



PRE-MEETING AGENDA

ADRIAN CITY COMMISSION
AGENDA
PRE-MEETING STUDY SESSION
JUNE 7, 2010
5:30 P.M.

The City Commission will meet for a pre-meeting study session on Monday, June 7, 2010, at 5:30 p.m. at the City Chambers Building, 159 E. Maumee St., to discuss the following:

- I. Discussion of Haviland Statue
- II. Discussion of Solid Waste
- III. Closed Session to Discuss Real Estate Acquisition



COMMISSION AGENDA

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

- I. MOMENT OF SILENCE AND PLEDGE OF ALLEGIANCE TO THE FLAG
- I I. ROLL CALL
- I I I. APPROVAL OF MINUTES OF THE MAY 17, 2010 REGULAR MEETING OF THE ADRIAN CITY COMMISSION
- I V. PRESENTATION OF ACCOUNTS
- V. COMMUNICATIONS
 - 1. C-1. Communication from Liquor Control Commission regarding an application to transfer ownership of a 2009 SDM License, located at 136 E. Beecher St., from Cabrera, Inc. to Nicolas Arreola & Reyes M. Arreola, AKA Melchor Arreola-Saucedo.
 - 2. C-2. Communication from Liquor Control Commission regarding an application to transfer ownership of 2010 SDD & SDM licenses, located at 117 N. McKenzie St., from Odish Brothers, Inc. to SAPR, Inc.
- V I. CONSENT AGENDA
 - A. RESOLUTIONS
 - 1. CR10-027. Resolution to reappoint Cindy Bily to the Zoning Board of Appeals for a 3-year term.
 - 2. CR10-028. Resolution to award bid for a replacement copier for use by offices on the first floor of City Hall.
 - 3. CR10-029. Resolution to award bid for the purchase of a Kubota utility vehicle and the trade-in of two John Deere Gators.
- V I I. PUBLIC COMMENTS
- V I I I. REGULAR AGENDA
 - A. ORDINANCES
 - 1. Ord. 10-004. Second reading of an Ordinance to repeal Section 46-56 (23), Schedule Established - Parks-Concession Stands, of the Adrian City Code.

B. RESOLUTIONS

1. R10-067. Resolution to approve the designation of the Downtown Development District as a Redevelopment Project Area.
2. R10-068. Resolution requesting that pending State legislation regarding offshore wind farms includes the provision that approval be obtained from local communities that would be affected before any permit is issued for an offshore wind farm located within 15 miles of the shoreline of the Great Lakes.
3. R10-069. Resolution authorizing the Community Development Department to request a time extension on the MSHDA Vibrant Small Cities Initiative Grant and to further request that the remaining grant funds be used for potential elimination of blighted structures.

I X. PUBLIC COMMENTS

X. COMMISSION COMMENTS



MINUTES

**MINUTES
ADRIAN CITY COMMISSION
MAY 17, 2010
7:00 P.M.**

Official proceedings of the May 17, 2010 regular meeting of the City Commission, Adrian, Michigan.

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

PRESENT: Mayor McDowell, Commissioners Osborne, Warren, Carrico, Steele, DuMars and Clegg

Mayor McDowell in the Chair.

Commissioner Steele moved to approve the minutes of the May 3, 2010 regular meeting of the Adrian City Commission, seconded by Commissioner DuMars, motion carried by a unanimous vote.

PRESENTATION OF ACCOUNTS

Utility Department Receiving Fund Voucher #3249 through #3257	\$112,813.30
General Fund Vouchers #19831 through #19857	\$288,920.88
Clearing Account Vouchers amounting to	<u>\$414,653.57</u>
TOTAL EXPENDITURES	<u>\$816,387.75</u>

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

PROCLAMATION

1. Proclamation presented by Mayor McDowell to Tim Bays and Jim Malarney of Lenawee-Christmas Insurance Agency in recognition of their company's 100th Anniversary.

COMMUNICATION

1. C-1. State Revenue Sharing Update
2. C-2. Memo regarding the reorganization of the Michigan Department of Treasury

CONSENT AGENDA

RESOLUTION CR10-022

RE: DOWNTOWN DEVELOPMENT AUTHORITY – Appointments to Board

WHEREAS, the terms of office of Chip Moore, Jeff Willett and Mary Scott on the Downtown Development Authority have expired; and

WHEREAS, these vacancies must be filled in accordance with the Adrian City Charter; and

WHEREAS, Mr. Moore and Mr. Willett have expressed a willingness to serve again, if reappointed; and

WHEREAS, Ms. Scott has declined reappointment as she is no longer affiliated with a downtown organization; and

WHEREAS, Mr. Mike Olsaver, 123 E. Maumee Street, has expressed a willingness to serve on the Downtown Development Authority to fill the vacated seat left by Ms. Scott; and

WHEREAS, the Adrian City Commission has given careful consideration to the reappointment of Chip Moore and Jeff Willett and the appointment of Mike Olsaver to the Downtown Development Authority.

NOW, THEREFORE, BE IT RESOLVED that the Adrian City Commission does hereby approve the reappointment of Chip Moore and Jeff Willett and the appointment of Mike Olsaver to the Downtown Development Authority, with their terms expiring in 2014.

RESOLUTION CR10-023

RE: ZONING BOARD OF APPEALS – Reappointments to Board

WHEREAS, the terms of office of Mike Jacobitz and Maralee Koleski on the Zoning Board of Appeals have expired; and

WHEREAS, these vacancies must be filled in accordance with the Adrian City Charter; and

WHEREAS, Mr. Jacobitz and Ms. Koleski have expressed a willingness to serve again if reappointed; and

WHEREAS, the Adrian City Commission has given careful consideration to the reappointment of Mr. Jacobitz and Ms. Koleski.

NOW, THEREFORE, BE IT RESOLVED that the Adrian City Commission does hereby approve the reappointment of Mike Jacobitz and Maralee Koleski to the Zoning Board of Appeals, with their terms expiring in 2013.

RESOLUTION CR10-024

RE: DEPARTMENT OF PARKS & RECREATION – OAKWOOD CEMETERY – Seal Coating Bid Recommendation

WHEREAS, the Department of Parks & Recreation-Oakwood Cemetery, in conjunction with the City of Adrian Purchasing Office, solicited and received bids on Thursday, May 6, 2010 for 100,000 square feet of seal coating at the Oakwood Cemetery; and

WHEREAS, thirteen (13) vendors were invited to bid and six (6) responded with the following results:

<u>VENDOR</u>	<u>LOCATION</u>	<u>UNIT COST</u>	<u>AMOUNT</u>
Wenn Seal Coating	Adrian, MI	\$.045/SF	\$ 4,500.00
K & B Asphalt	Adrian, MI	\$.047/SF	\$ 4,700.00
Slusarski Excavating	Adrian, MI	\$.0495/SF	\$ 4,950.00
U.S. Pavement Consultants	Hastings, MI	\$.059/SF	\$ 5,900.00
Belden USA	Jackson, MI	\$.069/SF	\$ 6,900.00
DG Slurry Seal of Toledo	Holland, OH	\$.070/SF	\$ 7,000.00

WHEREAS, the Parks & Recreation Director recommends acceptance of the low bid from Wenn Seal Coating, Adrian, MI, based on the price per square foot; and

WHEREAS, the Finance Director indicates that sufficient funds for this purpose are available in the FY2009-10 Cemetery Capital Improvements Budget (101-276.00-975.000).

NOW, THEREFORE, BE IT RESOLVED that the Adrian City Commission, by this resolution, hereby accepts the low bid and authorizes the Parks & Recreation Department to purchase seal coating for 100,000 square feet of asphalt from Wenn Seal Coating, Adrian, MI and enter into the City's Standard Professional Services Contract at a cost not to exceed \$4,500.00.

RESOLUTION CR10-025

RE: UTILITIES DEPARTMENT –Wastewater Treatment Plant – Authorization to Purchase Four (4) Weir Gates to Replace Existing Gates at Aeration Basin

WHEREAS, on May 6, 2010, the City of Adrian Purchasing Office obtained sealed bids for four (4) weir gates to replace existing gates at the aeration basin at the Wastewater Treatment Plant, with the following results:

<u>Vendor</u>	<u>Location</u>	<u>Amount</u>
Golden Harvest, Inc.	Burlington, WA	\$10,500.00
Hamlett Engineering, Inc.	Warren, MI	\$11,033.00
MBA Distribution	Jackson, MI	\$15,196.00

WHEREAS, the Utilities Director recommends selection of the low bidder for acquisition of the subject weir gates; and

WHEREAS, installation will be performed by in-house staff and total project costs are expected to be within the \$35,000 budgeted for this project, including additional aluminum plates and hardware, which will be purchased locally; and

WHEREAS, the Finance Director indicates that sufficient funds are available for this purpose in the FY2009-10 Wastewater Treatment Plant Capital Budget-West Process Gate Replacement (Account #497-553.00-975.512); and

WHEREAS, the City Administrator recommends approval of the acquisition of four (4) weir gates to replace existing gates in the aeration basin at the Wastewater Treatment Plant from Golden Harvest, Inc., Burlington, WA, in the amount of \$10,500.00.

NOW, THEREFORE, BE IT RESOLVED that the Adrian City Commission, by this resolution, hereby authorizes the acquisition of four (4) weir gates to replace existing gates in the aeration basin at the Wastewater Treatment Plant from Golden Harvest, Inc., Burlington, WA, in the amount of \$10,500.00.

RESOLUTION CR10-026

RE: POLICE DEPT. – Traffic Control Order 10-2

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

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

TCO - 10-2: Post "No Stopping, Standing or Parking" signs on the north side of Frank Street for a distance of 70' centered on the Adrian Public Schools 5/6 building entrance doors and "No Stopping, Standing or Parking" signs on the south side of Frank Street for a distance of 90'. (See attached drawing.)

On motion by Commissioner DuMars, seconded by Commissioner Clegg, Consent Resolutions CR10-022 through CR10-026 were adopted by a unanimous vote.

PUBLIC COMMENTS

There were none

REGULAR AGENDA

ORDINANCE

1. Ord. 10-004. Introduction of an Ordinance to repeal Section 46-56 (23), Schedules Established – Parks-Concession Stands, of the Adrian City Code.

SPECIAL ORDER

1. SO-1. Public Hearing to hear and consider comments to submittal of an application for a CDBG Facade Grant for restoration of three downtown buildings.

RESOLUTION R10-063

RE: DEPARTMENT OF COMMUNITY DEVELOPMENT - AUTHORIZATION FOR CITY OF ADRIAN TO SUBMIT FACADE GRANT APPLICATION TO MICHIGAN ECONOMIC DEVELOPMENT CORPORATION (MEDC)

WHEREAS, the City of Adrian Community Development Department requests authorization to submit an application for a Facade Grant from the Michigan Economic Development Corporation (MEDC); and

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

WHEREAS, in an effort to foster job opportunities for low to moderate income families and address specific community needs, improving properties in this area promotes the Housing and Community Development's goals as outlined in the City of Adrian Comprehensive Plan; and

WHEREAS, the grant requires that 51% of the beneficiaries of the proposed project be low-moderate income persons, that no project costs be incurred prior to the formal grant award, completion of an environmental review and written authorization to incur costs is received; and

WHEREAS, the City Administrator, Dane C. Nelson, is the person authorized to sign the application forms; and

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

NOW, THEREFORE, BE IT RESOLVED that the Adrian City Commission hereby authorizes the Community Development Department staff to submit an application for facade restoration to MEDC in the amount of \$195,968 for restoration of three buildings in the core downtown area.

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

RESOLUTION R10-064

RE: DEPARTMENT OF PARKS & RECREATION – Grant Acceptance for Congestion Mitigation Air Quality (CMAQ) Grant Award to Fund Non-Motorized/Pedestrian Bridge Construction Extending Kiwanis Trail into Riverside Park

WHEREAS, the Adrian City Commission, by Resolution #R09-085 dated May 4, 2009, authorized the submission of a Congestion Mitigation Air Quality (CMAQ) grant application to fund non-motorized/pedestrian bridge construction extending Kiwanis Trail into Riverside Park; and

WHEREAS, the City of Adrian has been notified of a grant award in the amount of \$251,120, a sum equal to \$20,000 more than the original request; and

WHEREAS, the local funding obligation equates to a twenty (20%) percent local match (\$62,780) plus project engineering costs (originally estimated at \$30,000), for a total preliminary project cost estimate of \$343,900; and

WHEREAS, the Parks & Recreation Department issued a Request for Proposals to selected engineering firms with requisite MDOT and CMAQ project experience, resulting in six (6) submissions with the following results:

<u>Firm</u>	<u>Location</u>	<u>Amount</u>
Beckett & Raeder	Ann Arbor, MI	\$137,000
C2ae	Lansing, MI	\$ 18,500
H & H Engineering	Detroit, MI	\$ 24,000
Mannik & Smith Group	Monroe, MI	\$ 37,461
ROWE Professional Services Co.	Flint, MI	\$ 15,117
Tetra Tech	Ann Arbor, MI	\$ 24,000

WHEREAS, the Parks & Recreation Director recommends selection of the lowest bid and engagement of ROWE Professional Services Co., Flint, MI in the City's Standard Professional Services Contract to provide design engineering services for this project at cost not to exceed \$15,117 (which is \$14,883 less than the original estimate); and

WHEREAS, financing for this project will be administered by the Michigan Department of Transportation (MDOT), with local funds derived from the Major Street Fund (202-990.00-969.999) - \$77,897, for a revised total cost of \$329,017; and

WHEREAS, the City Administrator recommends acceptance of the grant funds, commitment of local matching funds from the Major Street Fund - Non-Motorized Vehicle Account, and approval of the low bid design engineering firm.

NOW, THEREFORE, BE IT RESOLVED that the Adrian City Commission by this resolution hereby authorizes the acceptance of a Congestion Mitigation Air Quality (CMAQ) grant award from the Michigan Department of Transportation (MDOT) for purposes of funding non-motorized/pedestrian bridge construction extending Kiwanis Trail into Riverside Park, at a total project cost amounting to \$329,017.

BE IT, FURTHER, RESOLVED that the local matching funds requirement, amounting to \$77,897, be committed to this project as designated in the FY2009-10 Budget and General Appropriations Act.

BE IT FURTHER RESOLVED that the lowest bidder be selected , ROWE Professional Services Co., Flint, MI, and engaged in the City's Standard Professional Services Contract to provide design engineering services for this project at cost not to exceed \$15,117.

On motion by Commissioner Clegg, seconded by Commissioner DuMars, this resolution was adopted by a 6-1-0 vote.

YEAHS: Mayor McDowell and Commissioners Osborne, Steele, Carrico, Clegg and DuMars

NAYS: Commissioner Warren

ABSTAINED: None

RESOLUTION R10-065

RE: UTILITIES DEPARTMENT –Substitute Resolution Certifying Compliance with Notice of Intent and Public Hearing Requirements of the Michigan Community Development Block Grant Program for Sanitary Sewer Improvement Project

WHEREAS, the City of Adrian has submitted a grant application in the amount of \$750,000 from the Michigan Strategic Fund under the Michigan Community Development Block Grant Program for Sanitary Sewer Improvement Project at Riverside Park; and

WHEREAS, the Adrian City Commission, by Resolution #R10-050 dated April 19, 2010, attempted to certify compliance with the Notice of Intent and Public Hearing requirements of the Michigan Community Development Block Grant Program for the aforementioned project, however certain specific requirements were not addressed in that resolution; and

WHEREAS, a substitute resolution is required to cure the deficiencies in the April 19 resolution, specifically, the authorizing resolution must include the following components:

- 1) Identification of the proposed project and amount of funding request;
- 2) Statement that the proposed project is consistent with the local Community Development Plan as described in the application;
- 3) Statement that at least 51% of the beneficiaries of the proposed project would be low and moderate income persons;
- 4) Statement that project costs (CDBG and non-CDBG) will not be incurred prior to a formal grant award, completion of the environmental review procedures and formal, written authorization to incur costs is received from Michigan Economic Development Corp. (MEDC) – Program Administration;
- 5) Local authorization to submit the Michigan CDBG application;
- 6) Identification by name and title of the person authorized to sign the application forms.

WHEREAS, an additional purpose of this resolution is to provide Notice of Intent to implement the proposed sanitary sewer improvement project and certify compliance with the Public Hearing requirement, which Notice of Intent and Public Hearing, held on April 19, 2010 at the City Chambers at 7:00 pm, was published in a newspaper of general circulation, *The Daily Telegram*, along with a description of the project and an invitation for interested citizens to be in attendance; and

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

NOW, THEREFORE, BE IT RESOLVED that the Adrian City Commission, by this resolution, hereby certifies that a Notice of Intent and Public Hearing was held on April 19, 2010 at 7:00 pm at a regularly scheduled City Commission meeting in the City Chambers, 159 E. Maumee Street, Adrian, MI for purposes of considering a Sanitary Sewer

Improvement Project to be jointly funded by the City and the Michigan Community Development Block Grant Program.

BE IT, FURTHER, RESOLVED that the following statements serve to comply with the requirements of the grant application regarding this authorizing resolution:

- 1) The total cost of the proposed project amounts to \$1,627,425, including local matching funds of \$877,425, involving the replacement of the existing 15-inch sanitary sewer with 24-inch sanitary sewer along approximately 2,600 linear feet from Michigan Avenue to Beecher Street;
- 2) The proposed project is consistent with the local community development plan as described in the application;
- 3) At least 51% of the beneficiaries of the proposed project would be low and moderate income persons;
- 4) Project costs (CDBG and non-CDBG) will not be incurred prior to a formal grant award, completion of the environmental review procedures and formal, written authorization to incur costs is received from Michigan Economic Development Corp. (MEDC) – Program Administration;
- 5) This resolution serves as formal authorization to submit the Michigan CDBG application;
- 6) The designated Contract Administrator authorized to sign the application forms is Dane C. Nelson, City Administrator.

BE IT, FURTHER, RESOLVED that an additional purpose of this resolution is to provide Notice of Intent to implement the proposed sanitary sewer improvement project and certify compliance with the Public Hearing requirement, which Notice of Intent and Public Hearing, held on April 19, 2010 at the City Chambers at 7:00 pm, was published in a newspaper of general circulation, *The Daily Telegram*, along with a description of the project and an invitation for interested citizens to be in attendance

BE IT, FURTHER, RESOLVED that certified copies of this resolution be forwarded to the appropriate grantor agency.

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

RESOLUTION R10-066

RE: POLICE DEPARTMENT – Authorization to Purchase Two (2) Patrol Vehicles

WHEREAS, the FY2010-16 Capital Improvement Program approved by the City Commission on February 15, 2010 (Resolution #R10-020), and the FY2010-11 Motor Vehicle Pool Budget provides for the replacement of two (2) Chevrolet Impala fully marked and equipped patrol vehicles at an estimated cost of \$55,000, including ancillary equipment; and

WHEREAS, based on approval of the CIP and in anticipation of the FY2010-11 Adopted Budget, the Police Chief ordered the patrol vehicles in February through the State

MISCELLANEOUS

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

PUBLIC COMMENTS

1. Harold Frederick, 1340 Oregon Rd., wanted to know if the money to purchase the two patrol vehicles was also budgeted in the next fiscal year. Also asked about the ad in the paper to hire a firefighter.
2. Allen Kern, 1249 Vine St., asked about a leak in the Police Station roof and commented on people having problems crossing at the Main/Maumee intersection.

COMMISSION COMMENTS

1. Commissioner Clegg & DuMars thanked the new DDA and ZBA Board appointees for their volunteered time.

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

Gary E. McDowell
Mayor

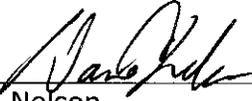
Pat Baker
City Clerk



CHECK REGISTER

June 7, 2010

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



Dane C. Nelson
City Administrator

DCN:bjw

RESOLVED, that disbursements be and they are hereby authorized for warrants directed to be drawn on the City Treasurer for the following:

Utility Department Vouchers

Vouchers #3258 through #3269 \$ 230,857.84

General Fund

Vouchers #19858 through #19898 \$ 659,249.78

Clearing Account Vouchers

amounting to \$ 522,573.19

TOTAL EXPENDITURES \$1,412,680.81

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

June 7, 2010

UTILITY DEPARTMENT VOUCHERS

<u>Check Number</u>	<u>To</u>	<u>Description</u>	<u>Amount</u>
<u>Receiving</u>			
3258	City of Adrian: Payroll	Payroll for May 14	\$ 50,986.60
3259	Verizon North	Phone Bills	\$ 82.87
3260	City of Adrian: Utilities	Water Bills	\$ 188.54
3261	Citizens Gas Fuel Co	Various Heat Bills	\$ 2,927.49
3262	Consumers Energy	Various Electric Bills	\$ 34,425.54
3263	City of Adrian: Clearing Acct	May 17 Check Register	\$ 63,761.99
3264	City of Adrian: Payroll	Payroll for May 21	\$ 15,211.92
3265	Verizon North	O&M Phone Bill	\$ 80.33
3266	City of Adrian: Payroll	Payroll for May 28	\$ 52,062.94
3267	City of Adrian: Payroll	Payroll for June 4	\$ 16,005.82
3268	Siemens Public Inc	WW Digestor Covers	\$ 45,942.01
3269	Consumers Energy	Water Plant Electric	\$ 12,943.78
Total			\$ 294,619.83
Less: CK #3263			\$ 63,761.99
TOTAL			\$ 230,857.84

WW = \$159,728.16

WAT= \$134,891.67

7-Jun-10

**GENERAL FUND
CHECK REGISTER**

CHECK#	AMOUNT	PAYEE	DESCRIPTION
19858	\$ 216,374.54	City of Adrian: Payroll	Payroll for May 14
19859	\$ 14,556.35	First Federal Bank	Soc Security for May 14
19860	\$ 277.29	Verizon North	Various Phone Bills
19861		City of Adrian: Utilities	Transfer State MI Funds
19862	\$ 1,174.23	Lenawee Fuels Inc	Cemetery No lead & Diesel
19863		City of Adrian: Utilities	Transfer State MI Funds
19864	\$ 276.24	City of Adrian: Storm Water Util	Receipt Correction
19865	\$ 10.00	Nancy Girardi	Pistol License Refund
19866	\$ 65.00	Rachel Schaffner	Recreation Refund
19867	\$ 12.00	Erin Watson	Recreation Refund
19868	\$ 1,703.53	City of Adrian: Utilities	Various Water Bills
19869	\$ 1,149.64	Citizens Gas Fuel Co	Various Heat Bills
19870	\$ 26,818.54	Consumers Energy	Various Electric Bills
19871	\$ 279.81	Verizon North	Police Phone Bill
19872	\$ 338,666.76	City of Adrian: Clearing Acct	May 17 Check Register
19873	\$ 65.00	Robert Gentry	Blue Cross Refund
19874	\$ 4,635.26	Quick Service Transportation	Payroll W/E May 14
19875		City of Adrian: Utilities	Transfer State MI Funds
19876	\$ 10,807.77	City of Adrian: Payroll	Payroll for May 21
19877	\$ 2,259.03	First Federal Bank	Soc Security for May 21
19878	\$ 126.73	Verizon North	Various Phone Bills
19879	\$ 244.15	City of Adrian	Petty Cash
19880	\$ 22.30	Angela Miller	Recreation Refund
19881	\$ 4,518.01	Quick Service Transportation	Payroll W/E May 22
19882	\$ 324.13	Verizon North	Various Phone Bills
19883	\$ 91,413.62	Blue Cross Blue Shield of MI	June Hospitalization Ins
19884	\$ 171.00	Stone's Café & Catering	Mayor Exchange lunch
19885	\$ 217,111.93	City of Adrian: Payroll	Payroll for May 28
19886	\$ 14,874.64	First Federal Bank	Soc Security for May 28
19887	\$ 937.98	US Postmaster	Recreation Postage
19888	\$ 25,806.70	Lenawee Fuels Inc	Motor Pool Gas & Diesel
19889	\$ 225.00	Lenawee Christian School	Recreation Refund
19890	\$ 40.00	Angela Flores	Recreation Refund
19891	\$ 48.00	Crystal Grant	Recreation Refund
19892	\$ 40.00	St Joseph Scademy	Recreation Refund
19893	\$ 210.88	Verizon North	Police Phone Bill
19894	\$ 4,762.47	Quick Service Transportation	Payroll W/E 5/29
19895	\$ 43.75	Lenawee Transportation	Correct EFT payment
19896	\$ 12,271.65	City of Adrian: Payroll	Payroll for June 4
19897	\$ 2,468.08	First Federal Bank	Soc Security for June 4
19898	\$ 3,124.53	Consumers Energy	Various Electric Bills
	\$ 997,916.54		
	\$ (338,666.76)	Less: CK# 19872	
	\$ 659,249.78		

CLAIMANT	AMOUNT CLAIMED	AMOUNT ALLOWED	AMOUNT REJECTED
1. ACP OF LENAWEE	43,826.00		
2. ADRIAN AREA CHAMBER OF COMME	10.00		
3. ADRIAN COMMUNICATIONS	226.49		
4. ADRIAN ENVIRONMENTAL LLC	500.00		
5. ADRIAN LANDFILL	9.82		
6. ADRIAN LOCKSMITH & CYCLERY	597.62		
7. ADRIAN MECHANICAL SERVICES C	40.00		
8. ADRIAN PAINTERS SUPPLY & EQU	26.81		
9. ADRIAN PUBLIC SCHOOLS	50.00		
10. ADRIAN WATER CONDITIONING IN	19.50		
11. ADVANCE AUTO PARTS COMMERCIA	16.70		
12. AIRGAS GREAT LAKES	32.01		
13. ALLIED WASTE SERVICES	49,664.52		
14. AMERICAN WATER CENTRAL LAB.	515.00		
15. MARK ANDERSON	60.00		
16. AQUATIC TECHNOLOGY INC	162.39		
17. ARCH WIRELESS	34.65		
18. SHARLENE ARMSTRONG	15.00		
19. AUTO ZONE COMMERCIAL	42.39		
20. BADER & SONS CO	731.87		
21. BAKER & TAYLOR BOOKS	2,206.96		
22. BARRETT'S GARDEN CENTER	68.04		
23. BARRY ROOFING SYSTEMS	1,825.00		
24. BATTERY WHOLESALE	67.04		
25. BEACON FORMS & LABELS INC.	1,387.60		
26. BEAUBIEN INC.	5,359.50		
27. GREG BELL CHEVROLET, INC	250.00		
28. BELSON ASPHALT PAVING INC	12,995.20		
29. LAURA BERDYCK	5.83		
30. BERGGREN'S SHOE REPAIR	25.00		
31. BIGSIGNS.COM	341.00		
32. BILL'S SERVICE, INC.	639.81		
33. BLACK SWAMP EQUIPMENT	295.00		
34. BOOK OF THE MONTH CLUB	78.88		
35. BUCK & KNOBBY EQUIP CO INC	314.66		
36. BEN BUCKLEW	500.00		
37. CALIFORNIA CONTRACTORS SUPPL	419.10		
38. CATHERINE CHESHER	139.11		
39. CITIZENS INSURANCE CO.	668.00		
40. COAST TO COAST DELI	46.47		
41. COLLECTIVE DATA	1,236.25		
42. COMCAST	84.49		
43. COMPUTER CARE COMPANY, INC.	229.85		
44. CONTINENTAL CARBONIC PRODUCT	892.30		
45. CONTINENTAL SERVICE	1,061.41		
46. LYNN COURINGTON	217.05		
47. CUTTING EDGE ENGRAVING	148.50		
48. D & J SPORTS, INC.	448.00		
49. DAN'S FARM SUPPLY INC	5.61		
50. JOEL DAWSON	45.00		
51. DEXTER'S INC.	434.82		
52. E & B SALVAGE LLC	13.75		
53. EXECUTONE COMMUNICATIONS LLC	499.21		
54. FASTENAL COMPANY	164.38		
55. FAVORABLE IMPRESSIONS	39.96		
56. FEDERAL EXPRESS	261.19		
57. FIRSTLAB	17.00		
58. FONTAINE URBAN DESIGN	2,150.00		
59. FYR-FYTER SALES & SERVICE	80.50		
60. GALE	169.46		
61. GALL'S INC	14.85		
62. GALLANT & SON	370.87		
63. GENTNER MATERIALS	374.26		
64. GENTNER TRUCKING CO	516.47		
65. ANN GOODACRE	15.00		
66. GOODWILL INDUSTRIES	190.70		
67. GORDON FOOD SERVICE	1,243.21		
68. GRAINGER INC.	60.40		
69. GRAPHICS UNLIMITED	382.50		
70. HASSELBRING CLARK CO.	235.00		
71. HEART ADVISOR	29.00		
72. HELMETS R US	899.00		
73. JOAN HENNING	15.00		
74. HERITAGE ARCHIVES	147.43		
75. HERITAGE PLUMBING & HEATING	245.00		

CLAIMANT	AMOUNT CLAIMED	AMOUNT ALLOWED	AMOUNT REJECTED
76. DAVID HUBBARD	60.00		
77. HUBBARDS AUTO CENTER	1,834.84		
78. HURON LIME INC.	5,846.72		
79. I. T. RIGHT	3,977.00		
80. ICMA RETIREMENT CORPORATION	155.76		
81. IDEXX LABORATORIES, INC.	1,858.27		
82. IMAGE GALLERY	33.95		
83. INDUSTRIAL MILL SUPPLY CORP	130.67		
84. INGRAM LIBRARY SERVICES	14.99		
85. INSTA-LAWN SOD FARMS	90.75		
86. J.E. JOHNSON DEVELOPMENT GRO	104,917.00		
87. LUYE JACKSON REBUILDERS	109.02		
88. JACKSON TRUCK SERVICE INC.	169.31		
89. JAMES DELIVERY SERVICE	190.00		
90. JONES & HENRY, ENGINEERS	1,208.99		
91. KAR LABORATORIES INC	220.00		
92. KENNEDY INDUSTRIES INC.	384.00		
93. KIMBALL MIDWEST	580.87		
94. KONICA MINOLTA- ALBIN	73.10		
95. BRENT KUBALEK	136.48		
96. LANSING SANITARY SUPPLY INC	847.24		
97. LENAWEE COUNTY SHERIFF'S OFF	10,000.00		
98. LENAWEE COUNTY TREASURER	30,494.52		
99. LENAWEE FUELS INC	42.62		
100. LENAWEE SANITATION, INC.	125.00		
101. LENAWEE TIRE & SUPPLY CO	294.17		
102. DUSTIN LENT	59.90		
103. LEXIS NEXIS RM INC	150.00		
104. LEXIS-NEXIS MATTHEW BENDER	486.00		
105. LIBRARY DESIGN ASSOCIATES IN	4,000.00		
106. MANPOWER OF LANSING MI INC.	1,579.50		
107. MASUNE FIRST AID & SAFETY	78.65		
108. MCGOWAN ELECTRIC SUPPLY INC	67.38		
109. MICHIGAN DEPARTMENT OF	3,205.93		
110. MICHIGAN OFFICE SOLUTIONS	381.09		
111. MICHIGAN SECTION-AWWA	425.00		
112. STATE OF MICHIGAN	507.70		
113. MICHIGAN TECH UNIV-LTAP	40.00		
114. MIDWEST COLLABORATIVE FOR	433.63		
115. MUNICIPAL EMPLOYEES' RETIRE	67,222.41		
116. NEXTEL COMMUNICATIONS	1,075.58		
117. NORTH EASTERN UNIFORMS & EQU	2,379.85		
118. OHIO MI SUMMER SWIM LEAGUE	742.00		
119. OMNIGRAPHICS INC.	163.70		
120. OTIS ELEVATOR COMPANY	440.43		
121. PALMER ENVELOPE CO.	440.75		
122. PARADISE STUDIOS	87.50		
123. PARAGON LABORATORIES INC	1,150.00		
124. PEERLESS SUPPLY INC	164.90		
125. PEST PATROL	80.00		
126. PET'S SUPPLIES PLUS	52.98		
127. PHILIPS HEALTHCARE	39.00		
128. PIONEER MANUFACTURING CO.	1,779.95		
129. PLANTE & MORAN	4,700.00		
130. PLATINUM PLUS	2,521.05		
131. REBECCA POLOSKEY	23.55		
132. PRINTCOMM	3,734.00		
133. PRO-MED UNIFORM	13,635.19		
134. PURCHASE POWER	3,018.99		
135. PUTT INC	2,390.00		
136. PVS TECHNOLOGIES INC	8,751.91		
137. QUICK SERVICE TRANSPORTATION	1,487.35		
138. QUILL CORPORATION	1,958.49		
139. R.S. TECHNICAL SERVICES INC	526.81		
140. RADIOTRONICS INC	569.00		
141. RECORDED BOOKS LLC.	502.40		
142. RED PAINT PRINTING LLC	628.00		
143. S N S CLEANING SERVICE	525.00		
144. SANCHIN SYSTEMS INC	457.12		
145. SCHMIDT MACHINE CO.	656.40		
146. SCHUG CONCRETE CONSTRUCTION	14,944.39		
147. SERVICE ELECTRIC CO OF ADRIA	245.00		
148. SHERWIN-WILLIAMS CO	651.96		
149. SLUSARSKI EXCAVATING & PAVIN	40,407.98		
150. SPRINT NEXTEL	186.77		

CLAIMANT	AMOUNT CLAIMED	AMOUNT ALLOWED	AMOUNT REJECTED
151. STAPLES CREDIT PLAN	634.10		
152. STEVE'S HEATING & COOLING	20.00		
153. STEVENSON LUMBER, INC.	508.56		
154. JEFFREY A. STICKNEY, DO,PC	24.00		
155. STRATOS MICROSYSTEMS LLC	124.28		
156. SUPER LAUNDROMAT &	273.75		
157. CLAUDETTE J SWIFT	1,622.50		
158. SYMBOL ARTS	390.00		
159. T-MOBILE	29.99		
160. TIME EMERGENCY EQUIPMENT INC	635.90		
161. TOPSOILS OF CLINTON	780.00		
162. CARLOS TORRES	15.00		
163. TRACTOR SUPPLY COMPANY	119.89		
164. TRI-COUNTY INTERNATIONAL TRU	171.20		
165. TTB CLEANING LLC	3,100.00		
166. TURFGRASS INC.	1,713.60		
167. U S POSTMASTER	1,800.00		
168. ULOTH FARMS & GREENHOUSE	2,516.50		
169. UNDERWOOD'S NURSERY LLC	930.26		
170. UNITED PARCEL SERVICE	7.36		
171. UNUM LIFE INSURANCE COMPANY	2,293.40		
172. UTILITY SERVICE CO. INC.	2,050.00		
173. THE VAC SHOPPE	31.47		
174. WARREN HOLDING CO LLC	1,370.00		
175. WEISKOPF INDUSTRIES CORP	156.82		
176. WEPHOTO LLC	300.00		
177. WRIGHT TREE SERVICE	10,253.76		
TOTAL ALL CLAIMS	522,573.19		



COMMUNICATIONS

C-1
Michigan Department of Energy, Labor & Economic Growth
MICHIGAN LIQUOR CONTROL COMMISSION (MLCC)
7150 Harris Drive, P.O. Box 30005
Lansing, Michigan 48909-7505



LOCAL GOVERNMENT 15-DAY NOTICE

[Authorized by R 436.1105 (2d) and (3)]

April 14, 2010

ADRIAN CITY COUNCIL
ATTN: CLERK
100 E CHURCH ST
ADRIAN, MI 49221-2773

Request ID #: 557893

The Michigan Liquor Control Commission has received an application from CABRERA INC REQUESTS TRANSFER OWNERSHIP OF 2009 SDM LICENSE, LOCATED AT 136 E BEECHER, ADRIAN, MI 49221, LENAWEЕ COUNTY, FROM NICOLAS ARREOLA & REYES M. ARREOLA AKA MELCHOR ARREOLA-SAUCEDO.

STOCKHOLDERS:

GUSTAVO CABRERA, 456 S. WINTER ST, ADRIAN, MI 49221, PHONE: (517)759-2152
MARISELA MANDUJANO, 456 S. WINTER ST, ADRIAN, MI 49221, PHONE: (517)759-2152

Specially Designated Merchant (SDM) licenses permit the sale of beer and wine for consumption off the premises only. Specially Designated Distributor (SDD) licenses permit the sale of alcoholic liquor, other than beer and wine under 21 per cent alcohol by volume, for consumption off the premises only.

For your information, part of the investigation of the application is conducted by the local law enforcement agency and investigative forms will be released to them either in person or by mail.

Although local governing body approval is not required by the Michigan Liquor Control Code, Rules and Related Laws for off-premise licenses, the local governing body, or its designee, may notify the Commission at the above address within 15 days of receipt of this letter if the applicant location will not be in compliance with all appropriate state and local building, plumbing, zoning, fire, sanitation and health laws and ordinances, or if the applicant is considered ineligible due to other factors.

All conditions of non-compliance must be outlined in detail, indicating the applicable laws and ordinances. A copy of the law and/or ordinance may be submitted with the notification.

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

smg



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

LOCAL GOVERNMENT 15-DAY NOTICE

[Authorized by R 436.1105 (2d) and (3)]

May 27, 2010

ADRIAN CITY COUNCIL
ATTN: CLERK
100 E CHURCH ST
ADRIAN, MI 49221-2773

RECEIVED JUN - 2 2010

Request ID #: 560881

The Michigan Liquor Control Commission has received an application from ODISH BROTHERS, INC. REQUESTS TRANSFER OWNERSHIP OF 2010 SDD & SDM LICENSED BUSINESS, LOCATED AT 117 N MC KENZIE, ADRIAN, MI 49221, LENA WEE COUNTY, FROM SAPR, INC. (STEP 2)

STOCKHOLDER:
KELLY ODISH, 200 BOSTON CIR., SALINE, MI 48176, PHONE: (734)846-5112

Specially Designated Merchant (SDM) licenses permit the sale of beer and wine for consumption off the premises only. Specially Designated Distributor (SDD) licenses permit the sale of alcoholic liquor, other than beer and wine under 21 per cent alcohol by volume, for consumption off the premises only.

For your information, part of the investigation of the application is conducted by the local law enforcement agency and investigative forms will be released to them either in person or by mail.

Although local governing body approval is not required by the Michigan Liquor Control Code, Rules and Related Laws for off-premise licenses, the local governing body, or its designee, may notify the Commission at the above address within 15 days of receipt of this letter if the applicant location will not be in compliance with all appropriate state and local building, plumbing, zoning, fire, sanitation and health laws and ordinances, or if the applicant is considered ineligible due to other factors.

All conditions of non-compliance must be outlined in detail, indicating the applicable laws and ordinances. A copy of the law and/or ordinance may be submitted with the notification.

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

smg

<p>LC-3104(Rev. 09/05) Authority: R436.1105(2d) and (3) Completion: Mandatory Penalty: No License</p>	<p>The Department of Labor & Economic Growth will not discriminate against any individual or group because of race, sex, religion, age, national origin, color, marital status, disability, or political beliefs. If you need help with reading, writing, hearing, etc., under the Americans with Disabilities Act, you may make your needs known to this agency.</p>
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CONSENT AGENDA

CR-1

CR10-027

June 7, 2010

RE: COMMUNITY DEVELOPMENT – Reappointment to Zoning Board of Appeals

RESOLUTION

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

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

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

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

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

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

CR-2



MEMO

Date: January 18, 2010

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

From: Jeffrey C. Pardee, Finance Director

Re: Authorization to Purchase Replacement Copier for City Hall 1st Floor Offices

The City Commission, by Resolution #09-081 dated May 4, 2009, adopted the FY2009-10 Budget and General Appropriations Act, which included provision (\$15,000) in the Finance Department's Budget for a replacement copier for use by offices housed on the 1st floor of new City Hall, including Finance, Assessing, Utility Administration, and Parks & Recreation Departments. The Purchasing Office has solicited bid proposals and received the following nine (9) responses Thursday, April 8, 2010:

<u>Vendor</u>	<u>Model</u>	<u>Net Price</u>
Friends Maumee, OH	Toshiba e-studio 4520C	\$ 9,123.00
Friends Maumee, OH	Kyocera Taskalfa	\$ 9,300.00
Konica Minolta Ann Arbor, MI	Bizhub C552	\$14,000.00
Amer Office Clarklake, MI	Sharp MX-5001	\$10,517.10
ACR Business Systems Luna Pier, MI	Canon Image Runner C5051	\$16,035.00
Hasselbring-Clark Lansing, MI	Toshiba e-studio 5520C	\$11,920.00
Oce Troy, MI	OCA VL4522V	\$ 8,373.00
Oce Troy, MI	OCE VL5522V	\$ 11,167.00

Solutions for Documents Perrysburg, OH	Xerox ColorQube 9203	\$29,409.00
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The two (2) lowest qualified bidders Friends, Maumee, OH and Oce, Troy, MI were invited to give an onsite demonstration; the OCE VL4522V proved itself superior in the demonstration, including scanning features, potential paper jams, durability and ease of use. I respectfully recommend selection of (Model OCE VL4522V) copier provided by Oce, Troy, MI at a price of \$8,373.

The attached resolution has been prepared for the City Commission's consideration at the regularly scheduled meeting of June 5, 2010. If you have any questions or need for further information, please contact my office.

CITY OF ADRIAN, MICHIGAN
DIGITAL COLOR COPIER
DUE DATE: April 8, 2010

BIDDER	COST OF MACHINE	TRADE-IN	NET COST OF MACHINE	DELIVERY	LEASE: 36 MONTHS	LEASE: 48 MONTHS	LEASE: 60 MONTHS
Friends Maumee OH	\$ 9,123.00 Toshiba e-studio 4520C 45 b&w/45 color	Included	\$ 9,123.00 \$0.0058 b/w \$0.050 color	7 - 10 days	\$286.86	\$221.69	\$181.55
Friends Maumee OH	\$ 9,300.00 Kyocera Taskalfa 500ci 40 b&w/50 color	Included	\$ 9,300.00 \$0.0058 b/w \$0.050 color	7 - 10 days	\$ 292.02	\$ 225.99	\$ 185.07
Konica Minolta Ann Arbor, MI	\$ 17,000.00 Bizhub C552 55 b&w/45 color	\$3,000.00	\$ 14,000.00 \$0.0065 b/w \$ 0.070 color	7 days	\$ 427.00	\$ 375.00	\$ 315.00
Amer Office Clarklake MI	\$ 12,517.10 Sharp MX-5001 50 b&w/50 color	\$ 2,000.00	\$ 10,517.10 \$0.0065 b/w \$0.050 color	As required	\$ 365.00	\$ 293.00	\$ 251.00
ACR Business Systems Luna Pier, MI	\$ 17,535.00 Canon Image runner C5051 Up to 51 b&w/51 color	\$ 1,500.00	\$ 16,035.00 \$0.0064 b/w \$0.065 color	4/19/2010			\$ 325.51 \$370.41 w/\$1.00 buy-out
Hasselbring- Clark Lansing, MI	\$11,920.00 Toshiba e-studio 5520C Up to 75 b&w/65 color	Included	\$11,920.00 \$0.008 b/w \$0.055 color	5 - 8 days	\$ 327.80 (39 months)	\$ 289.66	\$ 245.55
Oce Troy, MI	\$ 8,373.00 OCA VL4522V 45 b&w/45 color	Included	\$ 8,373.00 \$0.0058 b/w \$0.050 color	5 - 10 days	\$ 248.00	\$ 207.00	
Oce Troy, MI	\$ 11,167.00 OCE VL5522C 50 b&w/45 color	Included	\$ 11,167.00 \$0.0059 b/w \$0.050 color	5 - 10 days	\$ 329.00	\$ 276.00	
Solutions for Documents Perrysburg OH	\$ 31,309.00 Xerox ColorQube 9203 Useful color: \$0.0089 Everyday Color: \$0.029 Expressive Color \$0.059	\$1,900.00	\$ 29,409.00 Includes 10,000 copies per mo. \$0.0066 b/w \$0.0796 color	TBD			\$ 584.37

CR10-028

June 7, 2010

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

RESOLUTION

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

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

<u>Vendor</u>	<u>Model</u>	<u>Net Price</u>
Oce Troy, MI	OCA VL4522V	\$ 8,373.00
Friends Maumee, OH	Toshiba e-studio 4520C	\$ 9,123.00
Friends Maumee, OH	Kyocera Taskalfa	\$ 9,300.00
Oce Troy, MI	OCE VL5522V	\$11,167.00
Konica Minolta Ann Arbor, MI	Bizhub C552	\$14,000.00
Amer Office Clarklake, MI	Sharp MX-5001	\$10,517.10
ACR Business Systems Luna Pier, MI	Canon Image Runner C5051	\$16,035.00
Hasselbring-Clark Lansing, MI	Toshibe-e-studio 5520C	\$11,920.00
Solutions for Documents Perrysburg, OH	Xerox ColorQube 9203	\$29,409.00

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

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

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

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

CR-3

MEMO



DATE: June 3, 2010
TO: Honorable Mayor and City Commission
FROM: Dane C. Nelson, City Administrator
SUBJECT: Bid – Kubota Utility Vehicle for Parks & Forestry Division

I concur with the recommendation of the Parks & Recreation Director to award the bid for a Kubota utility vehicle to Dan's Turf & Contractor Equipment of Adrian, MI, in the amount of \$16,975.00. I, further, recommend that the trade-in allowance for two John Deere Gator's in the amount of \$500.00 per vehicle also be accepted.

The utility vehicle will be used for watering flower beds, sidewalk snow removal and other routine maintenance jobs. The purchase of this utility vehicle, along with the previously purchased ZTR mower, will eliminate the need for two pick-up trucks from the motor vehicle fleet that were scheduled to be replaced in FY 2010-11.

Funds were budgeted in the Fee Estate Capital Equipment (\$15,000) and the Parks General Fund Capital Equipment (\$975) accounts. I urge your favorable consideration to award the bid for the purchase of a utility vehicle (\$16,975) and the trade-in of two utility vehicles (\$1,000) to Dan's Turf & Contractor Equipment.

Respectfully submitted,


Dane C. Nelson
City Administrator

DCN:bjw

Memo

TO: Dane C. Nelson, City Administrator
FROM: Mark K. Gasche, Parks and Recreation Director
DATE: June 3, 2010
SUBJECT: Bid Recommendation – Kubota Utility Vehicle for Parks and Forestry Division

Sealed bids were received and opened at the Purchasing Office on Tuesday, May 18, 2010 for the purchase of a Kubota RTV utility vehicle to be used by the Parks and Forestry Division and trade-ins for two John Deere Gator maintenance carts. Six vendors were invited to bid and three responded. A fourth vendor responded but did not include the addendum for the trade-in allowance which was sent out. The bid tabulation is listed below.

<u>Vendor</u>	<u>Amount</u>	<u>Trade-in allowance</u>
Dan's Turf & Contractor Equip. Adrian, MI	\$ 16,975.00 Kubota RTV	\$ 500.00 each
Boullion Sales Dexter, MI	\$ 17,050.00 Kubota RTV	\$ 300.00 each
Dakin's Yard-n-Garden Jackson, MI	\$ 17,150.00 Kubota RTV	\$ 300.00 each
Wolverine Rental & Supply Ann Arbor, MI	\$ 17,264.50	did not submit

This utility vehicle will replace our existing utility maintenance cart and be used primarily for downtown areas and nearby parks to water floral areas, snow removal on sidewalks, and other regular maintenance jobs. Through the purchase of this utility vehicle, along with the previously purchased ZTR mower, we will be able to eliminate two pick-up trucks from the motor vehicle fleet that were scheduled to be replaced in the 2010-11 FY.

I recommend that purchase of this Kubota RTV be awarded to the low bidder, Dan's Turf & Contractor Equipment of Adrian, MI in the amount of \$16,975.00. I further recommend that the trade-in allowance for the two John Deere Gator utility vehicles of \$500.00 each be accepted, making the net cost \$15,975.00. Funds for this purchase are budgeted in the Fee Estate Capital Equipment account (\$15,000) and the Parks General Fund Capital Equipment account (\$975).

CR10-029

June 7, 2010

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

RESOLUTION

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

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

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

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

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



REGULAR AGENDA

0-1

MEMO

TO: DANE C. NELSON

FROM: SARAH K. OSBURN

DATE: May 12, 2010

RE: Concession Fees

Dane,

A resolution was passed at the last City Commission meeting regarding the concession permit fees in parks. City Ordinance Section 62-39 provides that permit fees may be set by resolution. However, City Ordinance Section 46-56 establishes a schedule of fees pertaining to licenses and permits in the City. Section 46-56 (23) provides for concession stand permits. Based on the language contained in Section 62-39, it is recommended that Section 46-56(23) be repealed so that concession fees may be set by resolution rather than by amending the ordinance and to prevent inconsistencies within the City code.

ORDINANCE NO. 10-004

AN ORDINANCE TO REPEAL A PROVISION OF THE CODE OF THE CITY OF ADRIAN,
SECTION 46-56(23), SCHEDULE ESTABLISHED PARKS-CONCESSION STANDS.

Section 46-56(23) of Chapter 46 of the Adrian Code is hereby repealed.

INTRODUCTIONMay 17, 2010

SUMMARY PUBLISHED.....May 24, 2010

ADOPTION.....

COMPLETE PUBLICATION.....

EFFECTIVE DATE.....

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

R-1

MEMO



DATE: June 1, 2010

TO: Honorable Mayor and City Commission

FROM: Dane C. Nelson, City Administrator

SUBJECT: DDA - Redevelopment Project Area for Additional Liquor Licenses

The Downtown Development Director has requested that the City create a Redevelopment Project Area pursuant to Act 501 of 2006, with the area being the same district as the current Downtown Development District. The purpose of the request is to create the potential for additional liquor licenses to be issued in the Downtown Development Area in the event other liquor licenses are not available to a prospective business. There are certain financial conditions to be issued for these licenses, which appear are able to be met by the City of Adrian. In the event the financial commitments are able to be met, a proposed business must invest a minimum of \$75,000 in the rehabilitation of a building to house a licensed business. The business must also be open for at least 5 days per week for at least 10 hours per day and must have a seating capacity of not less than 50 persons for dining, entertainment or recreational purposes. The business must also be open to the general public. The fee for the business, which is payable to the State of Michigan, would be in the amount of \$20,000. Such license is also not transferable to another location.

There is no immediate need or use for such an additional liquor license, but the DDA Director would like to have this matter addressed at this point to have it as an additional tool in the event the opportunity occurs quickly. There appears to be no additional cost to the City of Adrian for creating this Redevelopment District.

Respectfully submitted,


Dane C. Nelson
City Administrator

DCN:bjw

R10-067

June 7, 2010

RE: COMMUNITY DEVELOPMENT – Establish Redevelopment Project Area

RESOLUTION

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

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

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

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

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

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

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

R-2

MEMO



DATE: June 2, 2010
TO: Honorable Mayor and City Commission
FROM: Dane C. Nelson, City Administration
SUBJECT: Legislation – Offshore Wind Farms on the Great Lakes

Mayor McDowell received a request from the Mayor of Ludington regarding pending legislation in the State regarding the permitting of offshore wind farms. The concern of the City of Ludington is that they wanted to ensure that any legislation includes the approval from local governing bodies before any permit is issued for an offshore wind farm within fifteen (15) miles of a shoreline of the Great Lakes. The City of Ludington adopted a resolution regarding this local control matter and the Mayor received a copy of the resolution that was adopted by that particular city.

The Mayor has requested that this matter be considered for adoption by the City of Adrian. Even though it will have no direct impact on the City of Adrian, it is the question of local control which has been eroded significantly by the State legislature over the past several years.

Respectfully submitted,


Dane C. Nelson
City Administrator

DCN:bjw

R10-068

June 7, 2010

RE: ADMINISTRATION – GREAT LAKES OFFSHORE WIND FARMS LEGISLATION

RESOLUTION

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

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

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

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

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

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

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

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

R-3



MEMO

135 E. Maumee St. Adrian, Michigan 49221-2773

DATE: June 3, 2010

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

FROM: Chris Atkin
Director of Community Development

SUBJECT: Amendment to Vibrant Small Cities Initiative (VSCI) Grant

As you are aware, the City of Adrian was awarded the Vibrant Small Cities Initiative (VSCI) Grant in the fall of 2007. This grant has proven to be very effective with the positive and forward transformation of the downtown area. Due to some unforeseen façade complications, i.e. back order of windows and other supplies, a request for a time extension from MSHDA will need to be issued to see this project through. In addition, Community Development staff has been in communication with the state grant administrator discussing the use of the remaining \$30,800 in the demolition component for potential removal of other blighted structures within the project area.

Community Development respectfully request's approval from the City Commission to formally make a request to the State of Michigan to amend the Vibrant Small Cities Initiative Grant for the City of Adrian pertaining to the above mentioned grant components.

If you have any further questions, please contact me.

Respectfully submitted,

Chris Atkin
Community Development Director

R10-069

June 7, 2010

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

RESOLUTION

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

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

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

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

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

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

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

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

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