



CITY
COMMISSION
MEETING
December 17, 2018



PRE-MEETING AGENDA

**ADRIAN CITY COMMISSION
AGENDA
PRE-MEETING STUDY SESSION
MONDAY
December 17, 2018**

The City Commission will meet for a pre-meeting study session on Monday, December 17, 2018 at **5:45pm** at the City Chambers Building at 159 East Maumee Street, Adrian, Michigan for a work study session.

1. Presentation of the Kiwanis Trail Master Plan by Dusty Steele and Chris Miller.
2. Parking Fines/Ticket Discussion with Chief Emrick.
3. Other Items as Time Permits.
4. Public Comment.

Pre-meeting study sessions are open to the public and the public is encouraged to attend. Should attendance exceed the capacity of the conference room, the study session will be moved to the main commission chambers.



THE 2018 ADRIAN AREA NON-MOTORIZED TRANSPORTATION PLAN

FOR THE KIWANIS TRAIL AND
SURROUNDING AREAS

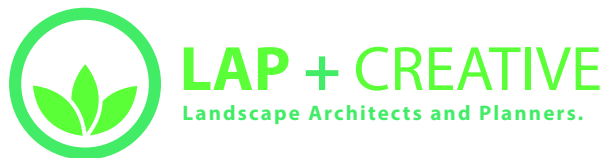
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THE KIWANIS CLUB OF ADRIAN, MICHIGAN

*IN PARTNERSHIP WITH
THE CITY OF ADRIAN, ADRIAN TOWNSHIP, AND RAISIN TOWNSHIP*

WRITTEN BY



APPROVED BY

THE KIWANIS CLUB OF ADRIAN, MICHIGAN, THE CITY OF ADRIAN, ADRIAN TOWNSHIP, AND RAISIN TOWNSHIP

AUTHORIZED BY

THE KIWANIS TRAIL DEVELOPMENT AUTHORITY

ADOPTED

[INSERT ADOPTION DATE UPON ADOPTION]

THE 2018 ADRIAN AREA
NON-MOTORIZED
TRANSPORTATION PLAN

FOR THE KIWANIS TRAIL AND
SURROUNDING AREAS

ACKNOWLEDGMENTS

This NMTP has been generated over a period of several months with much planning, study and input. We would therefore like to thank the following agencies or committees for their input, cooperation, support and commitments to the Delhi NMTP:

STEERING COMMITTEE

City of Adrian, City Manager Shane Horn
Adrian Township, Supervisor Jim Koehn
Kiwanis Club of Adrian, Representative Dusty Steele

CITY OF ADRIAN

Mayor Jim Berryman

ADRIAN TOWNSHIP

Supervisor Jim Koehn

RAISIN TOWNSHIP

Supervisor Dale Witt

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INTRODUCTION

TO THE 2018 ADRIAN AREA NON-MOTORIZED TRANSPORTATION PLANNING REPORT

A CASE FOR NON-MOTORIZED TRANSPORTATION

For many decades, “mobility” was the overarching goal of the transportation industry. With the dawn of the automobile, Americans began enjoying an unprecedented level of mobility. The car opened up opportunities for economic expansion, personal recreation, and access to resources that were previously unavailable. Consider going grocery shopping without a personal vehicle. Or imagine what it was like to visit Yellowstone before the car. And imagine all of the job opportunities within a 50 mile radius that would have been unavailable to most people before the automobile. It is obvious that the automobile has transformed our society in many positive ways.

At the same time, the rise of the automobile in our society has contributed to the decline of mobility at the pedestrian scale. Vehicular dominance has resulted in spread-out developments, far-flung

subdivisions isolated from community assets, and stretched out commercial corridors. It has also culminated in the preferential planning of car-centric roadways that prioritize efficient movement of vehicles with little regard for other modes of transportation. Faster, wider roads, stretching for greater distances, intersecting cities and towns, became the standard. Walking to school, your friend's house, your community center, your community park, your grocery store, or your favorite shop has become increasingly difficult, if not impossible. With many community assets spread out or too dangerous to get to on foot, Americans have lost personal mobility within their communities. The prioritization of vehicular mobility has resulted in communities that are no longer "walkable."

IMPACT OF UNWALKABLE COMMUNITIES

A community that is unwalkable can be dangerous, unwelcoming, unfriendly and both physically and socially disconnected. In an unwalkable community there are limited opportunities for community members to interact on a day-to-day basis. People don't feel safe allowing their children to play outside because of the threat of vehicular traffic. The costs associated with owning and operating a vehicle are forced upon residents because they have no other option. In an unwalkable community, essential services such as grocery stores, schools and medical services are either too far away to walk to or would be too dangerous to attempt to navigate through the roadways and parking lots that prioritize vehicular travel. Jobs that were once within walking distance but have moved to the outskirts of the cities are no longer available to lower income community members who rely upon walking or public transit to get to work. Community health has deteriorated through the elimination of the regular physical activity that was once routine in the American life, resulting in chronic diseases from obesity and the deterioration in cardiovascular health. The impact of an unwalkable community is profound.

IMPACT OF WALKABLE COMMUNITIES

In a walkable community pedestrians are given priority in neighborhood, work, school and shopping areas. People of all ages and abilities are given access to their community's gathering places, amenities, and resources. Walkable communities lead to more social interaction, physical fitness, and diminished social disorder such as crime. Traffic calming measures reduce vehicle speeds. Parents feel more comfortable about their children being outside in their neighborhoods with the reduced threat of motor vehicles. Children spend more time outside with other

children so they are more active, physically fit and healthy. This leads to communities and neighborhoods that are safer, healthier and friendlier.

A walkable community also provides non-motorized access to education and employment. Economically, socially or physically disadvantaged students/workers who don't have access to or can't afford a vehicle now have a means to not only improve themselves, but through being a contributing member of the workforce, help to improve the economy of the community as whole. Walkable communities are more livable communities and lead to whole, happy, healthy lives for the people who live in them.

NON-MOTORIZED, ACTIVE, HUMAN-POWERED?

The terms non-motorized transportation system and active transportation system as well as other terms such as human powered transportation system can be used interchangeably. However the use of negatives like the "non" in non-motorized can sometimes give a perception that the non-motorized system is fighting against the motorized or vehicular system, when in fact, if designed properly, the non-motorized and motorized systems can work together to create a unified and all-inclusive transportation system. The use of the term "active" is thought to take away this adversarial connotation and re-orient the terminology to emphasize physical activity, which is an important issue throughout the United States. More and more industry experts and agencies are using the term "active transportation" side-by-side with "non-motorized", and some entities, such as the National Parks and Recreation Association, have dropped "non-motorized" completely in favor of "active transportation".

WHAT MAKES UP A NON-MOTORIZED TRANSPORTATION SYSTEM (NMTS)?

A Non-Motorized Transportation System (NMTS) is made up of a network of infrastructure such as sidewalks, pathways, and bicycle lanes that connect people to places, businesses, and resources throughout the community. The NMTS works in concert with the roadway infrastructure and spans the gaps where the road network does not exist. While NMTS infrastructure may look different from community to community, there are a few basic types of infrastructure that are common to most non-motorized transportation systems.

SIDEWALK



Photo 1: Sidewalk

A sidewalk is the portion of public right of way between the street and the adjacent properties that is paved or improved and intended for use by pedestrians (although many other types of users usually use them, too). Sidewalks have these common characteristics:

- A paved area 5 to 6 feet wide. (ADA standard is 5 feet).
- Typically concrete, though other materials may be used, such as brick or asphalt.
- Often built by developers as part of their projects, though sometimes they are built by the city or municipality. It is common to have gaps between sections of sidewalks as a result of development occurring in a non-linear progression.
- Ordinances often place the burden of maintenance and replacement on the adjacent property owners.
- Ordinances often prohibit use of the sidewalk by anyone but pedestrians.

BICYCLE LANE



Photo 2: Bike lane along a roadway

A bicycle lane is a designated lane of traffic within the roadway that is specifically limited to bicycle use. It is considered the preferred facility for bicycles for two primary reasons: 1) mixing

fast bicyclists and slow pedestrians can result in dangerous collisions or conflicts of use, 2) bicycles are more visible to vehicles at intersections when the bicyclists ride in the road as opposed to on a pathway that is adjacent to the road. Bicycle lanes have these common characteristics:

- 5' minimum width when curb is present (AASHTO).
- 4' minimum width with no curb (AASHTO).
- Greater than 5' is preferred depending on the context of the roadway.
- Designated with markings, arrows, and signage (AASHTO).
- Green lane coloring may be used (AASHTO).

SHARED USE PATH

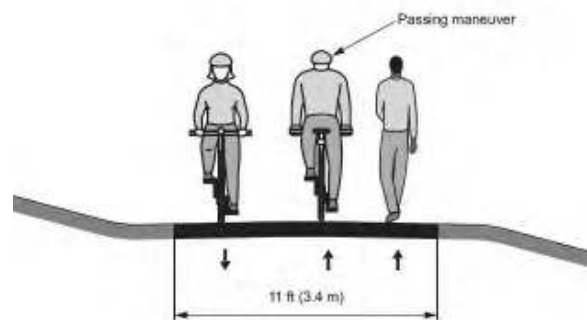


Photo 3: Cross-section of a shared-use path

A shared use path is a multi-use facility for non-motorized traffic that extends the non-motorized transportation system beyond the road right of way. All types of non-motorized users, including bicyclists, rollerbladers, skateboarders, walkers, runners, and push scooters, are encouraged to share the same path. Shared use paths are commonly referred to as "trails," and are often given names with the word "Trail" in them, but they are not technically trails. Trails are typically natural, "unimproved," or unpaved pathways. Shared use paths are always paved, have specific design criteria, and don't always extend through natural environments. Shared use paths have these common characteristics:

- Generally, the minimum recommended width (AASHTO) is 10' for two way traffic. Up to 14' wide is common.
- The minimum recommended width (AASHTO) for two way traffic with bicyclist passing in the center is 11'.
- Smaller widths to as little as 8' are allowed (AASHTO), though only in low traffic volume scenarios with limited maintenance vehicle loading.
- May split the path to segregate uses (AASHTO) using a minimum of 5' for the pedestrian portion and 10' for the

bicycle portion. These segregated lanes can be adjacent to each other or physically separated.

- Typically asphalt, though concrete or other materials may be used.
- Inclusion of a shared use path is complementary to bicycle lanes or other types of bicycle facilities in the road right of way and should not be considered a replacement for those facilities

SIDE PATH

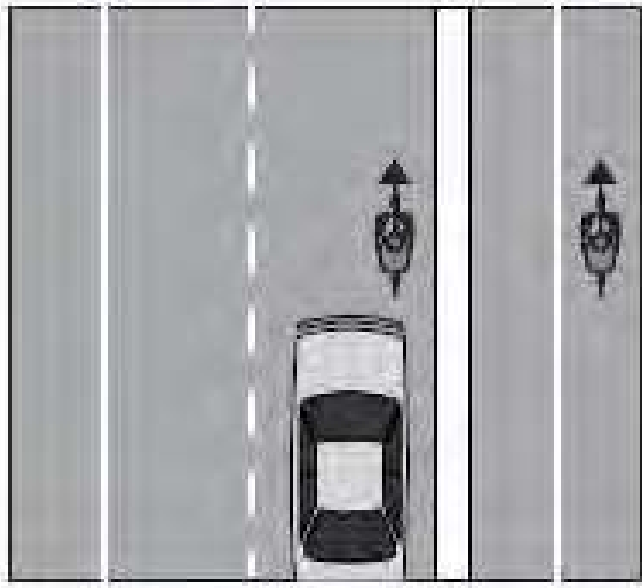


Photo 4: Example of side path running parallel to a roadway

A side path is like a sidewalk, but it is intended for more than pedestrians. It is found parallel to the roadway in the public right of way, but it behaves more like a shared use path. Bicyclists, rollerbladers, and other types of people are allowed to use the side path alongside pedestrians. In order to accommodate the varied uses, side paths are wider than sidewalks. Often a side path is simply a shared use path that has a portion of the path routed alongside a road. Side paths have these common characteristics:

- A two-way side path uses the same design criteria (AASHTO) as a shared use path (see Shared Use Path).
- A two way side path is typically only on one side of the road.
- A one-way side path may be smaller than the typical shared use path. Design criteria is based on the context of the site.
- One-way side paths must be placed on both sides of the road to accommodate proper traffic patterns. Signage must be present to identify one-way usage (AASHTO).
- Typically made of asphalt, though concrete or other

materials may be used.

- Inclusion of a side path is complementary to bicycle lanes or other types of bicycle facilities in the road right of way and should not be considered a replacement for those facilities.

PAVED SHOULDERS



Photo 5: Paved shoulder along roadway

The “paved shoulder” is the portion of paved roadway outside of the white line on the right side of the road. Paved shoulders are not travel lanes and they are typically designed for temporary parking, emergency pullovers, and emergency access. They can be a variety of widths; some paved shoulders are only 6”, others are greater than 8’. While paved shoulders are not intended to be used as travel lanes, they can be an excellent facility for bicyclists (and sometimes pedestrians) to utilize under certain circumstances, acting as unofficial bike lanes. For paved shoulders to be used in an NMTS, they should have these common characteristics:

- 4’ minimum width when no curb is present (AASHTO).
- 5’ minimum width when curb or other vertical elements (such as guard rails) are present (AASHTO).
- On roads with speeds over 50 mph, widths greater than 5’ should be utilized (AASHTO).
- Provided on both sides of the road (AASHTO).
- 4’ minimum shoulder maintained at bypass lanes (AASHTO).

SHARED LANES



Photo 6: Example of shared lane pavement markings

A shared lane is a lane in a road that is used by both bicyclists and automobiles. What many people don't know, however, is that all roads by default are "shared," except where prohibited by regulation or statute. Bicycles are considered legal vehicles and are allowed to utilize all lanes of traffic like a car. However, some automobile drivers don't know this and they treat bicyclists as if they belong in the ditch rather than on the road. "Shared lanes" are therefore enhanced lanes that facilitate bicycle use and promote greater awareness and respect for bicycle traffic. Enhanced "shared lanes" have these common characteristics:

- Typically only implemented on low-speed roads, 35 mph or less.
- Lane markings added to the middle of the driving lane to indicate bicycle usage is permitted and expected. Can be positioned to indicate approximate expected bicycle position within the lane to facilitate safer passing practices.
- Signage signals to drivers that bicyclists may be entering the roadway and/or that they have the right to use the entire lane.
- Additional roadway facilities may be implemented to facilitate bicycle use such as: bicycle detectors at intersection signals, appropriate signal timing for bicycle speeds, storm drain modifications, and other enhancements.

WAYFINDING

Wayfinding signs are important tools in identifying routes and helping people reach their destinations. At the pedestrian and bicycle level, these signs are small and meant to be read at lower speeds. AASHTO provides guidance on wayfinding signs for bicycle facilities that can easily be incorporated into defined bicycle routes. Signs for pedestrians are often designed by the communities based on the context of the surroundings (downtown, parks, etc) and often take on a variety of forms.

It is also important to consider how to use wayfinding signs to direct vehicular traffic to certain facilities, such as parks or trail heads, in order to facilitate easy access for those who may choose to drive to a certain location along the non-motorized transportation network.



Photo 7: Example of a wayfinding sign

CONTROLLED CROSSINGS

In locations where the non-motorized transportation facilities intersect with other, certain crossings, improvements should be considered to enhance safety. All crossings should be authorized by and coordinated with the proper transportation authority. Typical crossings include:

- **Railroad crossings:** A portion of bicycle lane or pathway that is designed to intersect railroad tracks at a 90 degree angle. This allows wheels to cross the tracks without getting caught between in the grooves. Crossing railroads at a sharper angle can trap the wheel in the track and cause the rider to lose control.
- **Mid-block crossings:** A crossing point positioned in the middle of a block rather than at an intersection. These crossings provide places to safely cross a road where traveling to the next intersection is impractical. They take on many forms and are designed to each specific situation.
- **Striped crossings:** A painted area that is typically accompanied by signage to indicate legal pedestrian crossings on roadways. Used as a low-cost first step in creating a safer controlled crossing. Often used by itself or in tandem with signalization.
- **Rectangular Rapid Flash Beacon (RRFB):** A crossing sign with pedestrian-activated, flashing lights mounted on the same post. Used to make mid-block crossings more visible where moderate traffic volumes are present. Requires traffic

study to determine need.

- **HAWK or PHB crossings:** An overhead, standalone traffic light, activated by pedestrians, typically in high traffic volume situations at mid-block crossings or at roundabouts. Used to temporarily stop traffic, allowing pedestrians to cross the road safely. Requires traffic study to determine need.



Photo 8: Mid-block crossing with HAWK signal

ROAD IMPROVEMENTS

RETROFIT

A retrofit expands the existing roadway to accommodate bike lanes or paved shoulders by adding material to the outer edges of the existing pavement. Retrofits are appropriate in situations where the road still has plenty of life left in it and can simply be modified to include bicycle facilities.

LANE CONVERSIONS

Sometimes it is possible to add bicycle facilities, such as paved shoulders or bike lanes, to existing roadways by just changing the striping on the road. It could be as simple as reducing lane widths and making room for a bike lane, or it could be more complicated like in the case of a road diet on a 4 lane road where the outer lanes are eliminated, a center turn lane is added, and the balance of roadway is used for bike lanes.

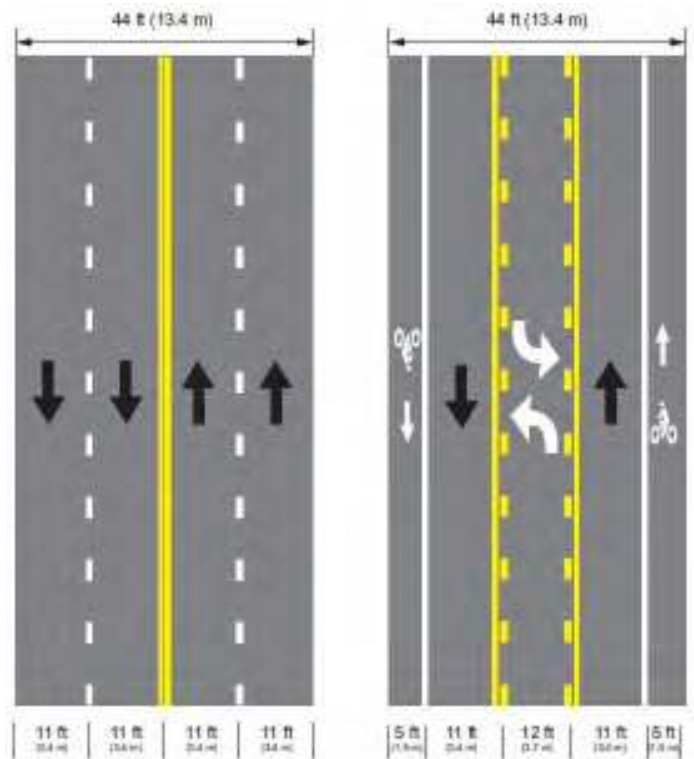


Photo 9: Example of lane conversion scenario

BICYCLE BOULEVARDS

A bicycle boulevard is a series of contiguous street segments that create a seamless bike thoroughfare through a particular portion of a community. The streetscape along a bicycle boulevard is modified to restrict vehicle use and slow traffic while at the same time increase bicycle transportation efficiency and safety.



Photo 10: Bicycle boulevard

RELATED TERMS AND DEFINITIONS

EASEMENT

An interest in land owned by another that entitles its holder to a specific limited use or enjoyment. Easements may be granted by property owners to provide space to implement non-motorized transportation facilities for public use on private property.

RIGHT-OF-WAY

A right-to-make a way over a piece of land, usually to and from another piece of land. A right-of-way is a type of easement granted or reserved over the land for purposes of utilities, transportation, or other uses of public benefit. This can be for a highway, public footpath, rail transport, canal, as well as electrical transmission lines, oil and gas pipelines. A right-of-way is reserved for the purposes of maintenance or expansion of existing services within the right-of-way. In the case of an easement, it may revert to its original owners if the facility is abandoned.

WALKABLE/WALKABILITY

A measure of how friendly an area is to walking. Factors influencing walkability include the presence or absence and quality of footpaths, sidewalks or other pedestrian rights-of-way, traffic and road conditions, land use patterns, building accessibility, and safety.

Photo 1: UNC-Chapel Hill Highway Safety Research Center, Vanasse Hangen Brustlin Inc. Westat. (October 2010). *Pedestrian Safety Strategic Plan: Recommendations for Research and Product Development*. page 52

Photo 2: *Class II*. digital image. *Silicon Valley Bicycle Coalition*. web. 10/21/2016. <https://bikesiliconvalley.org/bikeway-design/>

Photo 3: ASHTO. (2012). *Guide for Development of Bicycle Facilities*

Photo 4: ASHTO. (2012). *Guide for Development of Bicycle Facilities*

Photo 5: *Trail/Shared Use Path (Paved)*. digital image. *iowadot.gov*. web. 10/21/2016. <http://www.iowadot.gov/iowabikes/bikemap/PavedShoulder.html>

Photo 6: ASHTO. (2012). *Guide for Development of Bicycle Facilities*

Photo 7: Michael Farrell, COG/TPB. (DRAFT May 15, 2007). *Best Practices in Bicycle and Pedestrian Wayfinding in the Washington Region*. Page 6

Photo 8: NACTO. (March 2014). *Urban Bikeway Design Guide, Second Edition*

Photo 9: ASHTO. (2012). *Guide for Development of Bicycle Facilities*

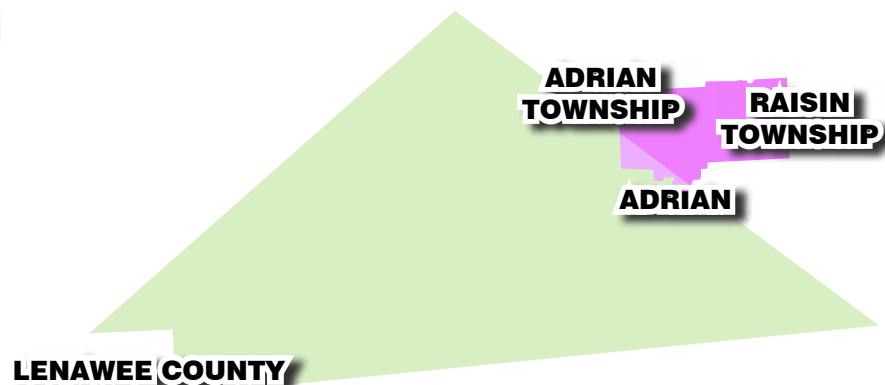
Photo 10: Digital Image. *tcsidewalks.blogspot.com*. web. 10/21/2016. <http://tcsidewalks.blogspot.com/2012/04/last-minute-amendment-strips-traffic.html>



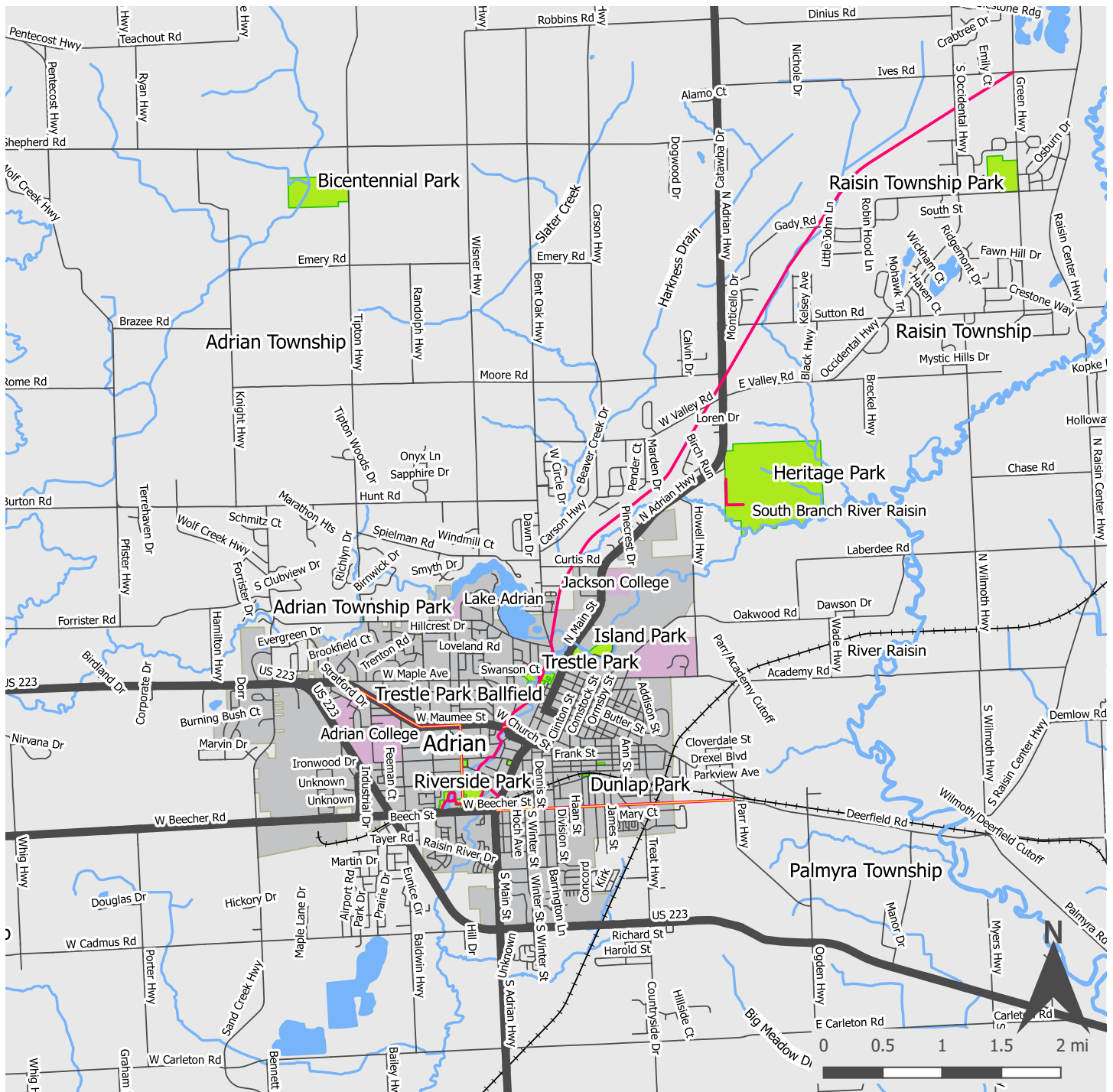
STUDY AREA

The Kiwanis Trail resides in the City of Adrian, Adrian Township, and Raisin Township. This plan focuses on these three jurisdictions, with expansion into Madison Township. These jurisdictions lie within Lenawee County.

MICHIGAN



Above: Map of Study Area



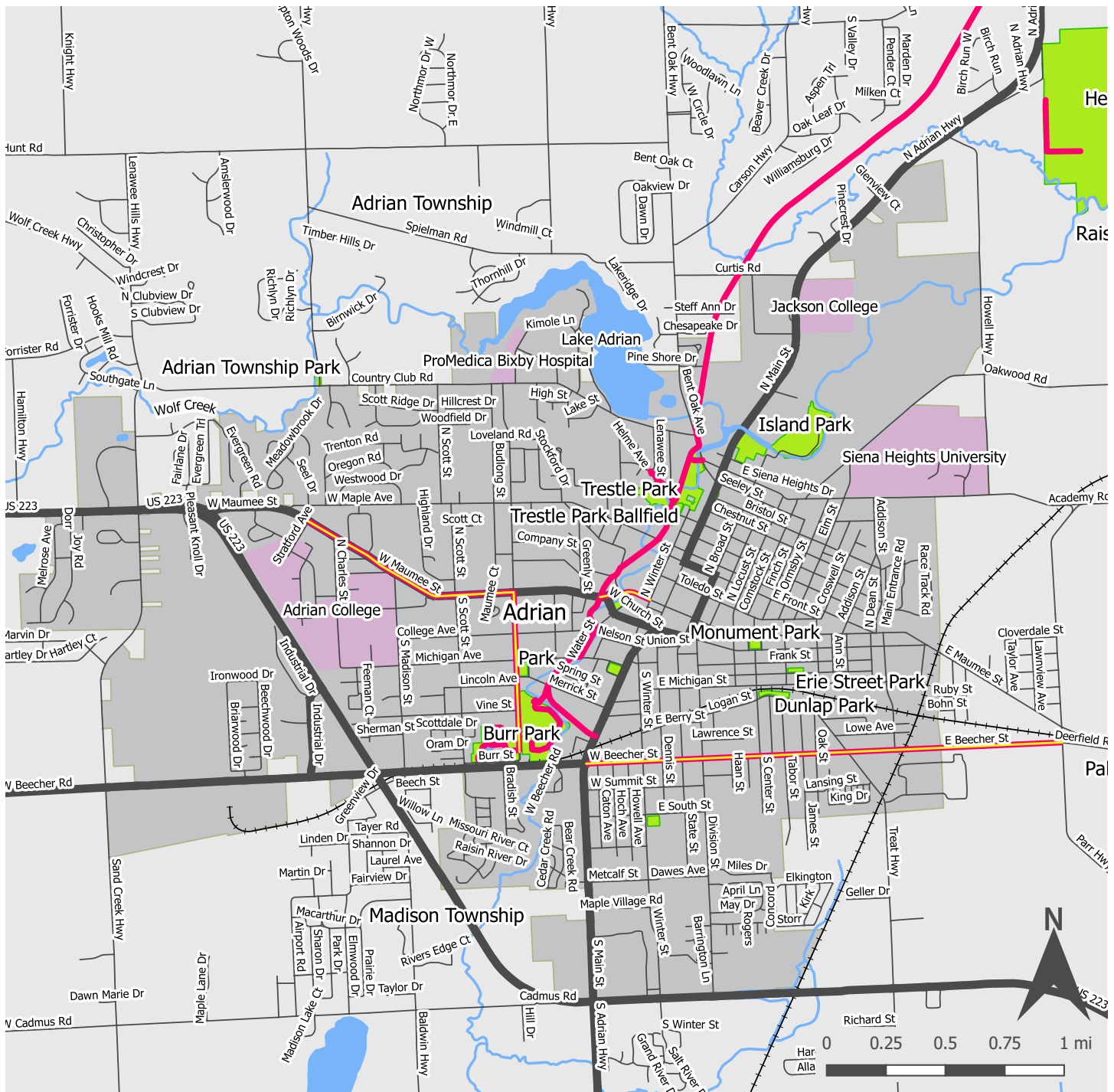
Legend

KiwanisNonMotorizedSystem

- Existing SUP
- Existing Bike Lane
- Prominent Locations
- Parks

EXISTING CONDITIONS MAP (STUDY AREA)

There are a number of schools, parks, neighborhoods, and commercial areas within the study area. This map shows the existing non-motorized transportation network overlaid on the area map. While there are gaps in the network, the non-motorized transportation system reaches many of the area's neighborhoods and community resources.



Legend

KiwanisNonMotorizedSystem

- Existing SUP
- Existing Bike Lane
- Prominent Locations
- Parks

EXISTING CONDITIONS MAP (CITY OF ADRIAN)

The existing non-motorized transportation network has proven to be an effective way to travel throughout the area. Within the City of Adrian, shared use paths and bike lanes work well to connect many of the parks and prominent locations; however there exist some areas that are lacking connectivity and several difficult intersections and crossings that could greatly benefit from improvement.

CHARACTER OF STUDY AREA

CITY OF ADRIAN

Adrian is the county seat of Lenawee County and is home to Adrian College, Siena Heights University and Jackson College. There are a broad range of year-round activities including Art-A-Licious, Blues & Brews Festival and Adrian's First Fridays.

Throughout Adrian, there are more than 17 community parks and open spaces, an award-winning school district and a historic downtown Adrian featuring 21st century dining, shopping and entertainment. Arts and cultural activities are the core of our downtown, anchored by the Croswell Opera House, the longest continually operating opera house east of the Mississippi. Another community asset is the Adrian Symphony Orchestra, one of the premier small market orchestras in the nation, which attracts the finest musicians from the world's stages to produce performances of the highest quality.

Nearby universities and training institutions constitute an extensive employment and educational resource for area businesses, including Adrian College, Siena Heights University, Jackson College and the LISD Tech Center.

The South Branch River Raisin bisects the city from south west to north east, running through the middle of the city. The river runs through the downtown, as well as through several parks. It eventually meets up with Wolf Creek at the outlet of Lake Adrian. The river has been highly urbanized throughout the city, with development pressing in around the river on both sides. The river still maintains a natural edge through much of the city, but is tightly constrained by adjacent development.

ADRIAN TOWNSHIP

Adrian Township resides directly north of the City of Adrian, and is comprised primarily of rural and agricultural development. The predominant Township land use is agricultural with gently rolling terrain, fertile soils with favorable growing conditions and good transportation access. Much of the Township has been identified by the U.S. Soil Conservation Service as Prime Farmland. Adrian Township does contain some commercial and industrial development, primarily along M-52 (Adrian Highway).

The River Raisin crosses through the southeastern corner of the township near Lake Adrian. There are also several creeks and

some wetlands throughout the township. A significant portion of the township is still forested with scattered woodlot patches.

RAISIN TOWNSHIP

Raisin Township resides to the north east of the City of Adrian, directly east of Adrian Township. The City of Tecumseh resides along its northern border. Like Adrian Township, Raisin Township is primarily rural and agricultural with some commercial and industrial.

The township is bisected by the River Raisin, which runs north to south through Raisin Township. Both sides of the township contain a mixture of all development types, with the west half characterized by a mixture of subdivisions, agriculture, and some commercial and industrial development, and the east half is characterized primarily by agriculture with limited areas of subdivisions and commercial and industrial development.

The River Raisin resides in a valley that has been left in a natural state, with forests, wetlands, and other related ecosystems existing with the river corridor. The River Raisin is the most significant natural resource in the township.

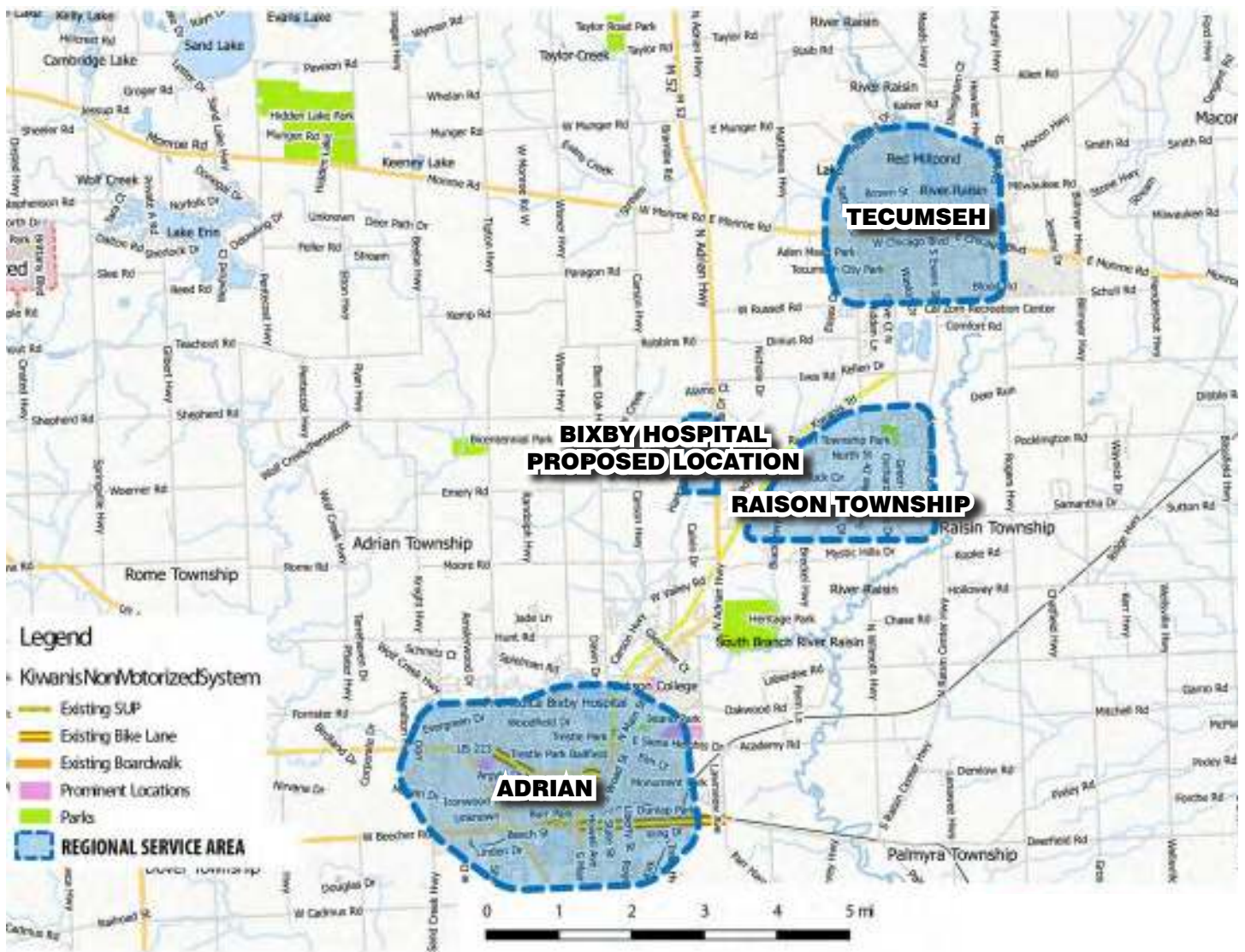
MADISON TOWNSHIP

Madison Township resides directly south of the City of Adrian and is made up of primarily agriculture, with some subdivisions and commercial and industrial development occurring adjacent to the boundaries of the City of Adrian. The Lenawee County Airport resides in the northern half of the township.

The South Branch River Raisin bisects Madison Township, from south west to north east. The river corridor maintains a relatively natural state, with agriculture and rural development putting pressure on the riparian zone throughout the river corridor. There are several other creeks that are within the township, as well as wetlands and forests.

NEIGHBORING JURISDICTIONS

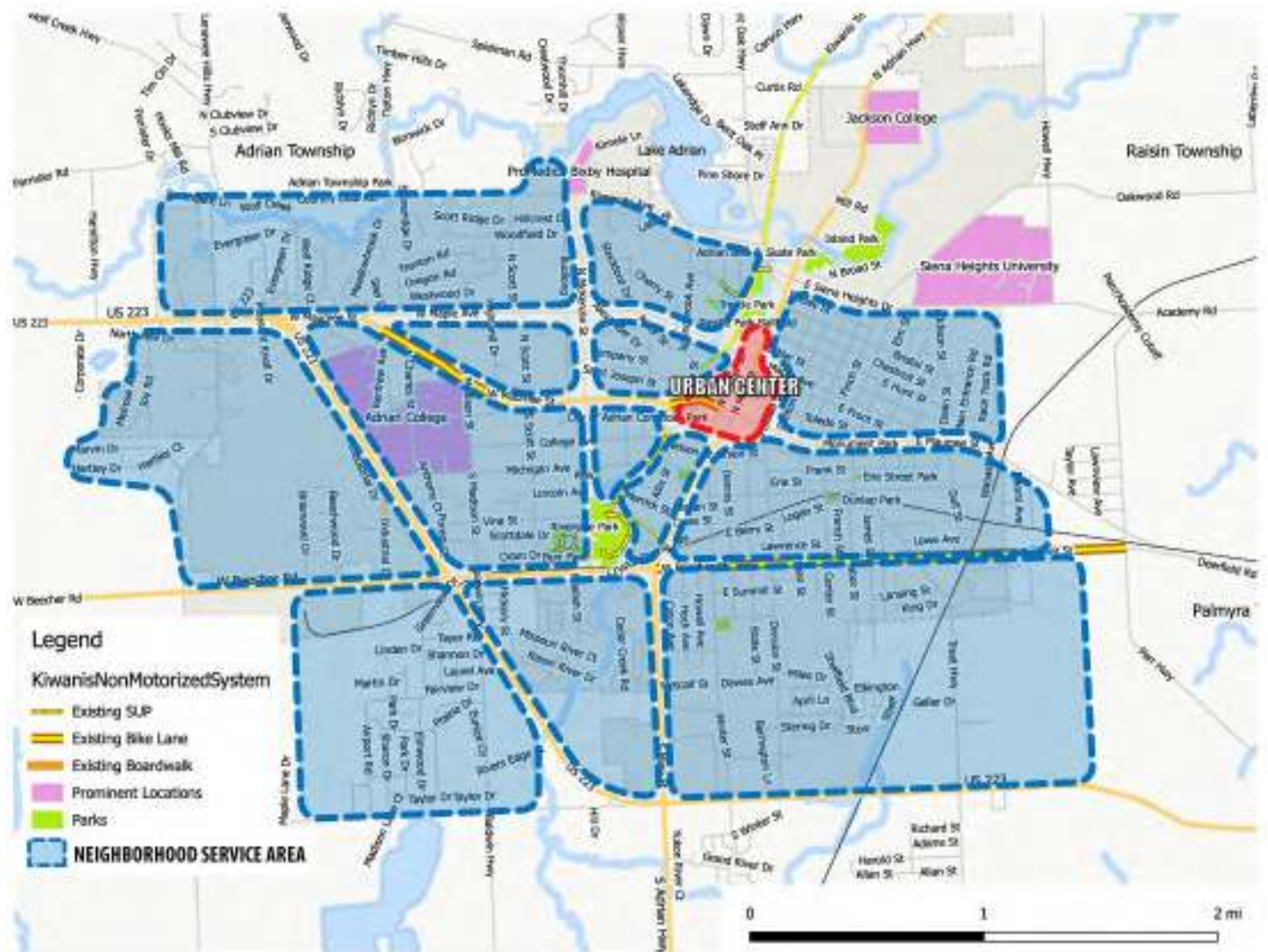
The study area is bordered by the following jurisdictions (starting on the north, proceeding counter-clockwise): The City of Tecumseh, Tecumseh Township, Franklin Township, Cambridge Township, Rome Township, Dover Township, Seneca Township, Fairfield Township, Ogden Township, Palmyra Township, Deerfield Township, and Ridgeway Township. Several villages reside within these townships, including: Onsted, Clayton, Blissfield, and Britton.



Making connections to nearby townships, cities, and villages helps strengthen the network and increase mobility across the region.

REGIONAL SERVICE AREA MAP

With jobs, parks, schools, and other community resources available across each other's borders, it is important to work together to create an interconnected, regional transportation network. This map shows how neighboring jurisdictions relate to each other geographically.



The non-motorized transportation network should connect to all of the trip generator regions.

TRIP GENERATOR MAP

Trips are generated primarily from people's homes. They start at their house, make their way around town, and return home. This map shows the various regions of the study area that act as trip generators. The neighborhoods been combined into grouped areas to show the relationship between the edges of the neighborhoods and the nearby non-motorized transportation network. This helps us see where the non-motorized transportation network needs to be routed in order to provide access to as many residents as possible.



PLANNING

PAST, PRESENT, AND FUTURE

A LOOK AT PAST PLANNING EFFORTS

The Kiwanis Trail and the surrounding area has a history of regionally and local planning efforts that have informed and driven improvements to the regional transportation network. These past plans were consulted in this planning effort.

LOCAL PLANNING REPORTS

The following local planning reports were consulted in order to inform this plan:

- MDOT University Region Transportation Plan
- Lenawee County 2015-2019 Parks and Recreation Plan
- The 2015 Connecting Lenawee Plan: A Non-Motorized Vision for Lenawee County
- League of American Bicyclists 2017 Bicycle Friendly Community Report Card
- River Raisin Management Plan 2009
- Raisin Township 2017-2021 Parks and Recreation Master Plan
- 2015 Adrian Charter Township Master Plan
- 2006 City of Adrian Comprehensive Plan

THE KIWANIS-LEAD PLANNING PROCESS

With a number of planning processes informing the Kiwanis Trail and surrounding regional non-motorized transportation network, the Kiwanis Club of Adrian, in cooperation with the City of Adrian and Adrian Township took on a focused planning effort to identify ways to improve and expand upon the existing Kiwanis Trail system.

OTHER SOURCES OF INFORMATION

Some municipalities do not have non-motorized transportation plans. Information for these areas was extracted from local knowledge, websites, references in other planning reports, and site visits.

GOALS AND OBJECTIVES FOR 2018 AND BEYOND

The following goals and objectives were used in the development of the 2018 Non-Motorized Transportation Plan. These goals look to the future and seek to improve and expand upon the non-motorized transportation system that the Adrian are currently features.

1. **Create a non-motorized transportation system, also called an “active transportation system,” within the Adrian area in which traveling by walking, biking, and other non-motorized transportation options are just as or more convenient than traveling by passive transportation options, such as by car or bus.**
 - a. Provide a variety of transportation options that accommodate as many modes of non-motorized transportation as possible.
 - b. Provide all residents access to the non-motorized transportation system from their neighborhoods.
 - c. Route the non-motorized transportation system to reach all of the area’s diverse destinations.
 - d. Route the non-motorized transportation system to connect to adjacent communities.
 - e. Bridge gaps in the system to create a continuous network of travel route options.
2. **Provide a non-motorized transportation system that is equitable.**
 - a. Distribute the non-motorized transportation system to reach as many residents as possible.
 - b. Create non-motorized transportation infrastructure that is accessible and usable by people of all abilities and walks of life.
 - c. Create a non-motorized transportation system that does not require motorized transportation to reach (whether by bus, car or otherwise).
3. **Provide a non-motorized transportation system that is enjoyable to use.**
 - a. Prioritize routing options that are scenic or otherwise have positive aesthetic values.
 - b. Design the environment surrounding the non-motorized transportation infrastructure to be aesthetically pleasing where it is otherwise not.
 - c. Create a non-motorized transportation network that incorporates support facilities that accommodate recreational uses.
 - d. Design the non-motorized transportation facilities to promote and facilitate social uses.
 - e. Develop the non-motorized transportation system so that it is comfortable and clean.
4. **Provide a non-motorized transportation system that is integrated with other transportation options.**
 - a. Provide connections to local bus routes.
 - b. Provide vehicular access at strategic locations (for example: trail heads and commuter parking lots).
 - c. Provide connections to future forms of public transportation as they become available.
5. **Develop a non-motorized transportation system that incorporates environmentally responsible practices into the planning, design, and construction of the system.**
 - a. Adopt holistic policies that define non-motorized transportation corridors as part of complex, overlapping environmental systems which should be supported, enhanced, conserved, preserved, and/or protected through the planning, design, and construction of the non-motorized transportation network.
 - b. Utilize products and materials that reduce or eliminate adverse effects to the environment, such as:
 - i. Use products and materials that are responsibly harvested, managed, and manufactured.
 - ii. Use products and materials with low embodied energy.
 - c. Implement design, construction, and management practices that support healthy environments and

ecosystems along the non-motorized transportation route, such as:

- i. Use the non-motorized transportation network, especially trail routes, to create natural habitat corridors that connect habitat fragments.
- ii. Actively manage the natural environment around the non-motorized transportation network to reduce the impact and spread of invasive species.
- iii. Utilize land along the non-motorized transportation network to develop habitat that supports a diversity of plant and animal species, especially critically important species such as honey bees.
- iv. Plant trees and other vegetation along the non-motorized transportation system to improve the local micro-climate and air quality for users.
- v. Implement Low Impact Development techniques throughout the non-motorized transportation network to appropriately manage storm water and reduce system loads on the existing storm water system.

6. Develop a non-motorized transportation system that is safe for all users.

- a. Adopt policies that prioritize the safety of non-motorized transportation users throughout the various interconnected transportation networks.
- b. Work with the Lenawee County Road Commission to implement pedestrian safety measures along roadways, especially at road crossings.
- c. Implement traffic calming techniques where appropriate to make the public right of way (public realm) safer and more welcoming to non-motorized users.
- d. Use up-to-date national, state, and local standards when designing and implementing the non-motorized transportation system.
- e. Address safety concerns in existing infrastructure, especially at road intersections and places where multiple modes of transportation converge.

7. Maintain the infrastructure of the non-motorized transportation system to such standards that continually fulfill the goals and objectives of this plan and uphold the health, safety and welfare of the users of the non-motorized transportation network.

- a. Develop regular (daily, weekly, monthly, and annual), periodic (every 2 years, 5, years, 10 years) and long-term (end-of-life) maintenance programs for the non-motorized transportation system.
- b. Utilize appropriate funding mechanisms to adequately fund the maintenance programs.
- c. Provide adequate training to maintenance staff to enable them to successfully implement the various maintenance activities required throughout the life-cycle of the non-motorized transportation system.
- d. Establish partnerships with other government agencies, non-profit organizations, private companies, or individuals to creatively manage and implement maintenance programs.

THE PLAN

SETTING THE VISION FOR 2018 AND BEYOND

PURPOSE

The purpose of the Non-Motorized Transportation Plan is to establish a long-term vision for creating a comprehensive non-motorized transportation network. The plan describes the ultimate network layout that will eventually be built, however long it takes. When all of the infrastructure outlined in this plan has been constructed, this plan will have been fulfilled.

This plan is future-oriented and focuses on new infrastructure projects that will help fill gaps and extend the non-motorized transportation network. This plan also focuses on improvements to existing features. The plan seeks to provide a planning framework to guide funding and construction efforts in order to help bring the complete system to life. Some Things to consider throughout the implementation process include inter-jurisdictional coordination, ordinances, planning processes, funding mechanisms, design criteria, and continued public engagement. These issues are all inter-related and contribute to the complex environment in which construction projects exist. The right approach will help create successful projects.

The first section of this plan focuses on improvements to the existing non-motorized transportation system with a special emphasis on the Kiwanis Trail. The existing Kiwanis Trail is a wonderful asset that has been well thought out and well designed. However there is always room for improvement. The largest deficiency of the current non-motorized trail is recognition and awareness. The Kiwanis Trail has developed a beautiful theme with their signage as seen in locations such as Bent Oak Crossing Park and Trestle Park. (As pictured in the photo below)

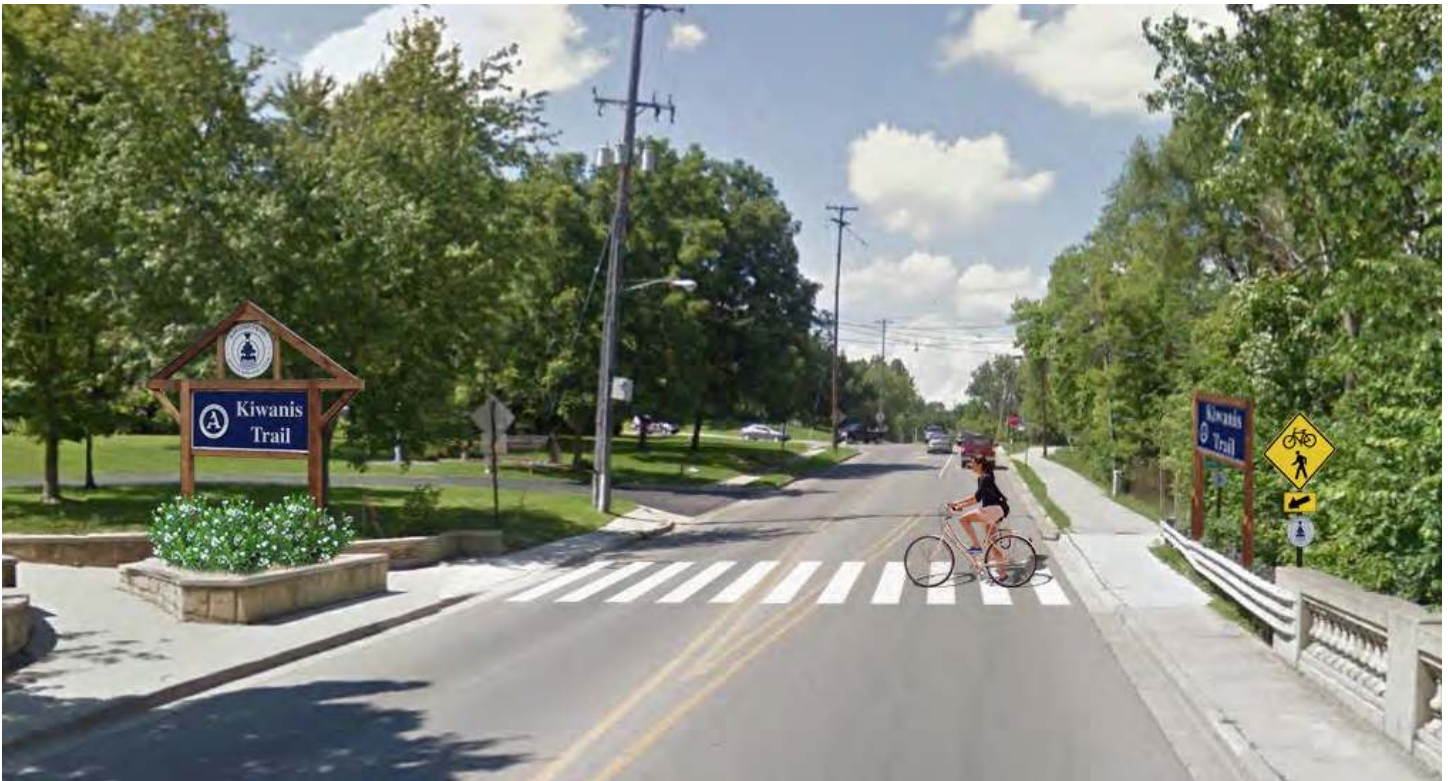


This theme should continue throughout the entirety of the trail system. A uniform signage system not only brings increased awareness and easier navigation for users, but also increases awareness for vehicular traffic. The more easily a driver can recognize a trail crossing, the higher their level of awareness will be which leads to increased safety for all parties.

There are several intersections in particular that could benefit from the inclusion of additional signage and safety measures. Amenities such as directional signage for trail users where the trail route may be unclear, pavement striping across roadways, and advanced warning signs for vehicular traffic particularly in more rural areas can greatly increase awareness and safety in these areas. Below is a graphic demonstrating some of these proposed amenities at the Bent Oak Avenue crossing.

it the most feasible project in the plan at that time. With this in mind, the priority plan should be considered a flexible guide that simply identifies today's considerations.

Routine and periodic maintenance projects, are also critically important to the success of the system. This plan brings attention to a few areas in need of maintenance but it is not intended to provide a comprehensive review of the existing conditions of the existing infrastructure, nor does it outline maintenance projects. These activities are assumed elements of any system's life-cycle and it shall be the responsibility of the appropriate governing body to regularly monitor the conditions of the infrastructure within their jurisdiction and execute these projects on a regular basis.



Kiwanis Trail - Bent Oak Avenue Crossing

A portion of this plan is dedicated to project priorities for the next five to ten years. These projects are based on current needs and potential feasibility. The priorities may shift over time as new funding sources and information come forward. For example, a project that was not considered a priority may end up rising to the top of the priority list because specific funding mechanisms or coordinated construction efforts make

RECOMMENDATIONS FOR ALL EXISTING BIKE LANES AND PAVED SHOULDERS

Where there are existing bike lanes and paved shoulders that do not meet AASHTO's guidelines for bicycle facilities, the trail authority, local jurisdictions, and Lenawee County should work cooperatively to upgrade the infrastructure to meet those standards, as feasible. This means maintaining a minimum 4'

width on all bike lanes and paved shoulders where there are no vertical obstructions on the side of the road (curbs, guard rails, etc.), and a minimum width of 5' where there are vertical obstructions on the side of the road. See AASHTO's guidelines for more details.

RECOMMENDATIONS FOR ALL EXISTING SIDEWALKS

Where there are existing sidewalks that are less than 5' wide, the trail authority, local jurisdictions, and Lenawee County should work cooperatively to upgrade the sidewalks to be at least 5' wide, as feasible. This ensures compliance with the Americans with Disabilities Act and provides good flow for bi-directional pedestrian traffic in low-traffic areas. It is recommended to construct sidewalks up to 8' wide in areas with higher traffic.

RECOMMENDATIONS ON NON-PUBLIC LAND

The improvements shown on this plan are not intended to indicate a forced taking of land, but rather a recommendation for optimal routing. It is understood that any land owned by private entities, utility companies, or other governmental agencies must be used with permission and by legal agreement, typically in the form of an easement.

LEGEND CLARIFICATIONS

COMBINED ELEMENTS

The following recommended, related features have been combined into a single form of infrastructure in order to maintain clarity and order on the map:

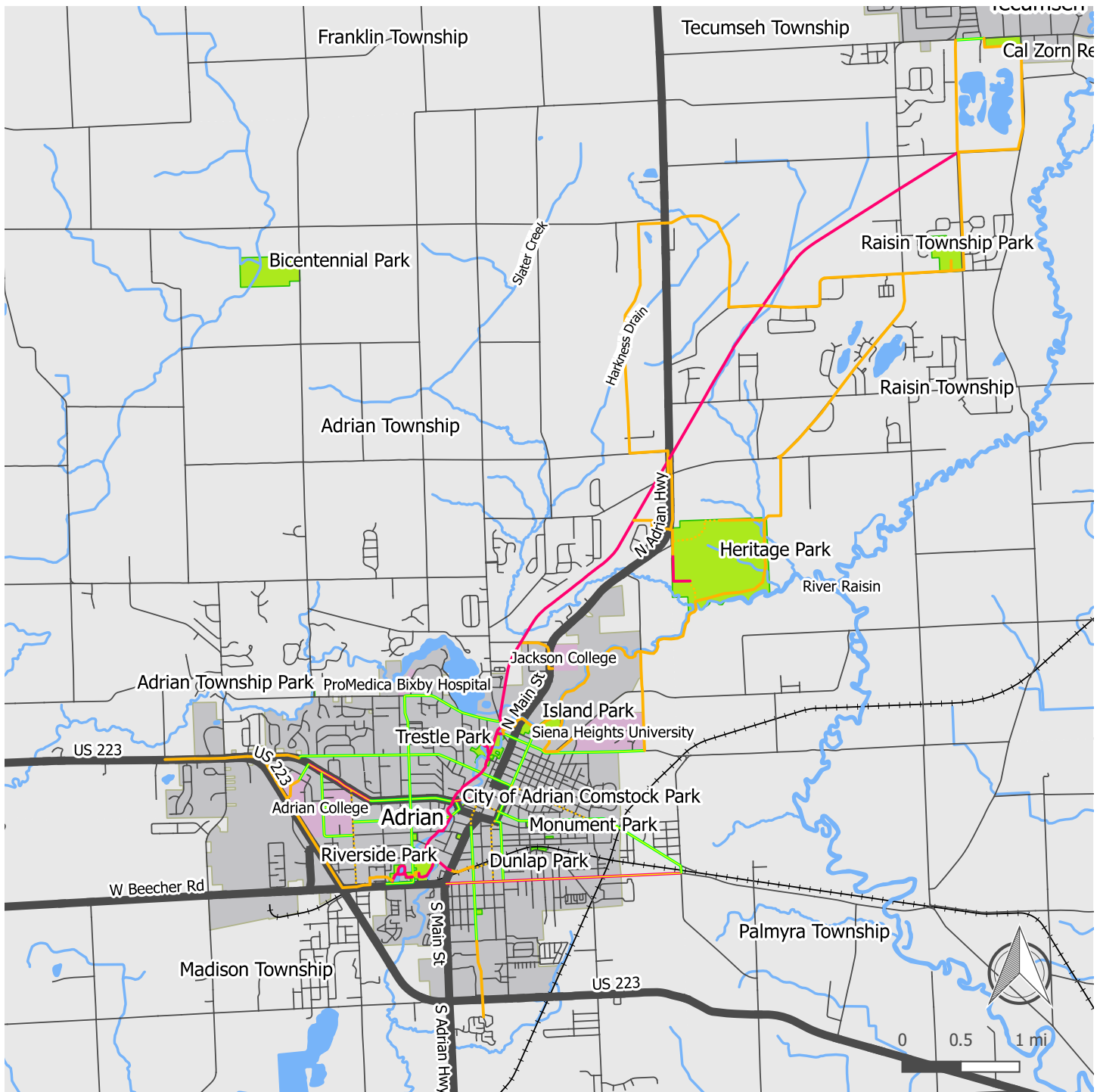
- **Bike Lanes** and **Paved Shoulders** are shown on the plan as "Proposed Bike Lanes." The two types of infrastructure share related design criteria and are similar in nature. It is the general recommendation of this plan to install bike lanes in more urban areas and paved shoulders in more rural areas. However, the plan intends to leave the implementation of bike lanes vs paved shoulders up to the local municipality and road commission on a case-by-case basis.
- **Shared Use Paths** and **Side Paths** are shown on the plan as "Proposed Shared Use Path" and "Proposed Side Path." Where shared use paths and side paths maintain a width of 8' or greater, they are essentially the same type of infrastructure and are only different in where they are installed with relation to the roadway. Side paths that are less than 8' wide are distinct in that they are typically one-way and installed on both sides of the road.

OTHER LEGEND CLARIFICATIONS

- **Wayfinding signage** is not shown on the plan because wayfinding requires a separate study and its own map. It would be overly complex to show each sign on this map in combination with all of the other infrastructure. Wayfinding is discussed in more detail in the narrative that follows.
- **Crossings** are indicated on the plan, but the type of each crossing is not indicated. Traffic studies must be conducted to determine the most appropriate crossing method for each location.

THE NON-MOTORIZED TRANSPORTATION SYSTEM

The next pages of this section show maps of the Non-Motorized Transportation System, proposed project groupings and recommendations for the improvement of existing trail crossings.



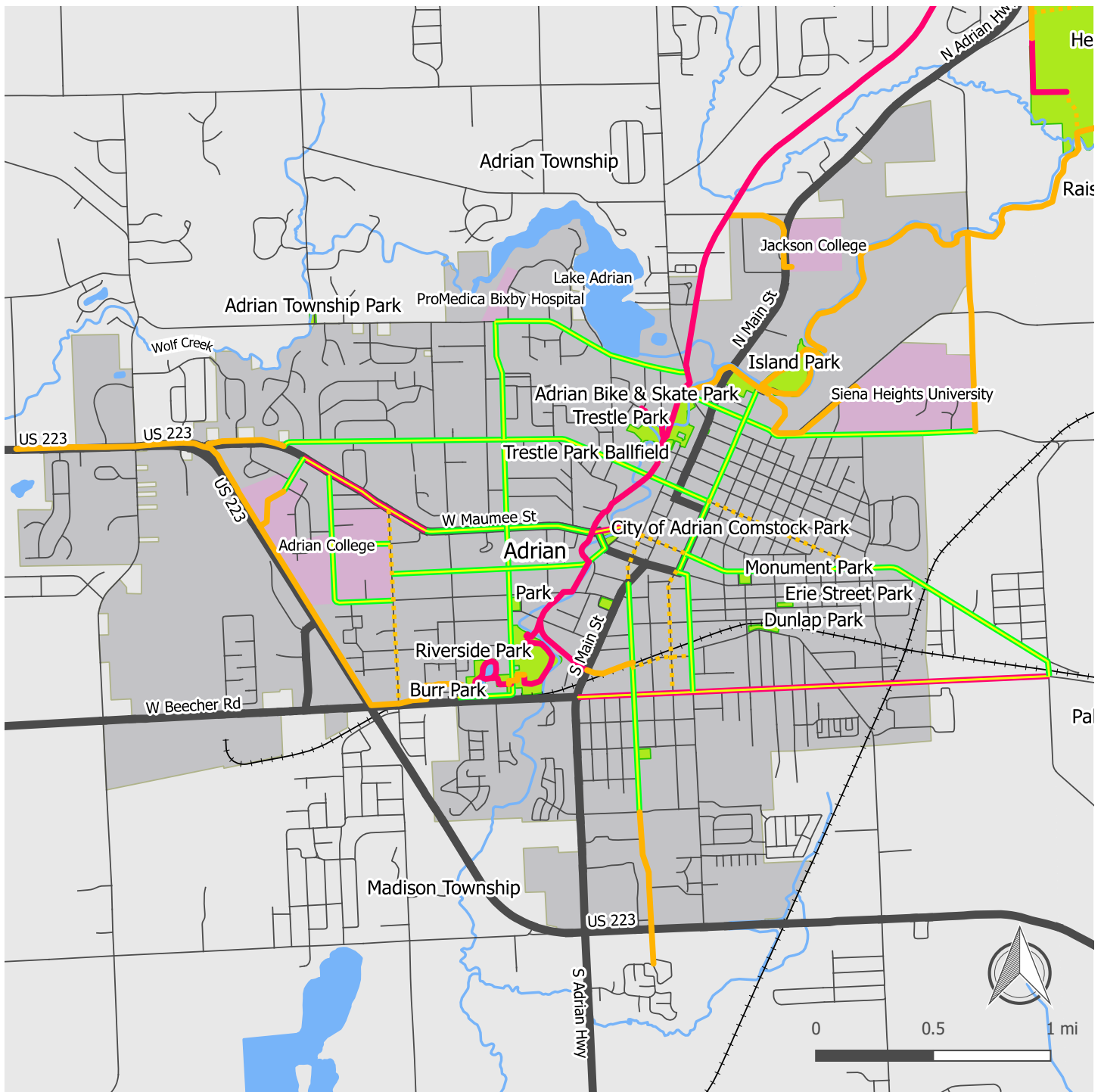
Legend

Adrian Area Non-Motorized System

- Existing SUP
- Proposed SUP
- Proposed Bike Lane
- Existing Bike Lane
- ⋯ Proposed Shared Road
- Prominent Locations
- Parks

ADRIAN AREA NON-MOTORIZED TRANSPORTATION SYSTEM

The Adrian Area's non-motorized transportation system contains bike lanes, shared use paths, side paths, sidewalks, shared lanes, wayfinding signage, controlled crossings, and trail heads. The map shows a variety of line types and colors to represent infrastructure recommendations. A legend is provided to help clarify the map features.



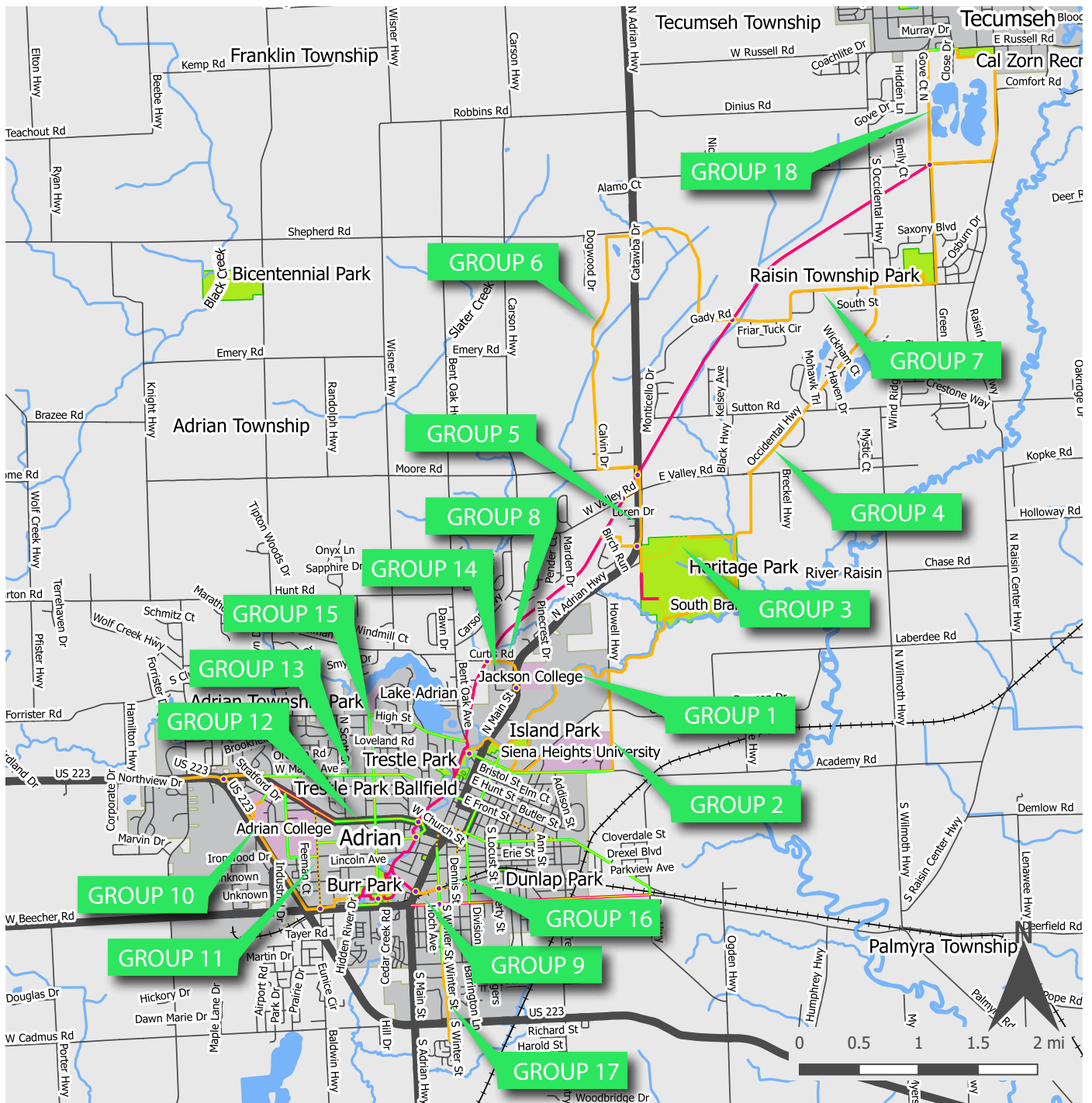
Legend

Adrian Area Non Motorized System

- Existing SUP
- Proposed SUP
- Proposed Bike Lane
- Existing Bike Lane
- - - Proposed Shared Road
- Prominent Locations
- Parks

CITY OF ADRIAN NON-MOTORIZED TRANSPORTATION SYSTEM

This map shows the existing and proposed non-motorized transportation facilities within the City of Adrian. The proposed facilities will work to fill the gaps within the existing system to provide unified non-motorized connectivity to all features and neighborhoods within the City.



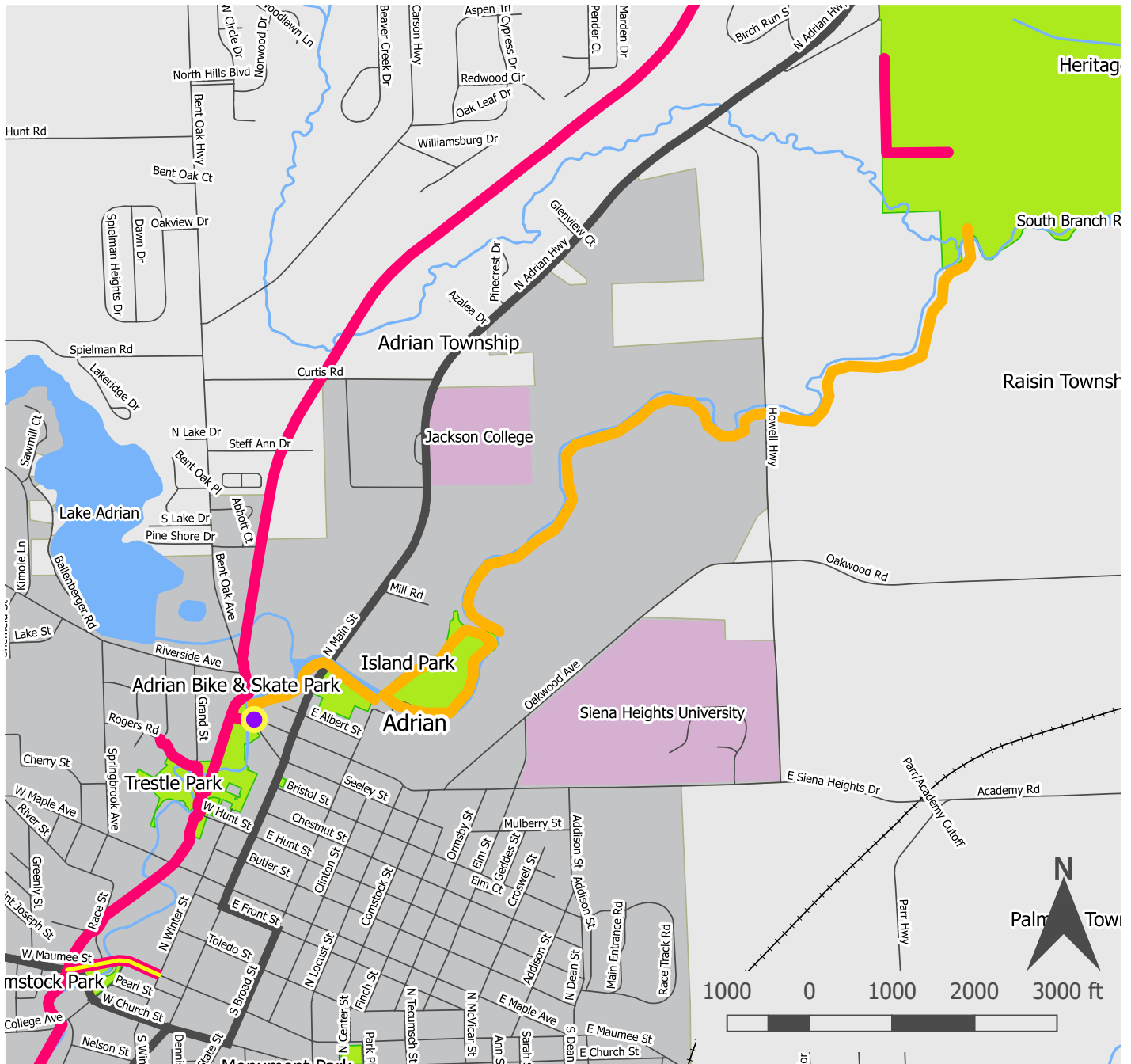
Legend

- | | |
|------------------------------|----------------------|
| Kiwanis Non-Motorized System | Proposed Shared Road |
| Existing SUP | Prominent Locations |
| Proposed SUP | Parks |
| Proposed Bike Lane | Improved Crossings |
| Existing Bike Lane | |

THE PROJECT GROUP MAP

The groups shown above represent the current, best understanding of highest demand, most feasible projects. These projects have been broken up into groups to allow for phasing of this plan's implementation. These groups were determined based on cost, jurisdiction, and the best way to close the gaps in the existing non-motorized system. Future opportunities (such as new funding sources and level of need) will dictate the order of priority of these projects.

GROUP 1



Legend

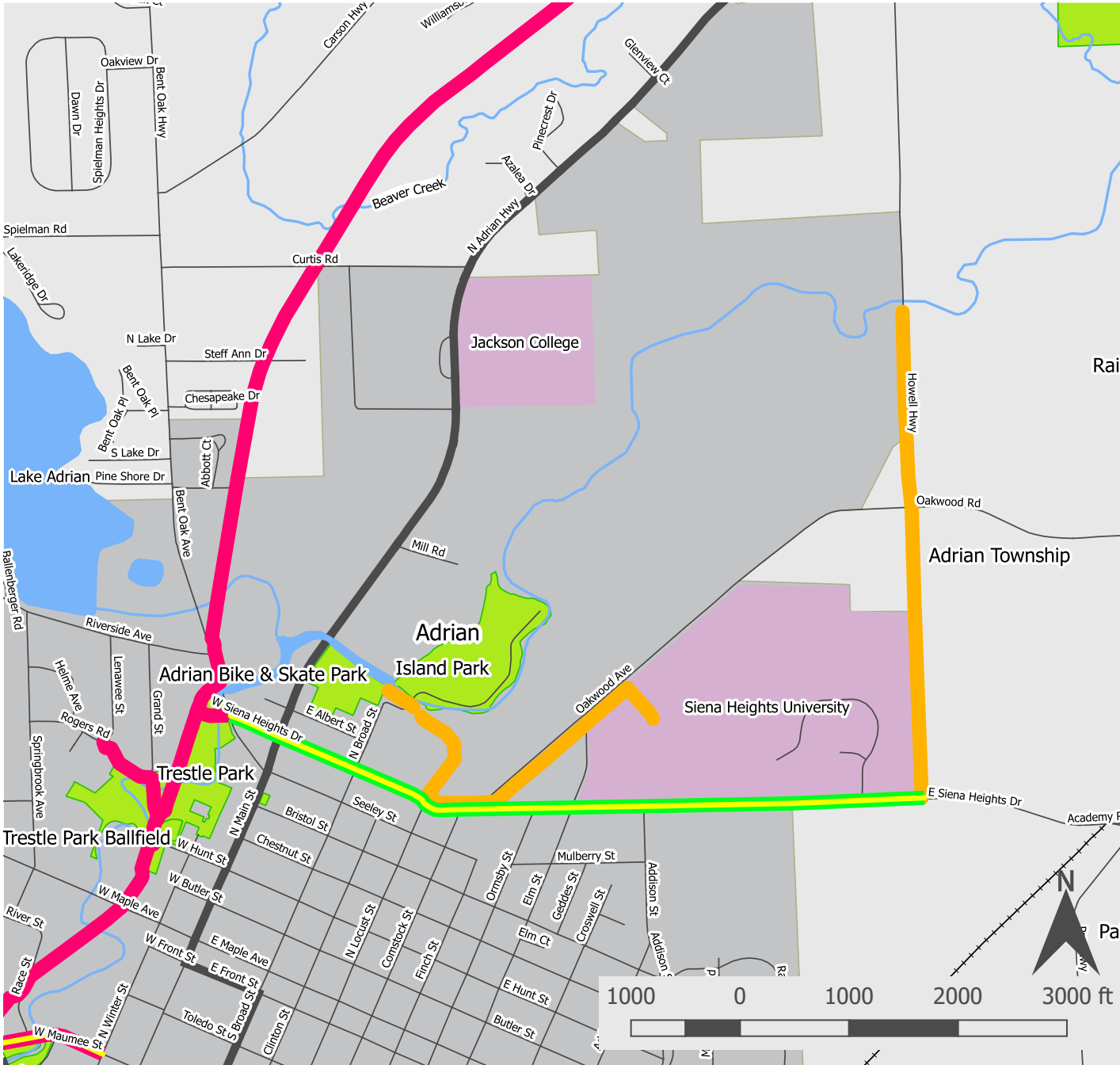
Kiwanis Non-Motorized System

- Existing SUP
- Proposed SUP
- Proposed Bike Lane
- Existing Bike Lane
- Proposed Shared Road
- Prominent Locations
- Parks
- Improved Crossings

Segment Name	Jurisdiction	Total Cost
Bent Oak to Main	City of Adrian	59280
IP North Bridge	City of Adrian	52940
Main to Broad	City of Adrian	33169.5
Island Park Trail	City of Adrian	162837
IP SW Bridge	City of Adrian	43030
South Branch Trail	City of Adrian	272919
South Branch Trail	Raisin Township	102309
South Branch Trail	Adrian Township	88315.5

Crossing Name	Features	Total Cost
Siena Heights Crossing	Signage, Trail Arch, ADA Ramps, Striping	20000

GROUP 2



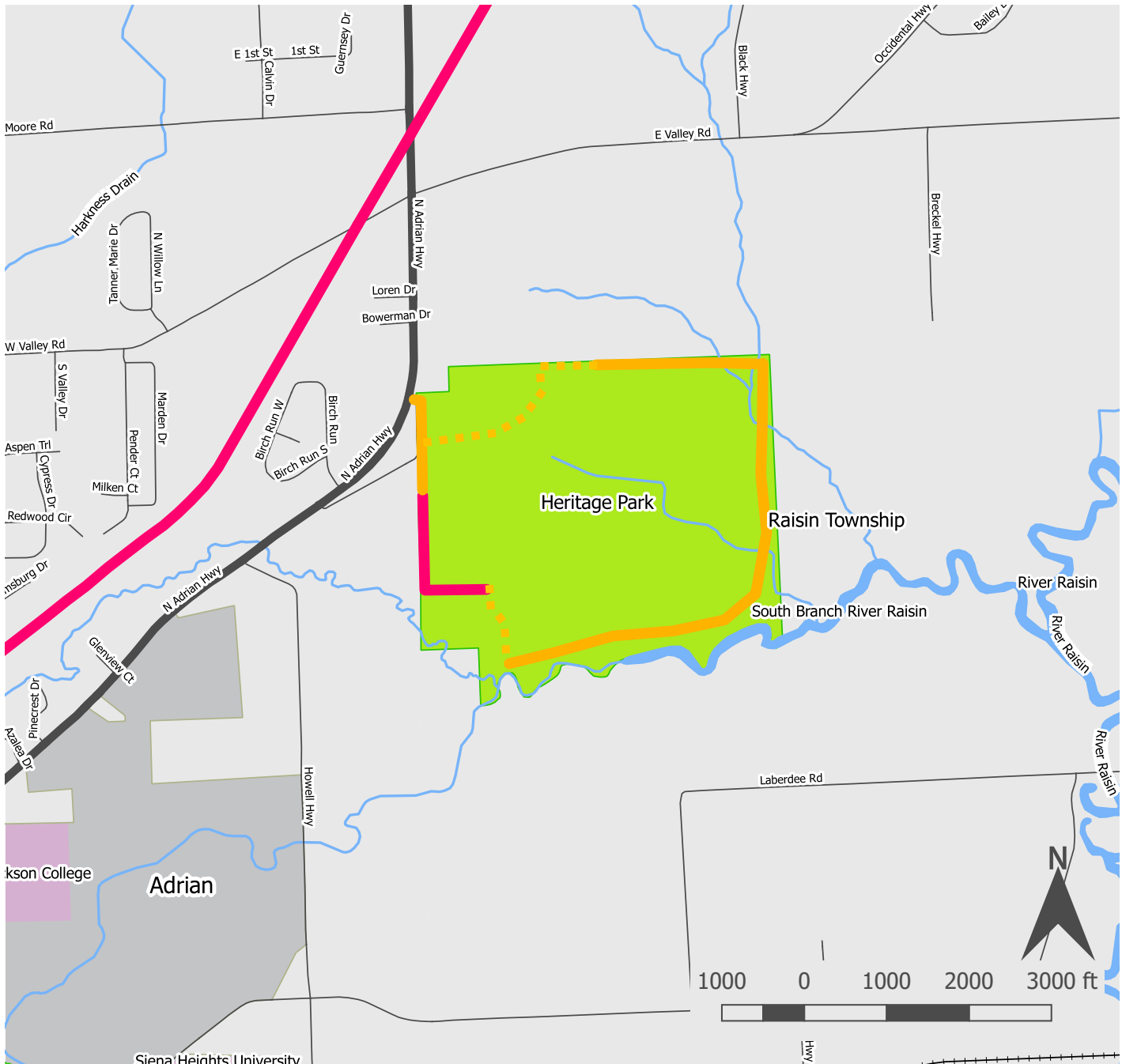
Legend

Kiwanis Non-Motorized System

- Existing SUP
- Proposed SUP
- Proposed Bike Lane
- Existing Bike Lane
- Proposed Shared Road
- Prominent Locations
- Parks
- Improved Crossings

Segment Name	Jurisdiction	Total Cost
Sienna Heights Trail	City of Adrian	12606
E Siena Heights Dr	City of Adrian	48944.1
Howell Hwy	Adrian Township	203974.5
Sienna Heights Trail	Siena Heights University	19923
IP SE Bridge	City of Adrian	34960
Sienna Heights Trail	City of Adrian	143133
E Siena Heights Dr	Adrian Township	11111.1

GROUP 3



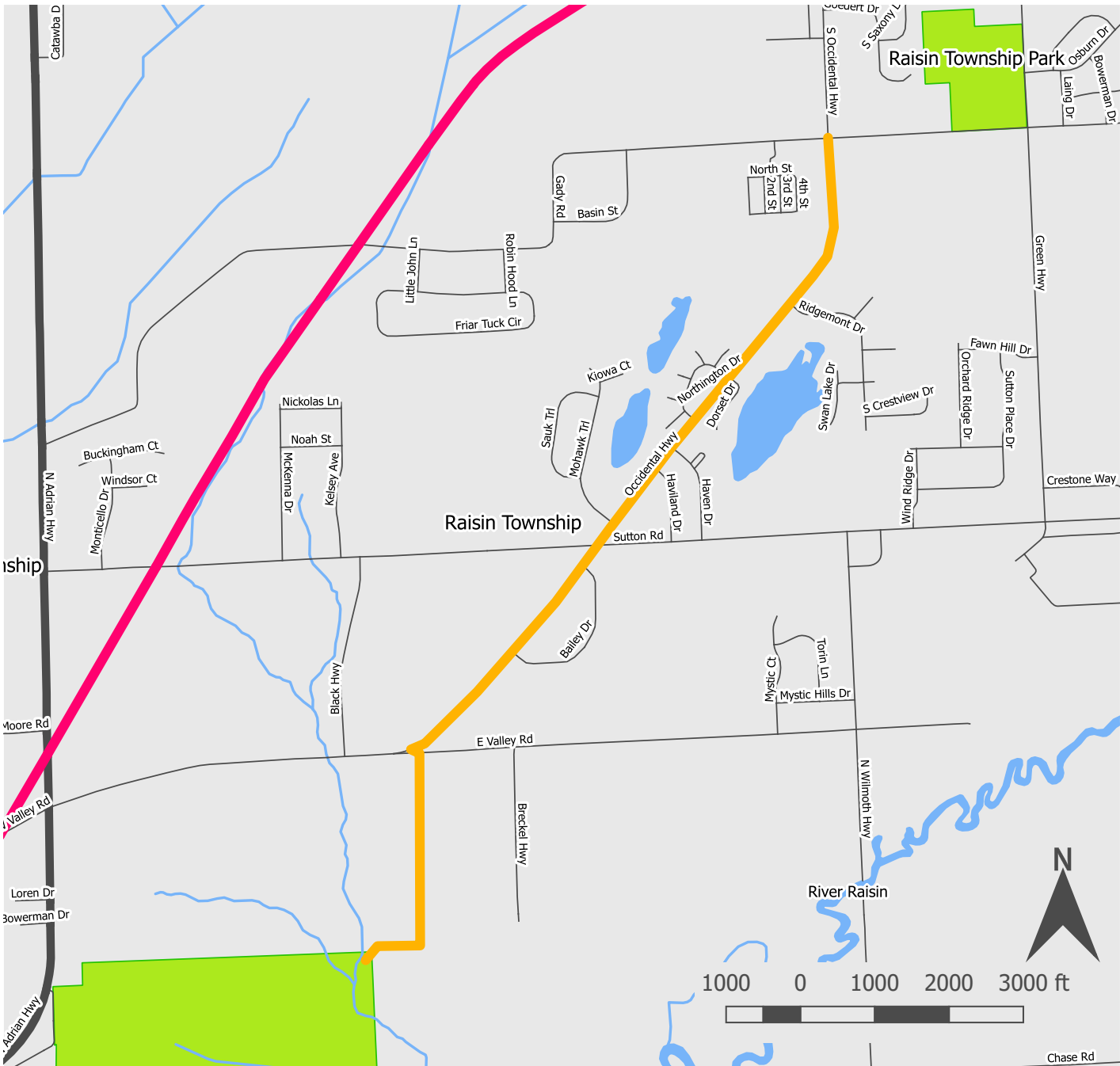
Legend

Kiwanis Non-Motorized System

- Existing SUP
- Proposed SUP
- Proposed Bike Lane
- Existing Bike Lane
- - - Proposed Shared Road
- Prominent Locations
- Parks
- Improved Crossings

Segment Name	Jurisdiction	Total Cost
Heritage Park S/E	Raisin Township	273409.5
Heritage Park north	Raisin Township	92629.5
Heritage Park west	Raisin Township	11907.3
Heritage park South	Raisin Township	4359.3
Heritage Entry	Raisin Township	53353.5

GROUP 4

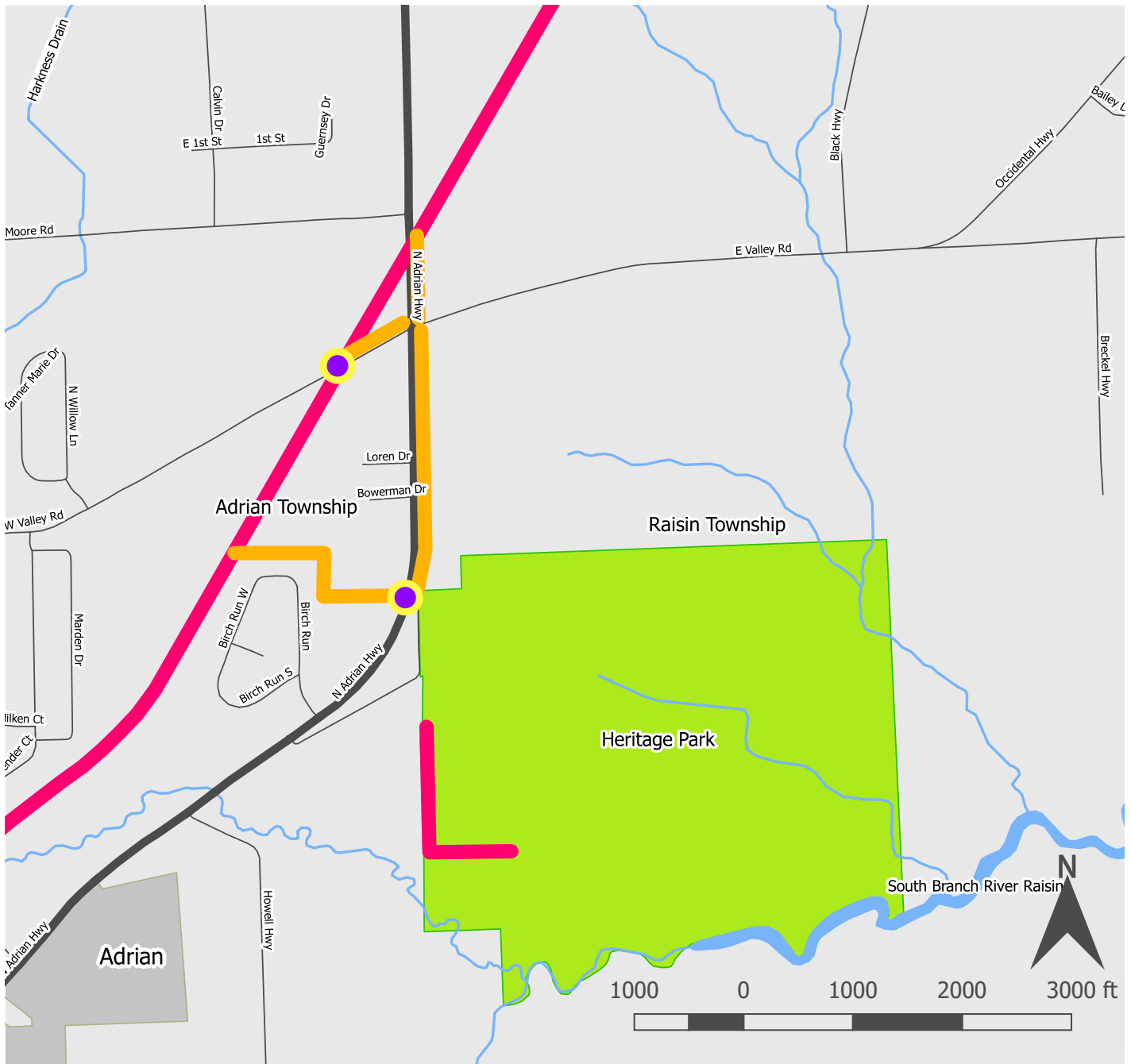


Legend

- Kiwanis Non-Motorized System
- Existing SUP
 - Proposed SUP
 - Proposed Bike Lane
 - Existing Bike Lane
 - Proposed Shared Road
 - Prominent Locations
 - Parks
 - Improved Crossings

Segment Name	Jurisdiction	Total Cost
Occidental Hwy	Raisen Township	845040

GROUP 5



Legend

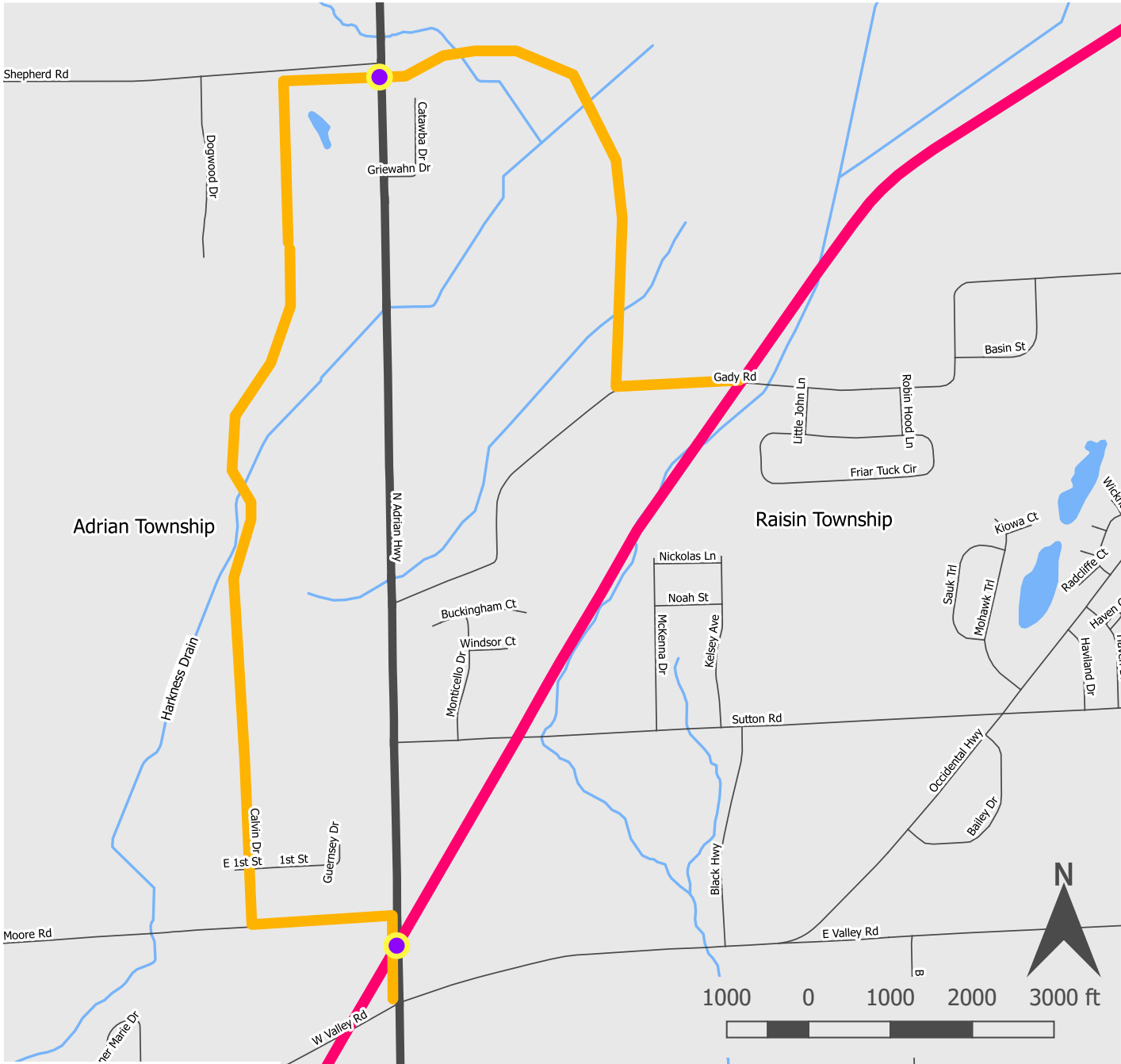
Kiwanis Non-Motorized System

- Existing SUP
- Proposed SUP
- Proposed Bike Lane
- Existing Bike Lane
- Proposed Shared Road
- Prominent Locations
- Parks
- Improved Crossings

Segment Name	Jurisdiction	Total Cost
Birch Run Spur	Adrian Township	94186.5
Moore to Heritage	Raisin Township	112914
Valley to Adrian	Adrian Township	29527.5
Adrian to Valley	Raisin Township	34741.5

Crossing Name	Features	Total Cost
Valley Rd	Trail Arch, Split Rail Fence, Signage, Striping	50000
Heritage Crossing	RRFB, Signage, Trail Arch, Striping	50000

GROUP 6



Legend

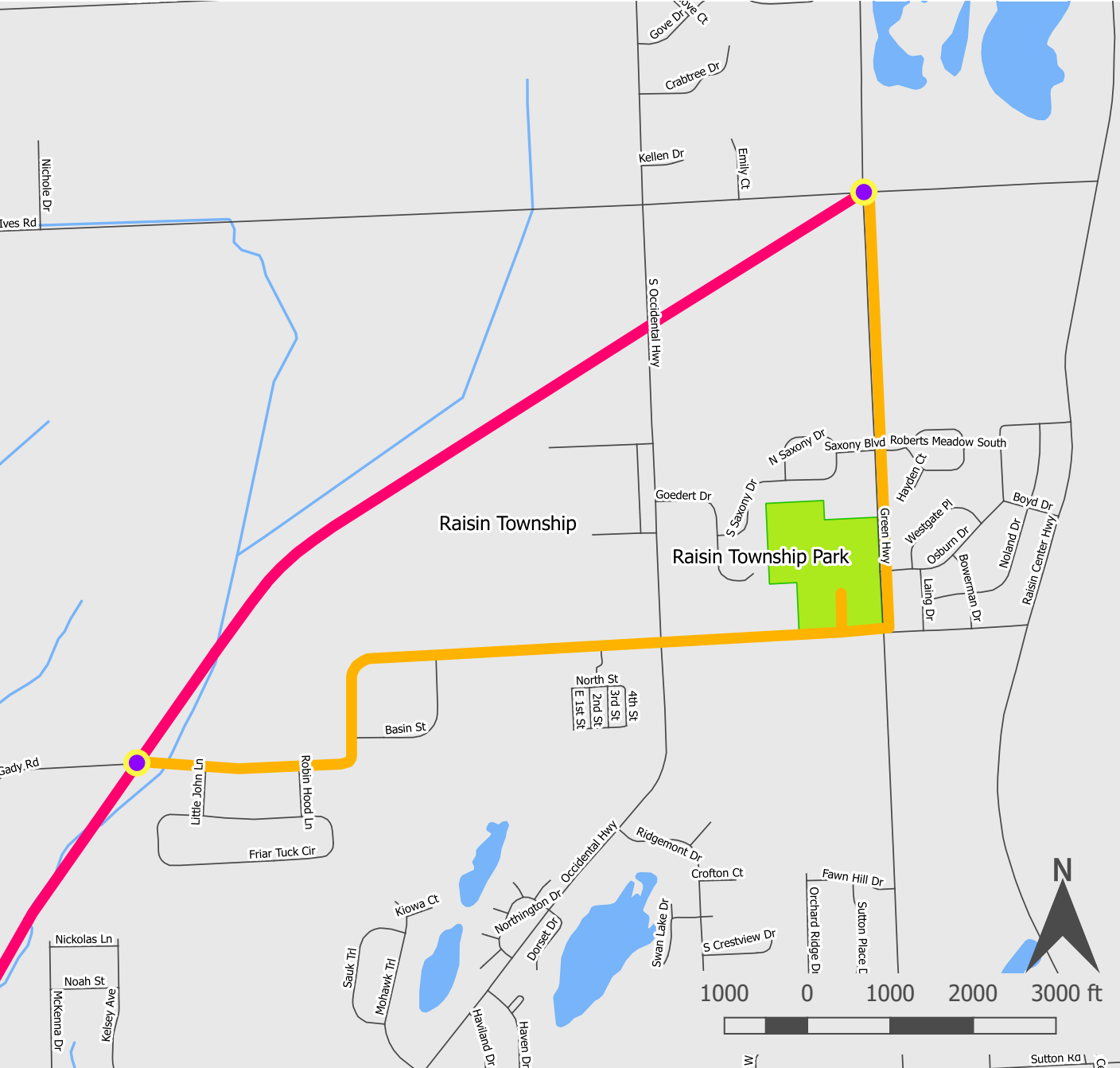
- Kiwanis Non-Motorized System
- Existing SUP
 - Proposed SUP
 - Proposed Bike Lane
 - Existing Bike Lane
 - Proposed Shared Road
 - Prominent Locations
 - Parks
 - Improved Crossings

Segment Name	Jurisdiction	Total Cost
Hospital Connector	Adrian Township	515662.5
Hos. Alt. Gady Woods	Raisin Township	362364
Hos. Alt. Shepherd	Adrian Township	145059

Crossing Name	Features	Total Cost
* N Adrian HWY	Trail Arch, Split Rail Fence, Signage, Striping	50000
Adrian and Shepherd	RRFB, Signage, Trail Arch, Striping,, Split Rail	50000

*The features listed here for the N Adrian Hwy./M-52 crossing should be considered a minimum option. Further options are described on page 46 of this report.

GROUP 7



Legend

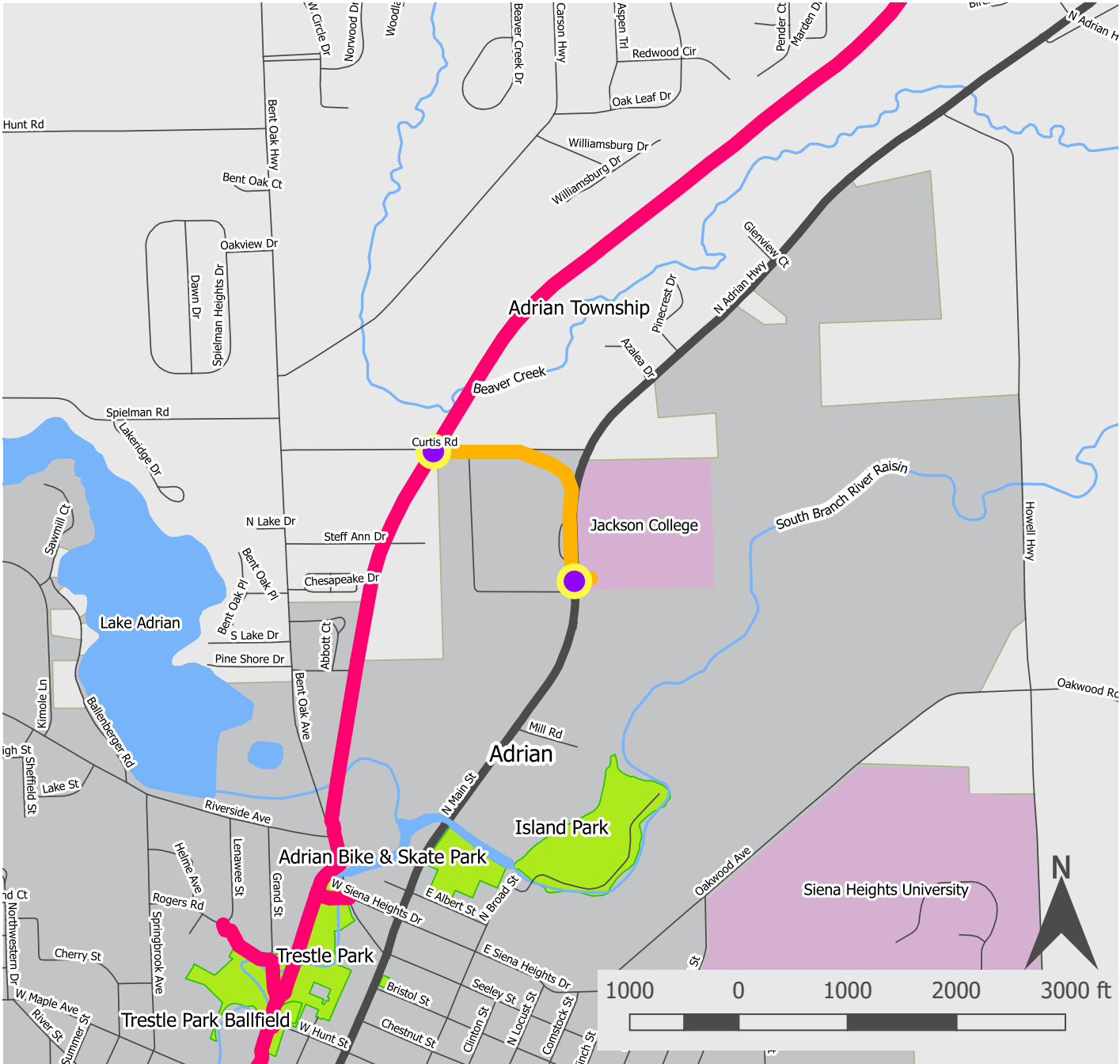
Kiwanis Non-Motorized System

- Existing SUP
- Proposed SUP
- Proposed Bike Lane
- Existing Bike Lane
- Proposed Shared Road
- Prominent Locations
- Parks
- Improved Crossings

Segment Name	Jurisdiction	Total Cost
Raisin Twp Park Spur	Raisin Township	460837.5
Raisin Twp Park Spur	Raisin Township	268441.5

Crossing Name	Features	Total Cost
Ives and Green Hwy	Trail Arch, Split Rail Fence, Signage, Striping	50000
Gady Road	Trail Arch, Split Rail Fence, Signage, Striping	50000

GROUP 8



Legend

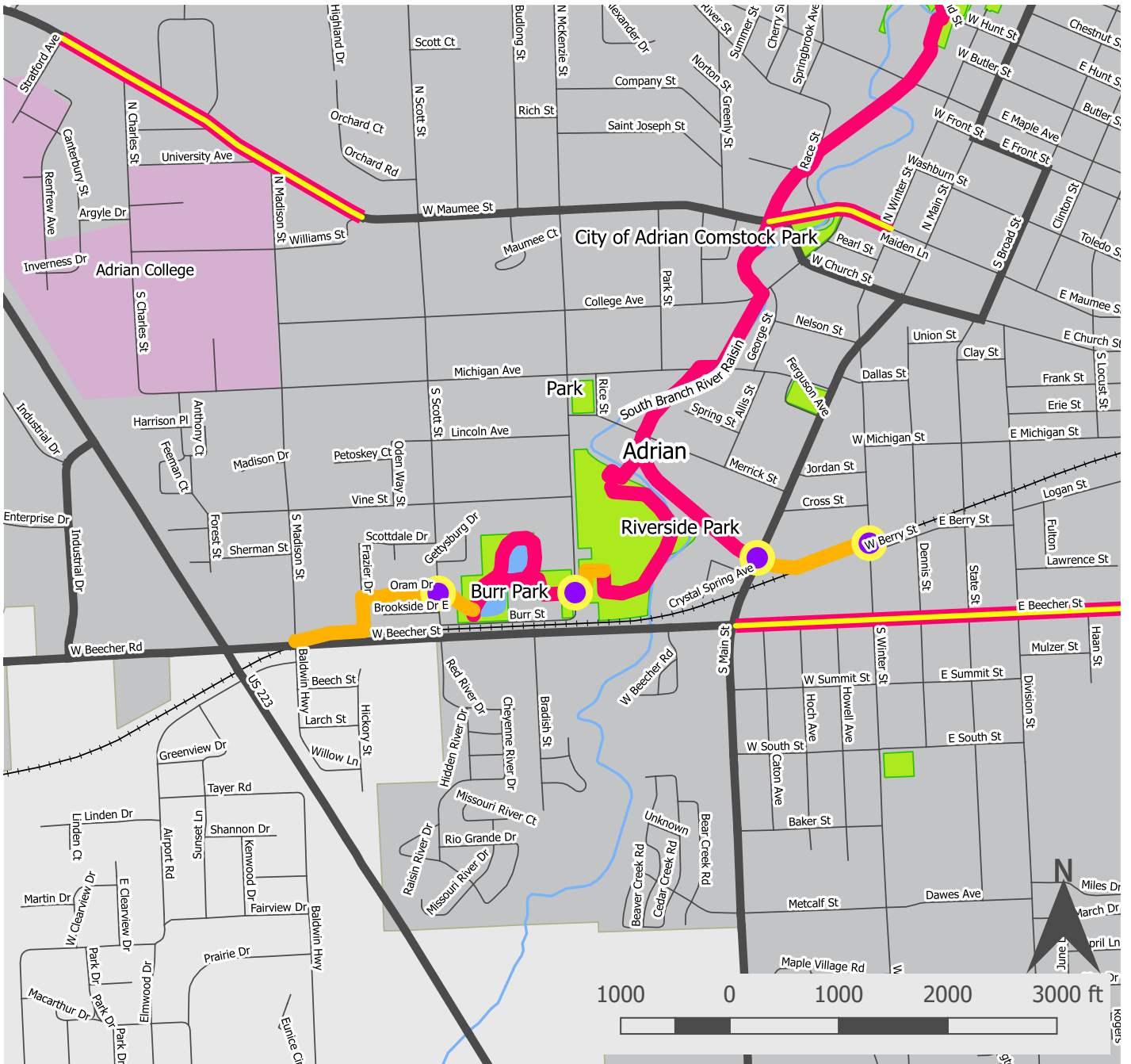
Kiwanis Non-Motorized System

- Existing SUP
- Proposed SUP
- Proposed Bike Lane
- Existing Bike Lane
- Proposed Shared Road
- Prominent Locations
- Parks
- Improved Crossings

Segment Name	Jurisdiction	Total Cost
Jackson College	City of Adrian	109848

Crossing Name	Features	Total Cost
Curtis Rd and Kiwanis Trl	Trail Arch, Split Rail Fence, Signage, Striping	50000
JC Crossing	Signage, Trail Arch, Striping	35000

GROUP 9



Legend

Kiwanis Non-Motorized System

- Existing SUP
- Proposed SUP
- Proposed Bike Lane
- Existing Bike Lane
- Proposed Shared Road
- Prominent Locations
- Parks
- Improved Crossings

Segment Name	Jurisdiction	Total Cost
Burr Park Drain	City of Adrian	16627.5
S Winter Street Trail	City of Adrian	49794
S Riverside Park	City of Adrian	25137
Oram Dr Trail	City of Adrian	75718.5

Crossing Name	Features	Total Cost
S Main St Crossing	Signage, RRFB, Striping, Trail Arch, Landscape Wall, Plantings	50000
Winter St 2	Signage, Trail Arch, Landscape Wall, Plantings	30000
McKenzie	Signage, Trail Arch, Striping	20000
Scott Street	Signage, Trail Arch, Striping	20000

GROUP 10



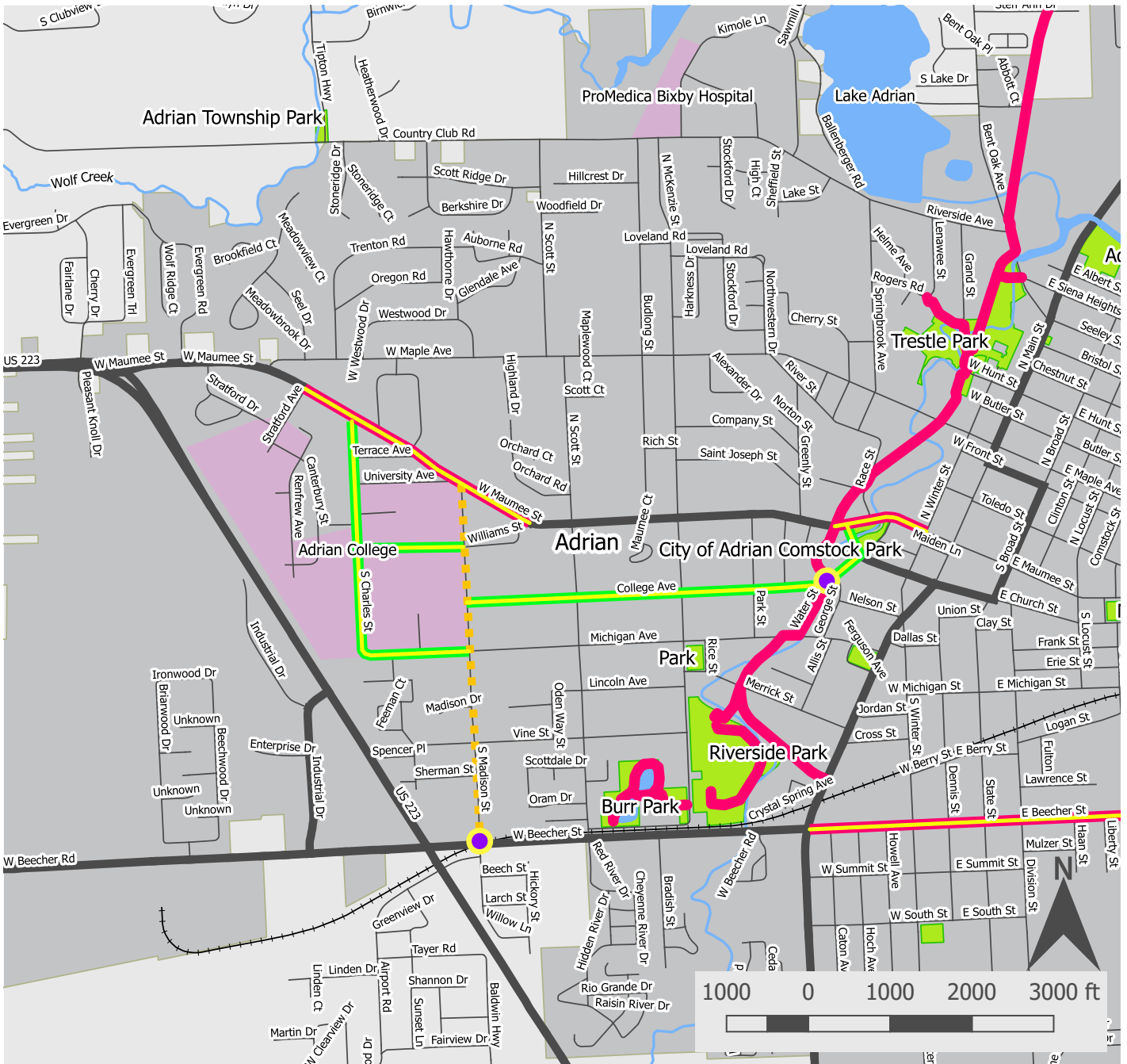
- Legend
- Kiwanis Non-Motorized System
- Existing SUP
 - Proposed SUP
 - Proposed Bike Lane
 - Existing Bike Lane
 - Proposed Shared Road
 - Prominent Locations
 - Parks
 - Improved Crossings

Segment Name	Jurisdiction	Total Cost
AC to Maumee on 223	City of Adrian	53746.5
Stratford Ave	City of Adrian	7829.4
US-223 AC to Beecher	City of Adrian	148566
Adrian College Trail	Adrian College	140157
US 223 West	City of Adrian	27552
AC Internal Trail	Adrian College	49519.5
Maumee to US 223	City of Adrian	30870
US 223 West	Adrian Township	61459.5

Segment Name	Jurisdiction	Total Cost
US 223 West	City of Adrian	61045.5
US 223 West	Adrian Township	15261
US 223 West	City of Adrian	8857.5
US 223 West	Adrian Township	23677.5
Maumee to US 223	Adrian Township	11325
Maumee to US 223	City of Adrian	19945.5
Maumee to US 223	Adrian Township	16693.5

Crossing Name	Features	Total Cost
Maumee US223	Curb Cuts, Striping, Signage, Trail Arch	

GROUP 11



Legend

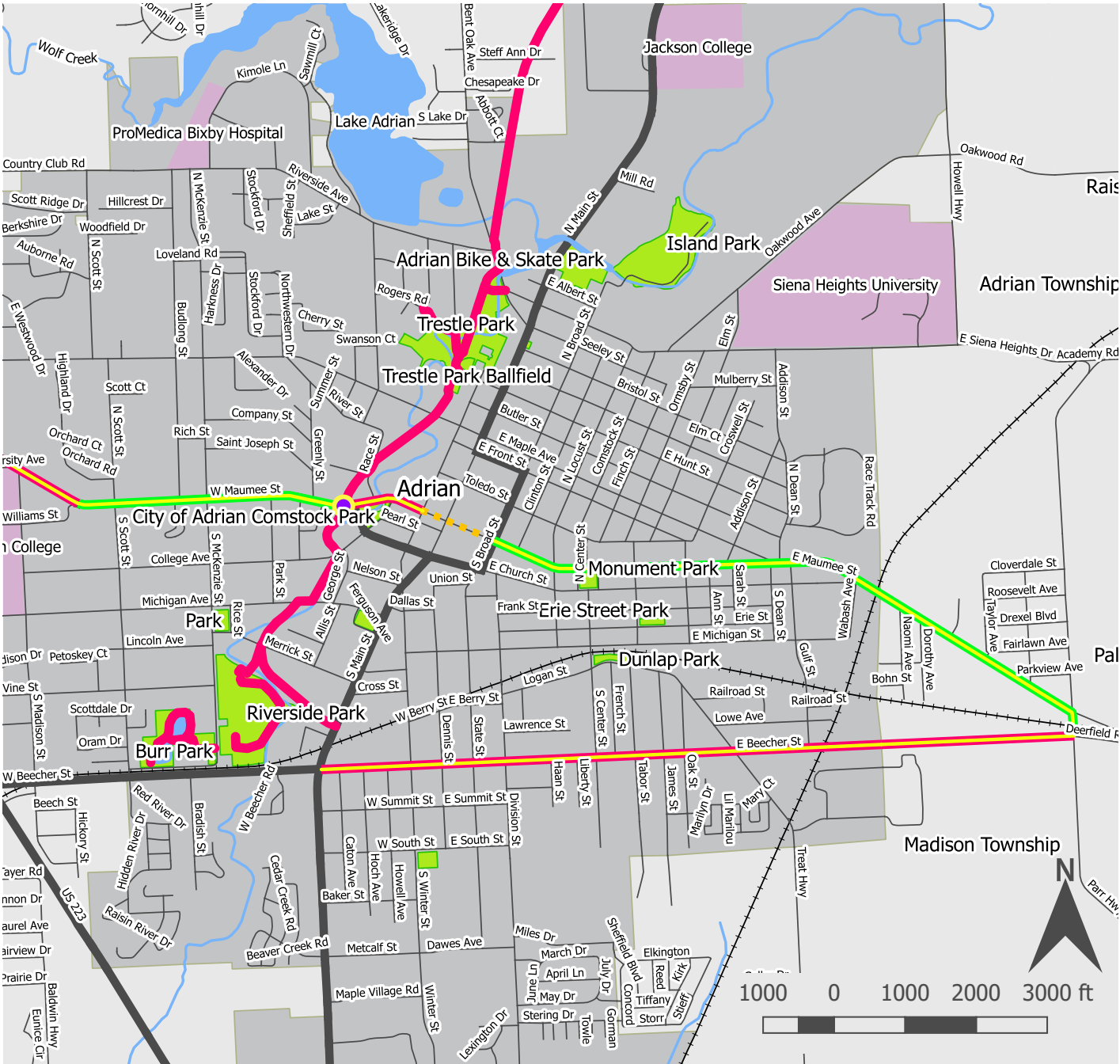
Kiwanis Non-Motorized System

- Existing SUP
- Proposed SUP
- Proposed Bike Lane
- Existing Bike Lane
- Proposed Shared Road
- Prominent Locations
- Parks
- Improved Crossings

Segment Name	Jurisdiction	Total Cost
College Ave Bike Lan	City of Adrian	48942.9
Charles	Adrian College	37787.7
Madison	City of Adrian	38881.8
Williams	Adrian College	11855.4

Crossing Name	Features	Total Cost
College Ave	Signage, Trail Arch, Striping,	20000
Madison and Beecher	Signage, Trail Arch, Striping	20000

GROUP 12



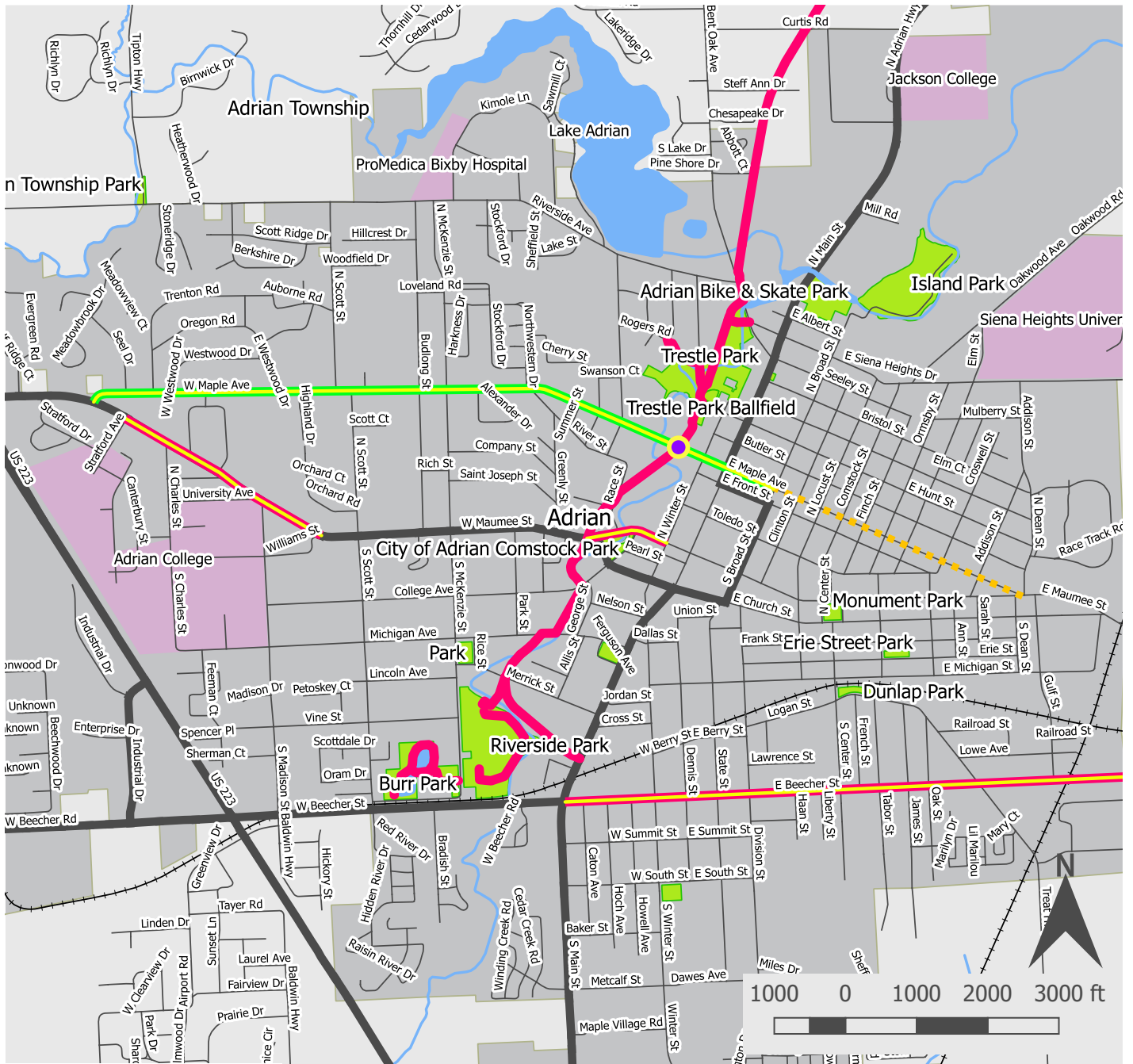
Legend

- Kiwanis Non-Motorized System
- Existing SUP
 - Proposed SUP
 - Proposed Bike Lane
 - Existing Bike Lane
 - Proposed Shared Road
 - Prominent Locations
 - Parks
 - Improved Crossings

Segment Name	Jurisdiction	Total Cost
E Maumee St Bike Lan	City of Adrian	51523.5
W Maumee St	City of Adrian	34307.1
Maurenee Downtown	City of Adrian	4732.65
E Maumee St Bike Lan	Madison Township	32113.2

Crossing Name	Features	Total Cost
Maumee	Signage, Trail Arch, Landscape Wall, Plantings	30000

GROUP 13



Legend

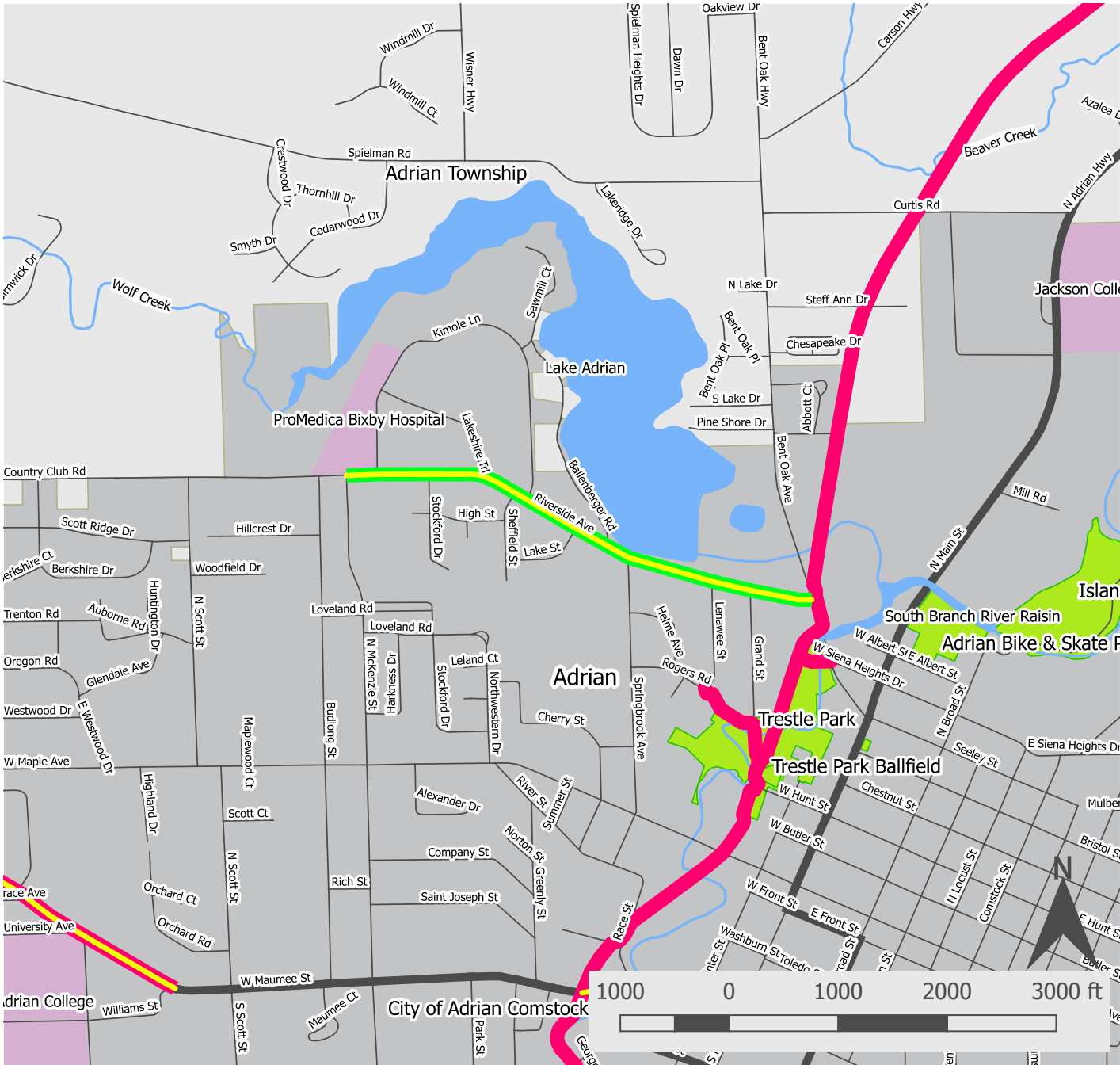
Kiwanis Non-Motorized System

- Existing SUP
- Proposed SUP
- Proposed Bike Lane
- Existing Bike Lane
- - - Proposed Shared Road
- Prominent Locations
- Parks
- Improved Crossings

Segment Name	Jurisdiction	Total Cost
Maple Ave Bike Lane	City of Adrian	90558.9
Maple Avenue	City of Adrian	17238.75

Crossing Name	Features	Total Cost
Maple Ave	Signage, Trail Arch, Vegetation Clearing, Landscape Wall, Plantings	30000

GROUP 14



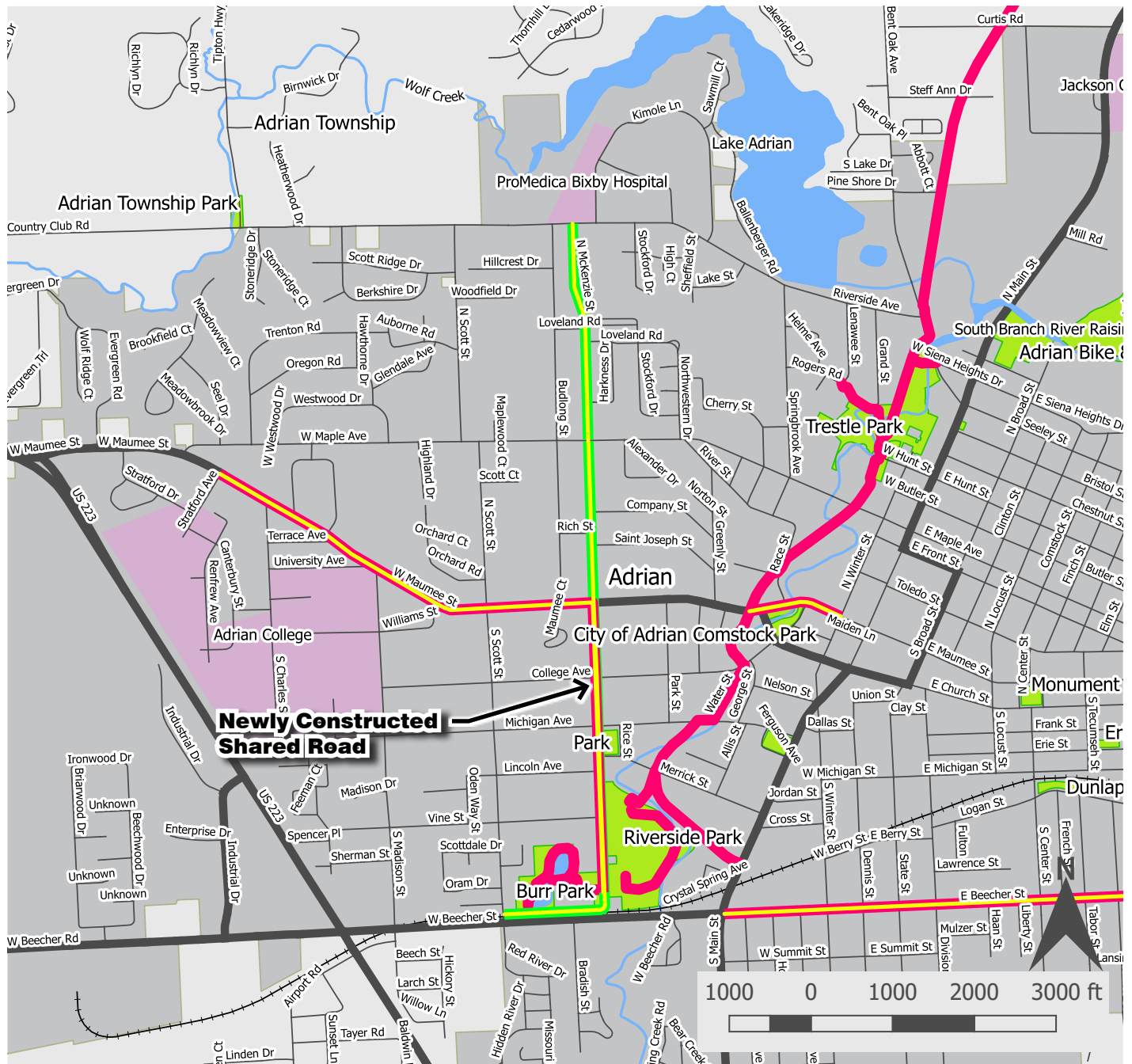
Legend

Kiwanis Non-Motorized System

- Existing SUP
- Proposed SUP
- Proposed Bike Lane
- Existing Bike Lane
- Proposed Shared Road
- Prominent Locations
- Parks
- Improved Crossings

Segment Name	Jurisdiction	Total Cost
Riverside Ave	City of Adrian	41304.9

GROUP 15



Legend

Kiwanis Non-Motorized System

- Existing SUP
- Proposed SUP
- Proposed Bike Lane
- Existing Bike Lane
- - - Proposed Shared Road
- Improved Crossings

Name	Jursd	Tot Cost
McKenzie St	City of Adrian	24363
McKenzie St	City of Adrian	63519



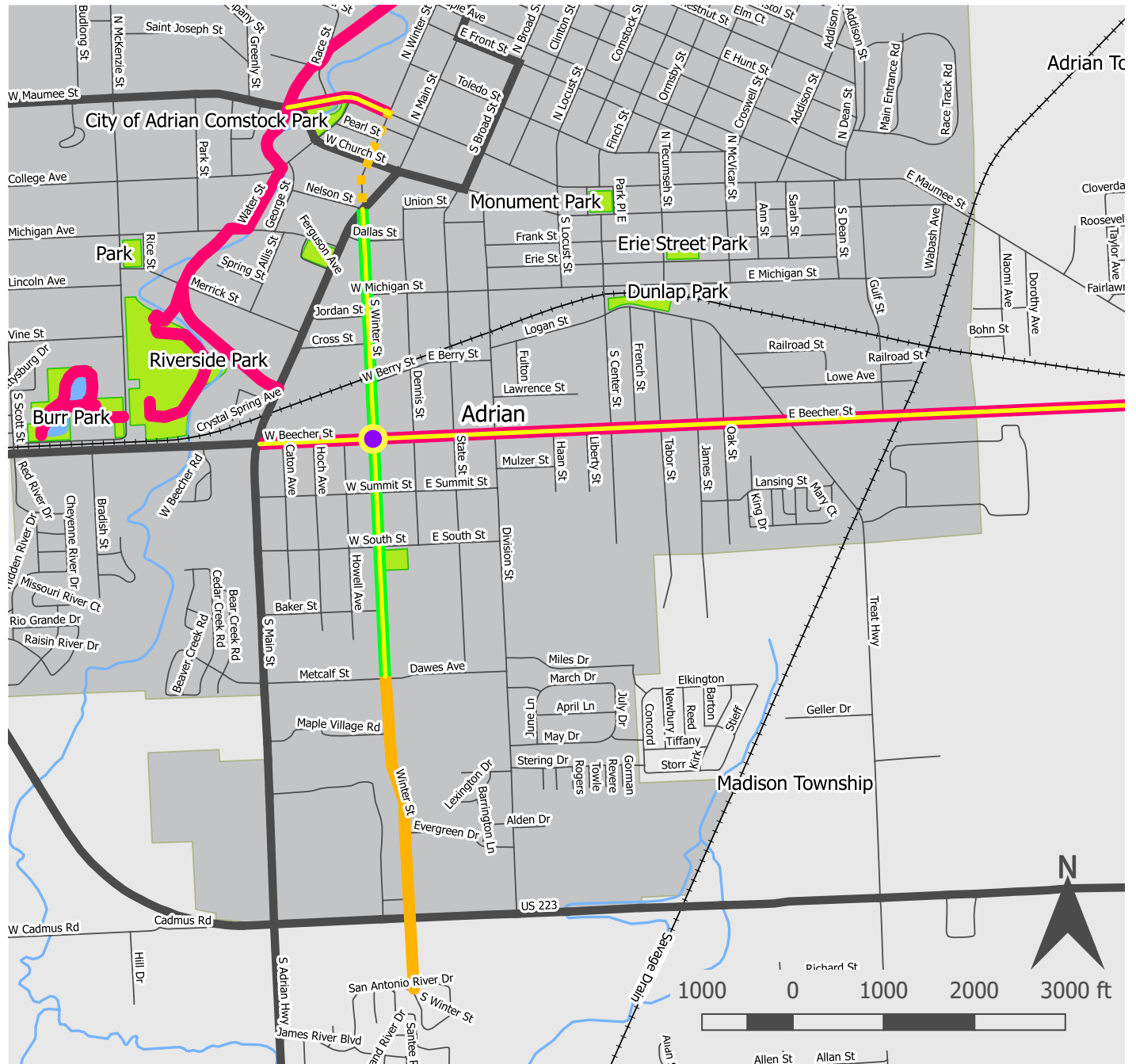
Kiwanis Non-Motorized System

-  Existing SUP
-  Proposed SUP
-  Proposed Bike Lane
-  Existing Bike Lane
-  Proposed Shared Road
-  Prominent Locations
-  Parks
-  Improved Crossings

Segment Name	Jurisdiction	Total Cost
Broad St Bike Lane	City of Adrian	36443.1
State St	City of Adrian	12561.6
Broad St	City of Adrian	4335
Berry St and State	City of Adrian	12319.2
Division St	City of Adrian	26029.2

Crossing Name	Features	Total Cost
Sate and Broad	Signage, Curb Modifications, Road Reconstruction	100000

GROUP 17



Legend

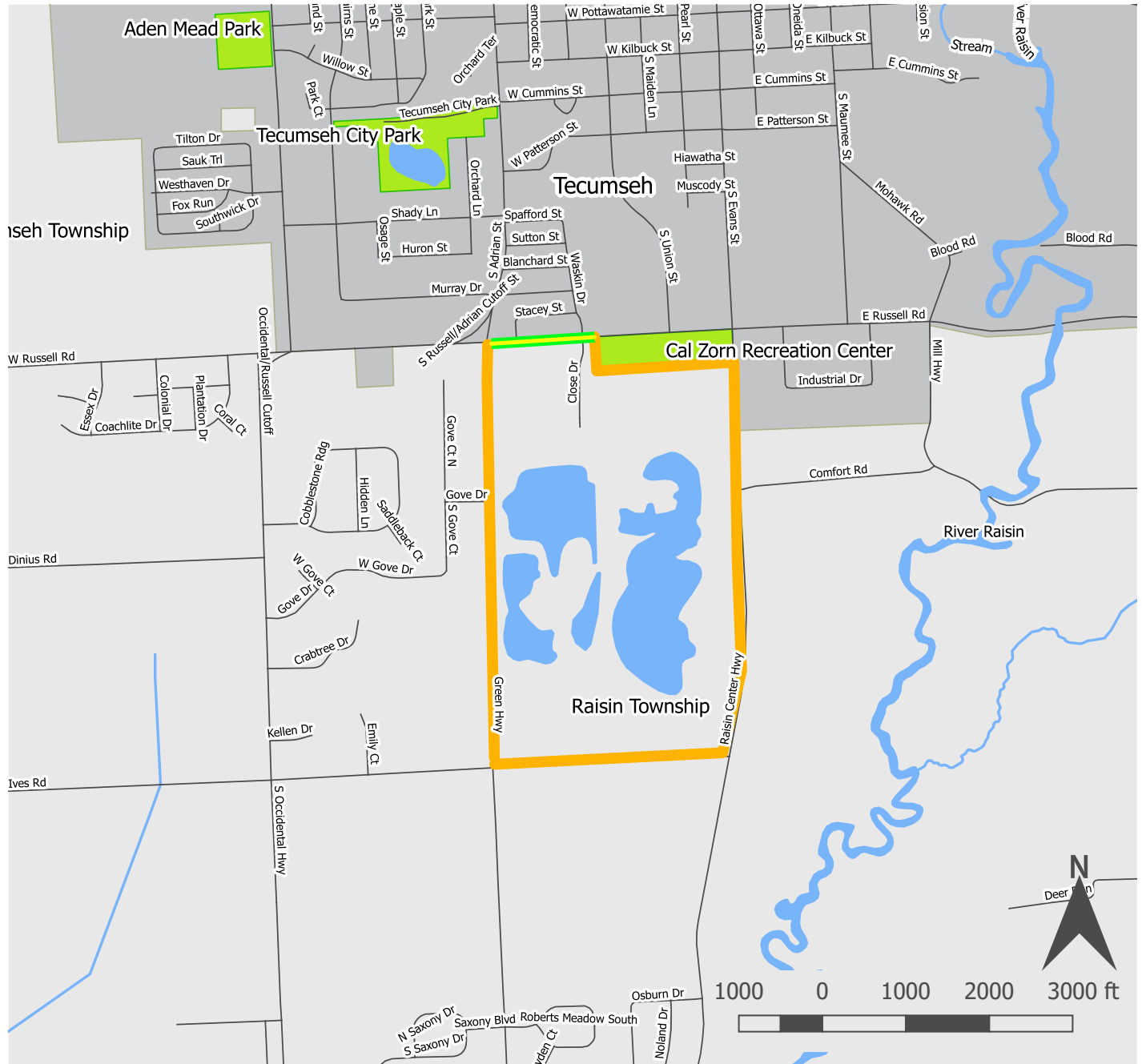
Kiwanis Non-Motorized System

- Existing SUP
- Proposed SUP
- Proposed Bike Lane
- Existing Bike Lane
- Proposed Shared Road
- Prominent Locations
- Parks
- Improved Crossings

Segment Name	Jurisdiction	Total Cost
Winter and Michigan	City of Adrian	47104.2
Winter St. Path	City of Adrian	121675.5
Winter St	City of Adrian	10053.9
Winter St. Path	Madison Township	35680.5

Crossing Name	Features	Total Cost
E Beecher St Crossing	Pedestrian Push Buttons, ADA Ramp Improvements, Crosswalk Signals	50000

1. *What is the main purpose of the study?*

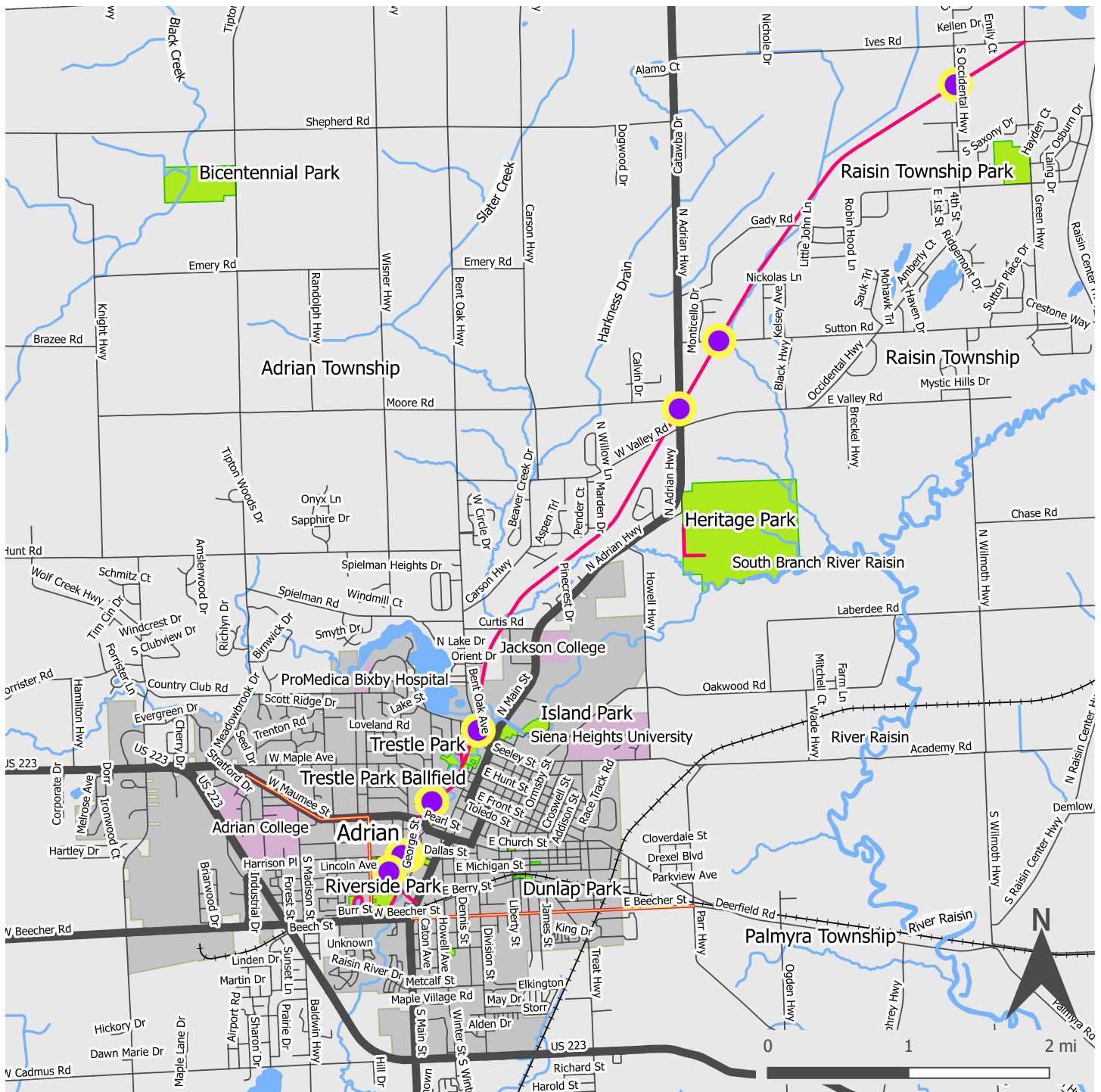


Legend

Kiwanis Non-Motorized System

-  Existing SUP
-  Proposed SUP
-  Proposed Bike Lane
-  Existing Bike Lane
-  Proposed Shared Road
-  Prominent Locations
-  Parks
-  Improved Crossings

Segment Name	Jurisdiction	Total Cost
Kiwanis Trail	Raisin Township	340683
Green Hwy	Raisin Township	226417.5
Russell Rd	City of Tecumseh	11321.7
Kiwanis Trail	Tecumseh	93822



Legend

 Improved Crossings

Kiwanis Non-Motorized System

 Existing SUP

 Prominent Locations

 Parks

MAP OF IMPROVED CROSSINGS

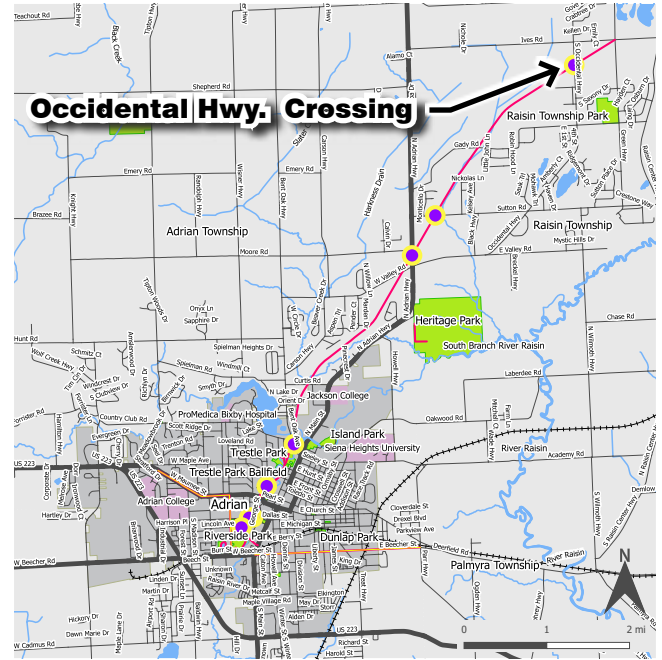
Some parts of the existing trail system involve crossing points that are challenged or lacking in visibility and safety. The following sections attempt to address these areas and provide recommendations for potential solutions. The proposed improvements range from signage, pavement striping, infrastructure repair, landscaping and other amenities that will help to improve the visibility of the trail and the overall safety of trail users.

OCCIDENTAL HIGHWAY CROSSING

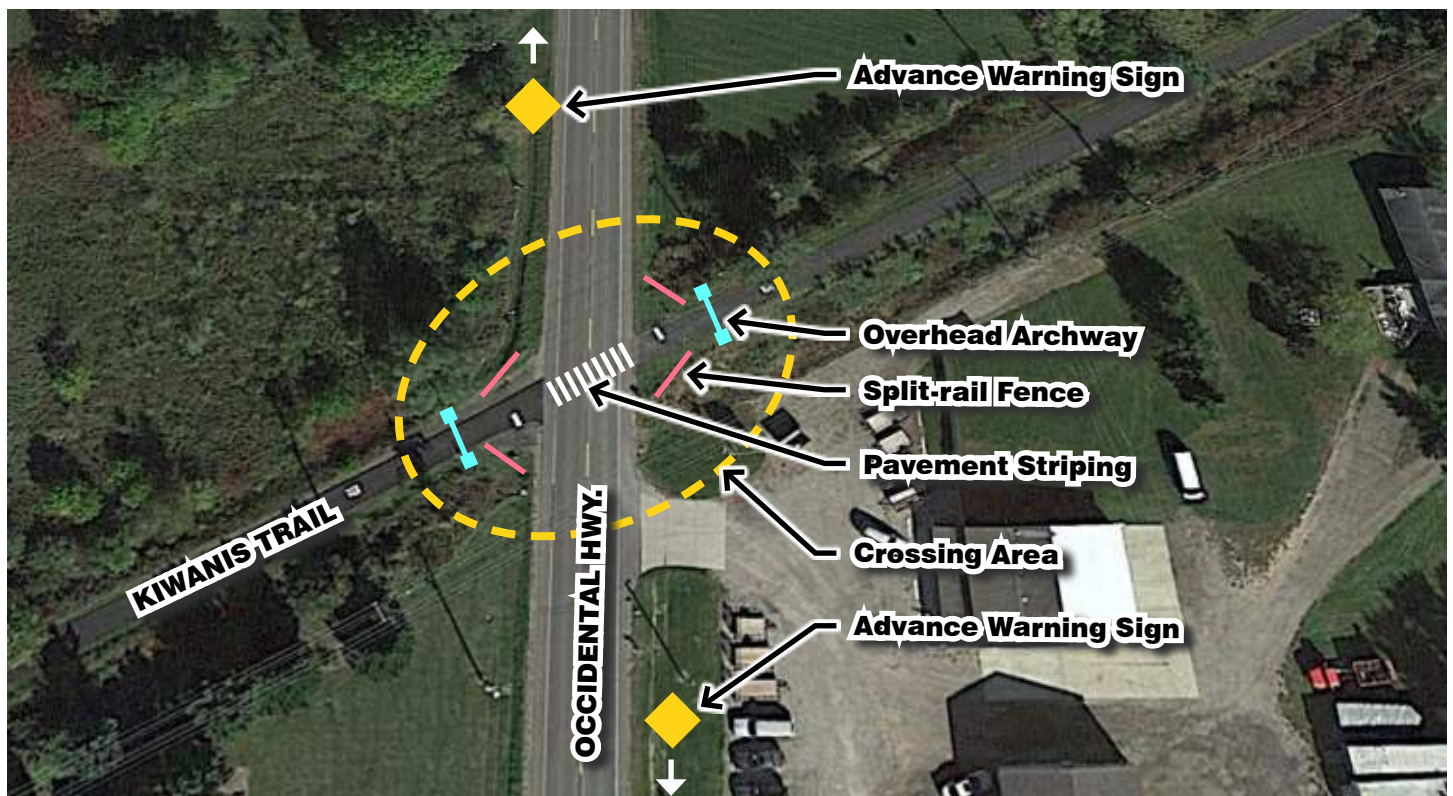
The Kiwanis Trail crossing at Occidental Hwy. currently has a single crossing sign for the northbound traffic on Occidental Hwy. and another for the southbound traffic at the crossing. The signage is placed within a few feet of the trail itself. Although this works well to signify the location of the trail, it does not provide an early enough warning for a vehicle traveling at posted speeds to stop if a pedestrian were to enter the roadway. Advanced warning signs that read “Trail Crossing Ahead” should be placed far enough ahead of the crossing to provide adequate warning for vehicles traveling along Occidental Hwy.



Typical Proposed Rural Crossing Improvements



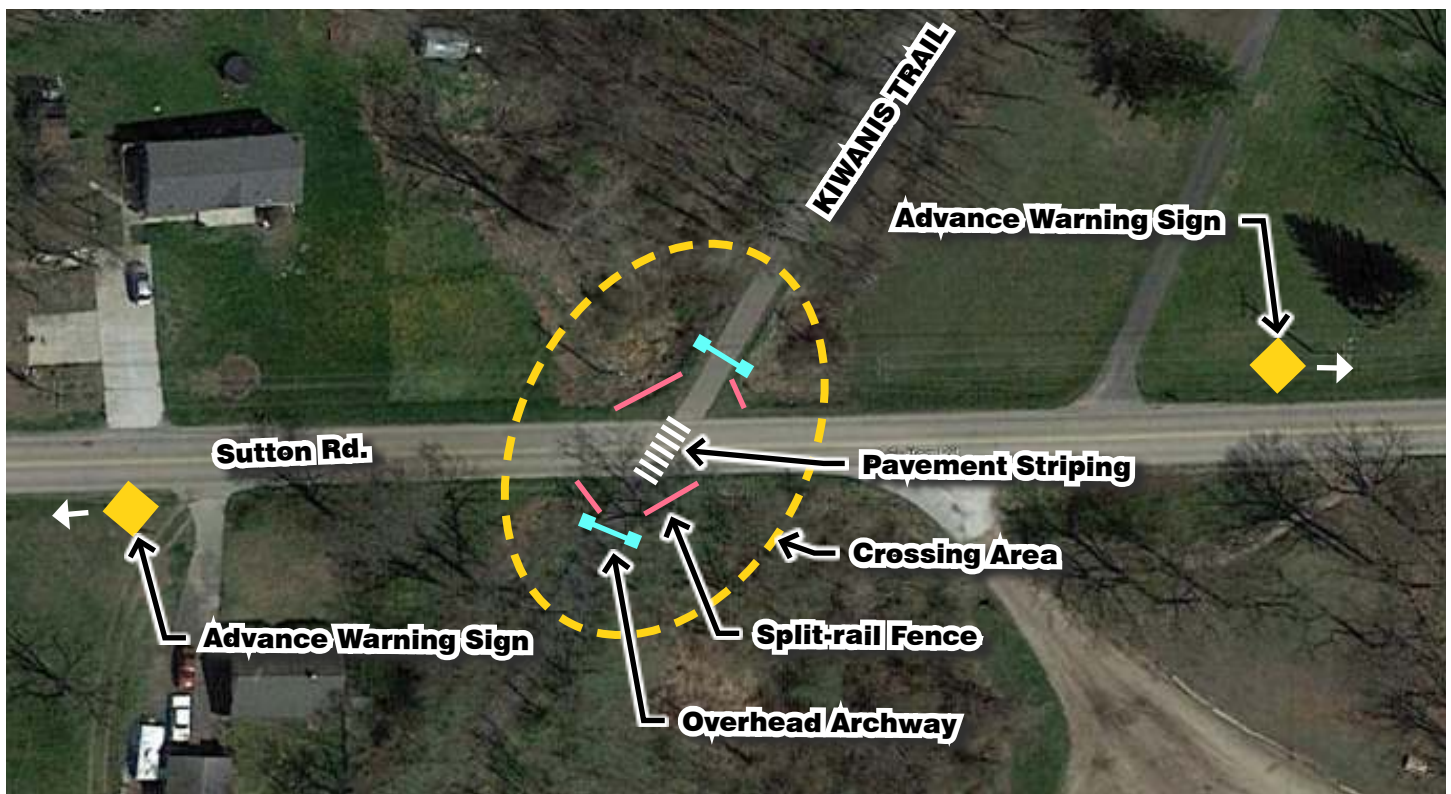
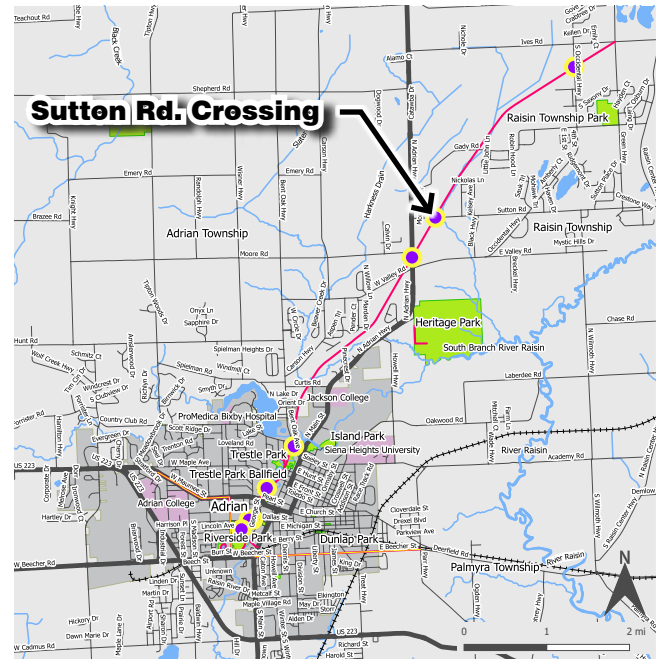
The crossing will also feature an overhead arch with a Kiwanis Trail sign clearly displayed on it, sections of split-rail fence, and pavement striping to add to the visibility of the crossing.



Above: Occidental Highway - Kiwanis Trail Crossing

SUTTON ROAD CROSSING

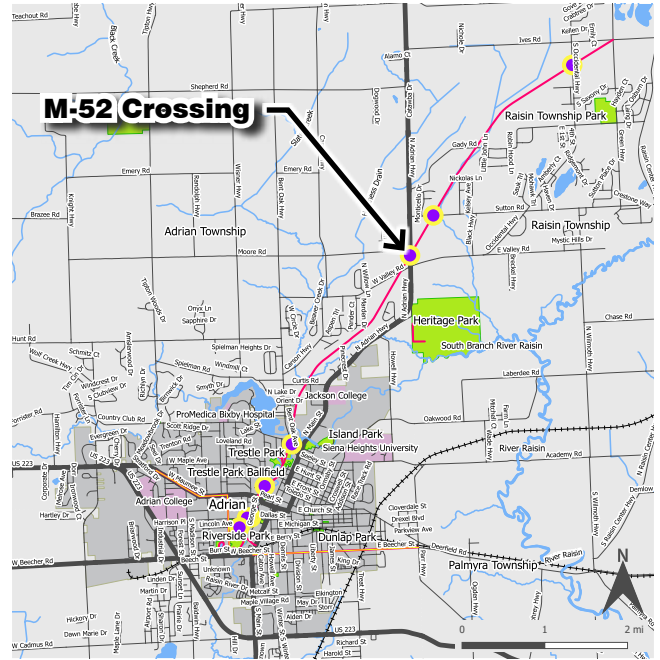
The Kiwanis Trail crossing at Sutton Rd., much like the Occidental Hwy crossing, lacks visibility. The proposed amenities at this crossing are an overhead arch with a Kiwanis Trail sign clearly displayed on it, sections of split rail fence, and pavement striping.



Above: Sutton Road - Kiwanis Trail Crossing

M-52/ADRIAN HIGHWAY CROSSING

The Kiwanis Trail crossing at M-52 is the crossing that is in need of the most improvement. Currently the trail crosses M-52 at a sharp angle, across high-speed traffic at a minimally marked location. These issues make crossing very difficult for trail users. Further study with MDOT coordination is recommended for this site. Some possible solutions to consider are a pedestrian overpass bridge, a HAWK signal (as described on page 6 of this report), or rerouting of the trail. An overpass bridge would provide the smoothest crossing for trail users and could also serve as an attractive gateway into the city of Adrian, however this option would be the most costly. If a HAWK signal is used, it is recommended that the crossing be realigned



to be perpendicular to M-52 to provide a shorter, more visible crossing. Rerouting of the trail to cross at the Valley Road stop light (as shown in the image below) could also serve as a temporary solution until funding could be established for one of the other options.

Example: Pedestrian Overpass Bridge



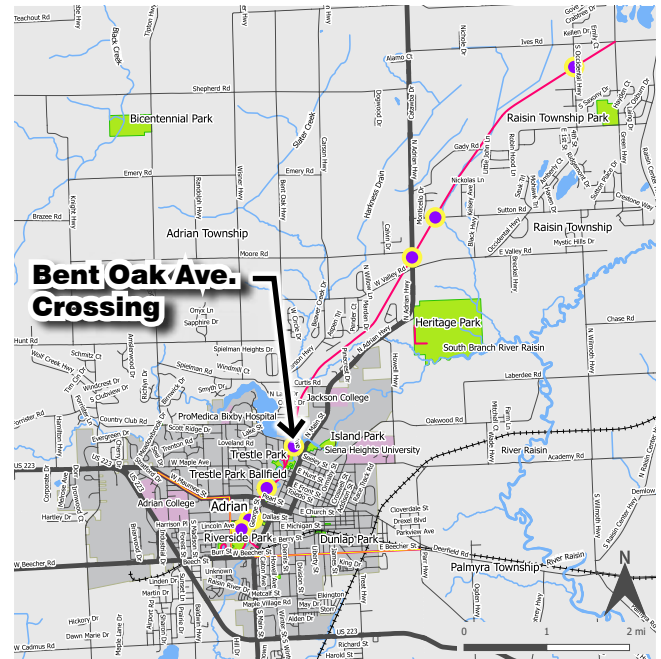
Above: M-52/Adrian Highway - Kiwanis Trail Crossing

BENT OAK AVENUE CROSSING

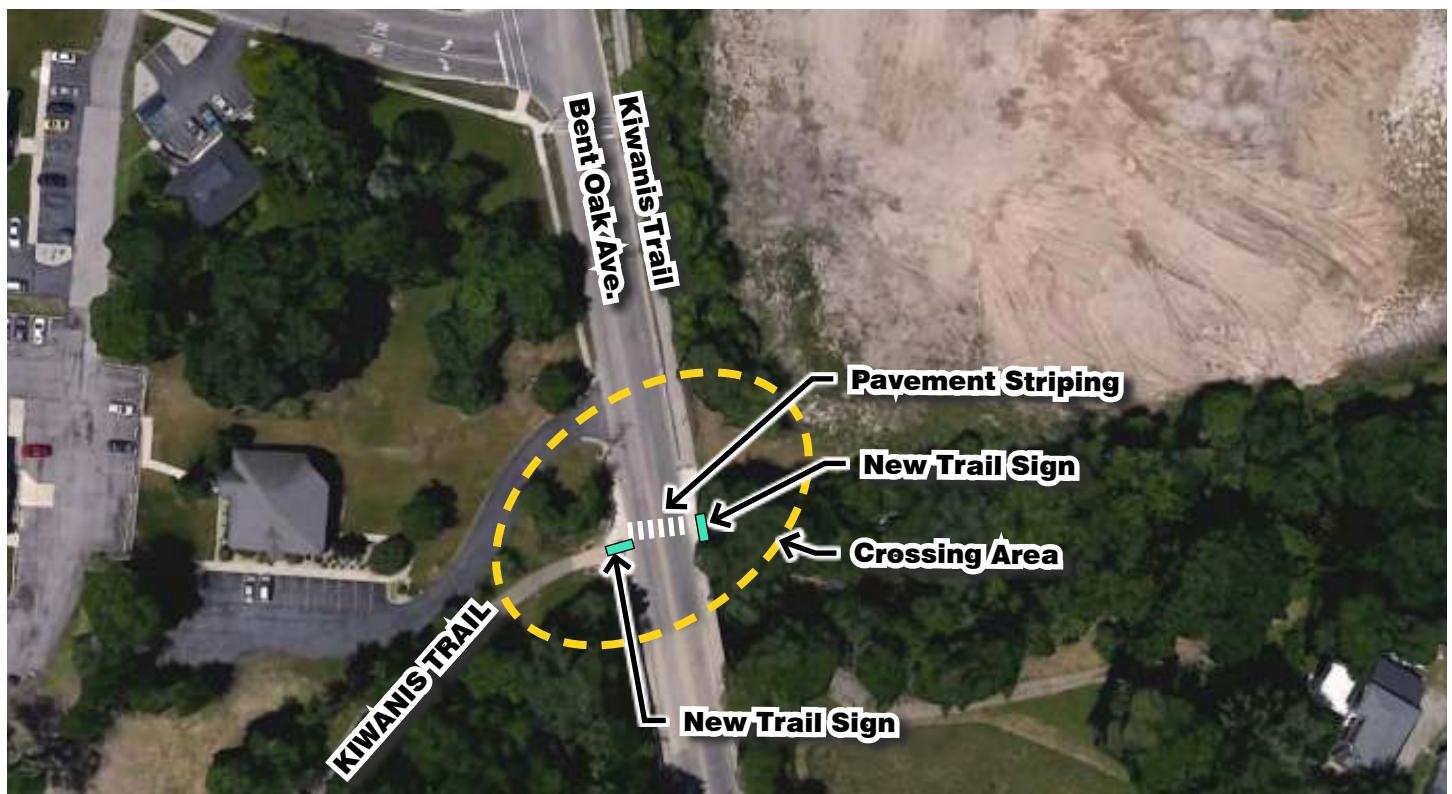
The Kiwanis Trail crossing at Bent Oak Ave. features beautiful landscape walls on the west side of Bent Oak Ave. but lacks signage to identify this as the Kiwanis Trail. New signage should be placed in the landscape Island and additional landscape plantings should be added. When crossing to the east there is no clear indication as to which direction the trail continues in. Signage should be placed on the east side of Bent Oak Ave. and aligned parallel to the road with Kiwanis Trail and an arrow pointing to the north clearly displayed.



Proposed Improvements to Bent Oak Avenue Crossing



The proposed improvements also includes pavement striping. This will allow vehicular traffic to recognize this clearly as a pedestrian crossing and to be more alert when approaching.



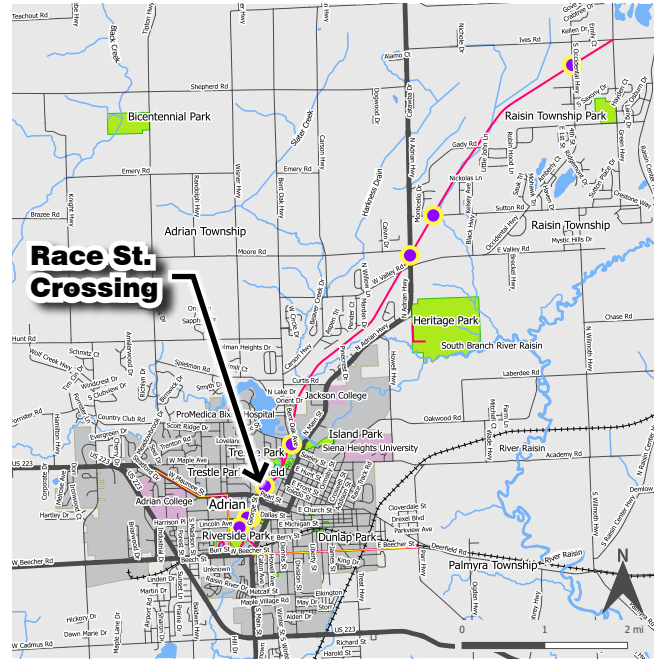
Above: Bent Oak Avenue- Kiwanis Trail Crossing

RACE STREET CROSSING

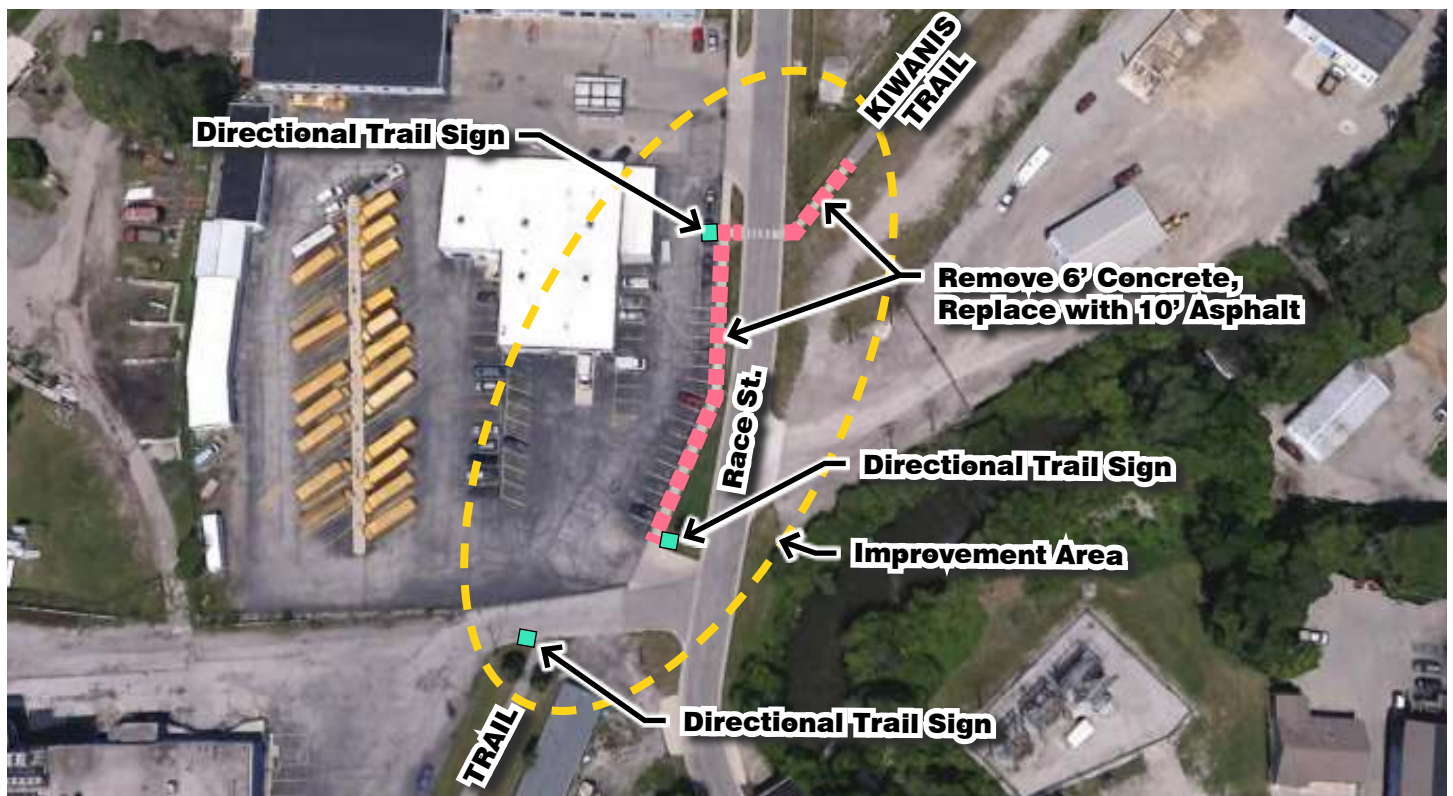
The Kiwanis Trail crossing at Race St. and the area directly south where the trail crosses the entry drive to the Adrian plaza pose some navigation challenges. On the east side of Race St. approximately 65' before the crossing the 10' wide asphalt trail becomes a 6' wide concrete path. This section of concrete should be removed and replaced with 10' wide asphalt. On the west side of Race St. the trail is also 6' wide concrete. This section should also be replaced with a 10' wide asphalt path. This will help to differentiate the trail from the concrete sidewalk which



Proposed Improvements to Adrian Plaza Entry Drive Crossing



extends to the north. Directional signage should also be added on the west side of the Race St. crossing and along the route at the Adrian Plaza drive crossing where the path jogs toward the west. This will help to avoid confusion for trail users.



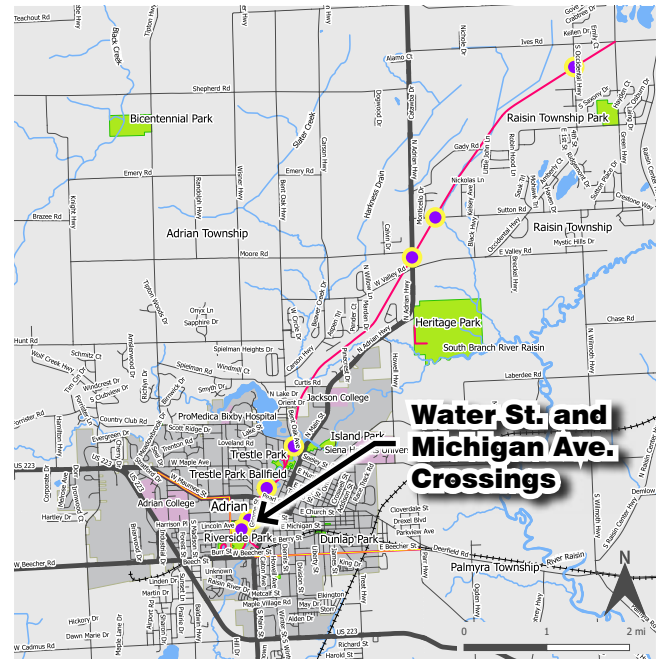
Above: Race Street Kiwanis Trail Crossing

WATER STREET AND MICHIGAN AVENUE CROSSINGS

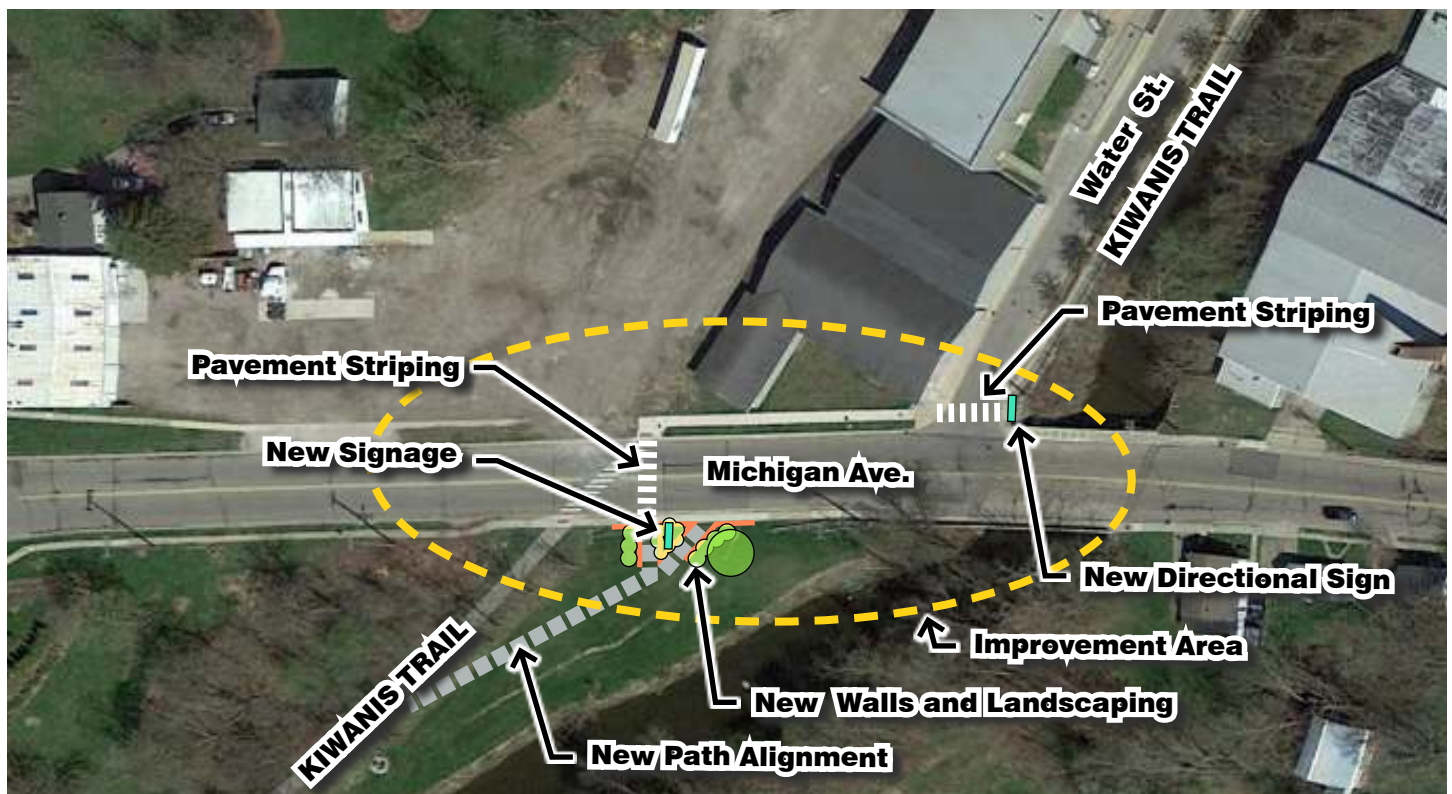
The Kiwanis Trail crossing at Water St. requires pavement striping and a directional sign on the east side of the crossing. Currently the trail crosses Michigan Avenue at a wide angle. Having an angled crossing causes difficulty for visually impaired individuals and also increases the length of the crossing which in turn increases the time that a person is in the roadway. This crossing should be realigned to provide a ninety degree crossing. New walls and landscaping should then be added to match the style of the other crossings throughout the city. Signage and



Proposed Improvements to Michigan Avenue Crossing



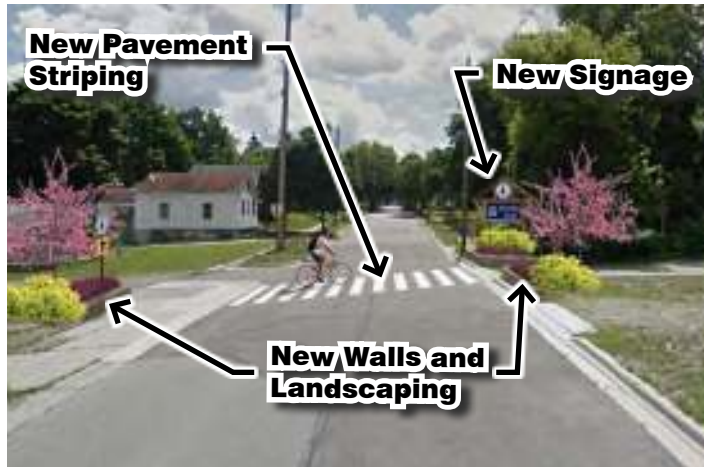
new pavement striping should also be added to provide greater visual awareness and user safety.



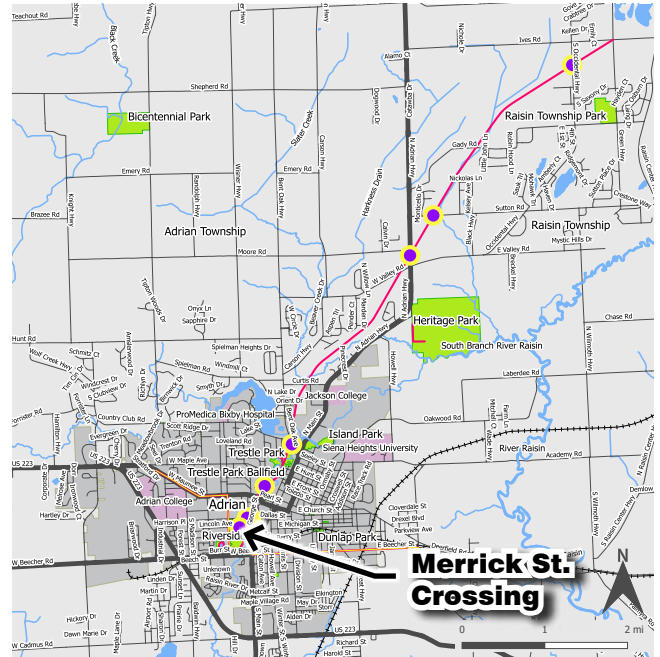
Above: Water Street and Michigan Avenue Crossings

MERRICK STREET CROSSING

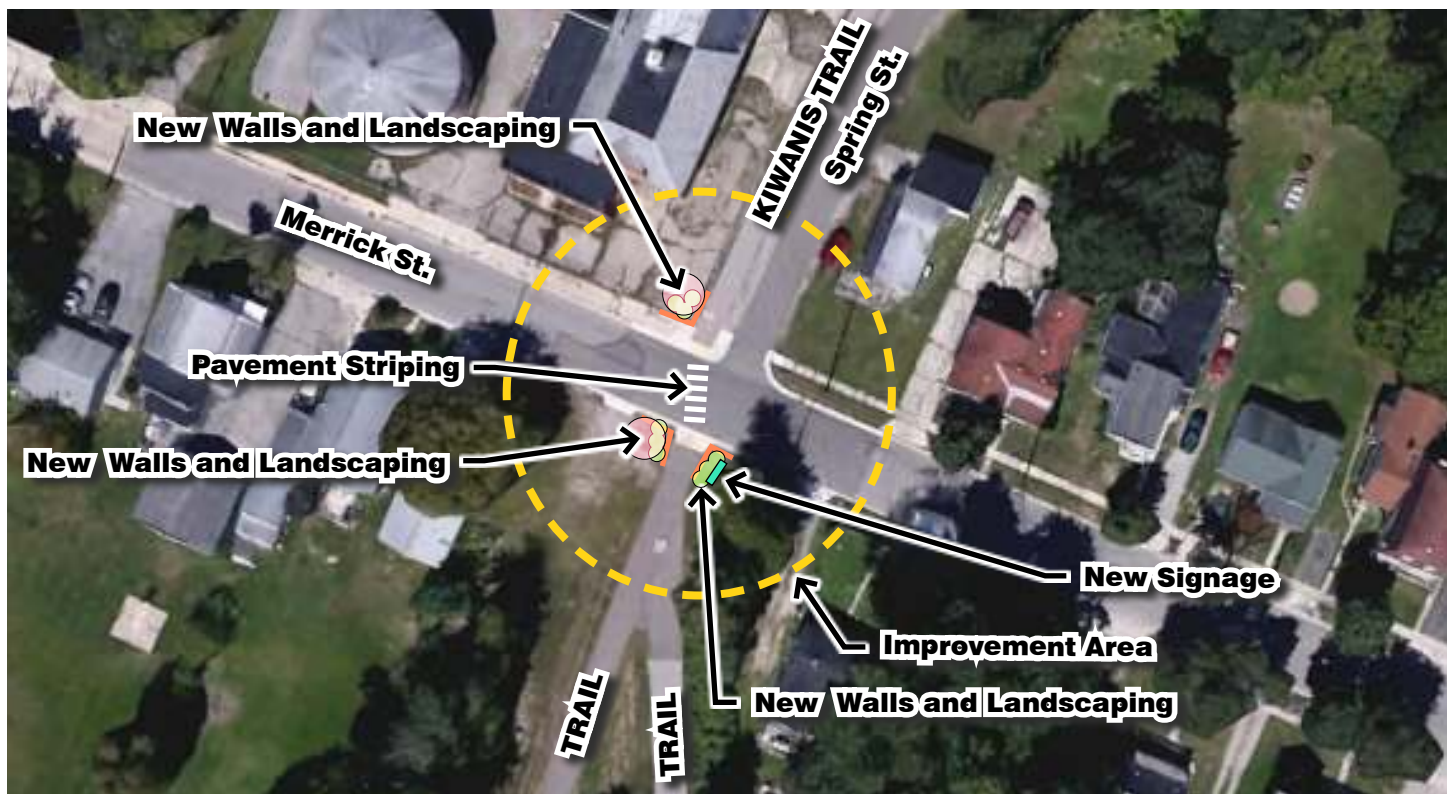
The Kiwanis Trail crossing at Merrick St. currently lacks visibility. Walls and landscaping should be added on both sides of the trail on the north side of the crossing to match the style of the other crossings throughout the city. Signage should be added on the north side of Merrick St. and a smaller directional sign should be added to the south side of the crossing. There is not enough room on the north side of the crossing to add walls and landscaping both the east and west sides of the trail. Walls and landscaping should still be added to the west side although



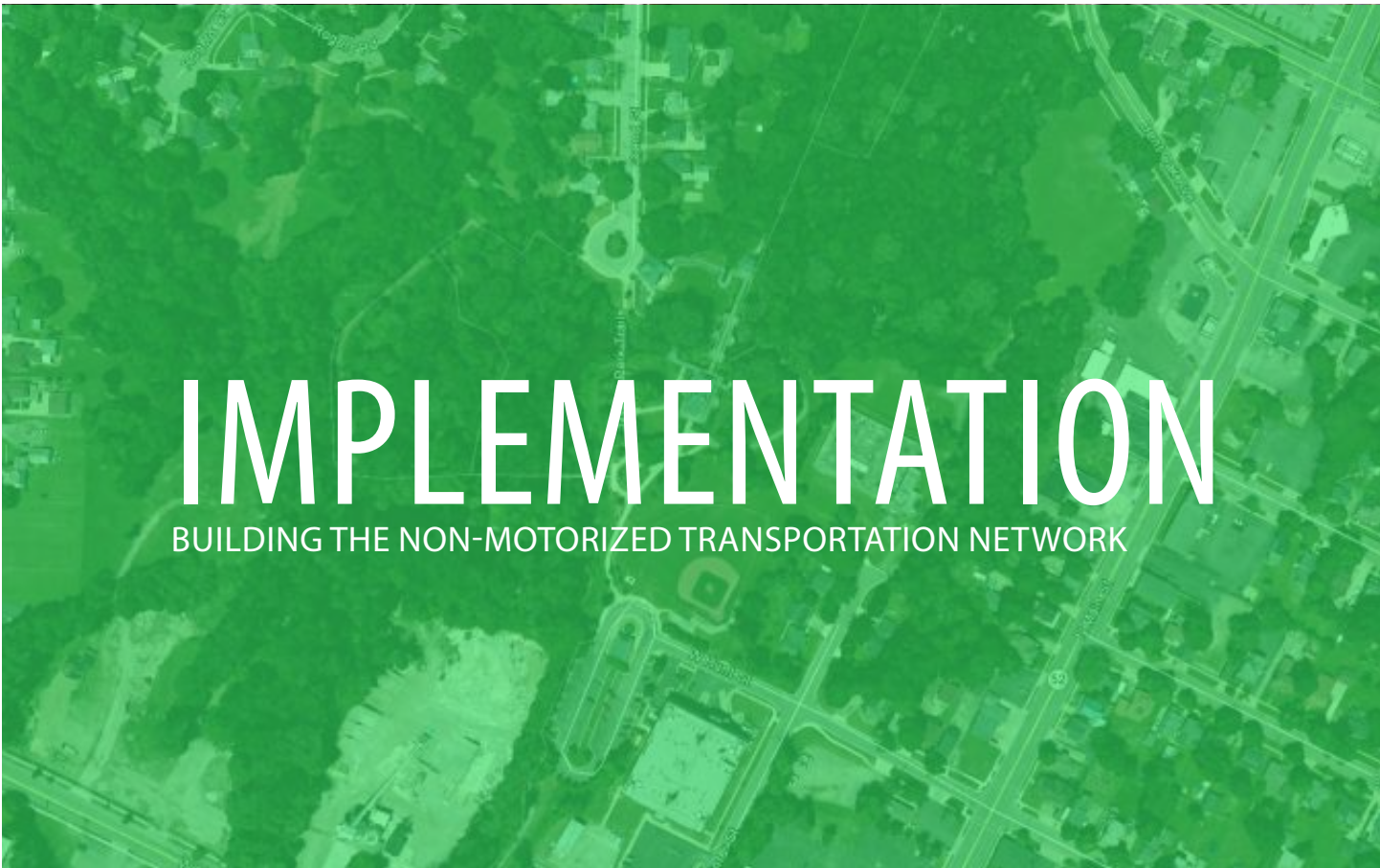
Proposed Improvements to Merrick Street Crossing



this area may extend beyond the right-of-way which would require an easement from the adjacent landowner to install these items. Pavement striping should also be added to increase user safety.



Above: Merrick Street Crossing

An aerial photograph of a suburban area, including roads, trees, and some buildings, is shown with a semi-transparent green overlay. The word "IMPLEMENTATION" is written in large, white, sans-serif capital letters across the center of the image. Below it, in smaller white capital letters, is the subtitle "BUILDING THE NON-MOTORIZED TRANSPORTATION NETWORK".

IMPLEMENTATION

BUILDING THE NON-MOTORIZED TRANSPORTATION NETWORK

IMPLEMENTATION STRATEGIES

The following strategies should be considered when adopting the Adrian Area Non-Motorized Transportation Plan (NMTP):

- Continue to actively pursue property acquisitions or public and private easements along proposed routes identified in the NMTP.
- Implement nationally recognized American Association of State Highway and Transportation Officials (AASHTO) design standards when designing non-motorized transportation facilities within the scope area.
- Incorporate Americans with Disabilities Act (ADA) standards when designing non-motorized transportation facilities within the scope area.
- Continue working with other State and Local review agencies during the implementation of the NMTP.
- Designate shared-use paths as publicly owned properties to allow the applicable jurisdiction access to manage and maintain them.

- Utilize a public input process at appropriate times during the design and construction of the NMTP.
- Actively pursue Federal, State and Local funding for the implementation of the NMTP.

General and specific recommendations for the Plan are summarized below and categorized into on road facilities, off road facilities, and other recommendations. Many of these recommendations need further study by the Planning Commissions and other appropriate review and approval agencies to see how they compare to the current ordinances and other adopted area planning studies prior to actual implementation. After its adoption, further detailed study needs to be completed for specific routes and conditions. The results of these studies and final analysis of each route needs to be presented to the appropriate municipal body for final review and approval.

COOPERATION

The NMTP will require cooperation and coordination, between the municipal bodies, residents and adjacent communities, to achieve successful implementation. The NMTP is a tool that allows for the sharing of information and clear communication with other agencies relative to the improvements under their control. Some of the other key agencies include:

- Adrian Community Development Department (CDD)
- Parks & Recreation Departments
- Adrian Downtown Development Authority (DDA)
- Public School Districts
- Lenawee County Drain Commission (LCDC)
- Lenawee County Road Commission (LCRC)
- Michigan Department of Transportation (MDOT)
- Other private entities and/or industries

Land acquisition is a key component to some of the specific routes identified in the NMTP and it will be a necessary step to implement the NMTP. When considering how to acquire land for trail development the following should be considered:

- **Donations** – recommended first when possible to lower trail costs
- **Easements** – where trail development needs specific rights
- **Leases** – lease specific rights for use
- **Purchases** – buy land from willing sellers at the appraised value

It is important to keep the lines of communication open during the implementation process of the NMTP. The public should be encouraged to remain involved in the planning process to help ensure its continued success. The manner in which the specific projects are communicated to the public is key to the success of this effort and important in all phases.

The NMTP is a long-term effort that will require substantial funding to implement beyond what the trail authority or any single municipality can afford to do alone. The NMTP may be used to initiate design of specific routes and to obtain funding from the State and local funding sources. One of the criteria for obtaining funding is having a comprehensive study in place that demonstrates proposed routing and connectivity to other communities. The implementation of the routes can be attained quicker by leveraging local dollars with other funding sources such as:

- State and Federal grants
- Set aside funds for acquisition
- Endowments and foundations
- Other public or quasi public agencies
- Others as they become available

IMPLEMENTATION TOOLS

Utilize the following tools as identified in the plan and as further listed below.

1. **Sidewalks** - The current sidewalk standard width for many municipalities is a 5' minimum, but a 6' wide minimum is preferred. LAP recommends that a standard minimum width of 6' along major roadways be adopted to allow more adequate room for two-way traffic on sidewalks.
2. **Bikeways** - Add bikeways to existing roadways by re-striping the road within the existing section. This kind of change would require approval from the Lenawee County Road Commission, MDOT, or other applicable agency.
3. **Shared-Use Path** - Numerous shared-use paths are recommended throughout the NMTP. A shared-use path is typically 8'-10' in width; their purpose is to provide multiple modes of non-motorized transportation for the user. See the NMTP map for specific locations.

4. **Lane Conversion** - Using the existing roadway section, a road may be converted from four to three lanes. When roads are being repaved or rebuilt, a lane conversion should be considered where appropriately identified on the Plan. Further study and the approval of applicable agencies is required prior to implementation of any lane conversion.
 5. **Mid-block Crossing** - Several mid-block crossings currently exist throughout the length of the Kiwanis Trail. A Mid-block crossing, when proper signage, striping and other safety measures are utilized, can be a useful tool to not only allow people to cross the street safely but can also be used as a measure for traffic calming. Further study and the approval of applicable agencies is required prior to implementation of any mid-block crossings.
 6. **Pedestrian Underpass** - Allows pedestrians safe passage under an obstacle, like Willoughby Road at the railroad corridor, and does not require the pedestrian to travel long distances out of the desired direction of travel to go around the obstruction. Further study and the approval of the applicable agencies is required prior to implementation of an underpass.
 7. **Publicly Owned Land** - There are publicly owned lands identified in this study where a trail is being recommended. Any trail design must respect the rights of the adjacent landowners as much as possible. Individual landowners should be consulted during the preliminary design stage of the route to account for privacy measures among other design issues.
 8. **Privately Owned Land** - One way to develop a trail on private land is by obtaining the private land and placing it in public ownership. Another way is to secure a private easement allowing the trail to be constructed on the private land. It is recommended that this be accomplished by either purchase or donation. It is not recommended that eminent domain or condemnation be used for this purpose. Riparian rights come with the landowner's bundle of rights. Riparian rights cannot be granted without the owner's permission through an easement or purchase.
 9. **Public Easements** - It is recommended that when seeking easements for public use such as: utilities, maintenance, or other uses, a provision should be included to allow for recreational use or future trail construction within that easement.
 10. **Private Easements** - Private easements are a good method of acquiring the land needed for the implementation of the NMTP, but does not require the same amount of money as the purchase of entire parcels.
- ### OTHER IMPLEMENTATION ISSUES
1. **Design Criteria** - It is recommended that current design criteria be used to design the trail. This would include meeting the ADA (barrier free) standards, AASHTO (design standards), and others that are common for public trails. Privacy should be accommodated to the extent possible by the use of fencing, landscaping, or other visual barriers.
 2. **Lighting** - Lighting is not recommended for the majority of the trail, but can be implemented and beneficial in areas of high use or security concerns. The hours of operation for trails are generally from dawn to dusk. The need for lighting usually appears only in densely populated areas where use is promoted after dark such as near downtown centers, retail areas, and event venues.
 3. **Noise** - Non-motorized trails are generally quiet. Noise usually becomes a factor if large events are scheduled on the trail or if they are motorized. An occasional barking dog or a person's voice are the main sources of noise. However, if this is an area of concern, it is recommended that enforcement of regulations can control most of these disturbances.
 4. **Materials** - It is recommended that the trail surfaces be considered during the planning process. Solid surfaces, such as asphalt and boardwalks, are the primary choices for shared-use paths; however, there are applications, like less frequently used trails in woods, in which gravel and wood chips are acceptable. The choice of materials must be based upon the site,

user groups and the frequency of use.

- 5. Conservation Practices** - The most up to date conservation practices are recommended when developing a trail within any vegetated area. Enhance and/or avoid sensitive natural features whenever possible (primarily large healthy trees and/or underbrush). Use interpretative signage and education whenever possible to allow for a greater appreciation of natural resources. Develop conservation policies that protect and enhance the natural systems associated with this area.
- 6. Trail Heads and Access Control** - A trail head acts as a point of entrance and exit and many times includes parking for cars. Trail heads are discouraged in neighborhoods as they can be unsightly and encourage large volumes of traffic and users. It is recommended to provide intimate connections to neighborhoods and destinations. Use barriers and/or gates to deter motor vehicles from entering the trail. Post signs to inform users of regulations.
- 7. Other Agencies** - It is recommended to communicate with and utilize the expertise of other agencies (Drain Commission, Road Commission, Police Department, Public Service Department, Parks Department, Planning Department, and others) during the design, development, and management of this trail system.
- 8. Screening** - It is recommended that there be adequate setbacks and generous screening or buffers between the trail and the adjacent property owner. Use vertical barriers, fencing or similar means to provide and create privacy where requested.
- 9. Trail Advocacy Group** - A trail advocacy group is recommended to allow public participation in the development and monitoring of the trail. Work with local law enforcement agencies to implement police patrols and neighborhood watch programs from the initial stages of development. Add a regular bicycle patrol component to the police program. Allow designated neighbors to participate in the patrol of the trails and greenways and encourage communication and participation.

10. Maintenance Program - Designate the off-road trail areas as a publicly owned property and allow the applicable municipality to manage the property. The trail will require regular trash pick up, sweeping, and plowing. Provide the personnel and equipment necessary to perform these functions.

11. Adjacent Communities - Continue to communicate with the surrounding communities to discuss potential connection locations. The timing and exact connection points should be agreed upon so connectivity will happen between communities.

12. Bridges - Work with Michigan Department of Transportation (MDOT) and the Lenawee County Road Commission to coordinate any future improvements. Accommodation should be made to include non-motorized transportation provisions whenever a bridge reconstruction or new bridge is considered.

Further study will allow a more in-depth analysis and should be completed when specific routes are being considered for implementation. Refer to the Phasing Plan for recommended routing. A study process should include the following: study/ design development, verification of funding (application for grants and/or allocation of local funds), implementation (construction plans, bidding and construction), maintenance and post evaluation.

PROPOSED IMPLEMENTATION PROCESS

It is recommended that an implementation process be considered for implementation of the routes proposed throughout the Adrian Area. The following is an example:

PLANNING

1. Determine the base information
2. Analyze data
3. Prepare a preliminary plan
4. Determine ownership – Agency in Charge (dedicated park vs. others)
5. Determine policies to govern the trail
6. Prepare a preliminary cost estimate

FUNDING

1. Apply for grant funding - Federal and State funding opportunities, private foundations, others.

2. Review budgetary allocations - matching funds for grants or approve allocation of local funds for implementation

DESIGN DEVELOPMENT

1. Meet with citizens to discuss design parameters with relationship to impacts on private properties
 - a. Discuss individual needs
 - i. Trail location within the proposed route
 - ii. Individual access to trail from adjacent property
 - iii. Privacy issues – fencing, landscaping, setbacks
 - b. Review specific design issues
 - i. Vehicle deterrents – bollards, gates, barriers
 - ii. Drainage – trench drains, culverts, catch basins, etc.
 - iii. Road crossings and/or intersections
 - iv. Signs (location, type, size etc.)
 - v. Amenities (benches, trail markers, exercise stations, etc.)
 - vi. Materials (asphalt, concrete, limestone, cinders, etc.)
 - vii. Refine preliminary cost estimate

CONSTRUCTION DOCUMENTS

1. Prepare construction documents
2. Prepare written specifications
3. Develop final cost estimates
4. Publicly bid project
5. Construction observation
6. Maintenance and post construction evaluation

FURTHER CONSIDERATIONS & STUDY

ORDINANCE CONSIDERATIONS

Some communities have completely restructured their zoning ordinances to permit mixed-use developments with higher densities and more open space than traditional neighborhood developments. Final trail policies should align with current ordinances or be modified to allow for pedestrian friendly design and implementation.

SIDEWALK ORDINANCE

Many sidewalk ordinances require that a minimum 5' wide

sidewalk be installed. Two people walking side-by-side or passing one another generally require 1.4m (4.67') of space, while two people in wheelchairs need a minimum of 1.5m (5') to pass one another, so the current 5' wide sidewalk should be reviewed.

The sidewalk ordinance should be reviewed and consider a revision to require:

- 6' minimum width for all new sidewalks along major thoroughfares.
- 6' minimum width for all new sidewalks along secondary streets that act as connectors.

PLANNING CONSIDERATIONS

We recommend that the following principles be considered which can make the Adrian area more pedestrian friendly. Numerous tools can be used to accomplish this; however, one is to upgrade the land development/subdivision regulations. The principles that should be considered are:

- Discuss pedestrian accommodations early in the site planning process so that existing transportation efforts can be coordinated with any proposed developments.
- During review of new residential developments, consider sidewalk design that includes connectivity between adjacent parks, schools, other residential communities and commercial centers.
- During review of commercial developments, consider sidewalk design that includes pedestrian connections to neighborhood parks, schools, other residential communities and commercial centers.
- In commercial districts consider placing a higher emphasis on pedestrian access by setting maximum limits on the amount of parking, encouraging shared parking, and provide direct access to the front of building sites with direct sidewalk connections to the main streets
- Consider requiring the developer to pay for improvements such as the sidewalks and shared-use paths, similar to those shown on the NMTP for all new developments. This would include sidewalks or shared-use paths within the development and along right-of-ways.

SHARED-USE PATH DESIGN CRITERIA

Shared-use paths should contain the minimum design criteria listed below:

- 8' wide minimum for shared-use paths (10' preferred)
- Minimum 2' unobstructed area adjacent to both sides of trail
- Side slopes should not exceed 3:1 (33%)
- Vertical clearance to obstructions of 8'
- Grades not steeper than 5% recommended, with a graduated scale up to 11% or more for short distances
- Separation from roadways should be a minimum of 4'
- Cross slopes should not exceed 2%
- Path-roadway intersections should be carefully designed (See AASHTO Guide for the Development for Bicycle Facilities)

Once reviewed by the proper public process, the new widths should be adopted and incorporated into the zoning ordinance for implementation of future shared-use path design and construction.

ON-GOING CONSIDERATIONS

CITIZEN INITIATIVE

Once implemented, it is citizen participation that is crucial for the success of the approved NMTP. A trail advocacy group is needed to continue to voice support for non-motorized issues. It will take a long-term commitment and support by the community and residents to begin to change old planning practices where non-motorized transportation was not previously considered in the planning process.

There are a number of ways to implement those changes including, speaking with staff first, then attending Board meetings to speak on behalf of non-motorized projects being considered. When roadway projects are up for public review attend the Lenawee County Road Commission meeting to show support for non-motorized design. A continuous presence and positive outlook will signify the desire for a more pedestrian friendly community.

MAINTENANCE

Proper trail maintenance is just as important as using correct design and construction techniques. A sidewalk that becomes inaccessible because of inadequate maintenance or improper construction zone provisions can be just as inconvenient

or undesirable as failing to construct the proper pedestrian facilities in the first place.

Public works agencies should have a program for routine maintenance checks of trails and should have a process in place to quickly respond to citizen reports of damaged surfaces, particularly along high-priority routes, so that pedestrians with mobility impairments do not have to seek alternative routes.

Public agencies should adopt a snow removal program for trails that includes ensuring that the most heavily used pedestrian routes are cleared, including bus stops and curb ramps at street crossings so that snow plows do not create impassible areas.

Vegetation along trails can be a safety issue. Prevent vegetation from encroaching into walkways. Roots should be controlled to prevent break-up of the sidewalk surface. Adequate clearances and sight distances should be maintained at driveways and intersections; pedestrians must be visible to approaching motorists.

A regular pruning and maintenance program is recommended. Vegetation and litter, including leaves and branches, should be removed on a regular basis. A checklist of surface repair and vegetation maintenance items should include:

- Frequent inspection of walkways for surface irregularities
- Responding to citizen complaints in a timely manner
- Repairing potential hazardous conditions immediately
- Performing preventative maintenance operations, such as keeping drains in operating condition and cutting back intrusive tree roots
- Sweeping of a project area after repair to any surface
- Cutting back vegetation to prevent encroachment in the path's clear zone

If a millage is considered to fund sidewalk and shared-use paths, some of the money allocated in an annual budget should be reserved for routine maintenance. Maintenance is an on-going expense that should be discussed. There are also maintenance costs associated with the bikeways and coordination with the road commission is important to establish maintenance procedures.

FUNDING STRATEGIES

There are multiple options available to fund the implementation of the NMTP. One source of implementation of the NMTP is the allocation of money available from local funds such as the DDA. The municipalities can also explore alternative methods of cost sharing with property owners. There are also a number of federal, state and private grants available for non-motorized projects and community improvements.

Maintenance and replacement will be an on-going cost throughout the life of the system and should be planned for accordingly. Other communities have successfully funded similar projects through the support of a millage. A sidewalk or trail millage allows for an annual funding source to provide maintenance and construction of the NMTP. A trail millage would also enable the local governments to apply for federal and state funding where local money can be leveraged to obtain grant funding from those agencies.

STATE RECREATION FUNDING FOR TRAILS

MICHIGAN NATURAL RESOURCES TRUST FUND (MNRTF)

The MNRTF is available through the Michigan Department of Natural Resources (MDNR), to any local unit of government, including school districts, or any combination of units in which authority is legally constituted to provide recreation. These funds are utilized to acquire land for outdoor recreation, natural resources protection, and to develop facilities for outdoor recreational opportunities including trailways. The MNRTF is supported by revenue, interest accrued to the Trust from oil and gas exploration, and sales from state land. The grant program requires at least 25% of the project costs to be covered by the grantee. The program currently has a maximum state contribution of \$300,000. Projects that meet one or more of the special initiatives will be given additional points. Currently trails are a major initiative for the MNRTF.

LAND AND WATER CONSERVATION FUND (LWCF)

This federal program, administered in Michigan by the Michigan Department of Natural Resources (MDNR), funds the planning, acquisition, and development of land for federal and non-federal (known as “state-side”) outdoor recreation. These funds can generally be used to acquire land, build or repair recreation or park facilities, provide riding and hiking trails, enhance recreational access, and provide wildlife and hunting areas. The program requires at least 50% of the project costs to be covered by the grantee. The current federal

contribution per project is capped at \$150,000 (as of 2016). This grant program currently has a trails priority that scores trail projects higher than other types of projects.

MICHIGAN RECREATION PASSPORT GRANT

The MDNR also administers a grant program funded by voluntary license plate fees that can be used to fund small recreation based capital improvement projects. The grant requires at least 25% of the project to be funded by the grantee and the state will provide up to \$45,000 of the project costs.

FEDERAL FUNDING

Federal funding for pedestrian and bicycle facilities is available through a variety of programs enacted by legislation. While some programs can last for many years, many of the programs are subject to renewal and regular review by the legislative bodies that enacted them. Current funding opportunities should always be evaluated on a project-by-project basis as funding opportunities will likely change over the effective life of this plan. Current information for funding opportunities can be found on the Federal Highway Administration’s website at http://www.fhwa.dot.gov/environment/bicycle_pedestrian/funding/funding_opportunities.cfm.

METROPOLITAN PLANNING ORGANIZATION FUNDING (MPO)

This funding is administered through the local regional Planning Commission office. A study must be submitted to the local Regional Planning Commission Office for review to see if it qualifies for funding. To be considered a project must have a cost estimate, fulfill a transportation need and be submitted through an Act 51 Agency. A local match is usually required by the applicant. The MPO funds non-motorized trails with monies allocated for proposed transportation projects. The funding is provided by Michigan Department of Transportation (MDOT). Funding availability varies each year.

PRIVATE FUNDING SOURCES

Robert Wood Johnson Foundation
www.rwjf.org
 Mott Foundation
www.mott.org
 Kellogg Foundation
www.wkcf.org
 General Motors Corporation
www.gm.com

LOCAL PRIVATE FUNDING SOURCES

Granger Foundation

www.grangerfoundation.org

Meijer

www.meijer.com

Target

www.target.com

Wal-Mart

www.walmart.com

PLAN AMENDMENTS & PHASING PLAN REVISIONS

The NMTP should be reviewed and updated every five years and prior to the expiration of the NMTP. The Adrian Area may want to update portions of the Plan and review the priorities for each route, and status of obtaining required easements. The approved Plan may be amended at any time during the five-year period to reflect significant changes in community conditions, needs, or changes in obtaining significant easements in a particular area. If an amendment takes place during the five-year period, the changes should be presented at a public meeting where public participation is encouraged and considered. Update the Plan when the grant funding is different than the Phasing Plan. Some examples of funding sources are the State of Michigan (who handles the federal disbursement of monies), Michigan Department of Natural Resources (MDNR) or Michigan Department of Transportation (MDOT).

At a minimum amendments or updates should include:

- Public Input – This should include a description of the public involvement process used in development of the amendment including the public input methods utilized. Public input should be encouraged when considering any amendments or revisions.
- Review current base information and inventory changes such as new developments that have taken place since the adoption of the latest revision of the NMTP.
- Update the NMTP
- Discuss new technology for construction methods and materials.
- Update implementation costs based on inflation and priority adjustments.
- Review progress of securing easements or newly acquired

properties.

- Review and evaluate overall connectivity to destination points such as parks, schools, neighborhoods and commercial areas, publicly owned properties and adjacent communities.
- Review and discuss possible funding opportunities; public and private.
- Document local adoption of the amendments or updates to the NMTP.
- Develop a written summary indicating what aspects of the NMTP have been revised and why the changes were made.
- Communicate and distribute the revised amendments to the general public and other public agencies.

Amendments should involve a public meeting and/or an input session to allow the public to be involved in the decision making process.

CONCLUSIONS

The efforts of the Adrian area and all agencies involved, coupled with input received from the community have resulted in an NMTP that is consistent with the wants and needs of the community. The overall map generated by these efforts shows an evolving network that includes sidewalks, bikeways, shared-use paths, and mid-block crossings. The internal network that is made up of these components is also designed to encourage physical activity and regional connectivity with adjacent communities.

The NMTP should be used as a planning tool and the implementation process of it should begin as soon as possible to realize the goals set forth in the NMTP, including the following action steps:

- Begin the process of obtaining public & private easements
- Embrace working with other agencies to obtain the NMTP goals
- Work with the public to implement the non-motorized transportation routes as identified in the NMTP
- Identify specific projects for implementation
- Explore funding opportunities and begin applying for State and Federal grant funding
- Implement a pilot project for promotion and evaluation



LAP + CREATIVE
Landscape Architects and Planners.



COMMISSION AGENDA

AGENDA
ADRIAN CITY COMMISSION
December 17, 2018,
7:00PM

- I. PRAYER AND PLEDGE OF ALLEGIANCE TO THE FLAG
- II. ROLL CALL
- III. APPROVAL OF THE MINUTES OF THE DECEMBER 3, 2018 REGULAR MEETING OF THE ADRIAN CITY COMMISSION.
- IV. APPROVAL OF THE MINUTES OF THE DECEMBER 10, 2018 SPECIAL MEETING OF THE ADRIAN CITY COMMISSION.
- V. PRESENTATION OF ACCOUNTS
- VI. COMMUNICATIONS
 - 1. **C-1. Adrian College.** Presentation of MICR based Victim Statistics Study by Gabrielle Novak and Dr. Boxer of Adrian College.
 - 2. **C-2. Finance.** Revenue and expenditure report for November.
 - 3. **C-3. Finance.** Communication regarding SAD #390 Vine Street interest rate.
- VII. REGULAR AGENDA
 - A. ORDINANCES
 - Ord. 18-020.** Reading and adoption of an ordinance to amend Section 3.1 of Article III of the City of Adrian Zoning/Development Regulations, and the Zoning Map to the extent of deleting 721 Riverside Ave. from the OS-1 Office Service and including the same in the R-4 Single Family Residential.
 - B. RESOLUTIONS
 - 1. **R18-213. Transportation.** Resolution to approve a revised Title VI Program for the City of Adrian developed for Dial-A-Ride and to authorize the Mayor and City Clerk to sign the Acknowledgement of the program.
 - 2. **R18-214. City Commission.** Resolution to appoint Hope Bernard as Chair of the Human Relations Commission.
 - 3. **R18-215. City Commission.** Resolution to appoint Casey Noce to the Downtown Development Authority.

4. **R18-216. City Commission.** Resolution to appoint Kevin Iott to the Downtown Development Authority.
5. **R18-217. City Commission.** Resolution to waive the handicap ramp permit fees.
6. **R18-218. Administration.** Resolution to amend the Witt Farm Lease.
7. **R18-219. Administration.** Resolution to authorize the recommendation of legal counsel regarding Auto-Owners v. Campbell Durocher v. City of Adrian.

VIII. MISCELLANEOUS

1. Departmental Report.
2. D.A.R.T. Passenger Ridership Report.
3. Adrian Fire Department Report.
4. Criminal Justice Reports (October & November)
5. Code Enforcement Report.
6. Engage Adrian (seeclickfix) Report.
7. Planning Commission Meeting minutes.
8. DDA Meeting minutes.

IX. PUBLIC COMMENT

X. COMMISSIONER COMMENTS



MINUTES

**MINUTES
ADRIAN CITY COMMISSION
December 3, 2018 @ 7:00PM**

The Commission began the regularly scheduled meeting at 7:00pm.

Official proceedings of the December 3, 2018 regular meeting of the City Commission, Adrian, Michigan.

The regular meeting was opened with a moment of silence followed by the Pledge of Allegiance.

PRESENT: Mayor Jacobson &, Commissioners Dudas, Valentine, Heldt, Watson and Strayer.

Mayor Jacobson in the Chair.

The 7th & 8th *grade Lady Singers from Mrs. Schenck's choir from Springbrook Middle School* came and sang two beautiful Christmas carols for the City Commission.

On motion by Commissioner Watson, seconded by Commissioner Dudas, the minutes of the November 19, 2018 Regular Meeting of the Adrian City Commission, were approved by a 6-0 vote.

PRESENTATION OF ACCOUNTS

Utility Department Vouchers	
Vouchers # 4674 through # 4680.....	\$15,711.63
General Fund	
Vouchers # 23847 through # 23862	\$72,610.17
Clearing Account Vouchers	
amounting to.....	<u>\$698,148.82</u>
 TOTAL EXPENDITURES	 <u>\$786,470.62</u>

REGULAR AGENDA

PUBLIC COMMENT

**Gary Moore
1019 Vine St.**

- Explained to the Commission the water issues with his sidewalk when there are heavy rains.
- Commented on sewer issues.
- Overcharged for sidewalk.
- Doesn't feel he should have to pay for any of it.

**Matt Tomaszewski
Parks & Engineering Services**

- Needs to get out there and investigate to see where the water is coming from.
- May need a catch basin or clean one that may be already there.

Commissioner Heldt made a motion to table the special assessment SAD # 390 to give the financial director and city attorney time to look into the interest rate.

R18-206 - FINANCE DEPARTMENT – Certifying Costs and Preparing Special Assessment Roll for Vine Street Reconstruction – SAD # 390

WHEREAS, the City Clerk has certified to the City Administrator the total cost of Vine Street Reconstruction, said projects being known and designated as Special Assessment District # 390; and

WHEREAS, the City Administrator has forwarded said report to the City Commission and recommends that it be approved.

NOW, THEREFORE, BE IT RESOLVED:

1. That the total cost of said improvements mentioned above in the amount of Six Hundred Twenty Three Thousand Six hundred Seventy Four Dollars and Eighty One Cents (\$623,674.81) is hereby approved.
2. That the Finance Department is directed to apportion the said total cost as follows:
 - a. One Hundred Ninety Five Thousand Three Hundred Nineteen Dollars and Twenty One Cents (\$195,319.21) shall be spread upon the Special Assessment Roll according to the frontage against the portion of land especially benefitted, which lies within the corporate limits of the City of Adrian, which shall be known and designated as Special Assessment District # 390, and which is described as follows:

Vine Street Reconstruction

- b. Four Hundred Twenty Eight Thousand Three Hundred Fifty Five Dollars and Sixty Cents (\$428,355.60) shall be the City's portion of said project.

On motion by Commissioner Heldt, seconded by Commissioner Valentine, the motion to Table this Resolution was approved by a 6-0 vote.

SPECIAL ORDER

SO-1 - SPECIAL ORDER

The Mayor called for the hearing and consideration of comments to the Special Assessment Roll for Vine Street Construction, SAD # 390.

On motion by Commissioner Heldt, seconded by Commissioner Valentine, the motion to Table this Special Hearing was approved by a 6-0 vote.

R18-207 - FINANCE – Confirm Special Assessment Roll for SAD # 390 – Vine Street Reconstruction

RESOLUTION

WHEREAS, the City Assessor has reported the Special Assessment Roll to the City commission for Vine Street Reconstruction, together with the certificate relating thereto; and

WHEREAS, the said Roll has been filed with the City Clerk for public examination; and

WHEREAS, said notice has been given and a hearing held for the purpose of reviewing the said Roll and considering any objections thereto; and

WHEREAS, all objections to the said Roll have been duly considered.

NOW, THEREFORE, BE IT RESOLVED, that the said special assessment project cost in the amount of Six Hundred Twenty Three Thousand Six Hundred Seventy Four Dollars and Eighty One Cents (\$623,674.81) for Vine Street Reconstruction is hereby confirmed; and

BE IT FURTHER RESOLVED that said Special Assessment Roll in the amount of One Hundred Ninety Five Thousand Three Hundred Nineteen Dollars and Twenty One Cents (\$195,319.21) for Vine Street Reconstruction, said project being known and designated as SAD # 390, be and the same is hereby confirmed.

On motion by Commissioner Heldt, seconded by Commissioner Valentine, the motion to Table this Resolution was approved by a 6-0 vote.

R18-208 - COMMUNITY DEVELOPMENT – Support Downtown Development Authority board pursuit of Michigan Main Street Select Level

RESOLUTION

WHEREAS, the City of Adrian Downtown Development Authority (DDA) has reviewed the Michigan Main Street organizational structure, has heard presentations, has attended trainings, and has determined that Main Street will provide a strategic advantage for downtown Adrian and the community overall; and

WHEREAS, the State of Michigan Main Street staff have met with the DDA board and staff, have encouraged consideration of the Main Street organizational structure, and have worked with staff in support of the Main Street process; and

WHEREAS, Michigan Main Street provides a focus on economic vitality, historical assets, organizational capacity, and marketing which is consistent with the city's Comprehensive Plan and the DDA Mission; and

WHEREAS, the Michigan Economic Development Corporation uses Michigan Main Street Communities to pilot new programs and has encouraged the city to consider becoming a Michigan Main Street community.

NOW, THEREFORE, BE IT RESOLVED that the Adrian City Commission approves the application to become a Michigan Main Street Select Level community and to continue to support downtown Adrian as the DDA evolves into a Michigan Main Street community using the same tools and support levels that the city has historically provided to the DDA .

On motion by Commissioner Dudas, seconded by Commissioner Strayer, this Resolution was approved by a 6-0 vote.

R18-209 - TRANSPORTATION – Resolution to approve the Agreement between the City of Adrian and Lenawee Transportation Corporation.

WHEREAS, the City of Adrian and the Lenawee Transportation Corporation have an interest in maintaining public transportation which benefits the general public and, in particular, senior citizens and persons with disabilities; and

WHEREAS, the employment of a full-time Transportation Coordinator is desired to junction in an administrative capacity for the City's Dial-A-Ride and the LTC's systems; and

WHEREAS, a two (2) year agreement between the Lenawee Transportation Corporation and the City of Adrian has been prepared to accomplish the purpose; and

WHEREAS, an engagement in said agreement has been considered by the Adrian City Commission,

NOW, THEREFORE, IT IS RESOLVED, that the City of Adrian hereby enters into a two (2) year agreement with the Lenawee Transportation Corporation for a term beginning on October 1, 2018 and ending September 30, 2020 for the joint employment of a Transportation Coordinator; and hereby authorizes the Mayor to sign the aforementioned agreement.

On motion by Commissioner Heldt, seconded by Commissioner Dudas, this Resolution was approved by a 6-0 vote.

R18-210 - CITY COMMISSION – DESIGNATE THE USE OF CITY FUNDS FOR THE COST OF THE ADRIAN CITY BAND DIRECTOR SALARY

RESOLUTION

WHEREAS, the Adrian City Band is the second-longest continuously running community band in the United States; and

WHEREAS, for years Adrian residents have enjoyed free community concerts provided by the Adrian City Band; and

WHEREAS, the City of Adrian continues to strive to provide regular events that are accessible to all members of the community; and

WHEREAS, in keeping with the place making goals of the Adrian City Strategic Plan, community events such as the Adrian City Band concerts are a vital part of creating an attractive and vibrant community; and

WHEREAS, the Adrian City Band is in need of funds for the salary of a band director.

NOW, THEREFORE, BE IT RESOLVED that the Adrian City Commission approves the use of City funds for the cost of the salary of the Adrian City Band Director, at a cost not to exceed \$2,500.00.

On motion to amend the original motion made by Commissioner Dudas, seconded by Commissioner Strayer, the amended motion made by Commissioner Watson, and seconded by Commissioner Dudas, to Table this Resolution was approved by a 6-0 vote.

R18-211 - CITY COMMISSION – DESIGNATE THE USE OF CITY FUNDS FOR THE COST OF LABOR FOR INSTALLATION OF DOWNTOWN HOLIDAY DECORATIONS

RESOLUTION

WHEREAS, the City of Adrian has partnered with community members to significantly enhance the holiday decorations throughout downtown; and

WHEREAS, community members have raised significant funding for holiday decorations, and have begun installation of the decorations; and

WHEREAS, as the City of Adrian is unable to commit staff time to the installation of decorations, community members have paid for the installation; and

WHEREAS, the City intends to honor the staff commitment made to this partnership by absorbing the cost of labor and installation.

NOW, THEREFORE, BE IT RESOLVED that the Adrian City Commission approves the use of City funds for the cost of labor and installation of downtown holiday decorations, in an amount not to exceed \$10,000.00.

BE IT FURTHER RESOLVED that the FY2018-19 budget be amended as follows to properly fund this project:

REVENUE:

101-990.00-697.000	Prior Period Revenue	\$10,000
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EXPENDITURES:

101-836.00-801.000	Other Projects-Contract Services	\$10,000
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On motion by Commissioner Heldt, seconded by Commissioner Strayer, this Resolution was approved by a 6-0 vote.

MISCELLANEOUS

1. Departmental Report.

PUBLIC COMMENT

KZ Bolton
County Commissioner

Presented the Commission with a Lenawee County Flag. Explained to the Commission that the flag was a product of a contest from the children in our community to come up with the design. She went on to explain the meaning of the wheat and all the colors on the flag.

COMMISSIONER COMMENTS

Commissioner Strayer complimented the staff at Share the Warmth and gave a brief description of the new facility.

Commissioner Heldt explained the reasons for the Resolutions and Special Hearing being tabled until City Staff can look into the interest rate to make sure it is fair to the residents.

Commissioner Valentine also commented that he wanted to make sure we are covering costs.

Mayor Jacobson – Sister Peg and Sister Jean shared with the Mayor about Share the Warmth and that this facility is a message of hope for the City and asked that he share this message. They also commented that small things like this can make a huge difference in the Community.

The Mayor also gave an update on the water issue and the process being taken to continue treating the water in the future. Hopes to have a permanent solution this spring.

MOTION TO ADJOURN MEETING

On motion by Commissioner Heldt and seconded by Commissioner Valentine the motion to adjourn the meeting was approved by an all yes vote.

Meeting adjourned at: 7:46 pm

The next regular meeting of the Adrian City Commission will be held at 7:00 pm on Monday, December 17, 2018 at the City Chambers Building, 159 E. Maumee Street, Adrian, MI 49221

Chuck Jacobson
Mayor

Robin Connor
City Clerk

MINUTES
ADRIAN CITY COMMISSION
December 10, 2018 @ 7:00PM

Official proceedings of the December 10, 2018 Special Meeting of the City Commission, Adrian, Michigan

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

PRESENT: Mayor Jacobson & Commissioners Heldt, Watson, Strayer, Dudas, Valentine.

Mayor Jacobson in the Chair.

The Commission began the interviews as follows:

1. 7:00pm – Casey Noce
2. 7:20pm – Charles Chase
3. 7:40pm – Jerick Timm
4. 8:00pm – Joaquin Ramos
5. 8:20pm – Ken Tokarz
6. 8:40pm – Marcia Boynton
7. 9:00pm – Mary Roberts

Mayor Jacobson asked for a motion to amend the agenda to include the discussion of candidates. On motion by Commissioner Dudas, seconded by Commissioner Strayer the motion to add the discussion of candidates to the agenda was approved by a 6-0 vote.

PUBLIC COMMENT

Dorothy Schmidt
428 Elm St.

She felt that there was one more objective that effects all of us which is a steady income. It makes a difference in your stability and the stability of people around you.

COMMISSIONER COMMENTS

Mayor Jacobson thanked the candidates and expressed the need for volunteers to help move our downtown forward.

He also explained the voting process. 1st choice - 3 points, 2nd choice - 2 points and 3rd choice - 1 point.

A rollcall was taken and each Commissioner gave their top three.

Mayor Jacobson	Marcia Boynton, Casey Noce, Mary Roberts
Commissioner Heldt	Mary Roberts, Marcia Boynton, Casey Noce
Commissioner Watson	Mary Roberts, Marcia Boynton, Chuck Chase
Commissioner Dudas	Mary Roberts, Marcia Boynton, Chuck Chase
Commissioner Strayer	Mary Roberts, Marcia Boynton, Casey Noce
Commissioner Valentine	Mary Roberts, Marcia Boynton, Chuck Chase

RESOLUTION

R18-212 - CITY COMMISSION – Appointment to the Adrian City Commission

RESOLUTION

WHEREAS, the resignation of Thomas Faulhaber has left a vacancy on the Adrian City Commission; and

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

WHEREAS, The Adrian City Commission interviewed seven (7) candidates on December 10, 2018; and

WHEREAS, the Adrian City Commission has given careful consideration to the qualifications of individuals interested in serving on said Commission.

NOW, THEREFORE, BE IT RESOLVED that **Mary Roberts** be appointed to serve on the City Commission effective immediately.

NOW, THEREFORE, BE IT FURTHER RESOLVED that the term of office of said Commissioner shall expire on the first Monday following the next regular City general election (November 2019) in accordance with the Charter of the City of Adrian.

On motion by Commissioner Dudas, seconded by Commissioner Heldt, the resolution to appoint Mary Roberts to the Adrian City Commission was approved by a 6-0 vote.

COMMISSIONER COMMENTS

Thanked all the candidates. Commented how they appreciated the interest in this position and the passion they had for the City.

Mayor Jacobson asked for a motion to amend the agenda to adjourn the meeting. On motion by Commissioner Watson, seconded by Commissioner Heldt the motion to add the adjournment of the meeting to the agenda was approved by a 6-0 vote.

Motion to adjourn the meeting was approved by unanimous vote.

Meeting adjourned at 9:30 p.m.

Chuck Jacobson
Mayor

Robin Connor
City Clerk



CHECK REGISTER

December 17, 2018

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



Vincent Emrick
Acting City Administrator

VE: 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 # 4685 through # 4690 \$8,971.45

General Fund

Vouchers # 23873 through # 23891 \$157,201.67

Clearing Account Vouchers

amounting to..... \$1,435,136.19

TOTAL EXPENDITURES \$1,601,309.31

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

December 17, 2018

**GENERAL FUND
CHECK REGISTER**

CHECK#	AMOUNT	PAYEE	DESCRIPTION
23873	\$ 95,300.43	Priority Health	December Health Insurance
23874	\$ 30.00	Betty Newman	Piotter - Damage Deposit
23875	\$ 5,406.73	City of Adrian	November MERS DC
23876	\$ -	City of Adrian Utilities	EFT Payment
23877	\$ 15,927.69	First Federal	Soc Sec - 11-30-18
23878	\$ 7,259.80	Nola's Transportation	Dart Payroll - 12-7-18
23879	\$ 21,788.48	Avery Oil & Propane	Fuel - Race Street
23880	\$ 1,716.49	Lenawee Fuels	Fuel - Oakwood
23881	\$ 30.00	Rachel Evans	Piotter - Damage Deposit
23882	\$ 487.16	Frontier	Phone Bills
23883	\$ 3,218.18	Citizens Gas	Gas Bills
23884	\$ 2,986.37	City of Adrian - Water Dept.	Water Bills
23885	\$ 132.42	Consumers Energy	Electric Bills
23886	\$ 1,917.92	Kent Communications	Trash Bills - Postage
23887	\$ 1,000.00	Country Market	2018 Food Drive
23888	\$ -	City of Adrian Utilities	EFT Payment
23889	\$ -	City of Adrian Utilities	EFT Payment
23890	\$ -	City of Adrian Utilities	EFT Payment
23891	\$ -	City of Adrian Utilities	EFT Payment

\$ 157,201.67

\$ - Less : Check

\$ 157,201.67

December 17, 2018

December 17, 2018

**UTILITIES FUND
CHECK REGISTER**

CHECK#	AMOUNT	PAYEE	DESCRIPTION
4685	\$ 541.02	City of Adrian	November MERS DC
4686	\$ 44.96	Frontier	Phone Bills
4687	\$ 67.24	Citizens Gas Fuel Co.	Gas Bills
4688	\$ -	VOID	Voided Check
4689	\$ 195.11	City of Adrian - Water Dept.	Water Bills
4690	\$ 8,123.12	Consumers Energy	Electric Bills

\$ 8,971.45

\$ - **Less: Check**

\$ **8,971.45** **TOTAL**

December 17, 2018

12/11/2018

INVOICE APPROVAL BY VENDOR REPORT FOR CITY OF ADRIAN, MICHIGAN
EXP CHECK RUN DATES 12/17/2018 - 12/17/2018
BOTH JOURNALIZED AND UNJOURNALIZED
BOTH OPEN AND PAID

Claimant	Amount Claimed	Amount Owed	Amount Rejected
1. ACTUATOR SPECIALTIES	559.85		
2. ADAMS, MODESTA	48.20		
3. ADRIAN AREA CHAMBER OF COMMERCE	850.00		
4. ADRIAN ELECTRIC & GENERATOR	3,566.70		
5. ADRIAN FABRICARE CENTER INC.	349.00		
6. ADRIAN MECHANICAL SERVICES CO	490.00		
7. ADRIAN NAPA	744.24		
8. ADRIAN PAINTERS SUPPLY & EQUIPMENT	60.75		
9. ADRIAN WATER CONDITIONING INC	20.95		
10. ADVANCE AUTO PARTS COMMERCIAL CHR	612.84		
11. AIRGAS USA, LLC	117.40		
12. ALL SEASONS UNDERGROUND CONSTRUCTIO	1,500.00		
13. AMERICAN OFFICE SOLUTIONS, INC.	141.82		
14. AMERICAN WATER WORKS ASSN	2,109.00		
15. ANALYTICAL ENVIRONMENTAL LAB	260.00		
16. APOLLO FIRE EQUIPMENT CO.	1,651.53		
17. APPLE MAT RENTAL	155.80		
18. AUTO ZONE COMMERCIAL	9.58		
19. BARRETT'S GARDEN CENTER, INC	367.97		
20. BATTERY WHOLESALE	27.46		
21. BIG C LUMBER	120.64		
22. BLACK SWAMP EQUIPMENT	182.06		
23. BRAKES-N-MORE	455.78		
24. BRONNER'S COMMERCIAL DISPLAY	7,612.04		
25. BUCK & KNOBBY EQUIP CO INC	325.34		
26. CARMEUSE LIME AND STONE	7,153.17		
27. CDW-G COMPUTER SUPPLIES	1,461.70		
28. CORE & MAIN LP	1,053.12		
29. CTI & ASSOCIATES, INC.	9,600.00		
30. D PRINTER, INC.	55.00		
31. D&P COMMUNICATIONS, INC.	1,642.15		
32. DAVID HUBBARD	114.97		
33. DECRALITE INC.	1,121.90		
34. DENNIS, THERESA	21.33		
35. DYNAMIC INDUSTRIAL SUPPLY	580.26		
36. E & B SALVAGE LLC	67.60		
37. E.H. WACHS	76,945.00		
38. EMERGE	297.00		
39. EMERGENCY MEDICAL PRODUCTS INC	582.56		
40. ESO	5,045.00		
41. FASTENAL COMPANY	6.94		
42. FISHER SCIENTIFIC COMPANY LLC	448.62		
43. GALLANT & SON	271.48		
44. GALL'S LLC	1,019.72		
45. GARRY CLEVELAND	67.48		

46.	GLEN HAWKINS	400.00
47.	GOVERNMENTAL BUSINESS SYSTEMS INC	2,670.00
48.	GOVTEMPS USA	1,814.79
49.	GREAT LAKES ACE	19.35
50.	GREG BELL CHEVROLET CADILLAC INC	149.74
51.	H T MORIARTY CO INC	142.68
52.	HALLAHAN & ASSOCIATES, PC	700.74
53.	HARVEY, KEITH	16.29
54.	I.T. RIGHT	7,590.80
55.	INSIGNIA GRAPHICS, INC.	203.00
56.	IRISH HILLS OVERHEAD DOOR	1,090.00
57.	J.O. GALLOUP COMPANY	1,532.35
58.	JACKSON TRUCK SERVICE INC.	133.74
59.	JERRY DAVIS	84.23
60.	JOSHUA WOOD	281.19
61.	K & B ASPHALT SEALCOATING, INC	6,996.00
62.	KELLER THOMA, P.C.	102.25
63.	KENT COMMUNICATIONS	707.41
64.	KIRK J STUBBS MD PLLC	629.00
65.	KONICA MINOLTA BUSINESS SOLUTIONS	232.73
66.	KRIEGHOFF-LENAAWEE COMPANY	118,361.00
67.	LANSING SANITARY SUPPLY INC	188.71
68.	LARRY'S MUFFLER	102.00
69.	LENAAWEE ECONOMIC DEVELOPMENT CORP.	3,750.00
70.	LENAAWEE MEDIA GROUP	868.50
71.	LENAAWEE TIRE & SUPPLY CO, INC.	4,656.89
72.	LEXIS NEXIS	157.00
73.	LOWE'S CREDIT SERVICES	3,046.98
74.	MANNIK & SMITH GROUP, INC.	8,011.35
75.	MATHESON TRI-GAS, INC.	829.35
76.	MCCROMETER INC	2,611.25
77.	MCGOWAN ELECTRIC SUPPLY INC	86.10
78.	MCMASTER- CARR SUPPLY CO.	47.08
79.	MICHIGAN ASSESSOR'S ASSN	180.00
80.	MICHIGAN MUNICIPAL LEAGUE	1,470.00
81.	MICHIGAN MUNICIPAL TREASURERS	50.00
82.	MICHIGAN PIPE & VALVE INC	8,733.98
83.	MISS DIG SYSTEM INC	1,323.25
84.	MT BUSINESS TECHNOLOGIES, INC	52.63
85.	MUNICIPAL EMPLOYEES' RETIRE	129,687.93
86.	NEOPOST USA INC.	42.00
87.	NICK DUSHANE	79.48
88.	NORON INC	3,303.37
89.	OLIVER OF ADRIAN, INC.	144.00
90.	OSBORNE, MICHAEL	10.42
91.	PAULA RAMIREZ	45.08
92.	PEERLESS SUPPLY INC	265.34
93.	PHILLIPS, HAROLD	2.41
94.	PRECISION LASER AND INSTRUMENT INC.	4,770.00
95.	PRO-MED UNIFORM	351.91
96.	QUILL CORPORATION	403.92
97.	RASTRAC	399.00

98.	REVITALIZE, LLC	3,920.00	
99.	RHINO	781.23	
100.	RINK, VERA	32.24	
101.	ROPES & RIGGING TREE SERVICE, LLC	9,840.12	
102.	SHELLEY JUDKINS	19.00	
103.	SLUSARSKI EXCAVATING & PAVING INC	348,709.91	
104.	SLUSARSKI EXCAVATING & PAVING INC	538,723.91	
105.	SMITHS NURSERY & LANDSCAPING	7,121.14	
106.	SPOK, INC.	30.53	
107.	STATE BAR OF MICHIGAN	75.00	
108.	STATE INDUSTRIAL PRODUCTS	884.03	
109.	STATE OF MICHIGAN	5,946.00	
110.	STATE OF MICHIGAN	95.00	
111.	STATE OF MICHIGAN	150.00	
112.	STEVENS DISPOSAL	65.00	
113.	T & R TOTAL LAWN CARE LLC	9,350.00	
114.	TDS SECURITY, INC	525.00	
115.	TETRA TECH INC	22,558.64	
116.	TETRA TECH INC	21,368.95	
117.	THEE OLD MILL LLC	59.98	
118.	THOMAS W MULDAHY,PH.D.	1,650.00	
119.	THOMSON WEST	406.72	
120.	TOKAY SOFTWARE	400.00	
121.	TRACIE SEISER	14.84	
122.	TRACTOR SUPPLY COMPANY	383.45	
123.	TROY MCGOWAN	111.89	
124.	TRUCK & TRAILER SPECIALITIES, INC	235.93	
125.	TTB CLEANING LLC	5,830.00	
126.	UNDERWOOD'S NURSERY LLC	1,700.00	
127.	UNIQUE PAVING MATERIALS CORP	2,617.32	
128.	UNITED PARCEL SERVICE	144.94	
129.	VERIZON WIRELESS	1,261.77	
130.	WATER ENVIRONMENT FED.	215.00	
131.	WATSON-MARLOW INC.	422.74	
132.	WEISKOPF INDUSTRIES CORP	64.74	

TOTAL ALL CLAIMS

1,435,136.19



COMMUNICATIONS

12/11/2018

REVENUE AND EXPENDITURE REPORT FOR CITY OF ADRIAN
PERIOD ENDING 11/30/2018

GL NUMBER	DESCRIPTION	FY2018-19 ORIGINAL BUDGET	FY2018-19 AMENDED BUDGET	YTD BALANCE 11/30/2018 NORM (ABNORM)	ACTIVITY FOR MONTH 11/30/18 INCR (DECR)	UNENCUMBERED BALANCE	ENCUMBERED YEAR-TO-DATE	% BDGT USED	END BALANCE 06/30/2018 NORM (ABNORM)	PREV YEAR % BDGT USED
Fund 101 - GENERAL FUND										
REVENUES:										
172.00 - CITY ADMINISTRATOR		3,600.00	3,600.00	1,500.00	300.00	2,100.00	0.00	41.67	3,600.00	100.00
201.00 - FINANCE DEPARTMENT		558,303.00	558,303.00	305,109.52	42,876.33	253,193.48	0.00	54.65	545,857.09	49.24
209.00 - CITY ASSESSOR		0.00	0.00	285.00	85.00	(285.00)	0.00	100.00	0.00	0.00
210.00 - CITY ATTORNEY		0.00	0.00	0.00	0.00	0.00	0.00	0.00	6,419.00	41.68
215.00 - CITY CLERK		2,875.00	132,875.00	130,490.00	75.00	2,385.00	0.00	98.21	77,298.50	6.45
276.00 - CEMETERY		40,000.00	40,000.00	15,020.80	1,855.00	24,979.20	0.00	37.55	31,381.90	27.90
301.00 - POLICE DEPARTMENT		161,182.00	171,183.40	86,942.71	13,744.55	84,240.69	0.00	50.79	193,600.90	45.88
336.00 - FIRE DEPARTMENT		59,000.00	259,000.00	32,951.28	4,746.85	226,048.72	0.00	12.72	75,753.87	42.35
371.00 - INSPECTION DEPARTMENT		264,500.00	293,500.00	147,437.16	11,267.00	146,062.84	0.00	50.23	285,576.36	40.19
441.00 - DEPARTMENT OF PUBLIC WORKS		5,500.00	15,500.00	16,513.08	770.80	(1,013.08)	0.00	106.54	15,362.68	276.04
449.00 - ENGINEERING DEPARTMENT		29,056.00	29,056.00	24,981.65	421.33	4,074.35	0.00	85.98	13,993.46	19.46
691.00 - RECREATION DEPARTMENT		54,000.00	39,000.00	15,395.00	335.00	23,605.00	0.00	39.47	35,617.50	38.34
697.00 - PARKS & FORESTRY DEPARTMENT		31,000.00	46,000.00	24,172.34	10,352.14	21,827.66	0.00	52.55	36,232.61	30.71
698.00 - PARKS&FORESTRY-HERITAGE PARK		2,000.00	2,000.00	581.08	581.08	1,418.92	0.00	29.05	2,683.51	21.33
738.00 - ADRIAN PUBLIC LIBRARY		0.00	233,144.00	90,166.15	20,533.87	142,977.85	0.00	38.67	0.00	0.00
895.00 - ECONOMIC DEVELOPMENT		225,000.00	225,000.00	112,500.00	56,250.00	112,500.00	0.00	50.00	225,000.00	25.00
990.00 - NON-DEPARTMENTAL		7,838,641.00	8,227,095.00	6,525,507.21	55,682.95	1,701,587.79	0.00	79.32	8,475,899.76	73.88
TOTAL REVENUES		9,274,657.00	10,275,256.40	7,529,552.98	219,876.90	2,745,703.42	0.00	73.28	10,024,277.14	68.49
EXPENDITURES:										
101.00 - CITY COMMISSION		106,692.00	118,252.00	79,732.25	2,864.98	37,669.75	850.00	68.14	98,670.33	64.58
172.00 - CITY ADMINISTRATOR		268,392.00	279,278.39	125,068.85	16,366.22	153,209.41	1,000.13	45.14	306,859.39	38.36
191.00 - ELECTION DEPARTMENT		17,150.00	17,150.00	13,929.37	6,118.36	3,220.63	0.00	81.22	18,679.71	68.07
201.00 - FINANCE DEPARTMENT		353,585.00	353,585.00	132,389.93	26,555.69	221,195.07	0.00	37.44	312,476.32	33.25
209.00 - CITY ASSESSOR		158,187.00	168,927.00	72,524.32	12,784.00	96,402.68	0.00	42.93	159,996.95	37.04
210.00 - CITY ATTORNEY		104,590.00	127,115.00	48,022.09	6,132.97	55,092.91	24,000.00	56.66	162,481.41	40.68
215.00 - CITY CLERK		120,972.00	120,972.00	50,961.69	11,338.38	70,010.31	0.00	42.13	153,223.23	33.17
226.00 - HUMAN RESOURCES		162,306.00	177,306.00	60,384.71	11,350.78	116,921.29	0.00	34.06	147,723.23	32.87
276.00 - CEMETERY		320,909.00	439,409.00	169,788.83	29,055.84	213,608.39	56,011.78	51.39	308,112.19	41.32
301.00 - POLICE DEPARTMENT		3,289,041.00	3,361,538.40	1,424,301.16	264,194.27	1,932,830.60	4,406.64	42.50	3,228,503.50	39.57
336.00 - FIRE DEPARTMENT		1,972,509.00	2,463,845.00	931,878.58	161,721.69	1,523,980.06	7,986.36	38.15	1,889,805.08	40.28
371.00 - INSPECTION DEPARTMENT		345,198.00	345,198.00	141,007.41	30,809.95	204,190.59	0.00	40.85	308,538.20	36.06
441.00 - DEPARTMENT OF PUBLIC WORKS		298,184.00	300,234.00	148,736.47	13,679.79	151,497.53	0.00	49.54	263,837.51	36.41
442.00 - STORES-CENTRAL SUPPLY		25,888.00	25,888.00	12,229.07	(4,824.57)	13,658.93	0.00	47.24	70,542.61	376.43
449.00 - ENGINEERING DEPARTMENT		38,671.00	52,911.00	37,079.76	3,520.82	15,831.24	0.00	70.08	48,108.32	59.26
450.00 - STREET LIGHTING		132,000.00	132,000.00	66,116.82	12,846.97	64,607.47	1,275.71	51.05	143,534.18	44.87
550.00 - FIXED EXPENSES		448,070.00	448,070.00	98,680.97	0.00	349,389.03	0.00	22.02	454,124.26	23.20
691.00 - RECREATION DEPARTMENT		121,739.00	121,739.00	57,490.28	6,974.41	64,248.72	0.00	47.22	139,685.46	44.99
696.00 - PARKS & FORESTRY GARAGE		13,429.00	13,429.00	5,595.40	1,119.08	7,833.60	0.00	41.67	17,070.39	41.67
697.00 - PARKS & FORESTRY DEPARTMENT		427,053.00	434,283.00	215,850.57	38,674.85	218,402.86	29.57	49.71	374,117.23	37.25
698.00 - PARKS&FORESTRY-HERITAGE PARK		134,522.00	134,522.00	65,255.72	22,065.66	69,266.28	0.00	48.51	143,074.01	53.61
699.00 - FEE ESTATE MAINTENANCE		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	100.00
701.00 - ADRIAN TRAINING SCHOOL		0.00	0.00	0.00	0.00	0.00	0.00	0.00	10,500.00	41.67
738.00 - ADRIAN PUBLIC LIBRARY		0.00	233,144.00	110,648.30	17,253.68	122,495.70	0.00	47.46	0.00	0.00
801.00 - PLANNING COMMISSION		9,500.00	9,500.00	6,432.16	75.25	3,067.84	0.00	67.71	8,844.66	70.23
836.00 - OTHER PROJECTS		39,000.00	49,000.00	30,382.65	2,034.00	21,397.35	(2,780.00)	56.33	181,628.18	77.92
895.00 - ECONOMIC DEVELOPMENT		195,741.00	196,196.00	77,199.52	14,828.16	118,996.48	0.00	39.35	158,622.06	52.69
895.01 - ECON DEVELOP-MARKETING		29,499.00	29,499.00	0.00	0.00	29,499.00	0.00	0.00	0.00	0.00

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REVENUE AND EXPENDITURE REPORT FOR CITY OF ADRIAN
PERIOD ENDING 11/30/2018

GL NUMBER	DESCRIPTION	FY2018-19 ORIGINAL BUDGET	FY2018-19 AMENDED BUDGET	YTD BALANCE 11/30/2018 NORM (ABNORM)	ACTIVITY FOR MONTH 11/30/18 INCR (DECR)	UNENCUMBERED BALANCE	ENCUMBERED YEAR-TO-DATE	% BDGT USED	END BALANCE 06/30/2018 NORM (ABNORM)	PREV YEAR % BDGT USED
965.00 - TRANSFERS OUT		141,830.00	141,830.00	25,000.00	5,000.00	116,830.00	0.00	17.63	199,528.00	17.38
TOTAL EXPENDITURES		9,274,657.00	10,294,820.79	4,206,686.88	712,541.23	5,995,353.72	92,780.19	41.76	9,308,286.41	39.53
Fund 101 - GENERAL FUND:										
TOTAL REVENUES		9,274,657.00	10,275,256.40	7,529,552.98	219,876.90	2,745,703.42	0.00	73.28	10,024,277.14	68.49
TOTAL EXPENDITURES		9,274,657.00	10,294,820.79	4,206,686.88	712,541.23	5,995,353.72	92,780.19	41.76	9,308,286.41	39.53
NET OF REVENUES & EXPENDITURES		0.00	(19,564.39)	3,322,866.10	(492,664.33)	(3,249,650.30)	(92,780.19)	16,510.03	715,990.73	100.00
Fund 202 - MAJOR STREET FUND										
REVENUE:										
000.00		3,097,651.00	3,691,201.38	566,408.78	124,960.86	3,124,792.60	0.00	15.34	1,712,979.70	28.25
TOTAL REVENUES		3,097,651.00	3,691,201.38	566,408.78	124,960.86	3,124,792.60	0.00	15.34	1,712,979.70	28.25
EXPENDITURES:										
451.00 - STREET MAINT		45,000.00	49,106.00	22,720.32	5,130.54	(10,899.60)	37,285.28	122.20	21,249.26	17.05
451.04 - STREET CONST - LOCUST-CHESTNUT TO BRISTO		15,000.00	15,000.00	7,191.40	4,817.49	7,808.60	0.00	47.94	0.00	0.00
451.06 - STREET CONSTRUCTION-BROAD/CHURCH ROUND		0.00	0.00	47.15	0.00	(47.15)	0.00	100.00	14,035.42	100.00
451.07 - STREET CONST-BURR ST-SCOTT TO MCKENZIE		100,000.00	80,000.00	74,606.00	0.00	5,394.00	0.00	93.26	0.00	0.00
451.08 - STREET CONST - LOCUST-CHESTNUT TO BRISTO		50,000.00	78,000.00	38,928.20	0.00	39,071.80	0.00	49.91	0.00	0.00
451.10 - STREET CONST-RESURFACING		225,000.00	573,760.00	521,503.33	326,077.68	16,011.10	36,245.57	97.21	195,258.14	40.29
451.11 - DOWNTOWN PAVING GRANT		0.00	187,540.63	191,203.39	2,645.87	(4,921.01)	1,258.25	102.62	41,754.53	0.36
451.16 - STREET CONST-MAPLE AVE		2,000,000.00	2,056,500.08	463,279.40	7,716.62	199,968.00	1,393,252.68	90.28	55,499.92	0.00
451.18 - STREET CONST- MCKENZIE-MAPLE TO RIVERSID		0.00	0.00	0.00	0.00	0.00	0.00	0.00	366,590.49	97.76
463.00 - ROUTINE MAINT ROADS & STREETS		187,258.00	213,916.00	76,301.70	11,581.13	137,614.30	0.00	35.67	162,444.00	31.70
465.00 - ROUTINE MAINT-STORM WATER		131,800.00	131,800.00	17,383.53	6,691.46	114,416.47	0.00	13.19	56,053.07	18.12
473.00 - ROUTINE MAINT - BRIDGES		10,480.00	10,480.00	0.00	0.00	10,480.00	0.00	0.00	1,367.37	0.54
474.00 - TRAFFIC SERVICE MAINT		131,180.00	181,356.60	32,146.23	16,784.60	146,374.23	2,836.14	19.29	51,903.58	18.06
478.00 - WINTER MAINTENANCE		83,080.00	83,080.00	6,170.97	5,824.82	76,909.03	0.00	7.43	88,321.94	2.72
480.00 - NON-MOTORIZED TRANSPORTATION		42,000.00	151,517.20	59,728.09	671.40	90,920.04	869.07	39.99	7,676.31	7.57
482.00 - ADMINISTRATION & RECORDKEEPING		34,775.00	34,775.00	19,312.60	4,168.83	15,462.40	0.00	55.54	37,171.81	22.03
486.00 - MAINT STATE TRUNKLINE US 223		13,874.00	13,874.00	525.44	525.44	13,348.56	0.00	3.79	12,053.44	3.70
487.00 - MAINT STATE TRUNKLINE M 52		19,884.00	19,884.00	4,784.23	1,301.74	15,099.77	0.00	24.06	16,869.86	0.00
488.00 - MAINT STATE TRUNKLINE M34		8,320.00	8,320.00	480.22	480.22	7,839.78	0.00	5.77	7,299.67	0.00
965.00 - TRANSFERS OUT		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		3,097,651.00	3,888,909.51	1,536,312.20	394,417.84	880,850.32	1,471,746.99	77.35	1,135,548.81	35.88
Fund 202 - MAJOR STREET FUND:										
TOTAL REVENUES		3,097,651.00	3,691,201.38	566,408.78	124,960.86	3,124,792.60	0.00	15.34	1,712,979.70	28.25
TOTAL EXPENDITURES		3,097,651.00	3,888,909.51	1,536,312.20	394,417.84	880,850.32	1,471,746.99	77.35	1,135,548.81	35.88
NET OF REVENUES & EXPENDITURES		0.00	(197,708.13)	(969,903.42)	(269,456.98)	2,243,942.28	(1,471,746.99)	1,234.98	577,430.89	100.00
Fund 203 - LOCAL STREET FUND										
REVENUES:										
000.00		1,175,975.00	1,290,514.00	494,360.29	40,122.27	796,153.71	0.00	38.31	1,186,239.62	12.13
TOTAL REVENUES		1,175,975.00	1,290,514.00	494,360.29	40,122.27	796,153.71	0.00	38.31	1,186,239.62	12.13

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REVENUE AND EXPENDITURE REPORT FOR CITY OF ADRIAN
PERIOD ENDING 11/30/2018

GL NUMBER	DESCRIPTION	FY2018-19 ORIGINAL BUDGET	FY2018-19 AMENDED BUDGET	YTD BALANCE 11/30/2018 NORM (ABNORM)	ACTIVITY FOR MONTH 11/30/18 INCR (DECR)	UNENCUMBERED BALANCE	ENCUMBERED YEAR-TO-DATE	% BDGT USED	END BALANCE 06/30/2018 NORM (ABNORM)	PREV YEAR % BDGT USED
EXPENDITURES:										
444.00 - SIDEWALKS		53,960.00	53,960.00	46,695.46	6,411.08	7,264.54	0.00	86.54	51,813.01	97.00
451.00 - STREET MAINT		65,972.00	70,078.00	4,555.60	0.00	55,722.40	9,800.00	20.49	35,275.41	153.73
451.21 - STREET CONST - VINE -MCKENZIE TO MADISON		475,000.00	643,360.00	623,310.91	0.00	20,047.66	1.43	96.88	363.90	0.00
451.22 - STREET CONST - SPRINGTIME ACRES		0.00	13,740.00	13,737.11	0.00	2.89	0.00	99.98	879,958.85	68.54
451.23 - STREET CONST - BRISTOL-MAIN TO FINCH		200,000.00	234,000.00	233,825.14	0.00	174.86	0.00	99.93	58,898.15	69.29
451.25 - STREET CONST-LOVELAND-MCKENZIE TO NORTHW		0.00	0.00	0.00	0.00	0.00	0.00	0.00	158,304.44	158.30
451.26 - STREET CONSTRUCT-NORTHWESTERN		0.00	0.00	0.00	0.00	0.00	0.00	0.00	103,183.18	73.70
451.27 - STREET CONST-OXFORD COURT		0.00	0.00	0.00	0.00	0.00	0.00	0.00	18,552.00	61.84
451.28 - STREET CONST-LELAND COURT		0.00	0.00	0.00	0.00	0.00	0.00	0.00	27,036.46	90.12
451.58 - CONSTRUCT-HAAN STREET		0.00	0.00	14.96	14.96	(14.96)	0.00	100.00	0.00	0.00
451.80 - REHABILITATION - ALLEYS		12,000.00	20,400.00	590.72	0.00	11,409.28	8,400.00	44.07	2,594.84	0.00
463.00 - ROUTINE MAINT ROADS & STREETS		165,695.00	184,128.00	71,648.72	8,150.22	112,479.28	0.00	38.91	134,408.21	23.90
465.00 - ROUTINE MAINT-STORM WATER		71,600.00	71,600.00	15,482.49	3,217.74	56,117.51	0.00	21.62	44,291.98	20.45
473.00 - ROUTINE MAINT - BRIDGES		1,648.00	1,648.00	0.00	0.00	1,648.00	0.00	0.00	562.37	9.49
474.00 - TRAFFIC SERVICE MAINT		37,990.00	37,990.00	8,656.65	1,093.61	29,333.35	0.00	22.79	18,521.06	18.70
478.00 - WINTER MAINTENANCE		53,560.00	53,560.00	3,657.85	3,510.21	49,902.15	0.00	6.83	62,579.96	2.47
482.00 - ADMINISTRATION & RECORDKEEPING		38,550.00	38,550.00	10,604.28	1,740.85	27,945.72	0.00	27.51	31,832.51	31.78
TOTAL EXPENDITURES		1,175,975.00	1,423,014.00	1,032,779.89	24,138.67	372,032.68	18,201.43	73.86	1,628,176.33	64.65
Fund 203 - LOCAL STREET FUND:										
TOTAL REVENUES		1,175,975.00	1,290,514.00	494,360.29	40,122.27	796,153.71	0.00	38.31	1,186,239.62	12.13
TOTAL EXPENDITURES		1,175,975.00	1,423,014.00	1,032,779.89	24,138.67	372,032.68	18,201.43	73.86	1,628,176.33	64.65
NET OF REVENUES & EXPENDITURES		0.00	(132,500.00)	(538,419.60)	15,983.60	424,121.03	(18,201.43)	420.09	(441,936.71)	100.00
Fund 204 - MUNICIPAL STREET FUND										
REVENUES:										
000.00		370,000.00	370,000.00	317,921.72	1,730.80	52,078.28	0.00	85.92	395,348.73	85.45
TOTAL REVENUES		370,000.00	370,000.00	317,921.72	1,730.80	52,078.28	0.00	85.92	395,348.73	85.45
EXPENDITURES:										
965.00 - TRANSFERS OUT		370,000.00	370,000.00	300,000.00	0.00	70,000.00	0.00	81.08	395,000.00	0.00
TOTAL EXPENDITURES		370,000.00	370,000.00	300,000.00	0.00	70,000.00	0.00	81.08	395,000.00	0.00
Fund 204 - MUNICIPAL STREET FUND:										
TOTAL REVENUES		370,000.00	370,000.00	317,921.72	1,730.80	52,078.28	0.00	85.92	395,348.73	85.45
TOTAL EXPENDITURES		370,000.00	370,000.00	300,000.00	0.00	70,000.00	0.00	81.08	395,000.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	17,921.72	1,730.80	(17,921.72)	0.00	100.00	348.73	100.00
Fund 205 - FEE ESTATE										
REVENUES:										
000.00		905,986.00	965,955.75	210,515.99	0.00	755,439.76	0.00	21.79	852,896.38	18.76
TOTAL REVENUES		905,986.00	965,955.75	210,515.99	0.00	755,439.76	0.00	21.79	852,896.38	18.76
EXPENDITURES:										
696.00 - PARKS & FORESTRY GARAGE		14,000.00	22,719.75	6,689.14	1,310.18	7,310.86	8,719.75	67.82	12,252.35	24.95
699.00 - FEE ESTATE MAINTENANCE		866,986.00	918,236.00	307,219.76	51,466.24	595,968.59	15,047.65	35.10	815,644.07	41.47
965.00 - TRANSFERS OUT		25,000.00	25,000.00	10,416.65	2,083.33	14,583.35	0.00	41.67	24,999.96	41.67

REVENUE AND EXPENDITURE REPORT FOR CITY OF ADRIAN
PERIOD ENDING 11/30/2018

GL NUMBER	DESCRIPTION	FY2018-19 ORIGINAL BUDGET	FY2018-19 AMENDED BUDGET	YTD BALANCE 11/30/2018 NORM (ABNORM)	ACTIVITY FOR MONTH 11/30/18 INCR (DECR)	UNENCUMBERED BALANCE	ENCUMBERED YEAR-TO-DATE	% BDGT USED	END BALANCE 06/30/2018 NORM (ABNORM)	PREV YEAR % BDGT USED
TOTAL EXPENDITURES		905,986.00	965,955.75	324,325.55	54,859.75	617,862.80	23,767.40	36.04	852,896.38	41.24
Fund 205 - FEE ESTATE:										
TOTAL REVENUES		905,986.00	965,955.75	210,515.99	0.00	755,439.76	0.00	21.79	852,896.38	18.76
TOTAL EXPENDITURES		905,986.00	965,955.75	324,325.55	54,859.75	617,862.80	23,767.40	36.04	852,896.38	41.24
NET OF REVENUES & EXPENDITURES		0.00	0.00	(113,809.56)	(54,859.75)	137,576.96	(23,767.40)	100.00	0.00	100.00
Fund 267 - RHINO FUND										
REVENUES:										
000.00		110,900.00	200,900.00	47,381.16	10,314.22	153,518.84	0.00	23.58	210,146.69	125.64
TOTAL REVENUES		110,900.00	200,900.00	47,381.16	10,314.22	153,518.84	0.00	23.58	210,146.69	125.64
EXPENDITURES:										
290.00 - ADMINISTRATION		110,900.00	200,900.00	122,861.49	91,307.00	78,038.51	0.00	61.16	121,632.83	50.43
TOTAL EXPENDITURES		110,900.00	200,900.00	122,861.49	91,307.00	78,038.51	0.00	61.16	121,632.83	50.43
Fund 267 - RHINO FUND:										
TOTAL REVENUES		110,900.00	200,900.00	47,381.16	10,314.22	153,518.84	0.00	23.58	210,146.69	125.64
TOTAL EXPENDITURES		110,900.00	200,900.00	122,861.49	91,307.00	78,038.51	0.00	61.16	121,632.83	50.43
NET OF REVENUES & EXPENDITURES		0.00	0.00	(75,480.33)	(80,992.78)	75,480.33	0.00	100.00	88,513.86	100.00
Fund 275 - COMMUNITY DEVELOPMENT FUND										
REVENUES:										
000.00		0.00	0.00	(8,296.30)	28.69	8,296.30	0.00	100.00	1,663,047.14	100.00
TOTAL REVENUES		0.00	0.00	(8,296.30)	28.69	8,296.30	0.00	100.00	1,663,047.14	100.00
EXPENDITURES:										
827.00 - COMMUNITY DEVELOPMENT GRANT		0.00	0.00	0.00	0.00	0.00	0.00	0.00	79,640.00	100.00
830.00 - FACADE GRANT - MSC215017-CDF		0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,484,089.47	100.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,563,729.47	100.00
Fund 275 - COMMUNITY DEVELOPMENT FUND:										
TOTAL REVENUES		0.00	0.00	(8,296.30)	28.69	8,296.30	0.00	100.00	1,663,047.14	100.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,563,729.47	100.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	(8,296.30)	28.69	8,296.30	0.00	100.00	99,317.67	100.00
Fund 279 - BROWNFIELD REDEVELOPMENT AUTHORITY										
000.00		44,500.00	44,500.00	11,331.24	45.28	33,168.76	0.00	25.46	55,544.79	128.79
TOTAL REVENUES		44,500.00	44,500.00	11,331.24	45.28	33,168.76	0.00	25.46	55,544.79	128.79
290.00 - ADMINISTRATION		44,500.00	44,500.00	0.00	0.00	44,500.00	0.00	0.00	37,150.64	26.10
TOTAL EXPENDITURES		44,500.00	44,500.00	0.00	0.00	44,500.00	0.00	0.00	37,150.64	26.10
Fund 279 - BROWNFIELD REDEVELOPMENT AUTHORITY:										

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TOTAL REVENUES		44,500.00	44,500.00	11,331.24	45.28	33,168.76	0.00	25.46	55,544.79	128.79
TOTAL EXPENDITURES		44,500.00	44,500.00	0.00	0.00	44,500.00	0.00	0.00	37,150.64	26.10
NET OF REVENUES & EXPENDITURES		0.00	0.00	11,331.24	45.28	(11,331.24)	0.00	100.00	18,394.15	100.00
Fund 280 - DOWNTOWN DEVELOP AUTHORITY										
000.00		26,000.00	26,000.00	28,596.64	0.93	(2,596.64)	0.00	109.99	39,402.68	41.13
TOTAL REVENUES		26,000.00	26,000.00	28,596.64	0.93	(2,596.64)	0.00	109.99	39,402.68	41.13
290.00 - ADMINISTRATION		21,000.00	21,000.00	7,654.25	558.12	13,345.75	0.00	36.45	66,154.98	40.02
836.00 - OTHER PROJECTS		5,000.00	5,000.00	4,160.00	0.00	840.00	0.00	83.20	7,750.77	100.00
TOTAL EXPENDITURES		26,000.00	26,000.00	11,814.25	558.12	14,185.75	0.00	45.44	73,905.75	46.35
Fund 280 - DOWNTOWN DEVELOP AUTHORITY:										
TOTAL REVENUES		26,000.00	26,000.00	28,596.64	0.93	(2,596.64)	0.00	109.99	39,402.68	41.13
TOTAL EXPENDITURES		26,000.00	26,000.00	11,814.25	558.12	14,185.75	0.00	45.44	73,905.75	46.35
NET OF REVENUES & EXPENDITURES		0.00	0.00	16,782.39	(557.19)	(16,782.39)	0.00	100.00	(34,503.07)	100.00
Fund 281 - DDA - TIF FUND										
REVENUES:										
000.00		102,900.00	102,900.00	87,561.93	88.20	15,338.07	0.00	85.09	93,370.78	83.89
TOTAL REVENUES		102,900.00	102,900.00	87,561.93	88.20	15,338.07	0.00	85.09	93,370.78	83.89
EXPENDITURES:										
290.00 - ADMINISTRATION		40,900.00	40,900.00	7,913.21	1,493.31	32,986.79	0.00	19.35	25,129.57	25.64
965.00 - TRANSFERS OUT		62,000.00	62,000.00	25,833.35	5,166.67	36,166.65	0.00	41.67	62,000.04	41.67
TOTAL EXPENDITURES		102,900.00	102,900.00	33,746.56	6,659.98	69,153.44	0.00	32.80	87,129.61	35.86
Fund 281 - DDA - TIF FUND:										
TOTAL REVENUES		102,900.00	102,900.00	87,561.93	88.20	15,338.07	0.00	85.09	93,370.78	83.89
TOTAL EXPENDITURES		102,900.00	102,900.00	33,746.56	6,659.98	69,153.44	0.00	32.80	87,129.61	35.86
NET OF REVENUES & EXPENDITURES		0.00	0.00	53,815.37	(6,571.78)	(53,815.37)	0.00	100.00	6,241.17	100.00
Fund 496 - WATER CAPITAL PROJECTS FUND										
REVENUES:										
000.00		747,000.00	1,371,600.00	297,596.11	15,298.00	1,074,003.89	0.00	21.70	556,891.35	52.45
TOTAL REVENUES		747,000.00	1,371,600.00	297,596.11	15,298.00	1,074,003.89	0.00	21.70	556,891.35	52.45
EXPENDITURES:										
531.00 - METER READING & MAINT		70,000.00	95,000.00	59,018.84	7,803.00	35,981.16	0.00	62.13	87,197.70	10.81
539.00 - OAKWOOD FACILITY		5,000.00	5,000.00	0.00	0.00	5,000.00	0.00	0.00	6,400.00	0.00
548.00 - WATER PLANT CAPITAL EQUIP		132,000.00	150,000.00	27,084.52	7,495.00	114,895.49	8,019.99	23.40	79,081.87	37.64
549.00 - WATER PLANT CAPITAL IMPROVEMENT		105,000.00	192,658.00	67,658.00	0.00	118,950.00	6,050.00	38.26	46,834.50	19.13
551.00 - WATER DIST CAPITAL EQUIPMENT		85,000.00	85,000.00	0.00	0.00	8,055.00	76,945.00	90.52	0.00	0.00
552.00 - WATER DIST CAPITAL IMPROVE		350,000.00	911,600.00	143,834.75	0.00	760,165.25	7,600.00	16.61	337,377.28	79.40
TOTAL EXPENDITURES		747,000.00	1,439,258.00	297,596.11	15,298.00	1,043,046.90	98,614.99	27.53	556,891.35	53.24

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TOTAL REVENUES		509,746.00	509,746.00	213,613.73	16,720.59	296,132.27	0.00	41.91	426,481.89	28.39
TOTAL EXPENDITURES		509,746.00	509,746.00	243,690.03	38,290.10	266,055.97	0.00	47.81	456,457.26	29.70
NET OF REVENUES & EXPENDITURES		0.00	0.00	(30,076.30)	(21,569.51)	30,076.30	0.00	100.00	(29,975.37)	100.00
Fund 590 - SEWER FUND										
REVENUES:										
000.00		5,200,000.00	5,200,000.00	3,336,385.35	774,143.36	1,863,614.65	0.00	64.16	4,955,897.13	28.17
TOTAL REVENUES		5,200,000.00	5,200,000.00	3,336,385.35	774,143.36	1,863,614.65	0.00	64.16	4,955,897.13	28.17
EXPENDITURES:										
540.00 - WASTEWATER TREATMENT PLANT		1,493,582.00	1,502,727.09	588,413.82	126,762.22	911,778.03	2,535.24	39.33	1,418,891.02	39.14
541.00 - ADMINISTRATION & OVERHEAD		785,205.00	785,205.00	308,895.89	38,607.65	476,309.11	0.00	39.34	741,475.15	40.39
542.00 - SANITARY SEWERS		328,072.00	331,382.00	117,289.26	18,012.09	214,092.74	0.00	35.39	259,050.87	24.78
543.00 - BROAD ST STATION		54,000.00	54,000.00	19,822.44	4,791.94	34,141.30	36.26	36.78	51,407.38	26.52
544.00 - LIFT STATIONS		44,500.00	44,500.00	9,562.96	3,358.69	26,907.04	8,030.00	39.53	48,321.10	38.72
545.00 - RETENTION BASIN		5,500.00	5,500.00	1,083.66	367.61	4,416.34	0.00	19.70	3,401.53	8.06
550.00 - FIXED EXPENSES		1,614,367.00	1,614,367.00	705,804.44	129,795.58	908,562.56	0.00	43.72	1,665,793.98	43.59
965.00 - TRANSFERS OUT		874,774.00	874,774.00	1,961,371.85	82,990.58	(1,086,597.85)	0.00	224.21	109,773.96	16.28
TOTAL EXPENDITURES		5,200,000.00	5,212,455.09	3,712,244.32	404,686.36	1,489,609.27	10,601.50	71.42	4,298,114.99	30.53
Fund 590 - SEWER FUND:										
TOTAL REVENUES		5,200,000.00	5,200,000.00	3,336,385.35	774,143.36	1,863,614.65	0.00	64.16	4,955,897.13	28.17
TOTAL EXPENDITURES		5,200,000.00	5,212,455.09	3,712,244.32	404,686.36	1,489,609.27	10,601.50	71.42	4,298,114.99	30.53
NET OF REVENUES & EXPENDITURES		0.00	(12,455.09)	(375,858.97)	369,457.00	374,005.38	(10,601.50)	3,102.83	657,782.14	100.00
Fund 591 - WATER FUND										
REVENUES:										
000.00		4,597,000.00	4,597,000.00	2,123,981.32	414,060.95	2,473,018.68	0.00	46.20	4,035,592.56	41.81
TOTAL REVENUES		4,597,000.00	4,597,000.00	2,123,981.32	414,060.95	2,473,018.68	0.00	46.20	4,035,592.56	41.81
EXPENDITURES:										
534.00 - MERCHANDISE		50,000.00	50,000.00	0.00	0.00	50,000.00	0.00	0.00	123,658.71	86.90
536.00 - PURIFICATION & PUMPING		1,412,314.00	1,417,594.00	592,339.25	121,581.77	814,459.28	10,795.47	42.55	1,241,315.53	33.22
537.00 - TRANSMISSION & DISTRIB		685,206.00	685,206.00	268,646.42	73,643.49	416,559.57	0.01	39.21	573,131.92	34.48
538.00 - ADM, CUSTOMER SERVICE, OVERHEAD		792,160.00	792,160.00	299,609.25	55,596.50	488,384.11	4,166.64	38.35	625,498.75	33.03
550.00 - FIXED EXPENSES		800,546.00	800,546.00	333,560.80	66,712.16	466,985.20	0.00	41.67	816,652.77	41.47
965.00 - TRANSFERS OUT		856,774.00	856,774.00	349,807.26	24,445.83	506,966.74	0.00	40.83	109,773.96	66.66
TOTAL EXPENDITURES		4,597,000.00	4,602,280.00	1,843,962.98	341,979.75	2,743,354.90	14,962.12	40.39	3,490,031.64	40.82
Fund 591 - WATER FUND:										
TOTAL REVENUES		4,597,000.00	4,597,000.00	2,123,981.32	414,060.95	2,473,018.68	0.00	46.20	4,035,592.56	41.81
TOTAL EXPENDITURES		4,597,000.00	4,602,280.00	1,843,962.98	341,979.75	2,743,354.90	14,962.12	40.39	3,490,031.64	40.82
NET OF REVENUES & EXPENDITURES		0.00	(5,280.00)	280,018.34	72,081.20	(270,336.22)	(14,962.12)	5,020.00	545,560.92	100.00

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Fund 595 - SOLID WASTE FUND										
REVENUES:										
000.00		777,277.00	777,277.00	186,270.16	494.68	591,006.84	0.00	23.96	727,430.00	24.26
TOTAL REVENUES		777,277.00	777,277.00	186,270.16	494.68	591,006.84	0.00	23.96	727,430.00	24.26
EXPENDITURES:										
528.00 - REFUSE COLLECTION & DISPOSAL		777,277.00	777,277.00	328,592.96	94,520.38	448,684.04	0.00	42.27	847,065.05	38.83
TOTAL EXPENDITURES		777,277.00	777,277.00	328,592.96	94,520.38	448,684.04	0.00	42.27	847,065.05	38.83
Fund 595 - SOLID WASTE FUND:										
TOTAL REVENUES		777,277.00	777,277.00	186,270.16	494.68	591,006.84	0.00	23.96	727,430.00	24.26
TOTAL EXPENDITURES		777,277.00	777,277.00	328,592.96	94,520.38	448,684.04	0.00	42.27	847,065.05	38.83
NET OF REVENUES & EXPENDITURES		0.00	0.00	(142,322.80)	(94,025.70)	142,322.80	0.00	100.00	(119,635.05)	100.00
Fund 599 - CAP PROJECTS REVOLVING FUND										
REVENUES:										
000.00		5,000.00	5,000.00	2,213.69	907.65	2,786.31	0.00	44.27	8,677.73	15.36
TOTAL REVENUES		5,000.00	5,000.00	2,213.69	907.65	2,786.31	0.00	44.27	8,677.73	15.36
EXPENDITURES:										
990.00 - NON-DEPARTMENTAL		5,000.00	5,000.00	0.00	0.00	5,000.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		5,000.00	5,000.00	0.00	0.00	5,000.00	0.00	0.00	0.00	0.00
Fund 599 - CAP PROJECTS REVOLVING FUND:										
TOTAL REVENUES		5,000.00	5,000.00	2,213.69	907.65	2,786.31	0.00	44.27	8,677.73	15.36
TOTAL EXPENDITURES		5,000.00	5,000.00	0.00	0.00	5,000.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	2,213.69	907.65	(2,213.69)	0.00	100.00	8,677.73	100.00
Fund 661 - INFORMATION TECHNOLOGY										
REVENUES:										
000.00		395,989.00	395,989.00	97,097.25	19,419.45	298,891.75	0.00	24.52	271,619.12	27.11
TOTAL REVENUES		395,989.00	395,989.00	97,097.25	19,419.45	298,891.75	0.00	24.52	271,619.12	27.11
EXPENDITURES:										
220.00 - GIS SERVICES		46,665.00	46,665.00	7,604.56	1,902.36	39,060.44	0.00	16.30	21,099.51	11.03
221.00 - TELECOMMUNICATIONS		11,500.00	11,500.00	3,578.75	715.75	7,921.25	0.00	31.12	8,339.04	34.75
290.00 - ADMINISTRATION		337,824.00	337,824.00	114,076.10	22,266.68	214,124.40	9,623.50	36.62	274,062.89	27.60
TOTAL EXPENDITURES		395,989.00	395,989.00	125,259.41	24,884.79	261,106.09	9,623.50	34.06	303,501.44	24.92
Fund 661 - INFORMATION TECHNOLOGY:										
TOTAL REVENUES		395,989.00	395,989.00	97,097.25	19,419.45	298,891.75	0.00	24.52	271,619.12	27.11
TOTAL EXPENDITURES		395,989.00	395,989.00	125,259.41	24,884.79	261,106.09	9,623.50	34.06	303,501.44	24.92
NET OF REVENUES & EXPENDITURES		0.00	0.00	(28,162.16)	(5,465.34)	37,785.66	(9,623.50)	100.00	(31,882.32)	100.00

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Fund 662 - MOTOR VEHICLE POOL										
REVENUES:										
000.00		1,046,232.00	1,311,126.00	382,114.09	85,927.67	929,011.91	0.00	29.14	823,777.32	32.05
TOTAL REVENUES		1,046,232.00	1,311,126.00	382,114.09	85,927.67	929,011.91	0.00	29.14	823,777.32	32.05
EXPENDITURES:										
276.62 - CEMETERY MOTOR VEHICLES		11,853.00	11,853.00	881.02	215.61	10,971.98	0.00	7.43	2,357.78	17.45
290.00 - ADMINISTRATION		452,961.00	452,961.00	189,420.39	25,270.66	252,050.06	11,490.55	44.36	598,650.91	36.12
301.62 - POLICE DEPT MOTOR VEHICLES		122,088.00	122,088.00	27,311.61	5,358.83	94,776.39	0.00	22.37	58,919.20	19.83
336.62 - FIRE DEPT MOTOR VEHICLES		121,234.00	386,128.00	272,356.35	2,549.50	112,371.65	1,400.00	70.90	42,505.78	13.61
371.62 - INSPECTION DEPT MOTOR VEHICLES		3,210.00	3,210.00	640.09	63.31	2,569.91	0.00	19.94	1,150.53	22.45
441.62 - PUBLIC WORKS MOTOR VEHICLES		223,389.00	223,389.00	21,320.12	4,415.75	202,068.88	0.00	9.54	56,576.31	11.70
449.62 - ENGINEERING MOTOR VEHICLES		9,450.00	9,450.00	803.24	318.09	8,646.76	0.00	8.50	1,337.30	24.25
697.62 - PARKS & FORESTRY DIVISION MOTOR VEHICLES		52,100.00	52,100.00	4,657.01	1,222.48	47,442.99	0.00	8.94	13,862.35	4.76
698.62 - HERITAGE PARK MOTOR VEHICLES		3,500.00	3,500.00	323.85	0.00	3,176.15	0.00	9.25	472.21	7.76
699.62 - FEE ESTATE MOTOR VEHICLES		28,000.00	28,000.00	3,035.71	1,015.72	24,964.29	0.00	10.84	9,500.48	7.89
965.00 - TRANSFERS OUT		18,447.00	18,447.00	7,686.25	1,537.25	10,760.75	0.00	41.67	18,447.00	41.67
TOTAL EXPENDITURES		1,046,232.00	1,311,126.00	528,435.64	41,967.20	769,799.81	12,890.55	41.29	803,779.85	22.23
Fund 662 - MOTOR VEHICLE POOL:										
TOTAL REVENUES		1,046,232.00	1,311,126.00	382,114.09	85,927.67	929,011.91	0.00	29.14	823,777.32	32.05
TOTAL EXPENDITURES		1,046,232.00	1,311,126.00	528,435.64	41,967.20	769,799.81	12,890.55	41.29	803,779.85	22.23
NET OF REVENUES & EXPENDITURES		0.00	0.00	(146,321.55)	43,960.47	159,212.10	(12,890.55)	100.00	19,997.47	100.00
Fund 663 - BUILDING MAINTENANCE FUND										
REVENUES:										
000.00		574,379.00	773,098.75	324,588.34	217,137.82	448,510.41	0.00	41.99	406,255.74	41.22
TOTAL REVENUES		574,379.00	773,098.75	324,588.34	217,137.82	448,510.41	0.00	41.99	406,255.74	41.22
EXPENDITURES:										
265.00 - CITY HALL		187,787.00	140,824.00	47,299.63	5,840.35	93,524.37	0.00	33.59	110,707.97	29.22
266.00 - CITY CHAMBERS		12,355.00	12,355.00	6,848.14	915.45	5,506.86	0.00	55.43	13,179.50	45.02
267.00 - POLICE FACILITY		82,984.00	82,984.00	24,236.45	2,639.91	58,747.55	0.00	29.21	54,204.87	33.76
276.00 - CEMETERY		15,768.00	15,768.00	5,730.70	1,616.86	10,037.30	0.00	36.34	5,076.28	7.21
336.00 - FIRE DEPARTMENT		64,953.00	64,953.00	10,379.83	1,373.53	49,901.35	4,671.82	23.17	33,231.47	32.87
441.00 - DEPARTMENT OF PUBLIC WORKS		31,056.00	32,050.08	9,101.71	1,054.12	21,954.29	994.08	31.50	33,430.72	12.01
691.00 - RECREATION DEPARTMENT		102,766.00	102,766.00	51,679.72	7,930.18	51,086.28	0.00	50.29	129,839.10	57.29
696.00 - PARKS & FORESTRY GARAGE		16,650.00	265,369.75	98,768.03	90,669.98	8,244.97	158,356.75	96.89	8,369.33	10.99
697.00 - PARKS & FORESTRY DEPARTMENT		2,672.00	2,672.00	149.75	0.00	2,522.25	0.00	5.60	2,545.41	75.76
698.00 - PARKS&FORESTRY-HERITAGE PARK		57,388.00	57,388.00	1,563.41	604.64	55,824.59	0.00	2.72	6,550.24	40.97
701.00 - ADRIAN TRAINING SCHOOL		0.00	4,763.00	4,763.08	0.00	(0.08)	0.00	100.00	25,651.62	44.83
965.00 - TRANSFERS OUT		0.00	0.00	0.00	0.00	0.00	0.00	0.00	55,298.00	0.00
TOTAL EXPENDITURES		574,379.00	781,892.83	260,520.45	112,645.02	357,349.73	164,022.65	54.30	478,084.51	33.08
Fund 663 - BUILDING MAINTENANCE FUND:										
TOTAL REVENUES		574,379.00	773,098.75	324,588.34	217,137.82	448,510.41	0.00	41.99	406,255.74	41.22
TOTAL EXPENDITURES		574,379.00	781,892.83	260,520.45	112,645.02	357,349.73	164,022.65	54.30	478,084.51	33.08
NET OF REVENUES & EXPENDITURES		0.00	(8,794.08)	64,067.89	104,492.80	91,160.68	(164,022.65)	1,136.61	(71,828.77)	100.00

12/11/2018

REVENUE AND EXPENDITURE REPORT FOR CITY OF ADRIAN
PERIOD ENDING 11/30/2018

GL NUMBER	DESCRIPTION	FY2018-19 ORIGINAL BUDGET	FY2018-19 AMENDED BUDGET	YTD BALANCE 11/30/2018 NORM (ABNORM)	ACTIVITY FOR MONTH 11/30/18 INCR (DECR)	UNENCUMBERED BALANCE	ENCUMBERED YEAR-TO-DATE	% BDGT USED	END BALANCE 06/30/2018 NORM (ABNORM)	PREV YEAR % BDGT USED
Fund 701 - TRUST FUND										
REVENUES:										
000.00		0.00	0.00	311.66	6.67	(311.66)	0.00	100.00	466.55	100.00
TOTAL REVENUES		0.00	0.00	311.66	6.67	(311.66)	0.00	100.00	466.55	100.00
Fund 701 - TRUST FUND:										
TOTAL REVENUES		0.00	0.00	311.66	6.67	(311.66)	0.00	100.00	466.55	100.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	311.66	6.67	(311.66)	0.00	100.00	466.55	100.00
Fund 702 - ENDOWMENT TRUST FUND										
REVENUES:										
000.00		0.00	0.00	2.10	0.37	(2.10)	0.00	100.00	7.61	100.00
TOTAL REVENUES		0.00	0.00	2.10	0.37	(2.10)	0.00	100.00	7.61	100.00
Fund 702 - ENDOWMENT TRUST FUND:										
TOTAL REVENUES		0.00	0.00	2.10	0.37	(2.10)	0.00	100.00	7.61	100.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	2.10	0.37	(2.10)	0.00	100.00	7.61	100.00
Fund 703 - OIL & GAS ROYALTY TRUST										
REVENUES:										
000.00		90,000.00	90,000.00	3,778.33	40,882.72	86,221.67	0.00	4.20	348,937.06	257.45
TOTAL REVENUES		90,000.00	90,000.00	3,778.33	40,882.72	86,221.67	0.00	4.20	348,937.06	257.45
EXPENDITURES:										
990.00 - NON-DEPARTMENTAL		90,000.00	90,000.00	0.00	0.00	90,000.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		90,000.00	90,000.00	0.00	0.00	90,000.00	0.00	0.00	0.00	0.00
Fund 703 - OIL & GAS ROYALTY TRUST:										
TOTAL REVENUES		90,000.00	90,000.00	3,778.33	40,882.72	86,221.67	0.00	4.20	348,937.06	257.45
TOTAL EXPENDITURES		90,000.00	90,000.00	0.00	0.00	90,000.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	3,778.33	40,882.72	(3,778.33)	0.00	100.00	348,937.06	100.00
Fund 711 - PERPETUAL CARE FUND										
REVENUES:										
000.00		0.00	0.00	5,352.85	5,742.51	(5,352.85)	0.00	100.00	(4,255.69)	100.00
TOTAL REVENUES		0.00	0.00	5,352.85	5,742.51	(5,352.85)	0.00	100.00	(4,255.69)	100.00
Fund 711 - PERPETUAL CARE FUND:										
TOTAL REVENUES		0.00	0.00	5,352.85	5,742.51	(5,352.85)	0.00	100.00	(4,255.69)	100.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	0.00	5,352.85	5,742.51	(5,352.85)	0.00	100.00	(4,255.69)	100.00



MEMO

Date: December 10, 2018

To: Nathan Burd, City Administrator
Chuck Jacobson, Mayor
City Commission

From: Cindy L Prue, Finance Director

Re: Interest Rate – SAD #390 Vine Street

The City Commission, by Resolution R18-007 dated January 16, 2018, established Special Assessment District #390 – Vine Street for street improvements.

At the December 3, 2018 City Commission meeting, the commission held a public hearing to consider comments to finalize the cost of said assessment and to authorize billing of the assessment. At that time, a question arose regarding the rationale behind the 6% annual interest rate being charged to property owners who benefited from the improvements and choose to take advantage of the installment plan offered by the city. I have polled the local lending institutions as to what current rates are if a property owner were to finance this cost at a private institution. The rates are as follows:

State of Michigan Special Assessment Deferment for Senior Citizen or Totally and Permanently Disable Person's		6%
First Federal Bank	Fixed First Mortgage	5.5%
	Fixed Second Mortgage	5.875%
	Variable Line of Credit	5.25%
	Personal Loan	13%
County National Bank	Variable Line of Credit	5.25%
	Personal Loan	12.5%
Lenco Credit Union	Variable Home Equity Line of Credit	5.25%
	Fixed Home Equity Line of Credit	6.25%
Huntington Bank	Variable Home Equity	5.24%
	Fixed Home Equity	6.5%
	Personal Loans	9.5-10.0%

In the processing of special assessment installment billings, the Finance Department tracks all payments, processing the annual installment billings and processes all unpaid installments to be placed on the summer tax billing.

In talking to the financial institutions, the most common rate is the variable home equity loan at 5.25%. I was cautioned that the Federal Reserve may be looking at another rate increase yet in December, increasing the rate by .25%.

At this time, I would not recommend the rate be adjusted, however, if the Commission would like to see some movement on the rate we charge, I wouldn't recommend lowering the rate to anything lower than 5.5%.

Please contact my office if you have any questions.



REGULAR AGENDA

December 6, 2018

Honorable Mayor
And City Commission,

At their December 4, 2018 meeting the Adrian City Planning Commission voted unanimously to recommend to the City Commission the approval of rezoning **721 Riverside Ave.** from **OS-1 Office Service** to **R-4 Single Family Residential** and adopted the following resolution in support of this rezoning:

RESOLUTION

WHEREAS, 3.3 Zoning of Annexed Areas of the City of Adrian Zoning/Development Regulations require the rezoning of **721 Riverside Ave.** a single parcel identified in Case file 18-050, from **OS-1 Office Service** to **R-4 Single Family Residential**; and

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

WHEREAS, the Community Development Department has conducted a review in accordance with the review standards found in the Zoning/Development Regulations, Article XXVIII - Amendments pertaining to Official Zoning Map Amendments;

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

BE IT FURTHER RESOLVED that this rezoning would have no tangible impact on the surrounding district; and

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

BE IT FURTHER RESOLVED that the Adrian City Planning Commission approve the rezoning Parcel XA0- 715-0001-00; and

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

Respectfully submitted,

David Rohr, Planning & Zoning Administrator

ORDINANCE NO. 18-020

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

The City of Adrian Ordains:

1. That Section 3.1 of Article III of the City of Adrian Zoning/Development Regulations, and the Zoning Map to which reference is therein made, is amended to the extent of deleting the following property hereinafter described from OS-1 Office Service and including the same in the **R-4 Single Family Residential**.

2. Parcel described as follows:

LEGAL DESCRIPTION

LOTS 1 & 2 & 17 FT OF LAND ABUTTING ON N SD THEREOF EX THE S 73 FT SUB 1 RIVERSIDE HILLS

3. More commonly known as: **721 Riverside Ave.**

INTRODUCTION

SUMMARY PUBLISHED

ADOPTION

COMPLETED PUBLICATION

EFFECTIVE DATE.....

On Motion by Commissioner_____, supported by Commissioner_____, this ordinance was adopted by a _____vote.

City of Adrian

DIAL-A-RIDE

TO: Vince Emrick, Interim City Administrator
Honorable Mayor Chuck Jacobson
Adrian City Commissioners

FROM: Marcia Bohannon, Transportation Coordinator

Re: Title VI Program

As a recipient of federal funds, we are required to develop a Title VI Program. Our original plan was formally adopted in October of 2009. A revised program was updated and approved on January 19, 2016. We are now required to update and revise our "Program" to ensure new requirements and language are included in our program.

The programs are required by Title VI of the Civil Rights Act of 1964 which prohibits discrimination on the basis of race, color, or national origin in programs and activities receiving Federal financial assistance. Specifically, "no person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance" (42 U.S.C. Section 2000d).

ACKNOWLEDGEMENT OF RECEIPT OF TITLE VI PROGRAM

The City of Adrian City Commissioners acknowledges the receipt of the City of Adrian Dial-A-Ride Title VI Program. There has been opportunity to read the program and we commit to ensuring that no person is excluded from participation in, or denied the benefits of its transit services on the basis of race, color, or national origin, as protected by Title VI in Federal Transit Administration (FTA) Circular 4702.1B

City of Adrian – City Commissioners

BY: _____

TITLE: _____
(Mayor of the City of Adrian)

BY: _____

TITLE: _____
(City Clerk)

Title VI Program

Agency Name: City of Adrian Dial-A-Ride

Date Adopted: __Original: October 19, 2009__

Updated: _January 19, 2016_____

Updated: June 13, 2017

I. Plan Statement

Title VI of the Civil Rights Act of 1964 prohibits discrimination on the basis of race, color, or national origin in programs and activities receiving Federal financial assistance. Specifically, Title VI provides that "no person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance" (42 U.S.C. Section 2000d).

The City of Adrian Dial-A-Ride is committed to ensuring that no person is excluded from participation in, or denied the benefits of its transit services on the basis of race, color, or national origin, as protected by Title VI in Federal Transit Administration (FTA) Circular 4702.1.B.

This program was developed in accordance with this updated circular to guide the City of Adrian Dial-A-Ride in its administration and management of Title VI-related activities, reference FTA C 4702.1B.

Title VI Coordinator Contact information

Office Manager: Jim Ruff – 517 265 6611

Transportation Coordinator: Marcia Bohannon – 517 265 4849

II. Title VI Information Dissemination

Title VI information posters shall be prominently and publicly displayed in the City of Adrian's transportation facility and on their revenue vehicles. Additional information relating to nondiscrimination obligation can be obtained from the City of Adrian's Dial-A-Ride Title VI Coordinator.

Title VI information shall be disseminated to City of Adrian Dial-A-Ride's or its contractor's employees annually via the Employee Education form (see Appendix A) in payroll envelopes. This form reminds employees of the policy statement, and of their Title VI responsibilities in their daily work and duties.

During New Employee Orientation, new employees shall be informed of the provisions of Title VI, and the City of Adrian's Dial-A-Ride or its contractor's expectations to perform their duties accordingly.

All employees shall be provided a copy of the Title VI Program and are required to sign the Acknowledgement of Receipt (see Appendix B).

III. Subcontracts and Vendors

All subcontractors and vendors who receive payments from City of Adrian's Dial-A-Ride where funding originates from any federal assistance are subject to the provisions of Title VI of the Civil Rights Act of 1964 as amended.

Written contracts shall contain non-discrimination language, either directly or through the bid specification package which becomes an associated component of the contract.

IV. Record Keeping:

The Title VI Coordinator will maintain permanent records, which include, but are not limited to, signed acknowledgements of receipt from the employees indicating the receipt of the City of Adrian's Dial-A-Ride Title VI Program, copies of Title VI complaints or lawsuits and related documentation, and records of correspondence to and from complainants, and Title VI investigations.

V. Title VI Complaint Procedures

How to file a Title VI Complaint?

The complainant may file a signed, written complaint up to one hundred and eighty (180) days from the date of the alleged discrimination. The complaint should include the following information:

- Your name, mailing address, and how to contact you (i.e., telephone number, email address, etc.)
- How, when, where and why you believe you were discriminated against. Include the location, names and contact information of any witnesses.
- Other information that you deem significant

The Title VI Complaint Form (see Appendix C) may be used to submit the complaint information. The complaint may be filed in writing with the City of Adrian's Dial-A-Ride at the following address:

*City of Adrian
Dial-A-Ride
377 Logan Street
Adrian, MI 49221*

NOTE: The City of Adrian's Dial-A-Ride encourages all complainants to certify all mail that is sent through the U.S. Postal Service and/or ensure that all written correspondence can be tracked easily. For complaints originally submitted by facsimile, an original, signed copy of the complaint must be mailed to the Title VI Coordinator as soon as possible, but no later than 180 days from the alleged date of discrimination.

What happens to the complaint after it is submitted?

All complaints alleging discrimination based on race, color or national origin in a service or benefit provided by the City of Adrian's Dial-A-Ride will be directly addressed by the City of Adrian Dial-A-Ride's Title VI Coordinator. The Title VI Coordinator shall also provide appropriate assistance to complainants, including those persons with disabilities, or who are limited in their ability to communicate in English. Additionally, the Title VI Coordinator shall make every effort to address all complaints in an expeditious and thorough manner.

A letter of acknowledging receipt of complaint will be mailed within seven days (Appendix D). Please note that in responding to any requests for additional information, a complainant's failure to provide the requested information may result in the administrative closure of the complaint.

How will the complainant be notified of the outcome of the complaint?

The Title VI Coordinator will send a final written response letter (see Appendix E or F) to the complainant. In the letter notifying complainant that the complaint is not substantiated (Appendix F), the complainant is also advised of his or her right to 1) appeal within seven calendar days of receipt of the final written decision from the Title VI Coordinator, and/or 2) file a complaint externally with the U.S. Department of Transportation and/or the FTA. Every effort will be made to respond to Title VI complaints within 60 working days of receipt of such complaints, if not sooner.

Once sufficient information for investigating the complaint is received by the Title VI Coordinator, a written response may be drafted subject to review by the transit's attorney. If appropriate, the City of Adrian's Dial-A-Ride attorney may administratively close the complaint. In this case, the Title VI Coordinator will notify the complainant of the action as soon as possible.

In addition to the complaint process described above, a complainant may file a Title VI complaint with the following offices:

Federal Transit Administration Office of Civil Rights
1200 New Jersey Ave., SE
Washington, DC 20590

VI. Limited English Proficiency (LEP) Plan

According to the US Census Bureau in their 2006-2010 American Community Survey it was determined in the City of Adrian:

84.1% of the population is White
4.4% of the population is Black or African American
.6% of the population is American Indian and Alaska Native
1% of the population is Asian
5.9% of the population is some other race
4% of the population is two or more races

18% of the population is Hispanic or Latino (of any race)

For our population of 21,133, our population of 5 years and over by language spoken at home and the ability to speak English, the follow information has been provided by the Census 2010 summary file for the City of Adrian:

17,925 persons speak only English

Of the Spanish population, 116 persons do not speak English.
This equates to .5% of the population who do not speak English.

The office of the Lenawee Transportation and Adrian Dial-A-Ride evaluates the frequency of which they come in contact with LEP individuals. This includes verbal surveys of both staff and drivers. We have not had any requests for interpreters or translation requests for documents.

Adrian Dial-A-Ride has two drivers who have the ability to speak fluent Spanish which is our largest population of individuals, other than white.

This is no large geographic concentration of any one type of LEP individuals in our service area. The dominant majority of the population or more than 99% speak English.

The public transportation systems have reviewed available resources that could be of service for providing LEP assistance. As shown in the Translators Resource List, Catholic Charities of Lenawee, Adrian, MI will provide translation services for Spanish, as well as two drivers from the public transportation systems. One employee at the YMCA speaks fluent Spanish, also, and is available for translation service.

VII. Community Outreach

As an agency receiving federal financial assistance, we have made the following community outreach efforts:

The City of Adrian's Dial-A-Ride has engaged the public in its planning and decision-making processes, as well as its marketing and outreach activities. The public has been invited to participate in these activities:

Coordinated Public Transit-Human Services Transportation Plan (Coordinated Plan). This committee is also known as the Human Services Transportation Committee of Lenawee County. We meet at least six (6) times per year. This meeting is held at the Human Services Building.

The Small Urban Program consists of members who prioritize transportation related projects for federal Surface Transportation Program (STP) funding consideration. The meetings are open to the public for review and comment. A public hearing notice is submitted to local papers.

The CMAQ workshop consists of members who prioritize transportation related projects which have the greatest impact for reducing emissions and have the most positive impact on our air quality. The meetings are open to the public for review and comment. A public hearing notice is submitted to local papers.

Local Advisory Committee meets as needed or at least annually. The core members of the LAC are also committee members of other transportation related committees.

We have made presentations at the Hope Community Center, an organization that empowers adults with disabilities in four areas that promote their citizenship: Education, Recreation, Life Direction, and Community.

Educators from the Lenawee Intermediate School District were also in attendance. Parents of students in the LISD program were invited to attend.

We have also participated in the "Transitioning Into The Future", an educational program designed for students at the Lenawee Technical Center – specifically for persons with disabilities who are entering into this program and those who are leaving this program.

City Commission Meetings: The City of Adrian Commission meetings are held the first and third Monday of each month. The public is invited to attend and are given an opportunity to speak on any topic at every council meeting. These public meetings are advertised in advance by official postings at City Hall, the local radio stations, and the

local newspaper. The City also uses the internet to reach all sectors of the community. An archive of past meetings is available as well as all current and past agendas and minutes.

We submit to the Michigan Department of Transportation annually an application for funding. The application requests funding for both capital and operating assistance. Part of the annual application is a public notice, which includes a 30-day public comment period.

VIII. List of transit-related Title VI investigations, complaints, and lawsuits

Since the time of the last submission of our Title VI Program for the City of Adrian Dial-A-Ride, there are no pending – and have never been any public transportation-related Title VI investigations, complaints or lawsuits filed.

IX. Committees and Councils

All participants in our non-elected committees and councils, such as our Human Services Transportation Committee of Lenawee County or our Local Advisory Council are encouraged to bring along a friend, co-worker or clients.

All participants are encouraged to include members of their respective agencies to ensure a broad-based and diverse group.

Body	Caucasian	African American	American Indian and Alaska Native	Asian	Two or more races	Hispanic or Latino
Population	84.1%	4.4%	.6%	1%	4%	18%
Local Advisory Council	100%					

X. Equity Analysis

The City of Adrian Dial-A-Ride will complete a Title VI equity analysis during the planning state with regard to where a project is located or sited to ensure the location is selected without regard to race, color, or national origin. We will engage in outreach to persons potentially impacted by the selection of future facilities sites.

We will comply with the requirement of a Title VI equity analysis.

Appendix A Employee Annual Education Form

Title VI Policy

No person shall, on the grounds of race, color or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance.

All employees of the City of Adrian's Dial-A-Ride or its contractor are expected to consider, respect, and observe this policy in their daily work and duties. If a citizen approaches you with a question or complaint, direct him or her to our Title VI Coordinator.

In all dealings with citizens, use courtesy titles (i.e. Mr., Mrs., Ms., or Miss) to address them without regard to race, color or national origin.

Appendix B Acknowledgement of Receipt of Title VI Program

I hereby acknowledge the receipt of the City of Adrian's Dial-A-Ride Title VI Program. I have read the program and am committed to ensuring that no person is excluded from participation in, or denied the benefits of its transit services on the basis of race, color, or national origin, as protected by Title VI in Federal Transit Administration (FTA) Circular 4702.1B.

Your signature

Print your name

Date

Appendix C TITLE VI COMPLAINT FORM

Title VI of the 1964 Civil Rights Act requires that “No person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance.” If you feel you have been discriminated against in transit services, please provide the following information in order to assist us in processing your complaint and send it to:

*City of Adrian Dial-A-Ride
Attn: Jim Ruff, Title VI Coordinator
377 Logan Street
Adrian, MI 49221*

Please print clearly:

Name: _____

Address: _____

City: _____, State: _____, Zip Code: _____

Telephone Number: _____ (home) _____ (cell) _____ (message)

Electronic Mail Address: _____

Person allegedly discriminated against: _____

Address of person allegedly discriminated against: _____

City, State, Zip Code: _____

Are you filing this complaint on your own behalf? Yes _____ No _____

If not, please supply the name and relationship of the person for whom you are complaining: _____

Please explain why you have filed for a third party: _____

Please indicate why you believe the discrimination occurred:

_____ race or color
_____ national origin
_____ income
_____ other

What was the date of the alleged discrimination? _____

Where did the alleged discrimination take place? _____

Please describe the circumstances as you saw it: _____

Please list any and all witnesses' names and phone numbers:

What type of corrective action would you like to see taken?

Have you previously filed a Title VI complaint with this agency? Yes_____ No_____

Have you filed this complaint with any other Federal, State, or local agency, or with any Federal or State court? Yes_____ No_____

If yes, check all that apply:

[] Federal Agency:_____

[] Federal Court:_____

[] State Court:_____

[] State Agency:_____

Local Agency:_____

Please attach any documents you have which support the allegation. Then date and sign this form and send to the Title VI Coordinator at:

Jim Ruff, Title VI Coordinator
City of Adrian Dial-A-Ride
377 Logan Street
Adrian, MI 49221

Your signature

Print your name

Date

APPENDIX D Letter Acknowledging Receipt of Complaint

Today's Date

Ms. Jo Doe
1234 Main St.
Anytown, MI 12345

Dear Ms. Doe:

This letter is to acknowledge receipt of your complaint against the City of Adrian's Dial-A-Ride alleging _____

_____.

An investigation will begin shortly. If you have additional information you wish to convey or questions concerning this matter, please feel free to contact this office by telephoning 517 265 6611, or write to me at this address.

Jim Ruff, Title VI Coordinator
City of Adrian, Dial-A-Ride
377 Logan Street
Adrian, MI 49221

Sincerely,

Jim Ruff
Title VI Coordinator

APPENDIX E Letter Notifying Complainant that the Complaint Is Substantiated

Today's Date

Ms. Jo Doe
1234 Main St.
Anytown, MI 12345

Dear Ms. Doe:

The matter referenced in your letter of _____ (date) against the City of Adrian's Dial-A-Ride alleging Title VI violation has been investigated.

(An/Several) apparent violation(s) of Title VI of the Civil Rights Act of 1964, including those mentioned in your letter (was/were) identified. Efforts are underway to correct these deficiencies.

Thank you for calling this important matter to our attention. You were extremely helpful during our review of the program. ***(If a hearing is requested, the following sentence may be appropriate.)*** You may be hearing from this office, or from federal authorities, if your services should be needed during the administrative hearing process.

Sincerely,

Jim Ruff
Title VI Coordinator

APPENDIX F Letter Notifying Complainant that the Complaint Is Not Substantiated

Today's Date

Ms. Jo Doe
1234 Main St.
Clarksville, Tennessee 37040

Dear Ms. Doe:

The matter referenced in your complaint of _____ (date) against the City of Adrian's Dial-A-Ride alleging _____ has been investigated.

The results of the investigation did not indicate that the provisions of Title VI of the Civil Rights Act of 1964, had in fact been violated. As you know, Title VI prohibits discrimination based on race, color, or national origin in any program receiving federal financial assistance.

The Title VI Coordinator has analyzed the materials and facts pertaining to your case for evidence of the public transit's failure to comply with any of the civil rights laws. There was no evidence found that any of these laws have been violated.

I therefore advise you that your complaint has not been substantiated, and that I am closing this matter in our files.

You have the right to 1) appeal within seven calendar days of receipt of this final written decision from the Title VI Coordinator, and/or 2) file a complaint externally with the U.S. Department of Transportation and/or the Federal Transit Administration at

Federal Transit Administration Office of Civil Rights
1200 New Jersey Ave., SE
Washington, DC 20590

Thank you for taking the time to contact us. If I can be of assistance to you in the future, do not hesitate to call me.

Sincerely,

Jim Ruff
Title VI Coordinator

APPENDIX G Narrative to be included in Posters to be Displayed in Revenue Vehicles and Facilities

Title VI of the Civil Rights Act of 1964 prohibits discrimination on the basis of race, color, or national origin in programs and activities receiving Federal financial assistance. Specifically, Title VI provides that "no person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance" (42 U.S.C. Section 2000d).

TITLE VI NOTICE

The City of Adrian Dial-A-Ride is committed to ensuring that no person is excluded from participation in, or denied the benefits of its transit services on the basis of race, color or national origin, as protected by Title VI of the Civil Rights Act of 1964 and Federal Transit Administration (FTA) Circular 4701.1B. For additional information on Title VI or to file a complaint, contact Jim Ruff, 377 Logan Street, Adrian, MI 49221.
Phone: 517 265-6611

Or you may file a complaint directly with the Federal Transit Administration by filing a complaint with the Office of Civil Rights, Attention: Title VI Program Coordinator, East Building, 5th Floor-TCR, 1200 New Jersey Ave., SE, Washington, DC 20590.

This notice is posted on all transit vehicles and in the administrative facility.

RE: TRANSPORTATION – Resolution to approve the revised Title VI Program for the City of Adrian developed for Dial-A-Ride and to authorize the Mayor and City Clerk to sign the Acknowledgement of the aforementioned program.

WHEREAS, the City of Adrian desires to continue provisions of Dial-A-Ride service;
and

WHEREAS, A Title VI Plan had been developed and adopted for Dial-A-Ride in its administration and management of the transit system on October 19, 2009; and revised and approved on January 19, 2016; and

WHEREAS, an updated Title VI Program has been re-revised for Dial-A-Ride.

NOW, THEREFORE, BE IT RESOLVED that the City of Adrian approves the updated and revised Title VI Program, and authorizes the Mayor and City Clerk to sign the Acknowledgement of the aforementioned program.

On motion by Commissioner _____, seconded by
Commissioner

_____, this resolution was adopted by a _____
vote.

R18-214

December 17, 2018

**RE: APPOINTMENT OF HOPE BERNARD AS THE CHAIR OF THE HUMAN
RELATIONS COMMISSION**

RESOLUTION

WHEREAS, the Adrian City Commission appointed Hope Bernard to serve on the Human Relations Commission on September 17, 2018; and

WHEREAS, Hope Bernard has indicated a willingness to serve as chair on the Human Relations Commission; and

WHEREAS, Mayor Jacobson recommends the appointment of Hope Bernard as chair of the Human Relations Commission.

NOW, THEREFORE, BE IT RESOLVED that the City Commission hereby approves the recommendation of Mayor Jacobson and appoints Hope Bernard as chair of the Human Relations Commission.

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



APPLICATION FOR APPOINTMENT ON CITY BOARD OR COMMISSION

Mail or Deliver Completed Application to: Administration
ATTN: Michelle Dewey
135 E Maumee Street
Adrian, Michigan 49221

The information in this application is requested to assist the Mayor and/or City Commission in selecting individuals to serve on City Boards & Commissions. Completion of the Application, as well as the Consent & Certification is required for consideration of appointment.

Thank you for your interest in serving on a City of Adrian board or commission. The Adrian City Commission requires that every member of a board or commission meet the following qualifications:

- Appointee is not in default to the City.
- Appointee is a registered elector of the City.
- For most Boards & Commissions, appointee should be a resident of the City.

Board/Commission on which you would like to be considered:

DDA
Is this an application for reappointment? Yes ☐ No ☒ How long have you served

Name: Casey Noce

Home Address: Adrian MI 49221

Home Telephone: _____ Cellphone: _____

Email: _____

Are you a United States Citizen Yes ☒ No ☐ Registered Voter Yes ☒ No ☐

City of Adrian Resident Yes ☒ No ☐ At least 18 years of age Yes ☒ No ☐

Have you ever been convicted of any crime? If yes, please explain:

No

Please indicate any skills/experience that you would bring to this board or commission:

I am a creative team player who loves to dream.
I love this city and have a deep desire to see
downtown become the place to be for families
and college students!

Please briefly describe why you wish to serve on a particular board or commission. Be specific as to your goals and ideas regarding how you wish to contribute to the work of the board or commission:

I love community. I believe when we can come together and enjoy each other's company and cultures, our city will be better off. This must begin downtown.

Relationship to City Officials/Department Heads: Are you, your spouse, or other close family members related to any City Officials or Department Heads? If yes, please explain:

No

Business relationship: Do you, your spouse, or any close family member currently have a business relationship with the City of Adrian? If yes, please explain:

No

Present appointments

Board & Title	Dates Served

Previously held appointments

Board & Title	Dates Served

The following information and consent is necessary in order to conduct a proper review of your application for appointment. This information will be kept confidential.

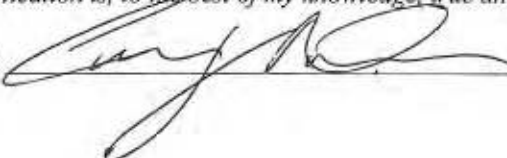
CONSENT AND CERTIFICATION

I consent to the release of information concerning my ability and fitness for the position to which I seek appointment by my employer(s), school(s), law enforcement agencies, and other individuals and organizations, subject to any restrictions which I have included, to the City of Adrian Office of the City Administrator.

I, Casey Noce, certify that the information provided
(Please Print)

in this application is, to the best of my knowledge, true and accurate.

Signature:



Date:

July 2nd 2018

R18-215

December 17, 2018

**RE: APPOINTMENT OF CASEY NOCE TO THE DOWNTOWN DEVELOPMENT
AUTHORITY BOARD OF DIRECTORS**

RESOLUTION

WHEREAS, the City of Adrian Downtown Development Authority (DDA) Board has an opening; and

WHEREAS, the open position was posted and several interested and qualified candidates made application to the board; and

WHEREAS, the DDA Organizational Committee reviewed the applicants and interviewed their top candidates; and

WHEREAS, at the December DDA Board meeting the full board approved the recommendation of Casey Noce to the board; and

WHEREAS, Mayor Jacobson has reviewed the process and recommends the appointment of Casey Noce to the Downtown Development Authority Board of Directors.

NOW, THEREFORE, BE IT RESOLVED that the City Commission hereby approves the DDA Board action and the recommendation of Mayor Jacobson, and appoints Casey Noce to the Downtown Development Authority Board of Directors for a term of 4 years, commencing on December 17, 2018.

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



APPLICATION FOR APPOINTMENT ON CITY BOARD OR COMMISSION

Mail or Deliver Completed Application to: Administration
ATTN: Michelle Dewey
135 E Maumee Street
Adrian, Michigan 49221

The information in this application is requested to assist the Mayor and/or City Commission in selecting individuals to serve on City Boards & Commissions. Completion of the Application, as well as the Consent & Certification is required for consideration of appointment.

Thank you for your interest in serving on a City of Adrian board or commission. The Adrian City Commission requires that every member of a board or commission meet the following qualifications:

- Appointee is not in default to the City.
- Appointee is a registered elector of the City.
- For most Boards & Commissions, appointee should be a resident of the City.

Board/Commission on which you would like to be considered:

DOWNTOWN DEVELOPMENT AUTHORITY

Is this an application for reappointment? Yes ☐ No ☒ How long have you served

Name: KEVIN IOTT

Home Address: _____

Home Telephone: _____ Cellphone: _____

Email: _____

Are you a United States Citizen Yes ☒ No ☐ Registered Voter Yes ☒ No ☐

City of Adrian Resident Yes ☒ No ☐ At least 18 years of age Yes ☒ No ☐

Have you ever been convicted of any crime? If yes, please explain:

N/A

Please indicate any skills/experience that you would bring to this board or commission:

I AM A PRIVATE BUSINESS OWNER AND ENTREPRENEUR.

Please briefly describe why you wish to serve on a particular board or commission. Be specific as to your goals and ideas regarding how you wish to contribute to the work of the board or commission:

I WOULD LIKE TO PROVIDE OUTSIDE IDEAS AND WAYS OF THINKING AND PROBLEM SOLVING.

COMING FROM THE BUSINESS COMMUNITY I BELIEVE I HAVE A UNIQUE PERSPECTIVE ON HOW TO

ACCOMPLISH GOALS QUICKLY AND EFFICIENTLY. I ALSO HAVE AMBITIONS TO PURCHASE, RENOVATE AND LEASE SPACE DOWNTOWN.

Relationship to City Officials/Department Heads: Are you, your spouse, or other close family members related to any City Officials or Department Heads? If yes, please explain:

N/A

Business relationship: Do you, your spouse, or any close family member currently have a business relationship with the City of Adrian? If yes, please explain:

MY COMPANY RECENTLY COMPLETED A REALESTATE TRANSACTION WITH THE CITY OF ADRIAN.

Present appointments

Board & Title	Dates Served
MECHATRONICS ADVISORY BOARD AT LISD TECH CENTER	2016 - PRESENT
SAM BEAUFORD WOODSHOP	2018 - PRESENT
UPSTART ADRIAN	2018 - PRESENT

Previously held appointments

Board & Title	Dates Served
DEERFIELD PLANNING COMMISSION	2015 - 2018

The following information and consent is necessary in order to conduct a proper review of your application for appointment. This information will be kept confidential.

CONSENT AND CERTIFICATION

I consent to the release of information concerning my ability and fitness for the position to which I seek appointment by my employer(s), school(s), law enforcement agencies, and other individuals and organizations, subject to any restrictions which I have included, to the City of Adrian Office of the City Administrator.

I, Kevin Tott, certify that the information provided
(Please Print)

in this application is to the best of my knowledge, true and accurate.

Signature: [Signature] Date: 11/6/18

R18-216

December 17, 2018

**RE: APPOINTMENT OF KEVIN IOTT TO THE DOWNTOWN DEVELOPMENT
AUTHORITY BOARD OF DIRECTORS**

RESOLUTION

WHEREAS, the City of Adrian Downtown Development Authority (DDA) Board has an opening; and

WHEREAS, the open position was posted and several interested and qualified candidates made application to the board; and

WHEREAS, the DDA Organizational Committee reviewed the applicants and interviewed their top candidates; and

WHEREAS, at the December DDA Board meeting the full board approved the recommendation of Kevin Iott to the board; and

WHEREAS, Mayor Jacobson has reviewed the process and recommends the appointment of Kevin Iott to the Downtown Development Authority Board of Directors.

NOW, THEREFORE, BE IT RESOLVED that the City Commission hereby approves the DDA Board action and the recommendation of Mayor Jacobson, and appoints Kevin Iott to the Downtown Development Authority Board of Directors for a term of 4 years, commencing on December 17, 2018.

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

Permit by Category with Details

		# of Units	Estimated Cost	Permit Fee	Number of Permits
B-HANDICAPPED RAMP					
PB14-014	129 CHESTNUT ST	0	\$0.00	\$100.00	
PB14-066	805 COLLEGE AVE	0	\$0.00	\$200.00	
PB14-110	124 E SUMMIT ST	0	\$0.00	\$100.00	
PB14-151	1046 E MAPLE AVE	0	\$0.00	\$300.00	
PB14-172	1335 TERRACE AVE	0	\$0.00	\$100.00	
PB14-258	123 JOY ROAD	0	\$0.00	\$200.00	
PB14-340	339 CHEYENNE RIVER DR	0	\$0.00	\$200.00	
PB15-057	430 BRIARWOOD DR	0	\$0.00	\$200.00	
PB15-058	51 BEAVER CREEK RD 51	0	\$0.00	\$200.00	
PB15-087	632 JAMES ST	0	\$0.00	\$200.00	
PB15-163	523 ELM ST	0	\$0.00	\$200.00	
PB15-264	166 WINDING CREEK RD LOT 1	0	\$0.00	\$200.00	
PB15-265	95 BEAR CREEK RD 95	0	\$0.00	\$200.00	
PB15-296	903 MICHIGAN AVE	0	\$0.00	\$200.00	
PB15-353	140 PARK ST	0	\$0.00	\$300.00	
PB16-020	839 S WINTER ST	0	\$0.00	\$300.00	
PB16-077	719 CHESTNUT ST	0	\$0.00	\$200.00	
PB16-105	156 E MAUMEE ST	0	\$0.00	\$0.00	
PB16-106	745 JAMES ST	0	\$0.00	\$0.00	
PB16-114	436 S MAIN ST	0	\$0.00	\$200.00	
PB16-136	504 BEECHWOOD DR	0	\$0.00	\$200.00	
PB16-148	228 N BROAD ST	0	\$0.00	\$200.00	
PB16-155	924 STATE ST	0	\$0.00	\$200.00	
PB16-158	369 N MCKENZIE ST	0	\$0.00	\$200.00	
PB16-186	1027 CHESTNUT ST	0	\$0.00	\$200.00	
PB16-202	117 PARK ST	0	\$0.00	\$200.00	
PB16-250	744 CATON AVE	0	\$0.00	\$200.00	
PB16-251	324 CHEYENNE RIVER DR	0	\$0.00	\$200.00	
PB16-252	350 BEECHWOOD DR	0	\$0.00	\$200.00	
PB16-301	9 BEAVER CREEK COURT 9	0	\$0.00	\$200.00	
PB17-023	415 CLINTON ST	0	\$0.00	\$200.00	
PB17-029	664 HIGH ST	0	\$0.00	\$100.00	
PB17-044	1130 W MAPLE AVE	0	\$0.00	\$200.00	
PB17-069	315 CRYSTAL SPRING AVE	0	\$0.00	\$100.00	
PB17-077	304 CHEYENNE RIVER DR	0	\$0.00	\$100.00	
PB17-136	717 ORMSBY ST	1	\$0.00	\$100.00	
PB17-137	380 BEECHWOOD DR	1	\$0.00	\$100.00	
PB17-138	528 RIO GRANDE DR	1	\$0.00	\$100.00	
PB17-270	116 S TECUMSEH ST	0	\$0.00	\$100.00	
PB17-286	621 HELME AVE	0	\$0.00	\$100.00	
PB17-287	522 MISSOURI RIVER CT	0	\$0.00	\$100.00	
PB18-073	14 STERLING DR	0	\$0.00	\$100.00	
PB18-125	218 S MCKENZIE ST	0	\$0.00	\$100.00	

Permit by Category with Details

		# of Units	Estimated Cost	Permit Fee	Number of Permits
PB18-128	311 E MICHIGAN ST	0	\$0.00	\$100.00	
PB18-156	756 CATON AVE	0	\$0.00	\$100.00	
PB18-292	1203 E CHURCH ST	0	\$0.00	\$100.00	
PB18-323	218 E SUMMIT ST	0	\$0.00	\$100.00	
Catagory Totals:		3	\$0.00	\$7,500.00	

Totals

\$0.00

\$7,500.00

47

Permit List

12/12/2018

Permit #	Address	Category	Work Description	Date expires:	Date Issued	Date Finaled
PB14-014	129 CHESTNUT ST	B-Handicapped Ramp	Installing a temporary modular ramp.	08/23/2014	02/13/2014	02/24/2014
Applicant Name	THE GRAB-BAR PRO, LLC				Amount Paid:	100.00
PB14-066	805 COLLEGE AVE	B-Handicapped Ramp	Installing temp handicap ramp through the Department on Aging and Helping Hands	11/05/2014	04/25/2014	05/09/2014
Applicant Name	HAGER, GERALD A				Amount Paid:	200.00
PB14-110	124 E SUMMIT ST	B-Handicapped Ramp	Installing a modular ramp in back of house in fenced in yard	12/09/2014	06/04/2014	06/12/2014
Applicant Name	THE GRAB-BAR PRO, LLC				Amount Paid:	100.00
PB14-151	1046 E MAPLE AVE	B-Handicapped Ramp	Building a 24'x5'x6' handicap ramp on front of home. Installings footings, railing w/spindels, and lattice skirting.	01/28/2015	06/27/2014	08/01/2014
Applicant Name	RYAN MATTHEW WILMOTH				Amount Paid:	300.00
PB14-172	1335 TERRACE AVE	B-Handicapped Ramp	Installing handicap ramp with Dept on Aging and Helping Hands.	07/26/2015	07/15/2014	01/27/2015
Applicant Name	HURLBUT, KEITH L & MURLDEAN A				Amount Paid:	100.00
PB14-258	123 JOY ROAD	B-Handicapped Ramp	Install temp ramp at the 125 duplex address. Department on Aging and the Helping Hands.	07/18/2015	09/25/2014	01/19/2015
Applicant Name	BAILEY, JOHN C				Amount Paid:	200.00
PB14-340	339 CHEYENNE RIVER DR	B-Handicapped Ramp	Installation of handicap ramp	07/11/2015	11/26/2014	01/12/2015
Applicant Name	HIDDEN RIVER MOBILE HOME PARK				Amount Paid:	200.00

Number of Permits: 7

Total Paid \$1,200.00

Population: All Records

Permit.Category = B-Handicapped Ramp AND

Permit.DateIssued Between 1/1/2014 12:00:00 AM AND 12/31/2014 11:59:59 PM

Permit List

12/12/2018

Permit #	Address	Category	Work Description	Date expires:	Date Issued	Date Finaled
PB15-057	430 BRIARWOOD DR	B-Handicapped Ramp	Building temp handicap ramp with Helping Hands	12/20/2015	05/08/2015	06/23/2015
Applicant Name	REYNA, JOSE				Amount Paid:	200.00
PB15-058	51 BEAVER CREEK RD 51	B-Handicapped Ramp	Build handicap ramp with Helping Hands	11/17/2015	04/29/2015	05/21/2015
Applicant Name	BRAGG, ARDA				Amount Paid:	200.00
PB15-087	632 JAMES ST	B-Handicapped Ramp	Wooden, temp handicap ramp built by Helping Hands.	07/18/2016	06/29/2015	01/20/2016
Applicant Name	MENDEZ, MARIA				Amount Paid:	200.00
PB15-163	523 ELM ST	B-Handicapped Ramp	Wooden temporary handicap ramp- Installed by Dept on Aging & Helping Hands.	08/29/2016	08/26/2015	03/02/2016
Applicant Name	BAKER, RAYMON T & LOPER, JUANITA K				Amount Paid:	200.00
PB15-264	166 WINDING CREEK RD LOB-	B-Handicapped Ramp	Installation of handicap ramp	11/07/2016	10/16/2015	05/11/2016
Applicant Name	BOOTHE, JOSEPH P & CAROL D				Amount Paid:	200.00
PB15-265	95 BEAR CREEK RD 95	B-Handicapped Ramp	Installaion of handicamp ramp. Dept on aging and helping hands	11/07/2016	10/16/2015	05/11/2016
Applicant Name	SOUTHWELL, DOTI				Amount Paid:	200.00
PB15-296	903 MICHIGAN AVE	B-Handicapped Ramp	Installing a handi-cap ramp on front of home	11/01/2016	10/30/2015	05/05/2016
Applicant Name	TARRIS REVOCABLE TRUST				Amount Paid:	200.00
PB15-353	140 PARK ST	B-Handicapped Ramp	Installation of a temp handicap ramp on front of home	07/12/2016	12/18/2015	01/14/2016
Applicant Name	VARNUM SR, MATTHEW & JENNIFER				Amount Paid:	300.00

Number of Permits: 8

Total Paid

\$1,700.00

Population: All Records

Permit.Category = B-Handicapped Ramp AND

Permit.DateIssued Between 1/1/2015 12:00:00 AM AND

12/31/2015 11:59:59 PM

Permit List

12/12/2018

Permit #	Address	Category	Work Description	Date expires:	Date Issued	Date Finaled
PB16-020	839 S WINTER ST	B-Handicapped Ramp	Installation of wheelchair ramp on rear of home. Closed permit contractor called 01/09/2017 to say the work was never done. gd	12/26/2016	01/27/2016	
Applicant Name	CORREA, ELIAS R				Amount Paid:	300.00
PB16-077	719 CHESTNUT ST	B-Handicapped Ramp	Installation of temporary handicap ramp by Helping Hands.	12/24/2016	04/15/2016	06/27/2016
Applicant Name	SMITH TRUSTEE, DALE L				Amount Paid:	200.00
PB16-105	156 E MAUMEE ST	B-Handicapped Ramp	Installation of handicap ramp- Install 2x6 framing, 5/4 decking, 36" railing to code, 4x4 post, 1" per foot slope	11/22/2016	05/11/2016	05/26/2016
Applicant Name	HABITAT FOR HUMANITY OF LENAWEЕ CO				Amount Paid:	0.00
PB16-106	745 JAMES ST	B-Handicapped Ramp	Installation of handicap ramp. Install 2x6 framing, 5/4 decking, 36" railing to code, 4x4 post, 1' per foot slope	11/22/2016	05/11/2016	05/26/2016
Applicant Name	HABITAT FOR HUMANITY OF LENAWEЕ CO				Amount Paid:	0.00
PB16-114	436 S MAIN ST	B-Handicapped Ramp	Removing current staris and adding a wheelchair ramp. (Plans filed with permit)	04/26/2017	05/13/2016	08/02/2017
Applicant Name	CLEMENT, SHELLEY				Amount Paid:	200.00
PB16-136	504 BEECHWOOD DR	B-Handicapped Ramp	Wooden temp handicap ramp. Department on Aging and Helping Hands.	05/01/2017	06/07/2016	11/02/2016
Applicant Name	VAUGHN, LYNDА				Amount Paid:	200.00
PB16-148	228 N BROAD ST	B-Handicapped Ramp	Handicap ramp install	12/25/2016	06/14/2016	06/28/2016
Applicant Name	D A R				Amount Paid:	200.00
PB16-155	924 STATE ST	B-Handicapped Ramp	Installation of hanicap ramp by Habitiat of Humanity	07/08/2017	06/14/2016	01/09/2017
Applicant Name	ALPAUGH, TERRY S				Amount Paid:	200.00
PB16-158	369 N MCKENZIE ST	B-Handicapped Ramp	Install of handicap ramp	01/07/2017	06/30/2016	07/11/2016
Applicant Name	HABITAT FOR HUMANITY OF LENAWEЕ CO				Amount Paid:	200.00
PB16-186	1027 CHESTNUT ST	B-Handicapped Ramp	Install a handicap ramp	06/03/2017	07/11/2016	12/05/2016
Applicant Name	HABITAT FOR HUMANITY				Amount Paid:	200.00

PB16-202	117 PARK ST	B-Handicapped Ramp	Installation of handicap ramp	02/18/2017	07/20/2016	08/22/2016
Applicant Name	TORRES JR, CARLOS M & ANITA L				Amount Paid:	200.00
PB16-250	744 CATON AVE	B-Handicapped Ramp	Install handicap ramp through Department on Aging & Helping Hands.	05/01/2018	08/31/2016	11/02/2017
Applicant Name	ALCORTA, MARGO S & BALDWIN, MARY O				Amount Paid:	200.00
PB16-251	324 CHEYENNE RIVER DR	B-Handicapped Ramp	Installation of temp handicap ramp through Department on Aging & Helping Hands	04/29/2017	08/31/2016	10/31/2016
Applicant Name	RUSE, ANNA				Amount Paid:	200.00
PB16-252	350 BEECHWOOD DR	B-Handicapped Ramp	Installation of handicap ramp through the Department on Aging & Helping Hands	05/01/2017	10/12/2016	11/02/2016
Applicant Name	BUSSING, RAY				Amount Paid:	200.00
PB16-301	9 BEAVER CREEK COURT 9	B-Handicapped Ramp	Building handicap ramp by Helping Hands.	06/17/2017	10/31/2016	12/19/2016
Applicant Name	FRIENDLY VILLAGE LOT 9				Amount Paid:	200.00

Number of Permits: 15

Total Paid \$2,700.00

Population: All Records
Permit.Category = B-Handicapped Ramp AND
Permit.DateIssued Between 1/1/2016 12:00:00 AM AND
12/31/2016 11:59:59 PM

Permit List

12/12/2018

Permit #	Address	Category	Work Description	Date expires:	Date Issued	Date Finaled
PB17-023	415 CLINTON ST	B-Handicapped Ramp	Ramp on front of house	04/29/2018	02/07/2017	10/31/2017
Applicant Name	VERLINDE, BRIAN & LINDA & DONALD				Amount Paid:	200.00
PB17-029	664 HIGH ST	B-Handicapped Ramp	Ramp in front of house	08/28/2017	02/23/2017	03/01/2017
Applicant Name	THE GRAB-BAR PRO, LLC				Amount Paid:	100.00
PB17-044	1130 W MAPLE AVE	B-Handicapped Ramp	Ramp	09/11/2017	03/06/2017	03/15/2017
Applicant Name	SCIRE, FRANK J REVOCABLE TRUST				Amount Paid:	200.00
PB17-069	315 CRYSTAL SPRING AVE	B-Handicapped Ramp	Wood handicap ramp	10/24/2017	04/18/2017	04/27/2017
Applicant Name	Lenawee Department on Aging				Amount Paid:	100.00
PB17-077	304 CHEYENNE RIVER DR	B-Handicapped Ramp	Temporary Ramp	02/21/2018	05/22/2017	08/25/2017
Applicant Name	Lenawee Department on Aging				Amount Paid:	100.00
PB17-136	717 ORMSBY ST	B-Handicapped Ramp	Wooden Handicap Ramp	07/22/2018	06/05/2017	01/23/2018
Applicant Name	OWNER OF PROPERTY				Amount Paid:	100.00
PB17-137	380 BEECHWOOD DR	B-Handicapped Ramp	Wooden Handicap ramp	09/22/2018	06/05/2017	03/26/2018
Applicant Name	OWNER OF PROPERTY				Amount Paid:	100.00
PB17-138	528 RIO GRANDE DR	B-Handicapped Ramp	Wooden handicap ramp	02/21/2018	06/02/2017	08/25/2017
Applicant Name	OWNER OF PROPERTY				Amount Paid:	100.00
PB17-270	116 S TECUMSEH ST	B-Handicapped Ramp	Wheelchair ramp	09/08/2018	09/18/2017	03/12/2018
Applicant Name	HABITAT FOR HUMANITY				Amount Paid:	100.00
PB17-286	621 HELME AVE	B-Handicapped Ramp	Wooden temporary handicap ramp	04/29/2018	10/09/2017	10/31/2017
Applicant Name	LARA, WILLIAM A				Amount Paid:	100.00
PB17-287	522 MISSOURI RIVER CT	B-Handicapped Ramp	Wooden temporary handicap ramp	09/08/2018	09/25/2017	03/12/2018
Applicant Name	SAVAGE, MONIQUE				Amount Paid:	100.00

Number of Permits: 11

Total Paid \$1,300.00

Population: All Records

Permit.Category = B-Handicapped Ramp AND

Permit.DateIssued Between 1/1/2017 12:00:00 AM AND
12/31/2017 11:59:59 PM

Permit List

12/12/2018

Permit #	Address	Category	Work Description	Date expires:	Date Issued	Date Finaled
PB18-073	14 STERLING DR	B-Handicapped Ramp	Wheelchair ramp to existing front porch	11/25/2018	04/23/2018	05/29/2018
Applicant Name	GARCIA, DANIEL				Amount Paid:	100.00
PB18-125	218 S MCKENZIE ST	B-Handicapped Ramp	Wooden temporary ramp	04/28/2019	06/04/2018	10/30/2018
Applicant Name	SEYMORE, WAYNE & SARAH N				Amount Paid:	100.00
PB18-128	311 E MICHIGAN ST	B-Handicapped Ramp	Wooden temporary ramp	05/18/2019	06/26/2018	11/19/2018
Applicant Name	OWNER OF PROPERTY				Amount Paid:	100.00
PB18-156	756 CATON AVE	B-Handicapped Ramp	Wooden temporary handicapped ramp	06/08/2019	06/20/2018	12/10/2018
Applicant Name	TERRY, SCOTT G & JALAIR E				Amount Paid:	100.00
PB18-292	1203 E CHURCH ST	B-Handicapped Ramp	Temporary Ramp on front of house	04/13/2019	10/09/2018	10/15/2018
Applicant Name	CREGER, NICK				Amount Paid:	100.00
PB18-323	218 E SUMMIT ST	B-Handicapped Ramp	Temporary wooden ramp	05/13/2019	11/14/2018	
Applicant Name	JIMENEZ, AIKO				Amount Paid:	100.00

Number of Permits: 6

Total Paid

\$600.00

Population: All Records

Permit.Category = B-Handicapped Ramp AND

Permit.DateIssued Between 1/1/2018 12:00:00 AM AND

12/31/2018 11:59:59 PM

R18-217

December 17, 2018

RE: RESOLUTION TO WAIVE HANDICAP PERMIT RAMP FEES

RESOLUTION

WHEREAS, the City of Adrian currently charges a permit fee for the construction of handicap ramps; and

WHEREAS, the construction of handicap ramps is often completed by non-profit organizations for individuals in need; and

WHEREAS, waiving the permit fee for the construction of handicap ramps is in the best interest of the residents of the City of Adrian.

NOW, THEREFORE, BE IT RESOLVED that the Adrian City Commission hereby waives the permit fees for construction of all handicap ramps until further resolution by the Adrian City Commission.

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

December 13, 2018



MEMORANDUM

TO: Vince Emrick, Acting City Administrator

FROM: Matt Tomaszewski, Project Manager, Park & Engineering Services

SUBJECT: Witt Farm Acreage

The City of Adrian currently leases out the Witt Farm located on N. Adrian Hwy for farming purposes. This agreement was made with Mr. Feight per resolution R18-054 on May 7, 2018. In that resolution, it was stated the farm consisted of 52 farmable acres. After recent investigations, the total acreage shall be 47.68. This shall result in a deduction of what Mr. Feight owes to the City of Adrian for leasing the Witt Farm.

AMENDED FARM LEASE

This Lease Agreement entered into this _____ day of _____, 2018, between the undersigned Landlord and undersigned Tenant:

WITNESSETH:

The Landlord for and in consideration of the rents and covenants hereinafter mentioned to be paid and performed by the said Tenant, has demised, leased, and by these premises does demise, lease and let unto the said Tenant the following described land, to-wit:

Forty Seven and 68/100 (47.68) acres of land adjacent to M-52 in the City of Adrian on land commonly known as the Witt Farm. The exact area to be farmed shall be agreed between the parties. Land to be sold to Savoy Energy has already been deducted from the acreage to be farmed.

1. The term of this lease shall be from the _____ day of _____, 2018, to the last day of December, 2018.
2. As rent hereunder, the Tenant shall pay the sum of \$125.00 per acre for 47.68 acres, said rent to be paid as follows: \$3,250.00 on or before September 1, 2018 and the balance of \$2,710.00 on or before December 21, 2018.
3. The Landlord shall pay all taxes on the real estate described above.
4. The Landlord shall give the Tenant quiet and peaceful possession of the above-described premises so long as Tenant performs the terms and conditions contained herein. Notwithstanding this covenant, the Tenant understands that the Landlord may endeavor to use the rented land for purposes other than farming during the term of this Lease. It is understood by the Tenant that the Landlord, or anyone authorized by the Landlord, may enter onto the rented land for inspections. If any damage occurs to any growing crops, the Landlord will reimburse the Tenant for any such loss. The Landlord is also authorized to terminate this Lease as to a portion or all of the rented land during the term of this Lease and in the event the Landlord chooses to do so, the Tenant will be reimbursed for any loss sustained.
5. The Tenant shall not remove any trees, bushes, other natural vegetation, or fencing and fence posts without the written consent of the Landlord.
6. The Tenant covenants and agrees that he shall not assign, transfer, or sublet said premises, or any part thereof, without the written consent of the Landlord.
7. The Tenant shall farm the crop land in an efficient and businesslike way, doing the plowing, seeding, cultivating, fertilizing, herbiciding and harvesting at the proper time and in the proper manner in accordance with the usual farming practices followed in this area.
8. The Tenant shall not commit waste on or damage to the premises and will use due care to prevent their employees, agents, or others entering on the premises with their permission from so doing.
9. The Tenant agrees to yield possession of the demised premises at the end of the term of this

lease, however, if climatic conditions prevent the Tenant from removing their crops by the end of the term of this lease, they shall have a reasonable period of time after the term to do so.

10. The Tenant shall not plant any crops on the premises which could not normally be harvested prior to the end of the term of this lease.
11. The Tenant has been advised by the Landlord that the land is now subject to an oil and gas lease and that the holder of the lease has the right to enter said property for testing, drilling, etc.
12. If a default be made in the payment of rent above referred to or any part thereof, or any of the agreements herein contained to be kept by the Tenant, it shall be lawful for the Landlord, without notice, to declare the term ended and to remove and put out the Tenant or any person or persons occupying the premises, using such force as may be deemed necessary in so doing. In the event of such a default, the Landlord shall have a lien on the growing crops and may, at his option, take over the farming operations and harvest and market the crops, the proceeds of which shall be applied first to the reasonable labor and expenses of the Landlord in growing and marketing said crops, with the then remaining balance to be applied to the unpaid rent due hereunder, and the remaining balance, if any, to be divided equally between the Landlord and the Tenant, after affording the Tenant a reasonable amount for his costs and labor in connection with the crops.
13. The Landlord does covenant that the Tenant, on paying the aforesaid installments of rent and performing all of the covenants aforesaid, shall and may peacefully and quietly have, hold, and enjoy the premises for the term aforesaid.
14. Should the Landlord remove a portion of the land for development purposes or as needed for the oil and gas lease after the Tenant has planted that year's crop, the Landlord agrees to pay the Tenant for the cash outlay of seed, fertilizer and herbicide used on that portion of said land.

This agreement shall be binding on the parties hereto, their respective heirs, representatives, successors and assigns.

IN WITNESS WHEREOF we make our hands and seals the date first above written.

IN THE PRESENCE OF:

LANDLORD:
City of Adrian

By: _____
Chuck Jacobson
Its: Mayor

TENANT:

By: _____
Fred Feight
1760 W. Russell Road
Tecumseh, MI 49286

R18-218

December 17, 2018

RE: ADMINISTRATION – Farm Lease Agreement with Fred Feight – Former Witt Farm

RESOLUTION

WHEREAS, the City of Adrian is the owner of approximately Forty Seven and 68/100 (47.68) acres of land adjacent to M-52, formerly known as the Witt Farm; and

WHEREAS, a portion of the real estate is tillable; and

WHEREAS, the Adrian City Commission on May 7, 2018 by resolution R18-054 approved a lease agreement with Fred Feight to rent approximately fifty-two (52) acres of tillable ground on the above mentioned parcel of real estate for One Hundred (\$125) Dollars per acre for a period ending December 31, 2018; and

WHEREAS, it has come to the attention of City staff that the tillable acreage is only Forty Seven and 68/100 (47.68) acres; and

WHEREAS, it is the recommendation of City staff that the lease agreement between the City of Adrian and Fred Feight be amended to reflect the actual tillable acreage.

NOW, THEREFORE, IT IS HEREBY RESOLVED that the Mayor is hereby authorized to enter into an Amended Farm Lease Agreement with Fred Feight to rent approximately Forty Seven and 68/100 (47.68) acres of tillable ground on the above-mentioned parcel of real estate for One Hundred (\$125.00) Dollars per acre for a period ending December 31, 2018, and subject to other terms acceptable to the City Administrator.

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

**RE: ADMINISTRATION – Authorize the Recommendation of Legal Counsel
Regarding Auto-Owners v. Campbell-Durocher v. City of Adrian**

RESOLUTION

WHEREAS, the City of Adrian has contracted with Sarah Osburn of Cohl, Stoker & Toskey, P.C., for representation in the matter of Auto-Owners v. Campbell-Durocher v. City of Adrian; and

WHEREAS, a settlement conference was attended by Attorney Sarah Osburn and Acting Administrator Vince Emrick on November 28, 2018 in this matter; and

WHEREAS, the Adrian City Commission discussed the proposed Settlement Agreement with the City Attorney during a closed session on Monday, December 17, 2018 at 5:30pm.

NOW THEREFORE, IT IS HEREBY RESOLVED that the Adrian City Commission authorizes the Mayor to act on the recommendation made to the Adrian City Commission by the City Attorney in a closed session held on December 17, 2018 at 5:30pm, and further authorizes the Mayor to execute the proposed Settlement Agreement.

On motion of Commissioner _____, supported by

Commissioner _____, the above Resolution was
_____ by a _____ vote.



MISCELLANEOUS

DEPARTMENTAL REPORT

December 11, 2018

	NOVEMBER 2018	OCTOBER 2018	NOVEMBER 2017	YEAR-TO-DATE 2018	YEAR-TO-DATE 2017
POLICE DEPARTMENT					
Complaints Answered	1,140	1,302	1,418	14,774	16,079
VIOLATIONS					
Moving Citations	66	62	77	697	742
3-6 am Parking Tickets	38	85	197	850	846
Non-Moving Citations	0	0	0	0	0
Downtown Parking Tickets	0	0	0	0	0
TOTAL VIOLATIONS	104	147	274	1,547	1,588
ARRESTS	94	113	78	1,180	1,090
FIRE DEPARTMENT (See M-3)					
INSPECTION DEPARTMENT					
Building Permits	20	36	30	327	304
Electrical Permits	11	23	38	252	235
Fire Alarm	0	0	0	1	0
Mechanical Permits	13	18	16	201	179
Plan Review	0	0	0	22	0
Plumbing Permits	1	9	14	61	76
Sidewalk Permits	0	0	0	0	34
Sign Permits	1	3	8	32	37
Temporary Sign Permits	1	0	0	6	0
Rezoning Permits	0	1	0	4	1
Roofing	0	3	0	6	0
Site Plan	0	0	0	3	2
Variance	0	0	0	0	1
Zoning Compliance Permits	2	6	4	82	15
Zoning Exception Permits	0	0	0	12	1
TOTAL PERMITS	49	99	110	1009	885
Estimated Bldg.Costs	\$0	\$0	\$0	\$0	\$0
PARKING SYSTEM					
Parking Assessment	\$29,701	\$8,573	\$14,138	\$41,322	\$45,199
Lot Revenue	\$0	\$0	\$0	\$0	\$0
Street Revenue	\$0	\$0	\$0	\$0	\$0
Misc. Revenue	\$18	\$18	\$16	\$198	\$166
Grant	\$0	\$0	\$0	\$0	\$0
Permits	\$0	\$0	\$0	\$0	\$0
Fines	\$0	\$0	\$0	\$0	\$0
Collection Fees	\$0	\$0	\$0	\$0	\$0
Token Sales	\$0	\$0	\$0	\$0	\$0
Contribut-GenFund	\$12,083	\$12,083	\$12,083	\$132,913	\$132,913
Farmers Market Grant	\$0	\$0	\$0	\$0	\$0
TOTAL REVENUE	\$41,802	\$20,674	\$26,237	\$174,433	\$178,278
WASTE WATER DEPARTMENT					
M. G. Pumped	184.254	162.825	155.510	1,863.138	1,712.857
Cost of Plant Operation	\$126,762	\$106,802	\$89,730	\$1,228,764	\$1,249,429
WATER DEPARTMENT					
M. G. Pumped	80.499	82.007	71.202	914.125	882.701
Number of Customers	6,212	6,209	6,194		
Classification of Water Sales and Revenue					
Revenue	Industrial	Commercial	Residential	Other	TOTAL
	\$38,840	\$113,025	\$136,508	\$76,714	\$365,087
M. G. Sold					0.000

*NO REPORT AVAILABLE

TO: VINCE EMRICK, INTERIM CITY ADMINISTRATOR
 FROM: MARCIA M. BOHANNON, TRANSPORTATION COORDINATOR

ADRIAN D.A.R.T. PASSENGER RIDERSHIP REPORT FOR NOVEMBER 2018

WEEK END:	NOV 2	NOV 9	NOV 16	NOV 23	NOV 30	TOTAL
MONDAY	0	240	189	279	212	920
TUESDAY	0	254	252	257	251	1014
WEDNESDAY	0	239	231	223	226	919
THURSDAY	221	213	214	0	253	901
FRIDAY	272	174	238	75	262	1021
	493	1120	1124	834	1204	4775

	NOV 2018	NOV 2017	+ -	OCT 2018
SERVICE DAYS	(21)	(21)		(23)
SENIORS	677	944	-267	522
HDGP SENIORS	926	783	143	1084
HANDICAPPED	2184	2027	157	2346
WHEELCHAIRS **	339	213	126	398
GENERAL	988	1368	-380	1038
	4775	5122	-347	4990

DECEMBER	2016	5438	2017	4842	-11%
JANUARY	2017	5753	2018	5600	-3%
FEBRUARY	2017	5275	2018	5215	-1%
MARCH	2017	6022	2018	5691	-5%
APRIL	2017	4753	2018	4931	4%
MAY	2017	5447	2018	4971	-9%
JUNE	2017	4932	2018	4683	-5%
JULY	2017	4456	2018	4940	11%
AUGUST	2017	5277	2018	5212	-1%
SEPTEMBER	2017	4824	2018	4157	-14%
OCTOBER	2017	5048	2018	4990	-1%
NOVEMBER	2017	5122	2018	4775	-7%
		62347		60007	-4%

** WHEELCHAIR TOTALS ARE INCLUDED IN HANDICAPPED PASSENGER TOTALS



ADRIAN FIRE DEPARTMENT

Monthly Report – November 2018

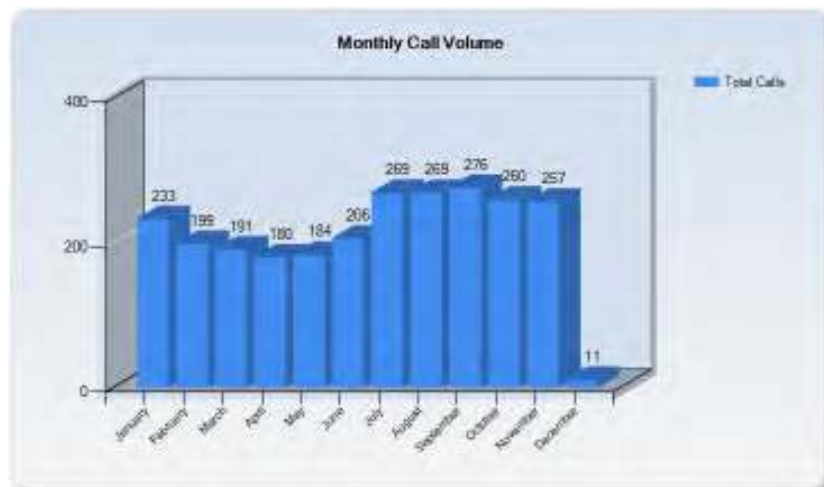
Monthly Response Totals

Type	Number of Responses	Y-D-T (to November-30)	Total Responses November, 2018
Fire	9	58	292
EMS	261	3289	
Hazardous Condition	8	77	
Service Call	5	159	
Good Intent	7	136	
False Alarm	2	92	
Severe Weather	0	4	
Special Incident	0	13	
		3828	

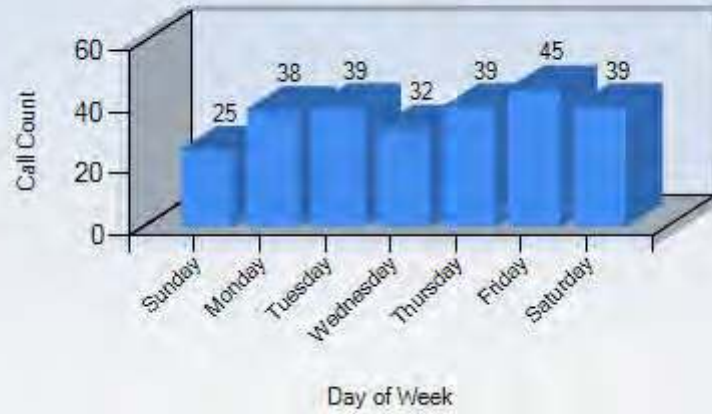
Fire = All type of fires Building Fires: 2 YTD: 13 Estimated Dollar Loss (November): \$96,000

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

E
M
S



Call Volume by Day of Week



Call Volume by Time of Day





Criminal Justice Report October, 2018

To: Criminal Justice Committee

Date: December 4, 2018

Approved By: R. Burke Castleberry, Jr., Prosecuting Attorney

Criminal Cases

Adult Warrant Requests	Juvenile Petition Requests	Felonies Authorized	Misdemeanors Authorized	Juvenile Petitions Authorized
275	30	139	66	22

Reports attached.

Victim's Rights

Felony Cases	Misdemeanor Cases	Juvenile Cases	Percentage of Victims Exercising Rights	Compensation Claims
46	34	12	58%	4

Reports attached.

Other Activity *(new cases)*

PPO Violations	Abuse/Neglect Matters	Special Prosecutor Assignments	Appeals	Driver License Restorations
3	3	1	22	0

Civil Infractions	Forfeitures	Welfare Fraud – Review	Welfare Fraud – Prosecution
12	1	0	2

Extraditions/Inter-State Agreement Detainers/Prison Cases

Jail Extraditions	Prison Extraditions	IAD's	Prison Cases
2	0	0	2

Economic Crimes Unit - Please see detailed report attached

Open/Pending Cases in Diversion	Completed Diversion	Merchant Fees/Restitution Collected	Diversion Fees Collected
65	16	\$5,462.00	\$3,488.00

WARRANTS REQUESTED by AGENCY

LENAWEE County

Adult 3.0

10/01/2018 - 10/31/2018

Run Date: 12/04/2018

Agency	Name	Warrants			Percentage
		Fel.	Misd.	Total	
00M13	MICHIGAN STATE POLICE POST 13	0	1	1	0.36 %
00M14	MICHIGAN STATE POLICE POST 14	21	27	48	17.45 %
46ACTP	ADRIAN CHARTER TWP. POLICE DEP	3	3	6	2.18 %
46APD	ADRIAN POLICE DEPARTMENT	26	75	101	36.73 %
46BPD	BLISSFIELD VILLAGE POLICE DEPT	1	9	10	3.64 %
46CBD	CAMBRIDGE TWP. POLICE DEPT.	4	2	6	2.18 %
46CTPD	COLUMBIA TOWNSHIP POLICE DEPA	0	1	1	0.36 %
46HPD	HUDSON POLICE DEPARTMENT	5	2	7	2.55 %
46LCSD	LENAWEE COUNTY SHERIFF DEPT.	10	42	52	18.91 %
46MPD	MORENCI POLICE DEPARTMENT	2	0	2	0.73 %
46MT	MADISON TWP. POLICE DEPT.	1	5	6	2.18 %
46RHIN	RHINO	5	0	5	1.82 %
46RTPS	RAISIN TOWNSHIP POLICE DEPT	1	10	11	4.00 %
46TPD	TECUMSEH POLICE DEPARTMENT	14	5	19	6.91 %
Grand Total:		93	182	275	100.00 %
Report Criteria: A Case Request Date within the input date range, Case Class equals ["M", "F", "H"] and the Case Agency cannot be blank.					



Program Report

Crime Victim Rights Grant; Lenawee County Prosecuting Attorney

Instructions: The Program Report is due in the Crime Victims Services Commission no later than 30 days following the end of the report period. Failure to submit this report by the due date will cause the Crime Victim Services Commission to withhold the release of funds.

Grantee Lenawee County Prosecuting Attorney	Control Number	Project Title Crime Victims Rights Grant
Project Period	Reporting Period 10/01/2018 - 10/31/2018	Date Due 30 days from end of Reporting Period
Project Director	Title	Telephone

PROGRAM INFORMATION

Provide the number of new cases (warrants authorized) during this reporting period in which a victim is eligible to exercise Crime Victim Rights.

Felony	46
Juvenile	12
Misdemeanor	34
Total	92

Provide the percentage of cases in which crime victims chose to exercise Crime Victim Rights during this reporting period.	58 %
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Provide the number of injured victims personally assisted with Crime Victims Compensation claims during this reporting period.	4
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Note: This item is required for the April to June reporting period only.

Without using personal names (or other information which may compromise a victim's right of personal privacy), please give a short synopsis of a recent case explaining how the provision of rights to a specific crime victim was accomplished. Describe if services for the victim provided a significant benefit to the outcome of the case, or to the satisfaction with the disposition, or to the victim's recovery from the crime. Please explain how this occurred.

By authority of PA 196 of 1989, completion of this form is mandatory to receive funding. This form must be submitted in accordance with grant terms and conditions.

Submission: Submit this report 30 days after the end of each quarter to the Crime Victim Services Commission at <https://sigma2web.mdch.state.mi.us/sigma2/Login2.aspx?APPTHEME=MICVSC>



Economic Crimes Unit

R. Burke Castleberry, Jr., *Prosecuting Attorney*
Robert W. Wendt, *Investigator* PH: 517-264-4642

Fax: 517-265-9314

425 N. Main St., Adrian, MI 49221
Email: ecu@lenawee.mi.us

ECU and ERU Monthly Report

October 2018

<i>Case Types</i>	<i>New Cases for the Month</i>	<i>Pending Cases for the Month</i>	<i>Closed cases for the Month</i>
Bad Checks	2	18	10
Retail Fraud	5	12	3
Library / Rental	0	13	3
DHS	0	7	0
Other	4	15	0
EFT	0	0	0

TOTAL	11	65	16
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<i>TYPE OF RECOVERY</i>	<i>MONTHLY</i>	<i>YTD</i>	<i>OVERALL TOTAL</i>	<i>GENERAL FUND TOTAL</i>
Diversion Fee GENERAL FUND	\$3,488.00	\$50,444.50	\$288,919.46	\$437,449.76
Jail Recovery GENERAL FUND	\$7,797.38	\$44,127.64	\$148,530.30	
Recovered and Returned to Victims and Merchants	\$5,462.00	\$89,645.16	\$505,383.99	

Revenue versus Recovered Funds

■ General Fund Revenue ■ Recovered/Returned to Victims and Merchants



ECU was est. in April of 2014 and the Jail Recovery or ERU was est. in January of 2016.



Criminal Justice Report November, 2018

To: Criminal Justice Committee

Date: December 4, 2018

Approved By: R. Burke Castleberry, Jr., Prosecuting Attorney

Criminal Cases

Adult Warrant Requests	Juvenile Petition Requests	Felonies Authorized	Misdemeanors Authorized	Juvenile Petitions Authorized
242	24	49	97	16

Reports attached.

Victim's Rights

Felony Cases	Misdemeanor Cases	Juvenile Cases	Percentage of Victims Exercising Rights	Compensation Claims
48	40	9	61%	3

Reports attached.

Other Activity *(new cases)*

PPO Violations	Abuse/Neglect Matters	Special Prosecutor Assignments	Appeals	Driver License Restorations
0	2	0	22	2

Civil Infractions	Forfeitures	Welfare Fraud – Review	Welfare Fraud – Prosecution
14	0	2	0

Extraditions/Inter-State Agreement Detainers/Prison Cases

Jail Extraditions	Prison Extraditions	IAD's	Prison Cases
2	0	0	5

Economic Crimes Unit - Please see detailed report attached

Open/Pending Cases in Diversion	Completed Diversion	Merchant Fees/Restitution Collected	Diversion Fees Collected
77	13	\$29,257.46	\$5,606.00

WARRANTS REQUESTED by AGENCY

LENAWEE County

Adult 3.0

11/01/2018 - 11/30/2018

Run Date: 12/04/2018

Agency	Name	Warrants			Percentage
		Fel.	Misd.	Total	
00M14	MICHIGAN STATE POLICE POST 14	18	18	36	14.88 %
46ACTP	ADRIAN CHARTER TWP. POLICE DEP	3	4	7	2.89 %
46APD	ADRIAN POLICE DEPARTMENT	38	73	111	45.87 %
46BPD	BLISSFIELD VILLAGE POLICE DEPT	1	7	8	3.31 %
46CBD	CAMBRIDGE TWP. POLICE DEPT.	3	0	3	1.24 %
46CTPD	COLUMBIA TOWNSHIP POLICE DEPA	0	1	1	0.41 %
46CVPD	CLINTON VILLAGE POLICE DEPT.	1	2	3	1.24 %
46DNR	LENAWEE DEPT. OF NATURAL RESOU	0	1	1	0.41 %
46HPD	HUDSON POLICE DEPARTMENT	0	3	3	1.24 %
46LCSD	LENAWEE COUNTY SHERIFF DEPT.	4	45	49	20.25 %
46MPD	MORENCI POLICE DEPARTMENT	0	2	2	0.83 %
46MT	MADISON TWP. POLICE DEPT.	1	8	9	3.72 %
46RHIN	RHINO	2	0	2	0.83 %
46RTPS	RAISIN TOWNSHIP POLICE DEPT	1	3	4	1.65 %
46TPD	TECUMSEH POLICE DEPARTMENT	1	2	3	1.24 %
Grand Total:		73	169	242	100.00 %
Report Criteria: A Case Request Date within the input date range, Case Class equals ["M", "F", "H"] and the Case Agency cannot be blank.					



Program Report

Crime Victim Rights Grant; Lenawee County Prosecuting Attorney

Instructions: The Program Report is due in the Crime Victims Services Commission no later than 30 days following the end of the report period. Failure to submit this report by the due date will cause the Crime Victim Services Commission to withhold the release of funds.

Grantee Lenawee County Prosecuting Attorney	Control Number	Project Title Crime Victims Rights Grant
Project Period	Reporting Period 11/01/2018 - 11/30/2018	Date Due 30 days from end of Reporting Period
Project Director	Title	Telephone

PROGRAM INFORMATION

Provide the number of new cases (warrants authorized) during this reporting period in which a victim is eligible to exercise Crime Victim Rights.

Felony	48
Juvenile	9
Misdemeanor	40
Total	97

Provide the percentage of cases in which crime victims chose to exercise Crime Victim Rights during this reporting period.	61 %
--	------

Provide the number of injured victims personally assisted with Crime Victims Compensation claims during this reporting period.	3
--	---

Note: This item is required for the April to June reporting period only.

Without using personal names (or other information which may compromise a victim's right of personal privacy), please give a short synopsis of a recent case explaining how the provision of rights to a specific crime victim was accomplished. Describe if services for the victim provided a significant benefit to the outcome of the case, or to the satisfaction with the disposition, or to the victim's recovery from the crime. Please explain how this occurred.

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Submission: Submit this report 30 days after the end of each quarter to the Crime Victim Services Commission at <https://sigma2web.mdch.state.mi.us/sigma2/Login2.aspx?APPTHEME=MICVSC>



Economic Crimes Unit

R. Burke Castleberry, Jr., Prosecuting Attorney
Robert W. Wendt, Investigator PH: 517-264-4642

Fax: 517-265-9314

425 N. Main St., Adrian, MI 49221
Email: ecu@lenawee.mi.us

ECU and ERU Monthly Report

November 2018

Case Types	New Cases for the Month	Pending Cases for the Month	Closed cases for the Month
Bad Checks	13	29	5
Retail Fraud	4	11	4
Library / Rental	5	15	3
DHS	1	7	0
Other	4	15	1
EFT	0	0	0

TOTAL	27	77	13
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TYPE OF RECOVERY	MONTHLY	YTD	OVERALL TOTAL	GENERAL FUND TOTAL
Diversion Fee GENERAL FUND	\$5,606.00	\$55,528.00	\$294,002.96	\$446,209.38
Jail Recovery GENERAL FUND	\$3,636.12	\$47,803.76	\$152,206.42	
Recovered and Returned to Victims and Merchants	\$29,257.46	\$118,702.62	\$534,441.45	

Revenue versus Recovered Funds

■ General Fund Revenue ■ Recovered/Returned to Victims and Merchants



ECU was est. in April of 2014 and the Jail Recovery or ERU was est. in January of 2016.

CODE ENFORCEMENT REPORT – NOVEMBER 2018

	November	Year to date
Attractive Nuisance	0	16
Blight	1	95
Municipal code	6	90
Property Maintenance	2	85
Rental Inspections	15	308
Trash Violations	11	171
Snow & ice removal	0	49
Weed Violations	3	156
Zoning Violations	0	49

*Note: All enforcement violations require, at minimum a Final inspection and sometimes one or more follow-up inspections. Those totals are not included in the numbers above as they fall under the original enforcement and are not categorized separately for reporting purposes.



Adrian, MI

Between Oct 31, 2018 and Dec 01, 2018

31 requests were opened

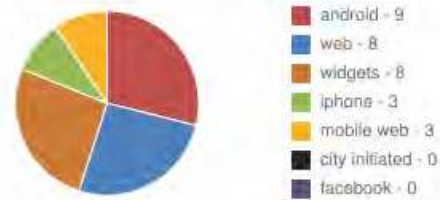
18 requests were acknowledged

34 requests were closed

The average time to acknowledge was 19.9 days.

The average time to close was 181.1 days.

Requests by Source



REQUEST CATEGORY	OPENED	ACKNOWLEDGED	CLOSED	DAYS TO ACK.	DAYS TO CLOSE
Front Yard Parking	6	6	9	49.1	113.1
Other	10	2	2	2.7	128.1
Junk and Rubbish	4	2	6	1.3	227.0
Blight	1	1	6	0.0	227.0
Abandoned or Unregistered Vehicle	2	3	2	5.3	80.5
Grass or Vegetation Too Long	2	1	3	12.8	110.2
Streetlight Repair	3	2	0	8.8	0.0
Property Maintenance Issue	0	0	3	0.0	394.8
Pothole	1	1	0	8.7	0.0
Curb Issues	1	0	0	0.0	0.0
Indoor Items Stored Outside	0	0	1	0.0	221.8
Park Maintenance	0	0	1	0.0	46.9
Problem with Manhole	1	0	0	0.0	0.0
Trash Pickup Issue	0	0	1	0.0	213.1
Abandoned Bicycle	0	0	0	0.0	0.0
Broken Sidewalk	0	0	0	0.0	0.0
Catch Basin	0	0	0	0.0	0.0
Graffiti on Public Property	0	0	0	0.0	0.0
Hydrant Issue	0	0	0	0.0	0.0
Pet Waste on Private Property	0	0	0	0.0	0.0
Recycle Pickup Issue	0	0	0	0.0	0.0
Sidewalk Issue	0	0	0	0.0	0.0
Sidewalk Snow/Ice Removal	0	0	0	0.0	0.0
Sign Repair	0	0	0	0.0	0.0
Street Tree Trimming or Stump Removal	0	0	0	0.0	0.0
Tree on Private Property	0	0	0	0.0	0.0
Utility Pole	0	0	0	0.0	0.0
Water Main Break	0	0	0	0.0	0.0

GEOGRAPHY	OPENED	ACKNOWLEDGED	CLOSED	DAYS TO ACK.	DAYS TO CLOSE
City of Adrian	31	18	34	19.9	181.1
Downtown	7	2	3	0.8	58.7

ADRIAN CITY PLANNING COMMISSION
NOVEMBER 6, 2018
REGULAR MEETING
MINUTES

The Regular meeting of the Adrian City Planning Commission was called to order by Chair Jacobitz at 7:00 p.m. in the City Chambers at 159 East Maumee Street.

Present:	Mike Jacobitz	Chair
	Brian Watson	Vice Chair
	John Dudas	City Commissioner
	Don Taylor	
	Kara Lennard	
	Gordon Gauss	
	Robert Love	
	Krista Cotton	
	Nancy Weatherby	

Absent:

APPROVAL OF MINUTES OF THE
OCTOBER 2, 2018 REGULAR MEETING

There were no corrections to the minutes. Commissioner Taylor moved that the Minutes of the October 2, 2018 Regular meeting be approved as written. Commissioner Watson supported. Motion carried unanimously.

New Business:

Case 18-045
Public hearing to hear and consider a
Rezoning Application for 614 Oakwood Ave.

Applicant withdrew request.

Case 18-046

Public hearing to hear and consider a
Rezoning Application for 1150 E. Siena Heights Dr.

Lee Johnson, Representing Siena Heights University, was present. Mr. Johnson stated the rezoning requests was consistent with previous rezoning request the University had made.

There being no further discussion by the Commission or public comments, Commissioner Watson moved the Planning Commission approve the rezoning requests application for 1150 E. Siena Heights Dr. Commissioner Taylor supported. A roll call vote was made.

In Favor of Motion: Jacobitz, Dudas, Watson, Taylor, Lennard, Love, Gauss, Cotton, Weatherby

Against Motion: None

Motion carried: 9-0

Case 18-047

Public hearing to hear and consider a
Zoning Exception Permit Application for 1139 Treat St.

Scott Robertson, Representing the applicant, was present. Mr. Robertson stated the property would be used as a medical marijuana growing, processing, and provisioning facility. Minimal alterations would be made to the existing building.

There being no further discussion by the Commission or public comments, Commissioner Watson moved the Planning Commission approve the Zoning Exception Permit application for 1139 Treat St. Commissioner Gauss supported. A roll call vote was made.

In Favor of Motion: Jacobitz, Dudas, Watson, Taylor, Lennard, Love, Gauss, Cotton, Weatherby

Against Motion: None

Motion carried: 9-0

Case 18-048

Public hearing to hear and consider a
Request for Site Plan Approval for 840 S. Main St.

Mike Nicklowitz, project architect was present. Mr. Nicklowitz stated the nearly 3,000 square foot building would function as a medical marihuana provision center.

There being no further discussion by the Commission or public comments,
Commissioner Love moved the Planning Commission approve the site plan application for 840 S. Main St. Commissioner Taylor supported. A roll call vote was made.

In Favor of Motion: Jacobitz, Dudas, Watson, Taylor, Lennard, Love, Gauss, Cotton, Weatherby

Against Motion: None

Motion carried: 9-0

Future Business:

The Planning Commission set public hearings for:

Case 18-049

Set a public hearing to hear and consider a
Residential parcel combination application

Case 18-050

Set a public hearing to hear and consider a
Rezoning Request Application for 721 Riverside Ave.

All hearings set for December 4, 2018 Planning Commission meeting.

Planning Commission voted unanimously to reschedule their January 1, 2019 meeting to January 8, 2019.

There being no further business the meeting adjourned at 7:40 p.m.

CITY OF ADRIAN

DOWNTOWN DEVELOPMENT AUTHORITY

MEETING MINUTES

Official proceedings of the November 14, 2018 scheduled meeting minutes of the City of Adrian Downtown Development Authority Board of Directors.

The meeting was called to order by Chairman Steele at 8:02 am in the City Chambers building at 159 E. Maumee, Adrian, MI 49221.

Roll Call: Chairman Steele, Mayor Jacobson, Douglass, Elliott, Moore, Roberts, Rauser, Thomas, Wilkerson. Also at the table – Michael Orlando, SHU

Also Present: Kathy Dusseau, Kim Horstman, Kathryn Rink, Jere Righter, Robynne Perdue, Don Taylor, Al Britain, Scott Westfall, Kevin Iott, Ashley Lamb, Coordinator Miller

Approval of the Agenda: Motion by Board Member Douglass second by Board Member Thomas, unanimously approved

Approval of the Minutes: Board Member Elliott moved to approve the minutes of the Oct 10, 2018 Board Meeting, Board Member Douglass seconded; unanimously approved.

Action Items: Committee Reports For the Organizational Committee Board Chair Steele addressed open position and asked board about proceeding or opening up applications for 20 days. Board indicated they wanted to do process including interviews and affirmed they wanted to open up an additional 20 day period. Board Member Rauser moved to open applications for 20 days, 2nd by Board Member Thomas, unanimously approved.

Finance Committee Chair Maggard was absent. Board Chair Steele presented an update noting no change in the budget or expenditures. Board Member Moore motioned to accept financial report, 2nd by Board Member Douglass, unanimously approved.

Parking Committee Chair Moore reported the Parking Study is proceeding and the firm did an excellent job in their meeting. Moore noted they want to wait until after the holidays for their in-person counts.

Board Chair Steele addressed the “Adrian for the Seasons” committee headed by Kathryn Rink and Kim Horstman and discussed the work and fundraising around improvements in downtown decorating beginning with the coming Christmas season. Steele, Rink and Horstman and a small group of volunteers prepared downtown for the coming decorations on Saturday, November 10th. Steele thanked them for their work on behalf of the community. Steele also talked about the DDA setting up a GoFundMe page to allow anyone to provide a donation to the decorating project and asked whether the DDA board supported the idea. Board Member Douglass moved to support the establishment of a GoFundMe page in support of the downtown decorating project, 2nd by Board Member Wilkerson, unanimously approved.

Mayor Jacobson addressed the Vacant Building Ordinance and passed out packets to the board. Discussion ensued. Board Member Rauser moved to recommend stricter penalties and that violations be criminal offenses, 2nd by Board Member Douglass, unanimously approved.

Board Chair Steele noted the discussion at the October meeting about the creation of a committee to review and approve downtown historical markers. Discussion ensued. Steele asked for a vote in support of the establishment of a historical marker committee – Mayor Jacobson, yes; Douglass, yes; Elliott, yes; Moore, no; Roberts, yes; Rauser, yes; Thomas, yes; Wilkerson, yes.

Mayor Jacobson discussed e-coli issue in River Raisin, noting high levels and work with River Raisin Watershed Council pending to focus on the issue. Mayor also noted issues with city drinking water and that although water is safe to drink has taste and smell issues city is working to address, Board Chair Steele noted importance of Kiwanis Trail and water trails on River Raisin.

Chair Comments:	Chair Steele provided an update on Strategic Planning noting good work done during listening sessions and that next step is survey for community. Steele anticipates deliverables and plan will be completed in March.
Coordinator Report:	Coordinator Miller updated the board on Project Rising Tide noting the hiring of a fellow and that she would be working in December. Miller also noted the work taking place on the Main Street application.
Public Comment:	Scott Westfall asked questions about the budget, vacant building ordinance, and whether volunteers could help out on city projects. Kathryn Rink commented on vacant building ordinance. Scott Westfall asked whether historical marker committee needed and about Joe Ann Steele recognition. Michael Orlando suggested SHU students could help with interns. Kathryn Rink commented on good work done by volunteers raising funds and working on decorations, unhappy with city staff work. Jere Righter commented on problems with city participation in decoration project. Kim Horstman noted support for decoration project and concern about city partnership and desire for solutions. Robynne Perdue noted work on light poles ongoing.
Other DDA Business Matters:	Board Member Douglass asked about dumpster issue, Coordinator Miller noted repairs taking place on Toledo Street enclosure.
Board Member Comments:	Board Member Moore indicated sign approval took four weeks and suggested city hire sign contractor to do approvals. Board Chair Steele noted discussion suggesting broadening Joe Ann Steele recognition to include other notable women. Board Member Roberts suggested incentivizing vacant building owners/discovering why this is happening. Board Member Wilkerson asked about sidewalk shoveling, Coordinator Miller noted same process as 2017.
Adjournment:	Board Chair Steele thanked board members. Meeting adjourned at 9:32