrian College has submitted a request for rezoning of the parcel located at 160 N. Charles St.; and

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

WHEREAS, the parcel is currently zoned R-3, Single Family Residential; and

WHEREAS, the City of Adrian Comprehensive Plan calls for designation of the parcel/area as Quasi-Public/College or University; and

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

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

BE IT FURTHER RESOLVED that the applicant remains in compliance with requirements set forth in Section 25.15A Student Group Homes; and

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

On motion by Planning Commission Member _____, seconded by

Planning Commission Member _____, this resolution was adopted

by a _____ vote.

Christopher M. Atkin
Community Development Director



STAFF ANALYSIS
CITY PLANNING COMMISSION

DATE: January 27, 2009 **ATTACHMENT B**

CASE: 09-001

APPLICANT: City of Adrian Community Development Department
(on behalf of the City of Adrian Planning Commission)
100 E. Church St.
Adrian, MI 49221

REQUEST: Rezoning

SUBJECT PARCEL(S): XA0-365-0018-00 XA0-365-0020-01
166 N. Charles St. 154 N. Charles St.
Adrian, MI 49221 Adrian, MI 49221

DESCRIPTION OF REQUEST:

The City of Adrian Planning Commission requests rezoning of the parcels located at 154 N. Charles St. and 166 N. Charles St. from R-3 to ERO.

A rezoning request, case #08-043, for a parcel owned by Adrian College, located between the subject parcels at 160 N. Charles St. was tabled at the January 06, 2009 Planning Commission meeting and a public hearing was set so the three (3) parcels could be evaluated for rezoning concurrently.

EXISTING LAND USE/ZONING:

The current land use of parcel XA0-365-0018-00 is residential with a R-3, Single Family Residential zoning designation. The parcels to the North, South, and West are zoned and used as residential and the parcel to the East is zoned ERO with a designated Post Secondary Education land use.

The current land use of parcel XA0-365-0020-01 is residential with a R-3, Single Family Residential zoning designation. The parcels to the North and West are zoned and used as residential and the parcel to the South and East is zoned ERO with a designated Post Secondary Education land use.

FUTURE LAND USE/ZONING:

According to the City of Adrian Comprehensive Plan, future land use designation for the subject parcels is ERO, Education, Research & Office. This future land use designation includes the parcel located at 160 N. Charles St.

DEPARTMENT REVIEWS:

The standards for review of rezoning requests are found in Section 28.06 of the City of Adrian Zoning Regulations. Presentation of the standards, with the analysis of the petitioner's request to them, now follows:

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

Pursuant to Sec. 203 (1) of Act 110, the 2006 Michigan and Zoning Enabling Act,

The zoning ordinance shall be based upon a plan designed to promote the public health, safety, and general welfare, to encourage the use of lands in accordance with their character and adaptability, to limit the improper use of land, to conserve natural resources and energy, to meet the needs of the state's residents for food, fiber, and other natural resources, places of residence, recreation, industry, trade, service, and other uses of land, to insure that uses of the land shall be situated in appropriate locations and relationships, to avoid the overcrowding of population, to provide adequate light and air, to lessen congestion on the public roads and streets, to reduce hazards to life and property, to facilitate adequate provision for a system of transportation, sewage disposal, safe and adequate water supply, education, recreation, and other public requirements, and to conserve the expenditure of funds for public improvements and services to conform with the most advantageous uses of land, resources, and properties. The zoning ordinance shall be made with reasonable consideration to the character of each district, its peculiar suitability for particular uses, the conservation of property values and natural resources, and the general and appropriate trend and character of land, building, and population development.

An amendment to the City of Adrian Comprehensive Plan Future Land Use Map changing the designation of the subject parcels from Single/Two Family to Quasi-Public was approved by the Adrian City Commission on June 2, 2008. With respect to the aforementioned, there have been no identifiable significant changes.

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

No precedents are known or anticipated as a result of favorable action on this request.

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

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

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

There are no known environmental conditions which may be affected by the request. Community Development finds that no negative impact on values of the subject parcels or surrounding parcels would result from the proposed action.

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

The use of the parcels under current zoning designations is economically feasible.

RECOMMENDATION:

Community Development recommends that the Adrian City Planning Commission (1) make a finding that the request for rezoning of the subject parcels satisfactorily meets the review criteria found in Section 28.06 of the City of Adrian Zoning Regulations, and (2) approves the request for rezoning of the subject parcels as shown and forwards the application to the Adrian City

Commission with a recommendation for preparation and approval of an ordinance to amend the City of Adrian Official Zoning Map to show such change in use designations.

**RESOLUTION
ADRIAN CITY PLANNING COMMISSION CASE #09-001**

WHEREAS, the City of Adrian Planning Commission has submitted a request for rezoning of the parcels located at 154 N. Charles St. and 166 N. Charles St.; and

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

WHEREAS, the parcel is currently zoned R-3, Single Family Residential; and

WHEREAS, the City of Adrian Comprehensive Plan calls for designation of the parcel/area as Quasi-Public/College or University; and

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

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

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

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

Christopher M. Atkin
Community Development Director



STAFF ANALYSIS
CITY PLANNING COMMISSION

ATTACHMENT C

DATE: January 27, 2009

CASE: 09-002

APPLICANT: City of Adrian Community Development Department
(On behalf of the City of Adrian)
100 E. Church St.
Adrian, MI 49221

REQUEST: Rezoning of an Industrial Zone to a Residential/Office Zone

SUBJECT PARCEL(S):

XA0-100-0110-01	0 Maple Avenue
XA0-255-1004-00	0 Race Street
XA0-255-4001-00	239 Maple Avenue
XA0-255-5001-00	240 Maple Avenue
XA0-270-0006-00	205 Race Street (East)
XA0-270-0006-00	205 Race Street (West)
XA0-270-0007-00	217 Race Street
XA0-510-0009-03	320 Springbrook Avenue
XA0-510-0015-01	306 River Street
XA0-510-0016-00	310 River Street
XA0-510-0017-00	305 Maple Avenue

DESCRIPTION OF REQUEST:

Applicant requests rezoning of the eleven (11) subject parcels to (1) accommodate studies and best use potential for future residential and office development projects near the downtown Adrian area, and (2) conform zoning designations to future use as directed by the City of Adrian Comprehensive Plan. The specific parcel-by-parcel changes are as follows:

XA0-100-0110-01	0 Maple Avenue	I-1 Light Industrial to R-O Residential Office
XA0-255-1004-00	0 Race Street	I-1 Light Industrial to R-O Residential Office
XA0-255-4001-00	239 Maple Avenue	I-1 Light Industrial to R-O Residential Office
XA0-255-5001-00	240 Maple Avenue	I-1 Light Industrial to R-O Residential Office
XA0-270-0006-00	205 Race Street (East)	I-1 Light Industrial to R-O Residential Office
XA0-270-0006-00	205 Race Street (West)	I-1 Light Industrial to R-O Residential Office
XA0-270-0007-00	217 Race Street	I-1 Light Industrial to R-O Residential Office
XA0-510-0009-03	320 Springbrook Ave	I-1 Light Industrial to R-O Residential Office
XA0-510-0015-01	306 River Street	I-1 Light Industrial to R-O Residential Office
XA0-510-0016-00	310 River Street	I-1 Light Industrial to R-O Residential Office
XA0-510-0017-00	305 Maple Avenue	I-1 Light Industrial to R-O Residential Office

EXISTING LAND USE/ZONING:

The current land use of the subject parcels/area is industrial with an I-1, Light Industrial zoning designation. The parcel to the North is city owned and is site to Trestle Park, to the West is residential with a mix of R-4 and RM-1 zoning designation and one (1) OS-1 parcel. To the East and South is commercial business zoned B-3.

FUTURE LAND USE/ZONING:

According to the City of Adrian Comprehensive Plan, future land use designation for the subject parcels is R-O, Residential Office.

DEPARTMENT REVIEWS:

The standards for review of rezoning requests are found in Section 28.06 of the City of Adrian Zoning Regulations. Presentation of the standards, with the analysis of the petitioner's request to them, now follows:

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

The 2006 City of Adrian Comprehensive Plan designates the subject parcels as "Live Work (Office Residential)" in the Future Land Use Map. Rezoning of the subject parcels as proposed is in direct conformance with the Comprehensive Plan and encourage short-term implementation of the long range land use recommendations. Also, in November 2006, the Anderson Economic Group submitted a final Market Strategy report for the Downtown Riverfront Redevelopment including the subject parcels in their residential redevelopment study area.

Pursuant to Sec. 203 (1) of Act 110, the 2006 Michigan and Zoning Enabling Act,

The zoning ordinance shall be based upon a plan designed to promote the public health, safety, and general welfare, to encourage the use of lands in accordance with their character and adaptability, to limit the improper use of land, to conserve natural resources and energy, to meet the needs of the state's residents for food, fiber, and other natural resources, places of residence, recreation, industry, trade, service, and other uses of land, to insure that uses of the land shall be situated in appropriate locations and relationships, to avoid the overcrowding of population, to provide adequate light and air, to lessen congestion on the public roads and streets, to reduce hazards to life and property, to facilitate adequate provision for a system of transportation, sewage disposal, safe and adequate water supply, education, recreation, and other public requirements, and to conserve the expenditure of funds for public improvements and services to conform with the most advantageous uses of land, resources, and properties. The zoning ordinance shall be made with reasonable consideration to the character of each district, its peculiar suitability for particular uses, the conservation of property values and natural resources, and the general and appropriate trend and character of land, building, and population development.

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

This proposed change would insure future development of a more suitable land use of the subject area adjacent to the River Raisin.

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

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

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

There are no known environmental conditions which may be affected by the request.

For future use, negative environmental impacts will lessen and improvements will occur. Also, given current economic conditions, it is anticipated that land values for the subject parcels will increase as a result of the proposed action.

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

Use of the current I-2 parcels under current designations is economically feasible. However, designation to R-O is anticipated to increase their economic feasibility because such parcels have the ability to be developed or redeveloped for uses more compatible with adjacent residential and commercial areas and create an attractive corridor to the downtown.

RECOMMENDATION:

Community Development recommends that the Adrian City Planning Commission (1) make a finding that the request for rezoning of the subject parcels satisfactorily meets the review criteria found in Section 28.06 of the City of Adrian Zoning Regulations, and (2) approves the request for rezoning of the subject parcels as shown and forwards the application to the Adrian City Commission with a recommendation for preparation and approval of an ordinance to amend the City of Adrian Official Zoning Map to show such change in use designations.

RESOLUTION

WHEREAS, City of Adrian Community Development has submitted a request for rezoning of multiple parcels identified in the Case 09-002 File; and

WHEREAS, the existing use of the parcels is light industrial; and

WHEREAS, the City of Adrian Comprehensive Plan calls for designation of such parcels as Residential Office for future use; and

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

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

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

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

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

Christopher M. Atkin
Community Development Director

m-2

ZONING BOARD OF APPEALS
FEBRUARY 3, 2009
REGULAR MEETING
MINUTES

The regular meeting of the Zoning Board of Appeals was called to order by Chair Berthold at 6:30 p.m. in the Commission Chambers of City Hall.

Present: Mike Berthold Chair
 Cindy Bily Vice Chair
 Greg DuMars City Commissioner
 Mike Jacobitz
 Maralee Koleski

Also Present: Gerry Burg Alternate
 Michael McGrath Alternate

Chair Berthold introduced and welcomed new member Gerry Burg to the Board.

APPROVAL OF MINUTES OF THE
JANUARY 6, 2009, REGULAR MEETING

There were no corrections or additions to the minutes. Board Member Bily moved that the Minutes of the January 6, 2009, regular meeting be approved as presented. Board Member Koleski supported. Motion carried unanimously.

CASE NO. 08-045
REQUEST FOR SIGN VARIANCE FOR
1575 WEST MAUMEE STREET

Mr. Jim Bolton, Jan Sign Company, was present for this meeting. The request is to install a 64 square foot sign on the existing pole structure. There is an existing 40 square foot bulletin board sign on the pole structure. The sign to be removed is a little over 100 square feet and the height of the pole structure has been lowered about 6 feet for a total height of 21 feet. There would be a distance of about one foot between the two signs. Total pole signage would be 104 square feet. This sign/location has received two previous variances. The property is zoned B-2 Community Business which allows a maximum of 54 square feet for pole signs. In 1983 a 142 square foot dimensional variance was approved for a pole sign at the Adrian Inn. The motion also included approval for a 40 square foot bulletin board sign below. The sign, 196 total square feet, was a significant reduction of the existing 500 square foot Holiday Inn sign. The second variance, in 1990, was approved for 42 square feet for a sign with the total area of 96 square feet. Again, this was a significant reduction of the existing sign. This variance did not include the existing 40 square foot reader board sign. There were no

comments from the audience. One written communication was received from Tom Faulhaber in support of the sign variance.

Findings of Fact: (Section 30.22 (2)):

- a. That the alleged hardships or practical difficulties, or both, are exceptional and peculiar to the property of the person requesting the variance, and result from conditions which do not exist generally throughout the city.

There is a little bit of a rise in elevation at the traffic signal coming from the west, it is unique to that section of town, line of sign and curve coming from the east. This has been met.

- b. That the alleged hardships and practical difficulties, or both, which will result from the failure to grant the variance, include substantially more than mere inconvenience, inability to attain a higher financial return, or both.

This is more of a special hardship, they would have to remove the superstructure and all signage, it goes beyond mere inconvenience, and the pole signage is coming into compliance.

- c. That allowing the variance will result in substantial justice being done, considering the public benefits intended to be secured by this chapter, the individual hardships that will be suffered by a failure of the Board to grant a variance, and the rights of others whose property would be affected by the allowance of the variance.

It is a reduction in sign size and height, the Board feels this has been met.

The findings have been met. Board Member Bily moved that the Zoning Board of Appeals approve a 50 square foot variance for a new pole sign at 1575 West Maumee Street for Motel 6, given that the applicant is bringing a nonconforming sign more into compliance and lowering the height of the sign. This variance would allow the proposed 64 square foot Motel 6 sign and the existing 40 square foot bulletin board. Board Member Jacobitz supported.

In Favor of Motion: DuMars, Koleski, Jacobitz, Bily Berthold.

Against Motion: none

Motion carried unanimously.

There being no further discussion the meeting adjourned at 6:44 p.m.

Respectfully submitted,

Denise Cook, Secretary

M-3

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

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

WEEK END:	JAN 2	JAN 9	JAN 16	JAN 23	JAN 30	TOTAL
MONDAY	0	430	381	364	388	1563
TUESDAY	0	349	317	374	370	1410
WEDNESDAY	0	340	309	366	327	1342
THURSDAY	0	351	335	338	365	1389
FRIDAY	309	340	311	335	369	1664
		1810	1653	1777	1819	7368
		JAN	DEC	+/-	DEC	
		2009	2008		2008	
SERVICE DAYS		(21)	(22)		(21)	
SENIORS		749	925	-176	774	
HDCP SENIORS		884	1148	-264	931	
HANDICAPPED		3384	3518	-134	3159	
WHEELCHAIRS **		203	191	12	247	
GENERAL		2351	2025	326	1870	
		7368	7616	-248	6734	
FEBRUARY		2007	6833	2008	7452	9%
MARCH		2007	7656	2008	7027	-8%
APRIL		2007	6705	2008	7135	6%
MAY		2007	6778	2008	6957	3%
JUNE		2007	6023	2008	6707	11%
JULY		2007	5775	2008	6717	16%
AUGUST		2007	6378	2008	6213	-3%
SEPTEMBER		2007	6071	2008	6640	9%
OCTOBER		2007	7357	2008	7278	-1%
NOVEMBER		2007	6718	2008	6050	-10%
DECEMBER		2007	6171	2008	6734	9%
JANUARY		2008	7616	2009	7368	-3%
			80081		82278	3%

** WHEELCHAIR TOTALS ARE INCLUDED IN HANDICAPPED PASSENGER TOTALS

M-4

DEPARTMENTAL REPORT

FEBRUARY 16, 2009

	JANUARY 2009	DECEMBER 2008	JANUARY 2008		
POLICE DEPARTMENT					
Complaints Answered	711	724	904		
VIOLATIONS					
Moving Citations	105	116	112		
3-6 am Parking Tickets	329	203	61		
Non-Moving Citations	41	19	11		
Downtown Parking Tickets	0	0	536		
TOTAL VIOLATIONS	475	338	720		
ARRESTS	123	106	155		
FIRE DEPARTMENT (See M-4)					
INSPECTION DEPARTMENT					
Building Permits	15	6	18		
Electrical Permits	16	9	19		
Mechanical Permits	17	11	15		
Plumbing Permits	5	7	4		
Sidewalk Permits	0	0	0		
Sign Permits	1	1	8		
TOTAL PERMITS	54	34	64		
Estimated Bldg.Costs	\$211,000	\$58,061	\$614,244		
PARKING SYSTEM					
Meters in Operation	232	232	232		
Parking Assessment	\$3,228	\$3,252	\$4,564		
Lot Revenue	\$374	\$0	\$0		
Street Revenue	\$0	\$0	\$0		
Misc. Revenue	\$16	\$21	\$3		
Permits	\$75	\$50	\$713		
Fines	\$50	\$0	\$2,505		
Token Sales	\$0	\$0	\$0		
Contribut-GenFund	\$0	\$0	\$0		
TOTAL REVENUE	\$3,743	\$3,323	\$7,785		
WASTE WATER DEPARTMENT					
M. G. Pumped	157.821	180.150	213.880		
Cost of Plant Operation	*	\$360,422	\$310,085		
WATER DEPARTMENT					
M. G. Pumped	90	86	97		
Number of Customers	6,257	6,277	6279		
	Industrial	Commercial	Residential	Other	TOTAL
M. G. Sold Revenue	\$15,933	\$79,352	\$100,839	\$46,226	\$242,350

*Figure not available