



**CITY COMMISSION
MEETING
February 16, 2015**



PRE-MEETING AGENDA

**ADRIAN CITY COMMISSION
AGENDA
PRE-MEETING STUDY SESSION
MONDAY,
FEBRUARY 16, 2015**

The City Commission will meet for a pre-meeting study session on Monday, February 16, 2015 at 6:00 p.m. at the City Chambers at 159 East Maumee Street, Adrian, Michigan.

1. Discussion regarding trash services for the City.
2. Other items as time permits.



COMMISSION AGENDA

**AGENDA
ADRIAN CITY COMMISSION
FEBRUARY 16, 2015
7:00PM**

- I. PRAYER AND PLEDGE OF ALLEGIANCE TO THE FLAG
- II. ROLL CALL
- III. APPROVAL OF THE MINUTES OF THE FEBRUARY 2, 2015 REGULAR MEETING OF THE ADRIAN CITY COMMISSION.
- IV. APPROVAL OF THE MINUTES OF THE FEBRUARY 7, 2015 SPECIAL MEETING OF THE ADRIAN CITY COMMISSION.
- V. PRESENTATION OF ACCOUNTS
- VI. REGULAR AGENDA
 - A. ORDINANCES
 - 1. **Ord. 15-001. Zoning.** Introduction and first reading of an ordinance to amend the City of Adrian Zoning/Development regulations and the Zoning Map by deleting 105 Renfrew Avenue from the R-3 Single Family Residential District and including the same in the ERO Education, Research, and Office District.
 - B. RESOLUTIONS
 - 1. **R15-021. Utilities.** Resolution to waive the bid process and authorize the engagement of Jones & Henry Engineers, LTD for the purpose of providing construction engineering services for the Brick Arch Sewer Rehabilitation/Replacement Project Contract 2 at a cost not to exceed \$73,900.
 - 2. **R15-022. Engineering.** Resolution to authorize the acceptance of a low bid for preliminary engineering services for preempt traffic signal and interconnection upgrades at the Beecher Street & Center Street Rail Crossing.
 - 3. **R15-023. Transportation.** Resolution to authorize the low bid for the purchase of bus tires for Adrian Dial-A-Ride buses.
- VII. MISCELLANEOUS
 - 1. Adrian Fire Department Report.
 - 2. D.A.R.T. Passenger Ridership Report.
 - 3. Departmental Report.
 - 4. Adrian SeeClickFix Report.

5. Planning Commission Meeting Minutes.

6. Zoning Board of Appeals Meeting Minutes.

VIII. PUBLIC COMMENT

IX. COMMISSIONER COMMENTS



MINUTES

**MINUTES
ADRIAN CITY COMMISSION
FEBRUARY 2, 2015
7:00 P.M.**

Official proceedings of the February 2, 2015 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 Berryman and Commissioners Dudas, Munson, Rising, Berryman Adams, Gallatin and Faulhaber.

Mayor Berryman in the Chair.

Commissioner Dudas motioned to approve the minutes from the regular meeting on January 20, 2015, this was seconded by Commissioner Berryman Adams, and the minutes were adopted by a 7-0 vote.

Commissioner Dudas motioned to approve the minutes from the special meeting on January 28, 2015, this was seconded by Commissioner Rising and the minutes were adopted by a 7-0 vote.

PRESENTATION OF ACCOUNTS

Utility Department Receiving Fund Voucher # 4074 through # 4081	\$127,173.28
General Fund Vouchers # 22236 through # 22252	\$463,112.59
Clearing Account Vouchers amounting to	<u>\$215,287.51</u>
TOTAL EXPENDITURES	<u>\$805,573.38</u>

On motion by Commissioner Dudas, seconded by Commissioner Berryman Adams, this resolution was adopted by a 7-0 vote.

COMMUNICATIONS

C.1 –DEPARTMENT OF INFORMATION AND TECHNOLOGY – City of Adrian 2014 Data Report from Oopgo.

REGULAR AGENDA

SPECIAL ORDERS

SO-1. Public Hearing to hear and consider comments regarding approval of a Brownfield Plan for the Adrian Mall Sear's Auto Store.

Mayor Berryman called for the hearing to be opened and the following comments were heard:

Chris Miller explained the change in ownership of the Mall and their desire to demolish the old Sears Automotive Center and put in a new business.

Larry Heath – Adrian – asked if someone local would be doing the demolition. Mayor Berryman stated that the City does not have control of this as the company will bid this out.

There were no further public comments and the Mayor declared the hearing closed.

RESOLUTIONS

R15-012

RE: ADMINISTRATION – Adrian Brownfield Redevelopment Authority Proposed Act 381 Site #8 Brownfield Plan 1357 South Main St. Brownfield Plan adoption

WHEREAS the State of Michigan has adopted the Brownfield Redevelopment Financing Act, Public Act 381 of 1996, as amended; and

WHEREAS Public Act 381 of 1996 provides for creation of brownfield redevelopment authorities and permits use of tax increment financing to pay for approved eligible activities; and

WHEREAS the City of Adrian, Lenawee County, Michigan created a Brownfield Redevelopment Authority on May 13, 1997; and

WHEREAS on January 21, 2015 the City of Adrian Brownfield Redevelopment Authority adopted a Brownfield Plan for 1357 South Main St, thereby defining said parcel as an Eligible Property (Site # 8); and

WHEREAS, the City of Adrian Brownfield Redevelopment Authority has submitted this Site # 8 Brownfield Plan to the area taxing jurisdictions for review and comment and provided notice to the general public as required by Act 381; and

WHEREAS, the City of Adrian Brownfield Redevelopment Authority has now submitted the Site # 8 Brownfield Plan for review and approval by the Adrian City Commission, and the Adrian City Commission has conducted a public hearing on the matter as required by Act 381.

NOW, THEREFORE, BE IT RESOLVED THAT the Adrian City Commission finds that the Site # 8 Brownfield Plan constitutes a public purpose under the following considerations;

1. The Site # 8 Brownfield Plan meets the requirements of Section 13 of Act 381;
2. The proposed method of financing found in the Site # 8 Brownfield Plan is feasible;
3. The cost of eligible activities found in the Site # 8 Brownfield Plan is reasonable and necessary to carry out the provisions of Act 381; and

4. The amount of captured taxable value estimated by the Site # 8 Brownfield Plan is reasonable.

BE IT FURTHER RESOLVED THAT given the above findings, the Adrian City Commission hereby approves the Site # 8 Brownfield Plan for implementation by the City of Adrian Brownfield Redevelopment Authority.

On motion by Commissioner Dudas, seconded by Commissioner Berryman Adams, this resolution is adopted by a 7-0 vote.

R15-013

RE: ADMINISTRATION – Acceptance of Huntington Bank Parking Lot – 120 West Maumee Street

WHEREAS, Huntington Bank has offered their dedicated parking lot located at 120 West Maumee Street (parcel Number XA0-100-0215-01) to the City of Adrian; and

WHEREAS, the donation of this parking lot will help the City of Adrian expand its parking capabilities now and in the future; and

WHEREAS, the lot contains 43 spaces, 11 of which the City will need to sign and reserve for Huntington Bank employees for their exclusive use during banking hours only; and

WHEREAS, the City will be responsible for metering the electrical service for the lights as well as assuming maintenance of the lot including snow removal.

NOW, THEREFORE, BE IT RESOLVED THAT the Adrian City Commission finds approves the donation of the Huntington Bank parking lot at 120 West Maumee Street and approves the attached quit claim deed, and hereby authorizes the acceptance of said property.

On motion by Commissioner Faulhaber, seconded by Commissioner Rising, this resolution was adopted by a 7-0 vote.

R15-014

RE: DEPARTMENT OF FINANCE – FY2014-15 Second Quarter Budget Amendments

WHEREAS Public Act 621 of 1978, the Uniform Budgeting and Accounting act for Local Units of Government, provides for adjustments to the Adopted Budget; and

WHEREAS the Financial Forecast, prepared by the City of Adrian's Finance Department, has identified several variances between current projections and Estimated Revenues and Appropriations included in the Adopted and Amended FY2014-15 Budget, and recommends appropriate budget amendments; and

WHEREAS the recommended budget amendments comply with the Uniform Budgeting and Accounting Act requirement that no appropriations measure may be

submitted to the City Commission that would allow total expenditures/expenses, including an accrued deficit, to exceed total estimated revenues, including an available surplus; and

WHEREAS the City Administrator has reviewed the Financial Forecast and proposed budget amendments and recommends their adoption.

NOW THEREFORE BE IT RESOLVED that the Adrian City Commission authorizes the Department of Finance to amend the FY2014-15 Budget in accordance with the attached schedule entitled City of Adrian FY2014-15 Second Quarter Recommended Budget Amendments.

BE IT FURTHER RESOLVED that the resulting Amended Budget shall comply with the Uniform Budgeting and Accounting Act (Public Act 621 of 1978) for Local Units of Government, which requires that no appropriations measure may be adopted in which total expenditures/expenses, including an accrued deficit, exceed total estimated revenues, including any available surplus.

On motion by Commissioner Berryman Adams, seconded by Commissioner Faulhaber, this resolution was adopted by a 7-0 vote.

R15-015

RE: CITY COMMISSION – Governmental approval for a Micro Brewer License for Cotton Brewing Company, Inc.

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

Called to order by Mayor Jim Berryman on February 2, 2015 at 7:00 PM.

The following resolution was offered:

Moved by Commissioner Rising and supported by Commissioner Dudas

That the application from Cotton Brewing Company, LLC

For the following license(s) new micro brewer license

To be located at 626 Oak Street, Adrian, MI 49221, Lenawee County

It is the consensus of this body that it Recommends this application be considered for approval by the Michigan Liquor Control Commission.

If disapproved, the reasons for disapproval are _____

Vote

**Yeas: 7
Nays: 0
Absent: 0**

State of Michigan _____)

County of Lenawee _____)

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

offered and adopted by the Adrian City Commission at
(Township Board, City or Village Council)

A regular meeting held on February 2, 2015.
(Regular or Special) (Date)

(Signed) Pat Baker
(Township, City or Village Clerk)

135 E Maumee Street Adrian, Mi 49221
(Mailing address of township, City or Village)

R15-016

RE: POLICE DEPARTMENT – Permanent Traffic Control Order – 14-5

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:

Move “No Parking Here to Corner” signs at Madison and Williams on the east side of the road 90 feet further south and 80 feet further north.

Respectfully,

Vincent P Emrick,
Chief of Police

Dated 1-22-15

On motion by Commissioner Dudas, seconded by Commissioner Berryman Adams, this resolution was adopted by a 7-0 vote.

R15-017

RE: ADMINISTRATION – Approval of the District Library Agreement

WHEREAS, the City of Adrian sought permission from the State Librarian to proceed with establishing a single entity district library in accordance with Section 3(13) of the District Library Establishment Act, 1989 PA 24; and

WHEREAS, by letter dated January 16, 2015, the State Librarian granted such approval; and

WHEREAS, pursuant to the DLEA, the City desires to approve entering into the Agreement; and

WHEREAS, pursuant to the DLEA, the Adrian Public Library Board, the governing body of the existing Adrian Public Library, has reviewed the Agreement and will soon approve entry into this Agreement; and

WHEREAS, prior to the establishment of the District Library under the DLEA, it is necessary for the City to consider and approve the Agreement.

NOW THEREFORE, BE IT RESOLVED by the City Commission of the City of Adrian as follows:

1. The City has determined that it is necessary and in the best interests of the public and the City residents to establish the Adrian District Library pursuant to the DLEA.
2. The City hereby approves the Agreement attached as an Exhibit to this Resolution and hereby authorizes the Mayor and City Clerk City to execute and deliver the Agreement and to execute and deliver any other certificates or documents as may be required by the Library of Michigan.
3. The City authorizes the Mayor to make any non-substantive changes to the Agreement, or changes required by the Library of Michigan or State Librarian, if required before the Agreement is approved by the State Librarian.
4. The Effective Date of this Agreement shall be as stated in Section I.D of the Agreement.
5. All resolutions or motions and parts of resolutions or motions in conflict with this resolution are hereby repealed to the extent of such conflict.

On motion by Commissioner Faulhaber, seconded by Commissioner Berryman Adams, this resolution was adopted by a 7-0 vote.

R15-018

RE: ADMINISTRATION – Approval of Agreements Attached to District Library Agreement

WHEREAS, the Adrian District Library ("District Library") was or will soon be established by an agreement, with the effective date being the date the State Librarian approves the district library agreement (the "District Library Agreement") entered into by the City of Adrian ("City") in accordance with Section 3(13) of the District Library Establishment Act, 1989 PA 24; and

WHEREAS, as part of the establishment process, the City of Adrian has agreed to enter into several agreements with the District Library in order to assist the District Library in its operations; and

WHEREAS, the City of Adrian has determined that it is in the best interests of the health, safety and welfare of its residents to approve the agreements.

NOW THEREFORE, BE IT RESOLVED by the City Commission of the City of Adrian as follows:

1. The City Commission hereby accepts its responsibilities under the District Library Agreement to enter into agreements as stated more fully in this Resolution. The District Library Agreement, including all its exhibits, is attached to this Resolution.
2. The City approves the Property Transfer Agreement attached as Exhibit C to the District Library Agreement.
3. The City approves the Bill of Sale attached as Exhibit C-1 to the Property Transfer Agreement (the Property Transfer Agreement is attached as Exhibit C to the District Library Agreement).
4. The City approves the Assignment and Assumption of Contracts attached as Exhibit C-2 to the Property Transfer Agreement (the Property Transfer Agreement is attached as Exhibit C to the District Library Agreement).
5. The City approves the Employee Leasing Services Agreement attached as Exhibit D to the District Library Agreement.
6. The City approves the Building Lease attached as Exhibit E to the District Library Agreement.
7. The City approves the Fiscal Agency Agreement attached as Exhibit F to the District Library Agreement.
8. The City authorizes the Mayor and City Clerk to execute the agreements approved in paragraphs 2 through 7 above.
9. The City also authorizes the Mayor and City Clerk to execute any other agreement or document that may be necessary in order to effectuate the City's obligation under the District Library Agreement or any of its attached agreements.
10. All resolutions or motions and parts of resolutions or motions in conflict with this resolution are hereby repealed to the extent of such conflict.
11. The approvals identified in paragraphs 1-7 above will be void if the formation of the Adrian District Library is not approved by the State Librarian.

On motion by Commissioner Dudas, seconded by Commissioner Berryman Adams, this resolution was adopted by a 7-0 vote.

PUBLIC COMMENT

1. Chris Miller- gave a detailed description on February's First Friday on February 6th which will be entitled Illuminate the Night.
2. Don Taylor – thanked the Commission for their approval of the Brownfield Plan at the Adrian Mall and their support for the single-entity district Library.
3. Dorothy Schmidt – applauded the citizens of Adrian for their efforts to clean up after the huge snowfall that we received on Sunday.

COMMISSIONER COMMENTS

1. Commissioner Dudas thanked the Adrian Fire Department for their quick response at the Croswell the previous weekend.
2. Commissioner Faulhaber commented on the excellent job that City crews did on snow removal and thanked Don Taylor and his group and Brett and Krista Cotton on their investments in the community.
3. Commissioner Gallatin also thanked the City crews for the excellent job on snow removal and thanked the Mayor for the Oil and Gas Trust Town Hall Meeting of January 26th. He particularly like the recommendation that we provide a video tape of each Commission meeting.

The next regular meeting of the Adrian City Commission will be held on Monday, February 16, 2015 at 7:00 p.m. in the City Chambers Building, 159 E. Maumee St, Adrian, MI 49221.

Jim Berryman
Mayor

Pat Baker
City Clerk

**SPECIAL MEETING
ADRIAN CITY COMMISSION
SATURDAY, FEBRUARY 7, 2015
10:00AM**

Official proceedings of the February 7, 2015 special meeting of the City Commission, Adrian, Michigan.

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

Those Commission members present were: Mayor Berryman and Commissioners Gallatin, Munson, Dudas and Berryman Adams. Commissioners Faulhaber and Rising were absent.

Commissioner Dudas motioned to excuse Commissioners Faulhaber and Rising; Commissioner Berryman Adams supported. Motion carried by a 5-0 vote.

Administrator Horn explained the reason for the meeting change; Saturday worked better for the Commission as opposed to Monday. There is a need to appoint our Adrian Library Board as the District Library Board and they will approve the wording of the proposal that will go on the ballot in May. Sarah Osburn stated that we needed to amend the term of the building lease from 10 years to 3 years to remain consistent with our City Charter. This lease is renewable.

RESOLUTIONS

R15-019

RE: ADMINISTRATION – Approval of District Library Board

WHEREAS, The Adrian City Commission adopted a resolution on February 2, 2015 authorizing the Mayor to execute a District Library Agreement; and

WHEREAS, the District Library Agreement was also approved by the Adrian Public Library Board on February 2, 2015; and

WHEREAS, the executed District Library Agreement was submitted to the State Librarian and has been approved; and

WHEREAS, the District Library Agreement states that the City Commission shall appoint the District Library Board.

NOW THEREFORE, IT IS HEREBY RESOLVED that the following individuals are appointed for the terms specified below:

Ashley Gonzales	3 year term
Robert Behnke	3 year term
Megan Mills	2 year term
Susan Clift	2 year term
Marcia Lengnick	1 year term

On motion of Commissioner Dudas, supported by Commissioner Munson, this resolution was adopted by a 5-0 vote.

R15-020

RE: ADMINISTRATION – Approve Changes to District Library Building Lease Exhibit

WHEREAS, The Adrian City Commission adopted a resolution on February 2, 2015 authorizing the Mayor and Clerk to execute a District Library Agreement; and

WHEREAS, the City Commission also adopted a resolution approving certain exhibits attached to the Agreement; and

WHEREAS, the executed District Library Agreement and exhibits were submitted to the State Librarian and have been approved; and

WHEREAS, the District Library Board and the Adrian City Commission may now execute the documents attached as exhibits to the Agreement; and

WHEREAS, there is a modification that must be made to Exhibit E before it may be executed, specifically, the term of the lease must be changed from 10 years to 3 years to be consistent with the City Charter; and

WHEREAS, this change is permitted as the Agreement provided that the lease would be in substantially the same form as what was attached as Exhibit E, and was not represented to be the final version.

NOW THEREFORE, IT IS HEREBY RESOLVED that the Mayor and City Clerk shall execute the lease agreement with the term of the lease amended to 3 years.

On motion by Commissioner Dudas, supported by Commissioner Munson, this resolution was adopted by a 5-0 vote.

PUBLIC COMMENTS

1. Harold Frederick – was concerned that the 2.5 mils would be too much for most people and he would not be voting for this. He also questioned the speed with which this proposal is being created; wanted to be sure we were following proper meeting postings. Mayor Berryman assured him that we were following procedure and the speed is necessary as we have time constraints to get this wording approved for the May 5th ballot.
2. Jack Patterson – thanked the city workers for doing such an excellent job of cleaning up after the heavy snowfall of the previous weekend.

Jim Berryman
Mayor

Pat Baker
City Clerk



CHECK REGISTER

February 16, 2015

I have examined the attached vouchers and recommend approval of them for payment.



Shane Horn
City Administrator

SAH:mld

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 # 4082 through # 4084	\$130,308.91
General Fund	
Vouchers # 22253 through # 22261	\$355,644.34
Clearing Account Vouchers	
amounting to.....	<u>\$518,973.04</u>
TOTAL EXPENDITURES	<u>\$1,004,926.29</u>

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

February 16, 2015

UTILITIES FUND
CHECK REGISTER

CHECK#	AMOUNT	PAYEE	DESCRIPTION
4082	\$ 64,131.43	City of Adrian - Payroll	Payroll w/e 01/30/15
4083	\$ 95,738.25	City of Adrian - Clearing	AP Check Register 02/02/15
4084	\$ 66,177.48	City of Adrian - Payroll	Payroll w/e 02/13/15
	\$ 226,047.16		
	\$ (95,738.25)	Less: Check 4083	
	\$ 130,308.91	TOTAL	

February 16, 2015

February 16, 2015

GENERAL FUND
CHECK REGISTER

CHECK#	AMOUNT	PAYEE	DESCRIPTION
22253	\$ 155,172.83	City of Adrian - Payroll	Payroll w/e 01/30/2015
22254	\$ 13,096.76	First Federal Bank	Social Security w/e 01/30/2015
22255	\$ 51,646.45	City of Adrian - Clearing	AP Check Register 02/02/15
22256		City of Adrian - Utilities	EFT State of Michigan January 2015
22257	\$ 50.00	State of Michigan	Registration for Inspectors
22258	\$ 7,558.85	Nola's Transportation	Payroll w/e 02/06/2015
22259	\$ 1,886.96	Consumers Energy	January 2015 Electric
22260	\$ 164,550.41	City of Adrian - Payroll	Payroll w/e 02/13/2015
22261	\$ 13,328.53	First Federal Bank	Social Security w/e 02/02/2015
	\$ 407,290.79		
	\$ (51,646.45)	Less : Check 22255	
	\$ 355,644.34		

February 16, 2015

EXP CHECK RUN DATES 01/01/2014 - 12/30/2016
 BOTH JOURNALIZED AND UNJOURNALIZED

Claimant	OPEN		
	Amount Claimed	Amount Owed	Amount Rejected
1. A & A TESTING	100.00		
2. ACCUMEDWEB LLC	157.48		
3. ERIC ADAMS	28.75		
4. ADDISON VETERINARY CLINIC, P.C.	133.00		
5. ADRIAN COMMUNICATIONS	326.40		
6. ADRIAN LOCKSMITH & CYCLERY	1,040.00		
7. ADRIAN MECHANICAL SERVICES CO	1,006.36		
8. ADRIAN NAPA	61.46		
9. ADRIAN PAINTERS SUPPLY & EQUIPMENT	58.89		
10. ADRIAN SIGN SHOP	1,050.00		
11. ADRIAN WATER CONDITIONING INC	20.95		
12. AIRGAS CARBONIC	652.97		
13. AIRGAS USA, LLC	109.12		
14. AMAZON CREDIT PLAN	366.96		
15. AMERICAN OFFICE SOLUTIONS, INC.	77.99		
16. AMERICAN WATER WORKS ASSN	530.00		
17. APPLE MAT RENTAL	319.10		
18. AUTO ZONE COMMERCIAL	28.48		
19. BADER & SONS CO	19.77		
20. BAKER & TAYLOR BOOKS	1,421.79		
21. BATTERY WHOLESALE	360.58		
22. BEACON FORMS & LABELS INC.	490.28		
23. GREG BELL CHEVROLET CADILLAC INC	19.95		
24. BLACK SWAMP EQUIPMENT	76.50		
25. BLISSFIELD HEATING AND PLUMBING INC	41.61		
26. BUCK & KNOBBY EQUIP CO INC	6,000.00		
27. C & D HUGHES INC	16,604.39		
28. CANON SOLUTIONS AMERICA	208.18		
29. CAPITAL AREA DISTRICT LIBRARY	35.00		
30. CARMEUSE LIME INC	5,381.10		
31. CARTER LUMBER	1,216.81		
32. CENGAGE LEARNING	156.75		
33. CHEMTRADE CHEMICALS	4,365.24		
34. CUTLER DICKERSON CO	199.67		
35. D PRINTER, INC.	70.00		
36. D&P COMMUNICATIONS, INC.	1,723.52		
37. THE DAILY TELEGRAM	731.32		
38. JOEL DAWSON	641.30		
39. DETROIT ELEVATOR COMPANY	162.00		
40. JACK DOHENY SUPPLIES INC	1,215.99		
41. DUSSEAU AUTO PARTS	10.00		
42. EJ USA, INC.	9,215.34		
43. ENGLEWOOD ELECTRICAL SUPPLY	807.66		
44. FASTENAL COMPANY	154.11		
45. FLO SONIC DJ	300.00		
46. J.O. GALLOUP COMPANY	705.00		
47. GS MATERIALS LLC	2,546.67		
48. DANIEL HALL	4.34		
49. JON HARRIS	9.95		
50. HASSELBRING CLARK CO.	31.29		

User: SHOLTZ

EXP CHECK RUN DATES 01/01/2014 - 12/30/2016

DB: Adrian

BOTH JOURNALIZED AND UNJOURNALIZED

Claimant	OPEN Amount Claimed	Amount Owed	Amount Rejected
51. HD SUPPLY WATERWORKS, LTD	2,773.20		
52. WALTER HELSEL	105.99		
53. HUBBARD'S AUTO CENTER INC	191.27		
54. I.T. RIGHT	67.50		
55. INTERNATIONAL ASSOC OF CHIEFS	300.00		
56. KAR LABORATORIES INC	595.00		
57. KELLER THOMA, P.C.	3,017.70		
58. ANDREW KLINGENSMITH	2,000.00		
59. KONICA MINOLTA BUSINESS SOLUTIONS	251.17		
60. LACAL EQUIPMENT INC	617.00		
61. WALTER GREG LANFORD	51.93		
62. LAW ENFORCEMENT EMERGENCY	55.00		
63. LENAWEE COUNTY PRINTER	545.50		
64. LENAWEE COUNTY SHERIFF'S OFFICE	4,993.00		
65. LENAWEE INTERMEDIATE SCHOOL	153.86		
66. LENAWEE SANITATION, INC.	150.00		
67. LENAWEE TIRE & SUPPLY CO, INC.	45.00		
68. LKQ	165.00		
69. JAMES LOFFING	17.12		
70. LOWE'S CREDIT SERVICES	1,383.24		
71. MANAGER PLUS	1,875.25		
72. MCGOWAN ELECTRIC SUPPLY INC	21.70		
73. ALAN MCREYNOLDS	9.19		
74. MICHIGAN LIBRARY ASSOC	260.00		
75. MICHIGAN METER TECHNOLOGY GROUP INC	12,547.63		
76. STATE OF MICHIGAN	67,650.37		
77. MICHIGAN WATER ENVIROMENT ASSOC.	530.00		
78. MICROMARKETING LLC	14.99		
79. MIDWEST GAS INSTRUMENT SERVICE	820.66		
80. MISS DIG SYSTEM INC	1,052.17		
81. MORTON SALT INC	11,884.08		
82. MT BUSINESS TECHNOLOGIES, INC	186.74		
83. MUNICIPAL EMPLOYEES' RETIRE	153,073.03		
84. MUNICIPAL WEB SERVICES	400.00		
85. NOLA'S TRANSPORTATION	8,422.43		
86. NORTH EASTERN UNIFORMS & EQUIPMENT	87.50		
87. OHIO CAT	446.20		
88. MIKE OSBORN	9.95		
89. PARAGON LABORATORIES INC	180.00		
90. PEERLESS SUPPLY INC	54.72		
91. PITNEY BOWES INC	636.00		
92. PRINTING SYSTEMS INC	312.25		
93. PRIORITY ONE EMERGENCY	25,102.00		
94. PROFESSIONAL PUMP INC	153.58		
95. QUILL CORPORATION	117.39		
96. RECORDED BOOKS LLC.	309.45		
97. RON REED	9.19		
98. REPUBLIC SERVICES, INC.	66.78		
99. REPUBLIC SERVICES, INC.	1,163.90		
100. TIM RITCHIE	13.95		

Claimant	OPEN Amount Claimed	Amount Owed	Amount Rejected
101. GARY RIVERA	105.99		
102. SAFETY SYSTEMS INC.	240.00		
103. SCHUG CONCRETE CONSTRUCTION INC	390.00		
104. SELKING INTERNATIONAL	320.75		
105. SIGNCOM, LLC	43.00		
106. SIMPKINS MAINTENANCE AND MORE LLC	362.62		
107. SLUSARSKI EXCAVATING & PAVING INC	105,456.70		
108. SOUTHFIELD PUBLIC LIBRARY	40.00		
109. SPENCER MANUFACTURING INC.	126.00		
110. SPICER GROUP	947.50		
111. STEVENS DISPOSAL	273.19		
112. SUPERIOR TURBO & INJECTION LLC	107.16		
113. SUPERIOR UNIFORM SALES INC.	31.50		
114. TDS SECURITY, INC	325.50		
115. TETRA TECH INC	21,770.98		
116. TIME EMERGENCY EQUIPMENT INC	3,553.89		
117. TOBY'S INSTRUMENT SHOP INC	264.00		
118. TRACTOR SUPPLY COMPANY	227.70		
119. TRACY TIME SYSTEMS	259.50		
120. TTB CLEANING LLC	7,615.00		
121. UNIQUE MANAGEMENT SERVICES INC	44.75		
122. UNITED PARCEL SERVICE	12.42		
123. VAN BRUNT TRANSPORT INC	1,138.69		
124. VERIZON WIRELESS	754.62		
125. WASHOVIA SERVICES INC	8,550.98		
126. WATER ENVIRONMENT FED.	127.00		
TOTAL ALL CLAIMS	518,973.04		



REGULAR AGENDA

MEMO



DATE: February 13, 2015
TO: Hon. Mayor Berryman and City Commission
FROM: Shane A. Horn, City Administrator
SUBJECT: Rezoning 105 Renfrew from R-3 to ERO

At their February 3, 2015 regular meeting of the Adrian Planning Commission, the rezoning request for 105 Renfrew Ave from R-3 to ERO – Education Research and Office, was denied by a unanimous vote.

This property is owned by Mr. Scott Shackell who was present at the meeting. The reason listed for the rezoning is to finalize the sale of the property to Adrian College, who intend to utilize the property to house faculty/staff personnel who are employees by the college. Mr. Jerry Wright from Adrian College was also present for the meeting and reiterated the fact that Mr. Shackell approached the college regarding this opportunity and that the college would utilize the property for junior staff such as coaches or admissions faculty. Planning Commission members expressed their reservations about more property being removed from the tax rolls and that this rezoning would be inconsistent with the City's Master Land Use Plan and the property could be put to good economic use in its present zoning.

Respectfully Submitted,

Shane A. Horn
City Administrator



STAFF ANALYSIS
ADRIAN CITY PLANNING COMMISSION

DATE: January 30, 2015

CASE: 14-018

APPLICANT: Scott Anthony Stewart Shackell
105 Renfrew Avenue
Adrian, MI 49221

REQUEST: Rezone Subject Parcel from R-3 Single Family Residential to ERO (Education Research and Office)

SUBJECT PARCEL: XA0-810-0079-01
105 Renfrew

DESCRIPTION OF REQUEST

Applicants request the rezoning of their property from R-3 Single Family Residential to ERO (Education Research and Office). The reason for the rezoning is to finalize the sale of the property to Adrian College. Adrian College intends to use the property to house faculty/staff personnel who are employed by the college. The property is located between Inverness Street and Canterbury Street on the West side of the street. The lot has a frontage of 138.92 feet and a depth of 147.44 feet.

In August of 2012, the Planning Commission recommended approval of rezoning an adjacent property, 1505 Inverness Drive, from R-3 Single Family Residential to ERO (Education Research and Office) for the same purpose for Adrian College.

EXISTING LAND USE/ZONING:

The last known land use of the subject parcel was as a single family residence.

Existing zoning for the subject parcel is R-3 Single Family Residential. The zoning designations for the surrounding properties are as follows:

North: R-3 Single Family Residential
South: R-3 Single Family Residential
West: ERO (Education Research and Office)
East: R-3 Single Family Residential

FUTURE LAND USE/ZONING

According to the City of Adrian Comprehensive Plan, future land use designation for the subject parcel is

DEPARTMENT REVIEWS

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

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

The owner has a pending sale to Adrian College contingent upon the property being rezoned to ERO.

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

The ERO District allows most uses in the OS-1 Office Service District, plus uses associated with college campuses. Possible effects could be an increase in traffic and the eroding of an established residential neighborhood. Any access to this property would be through a residential neighborhood. Approval of the rezoning would not be consistent with the City of Adrian Comprehensive Plan.

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

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

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

Depending on how the property is used now and in the future, there may be negative impacts on values of surrounding parcels that would result from the proposed action. The proposed change would not be harmonious with the surrounding residential properties and land uses.

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

The use of the parcel under the current zoning designation is economically feasible. This property is located in a single family neighborhood with most houses and lots of similar size and design. These are local streets with not a lot of traffic.

RESOLUTION

WHEREAS, Scott Anthony Stewart Shackell has submitted a request for rezoning of 105 Renfrew Avenue, a single parcel identified in the Case File 14-018, from R-3 Single Family Residential to ERO Education, Research and Office; and

WHEREAS, the former use of the parcel was single-family residential; and

WHEREAS, the City of Adrian Comprehensive Plan Future Land Use Map calls for designation of such parcel as Single/Two Family Residential; and

WHEREAS, the Community Development Department has conducted a review of the applicant's request in accordance with the review standards found in the Zoning/Development Regulations, Article XXVIII - Amendments 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 to deny this request; and

BE IT FURTHER RESOLVED that this request would not be in compliance with the City of Adrian Comprehensive Plan Future Land Use Map; and

BE IT FURTHER RESOLVED that this rezoning could have a potential negative impact on the surrounding residential neighborhood; and

BE IT FURTHER RESOLVED that there is a reasonable economic use in keeping this property single-family residential; and

BE IT FURTHER RESOLVED that the Adrian City Planning Commission finds that the application is not in compliance with the standards for Official Zoning Map Amendments; and

BE IT FURTHER RESOLVED that the Adrian City Planning Commission approve/deny the application for rezoning Parcel XA0-810-0079-01; and

BE IT FURTHER RESOLVED that the Adrian City Planning Commission recommends that the Adrian City Commission approve/deny 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.

Michelle Dewey, Executive Assistant

ADRIAN CITY PLANNING COMMISSION
FEBRUARY 3, 2015
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 City Chambers at 159 East Maumee Street.

Present:	Mike Jacobitz	Chair
	Brian Watson	Vice Chair
	Jeff Rising	City Commissioner
	Tom Blanton	
	Mel Dye	
	Marilyn Schebil	
	Don Taylor	
	Nancy Weatherby	
	Kara Lennard	

APPROVAL OF MINUTES OF THE
JANUARY 6, 2015 REGULAR MEETING

There were no corrections or additions to the minutes. Commissioner Dye moved that the Minutes of the January 6, 2015 regular meeting be approved as presented. Commissioner Blanton supported. Motion carried unanimously.

CASE NO. 14-018
PUBLIC HEARING TO HEAR AND CONSIDER COMMENTS TO
REZONING 105 RENFREW FROM R-3 SINGLE FAMILY RESIDENTIAL
TO ERO EDUCATION RESEARCH AND OFFICE.

Present for this meeting was Scott Anthony Stewart Shackell, owner of 105 Renfrew and student of Adrian College. Applicant is requesting rezoning of the property from R-3 Single Family Residential to ERO Education Research and Office. The reason for the rezoning is to finalize the sale of the property to Adrian College, who intends to use the property to house faculty/staff personnel who are employed by the college. Mr. Shackell stated that his preference to sell directly to the college as opposed to going through a realtor was because he would be leaving Adrian once he completes his classes and the college has expressed an interest in the property in the past. There was concern among commission members as to what the College may do with the property in the future, such as making it a sport house or a parking lot, which would be an allowable use for the ERO district. Also, once the property is sold to the college, whether it is rezoned or not, it would come off of the tax roll. Jerry Wright from Adrian College reiterated that Mr. Shackell approached the college regarding purchasing the property and stated that it was the college's intent to house junior staff such as coaches or admission counselors. It was not their intent to house students. There would be no guarantee that future college staff would not house students there. Mr. Shackell produced a letter from a neighbor at 106 Renfrew that supported the sale and the rezoning. Commission members again stated that once the college

owns the property, it will come off the tax roll. Rezoning of this property would be inconsistent with the City's Master Land Use Plan and the property could be put to good economic use in its present zoning. There were no further comments from the audience or further discussion from the Commission and the Public Hearing was closed.

Commissioner Blanton moved that Planning Commission deny the request for rezoning of 105 Renfrew. Commissioner Dye supported. A roll call vote was made.

In Favor of Motion: Jacobitz, Lennard, Dye, Weatherby, Schebil, Rising, Watson, Blanton and Taylor

Against Motion: none

Motion carried unanimously.

CASE NO. 14-021
ADAPTIVE REUSE REQUEST FOR
1465 WEST BEECHER STREET

Present for this meeting were Larry Anderson of LEA Properties, LLC and Ryan Soto. The applicant proposes to have assembly uses in the rear of this building in the form of 3 rental halls. This request was tabled at the January 6, 2015 meeting as additional information was needed for the Commission to make a decision. The applicant has presented the necessary information requested by the Commission. 168 to 170 parking spaces are available for the rental halls and there is separate parking for the businesses in the front of the building. There is an entrance on the east side with a handicap ramp that has access to all 3 halls. Commissioner Dye asked if there would be cooking facilities or would it be only catering. Mr. Soto stated that there were cooking facilities but catering would also be allowed. Commission agreed that all issues had been addressed that were a concern to city staff. Commissioner Taylor moved that the Planning Commission approve the request for adaptive reuse of 1465 West Beecher Street. Commissioner Schebil supported. A roll call vote was made.

In Favor of Motion: Lennard, Dye, Weatherby, Schebil, Rising, Watson, Blanton, Taylor and Jacobitz.

Against Motion: None

Motion carried unanimously.

CASE NO. 15-001
SITE PLAN REVIEW FOR
ADRIAN MALL PROPERTY 125 EAST U.S. 223

Present for this meeting were Greg Wehman of Intertech Design Services and Jeremy Pickford of Associated Engineers and Surveyors, Inc. The applicant has submitted a site plan for the construction of a one-level 5,965 square foot building that would house a new eat-in restaurant, Buffalo Wild Wings. The restaurant will be built just east of the Sears Auto Center, which will

be demolished. The restaurant will not be attached, it will be about 10 ft from the main building. Staff analysis showed that all issues had been addressed and corrected. Demolition will be handled by the owner of the mall. Commissioner Blanton moved that the Planning Commission approve the Site Plan for Buffalo Wild Wings. Commissioner Taylor supported. A roll call vote was made.

In Favor of Motion: Dye, Weatherby, Schebil, Rising, Watson, Blanton, Taylor, Jacobitz and Lennard.

Against Motion: None

Motion carried unanimously.

SETTING OF PUBLIC HEARING TO REZONE 964 CATON AVENUE FROM
B-2 COMMUNITY BUSINESS TO R-4 SINGLE FAMILY RESIDENTIAL.

Set for March 3, 2015 Planning Commission meeting. Commissioner Blanton motioned to set the public hearing for March 3, 2015. Commissioner Schebil supported. Motion carried unanimously.

SETTING OF PUBLIC HEARING FOR A ZONING EXCEPTION PERMIT REQUEST
FOR A GROUP DAY CARE AT 825 LINCOLN AVENUE

Set for March 3, 2015 Planning Commission meeting. Commissioner Taylor motioned to set the public hearing for March 3, 2015. Commissioner Blanton supported. Motion carried unanimously.

CASE NO. 15-002
CAPITAL BUDGET RECOMMENDATION

The six-year departmental capital expenditure recommendation, covering the period FY2016-21, was presented to the Planning Commission for their review and consideration. Chair Jacobitz and Planning Commissioners Lennard, Dye and Rising attended the budget hearings. Commissioner Blanton motioned to approve the capital budget recommendations. Commissioner Taylor supported. Motion carried unanimously.

Chair Jacobitz mentioned that the City had hired David Rohr as a city planner/zoning administrator and he will begin working on February 10th.

City Clerk Pat Baker swore in the Planning Commission members.

There being no further business the meeting adjourned at 8:27 p.m.

Respectfully submitted,

Pat Baker, Acting Secretary

ORDINANCE 15-001

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

The City of Adrian Ordains:

- 1. That Section 3.1 of Article III of the City of Adrian Zoning/Development Regulations, and the Zoning Map to which reference is therein made, is amended to the extent of deleting the following property hereinafter described from the R-3 Single Family Residential District and including the same in the ERO Education, Research and Office District.
- 2. Parcel described as follows:

 LOT 79 EX BEG SW COR SD LOT TH N 30^00' E 34.26 FT TH S 60.77 FT TH NWLY TO POB & ALSO INCL LD BEG NW COR SD LOT TH S 30^00' W 57.20 FT TH N 48.70 FT TH E 30 FT TO POB WESTRIDGE SUB
- 3. More commonly known as: 105 Renfrew Avenue

INTRODUCTIONFebruary 16, 2015

SUMMARY PUBLISHED.....

ADOPTION

COMPLETED PUBLICATION.....

EFFECTIVE DATE.....

On motion by Commissioner _____,

seconded by Commissioner _____,

this Ordinance was adopted by a _____ vote.



MEMORANDUM – UTILITIES DEPARTMENT

DATE: February 10, 2015

TO: Shane Horn, City Administrator

FROM: William Sadler, Utilities Director

SUBJECT: Brick Arch Sewer Engineering Services Phase Two

Jones & Henry Engineers of Toledo, OH has submitted a proposal to provide construction engineering services during our Brick Arch Sewer Rehabilitation/Replacement Project Phase 2. Their proposal is broken down into three categories: Preparing Bid Documents, Office Engineering, and a Resident Project Representative (RPR) for field oversight. The Office Engineering item would include conducting construction meetings, shop drawing reviews, reviewing Contractor's pay requests, clarifying contract documents, preparing change orders if needed and providing record drawings at the close of the project. The RPR services will be provided on a regular basis and will include on-site observation when work is being done by the contractor, maintaining records, confirming pay quantities, and keeping the City informed about the progress of the project and possible problems.

The not-to-exceed fees for construction engineering services are broken down as follows:

Preparing Bid Documents	\$6,700
Office Engineering	\$35,000
RPR (field)	\$32,200

As a reminder, the purpose of this three-phase project is to rehabilitate/replace the 1870's era brick arch sewer that serves much of the downtown area. This project will address the deterioration of the brick arch and will remove the illicit storm water from the sanitary system and redirect it to a proper storm water outfall. This will allow us to meet the requirement from the Michigan Department of Environmental Quality to eliminate the combined sewer outfall (CSO) at our Winter St Retention Basin. In general, phase two of the project will be the installation of a new 12" sanitary sewer along Toledo St from east of Main St to Locust St and along Main St from north of Toledo St to south of Front St (just outside of the limits of the work performed in Phase 1).

I respectfully recommend that we proceed with Jones & Henry Engineers of Toledo, OH for construction engineering services for the Brick Arch Sewer Rehabilitation/Replacement Project at a cost not to exceed \$73,900. Jones & Henry is the design engineer for this project and is intimately familiar with this section of our sewer collection system. Funds for this expense would come from the Sewer Collection System Capital Budget (497-555.00-975.517). Please feel free to contact me if you have any questions.

RE: UTILITIES DEPARTMENT –Authorization to Contract Construction Engineering Services for Brick Arch Sewer Rehabilitation/Replacement Project Contract 2

RESOLUTION

WHEREAS, the Utilities Director, solicited and received a proposal from Jones & Henry Engineers, LTD., Toledo, OH to provide construction engineering services for the Brick Arch Sewer Rehabilitation/Replacement Project Contract 2; and

WHEREAS, the proposal is broken down into three categories: Preparing Bid Documents (\$6,700); Office Engineering (\$35,000), including conducting of construction meetings, shop drawing reviews, reviewing contractor’s pay requests, clarifying contract documents, preparing change orders, if needed, and providing record drawings at the close of the project; and a Resident Project Representative (\$32,200) for field oversight and inspections; and

WHEREAS, Jones & Henry Engineers, LTD., Toledo, OH, prepared the preliminary and final design engineering for this project at a cost not to exceed \$162,000, the engineering services for the Brick Arch Sewer Rehabilitation/Replacement Project Contract 1 at a cost not to exceed \$95,000 and Contract 1 Change Order not to exceed \$16,500, and now the Utilities Director recommends that this same firm be engaged to provide construction engineering for this project at a cost not to exceed \$73,900; and

WHEREAS, the Utilities Director and Finance Director indicates that sufficient funds for this purpose are available in the Capital Project Sewer Fund (497-555.00975.517); and

WHEREAS, the Utilities Director and City Administrator recommend engagement of Jones & Henry Engineers, LTD., Toledo, OH., in the City’s Standard Professional Services Contract for the purpose of providing construction engineering services for the Brick Arch Sewer Rehabilitation/Replacement Project Contract 2 at a cost not to exceed \$73,900, and that, because of the firm’s familiarity with the City’s Sewer Collection System, and this project in particular due to prior engagements, the competitive bid process be waived.

NOW, THEREFORE, BE IT RESOLVED that the Adrian City Commission, by this resolution, hereby authorizes the engagement of Jones & Henry Engineers, LTD., Toledo, OH., in the City’s Standard Professional Services Contract for the purpose of providing construction engineering for the Brick Arch Sewer Rehabilitation/Replacement Project Contract 2 at a cost not to exceed \$73,900.

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 adopted by a _____ vote.

February 11, 2015

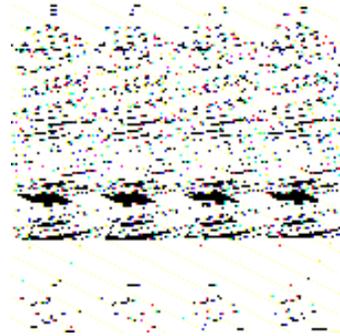
MEMORANDUM

TO: Shane Horn, City Administrator

Cc: Cindy Prue, Finance Director

FROM: Todd Brown, Director of Parks & Engineering Services

SUBJECT: Beecher Street & Center Street Rail Crossing
Preempt traffic signal and interconnection upgrades



By Resolution # R14-049 dated May 19, 2014, the City Commission approved the City Engineering Department to move forward utilizing 100% grant funds obtained through a grant from the MDOT in the amount of \$10,000 to solicit and retain a Consulting Firm to perform preliminary engineering services for preempt traffic signal and interconnection upgrades at the Beecher Street & Center Street Rail Crossing.

Railroad Signal International was awarded this contract in September 2014, however, the firm was unable to provide services required, therefor, the contract and purchase order were cancelled. Thus, the project was required to be rebid.

Bids were again solicited in January 2015 to perform preliminary engineering services for preempt traffic signal and interconnection upgrades at the Beecher Street & Center Street Rail Crossing which resulted in two bids, which are summarized as follows:

Bidder	Amount
URS Corporation Grand Rapids, MI	\$8,000
Rowe Professional Services Flint, MI	\$18,670

I recommend acceptance of low bidder, URS Corporation, Grand Rapids, MI to enter into Contract at a cost not to exceed \$8,000 to perform preliminary engineering services in compliance with Michigan Department of Transportation (MDOT) requirements.

R15-022

RESOLUTION

RE: ENGINEERING DEPARTMENT– Beecher Street & Center Street Preliminary Engineering for Preempt Traffic Signal and Interconnection at Beecher & Center

WHEREAS, the Adrian City Commission, by Resolution # R14-049 dated May 19, 2014, approved the City Engineering Department to move forward utilizing 100% grant funds obtained a grant from the MDOT in the amount of \$10,000 to solicit and retain a Consulting Firm to perform preliminary engineering services for preempt traffic signal and interconnection upgrades at the Beecher Street & Center Street Rail Crossing; and

WHEREAS, the Engineering Department did award contract to Railroad Signal International on September 03, 2014, however this firm was unable to provide services required to complete the design; and

WHEREAS, the City of Adrian Purchasing Office, in conjunction with the Director of Parks & Engineering Services, solicited and received bids again to perform preliminary engineering services for preempt traffic signal and interconnection upgrades at the Beecher Street & Center Street Rail Crossing; and

WHEREAS two (2) bids were submitted on January 13, 2015, which are summarized as follows:

Bidder	Amount
URS Corporation Grand Rapids, MI	\$8,000
Rowe Professional Services Flint, MI	\$18,670

WHEREAS, the Director of Parks & Engineering Services recommends acceptance of low bidder, URS Corporation, Grand Rapids, MI to enter into Contract at a cost not to exceed \$8,000 to perform preliminary engineering services for preempt traffic signal and interconnection upgrades at the Beecher Street & Center Street Rail Crossing in compliance with Michigan Department of Transportation (MDOT) requirements; and

WHEREAS, the subject contract [Control Section STRG 46066, Job Number 118235C, and Contract No. 14-5185] includes an estimate of \$10,000 for Total Project Design Cost, including State Funding of \$10,000, leaving a balance of local match of \$0.00; and

WHEREAS, the City Engineering Department shall also obtain, at a later date, a 100% grant from the MDOT to install and construct the preempt traffic signal and interconnection upgrades at the Beecher Street & Center Street Rail Crossing; and

NOW, THEREFORE, BE IT RESOLVED that the Adrian City Commission, by this resolution, hereby authorizes the acceptance of the low bid and engagement into contract with URS Corporation, Grand Rapids, MI to provide services for the aforementioned project in the amount of \$8,000.

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

CITY OF ADRIAN
DIAL-A-RIDE

February 11, 2015

To: Shane Horn, Administrator
City Commissioners
From: Marcia Bohannon, Transportation Coordinator

SUBJECT: Tire Purchases

The recommendation to utilize the low quote for goods and services from Hadden Tire Company of Adrian is being offered. The total cost is up to \$20,400.00. For our fleet, we will be replacing up to 108 tires. Hadden Tire has offered a fair and reasonable price for each different sized tire.

We have (2) capital grants for the purchase of bus tires. Agreement # 2012-0027, Authorization P4 is in the amount of \$8,750 and Agreement # 2012-0027, Authorization # P6 is in the amount of \$7,500 – or a total of \$16,250 for both. We will closely monitor the purchases.

CITY OF ADRIAN, MICHIGAN
DIAL-A-RIDE BUS TIRES
DUE DATE: JANUARY 22, 2015
EXTENDED: MARCH 22, 2015

	225/75R16 ALL POSITION UP TO 60 EACH	245/70R19.5 DRIVING TIRE UP TO 32 EACH	245/70R19.5 STEERING TIRE UP TO 16 EACH	GRAND TOTAL MAKE
Hadden Tire Co. Adrian, MI	\$ 140.00 each \$8,400.00 Total	\$ 255.00 each \$ 8,160.00 Total	\$ 240.00 each \$3,840.00 Total	\$ 20,400.00 National, Road Lux Tires
Lenawee Tire Adrian, MI	\$145.00 each \$8,700.00 Total	\$292.00 each \$9,344.00 Total	\$260.00 each \$4,160.00 Total	\$ 22,204.00 Hercules, Tera TracTires
Hadden Tire Adrian MI	\$ 166.00 each \$ 9,960.00 Total	\$265.00 each \$ 8,480.00 Total	\$ 260.00 each \$4,160.00 Total	\$22,600.00 Cooper, Double Coin
Lenawee Tire Adrian MI	\$144.90 each \$8,694.00 Total	\$390.00 each \$12,480.00 Total	\$370.00 each \$5,920.00 Total	\$27,094.00 Goodyear, Wrangler Tires
Best One Tire Jackson MI	\$ 178.63 each \$ 10,717.80 Total	\$ 335.00 each \$ 10,720.00 Total	\$363.69 each \$5,819.04 Total	\$ 27,256.84 Bridgestone

* Bid not complete

R15-023

February 16, 2015

RE: TRANSPORTATION – PURCHASE OF BUS TIRES FOR ADRIAN DIAL-A-RIDE BUSES

RESOLUTION

WHEREAS, the Adrian City Commission, by resolution # R13-184 dated August 19, 2013, authorized the purchase of bus tires; and

WHEREAS, the Adrian City Commission, by resolution # R14-108 dated August 18, 2014, authorized the purchase of bus tires; and

WHEREAS, the Transportation Coordinator recommends that the low quote be awarded to Hadden Tire of Adrian MI in the amount of “up to” \$20,400; and

NOW THEREFORE BE IT RESOLVED, that the Adrian City Commission by this resolution hereby authorizes the recommended vendor and award of low quote to Hadden Tire; and

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

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



MISCELLANEOUS

Adrian Fire Department
January 2015

Fire		Building Loss	Content Loss
Fire, Other	3		\$450
Building fire	4	\$111,000	\$48,000
Passenger vehicle fire	1	\$10,000	
Outside equipment fire	1		
	9	\$121,000	\$48,450
Rescue			
Rescue, EMS incident, other	44		
Medical assist, assist EMS crew	28		
Abdominal Pain/Problems	9		
Active Labor	1		
Allergic Reaction	2		
Altered Level of Consciousness	10		
Apparent Life Threatening Event	1		
Behavioral / Psychiatric Disorder	6		
Cardiac Arrest	5		
Chest Pain / Discomfort	5		
Diabetic Hypoglycemia	3		
Diabetic Symptoms	1		
Emphysema/COPD	1		
Generalized Weakness	8		
GI/GU	1		
Headache	1		
Hemorrhage	2		
Hyperventilation	1		
Neuromuscular Symptoms	1		
No Complaints of Illness Noted	1		
Other	3		
Other Abdominal	1		
Other Metabolic (non-diabetic)	1		
Other Neurologic	1		
Pain (Non-Traumatic)	2		
Poisoning / Drug Ingestion	2		
Pregnancy / OB Delivery	1		
Respiratory Distress	9		
Seizure	6		
Stroke / CVA	6		
Substance/Drug Abuse	1		
Syncope / Fainting	6		
Traumatic injury	23		
Undefined Musculoskeletal Pain	1		
Emergency medical service, other	10		
Rescue or EMS standby	1		
	205		

Adrian Fire Department
January 2015

Hazardous Condition

Hazardous condition, Other	1
Electrical wiring/equipment problem, Other	1

2

Service Call

Service Call, other	2
Water or steam leak	1
Smoke Investigation, No action taken	2
Public service	1
Assist invalid	3
Unauthorized burning	1
Cover assignment, standby, moveup	1

11

Good Intent

Good intent call, Other	1
Dispatched & cancelled en route	10
Authorized controlled burning	2
Steam, Other gas mistaken for smoke, Other	2

15

False Alarm

False alarm or false call, Other	1
Sprinkler activation, no fire - unintentional	1
Smoke detector activation, no fire - unintentional	1
Alarm system activation, no fire - unintentional	2

5

Total January 2015	247	\$121,000	\$48,450
Year to date 2015	247	\$121,000	\$48,450
Year to Date	274	\$4,500	\$115,100

TO: SHANE HORN, CITY ADMINISTRATOR
 FROM: MARCIA M. BOHANNON, TRANSPORTATION COORDINATOR

ADRIAN D.A.R.T. PASSENGER RIDERSHIP REPORT FOR JANUARY 2015

WEEK END:	JAN 2	JAN 9	JAN 16	JAN 23	JAN 30	TOTAL
MONDAY	0	362	320	256	287	1225
TUESDAY	0	328	334	290	259	1211
WEDNESDAY	0	297	300	295	359	1251
THURSDAY	0	260	319	278	267	1124
FRIDAY	343	256	346	256	348	1549
	343	1503	1619	1375	1520	6360

SERVICE DAYS	JAN 2015 (21)	JAN 2014 (20)	+/-	DEC 2014 (22)
SENIORS	921	956	-35	1023
HDCP SENIORS	701	583	118	819
HANDICAPPED	2830	2975	-145	2917
WHEELCHAIRS **	249	201	48	271
GENERAL	1908	1860	48	1742
	6360	6374	-14	6501

FEBRUARY	2013	6797	2014	6590	-3%
MARCH	2013	7194	2014	7078	-2%
APRIL	2013	6979	2014	6998	0%
MAY	2013	6569	2014	6676	2%
JUNE	2013	5588	2014	6054	8%
JULY	2013	5896	2014	6211	5%
AUGUST	2013	5979	2014	5620	-6%
SEPTEMBER	2013	5939	2014	5947	0%
OCTOBER	2013	6842	2014	6986	2%
NOVEMBER	2013	6516	2014	5757	-12%
DECEMBER	2013	6455	2014	6501	1%
JANUARY	2014	6374	2015	6360	0%
		77128		76778	0%

** WHEELCHAIR TOTALS ARE INCLUDED IN HANDICAPPED PASSENGER TOTALS

DEPARTMENTAL REPORT

FEBRUARY 16, 2015

	JANUARY 2015	DECEMBER 2014	JANUARY 2014		
POLICE DEPARTMENT					
Complaints Answered	1,311	1,463	1,205		
VIOLATIONS					
Moving Citations	148	166	134		
3-6 am Parking Tickets	51	158	105		
Non-Moving Citations	0	0	0		
Downtown Parking Tickets	0	0	0		
TOTAL VIOLATIONS	199	324	239		
ARRESTS	157	144	147		
FIRE DEPARTMENT (See M-4)					
INSPECTION DEPARTMENT					
Building Permits	7	18	7		
Electrical Permits	16	16	19		
Mechanical Permits	28	13	20		
Plumbing Permits	14	10	10		
Sidewalk Permits	0	0	0		
Sign Permits	1	3	16		
TOTAL PERMITS	66	60	72		
Estimated Bldg.Costs	\$0	\$1,710,861	\$10,038		
PARKING SYSTEM					
Parking Assessment	\$1,361	\$11,933	\$15,893		
Lot Revenue	\$0	\$0	\$0		
Street Revenue	\$0	\$0	\$0		
Misc. Revenue	\$4	\$4	\$13		
Grant	\$0	\$99,915	\$0		
Permits	\$0	\$0	\$0		
Fines	\$0	\$0	\$0		
Collection Fees	\$0	\$0	\$0		
Token Sales	\$0	\$0	\$0		
Contribut-GenFund	<u>\$282,083</u>	<u>\$12,083</u>	<u>\$12,083</u>		
Farmers Market Grant	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>		
TOTAL REVENUE	\$283,448	\$123,935	\$27,989		
WASTE WATER DEPARTMENT					
M. G. Pumped	150.369	150.801	165.153		
Cost of Plant Operation	\$117,656	\$127,623	\$122,803		
WATER DEPARTMENT					
M. G. Pumped	71	68	76		
Number of Customers	6,168	6,174			
M. G. Sold Revenue					
	Industrial	Commercial	Residential	Other	TOTAL
M. G. Sold Revenue	\$64,143	\$86,070	\$130,843	\$77,046	65 \$358,102



Adrian, MI

Between Jan 01, 2015 and Jan 31, 2015

52 issues were opened

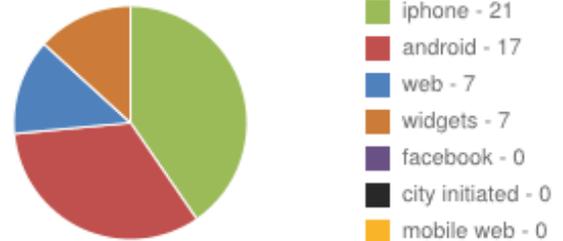
35 issues were acknowledged

49 issues were closed

The average time to acknowledge was 2.6 days.

The average time to close was 12.5 days.

Issues by Source



SERVICE REQUEST	OPENED	ACKNOWLEDGED	CLOSED	DAYS TO ACK.	DAYS TO CLOSE
Other	14	10	11	2.2	13.0
Pothole	14	1	14	6.1	1.0
Trash Pickup Issue	4	5	6	3.6	14.0
Abandoned or Unregistered Vehicle	4	5	4	5.0	9.1
Front Yard Parking	3	3	3	1.5	12.3
Blight	3	2	3	1.8	37.9
Streetlight Repair	2	2	3	1.8	9.1
Property Maintenance Issue	2	2	1	0.3	71.1
Junk and Rubbish	1	1	2	0.9	40.9
Water Main Break	1	1	1	1.5	3.5
Curb Issues	1	1	0	2.2	0.0
Indoor Items Stored Outside	1	1	0	1.7	0.0
Sidewalk Snow/Ice Removal	1	0	1	0.0	1.0
Tree on Private Property	1	1	0	0.7	0.0
Abandoned Bicycle	0	0	0	0.0	0.0
Catch Basin	0	0	0	0.0	0.0
Graffiti on Public Property	0	0	0	0.0	0.0

Grass or Vegetation Too Long	0	0	0	0.0	0.0
Hydrant Issue	0	0	0	0.0	0.0
Park Maintenance	0	0	0	0.0	0.0
Pet Waste on Private Property	0	0	0	0.0	0.0
Problem with Manhole	0	0	0	0.0	0.0
Recycle Pickup Issue	0	0	0	0.0	0.0
Sidewalk Issue	0	0	0	0.0	0.0
Sign Repair	0	0	0	0.0	0.0
Street Tree Trimming or Stump Removal	0	0	0	0.0	0.0
Utility Pole	0	0	0	0.0	0.0

GEOGRAPHY	OPENED	ACKNOWLEDGED	CLOSED	DAYS TO ACK.	DAYS TO CLOSE
City of Adrian	52	35	49	2.6	12.5
Downtown	3	4	3	4.9	11.8

ADRIAN CITY PLANNING COMMISSION
FEBRUARY 3, 2015
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 City Chambers at 159 East Maumee Street.

Present:	Mike Jacobitz	Chair
	Brian Watson	Vice Chair
	Jeff Rising	City Commissioner
	Tom Blanton	
	Mel Dye	
	Marilyn Schebil	
	Don Taylor	
	Nancy Weatherby	
	Kara Lennard	

APPROVAL OF MINUTES OF THE
JANUARY 6, 2015 REGULAR MEETING

There were no corrections or additions to the minutes. Commissioner Dye moved that the Minutes of the January 6, 2015 regular meeting be approved as presented. Commissioner Blanton supported. Motion carried unanimously.

CASE NO. 14-018
PUBLIC HEARING TO HEAR AND CONSIDER COMMENTS TO
REZONING 105 RENFREW FROM R-3 SINGLE FAMILY RESIDENTIAL
TO ERO EDUCATION RESEARCH AND OFFICE.

Present for this meeting was Scott Anthony Stewart Shackell, owner of 105 Renfrew and student of Adrian College. Applicant is requesting rezoning of the property from R-3 Single Family Residential to ERO Education Research and Office. The reason for the rezoning is to finalize the sale of the property to Adrian College, who intends to use the property to house faculty/staff personnel who are employed by the college. Mr. Shackell stated that his preference to sell directly to the college as opposed to going through a realtor was because he would be leaving Adrian once he completes his classes and the college has expressed an interest in the property in the past. There was concern among commission members as to what the College may do with the property in the future, such as making it a sport house or a parking lot, which would be an allowable use for the ERO district. Also, once the property is sold to the college, whether it is rezoned or not, it would come off of the tax roll. Jerry Wright from Adrian College reiterated that Mr. Shackell approached the college regarding purchasing the property and stated that it was the college's intent to house junior staff such as coaches or admission counselors. It was not their intent to house students. There would be no guarantee that future college staff would not house students there. Mr. Shackell produced a letter from a neighbor at 106 Renfrew that supported the sale and the rezoning. Commission members again stated that once the college

owns the property, it will come off the tax roll. Rezoning of this property would be inconsistent with the City's Master Land Use Plan and the property could be put to good economic use in its present zoning. There were no further comments from the audience or further discussion from the Commission and the Public Hearing was closed.

Commissioner Blanton moved that Planning Commission deny the request for rezoning of 105 Renfrew. Commissioner Dye supported. A roll call vote was made.

In Favor of Motion: Jacobitz, Lennard, Dye, Weatherby, Schebil, Rising, Watson, Blanton and Taylor

Against Motion: none

Motion carried unanimously.

CASE NO. 14-021
ADAPTIVE REUSE REQUEST FOR
1465 WEST BEECHER STREET

Present for this meeting were Larry Anderson of LEA Properties, LLC and Ryan Soto. The applicant proposes to have assembly uses in the rear of this building in the form of 3 rental halls. This request was tabled at the January 6, 2015 meeting as additional information was needed for the Commission to make a decision. The applicant has presented the necessary information requested by the Commission. 168 to 170 parking spaces are available for the rental halls and there is separate parking for the businesses in the front of the building. There is an entrance on the east side with a handicap ramp that has access to all 3 halls. Commissioner Dye asked if there would be cooking facilities or would it be only catering. Mr. Soto stated that there were cooking facilities but catering would also be allowed. Commission agreed that all issues had been addressed that were a concern to city staff. Commissioner Taylor moved that the Planning Commission approve the request for adaptive reuse of 1465 West Beecher Street. Commissioner Schebil supported. A roll call vote was made.

In Favor of Motion: Lennard, Dye, Weatherby, Schebil, Rising, Watson, Blanton, Taylor and Jacobitz.

Against Motion: None

Motion carried unanimously.

CASE NO. 15-001
SITE PLAN REVIEW FOR
ADRIAN MALL PROPERTY 125 EAST U.S. 223

Present for this meeting were Greg Wehman of Intertech Design Services and Jeremy Pickford of Associated Engineers and Surveyors, Inc. The applicant has submitted a site plan for the construction of a one-level 5,965 square foot building that would house a new eat-in restaurant, Buffalo Wild Wings. The restaurant will be built just east of the Sears Auto Center, which will

be demolished. The restaurant will not be attached, it will be about 10 ft from the main building. Staff analysis showed that all issues had been addressed and corrected. Demolition will be handled by the owner of the mall. Commissioner Blanton moved that the Planning Commission approve the Site Plan for Buffalo Wild Wings. Commissioner Taylor supported. A roll call vote was made.

In Favor of Motion: Dye, Weatherby, Schebil, Rising, Watson, Blanton, Taylor, Jacobitz and Lennard.

Against Motion: None

Motion carried unanimously.

SETTING OF PUBLIC HEARING TO REZONE 964 CATON AVENUE FROM
B-2 COMMUNITY BUSINESS TO R-4 SINGLE FAMILY RESIDENTIAL.

Set for March 3, 2015 Planning Commission meeting. Commissioner Blanton motioned to set the public hearing for March 3, 2015. Commissioner Schebil supported. Motion carried unanimously.

SETTING OF PUBLIC HEARING FOR A ZONING EXCEPTION PERMIT REQUEST
FOR A GROUP DAY CARE AT 825 LINCOLN AVENUE

Set for March 3, 2015 Planning Commission meeting. Commissioner Taylor motioned to set the public hearing for March 3, 2015. Commissioner Blanton supported. Motion carried unanimously.

CASE NO. 15-002
CAPITAL BUDGET RECOMMENDATION

The six-year departmental capital expenditure recommendation, covering the period FY2016-21, was presented to the Planning Commission for their review and consideration. Chair Jacobitz and Planning Commissioners Lennard, Dye and Rising attended the budget hearings. Commissioner Blanton motioned to approve the capital budget recommendations. Commissioner Taylor supported. Motion carried unanimously.

Chair Jacobitz mentioned that the City had hired David Rohr as a city planner/zoning administrator and he will begin working on February 10th.

City Clerk Pat Baker swore in the Planning Commission members.

There being no further business the meeting adjourned at 8:27 p.m.

Respectfully submitted,

Pat Baker, Acting Secretary

ZONING BOARD OF APPEALS
FEBRUARY 3, 2015
REGULAR MEETING
MINUTES

The regular meeting of the Zoning Board of Appeals was called to order by Vice Chair Bily at 6:30 p.m. in the City Chambers at 159 East Maumee Street.

Present: Cindy Bily Vice Chair
 John Dudas City Commissioner
 Mike Jacobitz
 Maralee Koleski

APPROVAL OF MINUTES OF THE
DECEMBER 2, 2014, REGULAR MEETING

There were no corrections or additions to the minutes. Board Member Dudas moved that the Minutes of the December 2, 2014 regular meeting be approved as presented. Board Member Jacobitz supported. Motion carried unanimously.

City Clerk Pat Baker swore in the members of the Zoning Board of Appeals that were present.

CASE NO. 15-001
VARIANCE REQUEST FOR COTTON BREWING COMPANY
626 OAK STREET

Mr. Brett Cotton, the applicant and owner of the Cotton Brewing Company, was present. He is requesting a variance to allow for use of an existing garage style delivery door that faces the street. The property is zoned B-2 Community Business, which allows access and loading bays facing a street. The type of business at this property is defined in Section 2.28.01 as a Brew Pub. Section 14.02 (12) prohibits Brew Pubs from having access and loading bays that face toward any street. A variance is needed for the following reason:

1. To allow the use of an existing garage style door in a Brew Pub that faces toward a street for deliveries.

Mr. Cotton states that they need the door as they have very heavy items, such as pallets of grain that can weigh as much as 4,000 pounds and so the door would be beneficial. He stated that they were unable to use the side door as they do not lease that part of the building. The Board then discussed the Findings of Fact (Section 27.05 (3)) as follows:

- a. There are practical difficulties or unnecessary hardships which prevent carrying out the strict letter of this Ordinance. These hardships or difficulties shall not be deemed economic, but shall be evaluated in terms of the use of a particular parcel of land.

This would create a hardship for the petitioners. If the variance is granted it would still be keeping in spirit with the Ordinance.

- b. That a genuine hardship exists because of unique circumstances or physical condition such as narrowness, shallowness, shape, or topography of the property involved, or to the intended use of the property, that do not generally apply to other property uses in the same zoning district, and shall not be recurrent in nature.

The door is already there and commercial buildings in the surrounding area also have garage style doors.

- c. That the hardship or special conditions or circumstances do not result from actions of the applicant.

Again, the door already exists; it is not due to the actions of the petitioners.

- d. That the variance will be in harmony with the general purpose and intent of this Ordinance and will not cause a substantial adverse effect upon surrounding property, property values, and the use and enjoyment of property in the neighborhood or district.

There are other buildings in the area that look like this in that they have the same type of garage style door.

- e. That granting the variance will not confer on the applicant any special privilege that is denied by this Ordinance to other lands, structures or buildings in the same district.

If someone else requested this same variance, the Board would grant it as well.

- f. That the variance requested is the minimum amount necessary to overcome the inequality inherent in the particular property or mitigate the hardship.

Using an existing door would be the minimum request necessary.

- g. That the variance shall not permit the establishment, within a district, of any use which is not permitted by right within the zoning district, or any use for which a special use permit or a temporary use permit is required.

This property is zoned B-2 Community Business, which allows access and loading bays facing a street. It is only Brew Pubs that are prohibited from having access and loading bays that face toward any street.

The Board has found in the affirmative that the variance for a garage style delivery door in a brewpub can be granted. Board Member Jacobitz moved that the Zoning Board of Appeals approve the request for variance for a garage style delivery door in a brewpub. Board Member Dudas supported. A roll call vote was made.

In Favor of Motion: Bily Jacobitz, Dudas, Koleski

Against Motion: None

Motion carried: unanimously.

There being no further business the meeting adjourned at 6:40 p.m.

Respectfully submitted,

Pat Baker, Acting Secretary