



**CITY COMMISSION  
MEETING  
August 20, 2012**



# PRE-MEETING AGENDA

**ADRIAN CITY COMMISSION  
AGENDA  
PRE-MEETING STUDY SESSION  
MONDAY,  
AUGUST 20, 2012**

The City Commission will meet for a pre-meeting study session on Monday, August 20, 2012 at 5:30 p.m. in the City Chambers Building, 159 E. Maumee St., to discuss the following:

1. Discuss acquisition of New World Software for the Adrian Police Department.
2. Discussion of Comstock Retaining Wall project.
3. Other items as time permits.



# COMMISSION AGENDA

**AGENDA  
ADRIAN CITY COMMISSION  
AUGUST 20, 2012  
7:00PM**

- I. MOMENT OF SILENCE AND PLEDGE OF ALLEGIANCE TO THE FLAG
- II. ROLL CALL
- III. APPROVAL OF THE MINUTES OF THE AUGUST 6, 2012 REGULAR MEETING OF THE ADRIAN CITY COMMISSION
- IV. PRESENTATION OF ACCOUNTS
- V. PUBLIC COMMENT ON AGENDA ITEMS
- VI. COMMUNICATIONS
  - 1. **C-1. Finance.** City of Adrian FY2011-12 Year-End Unaudited Financial Report.
  - 2. **C-2. Community Development.** Communication from John Kuenzer of Inteva Products regarding the Inteva IFT reporting requirement.
- VII. CONSENT AGENDA
  - 1. **CR12-047. City Commission.** Resolution to reschedule the first Commission Meeting in September from Monday the 3<sup>rd</sup> to Tuesday the 4<sup>th</sup> in observance of Labor Day.
  - 2. **CR12-048. Administration.** Resolution to set a public hearing date of September 17, 2012 to hear and consider comments to closing out the Farmer's Market Project Grant.
- VIII. REGULAR AGENDA
  - A. ORDINANCES
    - 1. **Ord. 12-003.** Introduction of an ordinance to amend Article II – Definitions, Article XVII – WH Warehouse and Wholesale District and Article XXI – I-2 General Industrial District of the Zoning/Development Regulations.
    - 2. **Ord. 12-004.** Introduction of an ordinance to amend Article II – Definitions, Article XIV – B-2 Community Business, Article XV – B-3 Central Business District, Article XIX – E-1 Exclusive Industrial District, Article XX – I-1 Light Industrial District of the Zoning/Development Regulations.

B. RESOLUTIONS

1. **R12-096. Administration.** Resolution to approve the sale of 307 and 309 College Avenue, and 238 and 250 Church Street.
  - OPTION I. Approve sale of property to Hops on College LLC.
  - OPTION II. Approve sale of property to SIHB LLC.
2. **R12-097. Police Department.** Resolution to authorize acceptance of the Lenawee County invitation to join the law enforcement consortium to acquire New World Records Management System.
3. **R12-098. Police Department.** Resolution to authorize the City Administrator and Chief of Police to enter into an agreement with Lenawee County for the use and maintenance of mobile computers.
4. **R12-099. Engineering.** Resolution to hear an appeal to approve or deny closure of downtown streets and parking areas to facilitate the Winter Street Rally on September 7<sup>th</sup> and 8<sup>th</sup> 2012.
5. **R12-100. Engineering.** Resolution to hear an appeal to approve or deny the closure of a portion of State Street at the request of the Pentecostal Church of God on September 15, 2012.
6. **R12-101. City Commission.** Resolution to accept or decline the proposal from First Federal Bank to succeed United Bank and Trust as the trustee for the Harriett Kimball Fee Estate.
7. **R12-102. Parks & Recreation.** Resolution to award a bid for the purposes of constructing the Comstock Park Retaining Wall.
8. **R12-103. Engineering.** Resolution to award a bid for asphalt paving for Milling and Resurfacing Auborne Road (Extents), Huntington Drive (Extents) and Erie Street from Division to Locust, and paving and grading of three (3) alleys, and paving Riverside Park Parking Lot.

IX. MISCELLANEOUS

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

X. PUBLIC COMMENT

XI. COMMISSIONERS COMMENTS



# MINUTES

**MINUTES  
ADRIAN CITY COMMISSION  
AUGUST 6, 2012  
7:00 P.M.**

Official proceedings of the August 6, 2012 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 DuMars and Commissioners Gallatin, Carrico, Warren, Jacobson, Faulhaber and Berryman Adams.

Mayor DuMars in the Chair.

Commissioner Berryman-Adams moved to approve the minutes of the July 16, 2012 regular meeting of the Adrian City Commission with the amendment to resolution R12-088, which stated that the low bidder was taken when it was actually Otis Elevator of Jackson; this was seconded by Commissioner Jacobson, and the motion was carried by a unanimous vote.

**PRESENTATION OF ACCOUNTS**

Utility Department Receiving Fund Voucher # 3651 through # 3659	\$221,080.43
General Fund Vouchers # 21034 through # 21058	\$384,850.17
Clearing Account Vouchers amounting to	<u>\$826,214.61</u>
<b>TOTAL EXPENDITURES</b>	<b><u>\$1,432,145.20</u></b>

On motion by Commissioner Faulhaber, seconded by Commissioner Warren, this resolution was adopted by a unanimous vote.

**PUBLIC COMMENT**

1. Harold Frederick – 1340 Oregon Rd – inquired why the minutes were changed from the July 16<sup>th</sup> meeting and why the low bid was not taken. Also asked why the City is getting involved with attendance issues at the schools.
2. Deb Risner – Principal at Michener Elementary School – gave some statistics on the attendance issue and explained why she supports the City in addressing this issue.

**COMMUNICATIONS**

**C-1. FINANCE** – Award for Outstanding Achievement in Popular Annual Financial Reporting.

**C-2. UTILITIES** – Emergency Repair to Sewer Vactor.

**REGULAR AGENDA**

**ORDINANCE**

**ORDINANCE 12-002**

**OPTION I**

**AN ORDINANCE TO CREATE SECTION 58-287 OF CHAPTER 58 OF THE ADRIAN CODE, ENTITLED "PARENTAL RESPONSIBILITY"**

Section 58-287. Parental Responsibility

- 1). A parent or guardian having physical custody of a minor child shall require the minor child to attend regular school sessions and to forbid the minor child to be absent from class without parental or school permission.
- 2). A parent or guardian having physical custody of a minor child shall ensure that the minor child arrives at school on time and does not have excessive tardies according to policies of the school where the minor child is attending.
- 3). A violation of this section is a misdemeanor punishable by not more than 90 days in jail or a fine of up to \$500.00, or both.

**OPTION II**

**AN ORDINANCE TO CREATE SECTION 58-287 OF CHAPTER 58 OF THE ADRIAN CODE, ENTITLED "PARENTAL RESPONSIBILITY"**

Section 58-287. Parental Responsibility

- 1). A parent or guardian having physical custody of a minor child shall require the minor child to attend regular school sessions and to forbid the minor child to be absent from class without parental or school permission.
- 2). A parent or guardian having physical custody of a minor child shall ensure that the minor child arrives at school on time and does not have excessive tardies. Excessive tardiness is defined as arriving to school late on over 20% of the school days.
- 3). A violation of this section is a misdemeanor punishable by not more than 90 days in jail or a fine of up to \$500.00, or both.

INTRODUCTION.....

SUMMARY PUBLISHED.....

ADOPTION.....

COMPLETE PUBLICATION.....

EFFECTIVE DATE.....

**Administrator Nelson explained that as things are now, the punishment is placed on the child as opposed to the parent, who is responsible for the whereabouts of the child. There was considerable discussion between Commission members as to how clearly defined this wording needs to be as well as what students and what schools would be involved.**

Motion was made by Commissioner Jacobson to adopt Option II of this Ordinance, seconded by Commissioner Warren, and adopted by a 4-3-0 vote.

Yays: Mayor DuMars and Commissioners Jacobson, Faulhaber and Berryman Adams

Nays: Commissioners Gallatin, Warren, and Carrico

Abstained: None

**RESOLUTIONS**

**R12-091**

**RE: Engineering Department – Complete Streets Initiative**

WHEREAS, “Complete Streets” are defined as a design framework for streets that accommodates all forms of travel, including vehicles, bicycles, personal mobility devices, transit and freight, as well as enables safe and convenient access for all users, including pedestrians, bicyclists, transit riders and drivers of all ages and abilities; and

WHEREAS, “Complete Streets” are achieved when transportation agencies routinely plan, design, construct, reconstruct operate and maintain the transportation network to improve travel conditions for motorists, bicyclists, pedestrians, transit and freight in a manner consistent with, and supportive of, the surrounding community; and

WHEREAS, streets that support and invite multiple users, including safe, active and ample space for pedestrians, bicycles and transit are more conducive to the public life and efficient movement of people than streets designed primarily to move automobiles; and

WHEREAS, increasing active transportation (e.g., walking, bicycling and use of public transportation) offers the potential for improved public health, economic development, a cleaner environment, reduced transportation costs, enhanced community connections, social equity, and more livable communities; and

WHEREAS, development of pedestrian, bicycle and transit infrastructure offers long-term cost savings and opportunities to create safe and convenient non-motorized travel; and

WHEREAS, "Complete Streets" principles have been and continue to be adopted nationwide at state, county and local levels in the interest of proactive planning and adherence to federal regulations that guide transportation planning organizations to promote multi-modal transportation options and accessibility for all users; and

WHEREAS, in response to the Complete Streets Initiative, the State of Michigan adopted an amendment (Public Act 134 of 2010) to the Planning Enabling Act stating that a community's master plan document shall include all components of a transportation system and their interconnectivity including streets and bridges, public transit, bicycle facilities, pedestrian ways, freight facilities and routes, port facilities, railroad facilities and airports, to provide for the safe and efficient movement of people and goods in a manner that is appropriate to the context of the community and, as applicable, considers all legal users of the public right-of-way; and

WHEREAS, the City Engineer, the Parks & Recreation Director and City Administrator recommend approval of this resolution.

NOW THEREFORE BE IT RESOLVED that the Adrian City Commission, by this resolution, declares its support for the concept and principles encompassed in the Complete Streets Initiative and directs that all planning processes impacted by its implementation, including the City's Comprehensive Land Use Master Plan, the Parks & Recreation Master Plan, and the transportation planning process fully incorporate the precepts of the Complete Streets Initiative.

**Commissioner Faulhaber was concerned that this will further restrict a City that has no major freeway.**

On motion by Commissioner Gallatin, seconded by Commissioner Berryman Adams, this resolution was adopted by a 6-1-0 vote.

Yays: Mayor DuMars and Commissioners Gallatin, Warren, Jacobson, Berryman Adams and Carrico

Nays: Commissioner Faulhaber

Abstained: none

#### **RESOLUTION R12-092**

**RE: DEPARTMENT OF FINANCE – PURCHASING POLICY AMENDMENT  
INCORPORATING LOCAL PREFERENCE POLICY**

WHEREAS, the current purchasing policy, as delineated in both the City Charter Chapter 12) and the Codified City Ordinances (Chapter 9), specifies, *Purchases shall be made from the lowest competitive bidder meeting specifications unless the Commission shall determine that the public interest will be better served by accepting a higher bid*; and

WHEREAS, the City Commission may determine that the public interest may be better served when qualified local vendors submit bids that are within a reasonable margin of the lowest bidder; and

WHEREAS, among those factors providing a rationale for selecting other than the lowest bidder in favor of a local preference include:

- the extra-value of after-purchase service and support that a local vendor may contribute for certain products and services,
- local vendors support local government and local schools through the property taxes they pay,
- local vendors support the local economy through private employment opportunities; and

WHEREAS, the Adrian City Commission, by Resolution # R04-108 dated July 6, 2004, adopted a Purchasing Policy Amendment Incorporating a Local Preference Policy clause (to be directed primarily at commodities purchased by the City of Adrian) that appropriately balances the inherent economies afforded by consistent selection of the low bid with the aforementioned advantages of purchasing from local businesses; and

WHEREAS, the Adrian City Commission, by Resolution # R04-126 dated August 2, 2004, expanded the application of the Local Preference Policy to encompass services, commodities and public improvements purchased by the City of Adrian; and

WHEREAS, following review of the Local Preference Policy at a Commissioner work session held on July 30, 2012, several changes have been incorporated, including:

- increasing the dollar amount above which sealed bids are required from \$5,000 to \$10,000, consistent with the spending authority of the City Administrator as specified in the annual General Appropriations Act,
- eliminating the countywide preference policy, which extended the policy to Lenawee County businesses outside the City of Adrian at one-half the allowed differential, and
- eliminating the Reciprocity Agreement with other local units of government, due to the fact they have not taken advantage of it during the past eight years.

WHEREAS, the City Administrator and Finance Director recommend adoption of the amended Local Preference Policy.

NOW THEREFORE BE IT RESOLVED that the Adrian City Commission by this resolution hereby adopts the attached amended Local Preference Policy.

On motion by Commissioner Carrico, seconded by Commissioner Faulhaber, this amended resolution was adopted by a unanimous vote.

### **RESOLUTION R12-093**

**RE: DEPARTMENT OF PUBLIC WORKS – Downtown Four Corners Intersection  
Emergency Repairs**

WHEREAS, on behalf of the Department of Public Works, the City of Adrian Purchasing Office has solicited and received bids on Thursday, July 26 for emergency repairs to the four corners intersection in the downtown business district; and

WHEREAS, in response to a Request-for-Proposal, a total of four (4) bids were received from the following vendors, with the following results:

ITEM	Slusarski Adrian, MI	Gerken Paving Napoleon OH	Atlas Paving Toledo, OH	Michigan Paving Jackson MI
C&G F-4 170 LF	\$ 4,250.00	\$ 4,250.00	\$ 5,253.00	\$ 3,655.00
Sidewalk, Rem 0 syd	\$ 0.00 \$6.95 syd	\$ 0.00 \$28.35 syd	\$ 0.00	\$ 0.00 \$50.00 syd
Sidewalk, 4- inch 1200sft	\$ 5,400.00	\$ 6,720.00	\$ 5,880.00	\$ 6,000.00
Sidewalk Ramp 400 sft	\$ 2,340.00	\$ 2,900.00	\$ 2,680.00	\$ 2,400.00
Warning Surface 48 ft	\$ 1,968.00	\$ 1,920.00	\$ 2,467.20	\$ 2,160.00
HMA, 3C 70 ton	\$ 5,456.00	\$ 9,240.00	\$ 9,100.00	\$ 10,150.00
HMA, 4C 70 ton	\$ 5,851.30	\$ 9,940.00	\$ 9,450.00	\$ 10,150.00
Stamped Asphalt 880 sf	\$ 7,700.00	\$ 7,480.00	\$ 9,284.00	\$22,440.00
Dr. Structure Cover, adj 0 each	\$ 495.00 each	\$ 725.00 each		\$ 450.00 each
Gate Box, Adjust	\$ 250.00 each	\$ 130.00 each		\$ 400.00 each
<b>TOTAL</b>	<b>\$ 32,965.80</b>	<b>\$ 42,450.00</b>	<b>\$ 44,114.20</b>	<b>\$ 56,955.00</b>

; and

WHEREAS the City Engineer and City Administrator recommend selection of the low bidder, Slusarski Excavating & Paving Company, Adrian, MI, and engagement in the City's Standard Professional Services Contract to implement the Downtown Four Corners Emergency Repair Project at a cost not to exceed \$32,965.80; and

WHEREAS the Finance Director indicates that, because of the emergency nature of the circumstances that led to the project, the project was not anticipated in the Capital Budget and, therefore, recommends that available Major Street Fund (202) Unreserved/Unassigned Fund Balance be appropriated to fund this project and that the FY2012-13 Budget be amended, accordingly.

NOW THEREFORE BE IT RESOLVED that the Adrian City Commission, by this resolution, hereby authorizes the acceptance of the low bid and engagement of Slusarski

Excavating and Paving, Adrian, MI in the City's Standard Professional Services Contract to implement the Downtown Four Corners Emergency Repair Project at a cost not to exceed \$32,965.80.

BE IT FURTHER RESOLVED that \$32,966 be appropriated from the Major Street Fund Unreserved/Unassigned Fund Balance (202-000.00-390.000) and that the FY2012-13 Budget be amended as follows:

<b>Major Street Fund (202)</b>		
<b>Revenue:</b>		<u><b>Amount</b></u>
(202-000.00-697.000)	Prior Years' Revenue	\$32,966
<b>Expenditures:</b>		
(202-451.00-801.000)	Misc. Road Construction	<u>32,966</u>
	Total	<u>\$ -0-</u>

On motion by Commissioner Carrico, seconded by Commissioner Jacobson, this resolution was adopted by a unanimous vote.

#### **RESOLUTION R12-094**

#### **RE: DEPARTMENT OF ENGINEERING–North Toledo Street Parking Lot – LED Globes**

WHEREAS, the Adrian City Commission, by resolution # R11-032 dated April 4, 2011, accepted a \$280,000 Grant Award for the Farmers' Market Improvement Project (Project No. MSC 210012-FMK) under the Michigan Community Development Block Grant (CDBG) Farm to Food Grant Program, with a commitment to fund the \$60,000 local matching requirement; and

WHEREAS, the Finance Director indicates that the City of Adrian local match requirement will be met by paving the North Toledo Street Parking Lot utilizing funds from the Auto Parking Fund Capital Improvement Account (585-546.00-975.000); and

WHEREAS, the Adrian City Commission, by resolution# R12-058 dated May 21, 2012, authorized the selection of Gerken Paving, Napoleon, OH for engagement in the City's Standard Professional Services for the aforementioned parking lot improvements at an amount not to exceed \$52,080; and

WHEREAS, the Purchasing Office, in conjunction with the City Engineer, solicited and received seven (7) competitive bids on May 17, 2012 for fourteen (14) LED Globes for the North Toledo Street Parking Lot, same type and style as those previously purchased for the South Toledo Street Parking Lot; and

WHEREAS, one vendor submitted an alternate bid which, although lower, did not conform to the bid specifications and, therefore, was eliminated from consideration; and

WHEREAS, when presented to the City Commission on June 4, 2012, a unanimous vote was taken to rebid the project, allowing all vendors to submit an alternate bid; and

WHEREAS the rebid was undertaken by the Purchasing Office and bids were received on Tuesday, July 31, 2012 with the following results:

BIDDER	Heritage Casting LED Lights	Alternate	Delivery
American Copper & Brass Hillsdale, MI	\$ 943.00 each \$ 13,202.00		70 calendar days
Terry Hicks Adrian, Michigan	\$ 1,227.00 each \$ 17,178.00	\$ 774.50 each \$ 10,843.00 Lumecon	8 – 10week Alt: 14 days
McGowan Electric Adrian, MI	\$ 963.55 each \$ 13,489.70	\$ 839.37 each \$ 11,751.18 Midwest Circuits	40 – 50 calendar days
Standard Electric Jackson, MI	\$ 995.00 each \$ 13,930.00	\$ 850.00 each \$ 11,900.00 Midwest Circuits	70 calendar days
Englewood Electric Adrian MI	\$ 1,030.00 each \$ 14,420.00	\$ 885.00 each \$ 12,390.00	50 calendar days

; and

WHEREAS, the City Engineer and City Administrator recommend the selection of McGowan Electric, Madison Township, MI, for engagement in the City's Standard Professional Services Contract for the purchase of fourteen (14) LED Globes for the North Toledo Street Parking Lot at an amount not to exceed \$11,751.18 (compared to the previous bid recommendation of \$18,340 from American Copper & Brass, Hillsdale, MI); and

WHEREAS, the Finance Director indicates that sufficient funds are available for this purpose in the Auto Parking Fund (585) FY2012-13 Budget (585-546.00-776.291).

NOW THEREFORE BE IT RESOLVED that the Adrian City Commission, by this resolution, hereby authorizes the selection of McGowan Electric, Madison Township, MI, for engagement in the City's Standard Professional Services Contract for the purchase of fourteen (14) LED Globes for the North Toledo Street Parking Lot at an amount not to exceed \$11,751.18

On motion by Commissioner Warren, seconded by Commissioner Berryman Adams, this resolution was adopted by a unanimous vote.

#### RESOLUTION R12-095

RE: CITY COMMISSION – Charitable Gaming License for the Daily Bread of Lenawee

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

Called to order by Mayor Greg DuMars on August 6, 2012 at 7:00 PM.

The following resolution was offered:

Moved by Commissioner Carrico and supported by Commissioner Warren

That the request from The Daily Bread of Adrian

Be considered for approval  
(Approval or Disapproval)

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

It is the consensus of this legislative body that the application be:

Recommended for issuance  
(Recommended or Not Recommended)

State of Michigan \_\_\_\_\_)

County of Lenawee \_\_\_\_\_)

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

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

A regular meeting held on August 6, 2012.  
(Regular or Special) (Date)

Pat Baker  
(Township, City or Village Clerk)

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

#### PUBLIC COMMENTS

1. D'Angelo Boone – Pastor of Pentecostal Church of God – would like to do a block party for the community and would like to close a street to do so. Will submit a formal appeal at the August 20<sup>th</sup> Commission meeting
2. Steve Rosales – El Chaps Restaurant – expressed his dissatisfaction with the change to the parking lot behind his restaurant; with it's renovation, he has lost 12 parking

spots due to the new regulations. Administrator Nelson stated that someone would come out and measure the lot.

3. Harold Frederick – 1340 Oregon Rd – felt we should not only reach out to new people and businesses but should also help the ones we currently have.
4. Allen Kern – 1249 Vine St – inquired about the lack of progress with the buildings on Winter and Maumee downtown and still feels we need a traffic light at Main and Maumee.
5. KZ Bolton – County commissioner – Invited the Commission to the Maurice Spear Campus on September 15<sup>th</sup> at 2:00pm for their 50<sup>th</sup> Anniversary celebration.

#### **COMMISSIONER COMMENTS**

1. Commissioner Warren felt that the ordinance that was adopted this evening should follow the school policy.
2. Commissioner Berryman-Adams commented on how enjoyable the 1<sup>st</sup> Fridays are; felt they offered a wonderful variety to the community.
3. Commissioner Faulhaber was concerned about Mr. Rosales' parking lot; he is very glad that staff is looking into it.
4. Commissioner Gallatin commended Mike Leonard from Coin-op for all that he did for the Kubalek Fundraiser; he was most generous in donating hot dogs, buns, pop and other items

The next regular meeting of the Adrian City Commission will be held on Monday, August 20, 2012 at 7:00 p.m. in the City Chambers Building, 159 E. Maumee St, Adrian, MI 49221.

Greg DuMars  
Mayor

Pat Baker  
City Clerk



# CHECK REGISTER

August 20, 2012

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

  
\_\_\_\_\_  
Dane C. Nelson  
City Administrator

DCN: 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 # 3660 through # 3666 .....	\$113,247.94
General Fund	
Vouchers # 21059 through # 21076 .....	\$307,391.85
Clearing Account Vouchers	
amounting to.....	<u>\$1,616,936.57</u>
TOTAL EXPENDITURES .....	<u>\$2,037,576.36</u>

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

AUGUST 20, 2012

GENERAL FUND  
CHECK REGISTER

CHECK#	AMOUNT	PAYEE	DESCRIPTION
21059	\$ 224,208.64	City of Adrian Payroll	Payroll Aug 3
21060	\$ 16,230.21	First Federal Bank	Soc. Sec. Aug 3 Payroll
21061	\$ 30.60	Cynthia Reynolds	Refund-Recycle
21062	\$ 36,497.64	Lenawee Fuels Inc	Fuel purchase
21063	\$ 807.23	Consumers Energy	Various Electric Bills
21064	\$ 200.00	Margaret Gritzmaker	Recreation Refund
21065	\$ 221,724.90	City of Adrian Clearing	Ck Register Aug 6
21066	\$ 3,778.64	Quick Service Transportation	Payroll w/e Aug 4
21067	\$ 48.33	Fay Reaume	Trash Refund
21068	\$ 13,124.04	Consumers Energy	Various Electric Bills
21069	\$ 1,687.55	Citizens Gas Fuel	Various Heat Bills
21070	\$ 308.97	Frontier	Various Phone Bills
21071	\$ 6,672.54	City of Adrian Utilities	Various Water Bills
21072	\$ -	City of Adrian Stormwater	EFT Transfer
21073	\$ -	City of Adrian Utilities	EFT Transfer
21074	\$ 15.00	City of Adrian Utilities	Transfer payment
21075	\$ 273.50	City of Adrian Petty Cash	Petty Cash
21076	\$ 3,508.96	Quick Service Transportation	Payroll w/e Aug 11

\$ 529,116.75

\$ (221,724.90) Less: CK# 21065

\$ 307,391.85

AUGUST 20, 2012

**AUGUST 20, 2012**

**UTILITIES FUND  
CHECK REGISTER**

<b>CHECK#</b>	<b>AMOUNT</b>	<b>PAYEE</b>	<b>DESCRIPTION</b>
3660	\$63,436.20	City of Adrian Payroll	Payroll Aug. 3
3661	\$14,758.10	Consumers Energy	Various Electric Bills
3662	\$156,874.78	City of Adrian Clearing	Check Register Aug. 6
3663	\$34,438.22	City of Adrian	Month End Transfers
3664	\$215.53	Consumers Energy	Various Electric Bills
3665	\$214.71	Citizens Gas Fuel	Various Heat Bills
3666	\$185.18	City of Adrian Utilities	Water Bill
	<b>\$270,122.72</b>		
	<b>-\$156,874.78</b>	<b>CK 3662 Clearing</b>	
	<b>\$113,247.94</b>	<b>TOTAL</b>	

AUGUST 20, 2012

EXP CHECK RUN DATES 08/20/2012 - 08/20/2012  
BOTH JOURNALIZED AND UNJOURNALIZED  
BOTH OPEN AND PAID

Claimant	Amount Claimed	Amount Owed	Amount Rejected
1. ABSOPURE WATER COMPANY	42.00		
2. ACE-TEX ENTERPRISES, INC	301.05		
3. ERIC ADAMS	35.97		
4. THOMAS ADAMS	125.00		
5. CITY OF ADRIAN	20,903.24		
6. ADRIAN COMMUNICATIONS	2,100.00		
7. ADRIAN DESIGN GROUP LLC	287.82		
8. ADRIAN LOCKSMITH & CYCLERY	23.19		
9. ADRIAN MECHANICAL SERVICES CO	458.00		
10. ADRIAN WATER CONDITIONING INC	19.50		
11. ADRIAN-TECUMSEH FENCE CO	1,420.40		
12. ADVANCE AUTO PARTS COMMERCIAL CHRG	21.98		
13. AIRGAS USA, LLC	187.79		
14. ALLIED WASTE SERVICES #259	1,333.92		
15. ALLIED WASTE SERVICES	58.50		
16. KATHRYN ALLINGHAM	15.00		
17. AMAZON CREDIT PLAN	759.05		
18. AMERICAN WATER WORKS ASSN	170.00		
19. APPLE MAT RENTAL	213.20		
20. ARCHBOLD EQUIPMENT CO	114.24		
21. AUTO ZONE COMMERCIAL	146.35		
22. BAKER & TAYLOR BOOKS	938.42		
23. BANK OF NEW YORK MELLON	1,375,186.97		
24. VIRGINIA BARRETT	140.00		
25. BATTERY WHOLESALE	8.72		
26. KRISTIN BAUER	20.00		
27. BEAUBIEN INC.	3,868.50		
28. MICHELLE BEDDINGFIELD	20.00		
29. GREG BELL CHEVROLET CADILLAC INC	694.11		
30. BELL EQUIPMENT CO	214.16		
31. BEST WAY INC	296.99		
32. BIGSIGNS.COM	133.00		
33. BILL'S SERVICE, INC.	45.32		
34. ROBERT BISHOP	240.67		
35. BLACK SWAMP EQUIPMENT	87.98		
36. BRAKES-N-MORE	1,442.81		
37. BREAKING AWAY CAFE	224.90		
38. KATHLEEN BREVOORT	15.00		
39. BS&A SOFTWARE	5,185.00		
40. BWI	61.53		
41. JEANNE CARIS	180.00		
42. CARTER LUMBER	633.75		
43. CENTURY EQUIPMENT	447.05		
44. CHARLESBRIDGE PUBLISHING, INC.	12.71		
45. CLARKE ENVIRONMENTAL	5,332.80		
46. CLEAN CARE INC	4,429.00		
47. C-N CONSTRUCTION SUPPLIES INC	331.72		
48. COAST TO COAST DELI	53.25		
49. CUTLER DICKERSON CO	349.57		

EXP CHECK RUN DATES 08/20/2012 - 08/20/2012  
BOTH JOURNALIZED AND UNJOURNALIZED  
BOTH OPEN AND PAID

Claimant	Amount Claimed	Amount Owed	Amount Rejected
50. CUTTING EDGE ENGRAVING	672.00		
51. D&P COMMUNICATIONS, INC.	1,674.12		
52. THE DAILY TELEGRAM	170.00		
53. JERRY DAVIS	20.00		
54. DETROIT ELEVATOR COMPANY	144.00		
55. THE DETROIT NEWS	168.02		
56. DETROIT PUMP & MFG COMPANY	148.87		
57. DAVE DICKERSON	125.00		
58. MARGARET DICKERSON	140.00		
59. JACK DOHENY SUPPLIES INC	13,115.00		
60. DREXELBROOK	1,390.22		
61. JOE DUBINA	65.62		
62. E & B SALVAGE LLC	31.70		
63. STEVE EBERLE	20.00		
64. SHIRLEY EHNIS	21.66		
65. ANDREA EVERINGHAM	15.00		
66. FASTENAL COMPANY	1,041.47		
67. CAROLYN FISHER	165.00		
68. FISHER SCIENTIFIC COMPANY LLC	268.19		
69. GALE	276.29		
70. GALLANT & SON	206.30		
71. J.O. GALLOUP COMPANY	1,086.97		
72. GALL'S INC	626.49		
73. MARK GIGAX	20.00		
74. LISA MARIE GILLIN	140.00		
75. ANN GOODACRE	140.00		
76. GOODREMONT'S INC	73.60		
77. GORDON FOOD SERVICE	882.36		
78. GOVCONNECTION INC	7,608.84		
79. GOVT FINANCE OFFICERS ASSOC	150.00		
80. GRAINGER INC.	500.10		
81. DENISE GRITZMAKER	20.00		
82. H & H REPAIR	228.75		
83. HACH COMPANY	156.80		
84. HADDEN TIRE COMPANY	1,695.00		
85. SUE HENRY	125.00		
86. BARBARA HERD	125.00		
87. SHANE HORN	20.00		
88. HUBBARD'S AUTO CENTER INC	493.83		
89. I C M A VANTAGE POINT	5,371.35		
90. ICMA RETIREMENT CORPORATION	158.68		
91. INFOGEOGRAPHICS INC	570.00		
92. INGRAM LIBRARY SERVICES	300.05		
93. INTERNATIONAL CITY-COUNTY	443.58		
94. INTOXIMETERS, INC	86.95		
95. J & B MEDICAL SUPPLY	304.56		
96. J T OVERHEAD DOORS	370.11		
97. JADE SCIENTIFIC INC	243.12		

EXP CHECK RUN DATES 08/20/2012 - 08/20/2012  
BOTH JOURNALIZED AND UNJOURNALIZED  
BOTH OPEN AND PAID

Claimant	Amount Claimed	Amount Owed	Amount Rejected
98. JONES & HENRY ENGINEERS, LTD.	3,741.86		
99. JONES CHEMICALS, INC.	3,228.40		
100. KARLE NURSERY & LANDSCAPING LLC	1,200.00		
101. LESLIE KEANE	94.26		
102. ERIC KELLY	20.00		
103. KEMIRA WATER SOLUTIONS INC	3,380.70		
104. RUTH KNAUSS	140.00		
105. KONICA MINOLTA BUSINESS SOLUTIONS	190.45		
106. BRENT KUBALEK	23.98		
107. KUHLMAN CORP.	650.00		
108. JOHN KUSCHELL	15.00		
109. KUSSMAUL ELECTRONICS CO, INC.	257.42		
110. LANSING SANITARY SUPPLY INC	205.58		
111. LEGACY PRINTING	301.60		
112. LENAWEE COUNTY PRINTER	27.30		
113. LENAWEE TIRE & SUPPLY CO, INC.	117.54		
114. Lenco PAINTING, INC.	1,125.00		
115. LEXIS NEXIS RM INC	150.50		
116. LIFELOC TECHNOLOGIES INC	33.00		
117. LONG'S OUTDOOR POWER	17.98		
118. LYDEN OIL COMPANY	1,401.70		
119. M B ELECTRIC LLC	271.00		
120. JEAN MACNAUGHTON	125.00		
121. MANPOWER OF LANSING MI INC.	1,228.50		
122. MAPLE CITY GLASS INC.	768.68		
123. SUSAN MCELFRISH	180.00		
124. MARLENE MCKIMMY	125.00		
125. RONALD MCKIMMY	125.00		
126. MECHANICAL EXTREMES HEATING & COOL	65.00		
127. MICHIGAN AMATEUR SOFTBALL	51.00		
128. MICHIGAN ASSESSOR'S ASSN	600.00		
129. MICHIGAN BUILDING SPECIALTIES	3,175.00		
130. MICHIGAN LIBRARY ASSOC	85.00		
131. MICHIGAN RURAL WATER ASSOC	450.00		
132. MICHIGAN RURAL WATER ASSOC	125.00		
133. MICHIGAN SECTION-AWWA	1,055.00		
134. STATE OF MICHIGAN	100.00		
135. STATE OF MICHIGAN	511.50		
136. MICHIGAN TBA DISTRIBUTORS INC	89.90		
137. MICROMARKETING LLC	1,619.34		
138. MIDWEST COLLABORATIVE FOR	1,554.06		
139. MIDWEST SCULPTURE INITIATIVE	100.00		
140. MIDWEST TAPE	298.59		
141. ELEANOR MITCHELL	125.00		
142. MUGS N' MORE IMAGING	120.00		
143. MUNICIPAL WEB SERVICES	992.50		
144. MYGRANTS TIRE CO., INC.	2,579.82		
145. NATURAL SAND COMPANY	9,978.80		
146. EILEEN NEGUS	115.00		

EXP CHECK RUN DATES 08/20/2012 - 08/20/2012  
BOTH JOURNALIZED AND UNJOURNALIZED  
BOTH OPEN AND PAID

Claimant	Amount Claimed	Amount Owed	Amount Rejected
147. NELSON TREE SERVICE INC	8,202.48		
148. NEXT STEP	43.00		
149. NORON INC	393.00		
150. NORTH EASTERN UNIFORMS & EQUIPMENT	91.98		
151. SUE NORTH	125.00		
152. BARB NOWLAND	165.00		
153. OMNIGRAPHICS INC.	163.70		
154. LYDIA OPRSAI	125.00		
155. ORIENTAL TRADING CO. INC.	45.75		
156. MIKE OSBORN	20.00		
157. OSBURN ASSOCIATES INC	2,073.00		
158. PARAGON LABORATORIES INC	165.00		
159. RONALD PARKER	125.00		
160. SUZANNE PARKER	125.00		
161. DAVID PATE	320.00		
162. PEERLESS SUPPLY INC	593.67		
163. PEST PATROL	45.00		
164. PIONEER MANUFACTURING CO.	1,550.00		
165. MICHAEL PRATT	100.00		
166. PREIN & NEWHOF ENGINEERS	272.00		
167. PRESORT SERVICES INC	1,086.55		
168. GLENN PRESTON	20.00		
169. KATHLEEN PRYOR	140.00		
170. QUALITY BOOKS INC	17.56		
171. QUICK SERVICE TRANSPORTATION	562.90		
172. QUILL CORPORATION	904.10		
173. CHRISTOPHER QUINLAN	50.00		
174. R & R COLLISION CENTER INC	193.89		
175. RECORDED BOOKS LLC.	495.00		
176. RED PAINT PRINTING LLC	444.75		
177. CAROL RIES	165.00		
178. THOMAS RINEY	35.97		
179. TIM RITCHIE	20.00		
180. SAFETY KLEEN SYSTEMS, INC	100.60		
181. DOROTHY A SCHMIDT	100.00		
182. SCHUG CONCRETE CONSTRUCTION INC	1,331.04		
183. TODD SEIDELL LLC	200.00		
184. SHERWIN-WILLIAMS CO	236.96		
185. SIELER CONSTRUCTION INC	29,134.00		
186. SIGNAL 88 SECURITY, INC	2,635.01		
187. JANE SMITH	165.00		
188. LARRY SMITH	15.00		
189. PEGGY SNEAD	125.00		
190. SPHERE PROJECT MANAGEMENT	185.03		
191. STAPLES CREDIT PLAN	579.99		
192. STEVENS DISPOSAL	963.70		
193. STEVENSON LUMBER, INC.	1,418.03		
194. JEFFREY A. STICKNEY, DO,PC	786.08		

EXP CHECK RUN DATES 08/20/2012 - 08/20/2012  
BOTH JOURNALIZED AND UNJOURNALIZED  
BOTH OPEN AND PAID

Claimant	Amount Claimed	Amount Owed	Amount Rejected
195. STITCH WIZARD EMBROIDERY INC	536.00		
196. SUPERIOR UNIFORM SALES INC.	343.69		
197. TECHCORE LLC	195.16		
198. TETRA TECH INC	3,480.00		
199. THOMAS SCIENTIFIC, INC	1,213.30		
200. MATT TOMASZEWSKI	20.00		
201. CARLOS TORRES	30.00		
202. TRACTOR SUPPLY COMPANY	17.98		
203. PAUL TRINKA	20.00		
204. TSP SERVICES INC	6,000.00		
205. U S POSTMASTER	1,800.00		
206. UNC SCHOOL OF GOVERNMENT	3,500.00		
207. UNIQUE PAVING MATERIALS CORP	5,342.48		
208. UNITED PARCEL SERVICE	27.23		
209. UTILITIES REDUCTION SPECIALISTS INC	142.02		
210. UV DOCTOR LAMPS LLC	1,578.34		
211. VAN BRUNT TRANSPORT INC	2,555.94		
212. VERIZON WIRELESS	593.40		
213. WEPHOTO LLC	100.00		
214. WESTERN LIME CORPORATION	16,085.34		
215. RYAN WHITE	20.00		
216. WILT BUILDERS	25.00		
217. WOODLANDS LIBRARY COOPERATIVE	2,370.26		
***TOTAL ALL CLAIMS***	1,616,936.57		



# COMMUNICATIONS

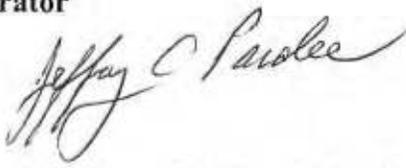


## MEMO

135 E. Maumee St. Adrian, Michigan 49221

**DATE:** August 9, 2012

**TO:** Hon. Greg DuMars, Mayor  
City Commission  
Dane C. Nelson, City Administrator

**FROM:** Jeffrey C. Pardee, C.P.F.O.  
Finance Director 

**SUBJECT:** City of Adrian FY2011-12 Year-End Unaudited Financial Report

Please find attached the Year-End Unaudited Financial Report for the City of Adrian for Fiscal Year 2011-12. As of June 30, 2012, actual General Fund Revenue - \$9,928,214 - exceeded Expenditures - \$9,566,425 by \$361,789.

In accordance with the Uniform Budgeting Act (Public Act 621 of 1978) for Local Units of Government, variances from budget are identified and explained in the attached FY2011-12 Year-End Unaudited Financial Report. A reconciliation of all budget amendments, including General Fund Contingency, is presented on Page 11 of the Financial Report.

The single most significant factor affecting FY2010-11 financial operations was a shortfall (\$173,153) in Real Property Tax collections. Successful Michigan Tax Tribunal (MTT) appeals adversely impacted Real Property Tax collections. These shortfalls were partially offset by unanticipated revenue from oil leases - \$160,000 - negotiated by the City Administrator. Additional savings are due to the implementation of the Health Reimbursement Account Program -\$43,295- and a reduction in the City's cost of Health Care due to increased employee contributions -\$177,000. These savings are partially offset by accumulated leave payoffs to departing employees related to planned budget reductions; the full benefit of savings will occur in FY2012-13.

The auditors have completed their review of FY2011-12 financial records and have submitted recommended adjustments. Once the resulting journal entries have been processed, year-end audited reports will be produced and an updated General Fund-Fund Balance Report will be provided.

In addition to the General Fund, all other Governmental (Special Revenue, Debt Service, and Capital Projects Funds) and Proprietary (Enterprise Funds, e.g., Water and Sewer Funds and Internal Service Funds, e.g., Information Technology and Motor Pool Funds) have been included in the Financial Report. With certain exceptions, these funds are consistent with the budget as amended. Funds that concluded the year with an increase in Fund balance due to operating revenues exceeding expenses are listed as follows:

Major Street Fund	Local Street Fund	Municipal Street Fund
Fee Estate Fund	Economic Development Fund	DDA Debt Fund
Downtown Development Authority	Brownfield Redevelopment Auth.	Auto Parking Fund
Vibrant Small Cities Grant Fund	Water Capital Projects Fund	Transportation Fund
Sewer Capital Projects Fund	Sewer Fund	Water Fund
Solid Waste Fund	Capital Projects Revolving Fund	Perpetual Care Fund

It Should be noted that the 1992 Streetscape Loan (\$1,025,000) in the DDA Fund has been retired and that the remaining fund balance will be transferred to the DDA-TIF Fund, which has been financing the loan. A brief explanation of selected funds with anticipated variances follows:

**OMNI Fund (267):**

Expenditures exceed revenue by \$31,868. Sufficient fund balance is available to cover the shortfall.

**Community Development Fund (275)**

Expenditures exceed revenue by \$29,850 due to involuntary retirement of Housing Rehab Manager and related payoff of accumulated vacation and sick pay. Sufficient fund balance is available to cover the shortfall. It should be noted that, due to inactivity, this fund will be closed and residual assets transferred to the General Fund in FY2012-13.

**Downtown Development Authority – Tax Increment Finance Authority Fund (281):** Expenditures exceed revenue by \$6,413 due to the aforementioned tax appeals and expenditures for the DDA Façade Program. Sufficient fund balance is available to cover the shortfall. Because the auditor combines this fund with the DDA Fund, the presentation of the Component Unit will not reflect a negative variance in the Comprehensive Annual Financial Report (CAFR).

**L DFA-GAIDC Fund (282):** The Local Development Finance Authority was the recipient of about \$340,000 (\$307,000 in FY2007-08 and \$33,000 in FY2008-09) from the disposition of assets due to the dissolution of the Greater Adrian Industrial Development Corporation. These funds are being drawn upon to fund the City's Economic Development efforts, which amounted to \$10,407 in FY2011-12. As authorized in the FY2012-13 General Appropriations Act, this fund will be consolidated with the General Fund in the new budget year.

**Vibrant Small Cities Grant Fund (283):** This Fund covers a multi-year program effort to provide two-way streets downtown, blight reduction and façade improvements. With the completion of grant funded activities, The Vibrant Small Cities Grant Fund will be closed in FY2012-13, with remaining liquid assets returned to the Major Street Fund, which provided the original matching funds for the Two-Way Street Project.

**Storm Water Utility Fund (598):** This Fund ended the year with a (\$89,036) shortfall, better than the (\$165,921) planned use of fund balance included in the Amended Budget. Sufficient fund balance is available to cover the shortfall.

**Information Technology Fund (661):** This Internal Service Fund was established in FY2005-06 to provide a mechanism to depreciate and replace IT equipment on a rational basis. A planned draw down on fund balance was contemplated in the FY2011-12 fiscal year; user rates were reduced in the FY2009-10 Budget to help offset property tax revenue constraints and have been continued at the reduced level into the current fiscal year. Although the original budget planned on a (237,408) draw, the Amended Budget increased that amount to (\$484,040) to accommodate the BS&A.Net Finance/Assessing/Tax/Utility Billing Upgrade and the Pictometry Project. The actual draw on Fund Balance amounts to (\$163,965).

**Perpetual Care Fund (711):** This Expendable Trust Fund was established to invest funds derived from Cemetery operations (sale of grave sites, burials, engravings, etc., as well as donations) for the purpose of funding Cemetery grounds maintenance in perpetuity. Annually, interest earnings are transferred from the Perpetual Care Fund to the General Fund for this purpose; the FY2011-12 Budget estimated \$40,000, however, only \$30,972 interest was earned and transferred due to low interest rates. On the other hand, because of a gain in market value of those investments, Fund Balance increased \$54,297.

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

CITY OF ADRIAN  
 FY2011-12 SUMMARY YEAR-END FINANCIAL REPORT (Unaudited)  
 June 30, 2012

FUND/DEPARTMENT	FY2011-12 ADOPTED BUDGET	FY2011-12 AMENDED BUDGET	AMENDED over/(under) ADOPTED	YEAR-TO-DATE ACTUAL	VARIANCE		EXPLANATION
					ACTUAL TO AMENDED AMOUNT	PERCENT	
<b>GENERAL FUND REVENUE (101):</b>							
<b>Revenues</b>							
<b>Dept 101.00: CITY COMMISSION</b>							
489.000 Misc. City Promotions	\$100	\$100	\$0	\$0	(\$100)	-100.0%	
<b>Total - Dept 101.00</b>	<b>\$100</b>	<b>\$100</b>	<b>\$0</b>	<b>\$0</b>	<b>(\$100)</b>	<b>-100.0%</b>	
<b>Dept 172.00: CITY ADMINISTRATOR</b>							
532.000 ADMINISTRATION INCOME	\$200	\$200	\$0	\$40	(\$160)	-80.0%	
672.000 OIL LEASE PROCEEDS	0	160,000	160,000	160,000	0	0.0%	
673.000 RENT-ADRIAN TRNG SCHOOL	0	0	0	3,000	3,000		
695.000 OTHER	0	0	0	280	280		
<b>Total - Dept 209.00</b>	<b>\$200</b>	<b>\$160,200</b>	<b>\$160,000</b>	<b>\$163,320</b>	<b>\$3,120</b>	<b>1.9%</b>	
<b>Dept 201.00: FINANCE DEPARTMENT</b>							
445.000 PENALTIES & INTEREST ON TAXES	\$70,000	\$50,000	(\$20,000)	\$62,486	\$12,486	25.0%	
480.000 DOG LICENSES	2,000	100	(1,900)	87	(13)	-13.0%	
607.000 TAX COLLECTION FEES	220,000	200,000	(20,000)	192,109	(7,891)	-3.9%	
664.000 INVESTMENT INCOME	140,000	60,000	(80,000)	50,667	(9,333)	-15.6%	Market Rates
685.000 CHANGE IN FAIR MARKET VALUE	0	0	0	(1,957)	(1,957)		
676.133 CONTRIB.-INDIRECT COST ALLOCATION	135,215	135,215	0	135,215	0	0.0%	
685.000 SALE OF EQUIPMENT	5,000	5,000	0	0	(5,000)	-100.0%	
695.000 OTHER	0	0	0	425	425		
696.000 CASH OVER/SHORT	0	0	0	(346)	(346)		
<b>Total - Dept 201.00</b>	<b>\$572,215</b>	<b>\$450,315</b>	<b>(\$121,900)</b>	<b>\$438,686</b>	<b>(\$11,629)</b>	<b>-2.6%</b>	
<b>Dept 209.00: CITY ASSESSOR</b>							
444.000 PRINCIPLE RES. DENIAL PENALTY	\$2,000	\$4,000	\$2,000	\$2,032	(\$1,968)	-49.2%	
488.000 CONTRACT SERVICES REVENUE	100	100	0	0	(100)	-100.0%	
<b>Total - Dept 209.00</b>	<b>\$2,100</b>	<b>\$4,100</b>	<b>\$2,000</b>	<b>\$2,032</b>	<b>(\$2,068)</b>	<b>-50.4%</b>	
<b>Dept 210.00: CITY ATTORNEY</b>							
488.000 CONTRACT SERVICES	\$11,000	\$11,000	\$0	\$11,004	\$4	0.0%	
488.275 CONTRACT SERVICES-COM DEV	0	2,000	2,000	3,000	1,000	50.0%	
490.000 LEGAL SERVICES	100	100	0	672	572	572.0%	
<b>Total - Dept 210.00</b>	<b>\$11,100</b>	<b>\$13,100</b>	<b>\$2,000</b>	<b>\$14,676</b>	<b>\$1,576</b>	<b>12.0%</b>	
<b>Dept 215.00: CITY CLERK</b>							
454.000 JUNK DEALERS & SCAVENGERS	\$500	\$500	\$0	\$0	(\$500)	-100.0%	
458.000 VENDORS-HAULERS & PEDDLERS	1,300	1,300	0	200	(1,100)	-84.6%	
459.000 AMUSEMENTS	2,500	2,500	0	2,135	(365)	-14.6%	
460.000 BOWLING & BILLIARDS	100	100	0	55	(45)	-45.0%	
608.000 SCHOOL ELECTION FEES	4,000	4,000	0	0	(4,000)	-100.0%	
644.000 PRINTED MATERIALS	100	100	0	(3,435)	(3,535)	-3535.0%	
695.000 OTHER	1,100	1,100	0	780	(320)	-29.1%	
<b>Total - Dept 215.00</b>	<b>\$9,600</b>	<b>\$9,600</b>	<b>\$0</b>	<b>(\$265)</b>	<b>(\$9,865)</b>	<b>-102.8%</b>	

CITY OF ADRIAN  
 FY2011-12 SUMMARY YEAR-END FINANCIAL REPORT (Unaudited)  
 June 30, 2012

FUND/DEPARTMENT	FY2011-12 ADOPTED BUDGET	FY2011-12 AMENDED BUDGET	AMENDED over/(under) ADOPTED	YEAR-TO-DATE ACTUAL	VARIANCE		EXPLANATION
					ACTUAL TO AMENDED BUDGET AMOUNT	PERCENT	
<b>Dept 226.00: HUMAN RESOURCES</b>							
691.000 VENDING PROCEEDS-WELLNESS	\$100	\$100	\$0	\$0	(\$100)	-100.0%	
693.000 WELLNESS PROCEEDS	100	100	0	0	(100)	-100.0%	
<b>Total - Dept 226.00</b>	<b>\$200</b>	<b>\$200</b>	<b>\$0</b>	<b>\$0</b>	<b>(\$200)</b>	<b>-100.0%</b>	
<b>Dept 276.00: CEMETERY</b>							
625.000 ENGRAVING	\$1,000	\$1,000	\$0	\$95	(\$905)	-90.5%	
628.000 FOUNDATIONS - CEMETERY	11,000	11,000	0	9,572	(1,428)	-13.0%	
629.000 GRAVE OPENINGS	40,000	40,000	0	37,465	(2,535)	-6.3%	
630.000 UPKEEP OF CEM LOTS (NOT PC)	10,000	10,000	0	6,949	(3,051)	-30.5%	
642.000 PET CEMETERY	100	100	0	0	(100)	-100.0%	
643.000 CEMETERY LOTS	2,000	2,000	0	1,483	(517)	-25.9%	
676.711 TRANSFER-PERPETUAL CARE FUND	40,000	40,000	0	30,972	(9,028)	-22.6%	
<b>Total - Dept 276.00</b>	<b>\$104,100</b>	<b>\$104,100</b>	<b>\$0</b>	<b>\$86,536</b>	<b>(\$17,564)</b>	<b>-16.9%</b>	
<b>Dept 301.00: POLICE DEPARTMENT</b>							
455.000 PARKING	\$400	\$400	\$0	\$645	\$245	61.3%	
505.000 OMNI STATE GRANT	0	0	0	24,208	24,208		
506.000 SPS SRO GRANT	42,000	42,000	0	37,333	(4,667)	-11.1%	
513.000 BULLET PROOF VEST GRANT	1,000	1,000	0	0	(1,000)	-100.0%	
515.000 OHSP TRAFFIC GRANT	5,000	5,000	0	0	(5,000)	-100.0%	
534.000 NARCOTIC ENFORCEMENT GRANT	74,000	74,000	0	35,804	(38,196)	-51.6%	
540.000 POLICE JAG GRANT - COMPUTER EQUIP.	0	13,532	13,532	14,024	492	3.6%	
543.000 POLICE TRAINING GRANT	7,000	7,000	0	5,775	(1,225)	-17.5%	
576.000 LIQUOR LICENSES	13,000	14,000	1,000	14,211	211	1.5%	
624.000 LIVESCAN APPLICANT FINGERPRINTING	30,000	20,000	(10,000)	18,515	(1,485)	-7.4%	
627.000 DUPLICATING & PHOTOSTATS	6,000	6,000	0	4,893	(1,107)	-18.5%	
656.000 PARKING FINES	19,000	19,000	0	18,279	(721)	-3.8%	
659.000 ORDINANCE FINES & COSTS	75,000	60,000	(15,000)	60,475	475	0.8%	
660.000 TOW & IMPOUND FEES	12,000	12,000	0	10,475	(1,525)	-12.7%	
675.000 DONATIONS-PRIVATE	0	14,000	14,000	15,485	1,485	10.6%	
675.001 DONATIONS-POLICE RESERVES	0	1,200	1,200	2,235	1,035	86.3%	
675.008 DONATIONS-AUXILLIARY	3,000	3,000	0	0	(3,000)	-100.0%	
676.701 CONTRIB - TRUST FUND	5,000	22,829	17,829	22,829	0	0.0%	
684.000 SAFETY CITY	2,000	2,000	0	3,809	1,809	90.5%	
685.000 SALE OF EQUIPMENT	2,000	2,000	0	0	(2,000)	-100.0%	
694.000 SEX OFFENDER REGISTRATION	1,000	1,000	0	460	(540)	-54.0%	
695.000 OTHER	6,000	6,000	0	7,174	1,174	19.6%	
<b>Total - Dept 301.00</b>	<b>\$303,400</b>	<b>\$325,961</b>	<b>\$22,561</b>	<b>\$296,629</b>	<b>(\$29,332)</b>	<b>-9.0%</b>	
<b>DEPT 336.00: FIRE DEPARTMENT</b>							
544.000 FIRE PROTECTION PAYMENT	\$0	\$7,700	\$7,700	\$7,647	(\$53)	-0.7%	State Facilities
695.000 OTHER	0	0	0	600	600		
<b>Total - Dept 336.00</b>	<b>\$0</b>	<b>\$7,700</b>	<b>\$7,700</b>	<b>\$8,247</b>	<b>\$547</b>	<b>7.1%</b>	

CITY OF ADRIAN  
 FY2011-12 SUMMARY YEAR-END FINANCIAL REPORT (Unaudited)  
 June 30, 2012

FUND/DEPARTMENT	FY2011-12 ADOPTED BUDGET	FY2011-12 AMENDED BUDGET	AMENDED over/(under) ADOPTED	YEAR-TO-DATE ACTUAL	VARIANCE		EXPLANATION
					ACTUAL TO AMENDED BUDGET AMOUNT	PERCENT	
<b>Dept 371.00: INSPECTION DEPARTMENT</b>							
454.00 JUNK DEALERS & SCAVENGERS	\$0	\$0	\$0	\$80	\$80		
458.000 VENDORS-HAULERS & PEDDLERS	0	200	200	855	655	327.5%	
463.000 PERMITS-SIGNS & HANGERS	1,000	1,000	0	1,276	276	27.6%	
477.000 BUILDING	80,000	200,000	120,000	203,970	3,970	2.0%	
478.000 ELECTRICAL	25,000	35,000	10,000	42,857	7,857	22.4%	
479.000 HEATING	24,000	30,000	6,000	32,334	2,334	7.8%	
482.000 PLUMBING	10,000	15,000	5,000	17,884	2,884	19.2%	
483.000 SEWER TAPPING	100	100	0	0	(100)	-100.0%	
485.000 ZONING PERMITS & FEES	3,000	3,000	0	2,950	(50)	-1.7%	
486.000 MISCELLANEOUS	500	500	0	120	(380)	-76.0%	
487.000 RENTAL HOUSING REGISTRATION	15,000	30,000	15,000	39,480	9,480	31.6%	
673.106 WEED MOWING	0	3,000	3,000	7,360	4,360	145.3%	
<b>Total - Dept 371.00</b>	<b>\$158,600</b>	<b>\$317,800</b>	<b>\$159,200</b>	<b>\$349,166</b>	<b>\$31,366</b>	<b>9.9%</b>	
<b>Dept 441.00: DEPARTMENT OF PUBLIC WORKS</b>							
481.000 SIDEWALK-CURB & EXCAVATING	\$2,000	\$2,000	\$0	\$2,260	\$260	13.0%	
631.000 REFUSE COLLECTION	200	200	0	0	(200)	-100.0%	
690.000 SALE OF COMPOST	100	100	0	0	(100)	-100.0%	
695.004 SALE OF SIGNS	0	300	300	298	(2)	-0.7%	
<b>Total - Dept 441.00</b>	<b>\$2,300</b>	<b>\$2,600</b>	<b>\$300</b>	<b>\$2,558</b>	<b>(\$42)</b>	<b>-1.6%</b>	
<b>Dept 449.00: ENGINEERING DEPARTMENT</b>							
483.000 STORM SEWER TAPPING	\$0	\$100	\$100	\$35	(\$65)	-65.0%	
671.000 RENTS	30,000	30,000	0	22,400	(7,600)	-25.3%	
671.588 RENT - LENAWEE TRANSPORTATION	4,000	4,000	0	4,056	56	1.4%	
<b>Total - Dept 449.00</b>	<b>\$34,000</b>	<b>\$34,100</b>	<b>\$100</b>	<b>\$26,491</b>	<b>(\$7,609)</b>	<b>-22.3%</b>	

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					ACTUAL TO AMENDED BUDGET AMOUNT	PERCENT	
<b>Dept 691.00: RECREATION DEPARTMENT</b>							
651.053 USE/ADM FEES-REC-CONCESSIONS	\$26,000	\$26,000	\$0	\$31,427	\$5,427	20.9%	
651.054 USE/ADM FEES-REC-YOUTH SPORTS	11,200	11,200	0	17,834	6,634	59.2%	
651.055 USE/ADM FEES-REC-ADULT SPORTS	95,000	95,000	0	95,327	327	0.3%	
651.056 USE/ADM FEES-REC-YOUTH PROGRAM	16,000	16,000	0	15,217	(783)	-4.9%	
651.057 USE/ADM FEES-REC-NON-RESIDENT	0	100	100	0	(100)	-100.0%	
651.058 USE/ADM FEES-REC-SPECIAL EVENT	25,000	25,000	0	25,793	793	3.2%	
651.059 USE/ADM FEES-REC-PIOTTER CENTER	50,700	50,700	0	49,618	(1,082)	-2.1%	
651.060 USE/ADM FEES-REC-SKATE PARK	5,200	5,200	0	6,496	1,296	24.9%	
651.061 USE/ADM FEES-REC-AQUATICS	87,500	87,500	0	83,404	(4,096)	-4.7%	
651.062 USE/ADM FEES-REC-ADULT CLASSES	13,900	13,900	0	13,142	(758)	-5.5%	
651.070 USE/ADM FEES-REC-AMUSE TCKS	5,000	5,000	0	3,838	(1,162)	-23.2%	
651.072 USE/ADM FEES-REC-SHELTER USE	7,500	7,500	0	9,918	2,418	32.2%	
675.000 DONATIONS-PRIVATE	0	35,000	35,000	24,519	(10,481)	-29.9%	Swigert Funds for
695.000 OTHER	0	3,000	3,000	9	(2,991)	-99.7%	Day Break Renovation
<b>Total - Dept 691.00</b>	<b>\$343,000</b>	<b>\$381,100</b>	<b>\$38,100</b>	<b>\$376,542</b>	<b>(\$4,558)</b>	<b>-1.2%</b>	<b>at Plotter Center</b>
<b>Dept 691.01: ADRIAN AREA LITTLE LEAGUE</b>							
651.040 USE/ADM FEES-REC-TOURNAMENTS	\$200	\$200	\$0	\$0	(\$200)	-100.0%	
651.041 USE/ADM FEES-REC-TBALL	4,500	4,500	0	4,811	311	6.9%	
651.042 USE/ADM FEES-REC-MACHINE PITCH	6,190	6,190	0	6,219	29	0.5%	
651.043 USE/ADM FEES-REC-MINORS	5,700	5,700	0	6,560	860	15.1%	
651.044 USE/ADM FEES-REC-MAJORS	5,940	5,940	0	5,180	(760)	-12.8%	
651.045 USE/ADM FEES-REC-JUNIORS	4,470	4,470	0	4,477	7	0.2%	
651.058 USE/ADM FEES-REC-SPECIAL EVENTS	0	2,150	2,150	4,300	2,150	100.0%	Little League-Mud Hens
675.000 DONATIONS - PRIVATE	8,400	8,400	0	6,999	(1,401)	-16.7%	
<b>Total - Dept 691.01</b>	<b>\$35,400</b>	<b>\$37,550</b>	<b>\$2,150</b>	<b>\$38,546</b>	<b>\$996</b>	<b>2.7%</b>	
<b>Dept 697.00: PARKS &amp; FORESTRY DEPARTMENT</b>							
673.106 WEED MOWING	\$33,000	\$33,000	\$0	\$35,534	\$2,534	7.7%	
675.081 DONATIONS-PARKS & FORESTRY	0	10,000	10,000	10,000	0	0.0%	
695.000 OTHER	0	500	500	420	(80)	-16.0%	
<b>Total - Dept 697.00</b>	<b>\$33,000</b>	<b>\$43,500</b>	<b>\$10,500</b>	<b>\$45,954</b>	<b>\$2,454</b>	<b>5.6%</b>	

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FUND/DEPARTMENT	FY2011-12 ADOPTED BUDGET	FY2011-12 AMENDED BUDGET	AMENDED over/(under) ADOPTED	YEAR-TO-DATE ACTUAL	VARIANCE		EXPLANATION
					ACTUAL TO AMENDED BUDGET AMOUNT	PERCENT	
<b>Dept 738.00: ADRIAN PUBLIC LIBRARY</b>							
567.000 LIBRARY STATE AID	\$6,000	\$6,000	\$0	\$5,457	(\$543)	-9.1%	
627.000 DUPLICATING & PHOTOSTATS	3,000	3,000	0	4,086	1,086	36.2%	
651.000 APPLICATION FEE	3,000	3,000	0	3,120	120	4.0%	
655.000 SALES & CONCESSIONS	1,000	1,000	0	647	(353)	-35.3%	
657.000 LIBRARY BOOK FINES	10,000	10,000	0	5,325	(4,675)	-46.8%	
658.000 PENAL FINES	100,000	90,600	(9,400)	90,599	(1)	0.0%	Reduced State Revenue
671.000 RENTS	2,500	2,500	0	350	(2,150)	-86.0%	Sharing
675.073 DONATIONS-PRIVATE-LIBRARIES	8,000	8,000	0	17,575	9,575	119.7%	
676.004 CONTRIB. - LENAWEE COUNTY	0	9,334	9,334	1,428	(7,906)	-84.7%	District Library Legal Fees
676.702 CONTRIB-ENDOWMENT TRUST FUND	10,000	10,000	0	0	(10,000)	-100.0%	
<b>Total - Dept 738.00</b>	<b>\$143,500</b>	<b>\$143,434</b>	<b>(\$66)</b>	<b>\$128,587</b>	<b>(\$14,847)</b>	<b>-10.4%</b>	
<b>Dept 990.00: NON-DEPARTMENTAL</b>							
404.000 CURRENT REAL PROPERTY TAX	\$4,685,668	\$4,685,668	\$0	\$4,512,515	(\$173,153)	-3.7%	Mich Tribunal Appeals
405.000 CURRENT PERS PROP TAX	914,296	914,296	0	917,676	3,380	0.4%	
406.000 DELQ PERS PROP TAX	500	11,500	11,000	12,314	814	7.1%	Aggressive Collections
425.000 PAYMENT IN LIEU OF TAXES	40,000	40,000	0	40,938	938	2.3%	
457.000 TRAILER	4,000	4,000	0	3,786	(214)	-5.4%	
575.000 SALES & USE TAX	1,411,351	1,538,751	127,400	1,676,319	137,568	8.9%	Increased Collections
575.001 ECONOMIC VITALITY INCENTIVE PROGRAM	0	339,840	339,840	339,840	0	0.0%	
661.000 CIVIL INFRACTIONS	300	1,300	1,000	600	(700)	-53.8%	
671.000 RENTS	1,000	1,000	0	0	(1,000)	-100.0%	See Engineering
675.000 DONATIONS-PRIVATE	300	300	0	0	(300)	-100.0%	
675.059 DONATIONS-PRIVATE-SENIOR CENTER	100	100	0	0	(100)	-100.0%	
675.077 DONATIONS-PRIVATE-TV CABLE	210,000	210,000	0	220,916	10,916	5.2%	
676.276 CONTRIBUTION-ECON DEVEL	110,000	110,000	0	110,000	0	0.0%	
676.500 CONTRIB-EMPLOYEE HEALTH CARE	177,000	0	(177,000)	0	0		
676.702 CONTRIB-ENDOWMENT TRUST FUND	100	100	0	15	(85)	-85.0%	
683.000 SALE OF PROPERTY	0	1,000	1,000	750	(250)	-25.0%	Surplus Property
695.000 OTHER	140,000	140,000	0	114,840	(25,160)	-18.0%	
697.000 PRIOR YEARS REVENUE	0	194,087	194,087	0	(194,087)	-100.0%	Planned Use of Fund
<b>Total - Dept 990.00</b>	<b>\$7,694,615</b>	<b>\$8,191,942</b>	<b>\$497,327</b>	<b>\$7,950,509</b>	<b>(\$241,433)</b>	<b>-2.9%</b>	Balance Not Necessary
<b>Total Revenues</b>	<b>\$9,447,430</b>	<b>\$10,227,402</b>	<b>\$779,972</b>	<b>\$9,928,214</b>	<b>(\$299,188)</b>	<b>-2.9%</b>	

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FUND/DEPARTMENT	FY2011-12 ADOPTED BUDGET	FY2011-12 AMENDED BUDGET	AMENDED over/(under) ADOPTED	YEAR-TO-DATE ACTUAL	VARIANCE ACTUAL TO AMENDED BUDGET		EXPLANATION
					AMOUNT	PERCENT	
<b>GENERAL FUND EXPENDITURES (101):</b>							
<b>101.00 CITY COMMISSION</b>							
SALARIES & FRINGE BENEFITS	\$27,513	\$27,513	\$0	\$27,084	\$429	1.6%	
OPERATING	78,718	78,718	0	66,584	12,134	15.4%	
CAPITAL OUTLAY	0	0	0	0	0		
TOTAL	\$106,231	\$106,231	\$0	\$93,668	\$12,563	11.8%	
<b>172.00 CITY ADMINISTRATOR</b>							
SALARIES & FRINGE BENEFITS	\$224,672	\$218,348	(\$6,324)	\$217,290	\$1,058	0.5%	Sec Retirement
OPERATING	7,392	7,392	0	12,835	(5,443)	-73.6%	
CAPITAL OUTLAY	0	0	0	0	0		
TOTAL	\$232,064	\$225,740	(\$6,324)	\$230,125	(\$4,385)	-1.9%	
<b>191.00 ELECTION DEPARTMENT</b>							
SALARIES & FRINGE BENEFITS	\$10,500	\$10,500	\$0	\$9,013	\$1,487	14.2%	
OPERATING	9,100	12,100	3,000	13,320	(1,220)	-10.1%	School Election
CAPITAL OUTLAY	0	0	0	0	0		
TOTAL	\$19,600	\$22,600	\$3,000	\$22,333	\$267	1.2%	
<b>201.00 FINANCE DEPARTMENT</b>							
SALARIES & FRINGE BENEFITS	\$428,111	\$418,372	(\$9,739)	\$422,230	(\$3,858)	-0.9%	Acct Clk II Retire
OPERATING	(108,232)	(21,143)	87,089	(27,422)	6,279	-29.7%	Direct Charges for Acctg. Services Replaced with
CAPITAL OUTLAY	0	0	0	0	0		
TOTAL	\$319,879	\$397,229	\$77,350	\$394,808	\$2,421	0.6%	Ind. Cost Allocation
<b>209.00 CITY ASSESSOR</b>							
SALARIES & FRINGE BENEFITS	\$89,160	\$89,673	\$513	\$89,661	\$12	0.0%	
OPERATING	54,402	53,028	(1,374)	40,330	12,698	23.9%	
CAPITAL OUTLAY	0	0	0	0	0		
TOTAL	\$143,562	\$142,701	(\$861)	\$129,991	\$12,710	8.9%	
<b>210.00 CITY ATTORNEY</b>							
SALARIES & FRINGE BENEFITS	\$133,067	\$131,919	(\$1,148)	\$140,070	(\$8,151)	-6.2%	
OPERATING	14,585	17,653	3,068	12,519	5,134	29.1%	
CAPITAL OUTLAY	0	0	0	0	0		
TOTAL	\$147,652	\$149,572	\$1,920	\$152,589	(\$3,017)	-2.0%	

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FUND/DEPARTMENT	FY2011-12 ADOPTED BUDGET	FY2011-12 AMENDED BUDGET	AMENDED over/(under) ADOPTED	YEAR-TO-DATE ACTUAL	VARIANCE		EXPLANATION
					ACTUAL TO AMENDED AMOUNT	PERCENT	
<b>215.00 CITY CLERK</b>							
SALARIES & FRINGE BENEFITS	\$85,848	\$85,649	(\$199)	\$87,728	(\$2,079)	-2.4%	
OPERATING	12,253	12,253	0	12,024	229	1.9%	
CAPITAL OUTLAY	0	0	0	0	0		
TOTAL	\$98,101	\$97,902	(\$199)	\$99,752	(\$1,850)	-1.9%	
<b>226.00 HUMAN RESOURCES DEPARTMENT</b>							
SALARIES & FRINGE BENEFITS	\$100,114	\$98,652	(\$1,462)	\$96,328	\$2,324	2.4%	
OPERATING	63,538	78,038	14,500	52,749	25,289	32.4%	Consultant Fees
CAPITAL OUTLAY	0	0	0	0	0		
TOTAL	\$163,652	\$176,690	\$13,038	\$149,077	\$27,613	15.6%	
<b>265.00 CITY HALL</b>							
SALARIES & FRINGE BENEFITS	\$0	\$0	\$0	\$0	\$0		
OPERATING	97,000	97,000	0	86,177	10,823	11.2%	
CAPITAL OUTLAY	0	13,725	13,725	13,725	0	0.0%	
TOTAL	\$97,000	\$110,725	\$13,725	\$99,902	\$10,823	9.8%	
<b>266.00 CITY CHAMBERS</b>							
SALARIES & FRINGE BENEFITS	\$0	\$0	\$0	\$0	\$0		
OPERATING	13,000	13,000	0	11,609	1,391	10.7%	
CAPITAL OUTLAY	0	0	0	0	0		
TOTAL	\$13,000	\$13,000	\$0	\$11,609	\$1,391	10.7%	
<b>267.00 POLICE FACILITY</b>							
SALARIES & FRINGE BENEFITS	\$0	\$0	\$0	\$0	\$0		
OPERATING	40,000	40,000	0	42,436	(2,436)	-6.1%	
CAPITAL OUTLAY	0	0	0	0	0		
TOTAL	\$40,000	\$40,000	\$0	\$42,436	(\$2,436)	-6.1%	
<b>276.00 CEMETERY</b>							
SALARIES & FRINGE BENEFITS	\$258,154	\$253,782	(\$4,372)	\$249,747	\$4,035	1.6%	
OPERATING	58,942	59,337	395	56,579	2,758	4.6%	
CAPITAL OUTLAY	0	0	0	5,303	(5,303)		
TOTAL	\$317,096	\$313,119	(\$3,977)	\$311,629	\$1,490	0.5%	
<b>301.00 POLICE DEPARTMENT</b>							
SALARIES & FRINGE BENEFITS	\$2,435,248	\$2,340,087	(\$95,161)	\$2,357,520	(\$17,433)	-0.7%	Hospitalization
OPERATING	278,597	287,138	8,541	230,929	56,209	19.6%	
CAPITAL OUTLAY	15,000	72,867	57,867	62,557	10,310	14.1%	
TOTAL	\$2,728,845	\$2,700,092	(\$28,753)	\$2,651,006	\$49,086	1.8%	
<b>336.00 FIRE DEPARTMENT</b>							
SALARIES & FRINGE BENEFITS	\$1,207,324	\$1,278,464	\$71,140	\$1,225,579	\$52,885	4.1%	
OPERATING	183,792	181,437	(2,355)	152,968	28,469	15.7%	
CAPITAL OUTLAY	54,500	59,450	4,950	33,150	26,300	44.2%	
TOTAL	\$1,445,616	\$1,519,351	\$73,735	\$1,411,697	\$107,654	7.1%	

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					ACTUAL TO AMENDED AMOUNT	PERCENT	
<b>371.00 INSPECTION DEPARTMENT</b>							
SALARIES & FRINGE BENEFITS	\$291,664	\$287,307	(\$4,357)	\$272,632	\$14,675	5.1%	
OPERATING	29,518	29,818	300	32,169	(2,351)	-7.9%	
CAPITAL OUTLAY	0	0	0	0	0		
TOTAL	\$321,182	\$317,125	(\$4,057)	\$304,801	\$12,324	3.9%	
<b>441.00 DEPARTMENT OF PUBLIC WORKS</b>							
SALARIES & FRINGE BENEFITS	\$512,903	\$494,606	(\$18,297)	\$252,846	\$241,760	48.9%	
OPERATING	(281,966)	(280,705)	1,261	(33,172)	(247,533)	88.2%	
CAPITAL OUTLAY	0	0	0	0	0		
TOTAL	\$230,937	\$213,901	(\$17,036)	\$219,674	(\$5,773)	-2.7%	
<b>442.00 CENTRAL STORES SUPPLY</b>							
SALARIES & FRINGE BENEFITS	\$6,000	\$6,000	\$0	\$1,628	\$4,372	72.9%	
OPERATING	21,900	21,900	0	(19,148)	41,048	187.4%	
CAPITAL OUTLAY	0	0	0	0	0		
TOTAL	\$27,900	\$27,900	\$0	(\$21,755)	\$45,420	162.8%	
<b>449.00 ENGINEERING DEPARTMENT</b>							
SALARIES & FRINGE BENEFITS	\$56,343	\$54,972	(\$1,371)	\$55,278	(\$306)	-0.6%	
OPERATING	28,080	26,165	(1,915)	23,322	2,843	10.9%	
CAPITAL OUTLAY	0	0	0	0	0		
TOTAL	\$84,423	\$81,137	(\$3,286)	\$78,600	\$2,537	3.1%	
<b>450.00 STREET LIGHTING</b>							
SALARIES & FRINGE BENEFITS	\$5,000	\$5,000	\$0	\$0	\$5,000	100.0%	
OPERATING	169,000	169,000	0	172,121	(3,121)	-1.8%	
CAPITAL OUTLAY	0	0	0	0	0		
TOTAL	\$174,000	\$174,000	\$0	\$172,121	\$1,879	1.1%	
<b>550.00 FIXED EXPENSES</b>							
DEBT SERVICE	\$448,435	\$448,435	\$0	\$448,704	(\$269)	-0.1%	
TOTAL	\$448,435	\$448,435	\$0	\$448,704	(\$269)	-0.1%	

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					ACTUAL TO AMENDED AMOUNT	PERCENT	
<b>691.00 RECREATION DEPARTMENT</b>							
SALARIES & FRINGE BENEFITS	\$514,538	\$500,246	(\$14,292)	\$486,281	\$13,965	2.8%	
OPERATING	264,757	297,286	32,529	249,488	47,798	16.1%	\$25,000 contribution for
CAPITAL OUTLAY	43,900	50,177	6,277	28,892	21,285	42.4%	Daybreak Renovation
TOTAL	\$823,195	\$847,709	\$24,514	\$764,661	\$83,048	9.8%	
<b>691.01 ADRIAN AREA LITTLE LEAGUE</b>							
SALARIES & FRINGE BENEFITS	\$7,000	\$7,000	\$0	\$5,859	\$1,141	16.3%	
OPERATING	24,000	26,261	2,261	28,843	(2,582)	-9.8%	
CAPITAL OUTLAY	0	5,554	5,554	5,554	0	0.0%	
TOTAL	\$31,000	\$38,815	\$7,815	\$40,256	(\$1,441)	-3.7%	
<b>696.00 PARKS &amp; FORESTRY GARAGE</b>							
SALARIES & FRINGE BENEFITS	\$0	\$0	\$0	\$0	\$0		
OPERATING	14,675	14,675	0	14,429	246	1.7%	
CAPITAL OUTLAY	0	0	0	0	0		
TOTAL	\$14,675	\$14,675	\$0	\$14,429	\$246	1.7%	
<b>697.00 PARKS &amp; FORESTRY DEPARTMENT</b>							
SALARIES & FRINGE BENEFITS	\$200,059	\$238,858	\$38,799	\$277,989	(\$39,131)	-16.4%	
OPERATING	133,566	150,448	16,882	128,729	21,719	14.4%	
CAPITAL OUTLAY	36,500	107,781	71,281	107,258	523	0.5%	
TOTAL	\$370,125	\$497,087	\$126,962	\$513,976	(\$16,889)	-3.4%	
<b>698.00 PARKS &amp; FORESTRY - HERITAGE PARK</b>							
SALARIES & FRINGE BENEFITS	\$92,965	\$89,154	(\$3,811)	\$83,549	\$5,605	6.3%	
OPERATING	42,053	42,353	300	37,844	4,509	10.6%	
CAPITAL OUTLAY	0	18,693	18,693	20,590	(1,897)	-10.1%	
TOTAL	\$135,018	\$150,200	\$15,182	\$141,983	\$8,217	5.5%	
<b>700.00 ADRIAN FENCE PROPERTY</b>							
SALARIES & FRINGE BENEFITS	\$100	\$100	\$0	\$141	(\$41)	-41.0%	
OPERATING	2,400	2,400	0	34	2,366	98.6%	
CAPITAL OUTLAY	0	0	0	0	0		
TOTAL	\$2,500	\$2,500	\$0	\$175	\$2,325	93.0%	

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FUND/DEPARTMENT	FY2011-12 ADOPTED BUDGET	FY2011-12 AMENDED BUDGET	AMENDED over/(under) ADOPTED	YEAR-TO-DATE ACTUAL	VARIANCE		EXPLANATION
					ACTUAL TO AMENDED BUDGET AMOUNT	PERCENT	
<b>738.00 ADRIAN PUBLIC LIBRARY</b>							
SALARIES & FRINGE BENEFITS	\$372,828	\$369,505	(\$3,323)	\$378,515	(\$9,010)	-2.4%	
OPERATING	309,288	324,108	14,820	324,716	(608)	-0.2%	
CAPITAL OUTLAY	40,000	69,500	29,500	50,006	19,494	28.0%	
TOTAL	\$722,116	\$763,113	\$40,997	\$753,237	\$9,876	1.3%	
<b>801.00 PLANNING COMMISSION</b>							
OPERATING	\$11,800	\$11,800	\$0	\$8,726	\$3,074	26.1%	
CAPITAL OUTLAY	0	0	0	0	0		
TOTAL	\$11,800	\$11,800	\$0	\$8,726	\$3,074	26.1%	
<b>836.00 OTHER PROJECTS</b>							
SALARIES & FRINGE BENEFITS	\$0	\$12,000	\$12,000	\$8,778	\$3,222		Training School Clean-up
OPERATING	61,121	82,121	21,000	79,454	2,667	3.2%	Training School Electric &
CAPITAL OUTLAY	0	0	0	0	0		Water
TOTAL	\$61,121	\$94,121	\$33,000	\$88,232	\$5,889	6.3%	
<b>965.00 TRANSFERS OUT</b>							
CONTRIBUTION - AUTO PARKING	\$60,000	\$61,670	\$1,670	\$60,000	\$1,670	2.7%	
CONTRIBUTION - DIAL-A-RIDE	100,000	100,000	0	100,000	0	0.0%	
CONTRIBUTION - MVP	0	0	0	0	0		
TOTAL	\$160,000	\$161,670	\$1,670	\$160,000	\$1,670	1.0%	
<b>990.00 NON-DEPARTMENTAL</b>							
HOSPITALIZATION - HRA REIMB.	(\$43,295)	\$0	\$43,295	\$0	\$0		
SALARY ADJUSTMENT	0	77,979	77,979	77,983	(4)	0.0%	
CONTINGENCY	0	290,283	290,283	0	290,283	100.0%	
TOTAL	(\$43,295)	\$368,262	\$411,557	\$77,983	\$290,279	78.8%	
<b>TOTAL GENERAL FUND EXPENDITURES</b>	<b>\$9,447,430</b>	<b>\$10,227,402</b>	<b>\$779,972</b>	<b>\$9,566,425</b>	<b>\$656,742</b>	<b>6.4%</b>	
<b>REVENUE OVER/(UNDER) EXP.</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$361,789</b>	<b>\$357,554</b>		

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FUND/DEPARTMENT	FY2011-12	FY2011-12	AMENDED	YEAR-TO-DATE	VARIANCE		EXPLANATION
	ADOPTED	AMENDED	over/(under)		ACTUAL	ACTUAL TO AMENDED BUDGET	
	BUDGET	BUDGET	ADOPTED	ACTUAL	AMOUNT	PERCENT	
<b>RECONCILIATION BETWEEN ADOPTED AND AMENDED BUDGET</b>				<b>GENERAL</b>			
ADOPTED BUDGET			\$9,447,430				
AMENDED BUDGET			\$10,227,402				
INCREASE/(DECREASE)			<u>\$779,972</u>				
Contingency - Beginning Balance				\$0			
Encumbrances & Carry Forwards			\$140,247				
First Quarter Budget Amendments			134,059				
Second Quarter Budget Amendments			292,540	175,540			
Third Quarter Budget Amendments			82,334	36,725			
Oil Lease Proceeds			160,000	160,000			
Non-Union One-Time Salary Adjustment				(77,979)			
Police JAG Grant-Forensic Equip & Training			32,032				
Downlow Christmas Lights			27,442				
Library - Café Food Prep Equipment			18,100				
Drug Forfeiture Funds-Grant Match; Shredder;Copier			17,829				
Swigert Trust - Day Break Renovation			12,500				
Lake Adrian Fencing			10,839				
Stubnitz Grant - Tree Planting Program			10,000				
Stubnitz Grant - Erie Street Playground			10,000				
Library - HVAC Pipe Wrap & Drawings			6,900				
District Library Attorney Fees				(2,333)			
Little League Donations-Mud Hens Game			2,150				
Farmers' Market Construction Supplement				(1,670)			
Employee Health Care Contributions			(177,000)				
Total			<u>\$779,972</u>				
Contingency - Ending Balance				<u>\$290,283</u>			

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FUND/DEPARTMENT	FY2011-12 ADOPTED BUDGET	FY2011-12 AMENDED BUDGET	AMENDED over/(under) ADOPTED	YEAR-TO-DATE ACTUAL	VARIANCE		EXPLANATION
					ACTUAL TO AMENDED BUDGET AMOUNT	PERCENT	
<b>MAJOR STREET FUND REVENUE (202):</b>							
516.201 BEECHER ST PAVING GRANT-ROAC COM	\$375,000	\$375,000	\$0	\$375,000	\$0	0.0%	
516.202 BEECHER ST PAVING GRANT-CITY	0	360,684	360,684	368,389	7,705	2.1%	
546.000 GAS & WEIGHT TAX	850,000	850,000	0	890,011	40,011	4.7%	
547.000 STATE TRUNKLINE MAINTENANCE	54,298	54,298	0	16,772	(37,526)	-69.1%	
INTERGOVERNMENTAL REVENUE	\$1,279,298	\$1,639,982	\$360,684	\$1,650,172	\$10,190	0.6%	
664.000 INVESTMENT INCOME	5,000	5,000	0	431	(4,569)	-91.4%	
676.599 CONTRB.-CAPITAL PROJECT FUND	70,000	70,000	0	55,333	(14,667)	-21.0%	
695.000 OTHER	0	0	0	1,858	1,858		
697.000 I PRIOR YEARS REVENUE	13,450	260,560	247,110	0	(260,560)	-100.0%	Planned Use of Fund
<b>TOTAL MAJOR STREET FUND REVENUE</b>	<b>\$1,367,748</b>	<b>\$1,975,542</b>	<b>\$607,794</b>	<b>\$1,707,794</b>	<b>(\$267,748)</b>	<b>-13.6%</b>	<b>Balance Not Necessary</b>
<b>MAJOR STREET FUND EXPENDITURES (202):</b>							
STREET CONSTRUCTION	\$610,750	\$950,999	\$340,249	\$960,703	(\$9,704)	-1.0%	
ROUTINE ROAD MAINTENANCE	264,511	269,303	4,792	149,460	119,843	44.5%	
ROUTINE BRIDGE MAINTENANCE	28,500	112,185	345,041	77,729	34,456	30.7%	
TRAFFIC SERVICE MAINTENANCE	199,450	263,721	64,271	143,642	120,079	45.5%	
WINTER MAINTENANCE	76,000	76,000	0	31,562	44,438	58.5%	
NON-MOTORIZED TRANSPORTATION	28,300	28,300	0	24,768	3,532	12.5%	
STATE TRUNKLINE MAINTENANCE (US223)	13,130	13,130	0	5,047	8,083	61.6%	
STATE TRUNKLINE MAINTENANCE (M-52)	31,478	31,478	0	8,184	23,294	74.0%	
STATE TRUNKLINE MAINTENANCE (M-34)	9,675	9,675	0	3,541	6,134	63.4%	
ADMIN & RECORD KEEPING	5,954	57,954	52,000	42,517	15,437	26.6%	Indirect Cost
CONTRIBUTION - LOCAL STREET FUND	100,000	100,000	0	100,000	0	0.0%	
990.00 NON-DEPARTMENTAL							
GRANT MATCH-KIWANIS TRAIL	\$0	\$62,797	\$62,797	\$90,592	(\$27,795)	-44.3%	
CONTINGENCY	0	0	0	0	0		
TOTAL	\$0	\$62,797	\$62,797	\$90,592	(\$27,795)	-44.3%	
<b>TOTAL MAJOR STREET FUND EXP. (202)</b>	<b>\$1,367,748</b>	<b>\$1,975,542</b>	<b>\$869,150</b>	<b>\$1,637,745</b>	<b>\$337,797</b>	<b>17.1%</b>	
<b>REVENUE OVER/(UNDER) EXP.</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$70,049</b>	<b>\$70,049</b>		

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FUND/DEPARTMENT	FY2011-12 ADOPTED BUDGET	FY2011-12 AMENDED BUDGET	AMENDED over/(under) ADOPTED	YEAR-TO-DATE ACTUAL	VARIANCE		EXPLANATION
					ACTUAL TO AMENDED BUDGET AMOUNT	PERCENT	
<b>LOCAL STREET FUND REVENUE (203):</b>							
546.000 GAS & WEIGHT TAX	\$270,000	\$270,000	\$0	\$286,374	\$16,374	6.1%	
577.000 METRO ACT	60,000	60,000	0	60,897	897	1.5%	
641.000 SIDEWALK	15,000	15,000	0	1,820	(13,180)	-87.9%	
664.000 INVESTMENT EARNINGS	1,000	1,000	0	513	(487)	-48.7%	
676.202 CONTRIBUTION - MAJOR STREET FUND	100,000	100,000	0	100,000	0	0.0%	
676.599 CONTRIBUTION - CAPITAL PROJ. REV. FUND	12,000	81,000	69,000	80,684	(316)	-0.4%	Special Assessments
695.000 OTHER	0	2,000	2,000	7,283	5,283	264.2%	
697.000 PRIOR YEARS' REVENUE	0	200,669	200,669	0	(200,669)	-100.0%	Planned Use of Fund
699.204 TRANSFER IN - MUNICIPAL STREET FUND	413,000	413,000	0	400,634	(12,366)	-3.0%	Balance Not Necessary
<b>TOTAL LOCAL STREET FUND REVENUE</b>	<b>\$871,000</b>	<b>\$1,142,669</b>	<b>\$271,669</b>	<b>\$938,205</b>	<b>(\$204,464)</b>	<b>-17.9%</b>	
<b>LOCAL STREET FUND EXPENDITURES (203):</b>							
SIDEWALKS	\$44,500	\$44,500	\$0	\$21,419	\$23,081	51.9%	
STREET CONSTRUCTION (INCL. ALLEYS)	328,151	507,704	179,553	549,360	-41,656	-8.2%	
ROUTINE ROAD MAINTENANCE	359,611	368,111	8,500	208,892	159,219	43.3%	
ROUTINE BRIDGE MAINTENANCE	6,800	6,800	0	164	6,636	97.6%	
TRAFFIC SERVICE MAINTENANCE	53,600	53,600	0	49,437	4,163	7.8%	
WINTER MAINTENANCE	64,000	64,000	0	28,711	35,289	55.1%	
ADMIN & RECORD KEEPING	4,954	28,954	24,000	31,297	-2,343	-8.1%	Indirect Cost
CONTINGENCY	9,384	69,000	59,616	0	69,000	100.0%	
<b>TOTAL LOCAL STREET FUND EXP (203)</b>	<b>\$871,000</b>	<b>\$1,142,669</b>	<b>\$271,669</b>	<b>\$889,280</b>	<b>\$253,389</b>	<b>22.2%</b>	
<b>REVENUE OVER/(UNDER) EXP.</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$48,925</b>	<b>\$48,925</b>		

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					ACTUAL TO AMENDED AMOUNT	BUDGET PERCENT	
<b>MUNICIPAL STREET FUND REVENUE (204):</b>							
402.000 PROPERTY TAXES - SPECIAL VOTED	\$411,000	\$411,000	\$0	\$399,990	(\$11,010)	-2.7%	
664.000 INVESTMENT INCOME	2,000	2,000	0	679	(1,321)	-66.1%	
<b>TOTAL MUNICIPAL STREET FUND REVENUE</b>	<b>\$413,000</b>	<b>\$413,000</b>	<b>\$0</b>	<b>\$400,669</b>	<b>(\$12,331)</b>	<b>-3.0%</b>	
<b>MUNICIPAL STREET FUND EXPENDITURES:</b>							
CONTRIBUTION - LOCAL STREETS	\$413,000	\$413,000	\$0	\$400,633	\$12,367	3.0%	
<b>TOTAL MUNICIPAL ST. FUND EXP.(204)</b>	<b>\$413,000</b>	<b>\$413,000</b>	<b>\$0</b>	<b>\$400,633</b>	<b>\$12,367</b>	<b>3.0%</b>	
<b>REVENUE OVER/(UNDER) EXP.</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$36</b>	<b>\$36</b>		
<b>FEE ESTATE (205):</b>							
664.000 INVESTMENT INCOME	\$200	\$200	\$0	\$0	(\$200)	-100.0%	
675.076 DONATIONS-PRIVATE-FEE ESTATE	778,442	778,442	0	735,739	(42,703)	-5.5%	
676.500 CONTRIB-EMPLOYEE HEALTH CARE	6,540	6,540	0	0	(6,540)	-100.0%	
695.000 OTHER	100	100	0	0	(100)	-100.0%	
697.000 PRIOR YEARS REVENUE	0	118,157	118,157	0	(118,157)	-100.0%	Planned Use of
<b>TOTAL FEE ESTATE FUND REVENUE</b>	<b>\$785,282</b>	<b>\$903,439</b>	<b>\$118,157</b>	<b>\$735,739</b>	<b>(\$167,700)</b>	<b>-18.6%</b>	Undistributed Funds
696.00 PARKS & FORESTRY GARAGE	\$14,675	\$14,675	\$0	\$13,632	\$1,043	7.1%	
699.00 FEE ESTATE MAINTENANCE	761,213	879,370	118,157	715,793	163,577	18.6%	
990.00 CONTINGENCY	9,394	9,394	0	0	9,394	100.0%	
<b>TOTAL FEE ESTATE FUND</b>	<b>\$785,282</b>	<b>\$903,439</b>	<b>\$118,157</b>	<b>\$729,425</b>	<b>\$174,014</b>	<b>19.3%</b>	
<b>REVENUE OVER/(UNDER) EXP.</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$6,314</b>	<b>\$6,314</b>		

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					ACTUAL TO AMENDED BUDGET AMOUNT	PERCENT	
<b>OMNI FUND REVENUE (267):</b>							
662.000 OMNI FORFEITURES - RESTRICTED	\$0	\$0	\$0	\$680	\$680		
663.000 OMNI FORFEITURES	86,200	86,200	0	74,013	(12,187)	-14.1%	
664.000 INVESTMENT INCOME	1,000	1,000	0	584	(416)	-41.6%	
671.000 RENTS	4,000	4,000	0	0	(4,000)	-100.0%	
695.000 OTHER	100	100	0	0	(100)	-100.0%	
<b>TOTAL OMNI FUND REVENUE</b>	<b>\$91,300</b>	<b>\$91,300</b>	<b>\$0</b>	<b>\$75,277</b>	<b>(\$16,023)</b>	<b>-17.5%</b>	
<b>OMNI FUND EXPENDITURES (267):</b>							
SALARIES & FRINGE BENEFITS	\$26,000	\$26,000	\$0	\$29,361	(\$3,361)	-12.9%	
OPERATING	65,300	65,300	0	77,784	-12,484	-19.1%	
CAPITAL OUTLAY	0	0	0	0	0		
<b>TOTAL OMNI FUND EXPENDITURES (267)</b>	<b>\$91,300</b>	<b>\$91,300</b>	<b>\$0</b>	<b>\$107,145</b>	<b>(\$15,845)</b>	<b>-17.4%</b>	
<b>REVENUE OVER/(UNDER) EXP.</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>(\$31,868)</b>	<b>(\$31,868)</b>		

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					ACTUAL TO AMENDED BUDGET AMOUNT	PERCENT	
<b>COMMUNITY DEVELOPMNT FUND REV (275):</b>							
520.000 COMM DEV BLOCK GRANT	\$0	\$12,000	\$12,000	\$26,872	\$14,872	123.9%	
531.000 PROPERTY IMPROVEMENT PROGRAM	0	24,000	24,000	24,290	290	1.2%	
632.000 ADMINISTRATIVE FEES	15,000	15,000	0	5,400	(9,600)	-64.0%	
651.000 APPLICATION FEE	100	100	0	50	(50)	-50.0%	
664.000 INVESTMENT INCOME	1,000	1,000	0	2,806	1,806	180.6%	
676.276 CONTRIB-DDA-ECONOMIC DEV FUND	0	89,000	89,000	0	(89,000)	-100.0%	
676.281 CONTRIB-DDA-TIF FUND	2,000	2,000	0	2,000	0	0.0%	
676.282 CONTRIB-DDA-LDFA FUND	15,000	15,000	0	15,000	0	0.0%	
676.500 CONTRIB-EMPLOYEE HEALTH CARE	809	809	0	0	(809)	-100.0%	
676.701 CONTRIB. - TRUST FUND	0	0	0	31,000	31,000		
683.000 SALE OF PROPERTY	0	0	0	1,998	1,998		
697.000 PRIOR YEARS' REVENUE	66,316	43,566	(22,750)	0	(43,566)	-100.0%	Planned Use of
<b>TOTAL COMMUNITY DEVELOPMNT FUND REV</b>	<b>\$100,225</b>	<b>\$202,475</b>	<b>\$102,250</b>	<b>\$109,416</b>	<b>(\$93,059)</b>	<b>-46.0%</b>	<b>Fund Balance</b>
<b>COMMUNITY DEVELOPMNT FUND EXP (275):</b>							
ADM CD BLOCK GRANT	\$90,225	\$90,225	\$0	\$86,364	\$3,861	4.3%	
CDBG FAÇADE PRG - 125 E. MAUMEE	0	0	0	15,418	-15,418		
CDBG FAÇADE PRG - 149 N. MAIN	0	11,250	11,250	11,251	-1	0.0%	
PROPERTY IMPROVEMENT PROGRAM	0	0	0	26,190	-26,190		Loan Program
PROPERTY ACQUISITION EXPENSES	10,000	10,000	0	43	9,957	99.6%	
DOWNTOWN RENTAL REHAB	0	2,000	2,000	0	2,000	100.0%	
TRTRANSFER-OUT-LDFA GAIDC	0	89,000	89,000	0	89,000	100.0%	
<b>TOTAL COMM DEVLP FUND EXP (275)</b>	<b>\$100,225</b>	<b>\$202,475</b>	<b>\$102,250</b>	<b>\$139,266</b>	<b>\$63,209</b>	<b>31.2%</b>	
<b>REVENUE OVER/(UNDER) EXP.</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>(\$29,850)</b>	<b>(\$29,850)</b>		

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					ACTUAL TO AMENDED BUDGET AMOUNT	PERCENT	
<b>ECONOMIC DEVELOPMENT FUND REV (276)</b>							
664.000 INVESTMENT INCOME	\$1,500	\$1,500	\$0	\$1,122	(\$378)	-25.2%	
675.075 DONATIONS - PRIVATE	225,000	225,000	0	281,250	56,250	25.0%	Citizens Gas
675.282 TRANSFER-LDFA FUND	27,256	27,256	0	0	(27,256)	-100.0%	
676.500 CONTRIB-EMPLOYEE HEALTH CARE	3,835	3,835	0	0	(3,835)	-100.0%	
695.000 OTHER	100	100	0	0	(100)	-100.0%	
697.000 PRIOR YEARS' REVENUE	0	89,000	89,000	0	(89,000)	-100.0%	Planned Use of Fund
<b>TOTAL ECONOMIC DEVELPMNT FUND REV</b>	<b>\$257,691</b>	<b>\$346,691</b>	<b>\$89,000</b>	<b>\$282,372</b>	<b>(\$64,319)</b>	<b>-18.6%</b>	<b>Balance Not Necessary</b>
<b>ECONOMIC DEVELOPMENT FUND EXP (276):</b>							
CONTRIBUTION - GENERAL FUND	\$ 110,000	\$ 110,000	\$0	\$ 110,000	\$0	0.0%	
<u>ECONOMIC DEVELOPMENT</u>							
SALARIES & FRINGE BENEFITS	\$116,673	\$116,673	\$0	\$108,376	\$8,297	7.1%	
OPERATING	24,938	24,938	0	21,378	3,560	14.3%	
CAPITAL OUTLAY	0	0	0	0	0		
TOTAL ECONOMIC DEVELOPMENT	\$141,611	\$141,611	\$0	\$129,754	11,857	8.4%	
TRANSFER OUT-COMMUNITY DEV FUND	0	89,000	89,000	0	89,000	100.0%	
CONTINGENCY	6,080	6,080	0	0	6,080	100.0%	
<b>TOTAL ECONOMIC DEVL P FUND EXP (276)</b>	<b>\$257,691</b>	<b>\$346,691</b>	<b>\$89,000</b>	<b>\$239,754</b>	<b>\$106,937</b>	<b>30.8%</b>	
<b>REVENUE OVER/(UNDER) EXP.</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$42,618</b>	<b>\$42,618</b>		
<b>BROWNFIELD REDEVELOPMENT AUTHORITY (279):</b>							
404.000 CURRENT PROPERTY TAX	\$17,000	\$35,225	\$18,225	\$35,350	\$125	0.4%	
488.002 1325 N. MAIN-REMEDATION	0	0	0	5,228	5,228		
491.002 1325 N. MAIN-ADMINISTRATION	0	0	0	6,878	6,878		
664.000 INVESTMENT EARNINGS	200	200	0	978	778	389.0%	
697.000 PRIOR YEARS' REVENUE	0	20,000	20,000	0	(20,000)	-100.0%	Planned Use of Fund
<b>TOTAL REVENUE</b>	<b>\$17,200</b>	<b>\$55,425</b>	<b>\$38,225</b>	<b>\$48,434</b>	<b>(\$6,991)</b>	<b>-12.6%</b>	<b>Balance Not Necessary</b>
<b>BROWNFIELD REDEVELOPMENT AUTHORITY (279):</b>							
ADMINISTRATION	\$17,200	\$55,425	\$38,225	\$15,408	40,017	72.2%	
<b>TOTAL EXPENDITURES</b>	<b>\$17,200</b>	<b>\$55,425</b>	<b>\$38,225</b>	<b>\$15,408</b>	<b>\$40,017</b>	<b>72.2%</b>	
<b>REVENUE OVER/(UNDER) EXP.</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$33,026</b>	<b>\$33,026</b>		

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FUND/DEPARTMENT	FY2011-12	FY2011-12	AMENDED	YEAR-TO-DATE	VARIANCE		EXPLANATION
	ADOPTED	AMENDED	over/(under)		ACTUAL	ACTUAL TO AMENDED BUDGET	
	BUDGET	BUDGET	ADOPTED		AMOUNT		
<b>DOWNTOWN DEVLPMNT AUTH REV (280):</b>							
404.000 CURRENT REAL PROPERTY TAX	\$29,000	\$29,000	\$0	\$29,170	\$170	0.6%	
664.000 INVESTMENT EARNINGS	300	300	0	15	(285)	-95.0%	
695.006 OTHER-CULINARY ARTS PROJECT	100	100	0	9,000	8,900	8900.0%	
699.281 TRANSFER IN TIFA	2,000	2,000	0	6,000	4,000	200.0%	
<b>TOTAL DOWNTOWN DEV AUTH. REV.</b>	<b>\$31,400</b>	<b>\$31,400</b>	<b>\$0</b>	<b>\$44,185</b>	<b>\$12,785</b>	<b>40.7%</b>	
<b>DOWNTOWN DEVLPMNT AUTH. EXP. (280):</b>							
SALARIES & FRINGE BENEFITS	\$8,000	\$8,000	\$0	\$0	\$8,000	100.0%	
OPERATING	18,400	18,400	0	15,035	3,365	18.3%	
CAPITAL OUTLAY	5,000	5,000	0	0	5,000	100.0%	
<b>TOTAL DOWNTOWN DEVLPMNT AUTH EXP</b>	<b>\$31,400</b>	<b>\$31,400</b>	<b>\$0</b>	<b>\$15,035</b>	<b>\$16,365</b>	<b>52.1%</b>	
<b>REVENUE OVER/(UNDER) EXP.</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$29,150</b>	<b>\$29,150</b>		

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					ACTUAL TO AMENDED AMOUNT	BUDGET PERCENT	
<b>DDA - TIF FUND REVENUE (281):</b>							
404.000 CURRENT REAL PROPERTY TAX	\$364,000	\$364,000	\$0	\$277,391	(\$86,609)	-23.8%	
631.000 REFUSE COLLECTION	15,000	15,000	0	17,392	2,392	15.9%	
664.000 INVESTMENT EARNINGS	3,000	3,000	0	4,371	1,371	45.7%	
697.000 PRIOR YEAR'S REVENUE	60,000	100,000	40,000	0	(100,000)	-100.0%	Planned Use of Fund Bl
699.279 CONTRIB - BROWNFLD REDEVELPMNT FUNC	4,245	4,245	0	0	(4,245)	-100.0%	for Auto Parking
<b>TOTAL DOWNTOWN DEV AUTH. REV.</b>	<b>\$446,245</b>	<b>\$486,245</b>	<b>\$40,000</b>	<b>\$299,154</b>	<b>(\$187,091)</b>	<b>-38.5%</b>	
<b>DDA-TIF FUND EXP. (281):</b>							
<b>290.00 ADMINISTRATION</b>							
SALARIES & FRINGE BENEFITS	\$32,035	\$32,035	\$0	\$33,374	(\$1,339)	-4.2%	
OPERATING	62,471	62,471	0	37,564	24,907	39.9%	
CAPITAL OUTLAY	0	78,294	78,294	81,184	-2,890	-3.7%	Façade Program
SUBTOTAL	\$94,506	\$172,800	\$78,294	\$152,122	\$20,678	12.0%	
<b>965.00 TRANSFERS OUT</b>							
CONTRIBUTION-COMMUNITY DEVELOP	\$2,000	\$2,000	\$0	\$2,000	\$0	0.0%	
CONTRIBUTION-DDA	6,000	6,000	0	6,000	0	0.0%	
TRANSFER OUT - DEBT	85,445	85,445	0	85,445	0	0.0%	
TRANSFER OUT - AUTO PARKING	60,000	60,000	0	60,000	0	0.0%	
TRANSFER OUT - SCHOOLS	160,000	160,000	0	0	160,000	100.0%	
SUBTOTAL	\$313,445	\$313,445	\$0	\$153,445	\$160,000	51.0%	
<b>990.00 NON-DEPARTMENTAL</b>							
CONTINGENCY	\$38,294	\$0	(\$38,294)	\$0	0		
TOTAL	\$38,294	\$0	(\$38,294)	\$0	\$0		
<b>TOTAL DDA-TIF FUND EXP</b>	<b>\$446,245</b>	<b>\$486,245</b>	<b>\$40,000</b>	<b>\$305,567</b>	<b>\$180,678</b>	<b>37.2%</b>	
<b>REVENUE OVER/(UNDER) EXP.</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>(\$6,413)</b>	<b>(\$6,413)</b>		

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FUND/DEPARTMENT	FY2011-12	FY2011-12	AMENDED	YEAR-TO-DATE	VARIANCE		EXPLANATION
	ADOPTED	AMENDED	over/(under)		ACTUAL TO AMENDED BUDGET	PERCENT	
	BUDGET	BUDGET	ADOPTED	ACTUAL	AMOUNT		
<b>L DFA-GAIDC FUND REVENUE (282):</b>							
404.000 CURRENT REAL PROPERTY TAX	\$42,482	\$56,933	\$14,451	\$64,146	\$7,213	12.7%	
664.000 INVESTMENT INCOME	500	500	0	167	(333)	-66.6%	
671.000 RENTS	4,000	4,000	0	5,300	1,300	32.5%	
697.000 PRIOR YEARS' REVENUE	10,489	10,489	0	0	(10,489)	-100.0%	Planned Use of Fund
<b>TOTAL L DFA FUND REVENUE</b>	<b>\$57,471</b>	<b>\$71,922</b>	<b>\$14,451</b>	<b>\$69,613</b>	<b>(\$2,309)</b>	<b>-3.2%</b>	<b>Balance</b>
<b>L DFA-GAIDC FUND - EXPENDITURES (282):</b>							
<b>290.00 ADMINISTRATION</b>							
SALARIES & FRINGE BENEFITS	\$34,599	\$34,599	\$0	\$58,524	(\$23,925)	-69.1%	
OPERATING	7,872	22,323	14,451	6,496	15,827	70.9%	
CAPITAL OUTLAY	0	0	0	0	0		
<b>SUBTOTAL</b>	<b>\$42,471</b>	<b>\$56,922</b>	<b>\$14,451</b>	<b>\$65,020</b>	<b>(\$8,098)</b>	<b>-14.2%</b>	
<b>965.00 TRANSFERS OUT</b>							
969.275 CONTRIBUTION-COMMUNITY DEVELOP	15,000	15,000	0	15,000	0	0.0%	
<b>SUBTOTAL</b>	<b>\$15,000</b>	<b>\$15,000</b>	<b>\$0</b>	<b>\$15,000</b>	<b>\$0</b>	<b>0.0%</b>	
<b>TOTAL L DFA FUND EXP (310)</b>	<b>\$57,471</b>	<b>\$71,922</b>	<b>\$14,451</b>	<b>\$80,020</b>	<b>(\$8,098)</b>	<b>-11.3%</b>	
<b>REVENUE OVER/(UNDER) EXP.</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>(\$10,407)</b>	<b>(\$10,407)</b>		
<b>VIBRANT SMALL CITIES GRANT REVENUE (283):</b>							
519.013 VSCG-DOWNTOWN FAÇADE GRANT	\$0	\$126,946	\$126,946	\$126,946	\$0	0.0%	
<b>TOTAL DDA DEBT FUND REVENUE</b>	<b>\$0</b>	<b>\$126,946</b>	<b>\$126,946</b>	<b>\$126,946</b>	<b>\$0</b>	<b>0.0%</b>	
<b>VIBRANT SMALL CITIES GRANT EXPENDITURES (283):</b>							
BLIGHT REDUCTION-PROPERTY ACQUISITIO	\$0	\$103,050	\$103,050	\$908	102,142	99.1%	
CONTINGENCY	0	23,896	23,896	0	23,896	100.0%	
<b>TOTAL DDA DEBT FUND EXP (394)</b>	<b>\$0</b>	<b>\$126,946</b>	<b>\$126,946</b>	<b>\$908</b>	<b>\$126,038</b>	<b>99.3%</b>	
<b>REVENUE OVER/(UNDER) EXP.</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$126,038</b>	<b>\$126,038</b>		

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					ACTUAL TO AMENDED BUDGET AMOUNT	PERCENT	
<b>DDA DEBT FUND REVENUE (394):</b>							
664.000 INTEREST EARNINGS	\$100	\$100	\$0	\$147	\$47	47.0%	
699.000 APPROP TRANSFER IN	85,445	85,445	0	85,445	0	0.0%	
<b>TOTAL DDA DEBT FUND REVENUE</b>	<b>\$85,545</b>	<b>\$85,545</b>	<b>\$0</b>	<b>\$85,592</b>	<b>\$47</b>	<b>0.1%</b>	
<b>DDA DEBT FUND EXPENDITURES (394):</b>							
BOND INTEREST EXPENSE	\$5,120	\$5,120	\$0	\$3,413	\$1,707	33.3%	
PAYING AGENT FEES	425	425	0	425	0	0.0%	
CONTINGENCY	80,000	80,000	0	0	80,000	100.0%	
<b>TOTAL DDA DEBT FUND EXP (394)</b>	<b>\$85,545</b>	<b>\$85,545</b>	<b>\$0</b>	<b>\$3,838</b>	<b>\$81,707</b>	<b>95.5%</b>	
<b>REVENUE OVER/(UNDER) EXP.</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$81,754</b>	<b>\$81,754</b>		

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					ACTUAL TO AMENDED BUDGET AMOUNT	PERCENT	
<b>WATER-CAPITAL PROJECTS FUND REVENUE (496)</b>							
676.591 CONTRIBUTION- WATER FUND	\$329,000	\$329,000	\$0	\$41,281	(\$287,719)	-87.5%	
697.000 PRIOR YEAR'S REVENUE	0	39,614	39,614	0	(39,614)	-100.0%	Planned Use of Fund
<b>TOTAL DDA DEBT FUND REVENUE</b>	<b>\$329,000</b>	<b>\$368,614</b>	<b>\$39,614</b>	<b>\$41,281</b>	<b>(\$327,333)</b>	<b>-88.8%</b>	<b>Balance Not Necessary</b>
<b>WATER-CAPITAL PROJECTS FUND EXPENDITURES (496)</b>							
METER READING & MAINT.	\$35,000	\$60,826	\$25,826	\$2,060	\$58,766	96.6%	
OAKWOOD FACILITY	15,000	15,000	0	0	15,000	100.0%	
WATER PLANT CAPITAL EQUIP	79,000	79,000	0	8,437	70,563	89.3%	
WATER PLANT CAPITAL IMPRVMT	162,000	165,788	3,788	30,784	135,004	81.4%	
WATER DISTRB CAPITAL EQUIP	3,000	13,000	10,000	0	13,000	100.0%	
WATER DISTRB CAPITAL IMPRVMT	35,000	35,000	0	0	35,000	100.0%	
<b>TOTAL EXPENDITURES</b>	<b>\$329,000</b>	<b>\$368,614</b>	<b>\$39,614</b>	<b>\$41,281</b>	<b>\$327,333</b>	<b>88.8%</b>	
<b>REVENUE OVER/(UNDER) EXP.</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>		
<b>SEWER-CAPITAL PROJECTS FUND REVENUE (497)</b>							
676.590 CONTRIBUTION- WASTEWATER FUND	\$392,000	\$740,874	\$348,874	\$858,106	\$117,232	15.8%	
697.000 PRIOR YEAR'S REVENUE	0	847,725	847,725	0	(847,725)	-100.0%	Planned Use of Fund
<b>TOTAL SEWER-CAPITAL PROJECTS FUND REVENUE</b>	<b>\$392,000</b>	<b>\$1,588,599</b>	<b>\$1,196,599</b>	<b>\$858,106</b>	<b>(\$730,493)</b>	<b>-46.0%</b>	<b>Balance Not Necessary</b>
<b>SEWER-CAPITAL PROJECTS FUND EXPENDITURES (497)</b>							
WWTP CAPITAL IMPROVEMENTS	\$45,000	\$45,000	\$0	\$9,705	\$35,295	78.4%	
WWTP CAPITAL EQUIPMENT	50,000	50,000	0	42,486	7,514	15.0%	
SEWER COLLECTION SYSTEM	297,000	1,493,599	1,196,599	805,915	687,684	46.0%	
<b>TOTAL EXPENDITURES</b>	<b>\$392,000</b>	<b>\$1,588,599</b>	<b>\$1,196,599</b>	<b>\$858,106</b>	<b>\$730,493</b>	<b>46.0%</b>	
<b>REVENUE OVER/(UNDER) EXP.</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>		

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					ACTUAL TO AMENDED BUDGET AMOUNT	PERCENT	
<b>AUTO PARKING FUND REVENUE (585):</b>							
526.000 FARMERS' MARKET GRANT	\$275,000	\$280,000	\$0	\$231,802	(\$48,198)	-17.2%	
652.312 PARKING FEES-PERMITS	1,000	1,000	0	600	(400)	-40.0%	
656.000 PARKING FINES	0	0	0	10	10		
664.000 INVESTMENT EARNINGS	200	200	0	190	(10)	-5.0%	
697.000 PRIOR YEARS' REVENUE	25,735	25,735	0	0	(25,735)	-100.0%	Planned Use of Fund
699.101 CONTRIBUTION - GENERAL FUND	60,000	61,670	1,670	60,000	(1,670)	-2.7%	Balance Not Necessary
699.210 CONTRIBUTION - DDA-TIFA	60,000	60,000	0	60,000	0	0.0%	
699.599 CONTRIBUTION - SPECIAL ASSESSMENT	60,000	60,000	0	60,457	457	0.8%	
699.699 CONTRIBUTION - FEE ESTATE	25,000	25,000	0	0	(25,000)	-100.0%	
<b>TOTAL AUTO PARKING FUND REVENUE</b>	<b>\$506,935</b>	<b>\$513,605</b>	<b>\$1,670</b>	<b>\$413,059</b>	<b>(\$100,546)</b>	<b>-19.6%</b>	
<b>AUTO PARKING FUND EXPENDITURES (585):</b>							
SALARIES & FRINGE BENEFITS	\$35,096	\$35,096	\$0	\$12,159	\$22,937	65.4%	
OPERATING	196,839	171,839	(25,000)	39,412	132,427	77.1%	
CAPITAL OUTLAY	275,000	306,670	31,670	352,613	-45,943	-15.0%	
<b>TOTAL AUTO PARKING FUND EXP (585)</b>	<b>\$506,935</b>	<b>\$513,605</b>	<b>\$6,670</b>	<b>\$404,184</b>	<b>109,421</b>	<b>21.3%</b>	
<b>REVENUE OVER/(UNDER) EXP.</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$8,875</b>	<b>\$8,875</b>		
<b>TRANSPORTATION SYSTEM FUND REV (588):</b>							
511.000 FEDERAL GRANTS	\$66,409	\$66,409	\$0	\$59,133	(\$7,276)	-11.0%	
571.000 STATE CAPITAL GRANT	0	308	308	2,890	2,582	838.3%	
572.000 STATE ACT 51 OPERATING	154,069	154,069	0	152,611	(1,458)	-0.9%	
633.000 PASSENGER FARES	90,522	90,522	0	101,228	10,706	11.8%	
671.000 RENTS	4,056	4,056	0	305	(3,751)	-92.5%	
675.000 DONATIONS-PRIVATE	0	3,000	3,000	3,000	0	0.0%	
676.101 CONTRIBUTION - GENERAL FUND	100,000	100,000	0	100,000	0	0.0%	
695.000 OTHER	0	0	0	305	305		
695.005 ADVERTISING REVENUE	0	2,500	2,500	2,745	245	9.8%	
697.000 PRIOR YEARS' REVENUE	5,950	142	(5,808)	0	(142)	-100.0%	Planned Use of Fund
<b>TOTAL TRANSPRTN SYSTEM FUND REV</b>	<b>\$421,006</b>	<b>\$421,006</b>	<b>\$0</b>	<b>\$422,217</b>	<b>\$1,211</b>	<b>0.3%</b>	<b>Balance Not Necessary</b>
<b>TRANSPORTATION FUND EXPENDITURES:</b>							
SALARIES & FRINGE BENEFITS	\$300,075	\$300,075	\$0	\$286,679	\$13,396	4.5%	
OPERATING	120,931	120,931	0	130,598	-9,667	-8.0%	
CAPITAL OUTLAY	0	0	0	0	0		
<b>TOTAL TRANSPORTATION FUND EXP (588)</b>	<b>\$421,006</b>	<b>\$421,006</b>	<b>\$0</b>	<b>\$417,277</b>	<b>\$3,729</b>	<b>0.9%</b>	
<b>REVENUE OVER/(UNDER) EXP.</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$4,940</b>	<b>\$4,940</b>		

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					ACTUAL TO AMENDED BUDGET AMOUNT	PERCENT	
<b>SEWER FUND REVENUE (590):</b>							
585.000 RIVER INTERCEPTOR IMPROVEMNT GRANT	\$0	\$348,874	\$348,874	\$280,614	(\$68,260)	-19.6%	
647.000 CHARGES FOR SERVICES	4,189,500	4,189,500	0	4,426,980	237,480	5.7%	
653.000 PENALTIES	85,000	85,000	0	77,771	(7,229)	-8.5%	
664.000 INVESTMENT EARNINGS	30,000	30,000	0	17,587	(12,413)	-41.4%	
676.500 CONTRIB-EMPLOYEE HEALTH CARE	31,793	31,793	0	0	(31,793)	-100.0%	
681.000 TAPS & SERVICE	25,000	25,000	0	21,725	(3,275)	-13.1%	
695.000 OTHER	20,000	20,000	0	22,501	2,501	12.5%	
697.000 PRIOR YEARS' REVENUE	23,491	79,263	55,772	0	(79,263)	-100.0%	Planned Use of Fund
<b>TOTAL SEWER FUND REVENUE</b>	<b>\$4,404,784</b>	<b>\$4,809,430</b>	<b>\$404,646</b>	<b>\$4,847,178</b>	<b>\$37,748</b>	<b>0.8%</b>	<b>Balance Not Necessary</b>
<b>SEWER FUND EXPENDITURES (590):</b>							
WASTE WATER TREATMENT PLANT	\$1,464,049	\$1,475,314	\$11,265	\$1,362,662	\$112,652	7.6%	
ADMINISTRATION & OVERHEAD	605,611	605,611	0	549,416	56,195	9.3%	
SANITARY SEWERS	223,850	268,357	44,507	202,154	66,203	24.7%	
BROAD STREET LIFT STATION	50,000	50,000	0	41,320	8,680	17.4%	
LIFT STATIONS	41,500	41,500	0	25,402	16,098	38.8%	
RETENTION BASIN	11,000	11,000	0	5,187	5,813	52.8%	
DEPRECIATION EXPENSE	1,200,000	1,200,000	0	1,348,465	-148,465	-12.4%	
BOND INTEREST EXPENSE	271,100	271,100	0	266,799	4,301	1.6%	
INSTALLMENT PURCHASE DEBT SVC	91,884	91,884	0	20,472	71,412	77.7%	
INSTALLMENT PURCHASE-CAMERA	26,000	26,000	0	0	26,000	100.0%	
CONTRIBUTION - INDIRECT COST PLAN	27,790	27,790	0	27,790	0	0.0%	
CONTRIBUTION - CAPITAL PROJECTS	392,000	740,874	348,874	26,720	714,154	96.4%	
<b>TOTAL SEWER FUND EXPENDITURES (590)</b>	<b>\$4,404,784</b>	<b>\$4,809,430</b>	<b>\$404,646</b>	<b>\$3,876,387</b>	<b>\$933,043</b>	<b>19.4%</b>	
<b>REVENUE OVER/(UNDER) EXP.</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$970,791</b>	<b>\$970,791</b>		

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					ACTUAL TO AMENDED BUDGET AMOUNT	PERCENT	
<b>WATER FUND REVENUE (591):</b>							
634.000 NEW ACCOUNT CHARGES	\$15,000	\$15,000	\$0	\$15,962	\$962	6.4%	
646.000 CHARGES FOR SERVICES - SALES	3,506,000	3,506,000	0	3,565,815	59,815	1.7%	
653.000 PENALTIES	75,000	75,000	0	65,908	(9,092)	-12.1%	
664.000 INVESTMENT EARNINGS	20,000	20,000	0	18,966	(1,034)	-5.2%	
667.000 HYDRANT RENTAL	50,000	50,000	0	52,672	2,672	5.3%	
676.500 CONTRIB-EMPLOYEE HEALTH CARE	53,741	53,741	0	0	(53,741)	-100.0%	
680.000 MERCHANDISE	1,000	1,000	0	0	(1,000)	-100.0%	
681.000 TAPS & SERVICE	25,000	70,000	45,000	73,708	3,708	5.3%	
695.000 OTHER	20,000	20,000	0	2,760	(17,240)	-86.2%	
697.000 PRIOR YEARS' REVENUE	42,196	5,521	(36,675)	0	(5,521)	-100.0%	Planned Use of Fund
<b>TOTAL WATER FUND REVENUE</b>	<b>\$3,807,937</b>	<b>\$3,816,262</b>	<b>\$8,325</b>	<b>\$3,795,791</b>	<b>(\$20,471)</b>	<b>-0.5%</b>	Balance Not Necessary
<b>WATER FUND EXPENDITURES (591):</b>							
MERCHANDISE	\$40,000	\$40,000	\$0	\$57,355	(\$17,355)	-43.4%	
PURIFICATION & PUMPING	1,222,511	1,226,972	4,461	1,106,310	120,662	9.8%	
TRANSMISSION & DISTRIBUTION	498,200	502,064	3,864	424,863	77,201	15.4%	
CUSTOMER SERVICE & OVERHEAD	611,042	611,042	0	476,317	134,725	22.0%	
DEPRECIATION EXPENSE	780,879	780,879	0	637,331	143,548	18.4%	
BOND INTEREST EXPENSE	237,327	237,327	0	233,953	3,374	1.4%	
CONTRIBUTION - INDIRECT COST PLAN	88,978	88,978	0	88,978	0	0.0%	
CONTRIBUTION - CAPITAL PROJECTS	329,000	329,000	0	0	329,000	100.0%	
<b>TOTAL WATER FUND EXPENSES (591)</b>	<b>\$3,807,937</b>	<b>\$3,816,262</b>	<b>\$8,325</b>	<b>\$3,025,107</b>	<b>\$791,155</b>	<b>20.7%</b>	
<b>REVENUE OVER/(UNDER) EXP.</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$770,684</b>	<b>\$770,684</b>		
<b>SOLID WASTE FUND REVENUE (595):</b>							
640.000 REFUSE COLLECTION & DISPOSAL	\$533,600	\$556,800	\$0	\$573,179	\$16,379	2.9%	
649.000 CURBSIDE RECYCLING CHARGE	24,000	24,000	0	27,539	3,539	14.7%	
695.000 OTHER	23,965	23,965	0	120	(23,845)	-99.5%	
<b>TOTAL SOLID WASTE FUND REVENUE</b>	<b>\$581,565</b>	<b>\$604,765</b>	<b>\$0</b>	<b>\$600,838</b>	<b>(\$3,927)</b>	<b>-0.6%</b>	
<b>SOLID WASTE FUND EXPENDITURES (595):</b>							
SALARIES & FRINGE BENEFITS	\$82,141	\$82,141	\$0	\$47,808	\$34,333	41.8%	
OPERATING	499,424	522,624	23,200	498,133	24,491	4.7%	
CAPITAL OUTLAY	0	0	0	0	0		
<b>TOTAL SOLID WASTE FUND EXPENDITURES</b>	<b>\$581,565</b>	<b>\$604,765</b>	<b>\$23,200</b>	<b>\$545,941</b>	<b>58,824</b>	<b>9.7%</b>	
<b>REVENUE OVER/(UNDER) EXP.</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$54,897</b>	<b>\$54,897</b>		

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 June 30, 2012

FUND/DEPARTMENT	FY2011-12 ADOPTED BUDGET	FY2011-12 AMENDED BUDGET	AMENDED over/(under) ADOPTED	YEAR-TO-DATE ACTUAL	VARIANCE		EXPLANATION
					ACTUAL TO AMENDED BUDGET AMOUNT	PERCENT	
<b>STORM WATER UTILITY FUND REV (598):</b>							
648.000 STORM SEWER CHARGES	\$260,000	\$260,000	\$0	\$269,998	\$9,998	3.8%	
664.000 INVESTMENT EARNINGS	100	100	0	632	532	532.0%	
695.000 OTHER	0	0	0	4,914	4,914		
697.000 PRIOR YEARS' REVENUE	98,728	165,921	67,193	0	(165,921)	-100.0%	Planned Use of Fund
<b>TOTAL STORM WATER UTILITY FUND REV.</b>	<b>\$358,828</b>	<b>\$426,021</b>	<b>\$67,193</b>	<b>\$275,544</b>	<b>(\$150,477)</b>	<b>-35.3%</b>	<b>Balance</b>
<b>STORM WATER UTLTY FUND EXP. (598):</b>							
DRAINS - PUBLIC BENEFIT	\$343,990	\$370,583	\$26,593	\$320,963	\$49,620	13.4%	
ADMIN. & RECORD KEEPING	838	31,838	31,000	18,493	13,345	41.9%	Indirect Cost
ENGINEERING	14,000	23,600	9,600	25,124	-1,524	-6.5%	
<b>TOTAL STORM WATER UTILITY FUND EXP</b>	<b>\$358,828</b>	<b>\$426,021</b>	<b>\$67,193</b>	<b>\$364,580</b>	<b>\$61,441</b>	<b>14.4%</b>	
<b>REVENUE OVER/(UNDER) EXP.</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>(\$89,036)</b>	<b>(\$89,036)</b>		

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FUND/DEPARTMENT	FY2011-12 ADOPTED BUDGET	FY2011-12 AMENDED BUDGET	AMENDED over/(under) ADOPTED	YEAR-TO-DATE ACTUAL	VARIANCE		EXPLANATION
					ACTUAL TO AMENDED BUDGET AMOUNT	PERCENT	
<b>CAPITAL PROJECTS REVOLVING FUND REVENUE (599)</b>							
408.202 SPECIAL ASSESSMENTS-MAJOR STREET	\$70,000	\$70,000	\$0	\$55,696	(\$14,304)	-20.4%	
408.203 SPECIAL ASSESSMENTS-LOCAL STREETS	12,000	12,000	0	80,684	68,684	572.4%	
664.000 INVESTMENT EARNINGS	30,000	30,000	0	24,006	(5,994)	-20.0%	
<b>TOTAL REVENUE</b>	<b>\$112,000</b>	<b>\$112,000</b>	<b>\$0</b>	<b>\$160,386</b>	<b>\$48,386</b>	<b>43.2%</b>	
<b>CAPITAL PROJECTS REVOLVING FUND EXPENDITURES (599)</b>							
<b>TRANSFERS OUT</b>							
CONTRIB - MAJOR STREET	\$70,000	\$70,000	\$0	\$55,696	\$14,304	20.4%	
CONTRIB - LOCAL STREET	12,000	12,000	0	80,684	-68,684	-572.4%	
<b>SUBTOTAL</b>	<b>\$82,000</b>	<b>\$82,000</b>	<b>\$0</b>	<b>\$136,380</b>	<b>(\$54,380)</b>	<b>-66.3%</b>	
<b>NON-DEPARTMENTAL</b>							
CONTINGENCY	\$30,000	\$30,000	\$0	\$0	30,000	100.0%	
<b>TOTAL EXPENDITURES</b>	<b>\$112,000</b>	<b>\$112,000</b>	<b>\$0</b>	<b>\$136,380</b>	<b>(\$24,380)</b>	<b>-21.8%</b>	
<b>REVENUE OVER/(UNDER) EXP.</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$24,006</b>	<b>\$24,006</b>		

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FUND/DEPARTMENT	FY2011-12 ADOPTED BUDGET	FY2011-12 AMENDED BUDGET	AMENDED over/(under) ADOPTED	YEAR-TO-DATE ACTUAL	VARIANCE		EXPLANATION
					ACTUAL TO AMENDED BUDGET AMOUNT	PERCENT	
<b>INFORMATION TECHNOLOGY FUND REVENUE (661)</b>							
636.000 INFO TECH SERVICES	\$140,005	\$140,005	\$0	\$138,827	(\$1,178)	-0.8%	
637.000 GIS/CAD SERVICES	65,548	65,548	0	68,571	3,023	4.6%	
676.500 CONTRIB-EMPLOYEE HEALTH CARE	4,889	4,889	0	0	(4,889)	-100.0%	
695.000 OTHER	0	0	0	1,238	1,238		
697.000 PRIOR YEARS' REVENUE	237,408	484,040	246,632	0	(484,040)	-100.0%	Planned Use of Fund
<b>TOTAL REVENUE</b>	<b>\$447,850</b>	<b>\$694,482</b>	<b>\$246,632</b>	<b>\$208,636</b>	<b>(\$485,846)</b>	<b>-70.0%</b>	<b>Balance</b>
<b>INFORMATION TECHNOLOGY FUND EXPENDITURES (661)</b>							
GIS SERVICES	\$115,811	\$160,741	\$44,930	\$52,457	\$108,284	67.4%	
TELECOMMUNICATIONS	25,000	25,055	55	31,267	-6,212	-24.8%	
ADMINISTRATION	307,039	508,686	201,647	288,877	219,809	43.2%	
<b>TOTAL EXPENDITURES</b>	<b>\$447,850</b>	<b>\$694,482</b>	<b>\$246,632</b>	<b>\$372,601</b>	<b>\$321,881</b>	<b>46.3%</b>	
<b>REVENUE OVER/(UNDER) EXP.</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>(\$163,965)</b>	<b>(\$163,965)</b>		

CITY OF ADRIAN  
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FUND/DEPARTMENT	FY2011-12	FY2011-12	AMENDED	YEAR-TO-DATE	VARIANCE		EXPLANATION
	ADOPTED	AMENDED	over/(under)		ACTUAL	ACTUAL TO AMENDED BUDGET	
	BUDGET	BUDGET	ADOPTED		AMOUNT		
<b>MOTOR VEHICLE POOL FUND REVENUE (662)</b>							
635.000 VEHICLE RENT	\$340,449	\$340,449	\$0	\$263,941	(\$76,508)	-22.5%	
676.001 CONTRIBUTION - ADRIAN SCHOOLS	84,000	84,000	0	137,322	53,322	63.5%	
676.002 CONTRIBUTION - LISD	4,000	4,000	0	4,853	853	21.3%	
676.003 CONTRIBUTION - LENAWEE TRANSPORTATION	58,000	58,000	0	74,281	16,281	28.1%	
676.202 CONTRIBUTION - MAJOR STREET FUND	115,000	115,000	0	46,861	(68,139)	-59.3%	
676.203 CONTRIBUTION - LOCAL STREET FUND	100,000	100,000	0	65,278	(34,722)	-34.7%	
676.205 CONTRIBUTION - FEE ESTATE	20,000	20,000	0	20,640	640	3.2%	
676.267 CONTRIBUTION - OMNI	200	200	0	327	127	63.5%	
676.500 CONTRIB-EMPLOYEE HEALTH CARE	4,390	4,390	0	0	(4,390)	-100.0%	
676.585 CONTRIBUTION - AUTO PARKING	500	500	0	9,652	9,152	1830.4%	
676.588 CONTRIBUTION - TRANSPORTATION FUND	10,000	10,000	0	43,870	33,870	338.7%	
676.590 CONTRIBUTION - WASTEWATER FUND	22,000	22,000	0	17,889	(4,111)	-18.7%	
676.591 CONTRIBUTION - WATER FUND	23,500	23,500	0	15,321	(8,179)	-34.8%	
676.595 CONTRIBUTION - SOLID WASTE FUND	0	0	0	10,398	10,398		
676.598 CONTRIBUTION - STORM WATER UTILITY	5,000	5,000	0	16,484	11,484	229.7%	
885.000 SALE OF EQUIPMENT	12,000	12,000	0	17,205	5,205	43.4%	
895.000 OTHER	0	0	0	1,451	1,451		
897.000 PRIOR YEARS' BALANCE	0	5,950	5,950	0	(5,950)	-100.0%	Planned Use of Fund
<b>TOTAL MOTOR VEHICLE POOL FUND REVENUE</b>	<b>\$799,039</b>	<b>\$804,989</b>	<b>\$5,950</b>	<b>\$745,773</b>	<b>(\$59,216)</b>	<b>-7.4%</b>	<b>Balance</b>
<b>MOTOR POOL FUND EXPENSES (662)</b>							
CEMETERY VEHICLES	\$14,286	\$14,575	\$289	\$5,212	\$9,363	64.2%	
ADMINISTRATION	177,465	177,465	0	492,477	-315,012	-177.5%	
POLICE DEPT VEHICLES	112,031	112,031	0	67,342	44,689	39.9%	
FIRE DEPT VEHICLES	98,829	98,999	170	19,226	79,773	80.6%	
INSPECTION DEPT VEHICLES	4,800	4,800	0	2,852	1,948	40.6%	
DPW VEHICLES	157,922	160,812	2,890	22,685	138,127	85.9%	
STORM WATER UTILITY VEHICLES	25,772	25,772	0	0	25,772	100.0%	
ENGINEERING DEPT VEHICLES	8,561	8,850	289	4,092	4,758	53.8%	
RECREATION DEPT VEHICLES	4,967	4,967	0	1,590	3,377	68.0%	
PARKS & FORESTRY DIV VEHICLES	49,438	50,883	1,445	14,910	35,973	70.7%	
HERITAGE PARK VEHICLES	5,600	5,889	289	6,027	-138	-2.3%	
FEE ESTATE VEHICLES	24,549	25,127	578	6,674	18,453	73.4%	
CONTRIBUTION - INDIRECT COST PLAN	18,447	18,447	0	18,447	0	0.0%	
CONTINGENCY	96,372	96,372	0	0	96,372	100.0%	
<b>TOTAL EXPENDITURES</b>	<b>\$799,039</b>	<b>\$804,989</b>	<b>\$5,950</b>	<b>\$661,534</b>	<b>\$143,455</b>		
<b>REVENUE OVER/(UNDER) EXP.</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$84,239</b>	<b>\$84,239</b>		

CITY OF ADRIAN  
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FUND/DEPARTMENT	FY2011-12 ADOPTED BUDGET	FY2011-12 AMENDED BUDGET	AMENDED over/(under) ADOPTED	YEAR-TO-DATE ACTUAL	VARIANCE		EXPLANATION
					ACTUAL TO AMENDED AMOUNT	PERCENT	
<b>PERPETUAL CARE FUND REVENUE (711)</b>							
664.000 INVESTMENT EARNINGS	\$40,000	\$40,000	\$0	\$34,877	(\$5,123)	-12.8%	
665.000 CHANGE IN MARKET VALUE	0	0	0	50,392	50,392		
<b>TOTAL REVENUE</b>	<b>\$40,000</b>	<b>\$40,000</b>	<b>\$0</b>	<b>\$85,269</b>	<b>\$45,269</b>	<b>113.2%</b>	
<b>PERPETUAL CARE FUND EXPENDITURES (711)</b>							
CONTRIBUTION - GENERAL FUND	\$40,000	\$40,000	\$0	\$30,972	9,028	22.6%	
<b>TOTAL EXPENDITURES</b>	<b>\$40,000</b>	<b>\$40,000</b>	<b>\$0</b>	<b>\$30,972</b>	<b>\$9,028</b>	<b>22.6%</b>	
<b>REVENUE OVER/(UNDER) EXP.</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$54,297</b>	<b>\$54,297</b>		
<b>TOTAL REVENUES - ALL FUNDS</b>	<b>\$26,172,481</b>	<b>\$30,359,774</b>	<b>\$4,159,093</b>	<b>\$27,305,688</b>	<b>(\$3,054,086)</b>	<b>-10.1%</b>	
<b>TOTAL EXPENDITURES - ALL FUNDS</b>	<b>26,172,481</b>	<b>30,359,774</b>	<b>4,448,649</b>	<b>24,864,799</b>	<b>5,490,740</b>	<b>18.1%</b>	
<b>NET OF REVENUE AND EXPENDITURES</b>	<b>0</b>	<b>0</b>	<b>\$0</b>	<b>2,440,889</b>	<b>2,436,654</b>		



June 26, 2012

City of Adrian  
Attention: Christopher D. Miller  
DDA and Economic Development Coordinator  
135 E. Maumee Street  
Adrian, MI 49221

RE: 2001, 2004, 2009 and 2010 Tax Abatement Reporting

As required by the IFT Letter of Understanding for the 2001, 2004, 2009 and 2010 Tax Abatement, enclosed is the reporting requirement requested.

- i. **The number of new jobs promised in the IFT application within a two (2) year period and the actual number of jobs created.** The applications in aggregate state that the number of employees that will create is four (4). Currently, we have approximately 355 people on roll. Details are in the attached excel spreadsheet.
- ii. **If the IFT was granted on the basis of job retention, the number of employees at the time of the application and the current number of employees.** The IFT's initiated under Delphi Automotive Systems and transferred to Inteva were based on job retention of 442 employees. Since the initiation of the IFT's, our main customer has closed three (3) assembly plants and resourced two (2) assembly plant's volume away from the Adrian Operations, leaving a total of two (2) assembly plants we service today. We are showing that on Day 1 for Inteva Products, LLC (March 1, 2008), we had approximately 274 employees on roll. We are using this enrollment as our commitment for the inherited IFT's. Adding the two (2) IFT's awarded to Inteva, the total number of jobs identified for retention is 231 and created jobs is four (4). Currently, we have approximately 355 people on roll. Details are in the attached excel spreadsheet.
- iii. **If the projection for creation of jobs was not reached, give detailed explanation.** We have an Inteva commitment of 235 retained or created jobs. We currently have 355 people on roll.
- iv. **The estimated project cost given in the application and the actual project cost.** The estimated and actual costs are the same for all IFT's. Details are in the attached excel spreadsheet.
- v. **If actual project costs differ substantially from project cost, give explanation.** Spending was on par with estimates.

If there are any further questions on this reporting, I may be contacted at 517-265-4214.

Sincerely,

John Kuenzer  
Plant Controller  
Inteva Products, LLC  
1450 E. Beecher Street  
Adrian, MI 49221

## Inteva Adrian -- History

Year	Employment								IFT Commitment				
	Hourly				Salary	Hourly & Salary		Retained		Created		Total	
	31-Dec	Active	Leaves of Absence	JOBS Bank	Hourly Total	Total	Grand Total	Net Change	Hourly	Salary	Hourly		Salary
2001	396	50	96	542	80*	622			42	0	0	0	42
2004				0	75*	75	-547		442	0	0	0	442
2006	324	11	0	335	54	389	314		442	0	0	0	442
2007	258	21	0	279	55	334	-55		442	0	0	0	442
March 1, 2008	215	12	0	227	47	274	-60		227	0	0	0	227
2008	178	4	0	182	47	229	-105		227	0	0	0	227
2009	195	11	0	206	49	255	26		229	0	0	2	231
2010	195	10	0	205	50	255	0		231	0	0	4	235
2011	269	9	0	278	55	333	78		231	0	0	4	235
June 25, 2012	282	8	0	290	65	355	22		231	0	0	4	235

\* Estimated the Salary employment level, I do not have data going back that far.



# CONSENT AGENDA

**CR12-048**

August 20, 2012

**RE: CITY COMMISSION – Change in Commission Meeting Date**

**RESOLUTION**

WHEREAS, the Charter of the City of Adrian requires that regular meeting times be established by City Commission resolution; and

WHEREAS, the regular meeting scheduled for Monday, September 3, 2012 occurs on a day City Hall is closed in observance of Labor Day; and

NOW, THEREFORE, BE IT RESOLVED that said regular meeting will be held on Tuesday, September 4, 2012 at 7:00 p.m. in the City Chambers Building located at 159 E. Maumee St., Adrian, MI.

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

**RESOLUTION**

**RE: CDBG Farmers Market Project Grant – SET PUBLIC HEARING PRIOR TO FORMAL GRANT CLOSE OUT**

WHEREAS, the City Of Adrian received from the Michigan Economic Development Corporation a Farm to Food Grant under the Michigan Community Development Block Grant (CDBG) Program (Project No. MSC 210012-FMK); and

WHEREAS, the City of Adrian is preparing to close out this grant; and

WHEREAS, the Grantee is required to hold at least one public hearing afer the grant award and prior to the formal grant close out;

NOW, THEREFORE, BE IT RESOLVED that the Adrian City Commission hereby authorizes the scheduling of a public hearing on MSC 210012-FMK Farm to Food Grant received from the MEDC for Tuesday, September 4, 2012, 7:00 p.m. in the City Chambers Building to receive comments prior to the grant close out.

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



# REGULAR AGENDA

August 10, 2012

Honorable Mayor  
and City Commission:

At the August 7, 2012, meeting the Adrian City Planning Commission voted unanimously to recommend to the City Commission the approval of adopting the following text amendments to the Zoning/Development Regulations. These text amendments pertain to a use referred to as "Park and Sell" operations.

Mr. Randy Palmer has contacted Planning Commission staff and proposed using his property at 923 West Beecher Street as a park and sell operation. He would rent space for a specific amount of time and an individual would then park their vehicle or RV, etc., along with any pertinent information. All sales would be through the private owners.

The Zoning/Development Regulations did not allow these types of businesses, so the Planning Commission developed the necessary language which would allow them, through a Zoning Exception Permit, in the B-2 Community Business District, the WH Warehouse and Wholesale District and the I-2 General Industrial District.

Respectfully submitted,

Denise Cook, Secretary

**ORDINANCE NO. 12-003**

AN ORDINANCE TO AMEND ARTICLE II – DEFINITIONS, ARTICLE XVII – WH WAREHOUSE AND WHOLESALE DISTRICT AND ARTICLE XXI – I-2 GENERAL INDUSTRIAL DISTRICT OF THE ZONING/DEVELOPMENT REGULATIONS

The City of Adrian Ordains:

1. That Subsection 2.99.081 of Article II – Definitions be added to read as follows:  
*(New language appears in bold)*

2.99.08 Parcel

A tract or continuous area or acreage of land which is occupied or intended to be occupied by a building, series of buildings, accessory building(s), condominium units, or by any other use or activity permitted thereon and including open spaces and setbacks required under this ordinance, and having its frontage on a public or private street.

**2.99.081 “Park-and-Sell” Vehicle Sales**

**An unattended facility or lot where licensed vehicles, not owned by the facility operator or owner, are displayed for sale and where the facility owner or operator is paid a fee or commission for the use of the space or facility.**

2.99.09 Parking Space

An area of definite length and width, said area shall be exclusive of drives, aisles or entrances giving access thereto, and shall be fully accessible for the parking of permitted vehicles. Perpendicular and angle parking spaces shall have a minimum dimension of nine by eighteen (9 x 18) feet. Parallel parking shall be a minimum of eight by twenty (8 x 20) feet in dimension.

2. That Subsection 5 of Section 14.03 of Article XIV – B-2 Community Business District be amended to read as follows: *(New language appears in bold)*

**SECTION 14.03 USES SUBJECT TO A ZONING EXCEPTION PERMIT:**

*Subsections 1 through 4 . . .*

**5. Automobile and truck agency sales and showrooms, and Park-and-Sell Vehicle Sales subject to the following provisions:**

- a. The automobile and truck sales agency must be located on a site having a frontage on a major thoroughfare of not less than one hundred (100') feet. Minimum lot area shall be 10,000 square feet.
- b. Ingress and egress to the outdoor sales area shall be at least sixty (60') feet from the intersection formed by the existing or proposed right-of-way lines, whichever is greater.

- c. Major repair and major refinishing shops will be permitted as accessory when located not less than two hundred (200') feet from residentially zoned property and conducted entirely within an enclosed building.
  - d. No outside storage of discarded or salvaged materials, junk vehicles or junk parts shall be permitted on the premises.
  - e. The outside display of new and used automobiles and trucks shall be permitted but the outside storage of vehicles shall be limited to new vehicles and such storage area shall occupy no more than thirty-five (35%) percent of a lot which is used for new vehicle sales.
  - f. Vehicles shall not be placed within five (5') feet of the property line.
  - g. All lighting shall be shielded from adjacent residential districts and the use of open or base bulbs shall be prohibited.
  - h. No outside loud speaker or outside public address system shall be used.
3. That Subsection 4 be added to Section 17.2 of Article XVII – WH Warehouse and Wholesale District to read as follows: *(New language is shown in bold)*

*Sections 1 through 3 . . .*

**4. “Park-and-Sell” Vehicle Sales (subject to the following conditions):**

- a. Sales shall be limited to automobiles, light trucks, trailers, boats and water craft, and recreational vehicles. The sale, storage or display of semi-trucks or trailers is not permitted**
- b. All vehicles offered for sale shall be registered and licensed**
- c. The outside storage or display of discarded or salvage materials, junk vehicles or junk parts is not permitted**
- d. No single vehicle may be displayed for more than 90 days**
- e. Vehicles shall not be placed within five feet of any property line**
- f. All lighting shall be shielded from adjacent residential districts and the use of open or base bulbs in prohibited.**

4. That Subsections 1 through 2 be renumbered and a new Subsection 1 be added to Section 21.03 of Article XXI – I-2 General Industrial District to read as follows: *(New language is shown in bold and deleted language is stricken out)*

SECTION 21.03 USES SUBJECT TO A ZONING EXCEPTION PERMIT:

- ~~1. Uses determined by the City Commission to be of similar nature to the above subject to the following conditions:~~
  - ~~a. A recommendation shall be provided by the Planning Commission.~~

~~b. Earthberms, setbacks, or performance standards may be required to address any anticipated negative impacts.~~

~~2. Work release facility (subject to the following conditions):~~

*Subsections a through j . . .*

**1. “Park-and-Sell” Vehicle Sales (subject to the following conditions):**

**a. Sales shall be limited to automobiles, light trucks, trailers, boats and water craft, and recreational vehicles. The sale, storage or display of semi-trucks or trailers is not permitted**

**b. All vehicles offered for sale shall be registered and licensed**

**c. The outside storage or display of discarded or salvage materials, junk vehicles or junk parts is not permitted**

**d. No single vehicle may be displayed for more than 90 days**

**e. Vehicles shall not be placed within five feet of any property line**

**f. All lighting shall be shielded from adjacent residential districts and the use of open or base bulbs is prohibited.**

2. Uses determined by the City Commission to be of similar nature to the above subject to the following conditions:

a. A recommendation shall be provided by the Planning Commission.

b. Earthberms, setbacks, or performance standards may be required to address any anticipated negative impacts.

3. Work-release facility (subject to the following conditions):

a. No work-release facility shall be located within three-hundred (300) feet of any residential district, park or school.

b. No work-release facility shall be located within 1500 feet of another work-release facility.

c. The work-release facility shall be designed, constructed, and maintained so that such use will not change the general character of the area or any adjacent, or nearby residential areas.

d. The facility shall be served adequately by essential public facilities and services such as highways, streets, police and fire protection, drainage, refuse disposal, water and sewer; or if such facilities and services are not provided, documentation that persons or agencies responsible for the establishment of the work-release facility shall be able to provide adequately any such facilities and services.

- e. The work-release facility shall submit plans which provide a description of programs and procedures which are operational at the facility to assure security and safety for the residents of the facility and the surrounding neighborhood and to assure the success of the program in terms in rehabilitation counseling, training, job placement, and resident access to essential services and facilities, including recreation and transportation. Said plans shall be approved by the planning commission.
- f. A license, or evidence of ability to obtain a license, if such is required, from the appropriate governmental unit. Prior to the issuance of a final certificate of occupancy, the operator or agency shall provide evidence that a valid license has been issued or is obtainable for the proposed work-release facility on the property. Should licensing not be required, an affidavit from the applicant stating that licensing is not required, shall be provided.
- g. Every room occupied for sleeping purposes within the structure shall contain a minimum of eighty (80) square feet of habitable room area for one (1) occupant, and when occupied by more than one (1) person, shall contain at least sixty (60) square feet of habitable room area for each occupant.
- h. Indoor and outdoor recreational space shall be provided for the clientele served, based upon standards specified by the licensing authority. If no such standards exist then the following minimum standards shall apply.
  - 1. A common indoor area shall be provided which shall consist of at least twenty-five (25) square feet per individual.
  - 2. A common outdoor area shall be provided which shall consist of at least sixty (60) square feet per individual.
  - 3. Any exterior alteration of the structure shall be compatible with the surrounding area.
  - 4. Exterior security lighting shall be provided. All exterior lighting shall be suitably directed and shaded to prevent any glare upon adjoining, or nearby, residential properties.
  - 5. One (1) parking space shall be provided for each three persons residing in the work-release facility, except for facilities which prohibit the ownership or operation of automobiles by occupants. Parking shall be provided on-site in an amount determined to be appropriate to accommodate guests, and employees as deemed necessary by the planning commission following a review of the proposed work-release facility, and its operation.
- i. The facility shall be limited to forty (40) clients.
- j. Signage shall be limited to one identification sign affixed flat against the front wall of the facility of size not to exceed eight (8) square feet.

INTRODUCTION .....August 20, 2012

SUMMARY PUBLISHED.....

ADOPTION.....

COMPLETED PUBLICATION.....

EFFECTIVE DATE.....

On motion by Commissioner \_\_\_\_\_,

supported by Commissioner \_\_\_\_\_,

this ordinance was adopted by a \_\_\_\_\_ vote.

August 10, 2012

Honorable Mayor  
and City Commission:

At the August 7, 2012, meeting the Adrian City Planning Commission voted unanimously to recommend to the City Commission the approval of the following text amendments to the Zoning/Development Regulations. These text amendments pertain to breweries, microbreweries, micro-distilleries, and brew pubs.

The idea was mentioned to Planning Commission staff about the possibility of a brew pub coming to downtown Adrian. The Zoning/Development Regulations allow bars and restaurants in the downtown; however, there was the matter of the process involved in making the product that needed to be defined.

After consideration, the Planning Commission wrote the language for these uses, which would allow brew pubs as a use permitted, with conditions, in the B-2 Community Business and the B-3 Central Business Districts. Also, breweries, micro-breweries and micro-distilleries would be allowed as a use permitted in the E-1 Exclusive Industrial and I-1 Light Industrial District. Further, brew pubs would also be allowed in the I-1 District.

Respectfully submitted,

Denise Cook, Secretary

**ORDINANCE NO. 12-004**

AN ORDINANCE TO AMEND ARTICLE II – DEFINITIONS, ARTICLE XIV – B-2 COMMUNITY BUSINESS, ARTICLE XV – B-3 CENTRAL BUSINESS DISTRICT, ARTICLE XIX – E-1 EXCLUSIVE INDUSTRIAL DISTRICT, ARTICLE XX – I-1 LIGHT INDUSTRIAL DISTRICT OF THE ZONING/DEVELOPMENT REGULATIONS

The City of Adrian Ordains:

1. That Subsection 2.28.01 of Article II – Definitions be added to read as follows:  
*(New language appears in bold)*

2.28 Board of Zoning Appeals

The City of Adrian Board of Zoning Appeals, the members of which have been duly appointed by the City Commission and which is authorized as a body to interpret, hear appeals, and grant variances only in accordance with the provisions of this Ordinance.

**2.28.01 Breweries, Micro-Breweries and Distilleries, Brew Pubs**

- A. **Brewery**: A facility for the manufacture and processing of beer, malt liquor or similar beverage products with an annual production capacity of 15,000 barrels (465,000 US Gallons) or more.
- B. **Micro-Brewery/Micro-Distillery**: A facility for the manufacture and processing of beer, malt liquor or distilled spirits or similar beverage products with a combined annual production capacity of less than 465,000 US Gallons (15,000 barrels), and with 75 percent or more of its annual production sold off-site.
- C. **Brew Pub**: A restaurant or bar which also includes a facility for the manufacture and processing of beer, malt liquor or distilled spirits or similar beverage products with a combined annual production capacity of less than 465,000 US Gallons (15,000 barrels), and with 25 percent or more of its annual production sold on-site at retail.

2.29 Building

A building is an edifice, framed or constructed and designed to stand more or less permanently and covering a space of land, for use as a dwelling, store, storehouse, factory, sign, shelter or for some other useful purpose. Building in this sense includes a trailer, tent, or vehicle used as a dwelling.

2. That Subsection 12 be amended and a new Subsection 13 be added to Section 14.02 of Article XIV – B-2 Community Business District to read as follows: *(New language is shown in bold and deleted language is stricken out)*

**SECTION 14.02 PRINCIPAL USES PERMITTED**: In a B-2 Community Business District, no building or land shall be erected except for one or more of the following specified uses:

1. Any principal permitted use in the B-1 Local Business District.
2. Post offices.
3. Photographic reproduction, blueprinting and print shop.
4. Sit down restaurants and taverns.
5. (reserved for future use)
6. Establishments of electricians, plumbers, heating contractors, bakers, painters, or similar trades in conjunction with a retail sales operation.
7. Theaters, assembly halls, concert halls or similar places of assembly when conducted within enclosed buildings.
8. Open-air retail sales of plant materials and sales of lawn furniture, playground equipment and garden supplies provided that:
  - a. The open-air sales area is enclosed with a fence.
  - b. That such sales area is in conjunction with indoor sales of the same general type.
  - c. That the square footage of the open sales area is no greater than the indoor sales area.
9. Hotels and motels.
10. Business schools and colleges or private schools operated for a profit.
11. Local Shopping Center, operating as an integrated or cluster of principal permitted uses, sharing a parking area, with 80,000 square feet or less of gross floor area. Uses are limited to the permitted uses as listed in Section 14.02 above.
12. ~~Accessory buildings or uses customarily incidental to any of the above permitted uses which are of the character of a personal or administrative service or a retail facility for a product on a "cash and carry" basis.~~

**Brew Pubs, as defined in Section 2.28.01, and provided that:**

- a. **No more than 50 percent of the total gross floor areas of the establishment shall be used for the brewing or distilling function, including but not limited to, the brewhouse, boiling, distilling and water treatment areas, bottling and kegging lines, malt milling and storage, fermentation tanks, conditioning tanks and serving tanks.**
- b. **Access and loading bays shall not face toward any street, excluding alleys and parking lots.**
- c. **Access and loading bays facing an adjacent residential use or**

**residential district shall have the doors closed at all times, except during the movement of raw materials, other supplies and finished products into and out of the building.**

**d. No outdoor storage shall be allowed. This prohibition includes the use of portable storage units, cargo containers and tractor trailers.**

**13. Accessory buildings or uses customarily incidental to any of the above permitted uses which are of the character of a personal or administrative service or a retail facility for a product on a “cash and carry” basis.**

3. That Subsections 10 through 13 be renumbered and a new Subsections 10 be added to Section 15.02 of Article XV – B-3 Central Business District to read as follows: *(New language is shown in bold and deleted language is stricken out)*

SECTION 15.02 PRINCIPAL USES PERMITTED: In a B-3 Central Business District, no building shall be erected except for one or more of the following specified uses:

1. Any generally recognized retail business which supplies commodities on the premises within a completely enclosed building, such as, but not limited to: foods, liquor, furniture, clothing, dry goods, notions, drugs, or hardware.

2. Any personal service establishment which performs services on the premises within a completely enclosed building, such as, but not limited to: repair shops (watches, radio, television, shoe, etc.), tailor shops, beauty parlors, barber shops, interior decorators, photographer and dry cleaners.

3. Restaurants and taverns where the patrons are served while seated within a building occupied by such establishment, and wherein said establishment does not extend as an integral part of, or accessory thereto, any service of a drive-in or open front store.

4. Offices and office buildings of an executive, administrative or professional nature.

5. Hotels and motels.

6. Post offices and libraries.

7. Mixed uses i.e. commercial and residential uses combined in one structure, subject to Section 12.03.5.

8. Theaters, banquet facilities, concert halls, or places of assembly that promote pedestrian shopping and the stability of retail development when said uses are conducted completely within enclosed buildings. The Board of Appeals shall have the power and duty to authorize in specific cases a relaxation of the provisions of this Ordinance through a variance as will not be contrary to public interest where, owing to special conditions, a literal enforcement of the provisions of this Ordinance would result in unnecessary hardship or practical difficulty.

9. Housing for the elderly.

~~10. Other uses which are similar to the above and subject to the following restrictions:~~

- a. ~~All business establishments shall be retail or service establishments dealing directly with consumers. All goods produced on the premises shall be sold at retail from the premises where produced.~~
  - b. ~~All business, servicing or processing except for off street parking or loading shall be conducted within completely enclosed buildings.~~
  - c. ~~Storage of commodities shall be within buildings and shall not be visible to the public from the street or thoroughfare.~~
11. ~~Off street parking lots, operated as a business.~~
12. ~~Accessory buildings and uses customarily incidental to the principal uses.~~
13. ~~Public education facilities subject to the following restrictions:~~
- a. ~~Not for profit adult education facilities are allowed which excludes Pre K through 12 of compulsory education.~~
  - b. ~~Facility must demonstrate private free parking for students available for expected demand within 1,200 feet of the facility. Specifically, a minimum of 24 private parking spaces must be provided on the premises, plus additional spaces equal to 50% of the maximum potential number of enrolled students occupying the building, up to the maximum determined by the Fire Department.~~
- 10. Brew Pubs, as defined in Section 2.28.01, and provided that:**
- a. **No more than 50 percent of the total gross floor areas of the establishment shall be used for the brewing or distilling function, including but not limited to, the brewhouse, boiling, distilling and water treatment areas, bottling and kegging lines, malt milling and storage, fermentation tanks, conditioning tanks and serving tanks.**
  - b. **Access and loading bays shall not face toward any street, excluding alleys and parking lots.**
  - c. **Access and loading bays facing an adjacent residential use or residential district shall have the doors closed at all times, except during the movement of raw materials, other supplies and finished products into and out of the building.**
  - d. **No outdoor storage shall be allowed. This prohibition includes the use of portable storage units, cargo containers and tractor trailers.**
- 11. Other uses which are similar to the above and subject to the following restrictions:**
- a. **All business establishments shall be retail or service establishments dealing directly with consumers. All goods produced on the premises shall be sold at retail from the premises where produced.**

- b. All business, servicing or processing except for off-street parking or loading shall be conducted within completely enclosed buildings.**
    - c. Storage of commodities shall be within buildings and shall not be visible to the public from the street or thoroughfare.**
  - 12. Off-street parking lots, operated as a business.**
  - 13. Accessory buildings and uses customarily incidental to the principal uses.**
  - 14. Public education facilities subject to the following restrictions:**
    - a. Not for profit adult education facilities are allowed which excludes Pre-K through 12 of compulsory education.**
    - b. Facility must demonstrate private free parking for students available for expected demand within 1,200 feet of the facility. Specifically, a minimum of 24 private parking spaces must be provided on the premises, plus additional spaces equal to 50% of the maximum potential number of enrolled students occupying the building, up to the maximum determined by the Fire Department.**
4. That Subsection 1 be amended to add a new Paragraph i to Section 19.02 of Article XIX – E-1 Exclusive Industrial District to read as follows: *(New language is shown in bold and deleted language is stricken out)*

**SECTION 19.02 PRINCIPAL USES PERMITTED:** In an Exclusive Industrial District, no building or land shall be used, no building shall be used and no building shall be erected except for one or more of the following uses unless otherwise provided in this Ordinance.

- 1. Any of the following uses when the manufacturing, compounding, or processing is conducted wholly within a completely enclosed building. That portion of the land used for open storage facilities for materials or equipment used in the manufacturing, compounding, or processing shall be totally obscured on those lot lines abutting R-1 through R-4, RT, RM, OS-1, B-1 and B-3 districts, and on any front yards abutting a public thoroughfare except as otherwise provided in this ordinance. The screening shall be in accordance with the minimum landscape standards of this ordinance and shall be evaluated for adequacy by the Planning Commission.
  - a. The manufacture, compounding, processing, packaging, or treatment of such products as, but not limited to: bakery goods, candy, cosmetics, pharmaceuticals, toiletries, food products, hardware and cutlery, tool, die, gauge and machines shops.
  - b. The manufacture, compounding, assembling, or treatment of articles or merchandise from previously prepared materials: bone, canvas, cellophane, cloth, cork, elastomers, feathers, felt, fiber, fur, glass, hair, horn, leather, paper, plastics, rubber, precious or semiprecious metals or stones, sheet metal, shell, textiles, tobacco, wax, wire, wood and yarns.

- c. The manufacture of pottery and figurines or other similar ceramic products using only previously pulverized clay, and kilns fired only by electricity or gas.
- d. Manufacture of musical instruments, toys, novelties and metal or rubber stamps, or other molded rubber products.
- e. Manufacture or assembly of electrical appliances, electronic instruments and devices, radios and phonographs.
- f. Manufacturing of electric or neon signs, light sheet metal products, including heating and ventilating equipment, cornices, eaves and the like.
- g. Research, experimental, testing and film processing laboratories.
- h. Industrial warehousing subject to the following conditions:
  - 1. The combined area of all lots devoted to independent warehousing in a specific parcel or group of contiguous parcels of land zoned E-1 (Exclusive Industrial) shall not exceed 15% of the total area of the parcel or group of contiguous parcels in which the land or lots are located.
  - 2. In those instances where there is an insufficient number of lots such that independent warehousing would not be permitted in the procedure described in the subparagraph (1) above, the total floor area of the first floor of all structures used for independent warehousing shall not exceed 10% of the total area of the parcel or group of contiguous parcels.
  - 3. No independent warehouse shall be constructed of less than 20,000 square feet on the first floor.
  - 4. All warehousing shall meet the following conditions at all times:
    - a. All storage of goods and materials shall be within an enclosed building.
    - b. All storage of vehicles used in conjunction with the transportation of goods and materials shall occur between the required rear yard and the rear of the structure.
    - c. Storage of vehicles used in conjunction with the transport of goods and materials shall be no closer than 40 feet from any residential district.
  - 5. Business Office buildings accessory to any of the above permitted uses, when adjacent to or within 1,500 feet of such use, with such use as an office to be clearly incidental to such permitted use. Provided, however, that the area to be used for the office building

shall be less than 25% of the square footage used for such permitted uses.

**i. Breweries, Micro-Breweries and Micro-Distilleries as defined in Section 2.28.01**

4. That Subsections 15 and 16 be amended and a new Subsection 17 be added to Section 20.02 of Article XX – I-1 Light Industrial District to read as follows: *(New language is shown in bold and deleted language is stricken out)*

**SECTION 20.02 PRINCIPAL USES PERMITTED:** In a I-1 Light Industrial District, no building or land shall be used and no building shall be erected except for one or more of the following specified uses unless otherwise provided in this Ordinance:

1. Any use charged with the principal function of basic research, design, and pilot or experimental product development when conducted within a completely enclosed building.
2. Any of the following uses when the manufacturing, compounding or processing is conducted wholly within a completely enclosed building. That portion of the land used for open storage facilities for materials or equipment used in the manufacturing, compounding, or processing shall be totally obscured on those sides abutting R-1 through R-4, RT, RM, OS-1, B-1, B-2 and B-3 Districts, and on any front yard abutting a public thoroughfare except as provided in this ordinance. The screening shall be in accordance with the minimum landscape standards of this ordinance and shall be evaluated for adequacy by the Planning Commission.
  - a. Warehousing and wholesale establishments, and trucking facilities.
  - b. The manufacture, compounding, processing, packaging, or treatment including such products, but not limited to: bakery goods, candy, cosmetics, pharmaceuticals, toiletries, food products, hardware and cutlery, tool, die, gauge and machine shops.
  - c. The manufacture, compounding, assembling, or treatment of articles or merchandise from previously prepared materials; bone, canvas, cellophane, cloth, cork, elastomers, feathers, felt, fibre, fur, glass, hair, horn, leather, paper, plastics, rubber, precious or semiprecious metals or stones, sheet metal, shell, textiles, tobacco, wax, wire, wood and yarns.
  - d. The manufacture of pottery and figurines or other similar ceramic products using only previously pulverized clay, and kilns fired only by electricity or gas.
  - e. Manufacture of musical instruments, toys, novelties, and metal or rubber stamps, or other molded rubber products.
  - f. Manufacture or assembly of electrical appliances, electronic instruments or devices, radios and phonographs.
  - g. Laboratories – Experimental, film or testing.

- h. Manufacturing and repair of electric or neon signs, light sheet metal products, including heating and ventilating equipment, cornices, eaves and the like.
  - i. Central dry cleaning plants or laundries provided that such plants shall not deal directly with consumer at retail.
  - j. All public utilities, including buildings, necessary structures, storage yards and other related uses.
3. Warehouse, storage and transfer and electric and gas service buildings and yards. Public utility buildings, telephone exchange buildings, electrical transformer stations and substations, and gas regulator stations. Water supply and sewage disposal plants. Water and gas tank holders. Railroad transfer and storage tracks. Railroad rights-of-ways. Freight terminals.
  4. Storage facilities for building materials, sand, gravel, stone, lumber, storage of contractor's equipment and supplies, provided such is enclosed within a building or within an obscuring wall or fence on those sides abutting all Residential or Business Districts, and on any yard abutting a public thoroughfare. In an I-1 District, the extent of such fence or wall may be determined by the Planning Commission on the basis of usage and in accordance with the landscape standards of this ordinance.
  5. Municipal uses such as water treatments plants, and reservoirs, sewage treatment plants, and all other municipal buildings and uses, including outdoor storage.
  6. Commercial kennels.
  7. Greenhouses.
  8. Trade or industrial schools.
  9. Retail uses of an industrial character, such as lumber yards, farm implement sales.
  10. Eating and drinking establishments.
  11. Banks and financial institutions.
  12. Industrial clinics.
  13. Indoor tennis court, racquetball courts, and health clubs.
  14. Motels.
  15. ~~Other uses similar in character to the above.~~

**Breweries, Micro-Breweries and Micro-Distilleries and Brew Pubs as defined in Section 2.28.01**

16. **Other uses similar in character to the above.**

**17. Accessory buildings and uses customarily incidental to any of the above permitted uses.**

INTRODUCTION.....August 20, 2012

SUMMARY PUBLISHED.....

ADOPTION.....

COMPLETE PUBLICATION.....

EFFECTIVE DATE.....

On Motion by Commissioner \_\_\_\_\_,

Seconded by Commissioner \_\_\_\_\_,

This Ordinance was adopted by a \_\_\_\_\_ vote.

# MEMO

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DATE: August 13, 2012

TO: Hon. Mayor DuMars and City Commission

FROM: Dane C. Nelson, City Administrator

SUBJECT: Sale of Property

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At the August 6<sup>th</sup> meeting of the City Commission, presentations were made to the Commission for the acquisition of 238 and 250 Church Street, along with 307 and 309 College Avenue. The proposals were made by Hops on College LLC, represented by Jim Koehn and Beth Furguson. The other proposal was made by SIHB LLC, represented by Trevor Perdue and Robynne Cook.

At present, the City has no current or projected plans for these properties. Each proposal has its respective merits, although both of them represent financial offers that would be considered less than market value. At the same time, each proposal sets forth a plan to make a considerable investment in the property. As such, I have prepared two optional resolutions to potentially accept one of the proposals, which would include language that requires the re-conveyance of the property to the City in the event certain conditions are not met prior to December 31, 2013.

Respectfully Submitted,



Dane C. Nelson  
DCN:mld

**OPTION I**

**RE: ADMINISTRATION –Authorize the sale of 238 and 250 Church Street, and 307 and 309 College Avenue and to Hops on College LLC.**

**RESOLUTION**

WHEREAS, the City has received proposals to sell lots commonly known as 238 and 250 Church Street, and 307 and 309 College Avenue; and

WHEREAS, the City has no current or projected use of these parcels, and has thoroughly considered said proposals.

NOW, THEREFORE, BE IT RESOLVED, that the proposal of Hops on College LLC, is hereby accepted subject to the agreement of the following terms and conditions:

1. Conveyance by quit claim deed.
2. Property to be accepted in its current "AS IS" condition.
3. Any title insurance or survey cost shall be the responsibility of the purchaser.
4. The minimum investment of \$150,000 shall be made by December 31, 2013.
5. All taxes and utility costs shall be timely paid and kept current.
6. If the above conditions are not met, the purchaser shall agree to re-convey the property to the City at no cost with the property to be free and clear of encumbrances. All improvements made to the property shall be owned by the City.

BE IT FURTHER RESOLVED that in the event the terms and conditions are accepted, the Mayor and City Clerk shall execute all documents necessary to close said transaction.

On motion by Commissioner \_\_\_\_\_, seconded  
 by Commissioner \_\_\_\_\_, this resolution was \_\_\_\_\_  
 by a \_\_\_\_\_ vote

**OPTION II**

**RE: ADMINISTRATION – Authorize the sale of 238 and 250 Church Street, and 307 and 309 College Avenue to SIHB, LLC.**

**RESOLUTION**

WHEREAS, the City has received proposals to sell lots commonly known as 238 and 250 Church Street, and 307 and 309 College Avenue; and

WHEREAS, the City has no current or projected use of these parcels, and has thoroughly considered said proposals.

NOW, THEREFORE, BE IT RESOLVED, that the proposal of SIHB, LLC, is hereby accepted subject to the agreement of the following terms and conditions:

1. Conveyance by quit claim deed.
2. Property to be accepted in its current "AS IS" condition.
3. Any title insurance or survey cost shall be the responsibility of the purchaser.
4. The roof shall be replaced with all mechanical, plumbing, electrical and building codes to be brought up to current code standards by December 31, 2013.
5. All taxes and utility costs shall be timely paid and kept current.
6. If the above conditions are not met, the purchaser shall agree to re-convey the property to the City at no cost with the property to be free and clear of encumbrances. All improvements made to the property shall be owned by the City.

BE IT FURTHER RESOLVED that in the event the terms and conditions are accepted, the Mayor and City Clerk shall execute all documents necessary to close said transaction.

On motion by Commissioner \_\_\_\_\_, seconded  
 by Commissioner \_\_\_\_\_, this resolution was \_\_\_\_\_  
 by a \_\_\_\_\_ vote

# MEMO

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DATE: August 15, 2012

TO: Hon. Mayor DuMars and City Commission

FROM: Dane C. Nelson, City Administrator

SUBJECT: Adrian Police Department Software

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For as far back as I can recall, the police department has struggled with finding a stable computer software system for its department. More than a year ago, the Sheriff's department purchased software from "New World", which is a well respected and experienced provider. At that time, the City looked at possible purchase of the same system, but the cost was extremely high and was not affordable by the City or any area departments.

New World has now come up with a different approach, which allows smaller units of government with the ability to obtain licenses to utilize this software. The one-time costs are about \$35,000 for the various licenses and modules needed by our department and the City Attorney department. The annual maintenance costs, however, are less than the police presently pay. No funds were budgeted for this use in the current fiscal year, as the program was not affordable as stated before. In order to purchase this new system, funds will be available from the fund balance in the IT fund. I strongly recommend this purchase.

In addition, New World has a system for mobile use for our police officers. The County will provide each City with a new laptop with software for E-ticketing in particular. The City costs, which will start next July, will be \$1,382 per car per year to create a replacement and maintenance fund. As such, there is no cost to be incurred in this fiscal year, but there will need to be budgeted funds in the next fiscal year. Again, I strongly recommend the police proceed with this mobile computing system.

Respectfully Submitted,

Dane C. Nelson  
DCN:mld