



**CITY COMMISSION
MEETING
July 18, 2016**



COMMISSION AGENDA

AGENDA
ADRIAN CITY COMMISSION
JULY 18, 2016
7:00PM

- I. PRAYER AND PLEDGE OF ALLEGIANCE TO THE FLAG
- II. ROLL CALL
- III. APPROVAL OF THE MINUTES OF THE JULY 5, 2016 REGULAR MEETING OF THE ADRIAN CITY COMMISSION.
- IV. PRESENTATION OF ACCOUNTS
- V. REGULAR AGENDA
 - A. ORDINANCES
 - 1. **Ord. 16-007.** First reading and introduction of an ordinance for Collection of Fees for Fire Services (Section 26-12).
 - 2. **Ord. 16-008.** First reading and introduction of an amended Fire Prevention Code Ordinance (Section 26-71).
 - B. RESOLUTIONS
 - 1. **R16-091. Police Department.** Resolution to amend the permanent traffic control orders to post "For Handicap Parking Only" signs for the first parking spot on W. Maumee Street west of Main Street on the south side of Maumee Street, and for the second parking spot on the same side of the street on West Maumee Street, to post "10 minute loading and unloading zone".
 - 2. **R16-092. Police Department.** Resolution to amend the permanent traffic control orders to post "Handicap Parking Sign" 30 feet west of Locust on E. Butler Street on the south side of the street.
 - 3. **R16-093. City Clerk.** Resolution to reappoint Judge Margaret M. S. Noe to the Election Commission for a one year term.
 - 4. **R16-094. City Clerk.** Resolution to reappoint Gwen Donahue to the Election Commission for a one year term.
 - 5. **R16-095. City Clerk.** Resolution to reappoint Jane Castle to the Election Commission for a one year term.
 - 6. **R16-096. Administration.** Resolution to designate Joshua Perry as the employee representative and Nathan Owen as the alternate, along with Cindy Prue as the City Officer delegate to attend the annual Michigan Employees Retirement System (MERS) meeting of participating municipalities.

7. **R16-097. Transportation.** Resolution awarding a bid for the sale of a 2006 El Dorado Dial-A-Ride bus.
8. **R16-098. Utilities.** Resolution to waive the bid process and authorize the engagement of Evoqua Water Technologies in the City's Standard Professional Services Contract for the purpose of replacing both the inner and outer Dystor membranes.
9. **R16-099. Finance.** Resolution to authorize the Department of Finance to amend the FY2015-16 Budget in accordance with the City of Adrian FY2015-16 Fourth Quarter Recommended Budget Amendments.

VI. MISCELLANEOUS

1. Adrian Fire Department Report.
2. D.A.R.T. Passenger Ridership Report.
3. Departmental Report.
4. See Click Fix Report.
5. DDA Meeting Minutes.
6. Planning Commission Meeting Minutes.

VII. PUBLIC COMMENT

VIII. COMMISSIONER COMMENTS



MINUTES

**MINUTES
ADRIAN CITY COMMISSION
TUESDAY, JULY 5, 2016
7:00 P.M.**

Official proceedings of the **Tuesday, July 5, 2016** regular meeting of the City Commission, Adrian, Michigan.

The regular meeting was opened with a moment of silent prayer, followed by the Pledge of Allegiance to the Flag.

PRESENT: Mayor Berryman and Commissioners Dudas, Munson, Heldt, Strayer, Rising and Faulhaber.

Mayor Berryman in the Chair.

Commissioner Dudas motioned to approve the minutes from the regular meeting on June 20, 2016, this was seconded by Commissioner Faulhaber, and the minutes were adopted by a 7-0 vote.

PRESENTATION OF ACCOUNTS

Utility Department Receiving Fund Voucher #4303 through #4309	\$163,540.18
General Fund Vouchers #22848 through #22864	\$308,094.58
Clearing Account Vouchers amounting to	<u>\$334,173.87</u>
amounting to	<u>\$7,360.44</u>
TOTAL EXPENDITURES	<u>\$813,169.07</u>

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

Mayor Berryman

RESOLUTIONS

R16-082

RE: **ENGINEERING– CURB AND GUTTER FOR 2016 CONTRACT C-1-2016**

WHEREAS, on behalf of the Engineering Department, the City of Adrian Purchasing Office has solicited and received bids on Thursday, June 23, 2016 for the 2016 construction season for miscellaneous concrete curb and gutter replacement along Division Street between Church Street and Dawes Avenue; and

WHEREAS, in response to a Request-for-Proposal, a total of two (2) bids were received from the following vendors on Thursday, June 23, 2016:

CITY OF ADRIAN, MICHIGAN
CURB AND GUTTER – C-1-2016
DUE DATE: JUNE 23, 2016

	Curb and Gutter, Conc, Misc.	Curb and Gutter, Rem	Total Part A
Doan Construction Ypsilanti, MI	\$65,700.00	\$1,800.00	\$67,500.00
GM & Sons Whitmore Lake, MI	\$43,200.00	\$16,200.00	\$59,400.00

; and

WHEREAS, the Director of Parks & Engineering Services and City Administrator recommend awarding this work to GM & Sons of Whitmore Lake, MI, the low bidder; and

WHEREAS, the Finance Director indicates that sufficient funds are available for this purpose for a total cost estimated at \$59,400.00, as detailed below.

FY2016-17

Part A – GM & Sons

Cost: \$ 59,400.00

Whitmore Lake, MI Low Bid

(Account 202-451.09-801.000) Major St. Fund

NOW THEREFORE BE IT RESOLVED that the Adrian City Commission, by this resolution, hereby authorizes the acceptance for the low bid and engagement of GM & Sons, Whitmore Lake, MI (Part A - \$59,400.00), to enter into the City's Standard Professional Services Contract to provide concrete curb and gutter along for the aforementioned street.

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

R16-083

RE: **ENGINEERING/UTILITIES DEPARTMENTS– Design Services – Springtime Acres**

WHEREAS, the City of Adrian Purchasing Office, in conjunction with the Director of Parks & Engineering Services and the Director of Utilities solicited and received proposals for Design/Survey Engineering Services for the Springtime Acres subdivision; and

WHEREAS, six (6) bids were submitted on June 23, 2016, which are summarized as follows:

CITY OF ADRIAN, MICHIGAN
SPRINGTIME ACRES DESIGN SERVICES
DUE DATE: JUNE 23, 2016

	Engineering and Design	Construction Engineering	Bid Assistance	Post Construction Engineering	Total
Associated Engineers and Surveyors Adrian, MI	\$19,500.00	\$12,000.00	\$6,500.00		\$38,000.00
Jones & Henry Engineers Toledo, OH	\$80,754.00	\$85,840.00	\$4,060.00	\$6,300.00	\$176,954.00

Rowe Professional Services Co. Farmington Hills, MI	\$39,700.00	\$73,400.00			\$113,100.00
Tetra Tech Brighton, MI	\$179,500.00				\$179,500.00
Midwestern Consulting Ann Arbor, MI	\$49,430.00	\$99,980.00			\$149,410.00
Mannik Smith Group Monroe, MI	\$34,780.00	\$71,100.00			\$105,880.00

WHEREAS, the Director of Parks & Engineering Services, Director of Utilities, and City Administrator recommend acceptance of low bidder, Associated Engineers, Adrian, MI for engagement in the City's Standard Professional services Contract at a cost not to exceed \$38,000.00 to perform design/survey engineering services for the Springtime Acres subdivision Local Street Project; and

WHEREAS, the Finance Director indicates that sufficient funds are available for this purpose to split the price between the following funds; FY2016-17 Local Street Fund (Account #203-451.22-801.203) and Utilities Fund (Account #496-552.00-975.150).

NOW, THEREFORE, BE IT RESOLVED, that the Adrian City Commission, by this resolution, hereby authorizes the acceptance low bidder, Associated Engineers, Adrian, MI for engagement in the City's Standard Professional services Contract at a cost not to exceed \$38,000.00 to perform design/survey engineering services for the Springtime Acres subdivision.

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

R16-084

RE: ENGINEERING DEPARTMENT – DPW ROOF REPAIRS

WHEREAS, on behalf of the Engineering Department, the City of Adrian Purchasing Office has solicited and received bids on Tuesday, June 21, 2016 for roof repairs on all three buildings at the DPW facility located at 231 Race Street; and

WHEREAS, in response to a Request-for-Proposal, a total of five (5) bids were received from the following vendors on Tuesday, June 21, 2016:

CITY OF ADRIAN, MICHIGAN
 DPW ROOF WORK
 DUE DATE: JUNE 21, 2016

	Main Building	Engineering Garage	Cold Storage and Cold Patch Building	Deliver within receipt of order
Advanced Roofing Services	\$55,000.00	\$10,000.00	\$44,500.00	15 days

Maumee, Ohio				
Commercial & Industrial Building Maintenance, LLC Comstock Park, Michigan	\$37,585.00	\$4,125.00	\$23,901.00	21 days
Temp Guard Construction, Inc. Brooklyn, Michigan		\$4,100.00		45 days
Braman Roofing Hillsdale, Michigan	\$48,065.00	\$3,100.00	\$24,548.00	10 days
T-J Roofing and Sheet Metal Temperance, Michigan	\$36,261.00	\$2,800.00	\$33,400.00	30 days

WHEREAS, T-J Roofing and Sheet Metal, Temperance, MI submitted low bids to complete work on the Main Building as well as the Engineering Garage, and Commercial & Industrial Building Maintenance, LLC, Comstock Park, MI submitted the low bid for the Cold Storage and Cold Patch Building; and

WHEREAS, the Director of Parks & Engineering and City Administrator recommend that the work be split between two low bid vendors; and

WHEREAS, both contractors have been notified and are willing to complete work as indicated above; and

WHEREAS, the Finance Director indicates that sufficient funds are available in the FY2016-17 budget for this purpose in the following Fund:

663-441.00-975.000 Building Maintenance Fund \$62,962.00

; and

NOW, THEREFORE, BE IT RESOLVED, that the Adrian City Commission, by this resolution, hereby authorizes the acceptance for the low bid and engagement of T-J Roofing and Sheet Metal, Temperance, MI in the amount of \$39,061.00 to complete work on the Main Building as well as the Engineering Garage; and Commercial & Industrial Building Maintenance, LLC, Comstock Park, MI, in the amount of \$4,125.00, to complete work on the Cold Storage and Cold Patch Building; and to enter into the City's Standard Professional Services Contract to provide roof repairs on the aforementioned buildings.

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

R16-085

RE: **DEPARTMENT OF PARKS & FORESTRY – Request to Purchase one (1) Front-Mount Riding Mower**

WHEREAS, the Department of Parks & Forestry, in conjunction with the City of Adrian Purchasing Office, solicited and received bids on Tuesday, June 21, 2016 for one (1) front-mount riding mower with a hydraulic deck lift ; and

WHEREAS, three (3) vendors responded with the following results:

CITY OF ADRIAN, MICHIGAN
 PARKS & FORESTRY LAWN MOWER
 DUE DATE: JUNE 21, 2016

BIDDERS	GRASSHOPPER LAWN MOWER 721DT
Buck & Knobby Equipment Ottawa Lake, MI	\$ 12,440.00 Hydraulic Deck Lift \$850.00
Archbold Equipment – Woods FZ25DT Adrian, MI	\$ 13,482.00
Diuble Equipment – Woods FZ25D Ann Arbor, MI	\$14,050.00
Archbold Equipment – Grasshopper 725dt Adrian, MI 52" manual fold	\$14,309.00
Archbold Equipment – Grasshopper 725dt Adrian, MI 52" power fold	\$14,652.00
Archbold Equipment - 52" manual fold Adrian, MI	\$13,793.00
Archbold Equipment - 52" power fold Adrian, MI	\$14,136.00

; and

WHEREAS, the Director Parks & Engineering Services and City Administrator recommend acceptance of the low bid and purchase of one (1) front-mount riding mower with hydraulic deck lift from Buck & Knobby Equipment, Ottawa Lake, MI at cost not to exceed \$13,290.00; and

WHEREAS, the Finance Director indicates that sufficient funds are available in the FY2016-17 Fee Estate Operating Budget for this purpose in the following accounts:

(205-699.00-977.000) Fee Estate Capital Equipment \$13,290.00

NOW, THEREFORE BE IT RESOLVED, that the Adrian City Commission by this resolution hereby accepts the low bid and authorizes the Parks & Forestry Department to purchase one (1) front-mount riding mower with hydraulic deck lift from Buck & Knobby Equipment, Ottawa Lake, MI at cost not to exceed \$13,290.00

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

R16-086

RE: **POLICE DEPARTMENT- Purchase of equipment**

WHEREAS the Adrian Police Department trains several times a year using scenario based training for Taser deployment. Taser cartridges are costly and training can be supplemented with an electronic MILO Taser simulator combined with inert rubber Tasers for retention training; and

WHEREAS the Chief of Police has obtained a price quote of \$1,995.00 from MILO Range Inc. for the simulator and \$205.16 for the inert rubber Tasers from Galls Inc; and

WHEREAS the Adrian Police Department seeks to upgrade the level of service provided to citizens by again offering a lockout service for vehicles. The department currently only has a lockout kit inside of one marked unit and seeks to add them to all marked units. Additional kits and carrying cases are available through Galls Inc. at a cost of \$760.25; and

WHEREAS the police department has effectively employed a body worn camera system that was approved for purchase as part of R14-019. At that time enough cameras were purchased for the patrol division and later the detective bureau. The department seeks to make the cameras available to administrators as well as purchase two units to be held as replacements should any existing models be sent in for warranty work. The approved manufacturer, Viewu Inc., has provided a quote of \$3,173.85 for 3 additional units; and

WHEREAS the Police Chief and City Administrator recommend that the above items be purchased at a cost not to exceed \$6,134.26; and

WHEREAS sufficient funds for this equipment is available in the drug forfeiture account (#701-000-00-280-000) at no cost to the general fund.

NOW THEREFORE BE IT RESOLVED that the Adrian City Commission by this resolution hereby authorizes the recommended purchase of the above listed equipment at a cost not to exceed \$6,134.26.

BE IT FURTHER RESOLVED that the FY2016-17 budget be amended as follows to property fund these purchases:

Revenue:		
101-301.00-676.701	Transfer In – Trust Fund	\$6,134.26
Expenditure:		
101-301.00-741.000	Operating Supplies	\$6,134.26

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

R16-087

RE: INFORMATION TECHNOLOGY DEPARTMENT –Professional Services Contract for Adrian District Library Website Redesign Project

WHEREAS, in April 2016, the City of Adrian Purchasing Office solicited proposals for the Adrian District Library Website Redesign project; and

WHEREAS, seven firms offered services to the City for updating the Library's website; and

WHEREAS, based on a review of the proposals, a committee composed of library staff selected two companies for a telephone interview and online demonstration with follow-up calls to references and current clients; and

WHEREAS, the criteria for selection and recommendation were as follows:

1. Proven record of design, development and support for public library websites;
2. A clean, modern, comprehensive website with intuitive navigation;
3. Meets accessibility standards;
4. Unique and engaging portal experience for visitors
5. Easy to use interface (CMS) for nontechnical user to input and update information;
6. Make online library services, especially the library catalog, easily available to remote and mobile users;
7. Affordability; and

WHEREAS, based on the proposals and presentations, as well as reference checks, the committee recommends selection and engagement of CivicPlus for the City's Standard Professional Services Contract to perform the requested services at the following costs:

Website Redesign; First Year investment including hosting	\$14,000
Annual service beginning Year 2	\$ 3,500

WHEREAS, the Finance Director indicates that in the FY2016-17 fiscal year there is budgeted \$ 18,000 in 661-290.00-977.000 for this purpose; and

WHEREAS, the City Administrator recommends approval of this resolution.

NOW, THEREFORE, BE IT RESOLVED that the Adrian City Commission, by this resolution, hereby authorizes the selection and engagement of the City's Standard Professional Services Contract to perform the aforementioned services at the following costs:

Website Redesign, including first year hosting	<u>\$14,000</u>
Total Onetime Fee	\$14,000
Annual service beginning second year	<u>\$ 3,500</u>
Total Annual Fee	\$ 3,500

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

R16-088

RE: COMMUNITY DEVELOPMENT – Extend contract with Michigan State Housing Development Authority (MSHDA) Rental Rehabilitation program third party administrator

WHEREAS, in the City of Adrian's 2013-2015 Strategic Plan, a high priority goal is to "create and nurture a vibrant place to attract residents and jobs"; and

WHEREAS action strategies in the Strategic Plan call for special attention to development of downtown, and to "strengthen urban corridors"; and

WHEREAS, attractive downtowns are key components in the development of "Place" and are likely to yield increases in residency rates and related economic vitality; and

WHEREAS, The Michigan State Housing Development Authority (MSHDA) has a rental rehabilitation program that provides a public match to private investment; and

WHEREAS, MSHDA requires that all local units contract with a consultant to manage the rental rehabilitation program on behalf of those local units and building owners; and

WHEREAS, the City of Adrian issued a Request for Proposal to an approved list of third party administrators approved by MSHDA; and

WHEREAS, city staff reviewed the responses to the RFP and evaluated them utilizing the Criteria for Selection that is part of the Finance Department's RFP process; and

WHEREAS, Smith Housing Consulting had the highest rating and was the staff recommended choice for third party administrator; and

WHEREAS, Smith Housing Consulting has executed the responsibilities of third party administrator and continues to manage the projects started in 2015.

NOW, THEREFORE, BE IT RESOLVED that the Adrian City Commission hereby approves the extension of the contract with Smith Housing Consultants as the MSHDA Rental Rehabilitation Third Party Administrator, and directs staff to prepare and execute a contract to engage Smith Housing Consultants as per the MSHDA Third Party Administrator Management Plan.

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

R16-089

RE: ADMINISTRATION – RESOLUTION TO APPROVE A STRATEGIC PLAN FOR 2016- 2018.

WHEREAS, in January and February of 2016, the City Commission and department heads met with the City facilitator, Dr. Joe Ohren, to develop an updated strategic plan for the City of Adrian; and

WHEREAS, Dr. Ohren has developed a draft strategic plan for 2016-2018, which has been considered by the City Commission; and

WHEREAS, certain changes to the draft have been considered by the City Commission, which have been incorporated in the original draft submitted by Dr. Ohren.

NOW, THEREFORE, IT IS HEREBY RESOLVED that the attached strategic plan for the Adrian City Commission is hereby approved for the years 2016-2018.

Commissioner Dudas motioned to adopt the resolution and Commissioner Heldt seconded and discussion began. Commissioner Rising could not support this resolution as presented because the #2 priority of Goal #4 presented an undue pressure on the seller of property; felt this would have a negative effect. Commissioner Munson also felt that this issue was taken off the table. Commissioner Dudas felt that 1st priority of goal #1 was too vague and should have listed specific revenue opportunities but would support the Strategic Plan. Commissioner Faulhaber felt that priority #2 of Goal #4 should be kept in as we have such an issue with blighted rental property. Mayor Berryman felt that wished to meet with the MERS group before considering some of the pension changes and also felt that additional revenue opportunities should not include a

city income tax and wanted to have that specifically mentioned. Commissioner Heldt felt that we should look at any and all revenue options and supported the Strategic Plan as is. Commissioner Strayer had thought that these issues were all ironed out and made a subsidiary motion to postpone this resolution until the August 15, 2016 meeting.

This motion was made by Commissioner Strayer and seconded by Commissioner Rising, this resolution was adopted by a 4-3-0 vote.

Ayes: Mayor Berryman and Commissioners Munson, Strayer and Rising
Nays: Commissioners Heldt, Faulhaber and Rising
Abstained: None

R16-090

LOCAL GOVERNING BODY RESOLUTION FOR CHARITABLE GAMING LICENSES

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 July 5, 2016 at 7:00 PM.

The following resolution was offered:

Moved by Commissioner Rising and supported by Commissioner Munson

That the request from River Raisin Watershed Council of Adrian, County of Lenawee, asking that they be recognized as a nonprofit organization operating in the community for the purpose of obtaining charitable gaming licenses,

Be considered for approval
(Approval or Disapproval)

APPROVAL	DISAPPROVAL
Yeas: <u> 7 </u>	Yeas: _____
Nays: <u> 0 </u>	Nays: _____
Absent: <u> 0 </u>	Absent: _____

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 July 5, 2016.
(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)

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

PUBLIC COMMENT

1. Kenneth Kendall – N Adrian Hwy – was concerned about an area in Heritage Park that needs to be addressed; trees are down and weeds are high. He will be meeting with Todd Brown to get this resolved.
2. Beverly Satterelli – Park St – was also concerned about the rental housing issues that we have but was pleased with the work that Glenn Preston does. Was also asking about what the hours were for shooting off fireworks; felt they were excessive.
3. Chris Miller – thanked the Commission for all of their support with the many projects that the City is involved in.

COMMISSIONER COMMENTS

1. Commissioner Faulhaber thanked John Kuschell and others that will take time out of their day to do things to keep the City clean and make it a better place to live. Would also like to address the issue of stones being used on the boulevard in front of some homes.
2. Commissioner Strayer shared an email he received from a lady who had issues with junk cars and burning going on in the neighborhood and she was pleased with how the Inspection Department handled this. The system works.
3. Commissioner Dudas reiterated that the Strategic Plan is a guide and felt that the Commission could have revised it. Previous Strategic Plans had been changed/revised after they were adopted.
4. Mayor Berryman thanked the rescue personnel that responded to the auto accident that he was in last Tuesday; he was grateful for their care and concern.

The next regular meeting of the Adrian City Commission will be held on July 18, 2016 at 7:00 pm in the City Chambers Building, 159 E. Maumee St, Adrian, MI 49221.

Jim Berryman
Mayor

Pat Baker
City Clerk



CHECK REGISTER

July 18, 2016

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 #4310 through #4314.....	\$78,785.30
General Fund	
Vouchers #22865 through #22891.....	\$203,372.20
Clearing Account Vouchers	
amounting to.....	<u>\$255,044.29</u>
TOTAL EXPENDITURES.....	<u>\$537,201.79</u>

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

July 18, 2016

**UTILITIES FUND
CHECK REGISTER**

CHECK#	AMOUNT	PAYEE	DESCRIPTION
4310	\$ 62,795.90	City of Adrian Payroll	Payroll 07-1-16
4311	\$ 15,949.04	Consumers Energy	Electric Bills
4312	\$ 40.36	Frontier	Phone Bills
4313	\$ 79,744.25	City of Adrian Clearing Acct	Ck Register 6-30-16
4314	\$ 2,018.02	City of Adrian Clearing Acct	Ck Register 7-05-16
	\$ 160,547.57		
	\$ (81,762.27)	Less: Check 4313 & 4314	
	\$ 78,785.30	TOTAL	

July 18, 2016

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GENERAL FUND
CHECK REGISTER

CHECK#	AMOUNT	PAYEE	DESCRIPTION
22865	\$ 178,926.02	City of Adrian Payroll	Payroll 07-1-16
22866	\$ 13,824.46	First Federal Bank	Soc Sec 07-1-16
22867	\$ 8.39	Consumers Energy	Electric Bills
22868	\$ 538.69	Frontier	Phone Bills
22869	\$ 236,201.95	City of Adrian Clearing Account	Check Register June 30
22870	\$ -	City of Adrian Utilities	EFT Payment
22871	\$ 1,655.09	US Postmaster	Postage - Summer Tax Bil
22872	\$ 4,874.96	City of Adrian Clearing Account	Check Register July 5
22873	\$ 7,418.95	Nola's Transportation	DART Payroll 7-1-16
22874	\$ 500.60	Lenawee Fuels	Fuel-Cemetary
22875	\$ 125.00	Tau Delta Sorority	Safety City Refund
22876	\$ 20.00	Autumn & Scott Smith	Safety City Refund
22877	\$ 20.00	Rikki & Joel Howland	Safety City Refund
22878	\$ 20.00	Erin & Michael Yuen	Safety City Refund
22879	\$ 25.00	Melanie Mulholland	Safety City Refund
22880	\$ 25.00	Kirk & Tracey Brackleman	Safety City Refund
22881	\$ 20.00	Mandy Burciaga	Safety City Refund
22882	\$ 25.00	Chad & Shanan Henline	Safety City Refund
22883	\$ 50.00	Jeremy & Ann Dowling	Safety City Refund
22884	\$ 25.00	Julie & Eli Beutier	Safety City Refund
22885	\$ 25.00	Earl & Joanna McKinney	Safety City Refund
22886	\$ 20.00	Butch & Brandi Welch	Safety City Refund
22887	\$ 20.00	Martha Jenkins	Safety City Refund
22888	\$ 20.00	Julie Adams	Safety City Refund
22889	\$ 20.00	Jennifer & Jason Stites	Safety City Refund
22890	\$ 20.00	Jacob & Erin Pifer	Safety City Refund
22891	\$ 20.00	Adam & Carey Pelham	Safety City Refund
	\$ 444,449.11		
	\$ (241,076.91)	Less : Check 22869 & 22872	
	\$ 203,372.20		

July 18, 2016

07/12/2016

INVOICE APPROVAL BY VENDOR REPORT FOR CITY OF ADRIAN, MICHIGAN
EXP CHECK RUN DATES 07/18/2016 - 07/18/2016
BOTH JOURNALIZED AND UNJOURNALIZED
BOTH OPEN AND PAID

Claimant	Amount Claimed	Amount Owed
1. ADRIAN AREA CHAMBER OF COMMERCE	30.00	
2. ADRIAN CHARTER TOWNSHIP	255.00	
3. ADRIAN COMMUNICATIONS	295.00	
4. ADRIAN FABRICARE CENTER INC.	698.00	
5. ADRIAN LOCKSMITH & CYCLERY	32.00	
6. ADRIAN MECHANICAL SERVICES CO	1,503.42	
7. ADRIAN NAPA	784.47	
8. ADRIAN WATER CONDITIONING INC	20.95	
9. AIRGAS USA, LLC	2,280.12	
10. ALL METALS INC.	42.58	
11. AM LEONARD	755.53	
12. AMAZON CREDIT PLAN	537.70	
13. AMERICAN LIBRARY ASSOC	70.18	
14. AMERICAN TITLE CO. OF LENAWEE	460.80	
15. APPLE MAT RENTAL	237.90	
16. APPLIED INDUSTRIAL TECHNOLOGIES	737.61	
17. ARCHBOLD EQUIPMENT CO	9.17	
18. ARCHER, JOSHUA	14.40	
19. ASTI ENVIRONMENTAL SERVICES	425.55	
20. BAKER & TAYLOR BOOKS	1,173.30	
21. BARRETT'S GARDEN CENTER, INC	237.78	
22. BATTERY WHOLESALE	99.79	
23. BEACON FORMS & LABELS INC.	321.57	
24. BELL FORD-LINCOLN, INC.	57.02	
25. BIG C LUMBER	44.93	
26. BILL'S SERVICE, INC.	1,131.04	
27. BLACK SWAMP EQUIPMENT	1,798.86	
28. BLISSFIELD HEATING AND PLUMBING INC	485.50	
29. BOOKSITE	590.00	
30. BRINT ELECTRIC	10,983.50	
31. CATHY CHESHER	55.48	
32. CENGAGE LEARNING	3,635.22	
33. CHARLES SCHMENK	80.00	
34. CHEMTRADE CHEMICALS	4,838.78	
35. CHRISTOPHER MILLER	330.68	
36. COMCAST	5.38	
37. COMPUTER PRINTER REPAIR	1,122.00	
38. D PRINTER, INC.	35.00	
39. D&P COMMUNICATIONS, INC.	1,728.75	
40. DEMCO INC	932.63	

41.	DUNDEE FIRE & SAFETY, INC.	1,800.00	<hr/>
42.	EJ USA, INC.	3,160.80	<hr/>
43.	ERIC KELLY	120.00	<hr/>
44.	EVOQUA WATER TECHNOLOGIES, LLC	772.00	<hr/>
45.	FASTENAL COMPANY	2,710.28	<hr/>
46.	FLOYD'S RIGGING & MACHINERY & MOVER	980.00	<hr/>
47.	FRONTIER COMMUNICATION	209.94	<hr/>
48.	GALLANT & SON	1,458.10	<hr/>
49.	GALL'S LLC	694.65	<hr/>
50.	GREAT LAKES ACE	54.99	<hr/>
51.	GREG BELL CHEVROLET CADILLAC INC	78.86	<hr/>
52.	H & H REPAIR	563.59	<hr/>
53.	HACH COMPANY	477.22	<hr/>
54.	HARMAN, MICHAEL	107.83	<hr/>
55.	I.T. RIGHT	2,400.00	<hr/>
56.	INFORMATION TODAY INC	292.03	<hr/>
57.	JACK DOHENY SUPPLIES INC	2,621.01	<hr/>
58.	JACOBSEN	301.49	<hr/>
59.	KONICA MINOLTA BUSINESS SOLUTIONS	265.12	<hr/>
60.	LARRY'S MUFFLER	180.00	<hr/>
61.	LENAWEE COUNTY ADMIN OFFICE	7,749.57	<hr/>
62.	LENAWEE COUNTY REGISTER OF DEEDS	556.50	<hr/>
63.	LENAWEE MEDIA GROUP	1,839.31	<hr/>
64.	LENAWEE TIRE & SUPPLY CO, INC.	59.37	<hr/>
65.	LIBRA INDUSTRIES	2,860.58	<hr/>
66.	LONG'S OUTDOOR POWER	179.04	<hr/>
67.	LOWE'S CREDIT SERVICES	1,226.39	<hr/>
68.	LUBRICATION ENGINEERS, INC	392.70	<hr/>
69.	MASSON'S ELECTRIC, INC	1,885.21	<hr/>
70.	MASSTRANS	495.00	<hr/>
71.	MCGOWAN ELECTRIC SUPPLY INC	480.96	<hr/>
72.	MEASUREMENT SPECIALTIES INC	858.28	<hr/>
73.	MICHIGAN AMMO CO INC	245.00	<hr/>
74.	MICHIGAN METER TECHNOLOGY GROUP INC	17,793.88	<hr/>
75.	MICROMARKETING LLC	345.88	<hr/>
76.	MIDAS AUTO SERVICE EXPERTS	90.95	<hr/>
77.	MIDWEST MUNICIPAL INSTRUMENTATION	1,126.55	<hr/>
78.	MT BUSINESS TECHNOLOGIES, INC	36.46	<hr/>
79.	NAPCH	400.00	<hr/>
80.	NICK FORD	50.00	<hr/>
81.	NOLA'S TRANSPORTATION	5,769.11	<hr/>
82.	NORTH EASTERN UNIFORMS & EQUIPMENT	585.97	<hr/>
83.	NORTHWEST POOLS, INC.	270.04	<hr/>
84.	O.P. AQUATICS	1,665.78	<hr/>
85.	PAUL MCCORMACK	140.00	<hr/>
86.	PEERLESS SUPPLY INC	2,409.24	<hr/>
87.	PITNEY BOWES INC	209.06	<hr/>

88.	PRESBYTERIAN CHURCH	62,500.00	_____
89.	PROMEDICA CORP OF MICHIGAN	480.00	_____
90.	QUILL CORPORATION	247.63	_____
91.	R & W NURSERY, LLC	250.75	_____
92.	RECORDED BOOKS LLC.	441.40	_____
93.	REPUBLIC SERVICES, INC.	1,249.03	_____
94.	RHINO	3,470.21	_____
95.	SHERWIN-WILLIAMS CO	2,484.27	_____
96.	SIRCHIE FINGER PRINT LABORATORIES	850.85	_____
97.	SITE ONE LANDSCAPE SUPPLY	603.69	_____
98.	SMITHS NURSERY & LANDSCAPING	2,346.08	_____
99.	SOUTH CENTRAL WINDOW TINT	1,199.20	_____
100.	SPYDER TECHNOLOGIES, LLC	250.00	_____
101.	STAPLES CREDIT PLAN	206.45	_____
102.	STATE INDUSTRIAL PRODUCTS	1,384.46	_____
103.	STATE OF MICHIGAN	2,407.48	_____
104.	STEVENS DISPOSAL	36,855.56	_____
105.	STITCH WIZARD EMBROIDERY INC	695.50	_____
106.	SUNTEL SERVICES	465.00	_____
107.	TECHNICAL ALTERNATIVES	880.00	_____
108.	THOMSON WEST	394.75	_____
109.	TIM BARTENSLAGER	5.69	_____
110.	TIME EMERGENCY EQUIPMENT INC	2,025.01	_____
111.	TTB CLEANING LLC	7,615.00	_____
112.	U S POSTMASTER	2,200.00	_____
113.	UNIQUE MANAGEMENT SERVICES INC	53.70	_____
114.	UNITED STATES PLASTIC CORP	84.45	_____
115.	USA BLUEBOOK	848.99	_____
116.	UTILITIES INSTRUMENTATION SERVICE I	6,120.70	_____
117.	VERIZON WIRELESS	757.52	_____
118.	WALTER GREG LANFORD	238.01	_____
119.	WESCO DISTRIBUTION, INC.	179.52	_____
120.	WESTERN LIME CORPORATION	5,260.00	_____
121.	WILLIAMS INSULATION	725.10	_____
122.	WOODLANDS LIBRARY COOPERATIVE	421.96	_____
	TOTAL ALL CLAIMS	254,044.29	



REGULAR AGENDA

Memorandum

To: Shane Horn, City Administrator
Mayor Berryman
City Commissioners

From: Tim Bartenslager, Acting Fire Chief

Date: 14-July-16

Re: International Fire Code (IFC) Summary

Scope:

The 2015 International Fire Code (IFC) applies to all structures and premises, both new and existing, in all matters related to occupancy and maintenance for the protection of lives and property from fire.

Overview of the IFC

Internationally, code officials recognize the need for a modern, up-to-date fire code addressing conditions hazardous to life and property from fire, explosion, handling or use of hazardous materials and the use and occupancy of buildings and premises. The 2015 International Fire Code, is designed to meet these needs through model code regulations that safeguard the public health and safety in all communities, large and small.

The international fire code establishes minimum regulations for fire prevention and fire protection systems using prescriptive and performance-related provisions. The 2015 edition is fully compatible with the Family of International Codes.

Benefits of the IFC:

- The provisions of the IFC provide protection for public health, safety and welfare from the hazards of fire, explosion or dangerous conditions in buildings, structures and premises.
- The IFC is flexible in that it allows for the use of alternative and innovative materials and performance-based methods in achieving code compliance.

- The IFC does not give undue preferential treatment to particular types or classes of materials, products or construction methods.
- The IFC references nationally developed consensus standards.
- The IFC addresses extraordinary fire risks in existing buildings with retrospective requirements, but only in this limited area is there a need for alterations, as long as the building and its occupancies comply with reasonable fire prevention provisions.
- The IFC includes reasonable yet comprehensive regulations for hazardous materials.
- The IFC includes requirements or expanded requirements for: vacant premises, indoor displays, fire protection water supply, fire apparatus access roads, key boxes, high-piled storage, tire rebuilding and tire storage, mechanical refrigeration systems, explosion control, smoke and heat vents, lead acid battery systems.

ORDINANCE 16-007

AN ORDINANCE TO CREATE SECTION 12, OF CHAPTER 26, OF THE ADRIAN CODE

Section 26-12 of Chapter 26 of the Adrian Code is hereby created to read as follows:

ARTICLE I. – IN GENERAL

Sec. 26-12 – Collection of fees for fire services.

- (a) Statement of purpose This is an ordinance to provide for the collection of fees for fire services pursuant to the Police and Fire Protection Act, MCL 41.801 et seq
- (b) Definitions
 - a. “Emergency response” shall mean any response by the fire department to any call for assistance from any person, property owner, governmental agency, emergency service provider, or other entity.
 - b. “Expense of the emergency response” shall mean the actual costs incurred by the fire department.
 - c. “Illegal burn” shall mean any fire set without the permission of the fire chief or his designee.
- (c) Any owner, lessor, lessee, or operator of any property to which there is an emergency response shall be liable for the expense of the emergency response.
- (d) Any registered owner, lessor, lessee, or operator of any motor vehicle, the operation of which results in an emergency response, shall be liable for the expense of the emergency response.
- (e) Any person who is the subject of an emergency response shall be liable for the expense of the emergency response.
- (f) Regardless of any other provision of this Section, any person causing a fire, or accident giving rise to an emergency response shall be liable for the expense of the emergency response.
- (g) Any public or private utility whose activities or facilities necessitated an emergency response shall be liable for the expense of the emergency response.
- (h) Cost recovery schedule of charges
 - a. The Adrian City Commission, by resolution shall adopt and periodically amend a schedule of fees and costs included with the expenses of an emergency response.
 - b. The schedule shall include consideration of the actual cost of fire department equipment as well as consideration of the hourly wage schedule for the fire department.
- (i) Recovery of expenses for emergency response
 - a. The City shall be entitled to recover any and all of the expense of an emergency response
 - b. The City shall be entitled to recover any and all expenses related to an illegal burn at the same address after the first during a calendar year.

- c. The Finance Director, or his designee, may within forty-five (45) days of receiving an itemized statement of the expenses of an emergency response submit a statement of those charges to any person liable for the expenses of the emergency response, or if known, the person’s insurance company. Said statement shall request payment within forty-five (45) days.
- d. A person receiving a statement of expenses, or that person’s insurance company, may appeal any or all of the amount shown on the statement by filling a written appeal with the City Administrator within thirty (30) days of the date of the statement. The appeal must be accompanied by a written explanation as to why the full amount of the statement should not be charged to the person. If the City Administrator or his designee determines that the person is not liable for any or all of the expenses of the emergency or that payment of the expense of the emergency response will impose an undue hardship, the City Administrator or his designee may waive any or all of the expense. The findings and decision of the City Administrator or his designee shall be in writing and filed with the Finance Department, with a copy to the person appealing the charge.
- e. If a statement of expenses is not paid in full or appealed within thirty (30) days of the date of the statement, or paid in full within forty-five (45) days of the denial of an appeal, the City may exercise any remedy available by law, including the filing of an action in a court of competent jurisdiction, if one can be found or adding the fee to a special assessment role as prescribed by local ordinance and state law.

Each fire apparatus required	\$250 per hour
Each fire pump used	\$150 per hour
Use of rescue and extrication equipment	\$500 per incident
Wages, salaries and fringe benefits	Actual cost
Illegal Burn	\$100 per incident
Hazardous conditions involving a public utility	Equipment and personnel costs when the response time exceeds one (1) hour from the time of notification.

INTRODUCTION.....July 18, 2016

SUMMARY PUBLISHED.....

ADOPTION.....

COMPLETE PUBLICATION.....

EFFECTIVE DATE.....

ORDINANCE 16-008

AN ORDINANCE TO AMEND SECTION 71, OF CHAPTER 26, OF THE ADRIAN CODE

Section 26-71 of Chapter 26 of the Adrian Code is hereby amended to read as follows:

Sec. 26-71. - Adopted.

The International Fire Code, ~~2012~~ **2015** Edition, as published by the International Code Council, Inc., is hereby adopted as the fire prevention code of the city.

(Ord. No. 01-14, § 9.103, 1-7-2002; Ord. No. 13-019, 9-3-2013)

State Law reference— Adoption by reference, MCL 117.3(k).

Sec. 26-72. - Availability for public use and inspection.

Each and all of the regulations, provisions, conditions and terms of the International Fire Code, ~~2012~~ **2015** Edition, published by the International Code Council, Inc., are on file and available for public use and inspection in the office of the city clerk, city inspection office, city library and city fire department.

(Ord. No. 01-14, § 9.104, 1-7-2002; Ord. No. 13-019, 9-3-2013)

Sec. 26-73. - References.

References in the International Fire Code, ~~2012~~ **2015** Edition, to the "name of the state" shall remain in the State of Michigan; references to the "name of the jurisdiction," as set forth in section 101.1 of such code, shall be the City of Adrian.

(Ord. No. 01-14, § 9.105, 1-7-2002; Ord. No. 13-019, 9-3-2013)

Sec. 26-74. - Amendments.

The following sections are subsections of the International Fire Code, ~~2012~~ **2015** Edition, and are hereby amended or deleted as set forth and indicated, and sections are added as indicated. Subsequent section numbers used in this section shall refer to the like numbered sections of the International Fire Code, 2000 Edition.

INTERNATIONAL FIRE CODE—CHAPTER 1

Section 101.1. Insert: City of Adrian

Section F-109.3.4. Violation penalties. Persons who shall violate a provision of this code or shall fail to comply with any of the requirements thereof or who shall erect, install, alter, repair or do work in violation of the approved construction documents or directive of the code official, or of a permit or certificate used under provisions of this code, shall be guilty of a misdemeanor, punishable by a fine of not more than \$500 or by imprisonment not exceeding ninety (90), or both such fine and

imprisonment. Each day that a violation continues after due notice has been served shall be deemed a separate offense.

Section 111.4. Failure to comply. Any person who shall continue any work after having been served with a stop work order, except such work as that person is directed to perform, to remove a violation or unsafe condition, shall be guilty of a **civil infraction, and subject to a fine of not less than \$500 or more than \$1000.**

INTERNATIONAL FIRE CODE—CHAPTER 3

Section 302.1. Insert: Bonfire. An outdoor fire used for ceremonial purposes or for the burning of brush or seasoned firewood and not for the burning of leaves, building materials, rubbish, trash, household trash or rubbish, or other such waste materials.

Section 307.~~32~~.1. Add: Permits are required for bonfires. All permits or other proper authorizations shall be requested by and issued to the owner or occupant of the land upon which the bonfire is to be kindled. The permit or authorization must be approved by the fire official prior to the lighting or ignition of the bonfire.

INTERNATIONAL FIRE CODE—CHAPTER 5

Section 506.3. Required location. If required by the fire official, key boxes shall be installed in or on the following new and existing structures:

1. In all residential occupancies that are locked for security reasons and that have common corridors to living units.
2. In all residential occupancies with six or more units without common corridors and in which a key is not readily available for rescue purposes.
3. In any occupancy required to be equipped with fire detection, fire suppression or automatic fire alarms.
4. In any commercial or industrial occupancy of 20,000 square feet or larger.
5. In any covered mall for entry into individual spaces.
6. In any commercial or industrial structure without windows and over 40 feet in depth. Windows that are covered to the extent that quick access and visibility to the inside of the structure are blocked will not be considered as windows.

506.4. Type, contents, installation. The key box shall be of a type approved by the fire official and shall contain keys to gain necessary access as required by the fire official. Commercial and industrial structures that contain hazardous materials shall place material safety data sheets and maps showing the location of same in the key box and key boxes shall be installed in a manner and location approved by the fire official.

506.5. Alarms. At the request of the owner or the lessee, the fire official shall permit him to install a key box tamper switch connected to the building's fire alarm system.

506.6. Security. To maintain security, keys will be controlled by the fire department. The fire department shall be notified any time the contents of the lock box are to be changed.

INTERNATIONAL FIRE CODE—CHAPTER 33

Section 3301.2.3. Insert: Permit restrictions. No person, business or organization shall possess explosive material in a quantity sufficient to require a permit under the code.

(Ord. No. 01-14, § 9.106, 1-7-2002; Ord. No. 13-019, 9-3-2013)

INTRODUCTION.....July 18, 2016

SUMMARY PUBLISHED.....

ADOPTION.....

COMPLETE PUBLICATION.....

EFFECTIVE DATE.....

RESOLUTION**16-5**

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:

For the first parking spot on W. Maumee Street west of Main Street on the south side of Maumee Street, post "For Handicap Parking Only." (101 W. Maumee Street.)

For the second parking spot on same side of street on West Maumee Street, post "10 minute loading and unloading zone." (105 W. Maumee Street.)

Respectfully,



VINCENT P. EMRICK,
Chief of Police

VPE/skj

DATED: 6-21-16

RESOLUTION**16-6**

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:

Post "Handicap Parking Sign" 30 feet west of Locust on E. Butler Street on the south side of the street.

Respectfully,



VINCENT P. EMRICK,
Chief of Police

VPE/skj

DATED: 6-21-16

RESOLUTION

RE: CLERKS OFFICE – Reappointment to Election Commission

WHEREAS, the term of office of Judge Margaret M. S. Noe on the Election Commission have expired, which has created a vacancy on this board; and

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

WHEREAS, Judge Margaret M. S. Noe has expressed a willingness to continue serving on the Election Commission, if reappointed; and

WHEREAS, the Adrian City Commission has given careful consideration to the reappointment of the above-named individual to the Election Commission.

NOW, THEREFORE, BE IT RESOLVED that the Adrian City Commission does hereby approve the reappointment of Judge Margaret M. S. Noe to the Election Commission for one year terms that will expire in July of 2017.

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

RESOLUTION

RE: CLERKS OFFICE – Appointment to Election Commission

WHEREAS, the term of office of Gwen Donahue on the Election Commission have expired, which has created a vacancy on this board; and

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

WHEREAS, Gwen Donahue has expressed a willingness to continue serving on the Election Commission, if reappointed; and

WHEREAS, the Adrian City Commission has given careful consideration to the reappointment of the above-named individual to the Election Commission.

NOW, THEREFORE, BE IT RESOLVED that the Adrian City Commission does hereby approve the reappointment of Gwen Donahue to the Election Commission for one year terms that will expire in July of 2017.

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

RESOLUTION

RE: CLERKS OFFICE – Reappointment to Election Commission

WHEREAS, the term of office of Jane Castle on the Election Commission have expired, which has created a vacancy on this board; and

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

WHEREAS, Jane Castle has expressed a willingness to continue serving on the Election Commission, if reappointed; and

WHEREAS, the Adrian City Commission has given careful consideration to the reappointment of the above-named individual to the Election Commission.

NOW, THEREFORE, BE IT RESOLVED that the Adrian City Commission does hereby approve the reappointment of Jane Castle to the Election Commission for one year terms that will expire in July of 2017.

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

RE: ADMINISTRATION – Appointment of Delegates to the Annual Municipal Employees Retirement System (MERS) Meeting

RESOLUTION

WHEREAS, the Michigan Employees Retirement System (MERS) is having its annual meeting of participating municipalities; and

WHEREAS, it is necessary that one officer and one employee of the City of Adrian be designated by each municipality, with respective alternates; and

WHEREAS, there has been an election held by employees of the City of Adrian.

NOW, THEREFORE, BE IT RESOLVED, that Joshua Perry be designated as the employee representative and Nathan Owen will be the alternate employee delegate; and be it

FURTHER, RESOLVED that Cindy Prue be designated as the City Officer delegate and that an alternate officer delegate will be determined by the City Administrator if needed, to attend the meeting at the Grand Traverse Resort in Acme, Michigan on September 28 and 29, 2016 in accordance with the provisions of the Municipal Employees Retirement Act No. 135, Public Act of 1945, as amended.

On motion by Commissioner _____; seconded by
Commissioner _____; this resolution is _____
by a _____ vote.

DIAL-A-RIDE

TO: Shane Horn, City Administrator
Honorable Mayor Berryman
Adrian City Commissioners

FROM: Marcia Bohannon, Transportation Coordinator

Re: Sale of Dial-A-Ride Bus

Under the guidelines of the Federal Transit Administration, this bus has reached its useful life and is eligible for replacement. It has no depreciable value.

The vehicle must be sold by one of the following methods:

- *Obtain a documented fair market value from a reputable dealer or other source.
- *Auction by local auctioneer.
- *Competitive bid. Publicly advertise for written bids and sell to the highest bidder.
- *Sell to an eligible government agency/authority or nonprofit agency.

This vehicle was sold by competitive bid. We are able to retain all proceeds from the sale of this bus.

This vehicle was replaced by a 2014 El Dorado.

RE: TRANSPORTATION – Sale of Dial-A-Ride Bus

RESOLUTION

WHEREAS, sealed bids were received on Tuesday, July 12, 2016 for the sale of (1) one 2006 El Dorado Dial-A-Ride bus with the following results; and

CITY OF ADRIAN, MICHIGAN
DIAL-A-RIDE
DUE DATE: JULY 12, 2016

BIDDERS	2006 ELDORADO INTERNATIONAL PASSENGER BUS
Al Kasten	\$4,628.00
Christ Temple Ministries Adrian, MI	\$5,718.00
Sujit Anand Royal Oak, MI	\$5,170.00

WHEREAS, said bids have been tabulated and a recommendation made by the Transportation Coordinator, Finance Director and the City Administrator; and

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

NOW, THEREFORE, BE IT RESOLVED that the sale of one 2006 El Dorado Dial-A-Ride bus be awarded to the high bidder Christ Temple Ministries of Adrian, MI in the amount of \$5,718.00.

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

MEMO



DATE: July 14, 2016
TO: Honorable Mayor and City Commission
FROM: Shane A. Horn, City Administrator
SUBJECT: Bid Waiver WWTP Dystor Gas Membrane Replacement

In 2009 the WWTP installed a Dystor Gas Membrane on an existing digester. This membrane replaced a deteriorating steel floating cover. We have recently discovered some damage to the outer membrane that will necessitate its replacement. Evoqua Water Technologies of Waukesha, WI, is the sole source provider of this equipment and will allow us to continue to use the supporting equipment and technology that will remain.

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, urge your favorable consideration authorizing the Utilities Department to proceed with the replacement of the gas membrane using the sole source vendor Evoqua Water Technologies of Waukesha, WI for a cost of \$352,000 and that the bid process be waived. Funds for this project will come from the Sewer Fund Reserves.

Respectfully submitted,



Shane A. Horn
City Administrator



MEMORANDUM – UTILITIES DEPARTMENT

DATE: July 12, 2016

TO: Shane Horn, City Administrator

FROM: William Sadler, Utilities Director

SUBJECT: WWTP Dystor Membrane Replacement

A major process at the WWTP is the anaerobic digestion of organic material that enters the plant. This is accomplished by heating three primary digesters to a temperature of 95°F and mixing the sludge periodically with a system of pumps, heat exchangers, and mixing nozzles. The by-products of the digestion process include methane (digester gas), carbon dioxide, water, and other compounds. The digester gas is of great importance to us as we use this to power a methane gas boiler that heats the digesters and, in the winter months, heats the other buildings in the plant. The gas that is produced is stored in the domes of the three primary digesters and two secondary digesters (a sixth digester is not available for gas storage as the steel lid has deteriorated beyond repair).

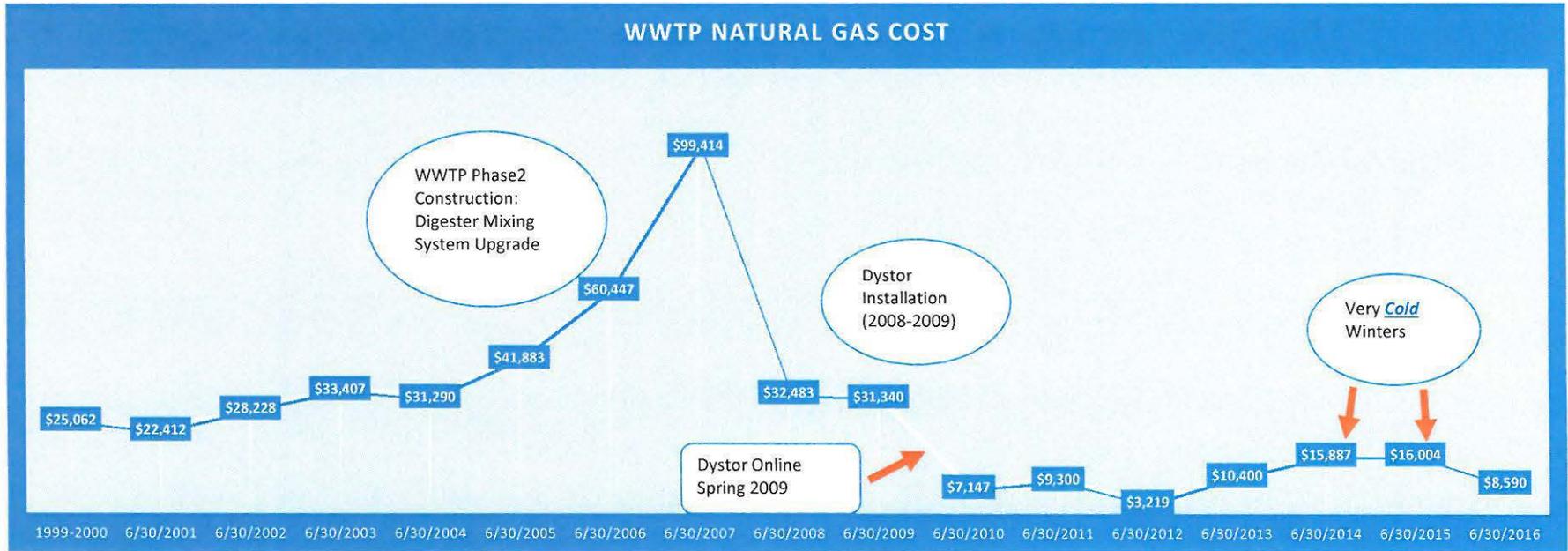
Between 2006 and 2008 the WWTP underwent Phase II of construction that included upgrades to the digester system. The upgrades included cleaning of all digesters, addition of a new mixing system with pumps, piping, heat exchangers, and mixing nozzles and re-coating and re-insulating of exterior digester lid surfaces. During the construction project, it was discovered that the steel, floating cover on digester #4 was deteriorated and unusable. At that time it was decided to move forward with a new style of gas storage in the Dystor system (at an investment near \$1 million). Basically, this is a two membrane system with the outer membrane being fixed and the inner membrane expands and contracts to accommodate the gas being produced (it will hold approximately 50,000 cy³ of methane). During the warmer months when less gas is used, the outer membrane is supported by the gas pressure on the inner membrane that pushes against it. During the cold seasons when more gas is used, the inner membrane pulls away from the outer membrane which is then supported by a system of low pressure air blowers that cycle on and off as necessary.

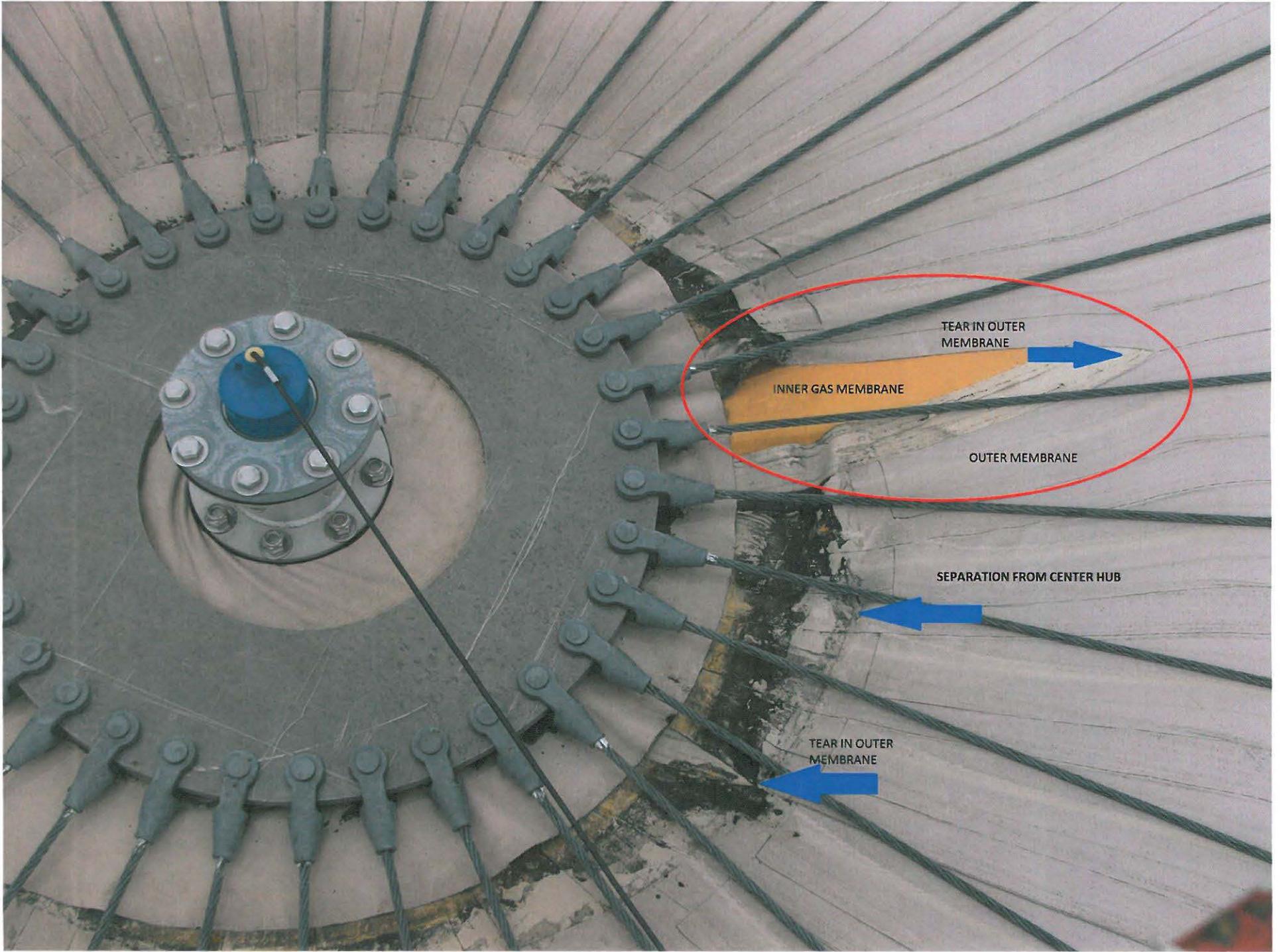
Last winter we observed that the outer membrane seemed to be losing air pressure when the gas usage was high. Our staff investigated this issue but was unable to locate any leaks. This spring we had a crane come out with a basket that allowed us to inspect the top of the membrane that is not visible from the ground. At that time it was discovered that the outer membrane had developed a significant tear along one of the seam, the start of a tear on another seam, and the membrane was pulling away from the central hub. Attached is a picture of the area in question.

Ryan White (WWTP Superintendent) and I have examined this issue from every angle and have concluded that the best option for repair is to replace both membranes. There is no way to effectively “patch” the area as it is constantly under pressure. Replacing only the outer membrane would leave us with an older inner membrane whose life expectancy would be fairly short and would need to be replaced sooner than the newer outer membrane. Not replacing the membranes is not an option as this would drastically reduce the volume of gas we are able to store and would significantly increase the amount of natural gas purchased. I have attached a graph showing the decline of our natural gas usage since 2000 because of the upgrades to the mixing system and addition of the Dystor. Replacing the membranes with a different type or replacing the membrane system altogether with different technology will render the existing equipment (blowers, motors, piping, SCADA) virtually useless and will likely cost significantly more.

In conclusion, while it is disappointing that we only achieved a lifespan of about 7 years instead of the typical 12 (or more) years, it is in our best interests to move forward with Evoqua’s proposal to replace both membranes at a cost not to exceed \$352,000. Evoqua (previously Siemens Public, Inc.) is the company that installed the original Dystor system in 2008-2009. They have an intimate knowledge of our system and produce the membranes compatible with the existing equipment. We will take this opportunity to clean the digester (which is typically done every 8-10 years) and make any other repairs that may be necessary in the digester. Please feel free to contact me if you have any questions.

1999-2000	6/30/2001	6/30/2002	6/30/2003	6/30/2004	6/30/2005	6/30/2006	6/30/2007	6/30/2008	6/30/2009	6/30/2010	6/30/2011	6/30/2012	6/30/2013	6/30/2014	6/30/2015	6/30/2016
\$25,062	\$22,412	\$28,228	\$33,407	\$31,290	\$41,883	\$60,447	\$99,414	\$32,483	\$31,340	\$7,147	\$9,300	\$3,219	\$10,400	\$15,887	\$16,004	\$8,590





TEAR IN OUTER
MEMBRANE

INNER GAS MEMBRANE

OUTER MEMBRANE

SEPARATION FROM CENTER HUB

TEAR IN OUTER
MEMBRANE

**RE: UTILITIES DEPARTMENT –Wastewater Treatment Plant –
Authorization for Dystor Membrane Replacement**

RESOLUTION

WHEREAS, the Dystor membrane gas storage system was put in service for additional digester gas storage in 2009 to replace a deteriorated steel floating cover; and

WHEREAS, recently discovered damage to the outer membrane has necessitated replacement of both inner and outer membranes ahead of schedule; and

WHEREAS, the Utilities Director has requested and received a proposal from Evoqua Water Technologies in the amount of \$352,000 to remove the existing membranes and install new membranes; and

WHEREAS, the Utilities Director and City Administrator recommend engagement of Evoqua Water Technologies of Waukesha, WI., in the City's Standard Professional Services Contract for the purpose of replacing both the inner and outer Dystor membranes at a cost not to exceed \$352,000.00, and that, because Evoqua is the sole source provider of the membranes compatible with the additional existing equipment, the competitive bid process be waived.

NOW, THEREFORE, BE IT RESOLVED that the Adrian City Commission, by this resolution, hereby authorizes the engagement of Evoqua Water Technologies of Waukesha, WI. in the City's Standard Professional Services Contract for the purpose of replacing both the inner and outer Dystor membranes at a cost not to exceed \$352,000.00.

BE IT FURTHER RESOLVED that the FY2016-2017 Budget be amended as follows:

Sewer Capital Projects Fund:		
497-000.00-676.590	Transfer In-Wastewater	\$352,000.00
497-553.00-975.111	Digester Lid Replacement	\$352,000.00
Sewer Fund:		
590-000.00-697.000	Prior Years Revenue	\$352,000.00
590-965.00-969.497	Transfer Out-Capital Projects	\$352,000.00

On motion by Commissioner _____,

Seconded by Commissioner _____, this

Resolution was adopted by a _____ vote.

MEMO



DATE: July 14, 2016

TO: Shane Horn, City Administrator
Jim Berryman, Mayor
City Commission

FROM: Cindy L. Prue, Finance Director

Re: FY2015-16 Fourth Quarter Recommended Budget Amendments

Public Act 621 of 1978, the Uniform Budgeting and Accounting Act for Local Units of Government, provides for adjustments to the Adopted Budget. The Financial Forecast has identified several variances between current projections and estimated Revenues and Appropriations included in the Adopted and Amended FY2015-16 Budget and recommend the attached adjustments.

The recommended budget amendments comply with the Uniform Budgeting and Accounting Act requirements as that no appropriations may be submitted to the City Commission that would allow total expenditures, including an accrued deficit, to exceed total estimated revenues, including an available surplus.

The summary is as follows:

General Fund (101):

This year saw revenue increases in many of the general fund departments. Tax collection fees and interest earnings were both ahead of projections. The Inspection Department saw a large increase in building permits which translated into \$51,000 additional money. One of the largest changes was the reimbursement from the State of Michigan for the new Small Taxpayer change in personal property. At budget time last year, there were no projections on what that reimbursement might be and when the city could expect payment. During FY2015-16 we received \$232,300 from this source, none of which was budgeted.

Expenditures were adjusted to reflect the actual expenses. The year brought about many personnel changes and those cost savings are reflected in the adjustment.

Major Street Fund (202):

The revenue in this fund also saw extra funds from the State of Michigan. The state allocated additional funds for road repair and this increase is reflected in the adjustments.

The adjustments in the expenditures were to reflect actual spending.

Local Street Fund (203):

The Local Street Fund also saw an increase in road funding dollars. The expenditures were adjusted to reflect actual costs.

Fee Estate Fund (205):

The only changes in this fund were to adjust to actual revenues and expenditures.

Community Development Fund (275):

Adjustments were made to reflect the Downtown Rental Rehab grant proceeds and expenses.

Capital Projects Funds (496) and (497):

Changes were made to reflect the actual expense of projects.

Auto Parking Fund (585):

The major savings in this fund was that the latest parking lot improvement was accomplished under budget which resulted in lower expenses and reduced the planned use of fund balance.

Wastewater Fund (590):

Revenue was adjusted to show the reimbursement of the SAW Grant expenses. The Utilities Department did a very good job containing costs, while continuing the extensive Brick Arch project.

Water Fund (591):

The water department saw a decrease in planned revenues. Some of this may be attributed to a milder summer last year, therefore usage was down.

The adjustment to the other funds are to reflect actual revenues and expenses.

State Revenue Sharing Update:

In replacement of the old EVIP program, the State of Michigan established a simplified version called the City, Village and Township Revenue Sharing (CVTRS) program. Under this new program the city is still required to meet the Accountability and Transparency requirements, but the Consolidation of Service Plan and the Unfunded Accrued Liability Plan requirements have been eliminated. Below are the anticipated payments for this fiscal year compared with what has actually been received.

<u>Payment Date</u>	FY2015-16		Variance
	<u>Estimated</u>	<u>Actual</u>	<u>Amount-YTD</u>
August 2015	\$284,936	\$264,715	\$(20,221)
October 2015	\$289,823	\$279,316	\$(30,728)
December 2015	\$294,628	\$280,615	\$(44,741)
February 2016	\$283,526	\$265,722	\$(62,545)
April 2016	\$250,832	\$243,461	\$(69,916)
June 2016	\$257,235	\$253,620	\$(73,531)

CVTRS Program:

<u>Payment Date</u>	<u>Estimated</u>	<u>Actual</u>	<u>Variance Amount</u>
August 2015	\$ 78,662	\$ 78,662	\$ 0
October 2015	\$ 78,662	\$ 78,662	\$ 0
December 2015	\$ 78,662	\$ 78,662	\$ 0
February 2016	\$ 78,662	\$ 78,662	\$ 0
April 2016	\$ 78,662	\$ 78,662	\$ 0
June 2016	\$ 78,662	\$ 78,662	\$ 0

If you have any questions, please feel free to contact me at (517) 264-4842 or at cprue@adrianmi.gov.

**CITY OF ADRIAN
FY 2015-16 BUDGET
FOURTH QUARTER FINANCIAL FORECAST
RECOMMENDED BUDGET AMENDMENTS**

	FY2015-16 ADOPTED BUDGET	FY2015-16 AMENDED BUDGET as of 06/30/2016	FY2015-16 FOURTH QUARTER FINANCIAL FORECAST	BUDGET AMENDMENT	REASON
GENERAL FUND					
REVENUES:					
Dept. 172: ADMINISTRATION					
101-172.00-673.000 RENT-ADRIAN TRAINING SCHOOL	\$11,000	\$11,000	\$12,275	\$1,275	
Dept. 201: FINANCE					
101-201.00-445.000 PENALTIES & INTEREST ON TAXES	\$61,000	\$61,000	\$70,900	\$9,900	
101-201.00-607.000 TAX COLLECTION FEES	\$175,000	\$175,000	\$188,000	\$13,000	
101-201.00-664.000 INTEREST EARNINGS	\$28,000	\$28,000	\$43,900	\$15,900	
101-201.00-665.000 CHG IN MARKET VALUE	\$0	\$0	\$9,500	\$9,500	
101-201.00-695.000 OTHER	\$300	\$300	\$600	\$300	
Dept. 209: ASSESSOR					
101-209.00-444.000 P.R.E. DENIALS	\$1,000	\$500	\$0	(\$500)	
Dept. 215: CITY CLERK					
101-215.00-458.000 VENDORS-HAULERS & PEDDLERS	\$700	\$700	\$475	(\$225)	
101-215.00-459.000 AMUSEMENTS	\$2,000	\$2,000	\$1,550	(\$450)	
Dept. 276: CEMETERY					
101-276.00-628.000 FOUNDATIONS	\$7,200	\$7,200	\$8,500	\$1,300	
101-276.00-629.000 GRAVE OPENINGS	\$35,000	\$35,000	\$31,000	(\$4,000)	
101-276.00-643.000 CEMETERY LOTS	\$2,750	\$2,750	\$500	(\$2,250)	
Dept. 301: POLICE					
101-301.00-534.000 NARCOTIC ENFORCEMENT GRANT	\$9,000	\$9,000	\$6,615	(\$2,385)	
101-301.00-543.000 POLICE TRAINING GRANT	\$5,000	\$5,000	\$6,510	\$1,510	
101-301.00-576.000 LIQUOR LICENSES	\$14,000	\$14,000	\$15,400	\$1,400	
101-301.00-624.000 LIVESCAN	\$18,000	\$18,000	\$12,400	(\$5,600)	
101-301.00-650.000 FALSE ALARM VIOLATION	\$1,500	\$12,000	\$7,600	(\$4,400)	
101-301.00-659.000 ORDINANCE FINES	\$70,000	\$70,000	\$65,400	(\$4,600)	
101-301.00-660.000 TOW & IMPOUND FEES	\$22,000	\$22,000	\$24,100	\$2,100	
101-301.00-676.701 CONTRIB - TRUST FUNDS	\$7,000	\$15,500	\$7,700	(\$7,800)	
101-301.00-694.000 SEX OFFENDER REGISTRATION	\$2,949	\$2,949	\$7,100	\$4,151	
101-301.00-695.000 OTHER	\$0	\$0	\$925	\$925	
Dept. 336: FIRE					
101-336.00-639.000 TRANSPORT SERVICES	\$35,000	\$35,000	\$62,000	\$27,000	
101-336.00-650.000 FALSE ALARM VIOLATION	\$1,000	\$1,000	\$150	(\$850)	
101-336.00-686.000 FIRE TRAINING CLASSES	\$1,000	\$1,000	\$0	(\$1,000)	
101-336.00-695.000 OTHER	\$1,000	\$2,575	\$4,125	\$1,550	
Dept. 371: INSPECTION					
101-371.00-458.000 VENDORS-HAULERS	\$500	\$500	\$25	(\$475)	
101-371.00-463.000 PERMITS-SIGNS & HANGERS	\$1,000	\$2,800	\$5,960	\$3,160	
101-371.00-474.000 ZONING COMPLIANCE	\$0	\$2,000	\$3,600	\$1,600	
101-371.00-475.000 VACANT BLDG	\$3,000	\$5,000	\$8,950	\$3,950	
101-371.00-477.000 BUILDING	\$101,000	\$105,000	\$156,500	\$51,500	
101-371.00-478.000 ELECTRICAL	\$36,000	\$36,000	\$39,500	\$3,500	
101-371.00-479.000 HEATING	\$35,000	\$35,000	\$39,000	\$4,000	
101-371.00-482.000 PLUMBING	\$16,000	\$16,000	\$22,000	\$6,000	
101-371.00-486.000 MISCELLANEOUS	\$1,500	\$2,400	\$3,200	\$800	
101-371.00-487.000 RENTAL HOUSING REGISTRATION	\$38,000	\$38,000	\$28,000	(\$10,000)	
101-371.00-673.106 WEED MOWING	\$5,000	\$5,000	\$2,500	(\$2,500)	
Dept. 449: ENGINEERING					
101-449.00-671.000 RENTS	\$25,000	\$25,000	\$38,000	\$13,000	
Dept. 691: RECREATION					
101-691.00-675.000 DONATIONS-PRIVATE	\$34,485	\$34,485	\$24,000	(\$10,485)	

CITY OF ADRIAN
 FY 2015-16 BUDGET
 FOURTH QUARTER FINANCIAL FORECAST
 RECOMMENDED BUDGET AMENDMENTS

	FY2015-16 ADOPTED BUDGET	FY2015-16 AMENDED BUDGET as of 06/30/2016	FY2015-16 FOURTH QUARTER FINANCIAL FORECAST	BUDGET AMENDMENT	REASON
Dept. 697: PARKS					
101-697.00-651.072 SHELTER USE	\$6,000	\$6,000	\$15,300	\$9,300	
101-697.00-695.000 WEED MOWING	\$35,000	\$35,000	\$42,000	\$7,000	
101-697.00-695.000 OTHER	\$0	\$0	\$1,640	\$1,640	
Dpet. 698: HERITAGE PARK					
101-698.00-695.000 OTHER	\$5,000	\$5,000	\$4,400	(\$600)	
Dept. 990: NON-DEPARTMENTAL					
101-990.00-404.000 REAL PROPERTY TAX	\$4,086,000	\$4,086,000	\$3,988,500	(\$97,500)	
101-990.00-405.000 PERS PROP TAX	\$922,000	\$922,000	\$933,300	\$11,300	
101-990.00-425.000 PAYMT IN LIEU OF TAXES	\$40,000	\$40,000	\$46,000	\$6,000	
101-990.00-573.001 LOCAL STAB SHARE APPROP	\$0	\$0	\$232,300	\$232,300	
101-990.00-575.000 SALES & USE TAX	\$1,682,935	\$1,682,934	\$1,587,400	(\$95,534)	
101-990.00-675.077 DONATIONS-CABLE TV	\$225,000	\$225,000	\$238,000	\$13,000	
101-990.00-697.000 PRIOR REVENUE	\$0	\$214,000	\$0	(\$214,000)	
101-990.00-695.000 OTHER	\$45,000	\$45,000	\$124,000	\$79,000	
TOTAL GENERAL FUND REVENUES:				\$71,707	
EXPENDITURES:					
Dept 101: CITY COMMISSION					
101-101.00-860.000 TRANSPORTATION	\$3,000	\$3,000	\$1,000	(\$2,000)	
Dept 172: CITY ADMINISTRATOR					
101-172.00-718.000 RETIREMENT	\$23,000	\$23,000	\$25,250	\$2,250	
101-172.00-805.000 MEMBERSHIP	\$1,000	\$1,000	\$1,805	\$805	
101-172.00-860.000 TRANSPORTATION	\$2,000	\$2,000	\$1,450	(\$550)	
101-172.00-932.000 OFFICE EQUIP MAINT	\$3,000	\$3,000	\$2,270	(\$730)	
101-172.00-970.000 DISTIB-COPIES	(\$4,200)	(\$4,200)	(\$1,460)	\$2,740	
Dept. 191: ELECTION					
101-191.00-702.000 WAGES	\$10,600	\$10,600	\$8,700	(\$1,900)	
101-191.00-730.000 POSTAGE	\$3,300	\$3,300	\$8,000	\$4,700	
101-191.00-741.000 OPERATING SUPPLIES	\$12,000	\$12,000	\$6,250	(\$5,750)	
Dept. 201: FINANCE					
101-201.00-702.000 WAGES	\$268,926	\$268,926	\$258,800	(\$10,126)	
101-201.00-715.000 SOCIAL SECURITY	\$20,955	\$20,955	\$19,700	(\$1,255)	
101-201.00-716.000 HOSPITALIZATION	\$28,955	\$28,955	\$24,800	(\$4,155)	
101-201.00-718.000 RETIREMENT	\$48,115	\$48,115	\$30,500	(\$17,615)	
101-201.00-728.000 OFFICE SUPPLIES	\$10,000	\$10,000	\$6,700	(\$3,300)	
101-201.00-728.000 PRINTING	\$4,500	\$4,500	\$1,400	(\$3,100)	
101-201.00-730.000 POSTAGE	\$16,000	\$16,000	\$6,550	(\$9,450)	
101-201.00-802.000 AUDIT FEES	\$13,000	\$13,000	\$7,250	(\$5,750)	
101-201.00-805.000 MEMBERSHIP	\$1,100	\$1,100	\$500	(\$600)	
101-201.00-860.000 TRANSPORTATION	\$1,500	\$1,500	\$0	(\$1,500)	
101-201.00-901.000 ADVERTISING	\$15,000	\$15,000	\$20,000	\$5,000	
101-201.00-957.000 TRAINING	\$1,000	\$1,000	\$25	(\$975)	
101-201.00-965.000 DISTIB-WAGES	(\$140,000)	(\$140,000)	(\$93,400)	\$46,600	
Dept. 209: ASSESSOR					
101-209.00-702.000 WAGES	\$80,395	\$85,055	\$83,200	(\$1,855)	
101-209.00-716.000 HOSPITALIZATION	\$9,275	\$9,275	\$8,155	(\$1,120)	
101-209.00-718.000 RETIREMENT	\$14,205	\$15,040	\$16,250	\$1,210	
101-209.00-719.000 UNEMPLOYMENT	\$210	\$210	\$10	(\$200)	
101-209.00-728.000 OFFICE SUPPLIES	\$1,500	\$1,500	\$1,030	(\$470)	
101-209.00-730.000 POSTAGE	\$3,000	\$3,000	\$3,600	\$600	
101-209.00-851.000 TELEPHONE	\$100	\$100	\$220	\$120	
101-209.00-901.000 ADVERTISING	\$600	\$600	\$50	(\$550)	

CITY OF ADRIAN
 FY 2015-16 BUDGET
 FOURTH QUARTER FINANCIAL FORECAST
 RECOMMENDED BUDGET AMENDMENTS

	FY2015-16 ADOPTED BUDGET	FY2015-16 AMENDED BUDGET as of 06/30/2016	FY2015-16 FOURTH QUARTER FINANCIAL FORECAST	BUDGET AMENDMENT	REASON
Dept. 215: CITY CLERK					
101-215.00-702.000 WAGES	\$78,720	\$78,720	\$83,150	\$3,430	
101-215.00-715.000 SOCIAL SECURITY	\$6,025	\$6,025	\$6,115	\$90	
101-215.00-716.000 HOSPITALIZATION	\$13,555	\$13,555	\$14,050	\$495	
101-215.00-718.000 RETIREMENT	\$10,520	\$10,520	\$11,375	\$855	
101-215.00-801.000 CONTRACT SERVICES	\$3,000	\$1,300	\$1,400	\$100	
101-215.00-860.000 TRANSPORTATION	\$1,800	\$1,800	\$1,050	(\$750)	
Dept. 226: HUMAN RESOURCES					
101-226.00-702.000 WAGES	\$81,470	\$81,470	\$82,650	\$1,180	
101-226.00-716.000 HOSPITALIZATION	\$6,185	\$6,185	\$5,500	(\$685)	
101-226.00-718.000 RETIREMENT	\$14,575	\$14,575	\$16,550	\$1,975	
101-226.00-738.000 WELLESSE PROGRAM	\$4,000	\$4,000	\$2,000	(\$2,000)	
101-226.00-803.000 LEGAL FEES	\$30,000	\$57,000	\$19,000	(\$38,000)	
101-226.00-806.000 EMPLOYMENT TESTING	\$2,000	\$2,000	\$1,200	(\$800)	
101-226.00-812.000 CONSULTANT FEE	\$8,500	\$8,500	\$10,400	\$1,900	
101-226.00-901.000 ADVERTISING	\$2,000	\$2,000	\$3,100	\$1,100	
Dept. 276: CEMETERY					
101-276.00-704.000 OVERTIME	\$3,000	\$3,000	\$6,000	\$3,000	
101-276.00-716.000 HOSPITALIZATION	\$18,915	\$18,915	\$17,200	(\$1,715)	
101-276.00-718.000 RETIREMENT	\$13,650	\$13,650	\$17,000	\$3,350	
101-276.00-745.000 GAS-LUBE-ANTIFREEZE	\$10,000	\$10,000	\$6,000	(\$4,000)	
101-276.00-776.000 MAINT SUPPLIES	\$20,000	\$20,000	\$16,000	(\$4,000)	
101-276.00-801.000 CONTRACT SERV	\$1,500	\$1,500	\$3,000	\$1,500	
101-276.00-914.000 WORK COMP	\$6,509	\$6,509	\$5,300	(\$1,209)	
101-276.00-943.662 VEH RENT-MVP	\$20,398	\$20,398	\$15,200	(\$5,198)	
Dept. 301: POLICE					
101-301.00-702.000 WAGES	\$1,497,685	\$1,497,685	\$1,465,000	(\$32,685)	
101-301.00-703.000 WAGES-PT	\$25,000	\$25,000	\$42,000	\$17,000	
101-301.00-704.000 OVERTIME	\$90,000	\$90,000	\$108,000	\$18,000	
101-301.00-710.000 SICK WAGES	\$25,000	\$41,550	\$38,000	(\$3,550)	
101-301.00-716.000 HOSPITALIZATION	\$335,445	\$335,445	\$262,000	(\$73,445)	
101-301.00-718.000 RETIREMENT	\$622,130	\$622,130	\$595,500	(\$26,630)	
101-301.00-743.000 UNIFORMS	\$33,000	\$33,000	\$22,500	(\$10,500)	
101-301.00-747.000 LIVESCAN FINGERPRINTING	\$12,000	\$12,000	\$6,000	(\$6,000)	
101-301.00-843.000 SEX OFFENDER REGISTRATION	\$300	\$300	\$3,500	\$3,200	
101-301.00-851.000 TELEPHONE	\$7,500	\$7,500	\$8,600	\$1,100	(\$113,510)
Dept. 336: FIRE					
101-336.00-702.000 WAGES	\$906,935	\$906,935	\$955,000	\$48,065	
101-336.00-704.000 OVERTIME	\$36,725	\$36,725	\$25,000	(\$11,725)	
101-336.00-716.000 HOSPITALIZATION	\$205,790	\$205,790	\$192,000	(\$13,790)	
101-336.00-718.000 RETIREMENT	\$282,415	\$282,415	\$270,000	(\$12,415)	
101-336.00-722.000 VACATION PAY	\$0	\$0	\$4,600	\$4,600	
101-336.00-741.000 OPERATING SUPPLIES	\$20,075	\$20,075	\$16,000	(\$4,075)	
101-336.00-807.000 MEDICAL SERVICES	\$5,000	\$5,000	\$1,500	(\$3,500)	
101-336.00-860.000 TRANSPORTATION	\$4,000	\$4,000	\$1,500	(\$2,500)	
101-336.00-957.000 TRAINING	\$10,000	\$10,000	\$13,100	\$3,100	
Dept. 371: INSPECTION					
101-371.00-702.000 WAGES	\$160,610	\$160,610	\$154,000	(\$6,610)	
101-371.00-703.000 WAGES - PT	\$69,400	\$69,400	\$44,000	(\$25,400)	
101-371.00-716.000 HOSPITALIZATION	\$16,315	\$16,315	\$9,200	(\$7,115)	
101-371.00-943.662 VEH RENT-MOTOR VEH	\$11,808	\$18,000	\$27,000	\$9,000	
Dept. 441: DEPT PUBLIC WORKS					
101-441.00-702.000 WAGES	\$81,940	\$81,940	\$77,000	(\$4,940)	
101-441.00-801.124 CONTRACT SERV-BLDG MAINT	\$0	\$2,400	\$5,500	\$3,100	
101-441.00-912.000 LIAB INSURANCE	\$4,800	\$1,300	\$9,300	\$8,000	
101-441.00-961.000 DISTRIBUTION - OVERHEAD	(\$75,000)	(\$75,000)	(\$90,000)	(\$15,000)	

CITY OF ADRIAN
 FY 2015-16 BUDGET
 FOURTH QUARTER FINANCIAL FORECAST
 RECOMMENDED BUDGET AMENDMENTS

	FY2015-16 ADOPTED BUDGET	FY2015-16 AMENDED BUDGET as of 06/30/2016	FY2015-16 FOURTH QUARTER FINANCIAL FORECAST	BUDGET AMENDMENT	REASON
Dept. 442: STORES-CENTRAL SUPPLY					
101-442.00-702.000 WAGES	\$2,000	\$2,000	\$1,000	(\$1,000)	
101-442.00-741.000 OPER SUPPLIES	\$145,000	\$145,000	\$191,000	\$46,000	
Dept. 449: ENGINEERING					
101-449.00-943.662 VEH RENT-MOTOR POOL	\$10,133	\$10,133	\$21,000	\$10,867	
Dept. 450: STREET LIGHTING					
101-450.00-921.000 ELECTRICAL	\$116,000	\$116,000	\$122,000	\$6,000	
Dept. 550: FIXED EXPENSES					
101-550.00-995.000 BOND INTEREST EXPENSE	\$226,900	\$226,900	\$208,900	(\$18,000)	
Dept. 691: RECREATION					
101-691.00-741.059 SUPPLIES-PIOTTER	\$3,500	\$3,500	\$1,000	(\$2,500)	
101-691.00-801.059 CONTRACT SERV-PIOTTER	\$2,000	\$2,000	\$500	(\$1,500)	
101-691.00-801.060 CONTRACT SERV-SKATE PARK	\$1,000	\$1,000	\$0	(\$1,000)	
101-691.00-801.061 CONTRACT SERV-AQUATICS	\$51,000	\$51,000	\$40,000	(\$11,000)	
Dept. 697: PARKS					
101-697.00-702.000 WAGES	\$132,520	\$132,520	\$115,000	(\$17,520)	
101-697.00-703.000 WAGES-PT	\$53,460	\$53,460	\$26,000	(\$27,460)	
101-697.00-716.000 SOCIAL SECURITY	\$30,500	\$30,500	\$26,000	(\$4,500)	
101-697.00-718.000 RETIREMENT	\$18,990	\$18,990	\$21,500	\$2,510	
101-697.00-721.000 SICK TIME	\$0	\$0	\$19,500	\$19,500	
101-697.00-722.000 VACATION TIME	\$0	\$0	\$11,200	\$11,200	
101-697.00-776.000 MAINT SUPPLIES	\$26,000	\$26,000	\$30,000	\$4,000	
101-697.00-801.000 CONTRACT SERV	\$19,000	\$19,000	\$21,000	\$2,000	
101-697.00-914.000 WORK COMP	\$6,745	\$6,745	\$18,200	\$11,455	
101-697.00-943.662 VEH RENT-MOTOR POOL	\$47,325	\$47,325	\$16,200	(\$31,125)	
Dept. 698: HERITAGE PARK					
101-698.00-702.000 WAGES	\$39,655	\$39,655	\$50,000	\$10,345	
101-698.00-703.000 WAGES-PT	\$16,260	\$16,260	\$12,500	(\$3,760)	
101-698.00-776.000 MAINT SUPPLIES	\$13,000	\$13,000	\$11,000	(\$2,000)	
101-698.00-914.000 WORK COMP	\$1,918	\$1,918	\$0	(\$1,918)	
101-698.00-943.662 VEH RENT-MOTOR POOL	\$14,325	\$14,325	\$8,400	(\$5,925)	
Dept. 895: ECONOMIC DEVELOPMENT					
101-895.00-702.000 WAGES	\$122,715	\$116,838	\$90,000	(\$26,838)	
101-895.00-715.000 SOCIAL SECURITY	\$9,390	\$9,390	\$6,885	(\$2,505)	
101-895.00-716.000 HOSPITALIZATION	\$21,485	\$21,485	\$9,000	(\$12,485)	
101-895.00-718.000 RETIREMENT	\$21,955	\$21,955	\$7,600	(\$14,355)	
101-895.00-728.000 OFFICE SUPPLIES	\$1,000	\$1,000	\$250	(\$750)	
101-895.00-901.000 ADVERTISING	\$4,500	\$4,500	\$1,000	(\$3,500)	
Dept. 990: OTHER					
101-990.00-990.000 CONTINGENCY	\$0	\$0	\$330,494	\$330,494	
TOTAL GENERAL FUND EXPENDITURES:				\$71,707	

CITY OF ADRIAN
 FY 2015-16 BUDGET
 FOURTH QUARTER FINANCIAL FORECAST
 RECOMMENDED BUDGET AMENDMENTS

	FY2015-16 ADOPTED BUDGET	FY2015-16 AMENDED BUDGET as of 06/30/2016	FY2015-16 FOURTH QUARTER FINANCIAL FORECAST	BUDGET AMENDMENT	REASON
MAJOR STREET FUND:					
REVENUE:					
202-000.00-546.000 GAS & WEIGHT TAX	\$988,051	\$988,051	\$1,112,000	\$123,949	
202-000.00-546.000 GAS & WEIGHT-LOCAL AGENCY	\$0	\$28,000	\$122,000	\$94,000	
202-000.00-547.000 TRUNKLINE MAINT	\$42,078	\$42,078	\$27,000	(\$15,078)	
202-000.00-697.000 PRIOR REVENUE	\$0	\$188,771	\$0	(\$188,771)	
202-000.00-695.000 OTHER	\$0	\$0	\$7,000	\$7,000	
	<hr/>				
TOTAL MAJOR STREET FUND REVENUES:					\$21,100
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EXPENDITURES:					
Dept 451.00: STREET MAINT					
202-451.00-801.000 CONTRACT SERVICES	\$50,000	\$133,686	\$50,000	(\$83,686)	
Dept 463.00: MAINT ROADS & STREETS					
202-463.00-702.000 WAGES	\$41,545	\$41,545	\$25,000	(\$16,545)	
202-463.00-702.101 WAGES-COLD PATCHING	\$15,000	\$15,000	\$13,000	(\$2,000)	
202-463.00-716.000 HOSPITALIZATION	\$11,495	\$11,495	\$3,700	(\$7,795)	
202-463.00-718.000 RETIREMENT	\$7,435	\$7,435	\$4,000	(\$3,435)	
202-463.00-943.091 VEH RENT-C&G REPAIR	\$1,000	\$1,000	\$0	(\$1,000)	
202-463.00-943.101 VEH RENT-COLD PATCHING	\$5,000	\$5,000	\$3,000	(\$2,000)	
202-463.00-943.102 VEH RENT-BASE REPAIR	\$2,500	\$2,500	\$1,500	(\$1,000)	
Dept. 474.000: TRAFFIC SERVICE MAINT					
202-474.00-702.108 WAGES-SIGNAL MAINT	\$2,000	\$2,000	\$0	(\$2,000)	
202-474.00-702.109 WAGES-SIGNS & MARKERS	\$11,000	\$11,000	\$9,000	(\$2,000)	
202-474.00-702.114 WAGES-SIGN SHOP	\$10,000	\$10,000	\$8,100	(\$1,900)	
202-474.00-704.108 OVERTIME-SIGNAL MAINT	\$1,000	\$1,000	\$0	(\$1,000)	
202-474.00-704.111 OVERTIME-BARRICADES	\$2,750	\$2,750	\$600	(\$2,150)	
202-474.00-708.108 OVERHEAD-SIGNAL MAINT	\$1,440	\$1,440	\$0	(\$1,440)	
202-474.00-708.111 OVERHEAD-BARRICADES	\$2,760	\$2,760	\$1,500	(\$1,260)	
202-474.00-708.114 OVERHEAD-SIGN SHOP	\$5,491	\$5,491	\$4,000	(\$1,491)	
202-474.00-776.108 SUPPLIES-SIGNAL MAINT	\$2,500	\$2,500	\$100	(\$2,400)	
202-474.00-776.109 SUPPLIES-SIGNS & MARKERS	\$5,000	\$5,000	\$3,800	(\$1,200)	
202-474.00-776.111 SUPPLIES-BARRICADES	\$2,500	\$2,500	\$1,000	(\$1,500)	
202-474.00-801.000 CONTRACT SERVICES	\$2,000	\$2,000	\$600	(\$1,400)	
Dept. 478: WINTER MAINTENANCE					
202-478.00-702.111 WAGES	\$10,000	\$10,000	\$6,000	(\$4,000)	
202-478.00-704.111 OVERTIME	\$9,000	\$9,000	\$2,500	(\$6,500)	
202-478.00-708.111 OVERHEAD	\$9,120	\$9,120	\$3,500	(\$5,620)	
202-478.00-776.111 SUPPLIES	\$32,000	\$32,000	\$23,000	(\$9,000)	
202-478.00-943.111 VEH RENTAL	\$15,000	\$15,000	\$11,000	(\$4,000)	
Dept. 480: NON-MOTORIZED TRANSPORTATION					
202-480.00-702.000 WAGES	\$2,000	\$2,000	\$1,000	(\$1,000)	
202-480.00-708.000 OVERHEAD	\$960	\$960	\$0	(\$960)	
202-480.00-776.000 MAINT SUPPLIES	\$4,000	\$4,000	\$1,000	(\$3,000)	
202-480.00-921.000 ELECTRICAL	\$3,500	\$3,500	\$4,200	\$700	
Dept. 482: ADMIN & RECORDKEEPING					
202-482.00-956.000 ADMIN & ACCT	\$36,740	\$36,740	\$31,000	(\$5,740)	
Dept. 486: STATE TRUNKLINE-US223					
202-486.00-702.111 WAGES-SNOW REMOVAL	\$1,000	\$1,000	\$300	(\$700)	
202-486.00-704.111 OVERTIME-SNOW REMOVAL	\$1,000	\$1,000	\$300	(\$700)	
202-486.00-708.111 OVERHEAD-SNOW REMOVAL	\$960	\$960	\$150	(\$810)	
202-486.00-943.111 VEH RENT-SNOW REMOVAL	\$2,500	\$2,500	\$1,050	(\$1,450)	
Dept. 487: STATE TRUNKLINE - M52					
202-487.00-702.111 WAGES-SNOW REMOVAL	\$1,500	\$1,500	\$550	(\$950)	
202-487.00-702.113 WAGES-SURFACE MAINT	\$1,000	\$1,000	\$500	(\$500)	
202-487.00-704.111 OVERTIME-SNOW REMOVAL	\$1,775	\$1,775	\$1,000	(\$775)	

CITY OF ADRIAN
 FY 2015-16 BUDGET
 FOURTH QUARTER FINANCIAL FORECAST
 RECOMMENDED BUDGET AMENDMENTS

	FY2015-16 ADOPTED BUDGET	FY2015-16 AMENDED BUDGET as of 06/30/2016	FY2015-16 FOURTH QUARTER FINANCIAL FORECAST	BUDGET AMENDMENT	REASON
202-487.00-708.111 OVERHEAD-SNOW REMOVAL	\$1,572	\$1,572	\$300	(\$1,272)	
202-487.00-708.113 OVERHEAD-SURFACE MAINT	\$480	\$480	\$20	(\$460)	
202-487.00-776.113 SUPPLIES-SURFACE MAINT	\$1,000	\$1,000	\$100	(\$900)	
202-487.00-943.111 VEH RENT-SNOW REMOVAL	\$3,000	\$3,000	\$2,300	(\$700)	
Dept. 488: STATE TRUNKLINE - M34					
202-488.00-702.111 WAGES-SNOW REMOVAL	\$1,000	\$1,000	\$250	(\$750)	
202-488.00-708.111 OVERHEAD-SNOW REMOVAL	\$720	\$720	\$115	(\$605)	
202-488.00-776.111 SUPPLIES-SNOW REMOVAL	\$2,600	\$2,600	\$1,800	(\$800)	
202-488.00-801.099 CONT SERV-SWEEP & CLEAN	\$1,000	\$1,000	\$0	(\$1,000)	
202-488.00-943.111 VEH RENT-SNOW REMOVAL	\$2,500	\$2,500	\$1,000	(\$1,500)	
202-990.00-990.000 CONTINGENCY	\$6,032	\$0	\$211,294	\$211,294	
TOTAL MAJOR STREET FUND EXPENDITURES				\$21,100	
LOCAL STREET FUND:					
REVENUES:					
203-000.00-546.000 GAS & WEIGHT TAX	\$322,657	\$322,657	\$354,000	\$31,343	
203-000.00-546.001 GAS & WEIGHT-LOCAL DIST	\$0	\$15,000	\$39,000	\$24,000	
203-000.00-697.000 PRIOR REVENUE	\$32,453	\$173,848	\$0	(\$173,848)	
203-000.00-577.000 METRO ACT	\$60,000	\$60,000	\$70,500	\$10,500	
TOTAL LOCAL STREET FUND REVENUES:				(\$108,005)	
EXPENDITURES:					
Dept. 451.10: STREET CONSTRUCT-RESURFACING					
203-451.10-702.209 WAGES-ENGINEERING	\$1,000	\$1,000	\$0	(\$1,000)	
203-451.10.708.209 OVERHEAD-ENGINEERING	\$480	\$480	\$0	(\$480)	
Dept.451.20: STREET CONSTRUCT-MCVICAR STREET					
203-451-20.801.203 CONT SERV-BASE	\$0	\$99,300	\$66,800	(\$32,500)	
Dept. 463: ROUTINE MAINT-ROADS					
203-463.00-702.000 WAGES	\$36,675	\$36,675	\$24,000	(\$12,675)	
203-463.00-702.091 WAGES-C&G	\$2,500	\$2,500	\$500	(\$2,000)	
203-463.00-702.101 WAGES-COLD PATCHING	\$16,000	\$16,000	\$11,000	(\$5,000)	
203-463.00-708.102 OVERHEAD-BASE REPAIR	\$1,920	\$1,920	\$600	(\$1,320)	
203-463.00-716.000 HOSPITALIZATION	\$9,840	\$9,840	\$3,700	(\$6,140)	
203-463.00-718.000 RETIREMENT	\$6,560	\$6,560	\$4,000	(\$2,560)	
203-463.00-776.102 SUPPLIES-BASE REPAIR	\$5,000	\$5,000	\$1,000	(\$4,000)	
203-463.00-801.091 CONTRACT SERV-C&G REPAIRS	\$1,000	\$1,000	\$3,500	\$2,500	
203-463.00-801.099 CONTRACT SERV-SWEEPING	\$1,772	\$1,772	\$7,700	\$5,928	
203-463.00-801.100 CONTRACT SERV-HOT PATCHING	\$15,000	\$15,000	\$18,500	\$3,500	
Dept. 465: ROUTINE MAINT-STORM WATER					
203-465.00-702.093 WAGES-STORM WATER	\$4,200	\$4,200	\$3,000	(\$1,200)	
203-465.00-702.097 WAGES-CHECKING	\$7,500	\$3,500	\$2,600	(\$900)	
203-465.00-704.096 OVERTIME-REPAIRS	\$650	\$650	\$0	(\$650)	
203-465.00-704.097 OVERTIME-CHECKING	\$650	\$650	\$0	(\$650)	
203-465.00-708.093 OVERHEAD-STORM WATER	\$2,016	\$2,016	\$1,500	(\$516)	
203-465.00-708.097 OVERHEAD-CHECKING	\$3,600	\$3,600	\$1,400	(\$2,200)	
203-465.00-776.096 SUPPLIES-REPAIRS	\$15,000	\$15,000	\$11,500	(\$3,500)	
203-465.00-776.097 SUPPLIES-CHECKING	\$2,000	\$2,000	\$600	(\$1,400)	
203-465.00-943.095 VEH RENT-CLEAN LEADS	\$4,000	\$4,000	\$2,000	(\$2,000)	
203-465.00-943.096 VEH RENT-REPAIRS	\$4,000	\$4,000	\$2,500	(\$1,500)	
Dept. 473: ROUTINE MAINT-BRIDGES					
203-473.00-702.000 WAGES	\$500	\$500	\$0	(\$500)	
203-473.00-708.000 OVERHEAD	\$240	\$240	\$0	(\$240)	
203-473.00-801.000 CONTRACT SERV	\$6,000	\$6,000	\$0	(\$6,000)	

CITY OF ADRIAN
 FY 2015-16 BUDGET
 FOURTH QUARTER FINANCIAL FORECAST
 RECOMMENDED BUDGET AMENDMENTS

	FY2015-16 ADOPTED BUDGET	FY2015-16 AMENDED BUDGET as of 06/30/2016	FY2015-16 FOURTH QUARTER FINANCIAL FORECAST	BUDGET AMENDMENT	REASON
Dept. 474: TRAFFIC SERVICE MAINT					
203-474.00-702.110 WAGES-PAVEMENT MARK	\$1,500	\$1,500	\$200	(\$1,300)	
203-474.00-702.111 WAGES-BARRICADES	\$5,000	\$2,500	\$1,200	(\$1,300)	
203-474.00-702.114 WAGES-SIGN SHOP	\$12,000	\$12,000	\$7,400	(\$4,600)	
203-474.00-708.109 OVERHEAD-SIGNS & MARKERS	\$7,440	\$3,240	\$2,700	(\$540)	
203-474.00-708.114 OVERHEAD-SIGN SHOP	\$5,760	\$5,760	\$4,000	(\$1,760)	
203-474.00-776.109 SUPPLIES-SIGNS & MARKERS	\$7,500	\$7,500	\$5,400	(\$2,100)	
203-474.00-776.114 SUPPLIES-SIGH SHOP	\$5,000	\$5,357	\$3,400	(\$1,957)	
203-474.00-943.109 VEH RENT-SIGNS & MARKERS	\$4,000	\$4,000	\$800	(\$3,200)	
203-474.00-943.111 VEH RENT-BARRICADES	\$1,000	\$1,000	\$150	(\$850)	
Dept. 478: WINTER MAINTENANCE					
203-478.00-702.111 WAGES	\$12,000	\$12,000	\$5,500	(\$6,500)	
203-478.00-704.111 OVERTIME	\$2,800	\$2,800	\$1,300	(\$1,500)	
203-478.00-708.111 OVERHEAD	\$7,104	\$7,104	\$3,100	(\$4,004)	
203-478.00-776.111 SUPPLIES	\$30,000	\$30,000	\$13,000	(\$17,000)	
203-478.00-943.111 VEH RENTAL	\$17,000	\$17,000	\$9,500	(\$7,500)	
Dept. 482: ADMIN & RECORDKEEPING					
203-482.00-956.000 ADMIN & ACCT	\$30,937	\$27,000	\$20,000	(\$7,000)	
203-990.00-990.000 CONTINGENCY	\$0	\$0	\$30,109	\$30,109	
TOTAL LOCAL STREET FUND EXPENDITURES				(\$108,005)	
FEE ESTATE FUND:205					
REVENUES					
205-000.00-675.076 DONATIONS-FEE ESTATE	\$790,000	\$790,000	\$665,830	(\$124,170)	
TOTAL FEE ESTATE REVENUES				(\$124,170)	
EXPENDITURES:					
205-699.00-702.000 WAGES	\$187,595	\$187,595	\$179,358	(\$8,237)	
205-699.00-776.000 OPERATING SUPPLIES	\$50,000	\$50,000	\$46,545	(\$3,455)	Reflect purchase of tr.
205-699.00-977.000 CAPITAL EQUIPMENT	\$0	\$14,000	\$17,455	\$3,455	Reflect purchase of tr.
205-699.00-975.000 CAPITAL IMPROVEMENTS	\$125,285	\$137,385	\$80,000	(\$57,385)	
205-699.00-716.000 HOSPITALIZATION	\$43,160	\$43,160	\$36,600	(\$6,560)	
205-699.00-776.000 MAINT SUPPLIES	\$50,000	\$46,545	\$38,000	(\$8,545)	
205-699.00-914.000 WORK COMP	\$7,815	\$7,815	\$500	(\$7,315)	
205-699.00-921.000 ELECTRICAL	\$20,000	\$20,000	\$28,000	\$8,000	
205-699.00-923.000 WATER	\$7,000	\$7,000	\$3,000	(\$4,000)	
205-699.00-943.662 VEH RENT-MOTOR POOL	\$54,128	\$54,128	\$14,000	(\$40,128)	
TOTAL FEE ESTATE EXPENDITURES				(\$124,170)	
DISTRICT LIBRARY FUND - 206					
REVENUES:					
206-000.00-408.000 LIBRARY MILLAGE	\$885,000	\$885,000	\$918,000	\$33,000	
206-000.00-658.000 PENAL FINES	\$64,500	\$64,500	\$68,000	\$3,500	
206-000.00-664.000 INTEREST	\$800	\$800	\$2,600	\$1,800	
206-000.00-675.073 DONATIONS-PRIVATE	\$6,000	\$6,000	\$11,500	\$5,500	
206-000.00-695.000 OTHER	\$0	\$0	\$3,350	\$3,350	
TOTAL DISTRICT LIBRARY REVENUE				\$47,150	
EXPENDITURES:					
206-738.00-702.000 WAGES	\$218,545	\$250,291	\$233,000	(\$17,291)	
206-738.00-703.000 WAGES-PT	\$69,530	\$80,595	\$73,000	(\$7,595)	
206-738.00-716.000 HOSPITALIZATION	\$31,180	\$47,733	\$30,200	(\$17,533)	
206-738.00-718.000 RETIREMENT	\$39,100	\$44,780	\$35,500	(\$9,280)	
206-738.00-729.000 PRINTING	\$2,000	\$3,000	\$500	(\$2,500)	
206-738.00-730.000 POSTAGE	\$750	\$2,000	\$700	(\$1,300)	

CITY OF ADRIAN
 FY 2015-16 BUDGET
 FOURTH QUARTER FINANCIAL FORECAST
 RECOMMENDED BUDGET AMENDMENTS

	FY2015-16 ADOPTED BUDGET	FY2015-16 AMENDED BUDGET as of 06/30/2016	FY2015-16 FOURTH QUARTER FINANCIAL FORECAST	BUDGET AMENDMENT	REASON
206-738.00-741.000 OPERATING SUPPLIES	\$14,500	\$15,000	\$12,000	(\$3,000)	
206-738.00-830.000 PROGRAMMING	\$0	\$7,200	\$3,900	(\$3,300)	
206-738.00-921.000 ELECTRIC	\$0	\$34,000	\$27,000	(\$7,000)	
206-738.00-922.000 HEAT	\$0	\$13,000	\$5,800	(\$7,200)	
206-738.00-931.000 BUILDING MAINT	\$0	\$38,753	\$22,000	(\$16,753)	
206-738.00-932.000 OFFICE EQUIP MAINT	\$5,300	\$4,500	\$2,800	(\$1,700)	
206-738.00-952.000 ELECTRONIC RESOURCES	\$23,300	\$35,000	\$25,000	(\$10,000)	
206-738.00-969.000 CONTRIBUTION	\$5,000	\$5,000	\$11,500	\$6,500	
206-738.00-975.000 CAPITAL IMPROVEMENTS	\$44,000	\$47,500	\$3,300	(\$44,200)	
206-738.00-977.000 CAPITAL EQUIPMENT	\$37,600	\$9,700	\$2,500	(\$7,200)	
206-738.00-990.000 CONTINGENCY	\$180,003	\$94,507	\$291,009	\$196,502	
TOTAL DISTRICT LIBRARY EXPENDITURES				\$47,150	
RHINO FUND - 267					
REVENUES:					
267-000.00-663.000 OMNI FORFEITURES	\$109,600	\$135,000	\$129,000	(\$6,000)	
EXPENDITURES:					
267-290.00-702.000 WAGES	\$32,000	\$32,000	\$24,000	(\$8,000)	
267-290.00-741.000 OPER SUPPLIES	\$22,450	\$32,700	\$24,000	(\$8,700)	
206-290.00-860.000 TRANSPORTATION	\$25,000	\$25,000	\$21,000	(\$4,000)	
267-990.00-990.000 CONTINGENCY	\$0	\$0	\$14,700	\$14,700	
TOTAL RHINO EXPENDITURES				(\$6,000)	
COMMUNITY DEVELOPMENT FUND-275					
REVENUES:					
275-000.00-530.000 DOWNTOWN RENTAL REHAB	\$0	\$220,000	\$299,000	\$79,000	
EXPENDITURES:					
275-827.00-823.000 RENTAL REHAB GRANT	\$0	\$242,900	\$321,900	\$79,000	
BROWNFIELD REDEVELOPMENT FUND - 279					
REVENUES:					
279-000.00-404.000 PROPERTY TAX	\$33,000	\$33,000	\$38,000	\$5,000	
279-000.00-697.000 PRIOR REVENUES	\$0	\$121,100	\$102,600	(\$18,500)	
TOTAL BROWNFIELD REVENUES				(\$13,500)	
EXPENDITURES:					
279-290.00-801.000 CONTRACT SERVICES	\$0	\$0	\$2,000	\$2,000	
279-290.00-801.022 PRINCIPAL REIMB	\$25,000	\$25,000	\$9,500	(\$15,500)	
TOTAL BROWNFIELD EXPENDITURES				(\$13,500)	
DOWNTOWN DEVELOP AUTHORITY-280					
REVENUES:					
280-000.00-675.003 DOWNTOWN REN PROJECT	\$0	\$0	\$30,000	\$30,000	
EXPENDITURES:					
280-290.00-977.00 CAPITAL EQUIP-DOWNTOWN REN	\$0	\$4,770	\$34,470	\$29,700	
280-290.00-718.000 RETIREMENT	\$5,470	\$5,470	\$5,770	\$300	
TOTAL DDA EXPENDITURES				\$30,000	
DDA - TIFA FUND - 281					
REVENUES:					
281-000.00-404.000 REAL PROPERTY TAX	\$75,000	\$75,000	\$85,000	\$10,000	
281-000.00-539.000 STUBNITZ GRANT - PUBLIC ART	\$17,000	\$17,000	\$18,850	\$1,850	
TOTAL DDA - TIFA REVENUES				\$11,850	

CITY OF ADRIAN
 FY 2015-16 BUDGET
 FOURTH QUARTER FINANCIAL FORECAST
 RECOMMENDED BUDGET AMENDMENTS

	FY2015-16 ADOPTED BUDGET	FY2015-16 AMENDED BUDGET as of 06/30/2016	FY2015-16 FOURTH QUARTER FINANCIAL FORECAST	BUDGET AMENDMENT	REASON
EXPENDITURES:					
281-290.00-801.000 CONTRACT SERV	\$18,708	\$18,708	\$14,100	(\$4,608)	
281-290.00-972.000 FAÇADE LOAN PROGRAM	\$11,212	\$11,212	\$2,400	(\$8,812)	
281-990.00-990.000 CONTINGENCY	\$0	\$0	\$25,270	\$25,270	
TOTAL DDA - TIFA EXPENDITURES				\$11,850	
WATER CAPITAL PROJECTS FUND - 496					
REVENUES:					
496-000.00-676.591 TRANSFER IN - WATER	\$544,000	\$544,000	\$372,000	(\$172,000)	
EXPENDITURES:					
496-531.00-977.502 ARB LARGE METERS	\$20,000	\$20,000	\$0	(\$20,000)	
496-531.00-977.504 METER REPLACEMENT	\$50,000	\$50,000	\$20,000	(\$30,000)	
496-539.00-975.000 CAPITAL IMPROVEMENTS-OAKWOOD	\$5,000	\$5,000	\$0	(\$5,000)	
496-548.00-977.517 MISC TOOL REPLACEMENT	\$3,000	\$3,000	\$1,000	(\$2,000)	
496-548.00-977.589 WSPS PUMP REBUILD	\$10,000	\$10,000	\$0	(\$10,000)	
496-548.00-977.590 WELL MAINT	\$35,000	\$50,000	\$35,000	(\$15,000)	
496-548.00-977.592 WEST SIDE PRESSURE DISTRICT	\$50,000	\$50,000	\$15,000	(\$35,000)	
496-549.00-977.528 INSTRUMENTATION & CONTROL	\$15,000	\$20,000	\$5,000	(\$15,000)	
496-549.00-977.577 ELEVATED TANK MAINT	\$35,000	\$35,000	\$0	(\$35,000)	
496-552.00-975.112 HYDRANT ADDITIONS	\$5,000	\$5,000	\$0	(\$5,000)	
TOTAL WATER CAPITAL EXPENDITURES				(\$172,000)	
SEWER CAPITAL PROJECTS FUND - 497					
REVENUES:					
497-000.00-676.590 TRANSFER IN-WASTEWATER	\$1,212,000	\$1,212,000	\$1,090,294	(\$121,706)	
EXPENDITURES:					
497-553.00-975.118 PAINTING-STRUCTURAL	\$5,000	\$5,000	\$0	(\$5,000)	
497-553.00-975.137 PRIMARY ELECT SERVICE	\$0	\$49,000	\$0	(\$49,000)	
497-553.00-975.151 PRIMARY METER RELOCATION	\$30,000	\$30,000	\$0	(\$30,000)	
497-553.00-977.578 PLANT LIGHTING	\$15,000	\$36,301	\$26,000	(\$10,301)	
497-554.00-977.507 UNSCHEDULED EQUIP REPLACE	\$10,000	\$10,000	\$6,000	(\$4,000)	
497-554.00-977.595 4" PORTABLE PUMP	\$10,000	\$24,500	\$15,500	(\$9,000)	
497-554.00-977.596 PEW STRAINER REPLACEMENT	\$0	\$4,405	\$0	(\$4,405)	
497-555.00-977.548 UI & I ABATEMENT	\$20,000	\$20,000	\$10,000	(\$10,000)	
TOTAL SEWER CAPITAL EXPENDITURES				(\$121,706)	
AUTO PARKING FUND -585:					
REVENUE:					
585-000.00-699.599 CONTRIB-SPEC ASSESSMENT	\$60,000	\$60,000	\$62,000	\$2,000	
585-000.00-697.000 PRIOR PERIOD REVENUE	\$311,677	\$311,677	\$97,767	(\$213,910)	
TOTAL AUTO PARKING REVENUES:				(\$211,910)	
EXPENDITURES:					
585-546.00-702.000 WAGES	\$8,800	\$8,800	\$5,500	(\$3,300)	
585-546.00-702.110 WAGES-PAVEMENT MARK	\$2,500	\$2,500	\$0	(\$2,500)	
585-546.00-702.111 WAGES-SNOW REMOVAL	\$3,000	\$3,000	\$100	(\$2,900)	
585-546.00-708.110 OVERHEAD-PAVEMENT MARK	\$1,200	\$1,200	\$0	(\$1,200)	
585-546.00-708.111 OVERHEAD-SNOW REMOVAL	\$3,840	\$3,840	\$500	(\$3,340)	
585-546.00-716.000 HOSPITALIZATION	\$2,465	\$2,465	\$750	(\$1,715)	
585-546.00-718.00 RETIREMENT	\$1,575	\$1,575	\$800	(\$775)	
585-546.00-776.110 SUPPLIES-PAVEMENT MARK	\$500	\$500	\$0	(\$500)	
585-546.00-776.111 SUPPLIES-SNOW REMOVAL	\$5,480	\$5,480	\$0	(\$5,480)	

CITY OF ADRIAN
 FY 2015-16 BUDGET
 FOURTH QUARTER FINANCIAL FORECAST
 RECOMMENDED BUDGET AMENDMENTS

	FY2015-16 ADOPTED BUDGET	FY2015-16 AMENDED BUDGET as of 06/30/2016	FY2015-16 FOURTH QUARTER FINANCIAL FORECAST	BUDGET AMENDMENT	REASON
585-546.00-921.000 ELECTRICAL	\$12,000	\$12,000	\$10,500	(\$1,500)	
585-546.00-951.000 TAXES	\$0	\$0	\$4,300	\$4,300	
585-546.00-975.000 CAPITAL IMPROVEMENTS	\$400,000	\$400,000	\$205,000	(\$195,000)	
585-546.00-977.000 CAPITAL EQUIPMENT	\$0	\$0	\$2,000	\$2,000	
TOTAL AUTO PARKING EXPENDITURES				(\$211,910)	

SEWER FUND - 590

REVENUES:

590-000.00-580.000 STORM WATER ASSET MGMT	\$0	\$82,100	\$337,000	\$254,900	
590-000.00-647.523 SEWER CHRГ-ADRIAN TWP-METER	\$425,000	\$425,000	\$570,000	\$145,000	
590-000.00-647.524 SEWER CHRГ-MADISON TWP-METER	\$420,000	\$420,000	\$465,000	\$45,000	
590-000.00-654.000 I.P.P. FINES	\$0	\$0	\$2,100	\$2,100	
590-000.00-681.000 TAPS	\$40,000	\$40,000	\$15,000	(\$25,000)	
590-000.00-695.000 OTHER	\$20,000	\$20,000	\$0	(\$20,000)	
590-000.00-697.000 PRIOR PERIOD REVENUE	\$474,206	\$1,180,305	\$481,450	(\$698,855)	

TOTAL SEWER FUND REVENUES

(\$296,855)

EXPENDITURES:

590-540.00-741.124 SUPPLIES-BLDG MAINT	\$20,000	\$20,000	\$10,000	(\$10,000)	
590-540.00-745.000 GAS-LUBE-ANTIFREEZE	\$12,000	\$12,000	\$7,000	(\$5,000)	
590-540.00-801.124 BLDG MAINT	\$8,000	\$9,203	\$15,203	\$6,000	
590-540.00-810.000 LICENSES & PERMITS	\$15,000	\$15,000	\$10,000	(\$5,000)	
590-540.00-921.000 ELECTRICAL	\$520,000	\$520,000	\$490,000	(\$30,000)	
590-541.00-716.000 HOSPITALIZATION	\$142,353	\$142,353	\$126,000	(\$16,353)	
590-541.00-718.000 RETIREMENT	\$81,925	\$81,925	\$107,500	\$25,575	
590-541.00-911.000 PROPERTY INSURANCE	\$38,000	\$38,000	\$47,500	\$9,500	
590-541.00-913.000 FLEET INSURANCE	\$4,000	\$4,000	\$2,000	(\$2,000)	
590-541.00-916.000 SEWER BACKUPS	\$15,000	\$15,000	\$9,000	(\$6,000)	
590-542.00-702.096 WAGES - REPAIRS	\$12,000	\$12,000	\$100	(\$11,900)	
590-542.00-741.133 OPER SUPPLIES-EQUIP MAINT	\$20,000	\$20,000	\$5,500	(\$14,500)	
590-542.00-743.000 UNIFORMS	\$1,500	\$1,500	\$500	(\$1,000)	
590-542.00-745.000 GAS-LUBE-ANTIFREEZE	\$14,500	\$14,500	\$7,500	(\$7,000)	
590-542.00-776.096 SUPPLIES-REPAIRS	\$20,000	\$23,533	\$10,000	(\$13,533)	
590-542.00-801.092 CONTRACT SERV-RODDING	\$4,000	\$4,000	\$0	(\$4,000)	
590-542.00-801.096 CONTRACT SERV-REPAIRS	\$20,000	\$20,000	\$16,500	(\$3,500)	
590-550.00-995.000 BOND INTEREST EXPENSE	\$200,054	\$200,054	\$155,000	(\$45,054)	
590-550.00-995.001 INSTALLMENT PURCHASE DEBT	\$91,884	\$91,884	\$50,500	(\$41,384)	
590-965.00-969.497 TRANSFER OUT-CAPITAL PROJECTS	\$1,212,000	\$1,212,000	\$1,090,294	(\$121,706)	

TOTAL SEWER FUND EXPENDITURES

(\$296,855)

WATER FUND - 591

REVENUES:

591-000.00-542.000 MDEQ WELLHEAD GRANT	\$0	\$7,600	\$0	(\$7,600)	
591-000.00-646.509 WATER SALES-RESIDENTIAL	\$1,605,000	\$1,605,000	\$1,506,000	(\$99,000)	
591-000.00-646.510 WATER SALES-INDUSTRIAL	\$600,000	\$600,000	\$610,000	\$10,000	
591-000.00-646.511 WATER SALES-COMMERCIAL	\$1,075,000	\$1,075,000	\$1,000,000	(\$75,000)	
591-000.00-646.512 WATER SALES-GOVT	\$700,000	\$700,000	\$680,000	(\$20,000)	
591-000.00-681.000 TAPS & SERVICE	\$50,000	\$50,000	\$31,000	(\$19,000)	
591-000.00-697.000 PRIOR REVENUE	\$0	\$35,158	\$0	(\$35,158)	

TOTAL WATER REVENUES:

(\$245,758)

EXPENDITURES:

591-534.00-741.000 OPER SUPPLIES	\$50,000	\$50,000	\$96,000	\$46,000	
591-536.00-741.133 OPER SUPPLIES-EQUIP MAINT	\$35,000	\$35,000	\$27,500	(\$7,500)	
591-536.00-741.500 SUPPLIES-CHEMICALS	\$275,000	\$275,000	\$263,000	(\$12,000)	
591-536.00-801.000 CONTRACT SERVICES	\$13,000	\$20,600	\$17,200	(\$3,400)	
591-536.00-801.133 CONTRACT SERV-EQUIP MAINT	\$35,000	\$35,728	\$26,728	(\$9,000)	
591-536.00-921.000 ELECTRICAL	\$228,000	\$228,000	\$178,000	(\$50,000)	
591-536.00-922.000 HEAT	\$20,000	\$20,000	\$31,000	\$11,000	

**CITY OF ADRIAN
FY 2015-16 BUDGET
FOURTH QUARTER FINANCIAL FORECAST
RECOMMENDED BUDGET AMENDMENTS**

	FY2015-16 ADOPTED BUDGET	FY2015-16 AMENDED BUDGET as of 06/30/2016	FY2015-16 FOURTH QUARTER FINANCIAL FORECAST	BUDGET AMENDMENT	REASON
591-537.00-702.150 WAGES-LICENSE PREMIUM	\$13,000	\$13,000	\$6,250	(\$6,750)	
591-537.00-741.133 OPER SUPPLIES-EQUIP MAINT	\$16,000	\$16,000	\$12,000	(\$4,000)	
591-537.00-741.504 OPER SUPPLIES-MAINT DIST	\$100,000	\$100,000	\$83,000	(\$17,000)	
591-537.00-745.000 GAS-LUBE-ANTIFREEZE	\$20,000	\$20,000	\$10,000	(\$10,000)	
591-537.00-801.124 CONTRACT SERV-BLDG MAINT	\$1,500	\$1,500	\$6,000	\$4,500	
591-537.00-801.133 CONTRACT SERV-EQUIP MAINT	\$10,000	\$10,000	\$8,000	(\$2,000)	
591-537.00-801.504 CONTRACT SERV-MAINT DIST	\$45,000	\$45,285	\$95,285	\$50,000	
591-537.00-922.000 HEAT	\$5,000	\$5,000	\$2,500	(\$2,500)	
591-537.00-957.000 TRAINING	\$5,000	\$5,000	\$3,000	(\$2,000)	
591-538.00-716.000 HOSPITALIZATION	\$269,895	\$269,895	\$206,000	(\$63,895)	
591-538.00-718.000 RETIREMENT	\$148,491	\$148,491	\$130,000	(\$18,491)	
591-538.00-812.000 CONSULTANT	\$3,000	\$7,910	\$22,000	\$14,090	
591-538.00-914.000 WORK COMP	\$40,295	\$40,295	\$31,000	(\$9,295)	
591-965.00-949.496 TRANSFER OUT-CAP PROJECTS	\$544,000	\$544,000	\$372,000	(\$172,000)	
591-990.00-990.000 CONTINGENCY	\$0	\$0	\$18,483	\$18,483	
TOTAL WATER EXPENDITURES				(\$245,758)	
SOLID WASTE FUND - 595					
REVENUES:					
595-000.00-640.000 REFUSE COLLECTION	\$720,000	\$720,000	\$755,000	\$35,000	
595-000.00-649.000 RECYCLING	\$27,000	\$27,000	\$13,000	(\$14,000)	
595-000.00-697.000 PRIOR REVENUE	\$0	\$65,000	\$12,000	(\$53,000)	
TOTAL SOLID WASTE REVENUES				(\$32,000)	
EXPENDITURES:					
595-528.00-801.000 CONTRACT SERVICES	\$415,000	\$480,000	\$470,000	(\$10,000)	
595-528.00-801.016 CONTRACT SERVICES-FUEL SURCHRG	\$15,000	\$15,000	\$0	(\$15,000)	
595-528.00-801.116 CONT SERV-COMPOSTING	\$15,000	\$15,000	\$18,000	\$3,000	
595-528.00-943.099 VEH RENT-SWEEP	\$50,000	\$50,000	\$38,000	(\$12,000)	
595-528.00-943.116 VEH RENT-COMPOSTING	\$20,000	\$20,000	\$11,000	(\$9,000)	
595-528.00-943.121 VEH RENT-LEAF CONTROL	\$15,000	\$15,000	\$26,000	\$11,000	
TOTAL SOLID WASTE EXPENDITURES				(\$32,000)	
CAP PROJECTS FUND - 599					
REVENUES:					
599-000.00-664.000 INTEREST	\$20,000	\$20,000	\$17,000	(\$3,000)	
EXPENDITURES:					
599-990.00-990.000 CONTINGENCY	\$20,000	\$20,000	\$17,000	(\$3,000)	
INFORMATION TECHNOLOGY FUND - 661					
REVENUES:					
661-000.00-697.000 PRIOR YEARS REVENUE	\$150,000	\$150,665	\$16,422	(\$134,243)	
EXPENDITURES:					
661-220.00-811.000 CONT SERV-COMP SOFTWARE	\$30,000	\$30,000	\$5,000	(\$25,000)	
661-220.00-812.000 CONSULTANT FEE	\$10,000	\$10,000	\$1,000	(\$9,000)	
661-221.00-852.000 COMMUNICATIONS	\$15,000	\$15,000	\$10,000	(\$5,000)	
661-290.00-716.000 HOSPITALIZATION	\$14,333	\$14,333	\$7,000	(\$7,333)	
661-290.00-718.000 RETIREMENT	\$21,435	\$21,435	\$15,500	(\$5,935)	
661-290.00-728.000 OFFICE SUPPLIES	\$1,500	\$1,500	\$0	(\$1,500)	
661-290.00-801.000 CONTRACT SERVICES	\$10,000	\$10,000	\$3,000	(\$7,000)	
661-290.00-811.000 CONT SERV-COMP SOFTWARE	\$130,000	\$130,000	\$76,000	(\$54,000)	
661-290.00-811.738 CONT SERV-LIBRARY	\$0	\$0	\$20,500	\$20,500	
661-290.00-812.000 CONSULTANT FEES	\$6,000	\$6,000	\$1,500	(\$4,500)	
661-290.00-860.000 TRANSPORTATION	\$1,000	\$1,000	\$0	(\$1,000)	
661-290.00-914.000 WORK COMP	\$2,725	\$2,725	\$250	(\$2,475)	
661-290.00-977.000 CAPITAL - EQUIP	\$53,000	\$53,000	\$21,000	(\$32,000)	
TOTAL IT EXPENDITURES				(\$134,243)	

CITY OF ADRIAN
 FY 2015-16 BUDGET
 FOURTH QUARTER FINANCIAL FORECAST
 RECOMMENDED BUDGET AMENDMENTS

	FY2015-16 ADOPTED BUDGET	FY2015-16 AMENDED BUDGET as of 06/30/2016	FY2015-16 FOURTH QUARTER FINANCIAL FORECAST	BUDGET AMENDMENT	REASON
MOTOR VEHICLE POOL - 662					
REVENUES:					
662-000.00-635.202 VEH RENT - MAJOR STREET	\$50,150	\$50,150	\$40,000	(\$10,150)	
662-000.00-635.371 VEH RENT - INSPECTION	\$11,808	\$11,808	\$29,000	\$17,192	
662-000.00-635.441 VEH RENT - PUBLIC WORKS	\$15,000	\$15,000	\$23,000	\$8,000	
662-000.00-635.449 VEH RENT - ENGINEERING	\$10,133	\$10,133	\$22,000	\$11,867	
662-000.00-635.585 VEH RENT - AUTO PARKING	\$8,750	\$8,750	\$26,000	\$17,250	
662-000.00-635.595 VEH RENT - SOLID WASTE	\$87,609	\$87,609	\$75,000	(\$12,609)	
662-000.00-635.697 VEH RENT - PARKS	\$47,325	\$47,325	\$20,000	(\$27,325)	
662-000.00-635.698 VEH RENT - HERITAGE	\$14,325	\$14,325	\$10,000	(\$4,325)	
662-000.00-635.699 VEH RENT - FEE ESTATE	\$54,128	\$54,128	\$16,000	(\$38,128)	
662-000.00-676.001 CONTRIB - APS	\$125,000	\$125,000	\$75,000	(\$50,000)	
662-000.00-676.002 CONTRIB - LISD	\$5,000	\$5,000	\$3,000	(\$2,000)	
662-000.00-676.003 CONTRIB - LENAWEE TRANS	\$70,000	\$70,000	\$47,000	(\$23,000)	
662-000.00-676.205 CONTRIB - FEE ESTATE	\$15,000	\$15,000	\$10,000	(\$5,000)	
662-000.00-676.588 CONTRIB - DIAL A RIDE	\$55,000	\$55,000	\$33,000	(\$22,000)	
662-000.00-676.591 CONTRIB - WATER	\$19,000	\$19,000	\$13,000	(\$6,000)	
662-000.00-676.697 CONTRIB - PARKS	\$0	\$0	\$7,500	\$7,500	
662-000.00-697.000 PRIOR REVENUE	\$40,302	\$48,302	\$21,828	(\$26,474)	
662-000.00-685.000 SALE OF EQUIPMENT	\$10,000	\$10,000	\$5,000	(\$5,000)	
TOTAL MOTOR VEHICLE POOL REVENUE:				(\$170,202)	
EXPENDITURES:					
662-276.62-745.000 GAS-LUBE-ANTIFREEZE	\$3,500	\$3,500	\$1,500	(\$2,000)	
662-290.00-716.000 HOSPITALIZATION	\$16,035	\$16,035	\$6,000	(\$10,035)	
662-290.00-718.000 RETIREMENT	\$9,415	\$9,415	\$14,000	\$4,585	
662-290.00-745.000 GAS-LUBE-ANTIFREEZE	\$435,000	\$435,000	\$250,000	(\$185,000)	
662-290.00-913.000 FLEET INSURANCE	\$38,635	\$38,635	\$35,500	(\$3,135)	
662-290.00-960.000 DISTRIBUTION - GASOLINE	(\$150,000)	(\$150,000)	(\$55,000)	\$95,000	
662-301.62-745.000 GAS-LUBE-ANTIFREEZE	\$50,000	\$50,000	\$25,000	(\$25,000)	
662-301.62-937.000 OUTSIDE VEH MAINT	\$12,000	\$12,000	\$10,000	(\$2,000)	
663-336.62-934.000 VEH MAINTENANCE	\$10,195	\$10,195	\$9,600	(\$595)	
662-441.00-745.000 GAS-LUBE-ANTIFREEZE	\$50,000	\$50,000	\$14,000	(\$36,000)	
662-441.62-934.000 VEH MAINTENANCE	\$10,722	\$10,722	\$21,000	\$10,278	
662-697.62-745.000 GAS-LUBE-ANTIFREEZE	\$7,000	\$7,000	\$4,000	(\$3,000)	
662-698.62-745.000 GAS-LUBE-ANTIFREEZE	\$5,000	\$5,000	\$1,700	(\$3,300)	
662-699.62-745.000 GAS-LUBE-ANTIFREEZE	\$10,000	\$10,000	\$0	(\$10,000)	
TOTAL MOTOR VEHICLE POOL EXPENDITURES:				(\$170,202)	
OIL & GAS ROYALTY TRUST - 703					
REVENUES:					
703-000.00-664.000 INTEREST	\$5,000	\$5,000	\$123,000	\$118,000	
703-000.00-665.000 CHG IN MARKET VALUE	\$0	\$0	(\$123,000)	(\$123,000)	
703-000.00-672.000 OIL ROYALTIES	\$200,000	\$200,000	\$420,000	\$220,000	
TOTAL OIL TRUST REVENUES				\$215,000	
EXPENDITURES:					
703-990.00-990.000 CONTINGENCY	\$205,000	\$205,000	\$420,000	\$215,000	

RE: DEPARTMENT OF FINANCE – FY2015-16 FOURTH QUARTER BUDGET AMENDMENTS

RESOLUTION

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 FY2015-16 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 FY2015-16 Budget in accordance with the attached schedule entitled City of Adrian FY2015-16 Fourth 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 an available surplus.

On motion by Commissioner _____,

Seconded by Commissioner _____, this

Resolution was adopted by a _____ vote.



MISCELLANEOUS



ADRIAN FIRE DEPARTMENT

Monthly Report – June 2016

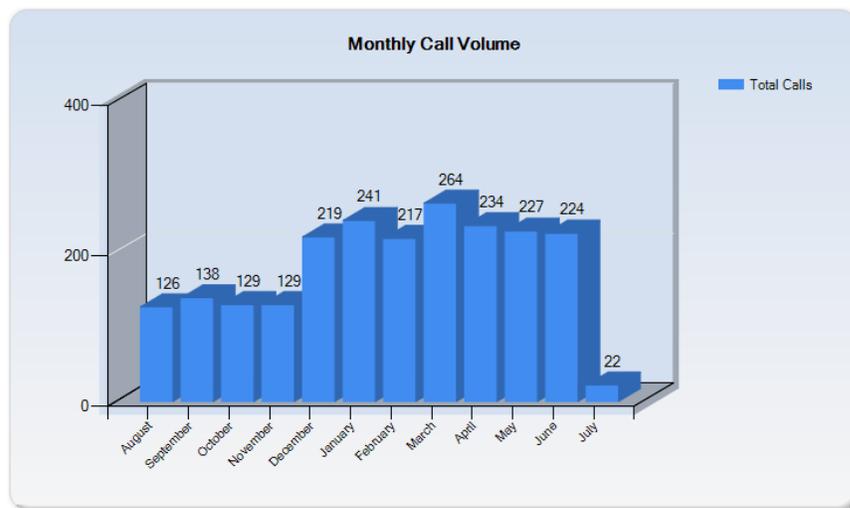
Monthly Response Totals

Type	Number of Responses	Y-D-T (to June 30)	Total Responses June, 2016
Fire	13	32	304
EMS	257	1493	
Hazardous Condition	4	37	
Service Call	20	68	
Good Intent	0	49	
False Alarm	8	51	
Severe Weather	0	0	
Special Incident	2	2	
		1725	

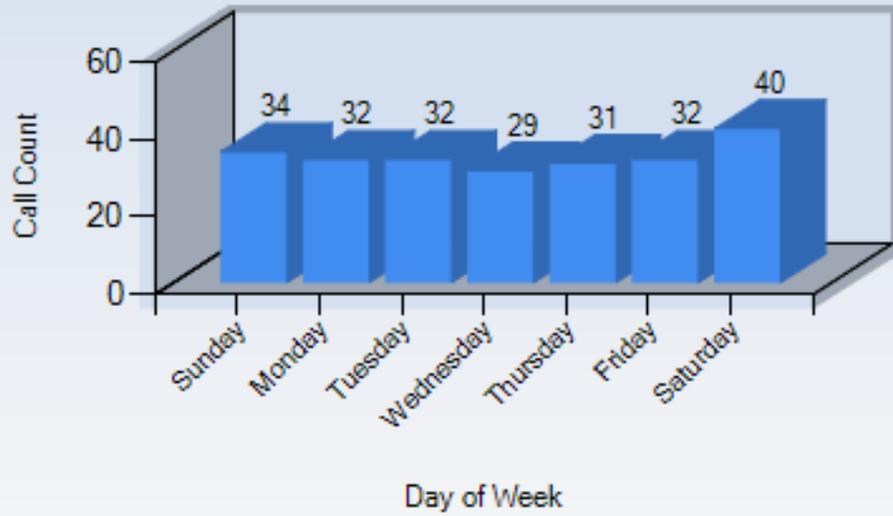
Fire = All fires not just structure fires

- Rescue & EMS = extrication, motor vehicle crash and all medical calls
- Hazardous Condition Examples = fluid leaks, natural gas leaks and carbon monoxide incident
- Service Call = Station move-ups, illegal burning and smoke or odor removal
- Good Intent = cancelled enroute, no incident and authorized burning
- Severe Weather = Trees / Wires down and severe weather standby

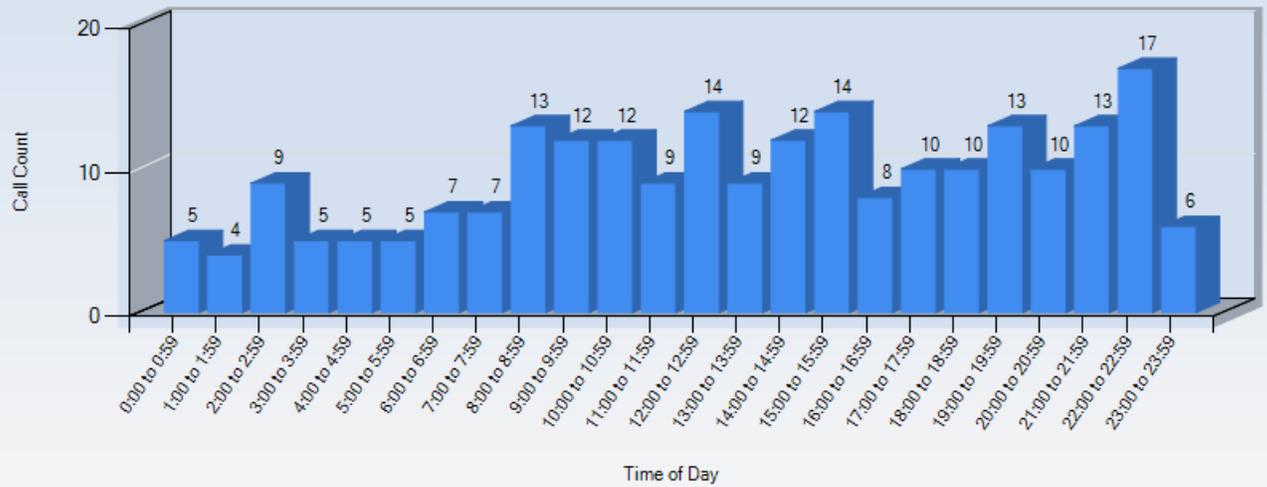
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Call Volume by Day of Week



Call Volume by Time of Day



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

ADRIAN D.A.R.T. PASSENGER RIDERSHIP REPORT FOR JUNE 2016

WEEK END:	JUN 3	JUN 10	JUN 17	JUN 24	JUN 30	TOTAL
MONDAY	0	240	238	261	200	939
TUESDAY	0	283	247	247	249	1026
WEDNESDAY	302	271	251	213	226	1263
THURSDAY	229	224	219	197	176	1045
FRIDAY	293	241	227	227	0	988
	824	1259	1182	1145	851	5261

SERVICE DAYS	JUN 2016	JUN 2015	+/-	MAY 2016
	(22)	(22)		(21)
SENIORS	1095	1135	-40	1033
HDCP SENIORS	850	735	115	817
HANDICAPPED	2180	2826	-646	2171
WHEELCHAIRS **	302	242	60	297
GENERAL	1136	1278	-142	1201
	5261	5974	-713	5222

JULY	2014	6211	2015	5533	-11%
AUGUST	2014	5620	2015	5328	-5%
SEPTEMBER	2014	5947	2015	5650	-5%
OCTOBER	2014	6986	2015	5461	-22%
NOVEMBER	2014	5757	2015	5128	-11%
DECEMBER	2014	6501	2015	5871	-10%
JANUARY	2015	6360	2016	5471	-14%
FEBRUARY	2015	5906	2016	5965	1%
MARCH	2015	6810	2016	6029	-11%
APRIL	2015	5942	2016	5297	-11%
MAY	2015	5510	2016	5222	-5%
JUN	2015	5974	2016	5261	-12%
		73524		66216	-10%

** WHEELCHAIR TOTALS ARE INCLUDED IN HANDICAPPED PASSENGER TOTALS

DEPARTMENTAL REPORT

JULY 18, 2016

	JUNE 2016	MAY 2016	JUNE 2015	YEAR-TO-DATE 2016	YEAR-TO-DATE 2015
POLICE DEPARTMENT					
Complaints Answered	*	1,579	1,636	7,263	9,200
VIOLATIONS					
Moving Citations	*	119	143	544	887
3-6 am Parking Tickets	*	73	68	417	588
Non-Moving Citations	*	0	0	0	0
Downtown Parking Tickets	*	0	0	0	0
TOTAL VIOLATIONS	*	192	211	961	1,475
ARRESTS	*	164	175	719	842
FIRE DEPARTMENT (See M-3)					
INSPECTION DEPARTMENT					
Building Permits	40	40	45	176	136
Electrical Permits	24	15	30	100	104
Mechanical Permits	22	17	20	110	114
Plumbing Permits	9	9	10	55	74
Sidewalk Permits	3	2	3	7	5
Sign Permits	6	0	7	28	27
TOTAL PERMITS	104	83	115	476	460
Estimated Bldg.Costs	\$1,504,391	\$2,952,991	\$43,020	\$9,287,068	\$1,905,927
PARKING SYSTEM					
Parking Assessment	\$20,117	\$0	\$16,878	\$23,518	\$24,536
Lot Revenue	\$0	\$0	\$0	\$0	\$0
Street Revenue	\$0	\$0	\$0	\$0	\$0
Misc. Revenue	\$16	\$17	\$19	\$99	\$85
Grant	\$0	\$0	\$0	\$0	\$25,494
Permits	\$0	\$0	\$0	\$0	\$0
Fines	\$0	\$0	\$0	\$0	\$0
Collection Fees	\$0	\$0	\$0	\$0	\$0
Token Sales	\$0	\$0	\$0	\$0	\$0
Contribut-GenFund	<u>\$12,083</u>	<u>\$12,083</u>	<u>\$12,083</u>	<u>\$72,498</u>	<u>\$342,498</u>
Farmers Market Grant	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
TOTAL REVENUE	<u>\$32,216</u>	<u>\$12,100</u>	<u>\$13,580</u>	<u>\$96,115</u>	<u>\$392,613</u>
WASTE WATER DEPARTMENT					
M. G. Pumped	138,864	162,099	225,493	964,051	974,541
Cost of Plant Operation	\$124,327	\$97,659	\$61,429	\$575,678	\$579,180
WATER DEPARTMENT					
M. G. Pumped	76	73	74	416	357
Number of Customers	6,207	6,211	6,199		
	Industrial	Commercial	Residential	Other	TOTAL
M. G. Sold Revenue	\$57,088	\$89,841	\$132,886	\$71,109	70 \$350,924

*Report not available



Adrian, MI

Between May 31, 2016 and Jul 01, 2016

68 issues were opened

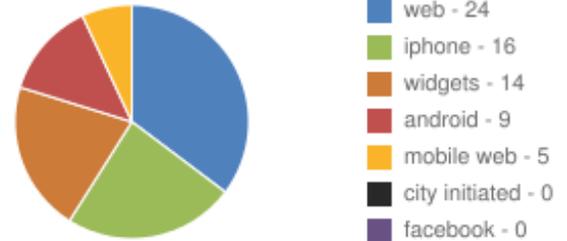
55 issues were acknowledged

44 issues were closed

The average time to acknowledge was 11.4 days.

The average time to close was 48.2 days.

Issues by Source



SERVICE REQUEST TYPE	OPENED	ACKNOWLEDGED	CLOSED	DAYS TO ACK.	DAYS TO CLOSE
Sidewalk Issue	13	12	4	1.2	123.9
Other	9	6	7	6.1	60.2
Grass or Vegetation Too Long	3	5	10	79.0	19.3
Junk and Rubbish	5	4	4	8.5	74.3
Streetlight Repair	4	4	5	2.2	59.3
Abandoned or Unregistered Vehicle	5	4	3	1.8	15.8
Property Maintenance Issue	7	5	0	9.4	0.0
Blight	5	5	1	9.7	13.6
Front Yard Parking	3	3	1	9.7	30.8
Curb Issues	3	1	2	0.4	0.2
Indoor Items Stored Outside	2	2	2	1.1	16.9
Park Maintenance	3	0	1	0.0	29.1
Pothole	1	1	1	0.0	2.9
Problem with Manhole	1	1	1	4.5	171.9
Trash Pickup Issue	1	0	2	0.0	42.9
Utility Pole	1	1	0	0.6	0.0

Water Main Break	1	1	0	0.0	0.0
Tree on Private Property	1	0	0	0.0	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
Hydrant Issue	0	0	0	0.0	0.0
Pet Waste on Private Property	0	0	0	0.0	0.0
Recycle Pickup Issue	0	0	0	0.0	0.0
Sidewalk Snow/Ice Removal	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

GEOGRAPHY	OPENED	ACKNOWLEDGED	CLOSED	DAYS TO ACK.	DAYS TO CLOSE
City of Adrian	68	55	44	11.4	48.2
Downtown	8	7	11	2.4	65.9

**CITY OF ADRIAN
DOWNTOWN DEVELOPMENT AUTHORITY
ANNUAL MEETING MINUTES**

Official proceedings of the June 8, 2016 scheduled Annual Meeting minutes of the City of Adrian Downtown Development Authority Board of Directors.

This meeting was called to order by Chairman Clift at 8:07am in the City Chambers at 159 E. Maumee, Adrian, MI 49221.

- Roll Call: Chairman Clift, Mayor Berryman, Benio, Douglass, Maggard, Moore, Wilkerson
- Also Present: Don Taylor, Jim VanDoren, Lad Strayer, Shane Horn, Scott Westfall, Alan Britian, David Munson, Coordinator Miller
- Approval of the Agenda: Board Member Douglass moved to approve the agenda. That motion was seconded by Board Member Moore. Motion carried by a unanimous vote.
- Approval of Minutes: Board Member Moore moved to approve the minutes of the May 11, 2016 meeting. That motion was seconded by Board Member Albert. Motion carried by a unanimous vote.
- Audience Participation: Don Taylor spoke about the MEDC support of the Adrian façade projects; Scott Westfall asked about progress in developing a plan for implementing the Gibbs Study and vacant buildings.
- Active Projects Report: Coordinator Miller updated the board on current projects underway including Rental Rehab, Facades, Strongback, Bonnie & Clydes, Winter Street parking lot, and the next round of facades and rental rehab .
- Financial Report: No report.
- Action Items: Board Member Maggard noted no real update on branding work but still in motion.
- Board Member Berryman updated the board on Brew Committee work; Coordinator Miller updated on retail recruitment, AAIA, and Hatch Adrian.

Board Member Douglass reminded of the subcommittee meeting on expanding DDA meeting Thursday June 9, @ 8am; question about whether current DDA bylaws ever voted on – Coordinator Miller will research.

Board officers election – slate Garry Clift chair, Pi Benio vice-chair; Board Member Berryman moved to support slate; Board Member Wilkerson 2nd, Ayes – Clift, Berryman, Benio, Douglass, Maggard, Wilkerson; Abstention – Moore. Motion approved.

Parking lot behind El Chaps – city has request to sell, asks for DDA board perspective. Board Member Moore moved to create a parking committee, 2nd by Board Member Douglass, unanimously approved.

Coordinator Miller invited board to attend MSF board meeting in Lansing for consideration of funding for Strongback project on May 28th.

Chair Clift asked about approaching City Commission members individually about improving communication between DDA and City Commission; consensus that is OK with board.

Reporting Update:

Coordinator Miller updated board on the statewide TIF discussion, Kiwanis Trail and River Raisin grant application, county strategic planning, receipt of public art grant, discussion about possible distillery, Chaloner's possible purchase, Target Market Analysis progress, Bike Friendly Community application, 116 S. Main brick problem and vacant building ordinance. Board Member Benio left meeting at 9:35

Other DDA Business:

Board Member Moore asked about getting a monthly report on vacant buildings; moved to have monthly report as part of board materials; Board Member Nelson 2nd. Discussion about whether quorum present; agreement majority at time of vote is quorum. Chair Clift, Board Members Berryman, Douglass, Maggard, Moore approved. Board Member Wilkerson abstained.

Meeting Adjourned 9:47am

ADRIAN CITY PLANNING COMMISSION

JUNE 7, 2016

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
 Mel Dye
 Don Taylor
 Kara Lennard
 Nancy Weatherby
 Tom Blanton
 Jeff Rising

Absent: Marilyn Schebil

APPROVAL OF MINUTES OF THE
MAY 3, 2016 REGULAR MEETING

There were no corrections to the minutes. Commissioner Watson moved that the Minutes of the May 3, 2016 regular meeting be approved. Commissioner Blanton supported. Motion carried unanimously.

Case No. 16-010
Site Plan Review for 1234 Williams St.
Adrian College Medical Clinic

Mike Slusarski, of Slusarski Excavating, was present and spoke about the project details. Adrian College is requesting site plan approval for a new Medical Clinic located at 1234 William St. Adrian, MI. The medical clinic building is 9,400 square feet and will be located between Adrian College football stadium to the north, Arlington Ice Arena to the south, U.S. 223 to the west, and a large parking lot to the east. The site is zoned ERO: Education-Research-Office.

The proposed project will include an approximately 9,400 square foot building with 12 parking places. A large parking lot just the east will provide the additional parking space requirements. The sidewalk configuration and grading plan to the building entrances are done specifically to encourage and facilitate the use of the existing parking lot adjacent to the new building. The medical clinic will primarily serve the students and staff of Adrian College.

There being no further discussion by the Commission or public comments, Commissioner Dye moved the Planning Commission approve the site plan for 1234 Williams St. Commissioner Blanton supported. A roll call vote was made.

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

Against Motion: none

Motion carried unanimously.

Discuss Item:

Discuss rezoning 230 W. Maumee St. (Adrian Armory)
from B-3 Central Business to ERO Education, Research, and Office.

Discuss Item:

Discuss Adaptive Reuse of 230 W. Maumee St. (Adrian Armory)

Both discussion items were discussed simultaneously.

Commissioner Jacobitz, gave a brief explanation for the reasons the two, seemingly mutually exclusive discussion items were on the agenda. The Adrian Armory is currently owned by the state. The City has agreed to purchase the building and sell it to Adrian College.

Commissioner Jacobitz ask that the representatives of Adrian College present at the meeting to elaborate further on the Armory situation. Frank Hribar of Adrian College addressed the Commission.

Frank Hribar, Stated the College is interested in utilizing the building for classrooms, offices, residents and other similar uses. They are also open to partnering with private entities to use a portion of the building. The issue for the college is potential uses being allowed in B-3 or ERO zoning. ERO zoning is what the college is familiar with and is more comfortable with that zoning designation, in terms of variety of allowable uses.

The college is in the process of determining what kind of uses they would use, but are in a difficult position of not currently owning the building. The college hoped to get the ERO zoning on the agenda for the next meeting for the PC to consider. The college intends to respect the historic nature of the Armory and is doing their due diligence to make sure things are done right.

A general discussion ensued covering possible uses for the Armory and zoning.

Commissioner Jacobitz explained B-3 allows retail and commercial as well as adult education.

Commissioner Taylor asked for clarification on “adult education”

Commissioner Jacobitz explained the adult education meant post-secondary education, and was written into the ordinance years ago to discourage public schools from moving into the downtown.

Commissioner Dye gave a detailed description of the Armory floor plan.

Frank Hribar explained that the college has been sensitive to the multiple time frames involved with this project. The college would also like clarification of the term “public education” as it relates to the B-3 district. Clarifying some of the B-3 zoning language would help the college shape their ideas.

Commissioner Jacobitz stated that personally it would be hard to vote to rezone the Armory without knowing more about what the college intend to use it for. The PC typically requires information about use before considering rezoning a property.

Mr. Hribar acknowledged rezoning or Adaptive reuse would require the college to provide more detailed plans, yet the college has not wanted to appear to presumptively considering they do not own the building yet.

Commissioner Blanton inquired about any extensions to the time line for completing the purchase.

David Rohr stated that he did not believe the state was granting any more extensions. The time line would run 45 days and started between May10-15th. Mr. Hribar believed the date was May 16th.

Commissioner Watson thanked the representatives of Adrian College for attending.

Commissioner Taylor inquired if the “education” language in the B-3 section were cleared up, would the B-3 be sufficient for the college to move forward with the purchase? Mr. Hribar replied yes, potentially.

A more detailed discussion continued about details for Adaptive reuse and B-3 use options for the Armory. Multiple Planning Commission members stressed to the college, that between B-3 and or Adaptive Reuse most uses would be permitted.

Mr. Hribar insisted that they would like to move forward with having the property rezoned to ERO and requested that the commission set a public hearing for July to vote on the matter.

Several Commissioners stated ERO rezoning would be difficult because of the property location.

Commissioner Rising suggested the commission set the public meeting to keep the process moving regardless of the future vote result.

There being no further discussion by the Commission or public comments, Commissioner Taylor moved the Planning Commission set a public hearing for the July Planning Commission Meeting to hear and consider comments to rezoning 230 W. Maumee St. (Adrian Armory) from B-3 Central Business to ERO Education, Research, and Office. Commissioner Rising supported. A voice vote was made.

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

Against Motion: None

Motion carried unanimously.

Commissioner Jacobitz, made a motion to move the July 5th Planning Commission meeting to July 12 due to the 4th of July holiday.

There being no further discussion by the Commission or public comments, Commissioner Taylor moved the Planning Commission cancel the July 5th meeting and hold the July Planning Commission meeting on Tuesday July 12th at 7:00pm. Commissioner Dye supported. A voice vote was made.

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

Against Motion: None

Motion carried unanimously.

There being no further business the meeting adjourned at 7:45 p.m.