COUNCIL REGULAR MEETING AGENDA

****REVISED****
Tuesday, September 8, 2026
7:00 PM

Council Chambers ◆ Second Floor ◆ 112 West Cass Street ◆ Albion, MI 49224

Zoom Link: https://us02web.zoom.us/j/85935646872

PLEASE TURN OFF CELL PHONES DURING MEETING

I. CALL TO ORDER

II. MOMENT OF SILENCE TO BE OBSERVED

III. PLEDGE OF ALLEGIANCE

IV. ROLL CALL

V. APPROVAL OF AGENDA
(Includes any proposed additions, deletions, or changes to the agenda)

VI. PRESENTATIONS AND RECOGNITIONS

A. Linda's Heart & Hands-David Swinton & Latasha Brown-Swinton

B. Healthy Babies Day-Amy Reimann

C. Albion Chamber of Commerce and Visitors Bureau Festival Update-Billy Beers

VII. PUBLIC HEARING-Annual Levy of Property Tax

A. Approve Resolution # 2026-45, To Set the 2026 Tax Levy
2026_Levy_of_Property_Taxes_-_Public_Notice (1).doc
Resolution 2026-45 CityofAlbion-2026 Millage Rates.doc

VIII. PUBLIC COMMENTS
(Persons addressing the City Council shall limit their comments to **agenda items only** and to no more than three (3) minutes. Proper decorum is required.)

IX. CONSENT CALENDAR (VV) ITEMS
(Items on Consent Calendar are voted on as one unit)

A.
- Approve August 17, 2026 Regular Session Minutes

- Approve Amplified Sound Permit for Big Read at Holland Park on September 26,2026 from 10a-5p
- Approve Amplified Sound Permit for Beth Anne Tingley-Pigge for Victory Park Pavilion on October 3, 2026 from 10a-3p
- Approve Amplified Sound Permit for Festival of the Forks Finale Concert at Victory Park Bandshell on September 19, 2026 from 6:30-8:30 pm for the Greater Albion Chamber of Commerce and Visitors Bureau

8-17-26 Council Minutes.pdf
Big Read.pdf
Tingley Pigge.pdf
Forks Concert.pdf

X. ITEMS FOR INDIVIDUAL DISCUSSION

A. Approve Boards & Commissions Appointments & Reappointments:

- Eric Krause, Albion District Library, Reappointment, Term to Expire 12-31-2030
- Juanita Solis-Kidder, Downtown Development Authority, Initial Appointment, Term to Expire 12-31-2029
- Jennifer Wilber, Albion Economic Development Corporation, Initial Appointment, Term to Expire 6-30-2030

E Krause ADL_Redacted.pdf
Solis-Kidder.pdf
Wilbur EDC_Redacted.pdf

B. Approve Resolution # 2026-46, City of Albion Legislative Body Resolution and Multiple Year Deficit Elimination Plan
Resolution 2026-46 EDC Fund Deficit Elimination Plan FINAL as of 08.17.2026.xlsx

C. Approve Resolution # 2026-47, Revised EDC Fund to Include a Plan B
Resolution 2026-47, EDC Debt Elimination Plan B.xlsx

D. Approve 2nd Reading & Adoption Ordinance # 2026-05, An Ordinance to Amend Chapter 58, Article VII, To Amend Section 58-227 (a)
Ordinance 2026-05.docx

E. Discussion/Approve 1st Reading Ordinance # 2026-07, An Ordinance To Amend Chapter 100 Zoning, By Amending The Zoning Map Referred To In Section 4.2 To Rezone 958 Haven Rd. And 910 Haven Rd. From Campus Development District (CDD) To Mixed Use District (MU)
Ordinance 2026-07.docx

F. Discussion/Approve 1st Reading Ordinance # 2026-08, An Ordinance to Amend Chapter 82. Traffic and Vehicles, by Amending Article III, Division 3, Parking Enforcement, Sections 82-127 and 82-128
Ordinance 2026-08.docx

G. Approve Work Order Permitting Software
Work Order - Permit Database Request (1).pdf

H. Approve $86,481.36 for removal of hazardous materials under Dean Drive/Hoaglin Drive
Hazard Material Report-Invoices.pdf

I. Approve Purchase Agreement between the CIty of Albion and Concord Excavating
DPW Jet Truck Trade Memo.pdf
Albion and Concord Excavating Agreement (2) (6).docx

XI. FUTURE AGENDA ITEMS

XII. PUBLIC COMMENTS
(Persons addressing the City Council shall limit their comments to no more than three (3) minutes. Proper decorum is required.)

XIII. CLOSED SESSION

XIV. ADDITIONAL ACTION ITEMS

XV. CITY MANAGER REPORT

A. City Manager Report
City Manager Report 2026.09.08.pdf

XVI. FINANCIALS

XVII. MAYOR AND COUNCIL MEMBER COMMENTS

XVIII. MOTION TO EXCUSE ABSENT COUNCIL MEMBER(S)

XIX. ROLL CALL

XX. ADJOURN

CITY COUNCIL REGULAR SESSION COUNCIL REGULAR MEETING

AGENDA ITEM REPORT

Subject:	Linda's Heart & Hands-David Swinton & Latasha Brown-Swinton
Meeting:	CITY COUNCIL REGULAR SESSION COUNCIL REGULAR MEETING - September 8, 2026
Department:	City Manager's Department

CITY COUNCIL REGULAR SESSION COUNCIL REGULAR MEETING

AGENDA ITEM REPORT

Subject:	Healthy Babies Day-Amy Reimann
Meeting:	CITY COUNCIL REGULAR SESSION COUNCIL REGULAR MEETING - September 8, 2026
Department:	City Manager's Department

CITY COUNCIL REGULAR SESSION COUNCIL REGULAR MEETING

AGENDA ITEM REPORT

Subject:	Albion Chamber of Commerce and Visitors Bureau Festival Update-Billy Beers
Meeting:	CITY COUNCIL REGULAR SESSION COUNCIL REGULAR MEETING - September 8, 2026
Department:	City Manager's Department

CITY COUNCIL REGULAR SESSION COUNCIL REGULAR MEETING

AGENDA ITEM REPORT

Subject:	Approve Resolution # 2026-45, To Set the 2026 Tax Levy
Meeting:	CITY COUNCIL REGULAR SESSION COUNCIL REGULAR MEETING - September 8, 2026
Department:	Finance Department

ATTACHMENTS:

2026_Levy_of_Property_Taxes_-_Public_Notice (1).doc
Resolution 2026-45 CityofAlbion-2026 Millage Rates.doc

City of Albion
Notice of Public Hearing
On Annual Levy of Property Taxes

The Albion City Council will hold a public hearing on the proposed Millage levies for 2026. The hearing will be held on Tuesday, September 8, 2026 at 7:00 p.m. in the City Council Chambers, 2nd floor of City Hall, 112 W. Cass Street, Albion, Michigan.

There is no required Headlee rollback of the City's Millage levies for 2026. The following Millage levies are proposed:

- **11.1055 mills for General Fund Operation**
- **2.7824 mills for Solid Waste**
- **2.8020 mills for Street Improvements (voter approved August 2020 for 5 years)**
- **1.8951 mills for Recreation (voter approved August 6, 2024 for 3 years)**

The City of Albion has authority to levy the above millage amounts based on City Charter and previous voter approval. The previously adopted (December 2025) City budget for 2026 is based upon the above Millage levies.

Jill Domingo, City Clerk

Resolution #2026-45
To Set the 2026 Tax Levy

History: The City Council of the City of Albion must determine the level of funding in the General Operations Fund for the fiscal year 2026. The Taxable value of all Real and Personal property within the City of Albion, as determined by the City Assessor, is $138,574,545.

Council member _____, supported by Council member _____, moved to approve the following resolution.

Resolved: That the City Council of the City of Albion hereby sets the FY 2026 tax millage as follows:

1. 11.1055 mills for General Fund operations, which will raise a total of $1,313,989.
2. 2.7824 mills for solid waste, which will raise a total of $331,469.
3. 2.8020 mills for Street Improvements, which will raise a total of $329,150.
4. 1.8951 mills for Recreation operations, which will raise a total of $227,311.

I hereby certify that the above resolution was adopted on September 8, 2026, in a regular session of the Albion City Council, and this is a true copy of that resolution.

Ayes: _____

Nays: _____

Absent:_____

_____
Jill Domingo, City Clerk

MINUTES
CITY COUNCIL REGULAR SESSION

Monday, August 17, 2026 @ 7:00 PM

Council Chambers ◆ Second Floor ◆ 112 West Cass Street ◆ Albion, MI 49224

Zoom Link: https://us02web.zoom.us/j/85935646872

I CALL TO ORDER

Mayor Snyder called the regular Council meeting to order at 7:00 p.m.

II MOMENT OF SILENCE TO BE OBSERVED

A Moment of Silence was observed

III PLEDGE OF ALLEGIANCE

Mayor Snyder led the Pledge of Allegiance

IV ROLL CALL

Present: Victoria Snyder, Donivan Williams, Lenn Reid, Vivian Davis, Andrew French, James Stuart
Absent: C.J. Frost
Sheryl Theriot, City Manager; Cullen Harkness, City Attorney; Jill Domingo, City Clerk; Jason Kern, Director of Public Services; Aaron Phipps, Chief of Public Safety and David Clark, Finance Director

V APPROVAL OF AGENDA
(Includes any proposed additions, deletions, or changes to the agenda)

French motioned, Davis seconded to Approve agenda as presented
All members voted yes. MOTION PASSED

VI PRESENTATIONS AND RECOGNITIONS

A. Flock Camera System-Chief Aaron Phipps

Chief Phipps provided the following information on Flock Camera System:

Flock Camera System

City Manager Flock Safety Memo

Comments were received from Council Members Stuart, Davis, Williams and French; City Attorney Harkness and Mayor Snyder

B. Recreation Graduation Program

City Manager Theriot provided an overview of the summer enrichment camp program and the 2026 graduation celebration program and luncheon

Summer Enrichment Program

Albion Recreation

Comments were received from Council Member Davis and Mayor Snyder

VII PUBLIC HEARING

No public hearing

VIII PUBLIC COMMENTS

(Persons addressing the City Council shall limit their comments to agenda items only and to no more than three (3) minutes. Proper decorum is required.)

No public comments were received

IX CONSENT CALENDAR (VV) ITEMS

(Items on Consent Calendar are voted on as one unit)

A.
- Approve August 3, 2026 Regular Session Minutes
- Approve Amplified Sound Permit for NAACP Civic Engagement at Holland Park on August 29th, 2026 from 1-4p

French motioned, Williams seconded to Approve consent calendar as presented.
All members voted yes. MOTION PASSED

X ITEMS FOR INDIVIDUAL DISCUSSION

A. Approve Boards & Commissions Appointment:

Stacey Levin, Initial Appointment, Recreation Advisory Commission, Term to Expire 2-20-2029

Comments were received from Dr. Stacey Levin

French motioned, Williams seconded to Approve Boards & Commissions Appointment:
- Stacey Levin, Initial Appointment, Recreation Advisory Commission, Term to Expire 2-20-2029

.
All members voted yes. MOTION PASSED

B. Approve AEDC's Economic Development Fund Deficit Elimination Plan

Comments were received from Debbie Kelly, President and CEO of the Albion Economic Development Corporation

French motioned, Williams seconded to Approve AEDC's Economic Development Fund Deficit Elimination Plan.
All members voted yes. MOTION PASSED

C. Approve Updated City Manager Goals

Comments were received from City Manager Theriot

French motioned, Williams seconded to Approve Updated City Manager Goals.
All members voted yes. MOTION PASSED

D. Approve Maintenance Agreement with the Landbank for the Collaboration Corner property

Comments were received from Council Member French and City Manager Theriot

French motioned, Williams seconded to Approve Maintenance Agreement with the Landbank for the Collaboration Corner property.
All members voted yes. MOTION PASSED

E. Approve Alcohol in Public Places Permit for Albion Malleable at 420 S. Superior St. for:

- September 18th, 2026 5-10pm Festival of the Forks Kickoff
- October 10, 2026 12-10p Oktoberfest Event

Comments were received from Council Member Davis and City Manager Theriot

Williams motioned, Stuart seconded to Approve Alcohol in Public Places Permit for Albion Malleable at 420 S. Superior St. for: September 18th, 2026 5-10pm Festival of the Forks Kickoff October 10, 2026 12-10p Oktoberfest Event.
All members voted yes. MOTION PASSED

F. Discussion/Approve 1st Reading Ordinance # 2026-05, An Ordinance to Amend Chapter 58, Article VII, To Amend Section 58-227 (a)

Comments were received from Council Member French, City Attorney Harkness and Chief Phipps

French motioned, Williams seconded to Approve 1st Reading Ordinance # 2026-05, An Ordinance to Amend Chapter 58, Article VII, To Amend Section 58-227 (a).
All members voted yes. MOTION PASSED

G. Approve Council Member Designee as a Voting Delegate and an Alternate for the MML Annual Meeting in October.

French motioned, Stuart seconded to Approve Mayor Snyder as a Voting Delegate and Council Member Davis as Alternate for the MML Annual Meeting in October. .
All members voted yes. MOTION PASSED

XI FUTURE AGENDA ITEMS

The following items were requested as Future Agenda Items:

- Discussion to Add Veterans Discount to the Fee Schedule (Council Member Williams)
- An Ordinance to Reduce Number of Members on the Zoning Board of Appeals (City Attorney Harkness)
- Sell City Owned Lots (City Manager Theriot)

XII PUBLIC COMMENTS

(Persons addressing the City Council shall limit their comments to no more than three (3) minutes. Proper decorum is required.)

Comments were received from Chief Phipps and Juanita Solis-Kidder, 1211 Edwards St

XIII CLOSED SESSION

No Closed Session

XIV ADDITIONAL ACTION ITEMS

No Additional Action Items

XV CITY MANAGER REPORT

City Manager Theriot provided the following City Manager Report:

City Manager Report

Comments were received from Council Members French, Davis and Stuart

A. Department Head Reports

The following Department Head reports were provided:

Department Head Reports

Comments were received from Director of Public Services Kern

XVI FINANCIALS

A. Financial Reports

Comments were received from Finance Director Clark

XVII MAYOR AND COUNCIL MEMBER COMMENTS

Comments were received from Council Members Reid, Stuart and Davis and Mayor Snyder

XVIII MOTION TO EXCUSE ABSENT COUNCIL MEMBER(S)

French motioned, Reid seconded to Excuse Council Member CJ Frost (4)
All members voted yes. MOTION PASSED

XIX ROLL CALL

Present: Victoria Snyder, Donivan Williams, Lenn Reid, Vivian Davis, Andrew French, James Stuart
Absent: C.J. Frost
Sheryl Theriot, City Manager; Cullen Harkness, City Attorney; Jill Domingo, City Clerk; Jason Kern, Director of Public Services; Aaron Phipps, Chief of Public Safety and David Clark, Finance Director

XX ADJOURN

French motioned, Williams seconded to Adjourn regular Council Meeting

Mayor Snyder adjourned the regular Council Meeting at 8:20 p.m.

All members voted yes. MOTION PASSED

_____

Clerk's Office

Add to Council agenda

RECEIVED
AUG 25 2026

City of Albion

William L. Rieger Municipal Building
112 West Cass Street • Albion, Michigan 49224 (517)
629-5535 • Fax (517) 629-4168

PARKS RESERVATION APPLICATION

I, Jess Roberts request permission from the

(Responsible Party/Organization)

City of Albion to use the following park facilities:

Holland Park

(Park and Park area requested)

	Date(s)		Beginning time(s)		Ending time(s)
On	26 Sept.	from	10 am	to	5 pm
On		from		to	
On		from		to	

Description of events or functions: We'll be hosting a party for people who participated in + partnered w/ Albion's Big Read.

Number of people expected to attend? 100

Non-profit organization? Yes [X] No [ ]

Will amplified sound be used? Yes [X] No [ ]

Has your organization conducted this event in the requested area before?

Yes [ ] No [X] If yes, when:

Number of tables needed (allow 8 persons per table)? 8

CITY OF ALBION
Date Entered 08/25/2026 9:54:13 AM
Posting Date: 08/25/2026
Code: 1405
Ref PARK RENTAL
Receipt 00402644432
Amount $75.00
Tender Type: CASH

Are public safety or transportation support services requested? Yes ☐ No ☒
If Yes, please provide detail:

Responsible Party Information:

Name: Jessica Roberts	Phone: 517.629.3514 (land line)
Address: 915 S. Superior Str.	

I HAVE READ AND UNDERSTAND THE RULES, GUIDELINES AND CONDITIONS OF RESERVING A PARK FACILITY AND UNDERSTAND THAT ACCEPTANCE OF THEM IS A CONDITION OF APPROVAL.

(signature) 8/21/24 (date)

Note:

- A copy of the park rules and regulations is attached for your information.
- A fee will be assessed if the grounds are not cleaned of any litter or any major damage occurs during the use of City facilities.
- Council approval is **REQUIRED** for the following:
  - **If more than 100 people will be in attendance, you must get an Assembly Permit**
  - **If amplified sound will be used, you must get an Amplified Sound Permit**

Approval is hereby granted for the purpose specified above and is contingent upon acceptance of all conditions and rules stated herein.

Clerk's Office

City of Albion

William L. Rieger Municipal Building
112 West Cass Street • Albion, Michigan 49224 (517)
629-5535 • Fax (517) 629-4168

PARKS RESERVATION APPLICATION

I, Beth Anne Tingley-Pigge_request permission from the (Responsible Party/Organization)

City of Albion to use the following park facilities:

(Park and Park area requested)

Date(s) Beginning time(s) Ending time(s) On from October 3, 2025

10 am to 3 pm_to _____Description of events or functions: Celebration of Life - Charles Tingley

Number of people expected to attend? 30-40

Non-profit organization? No Will amplified sound be used? yes

Has your organization conducted this event in the requested area before?

No If yes, when:_

Number of tables needed (allow 8 persons per table)? 6

Are public safety or transportation support services requested? No If Yes, please provide detail:

_____

Responsible Party Information:

Name: Beth Anne Tingley-Pigge	Phone:319 594 2257
Address: 68 Laredo CT Iowa City IA 52246	

I HAVE READ AND UNDERSTAND THE RULES, GUIDELINES AND CONDITIONS OF RESERVING A PARK FACILITY AND UNDERSTAND THAT ACCEPTANCE OF THEM IS A CONDITION OF APPROVAL.

Beth Anne Tingley-pigge 8-14-2026

(signature) (date)

Note:

- ♦ A copy of the park rules and regulations is attached for your information.
- ♦ A fee will be assessed if the grounds are not cleaned of any litter or any major damage occurs during the use of City facilities.
- ♦ Council approval is **REQUIRED** for the following:
  - ♦ **If more than 100 people will be in attendance, you must get an Assembly Permit**
  - ♦ **If amplified sound will be used, you must get an Amplified Sound Permit**

Approval is hereby granted for the purpose specified above and is contingent upon acceptance of all conditions and rules stated herein.

_ Clerk's Office

Abbreviated City of Albion Park Rules for Signs

- Parks are open from dawn to dusk. No vehicle parking after dusk.

City of Albion

William L. Rieger Municipal Building
112 West Cass Street • Albion, Michigan 49224 (517)
629-5535 • Fax (517) 629-4168

PARKS RESERVATION APPLICATION

I, Greater Albion Chamber of Commerce request permission from the

(Responsible Party/Organization)

City of Albion to use the following park facilities:

Band Shell in Victory Park

(Park and Park area requested)

	Date(s)		Beginning time(s)		Ending time(s)
On	09/19/2026	from	6:30pm	to	8:30 pm
On		from		to	
On		from		to	

Description of events or functions: Festival of Forks Finale Concert

Number of people expected to attend? 200

Non-profit organization? Yes ☑ No ☐

Will amplified sound be used? Yes ☐ No ☑

Has your organization conducted this event in the requested area before?

Yes ☐ No ☑ If yes, when: _____

Number of tables needed (allow 8 persons per table)? 0

Are public safety or transportation support services requested? Yes ☑ No ☐
If Yes, please provide detail:

for additional festival support

Responsible Party Information:

Name: Billy Beers	Phone: 517-629-5533
Address: 403 S. Superior St	

I HAVE READ AND UNDERSTAND THE RULES, GUIDELINES AND CONDITIONS OF RESERVING A PARK FACILITY AND UNDERSTAND THAT ACCEPTANCE OF THEM IS A CONDITION OF APPROVAL.

(signature) 4/9/26 (date)

Note:

- A copy of the park rules and regulations is attached for your information.
- A fee will be assessed if the grounds are not cleaned of any litter or any major damage occurs during the use of City facilities.
- Council approval is **REQUIRED** for the following:
  - **If more than 100 people will be in attendance, you must get an Assembly Permit**
  - **If amplified sound will be used, you must get an Amplified Sound Permit**

Approval is hereby granted for the purpose specified above and is contingent upon acceptance of all conditions and rules stated herein.

Clerk's Office

CITY COUNCIL REGULAR SESSION COUNCIL REGULAR MEETING

AGENDA ITEM REPORT

Subject: Approve Boards & Commissions Appointments & Reappointments:

- Eric Krause, Albion District Library, Reappointment, Term to Expire 12-31-2030
- Juanita Solis-Kidder, Downtown Development Authority, Initial Appointment, Term to Expire 12-31-2029
- Jennifer Wilber, Albion Economic Development Corporation, Initial Appointment, Term to Expire 6-30-2030

Meeting: CITY COUNCIL REGULAR SESSION COUNCIL REGULAR MEETING - September 8, 2026

Department: Mayor Victoria Snyder

ATTACHMENTS:

E Krause ADL_Redacted.pdf
Solis-Kidder.pdf
Wilbur EDC_Redacted.pdf

Application Form

Profile

Eric
First Name

D
Middle Initial

Krause
Last Name

1007
Home Address

Suite or Apt

Albion
City

MI
State

49224
Postal Code

erickrause55@hotmail.com
Email Address

Home: (517) 629-9253
Primary Phone

Mobile: (517) 392-7917
Alternate Phone

Question applies to multiple boards
Are you a U.S. Citizen?

◉ Yes ○ No

Question applies to multiple boards
City of Albion Resident

◉ Yes ○ No

Question applies to multiple boards
Length of Residency

39 years

Question applies to multiple boards
If you do not reside in the City Limits, do you own real estate within the City Limits?

○ Yes ◉ No

Question applies to multiple boards
If you live, work or own a business in the City of Albion, have you filed your most recent year's City Income Tax Return and have you paid all balances due?

◉ Yes ○ No

What precinct do you live in?

☑ Precinct 5

Which Boards would you like to apply for?

Albion District Library: Submitted

Interests & Experiences

Please tell us about yourself and why you want to serve.

Why are you interested in serving on a board or commission?

Currently President of Board, request reappointment

Upload a Resume

Question applies to multiple boards

Educational Background

Associate Degree in Law Enforcement

Relevant Experience:

Currently President of Library Board, request reappointment

Community Involvement:

Currently President of Library Board, request reappointment

Question applies to multiple boards

Have you served on this board, commission, or committee in the past and if so, how many terms did you serve?

2nd term

Question applies to multiple boards

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

No

Question applies to multiple boards

Convictions: Have you ever been convicted of any criminal violation? Have you ever been convicted of a felony while holding public office or public employment? If yes, please explain

No

References

Question applies to multiple boards

Reference #1

Ken Snyder Friend 269-206-2639

Question applies to multiple boards

Reference #2

Rachel Labram Pastor 989-400-3941

It is the policy of the City of Albion to exercise its police power in order to ensure public safety, public health, and a person's general welfare. It is the intent of the City of Albion that no individual be denied equal protection of the laws, nor shall an individual be denied the enjoyment of his or her civil rights or be discriminated against because of actual or perceived age, color, disability, education, familial status, gender expression, gender identity, height, marital status, national origin, race, religion, sex, sexual orientation or weight.

Question applies to multiple boards

I certify that I can and will, upon request, substantiate all statements made by me on this application; that such statements are true, complete and correct to the best of my knowledge. I understand that a false statement, dishonest answer, misrepresentation or omission to any question will be sufficient for rejection of my application, removal of my name from the eligible list or my immediate removal should such falsifications or misrepresentation be discovered after I am sworn into any Board or Commission.

Release Information

Question applies to multiple boards

Printed Name

Eric D. Krause

Question applies to multiple boards

Date of Birth

[redacted]

Question applies to multiple boards

Race

White

Gender

Male

Question applies to multiple boards

Street Address/City/State/Zip

1007 Fitch St.

Question applies to multiple boards

Telephone #

517-392-7917

Question applies to multiple boards

Driver License #

[redacted]

Question applies to multiple boards

State of Issue

MI

Question applies to multiple boards

Date

1971

Signature

Question applies to multiple boards

Signature

Eric D.Krause

Application Form

Profile

Juanita
First Name

Middle Initial

Solis-Kidder
Last Name

1211 Edwards St
Home Address

Suite or Apt

Albion
City

MI
State

49224
Postal Code

jkidder48@att.net
Email Address

Mobile: (517) 630-1681
Primary Phone

Alternate Phone

Question applies to multiple boards
Are you a U.S. Citizen?

◉ Yes ○ No

Question applies to multiple boards
City of Albion Resident

◉ Yes ○ No

Question applies to multiple boards
Length of Residency

60 Years

Question applies to multiple boards
If you do not reside in the City Limits, do you own real estate within the City Limits?

○ Yes ◉ No

Question applies to multiple boards
If you live, work or own a business in the City of Albion, have you filed your most recent year's City Income Tax Return and have you paid all balances due?

◉ Yes ○ No

What precinct do you live in?

☑ Precinct 3

Which Boards would you like to apply for?

DDA

Interests & Experiences

Please tell us about yourself and why you want to serve.

Why are you interested in serving on a board or commission?

Upload a Resume

Question applies to multiple boards

Educational Background

High school

Relevant Experience:

Have been on many boards and non profits.

Community Involvement:

Have volunteered in schools, with scouts and also Citizens to Beautify Albion. I'm also a senior ambassador for Calhoun County.

Question applies to multiple boards

Have you served on this board, commission, or committee in the past and if so, how many terms did you serve?

No

Question applies to multiple boards

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

No

Question applies to multiple boards

Convictions: Have you ever been convicted of any criminal violation? Have you ever been convicted of a felony while holding public office or public employment? If yes, please explain

No

References

Question applies to multiple boards

Reference #1

Betty Chapman Friend 517-629-9917

Question applies to multiple boards

Reference #2

Celeste Connamacher Friend 51-629-3276

It is the policy of the City of Albion to exercise its police power in order to ensure public safety, public health, and a person's general welfare. It is the intent of the City of Albion that no individual be denied equal protection of the laws, nor shall an individual be denied the enjoyment of his or her civil rights or be discriminated against because of actual or perceived age, color, disability, education, familial status, gender expression, gender identity, height, marital status, national origin, race, religion, sex, sexual orientation or weight.

Question applies to multiple boards

I certify that I can and will, upon request, substantiate all statements made by me on this application; that such statements are true, complete and correct to the best of my knowledge. I understand that a false statement, dishonest answer, misrepresentation or omission to any question will be sufficient for rejection of my application, removal of my name from the eligible list or my immediate removal should such falsifications or misrepresentation be discovered after I am sworn into any Board or Commission.

Release Information

Question applies to multiple boards

Printed Name

Juanita

Question applies to multiple boards

Date of Birth

Question applies to multiple boards

Race

Human

Gender

Female

Question applies to multiple boards

Street Address/City/State/Zip

1211 Edwards St Albion MI 49224

Question applies to multiple boards

Telephone #

517-630-1681

Question applies to multiple boards

Driver License #

Question applies to multiple boards

State of Issue

MI

Question applies to multiple boards

Date

August 7, 2023

Signature

Question applies to multiple boards

Signature

Juanita Solis-Kidder

Application Form

Profile

Jennifer
First Name

R.
Middle Initial

Wilber
Last Name

1005 LYMAN RD
Home Address

Suite or Apt

Quincy
City

MI
State

49082
Postal Code

jwilber@hsbank.bank
Email Address

Business: (517) 629-6770
Primary Phone

Mobile: (517) 740-7151
Alternate Phone

Question applies to multiple boards
Are you a U.S. Citizen?

- [x] Yes
- [ ] No

Question applies to multiple boards
City of Albion Resident

- [ ] Yes
- [x] No

Question applies to multiple boards
Length of Residency

Question applies to multiple boards
If you do not reside in the City Limits, do you own real estate within the City Limits?

- [ ] Yes
- [x] No

Question applies to multiple boards
If you live, work or own a business in the City of Albion, have you filed your most recent year's City Income Tax Return and have you paid all balances due?

- [x] Yes
- [ ] No

What precinct do you live in?

None Selected

Which Boards would you like to apply for?

Albion Economic Development Corporation: Submitted

Interests & Experiences

Please tell us about yourself and why you want to serve.

Why are you interested in serving on a board or commission?

Assist with direction and decisions in the community that I work.

Upload a Resume

Question applies to multiple boards

Educational Background

High school diploma.

Relevant Experience:

I have 35 years of banking experience that ranges from retail deposit to all types of lending.

Community Involvement:

I have served on the bank board along with the Albion Homer United Way and formerly the Friends of the Bohm. I volunteer in events for the Leslie, Springport and Albion communities as I can.

Question applies to multiple boards

Have you served on this board, commission, or committee in the past and if so, how many terms did you serve?

I have not.

Question applies to multiple boards

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

No we do not.

Question applies to multiple boards

Convictions: Have you ever been convicted of any criminal violation? Have you ever been convicted of a felony while holding public office or public employment? If yes, please explain

No

References

Question applies to multiple boards

Reference #1

Ronda Sprague Friend 517-736-4892

Question applies to multiple boards

Reference #2

Ashley Vinton Peer 517-629-7087

It is the policy of the City of Albion to exercise its police power in order to ensure public safety, public health, and a person's general welfare. It is the intent of the City of Albion that no individual be denied equal protection of the laws, nor shall an individual be denied the enjoyment of his or her civil rights or be discriminated against because of actual or perceived age, color, disability, education, familial status, gender expression, gender identity, height, marital status, national origin, race, religion, sex, sexual orientation or weight.

Question applies to multiple boards

I certify that I can and will, upon request, substantiate all statements made by me on this application; that such statements are true, complete and correct to the best of my knowledge. I understand that a false statement, dishonest answer, misrepresentation or omission to any question will be sufficient for rejection of my application, removal of my name from the eligible list or my immediate removal should such falsifications or misrepresentation be discovered after I am sworn into any Board or Commission.

Release Information

Question applies to multiple boards

Printed Name

Jennifer R Wilber

Question applies to multiple boards

Date of Birth

[redacted]

Question applies to multiple boards

Race

Hispanic

Gender

Female

Question applies to multiple boards

Street Address/City/State/Zip

1005 LYMAN RD

Question applies to multiple boards

Telephone #

517-617-2108

Question applies to multiple boards

Driver License #

[redacted]

Question applies to multiple boards

State of Issue

MI

Question applies to multiple boards

Date

08-26-2026

Signature

Question applies to multiple boards

Signature

Jennifer R Wilber

CITY COUNCIL REGULAR SESSION COUNCIL REGULAR MEETING

AGENDA ITEM REPORT

Subject:	Approve Resolution # 2026-46, City of Albion Legislative Body Resolution and Multiple Year Deficit Elimination Plan
Meeting:	CITY COUNCIL REGULAR SESSION COUNCIL REGULAR MEETING - September 8, 2026
Department:	Finance Department

ATTACHMENTS:

BACKGROUND INFORMATION:

The City previously submitted a deficit elimination plan for the Economic Development Corporation (EDC) fund.

The Michigan Treasury Department did not accept the initial plan and requested revisions. A revised set of deficit elimination plans has been prepared and reviewed by Treasury, and they have indicated the updated plans are acceptable.

Two plans are being presented for certification:

- **Plan A:** Based on anticipated asset sale proceeds.
- **Plan B:** Contingency plan if the asset sale does not occur within the required timeframe.

Treasury requires the City Council to formally certify both plans prior to submission.

Resolution 2026-46 EDC Fund Deficit Elimination Plan FINAL as of 08.17.2026.xlsx

WHEREAS the City of Albion's **Economic Development Fund** has a $41,565 deficit fund balance on December 31, 2025; and

WHEREAS, 1971 PA 140 requires that a Deficit Elimination Plan be formulated by the local unit of government and filed with the Michigan Department of Treasury;

Motion by Council Member _____and supported by Council Member _____to approve the foregoing resolution

NOW THEREFORE, IT IS RESOLVED that the City of Albion's legislative body adopts the following as the City of Albion Economic Development Fund Deficit Elimination Plan:

	2026	2027	2028
Unrestricted Net Position (Deficit) Jan. 1	**($41,565)**	**$529**	**$104,091**
Operating Revenues			
Intergovernmental	$562,840	$401,110	$0
Other	$111,468	$110,250	$115,763
Total Operating Revenues	**$674,308**	**$511,360**	**$115,763**
Operating Expenses			
Community & Economic Development	$877,214	$717,798	$337,779
Total Operating Expenses	**$877,214**	**$717,798**	**$337,779**
Operating Income (Loss)	**($202,906)**	**($206,438)**	**($222,016)**
Nonoperating Revenues (Expenses)			
Interest Earned	$10,000	$10,000	$7,500
Gain on Sale of Property	$35,000	$100,000	$100,000
Total Nonoperating Revenues (Expenses)	**$45,000**	**$110,000**	**$107,500**
Income (Loss) Before Transfers	**($157,906)**	**($96,438)**	**($114,516)**
Transfers			
Transfers In	$200,000	$200,000	$100,000
Transfers Out	$0	$0	$0
Total Net Transfers	**$200,000**	**$200,000**	**$100,000**
Unrestricted Net Position (Deficit) Dec. 31	**$529**	**$104,091**	**$89,575**

	2026	2027	2028
CA-CL (Deficit) Jan. 1	$ (41,565)	$ 529	$ 104,091
Revenues	$ 674,308	$ 511,360	$ 115,763
Expenditures	$ (877,214)	$ (717,798)	$ (337,779)
Nonoperating Revenues(Expenses)	$ 45,000	$ 110,000	$ 107,500
Net Transfers In(Out)	$ 200,000	$ 200,000	$ 100,000
CA-CL (Deficit) Dec. 31	**$ 529**	**$ 104,091**	**$ 89,575**

EXPLANATION

1) Operating Revenues - Intergovernmental: For 2026 and 2027 includes active grant revenue. No current grants as of now for 2028.

2) Operating Revenues - Other: For 2026-2028 for Admin. Fees. One grant closes in September 2026; and for other funds associated with the EDC Fund. Retroactive to Jan. 1, 2026, AEDC Administration Service Contract in place for each year for TIFA, BRA and RLF Funds to support programs staffed and served by the AEDC. Each year an increase of 5% will be added.

3) Operating Expenses - Community & Econ. Development: For EDC Overhead and expenses AND for Overhead associated with grants.

4) Non operating Revenues: Consists of investment interest earned and AEDC property sales - specifically when the East Industrial Park comes online on our about spring of 2027, with continued sales into 2028 and beyond.

5) Transfers: Funds transferring into the EDC Fund/transferring out of the TIFA Fund for each year.

City Treasurer's Certification:
David Clark, City of Albion Treasurer

CITY COUNCIL REGULAR SESSION COUNCIL REGULAR MEETING

AGENDA ITEM REPORT

Subject:	Approve Resolution # 2026-47, Revised EDC Fund to Include a Plan B
Meeting:	CITY COUNCIL REGULAR SESSION COUNCIL REGULAR MEETING - September 8, 2026
Department:	Finance Department

ATTACHMENTS:

Resolution 2026-47, EDC Debt Elimination Plan B.xlsx

Resolution # 2026-47, REVISED EDC Fund to include a Plan B

City of Albion Legislative Body Resolution and Multiple Year Deficit Elimination Plar

WHEREAS the City of Albion's **Economic Development Fund** has a $41,565 deficit fund balance on December 31, 2025; and

WHEREAS, 1971 PA 140 requires that a Deficit Elimination Plan be formulated by the local unit of government and filed with the Michigan Department of Treasury;

Motion by Council Member _____and supported by Council Member _____to approve the foregoing resolution

NOW THEREFORE, IT IS RESOLVED that the City of Albion's legislative body adopts the following as the City of Albion Economic Development Fund Deficit Elimination Plan:

	2026	2027	2028
Unrestricted Net Position (Deficit) Jan. 1	**($41,565)**	**($34,471)**	**$69,091**
Operating Revenues			
Intergovernmental	$562,840	$401,110	$0
Other: **Admin. Fees**	$105,000	$110,250	$115,763
Other: **Grants**	$6,468	$100,000	$100,000
Total Operating Revenues	**$674,308**	**$611,360**	**$215,763**
Operating Expenses			
Community & Economic Development	$877,214	$717,798	$337,779
Total Operating Expenses	**$877,214**	**$717,798**	**$337,779**
Operating Income (Loss)	**($202,906)**	**($106,438)**	**($122,016)**
Nonoperating Revenues (Expenses)			
Interest Earned	$10,000	$10,000	$7,500
Total Nonoperating Revenues (Expenses)	**$10,000**	**$10,000**	**$7,500**
Income (Loss) Before Transfers	**($192,906)**	**($96,438)**	**($114,516)**
Transfers			
Transfers In	$200,000	$200,000	$100,000
Transfers Out	$0	$0	$0
Total Net Transfers	**$200,000**	**$200,000**	**$100,000**
Unrestricted Net Position (Deficit) Dec. 31	**($34,471)**	**$69,091**	**$54,575**

	2026	2027	2028
CA-CL (Deficit) Jan. 1	$ (41,565)	$ (34,471)	$ 69,091
Revenues	$ 674,308	$ 511,360	$ 115,763
Expenditures	$ (877,214)	$ (717,798)	$ (337,779)
Nonoperating Revenues(Expenses)	$ 10,000	$ 110,000	$ 107,500
Net Transfers In(Out)	$ 200,000	$ 200,000	$ 100,000
CA-CL (Deficit) Dec. 31	**$ (34,471)**	**$ 69,091**	**$ 54,575**

EXPLANATION

1) Operating Revenues - Intergovernmental: For 2026 and 2027 includes active grant revenue. No current grants as of now for 2028.

2a) Operating Revenues - Other Admin Fees: Retroactive to Jan. 1, 2026, AEDC Administration Service Contract in place for each year for TIFA, BRA and RLF Funds to support programs staffed and served by the AEDC. Each year an increase of 5% will be added.

2b) Operating Revenues - Other Grants: One grant closes in September 2026, with a small admin fee remaining; For 2027, The MEDC Site Readiness Program Grant to purchase all of the East Industrial Park is expected, with 5% earmarked for Administration Fees, totalling $100,000 for 2027 and 2028.

3) Operating Expenses - Community & Econ. Development: For EDC Overhead and expenses AND for Overhead associated with grants.

4) Non operating Revenues: Consists of investment interest earned.

5) Transfers: Funds transferring into the EDC Fund/transferring out of the TIFA Fund for each year.

BE IT FURTHER RESOLVED that the City of Albion's Finance Director/Treasurer submits the Deficit Elimination Plan to the Michigan Department of Treasury for Certification.

City Treasurer's Certification:
David Clark, City of Albion Treasurer

CITY COUNCIL REGULAR SESSION COUNCIL REGULAR MEETING

AGENDA ITEM REPORT

Subject:	Approve 2nd Reading & Adoption Ordinance # 2026-05, An Ordinance to Amend Chapter 58, Article VII, To Amend Section 58-227 (a)
Meeting:	CITY COUNCIL REGULAR SESSION COUNCIL REGULAR MEETING - September 8, 2026
Department:	Public Safety Department

ATTACHMENTS:

BACKGROUND INFORMATION:

Approve 2nd Reading & Adoption Ordinance # 2026-05, An Ordinance to Amend Chapter 58, Article VII, To Amend Section 58-227 (a)

Summary

This ordinance updates the City's longstanding curfew regulations for minors. The current code requires the Director of Public Safety to signal the start of curfew—traditionally using the storm siren—five minutes before 10:00 p.m. This practice has not been used for decades due to its disruptive nature and is no longer practical.

The proposed amendment removes this outdated requirement while keeping all other curfew provisions in place.

The curfew itself remains unchanged: minors under 16 may not loiter or congregate in public areas between 10:00 p.m. and 6:00 a.m. unless accompanied by a parent, guardian, or designated adult. It also remains unlawful for individuals 16 and older to encourage or permit minors to violate the curfew.

Approval of the amendment is recommended to align the ordinance with current enforcement practices and community expectations.

Ordinance 2026-05.docx

CITY OF ALBION
ORDINANCE #2026-05

AN ORDINANCE TO AMEND CHAPTER 58, ARTICLE VIII, TO AMEND SECTION 58-227(a).

Purpose and Finding:

The City has had, in some form, a curfew ordinance in place since the early 1980's. The existing ordinance requires that the Director of Public Safety signal curfew hours for a period of five seconds, five minutes before the start of curfew (10:00pm). This had historically been done via the City's storm siren. This practice has not been done for decades, due in part to the disruptive nature of the signal at that hour of the night. Given the increasing enforcement of this ordinance, the removal of this provision is necessary. Approval is recommended.

THE CITY OF ALBION ORDAINS:

Section 1. Chapter 58, Article VIII, Section 58-227(a) of the Codified Ordinances of the City of Albion, are hereby amended as follows:

58-227: Curfew.

a. Nighttime curfew:

1. No minor under the age of 16 years shall loiter, idle or congregate in or on any public street, highway, alley or park between the hours of 10:00 p.m. and 6:00 a.m., unless the minor is accompanied by a parent or guardian or some other adult delegated by the parent or guardian to accompany the child.

2. It shall be unlawful for any person of the age of 16 years or over to assist, aid, abet, allow, permit or encourage any minor under the age of 16 years to violate subsections (a) and (b) of this section.

Section 2. Severability. This ordinance and each article, section, subsection, paragraph, subparagraph, part, provision, sentence, word and portion thereof are hereby declared to be severable, and if they or any of them are declared to be invalid or unenforceable for any reason by a court of competent jurisdiction, the remainder of this ordinance shall not be affected.

Section 3. Repealer Clause. All ordinances or parts of ordinances in conflict herewith are hereby repealed only to the extent necessary to give this Ordinance full force and effect.

This Ordinance shall take effect on October 8, 2026 after publication.

First Reading:

August 17, 2026

Ayes _____
Nays _____
Absent_____

_____
Jill Domingo,
Clerk

Second Reading & Adoption:

September 8, 2026

Ayes _____
Nays _____
Absent_____

_____
Victoria Garcia-Snyder,
Mayor

CITY COUNCIL REGULAR SESSION COUNCIL REGULAR MEETING

AGENDA ITEM REPORT

Subject:	Discussion/Approve 1st Reading Ordinance # 2026-07, An Ordinance To Amend Chapter 100 Zoning, By Amending The Zoning Map Referred To In Section 4.2 To Rezone 958 Haven Rd. And 910 Haven Rd. From Campus Development District (CDD) To Mixed Use District (MU)
Meeting:	CITY COUNCIL REGULAR SESSION COUNCIL REGULAR MEETING - September 8, 2026
Department:	City Manager's Department

ATTACHMENTS:

Ordinance 2026-07.docx

CITY OF ALBION
ORDINANCE #2026-07

AN ORDINANCE TO AMEND CHAPTER 100 ZONING, BY AMENDING THE ZONING MAP REFERRED TO IN SECTION 4.2 TO REZONE 958 HAVEN RD. AND 910 HAVEN RD. FROM CAMPUS DEVELOPMENT DISTRICT (CDD) TO MIXED USE DISTRICT (MU)

Purpose and Finding:

Albion College is the owner of the properties at 958 Haven Rd. and 910 Haven Rd. Albion College is seeking to sell the properties, but it cannot do so with the existing zoning. The properties are presently zoned as CDD (Campus Development District). CDD zoning limits the properties to College related uses. Albion College is requesting to rezone the properties from CDD to MU (Mixed Use) with conditions that it can only be used for the following purposes within the MU Zoning District: Bakeries, Confectioneries, and Ice Cream Shops; Banquet Halls/Wedding Venues; Caterers/Food Service Contractors; Coffee Shops; Convention Centers/Conference Centers; Delicatessens; Inns (Lodging Units within Other Commercial Establishment); Restaurants without Drive-Through; Rooming Houses/Boarding Houses; Accessory Dwelling Units/Guest Houses; Dwelling Units in Conjunction with Commercial; Single-Family Detached Dwelling; and Home Occupations. The City's Planning Commission has recommended approval. Approval is recommended.

THE CITY OF ALBION ORDAINS:

Section 1: Chapter 100, Section 4.2 of the Codified Ordinances of the City of Albion is hereby amended, by amending the zoning map referred to in Section 4.2 as follows:

The property located at, and commonly referred to as 958 Haven Rd., Albion, MI 49224, and legally described as: ALBION CITY, A PARCEL OF LAND SITUATED IN SEC 2 & 11, T3S, R4W, ALBION TOWNSHIP, CALHOUN COUNTY. THE PORTION OF THIS PARCEL THAT LIES IN THE CITY OF ALBION IS DESCRIBED AS: BEG AT THE NE CORNER OF SEC 11 THN N 89 DEG 47'32" W 2652.56' THN N 2DEG 49'53" W 1038.61 FT THN N 2DEG 48'58"W 164.90FT THN N 88 DEG 48' 49"E 172.85' THN N 88 DEG 45' 17"E 32.97 FT THN N ODEG 51'30"W 57.48FT THN N 85DEG 43'58"E 101.41FT THN N 0 DEG 50' 52" W 151.5FT THN S 85DEG 35'42"W 97.35 FT THN S 56DEG 7'55"W 45.36 FT THN S 56DEG3'17" 60.77 FT THN N 89DEG 0' 58"W 126.29 FT THN N2DEG44'53"W 529.27 FT THNS66DEG45'11"E 750.54 FT THN S 2DEG39'52"W 914.65 FT THN S 2DEG 39'29"E 285.6 FT THN N 89DEG 26'32"E 198.9 FT THN N 2DEG 01'32"E 648.5 FT THN S 87DEG 58'30"E 615.49FT THN N 11DEG 54'29" E 274.45 FT THN S 78DEG25'40"E 558.73FT THN S 01DEG42'21"W 765.63 FT THN S 89DEG01'19"E 648.27 FT THN S 02DEG35'31"E 413.49TO POB (CONT 63.4

ACRES M/L) ALSO EASEMENTS TO PARCELS 1,2 & 3 DESCRIBED IN LIBER 1920, PP 354 & 355 CALHOUN COUNTY REGISTER OF DEEDS (958 HAVEN RD) SPLIT ON 07/23/2007 FROM 13-51-001-518-02, shall be rezoned from Campus Development District (CDD) to Mixed Use District (MU), and shall be limited to the following specific uses within the MU District: Bakeries, Confectioneries, and Ice Cream Shops; Banquet Halls/Wedding Venues; Caterers/Food Service Contractors; Coffee Shops; Convention Centers/Conference Centers; Delicatessens; Inns (Lodging Units within Other Commercial Establishment); Restaurants without Drive-Through; Rooming Houses/Boarding Houses; Accessory Dwelling Units/Guest Houses; Dwelling Units in Conjunction with Commercial; Single-Family Detached Dwelling; and Home Occupations.

Section 2: Chapter 100, Section 4.2 of the Codified Ordinances of the City of Albion is hereby amended, by amending the zoning map referred to in Section 4.2 as follows:

The property located at, and commonly referred to as 910 Haven Rd., Albion, MI 49224, and legally described as: ALBION CITY, COMM AT THE S 1/4 POST OF SEC 2, T3S, R4W; TH S 88 DEG 16'20" E, ALG THE S LN OF SAID SEC, 585.55 FT; TH N 01DEG 00' W, 683 FT; TH N 04 DEG 11'20" E, 914.37 FT TO THE C/L OF HAVEN RD; TH S 65 DEG 06' E, ALG THE C/L OF HAVEN RD, 193.5 FT TO THE INTERSECTION OF THE C/L OF HAVEN RD & HANNAH ST; TH CONTINUING S 65 DEG 06' E, ALG THE C/L OF HAVEN RD, 185.8 FT; TH 151.82 FT ALG SAID C/L & A CURVE TO THE LEFT WHOSE RADIUS IS 1922.3 FT, AND WHOSE CHORD BEARS S 67 DEG 21'46" E, 151.79 FT TO POB; TH 232.89 FT ALG THE C/L OF HAVEN RD & A CORVE TO THE LEFT WHOSE RADIUS IS 1922.3 FT AND WHOSE CHORD BEARS S 73 DEG 05'45" E, 232.74 FT; TH S 76 DEG 34' E, ALG THE C/L OF HAVEN RD, 158.9 FT; TH S 13 DEG 26' W, AT RIGHT ANGLES TO HAVEN RD, 277.01 FT; TH N 86 DEG 27' W, 311 FT; TH N 0 DEG 24' W, 354.77 FT TO POB., shall be rezoned from Campus Development District (CDD) to Mixed Use District (MU), and shall be limited to the following specific uses within the MU District: Bakeries, Confectioneries, and Ice Cream Shops; Banquet Halls/Wedding Venues; Caterers/Food Service Contractors; Coffee Shops; Convention Centers/Conference Centers; Delicatessens; Inns (Lodging Units within Other Commercial Establishment); Restaurants without Drive-Through; Rooming Houses/Boarding Houses; Accessory Dwelling Units/Guest Houses; Dwelling Units in Conjunction with Commercial; Single-Family Detached Dwelling; and Home Occupations.

Section 3: Severability. This ordinance and each article, section, subsection, paragraph, subparagraph, part, provision, sentence, word and portion thereof are hereby declared to be severable, and if they or any of them are declared to be invalid or unenforceable for any reason by a court of competent jurisdiction, the remainder of this ordinance shall not be affected.

Section 4: Repealer Clause. All ordinances or parts of ordinances in conflict herewith are hereby repealed only to the extent necessary to give this Ordinance full force and effect.

This Ordinance shall take effect after publication on October 21, 2026.

First Reading:
September 8, 2026

Ayes _____
Nays _____
Absent_____

_____
Jill Domingo
City Clerk

Second Reading & Adoption:
September 21, 2026

Ayes _____
Nays _____
Absent_____

_____
Victoria Garcia-Snyder,
Mayor

CITY COUNCIL REGULAR SESSION COUNCIL REGULAR MEETING

AGENDA ITEM REPORT

Subject:	Discussion/Approve 1st Reading Ordinance # 2026-08, An Ordinance to Amend Chapter 82. Traffic and Vehicles, by Amending Article III, Division 3, Parking Enforcement, Sections 82-127 and 82-128
Meeting:	CITY COUNCIL REGULAR SESSION COUNCIL REGULAR MEETING - September 8, 2026
Department:	City Attorney's Office

ATTACHMENTS:

BACKGROUND INFORMATION:

Discussion/Approve 1st Reading Ordinance # 2026-08, An Ordinance to Amend Chapter 82. Traffic and Vehicles, by Amending Article III, Division 3, Parking Enforcement, Sections 82-127 and 82-128

SUMMARY

Shift parking fine amounts from being set in ordinance to being set annually in the City's fee schedule, allowing simpler and more flexible updates.

Enable the City to offer "discounted fines for prompt payment" and "additional fines for late payment" through the fee schedule.

Update Sections 82-127 and 82-128 to reference civil infraction processing and tie parking fine amounts to the Council adopted fee schedule instead of fixed ordinance language Maintain standard severability and repealer provisions to ensure the ordinance functions as intended.

Recommendation: Council Approval of the 1st Reading

Ordinance 2026-08.docx

CITY OF ALBION
ORDINANCE #2026-08

AN ORDINANCE TO AMEND CHAPTER 82 TRAFFIC AND VEHICLES, BY AMENDING ATICLE III, DIVISION 3, PARKING ENFORCEMENT, SECTIONS 82-127 AND 82-128

Purpose and Finding:

The City currently sets a schedule of fines for parking violations in an ordinance. Setting the fines via ordinance makes updating the fines a cumbersome process. If the City were to adopt the fines as part of its fee schedule adoption each year, the fines could be easily updated annually and as otherwise needed. The amendment places the schedule of fines in the city's fee schedule as adopted by resolution. This would also allow for the City to provide discounted fines for prompt payment and additional fines for late payment. Approval is recommended.

THE CITY OF ALBION ORDAINS:

Section 1: Chapter 82, Article III, Division 3, Section 82-127 of the Codified Ordinances of the City of Albion is hereby amended as follows:

Sec. 82-127. – Penalties

Any provision of this chapter which describes an act or omission which constitutes a civil infraction under the Michigan Vehicle Code, MCL 257.1, et seq., as amended, shall be processed as a civil infraction, and any person found responsible for said civil infraction shall be ordered to pay ordered to pay a civil fine and costs in accordance with MCL 257.907, as amended. A violation of any other provision of this Chapter not constituting a civil infraction, as provided in this section, shall be punishable as provided by law.

Section 2: Chapter 82, Article III, Division 3, Section 82-128, of the Codified Ordinances of the City of Albion is hereby amended as follows:

Sec. 82-128. – Schedule of Parking Fines

Any person who violates any of the provisions of the parking regulations of this Article shall be fined according to the city's fee schedule adopted by resolution of the City Council. Each day a violation occurs or continues shall be deemed to be a separate offense.

Section 3: Severability. This ordinance and each article, section, subsection, paragraph, subparagraph, part, provision, sentence, word and portion thereof are hereby declared to be severable, and if they or any of them are declared to be

invalid or unenforceable for any reason by a court of competent jurisdiction, the remainder of this ordinance shall not be affected.

Section 4: Repealer Clause. All ordinances or parts of ordinances in conflict herewith are hereby repealed only to the extent necessary to give this Ordinance full force and effect.

This Ordinance shall take effect after publication on October 21, 2026.

First Reading:
September 8, 2026

Ayes _____
Nays _____
Absent_____

_____
Jill Domingo
City Clerk

Second Reading & Adoption:
September 21, 2026

Ayes _____
Nays _____
Absent_____

_____
Victoria Garcia-Snyder,
Mayor

CITY COUNCIL REGULAR SESSION COUNCIL REGULAR MEETING

AGENDA ITEM REPORT

Subject:	Approve Work Order Permitting Software
Meeting:	CITY COUNCIL REGULAR SESSION COUNCIL REGULAR MEETING - September 8, 2026
Department:	Public Services Department

ATTACHMENTS:

Work Order - Permit Database Request (1).pdf

Change in Work Order and Permitting Software

Summary of the Request:

Prior to the summer/fall of 2024, we did not have any type of electronic work orders for Public Works as a whole. Sometimes we used paper, sometimes we used emails, sometimes it was just verbal. However, we had no tracking whatsoever other than manually looking through paperwork.

In the summer/fall of 2024, we used a module in BS&A that creates a work order tracking program. BS&A is the accounting software we use at the City. However, this was a very basic module/program. We have to pay extra for this work order module/program. The attached document is a printout of what the current work order program looks like, (see attached page 5). As you can see, it is a generic form that does not allow for much information. It also has the same header of "Water Service Work Order" as this is the only template available.

Currently, we pay $7500.00 a year for this. The workers in the field can access this work order on their work tablets. However, we get no notifications if the work order is complete. We also have to go through several steps to search any past work orders at a certain location. We have no way of tracking materials or parts used on a work order.

Lindsey and Alexis are the main personnel that generate work orders when complaints come in. Alexis mainly deals with water service work orders, while Lindsey deals with the other calls for service, such as potholes, trees, sewer, and other topics.

Our current work order system is better than paper, however, it is extremely cumbersome, not user friendly, does not store a lot of data, does not track parts/inventory used, and does not send notifications when a work order is complete.

Current Process for Permits:

Currently, we have paper permits. We track permits the old fashion way of keeping hard copies unless the permit is scanned in by staff. We have no centralized database for permits.

Alexis has broken down the current process of how building, electrical, plumbing, HVAC, are processed:

"Safe built is paid average $22k a month, this does include them processing our permits. The resident will fill the permit paperwork out here if they don't contact safe built directly, Liz will

send that paperwork over to them to process and safe built will contact the resident with a price, then they come back to city hall to pay those fees and we send the funds to safe built."

I have attached a copy of what a permit looks like for a Right-of-Way construction, (see attached page 6). As you can see, it is an antiquated way of doing permitting.

Simplicity Software:

After hearing the complaints from the personnel in the field, along with issues Lindsey and Alexis encounter with creating and tracking the work orders, it prompted the three of us to look at other vendors.

We believe we found a vendor that will be able to give us what we need. The program is called Simplicity.

Simplicity is a much more user friendly system that:

- Allows us to fill out work orders easily;
- Have personnel complete work orders in the field easier and quicker;
- Tracks inventory used to complete the repairs such as valves, meters, and pothole materials,
- Updates management when a work order is completed;
- Allows a citizen to report and submit a problem to the system, which management can generate a work order from the submission;
- Emails the citizen when the work order is completed;
- Has a user friendly online portal that allows permits to fill out electronically, pay online, and track progress of the permit as it moves through the system (see attached page 7);
- Creates an online dashboard that allows management to track work orders, permits, inventory, costs, and prepare reports on various topics.

Cost of Simplicity:

The following is a breakdown of the initial cost/setup fees and a yearly cost per year:

A. Product/Service

a.	**One-time Setup Cost:**	**$15,750**
	Setup items:	
	Core Setup:	Included
	Inventory:	Included
	Subtotal:	$20,250
	Discount (Inventory):	-$4,500
	Total:	**$15,750**
b.	**Annual Hosting:**	**$10,500**
	Hosting items:	
	Core Hosting:	Included
	Map:	Included
	Subtotal:	$13,500
	Discount (Inventory):	-$3,000
	Total:	**$10,500**

B. Payment Schedule

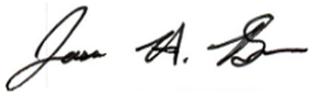
Year 1	**October 1, 2026 – December 31, 2026:**	**$18,375**
	(Setup: $15,750, Hosting: $2,625 - 9 months prorated)	
Year 2	**January 1, 2027 – December 31, 2027:**	**$11,025**
Year 3	**January 1, 2028 – December 31, 2028:**	**$11,576**

Invoicing will be done on an annual basis at the beginning of the term unless otherwise specified.

Closing Summary:

We are requesting approval of this proposal so we can start right away with getting this system up and running. We anticipate it will be a solid month of customizing the work orders to meet our needs and getting inventory entered into the system.

Respectfully submitted,



Jason Kern
Director
Public Services

WATER SERVICE WORK ORDER

WORK ORDER NUMBER: 0000002768
APPOINTMENT DATE/TIME:
ACCOUNT NUMBER: 32-033-11

MISC

Service Address **ALBION PUBLIC SAFETY**

101 N GALE

CALL TYPE: **ARRIVAL TIME:** **LEAVE TIME:**

BILLING REMARKS:	

RESPONSE/ACTIONS:

Meter	Size	ID NUMBER	Reading	RETIRED Y/N?
IN = YES or NO OUT = YES or NO				

☐ **Turned SVC ON** ☐ **Turned SVC OFF** ☐ **Left Notice**

☐ **Meter Chg: $_____** ☐ **OT/Call In Fee $_____** ☐ **Other $_____**

CONCLUSION/FINAL DETERMINATION:

Service Information

Service Name:	WATER USAGE		
Current Read Info.	0		
Previous Read Info.	0	07/29/2026	Auto Read
Meter Type:	Badger Meter Ultrasonic	Size:	0.625
MeterID:	160262328	Serial #:	251561485
Location:	O/R EAST WALL		

Work Performed by: _____ **Date:** _____

SUPERVISOR SIGNATURE: _____ **Date:** _____

CITY OF ALBION PERMIT APPLICATION TO WORK IN PUBLIC RIGHT-OF-WAY, STREET AND / OR ALLEYWAY

(Sewer Or Drain Repair/Replacement)

Date application submitted: 9/1/26

Address Of Location Work Is To Be Performed: [redacted]

Describe Type & Location Of Work (*In right-of-way, street, alleyway, etc.*): Install 1" Water line From Water Main To Home

(*see page 2 for addition space for description*)

Start Date: 9/8/26 **To Completion Date:** 9/18/29 **requesting permission to work in public right-of-way, street or alleyway.**

Property Owners Name: [redacted] **Mailing address:** [redacted]

City: Albion **State:** MI **Zip Code:** 49224

CONTRACTOR INFORMAITON

Company Name: Briggs & Martin CO.

Street Address: 7890 King Rd **City:** Spring Arbor **State:** MI **Zip Code:** 49283

Office Ph. #: 517 788 6411 **Fax Ph. #:** _____ **E-mail:** jley1960@Gmail.com

Important: At least 24 hours' notice must be given to the director before any public right-of-way, street and / or alleyway can be opened for the purpose of repair/laying a private sewer or drain, and such work may not proceed until approval of the director is obtained. All excavations for building sewer installation/repair shall be adequately guarded with barricades and lights so as to protect the public from hazard. Streets, sidewalks, parkways, alleyways and other public property disturbed in the course of the work shall be restored in a manner satisfactory to the city. All refilling of the excavation made for such connection shall be under the supervision of the city officials responsible for streets. Sewer or drain work located in public right-of-way, street and / or alleyway must be inspected by the city before covering. Sewer or drain work performed on abutting private property requires a separate plumbing permit (*for permit information, contact SCMCCI at 1-888-249-7077*).

Liability insurance policies are required to be filed in making application for permit, they shall be in not less than the following minimum amounts, except as otherwise specified.

(1) On account of injury to or death of any person in any one accident, $500,000.00;
(2) On account of any one accident resulting in injury to or death of more than one person, $1,000,000.00;
(3) On account of damage to property in any one accident, $50,000.00.

Where, in the opinion of the director, a greater risk is involved, higher limits of coverage may be required.

A certificate-duplicate executed copy or photo static copy of the original of such insurance policy is required to be submitted with this application.

Name of Insurance Company: Professional Ins. **Office Ph. #:** 2347223500

Expiration Date of Insurance: 12/31/26

You must call MISS DIG. Enter MISS DIG Ticket Number: 20260830004450

(*Ticket number given by MISS DIG at time of contact*)

APPLICANT INFORMATIOIN

Applicants Name (*print*): Jamie Ley

Street Address: 7890 King Rd **City:** Spring Arbor **State:** MI **Zip Code:** 49283

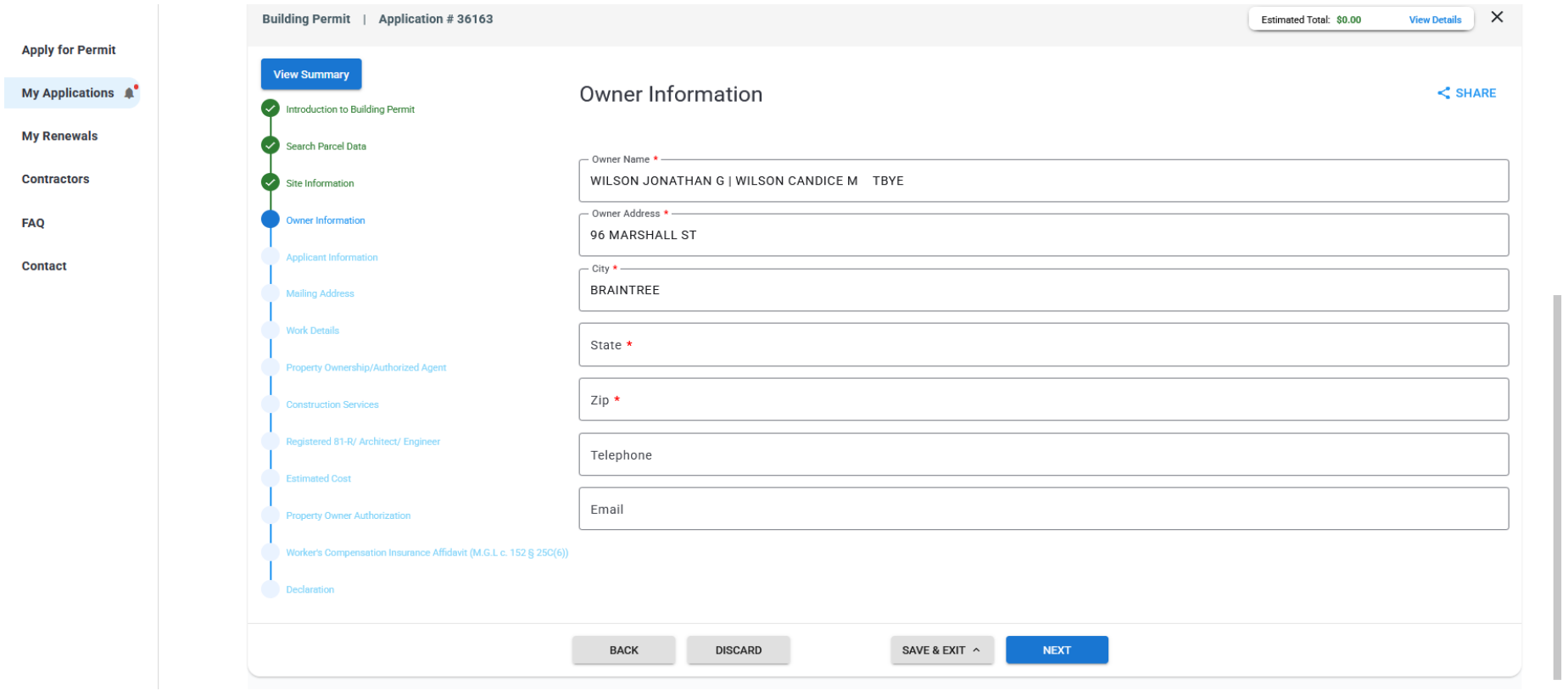
Phone Number: 517 788 6411 **Cell Phone Number:** _____

Type Of License: Builder **License #:** 2102135456 **Expiration date:** 2/31/29

Applicants Signature: Jamie Ley **Date:** 9/1/26

IMPORTANT NOTE: Work in State Trunklines (*street / right-of-way*) **requires additional permit from Michigan Department Of Transportation (MDOT).**

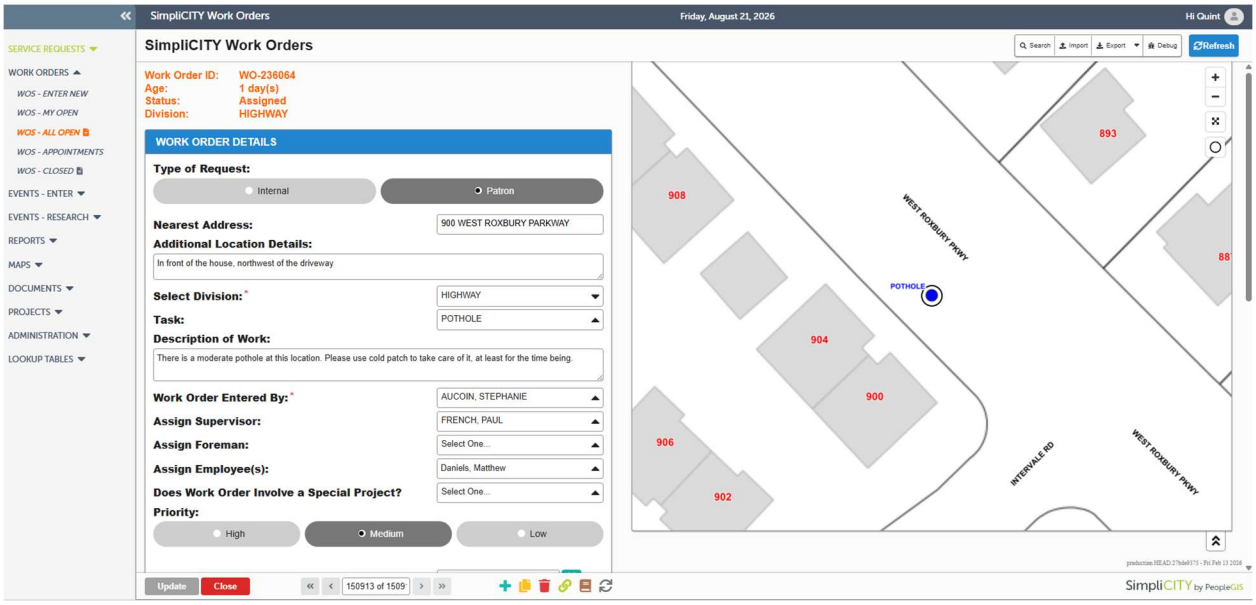
CITY OF ALBION
Date Entered 09/01/2026 2:36:38 PM
Receipt 00[redacted]65060
Amount $100.00
Type CHK
Ref 2/CUR CUT PERM
Postmark Date 09/01/2026


Apply for Permit
My Applications
My Renewals
Contractors
FAQ
Contact
Building Permit | Application # 36163
Estimated Total: $0.00
View Details
View Summary
Introduction to Building Permit
Search Parcel Data
Site Information
Owner Information
Applicant Information
Mailing Address
Work Details
Property Ownership/Authorized Agent
Construction Services
Registered 81-R/ Architect/ Engineer
Estimated Cost
Property Owner Authorization
Worker's Compensation Insurance Affidavit (M.G.L c. 152 § 25C(6))
Declaration
Owner Information
SHARE
Owner Name *
WILSON JONATHAN G | WILSON CANDICE M TBYE
Owner Address *
96 MARSHALL ST
City *
BRAINTREE
State *
Zip *
Telephone
Email
BACK
DISCARD
SAVE & EXIT
NEXT

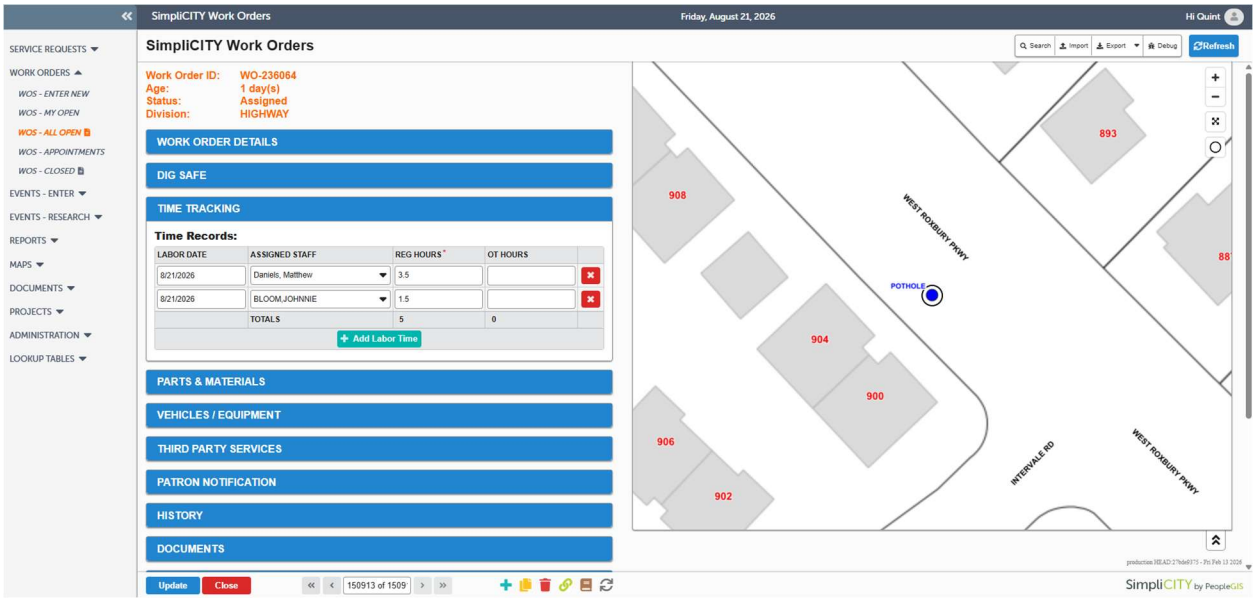
Jason –
As requested, I have put together a few screenshots of what the Work Order portion of Schneider Geospatial's SimpliCITY Work Order Management software looks like. SimpliCITY is device agnostic – meaning there is no need for an app, and the application can be run on a laptop, phone or tablet. I have included what the work order would look like on a tablet. As for reports in SimpliCITY, there are standard reports that are included, and they can be branded with your own City of Albion seal/logo. Additionally, customized reports can be created to meet the City's needs. I have included an example of a reporting document.

You will also see a few screenshots of Schnieder Geospatial's GeoPermits application. I know this is something else that you are interested in at a later date. GeoPermits is a modern, easy to use, cloud-based permitting platform designed with a modular approach. GeoPermits modules include, Building, Planning & Zoning, Code Enforcement, Health Department, Licensing & Registration, Public Works and Fire & Burning. There are multiple unique permit application types under each module. Customers can use one module or multiple modules allowing them to build their permitting system as quickly or as methodically as they wish. As you get closer to making your permitting decision, we can provide a detailed demo and confirm which modules make sense, then provide preliminary pricing information.

SimpliCITY Work Orders provides complete functionality to be able to track work activities performed in any area of the City. Easy to view screens enable users to select a point on a map, or type an address, associate work task and description of the work and assign employee(s). Assigned work order will show up based on user's login credentials.

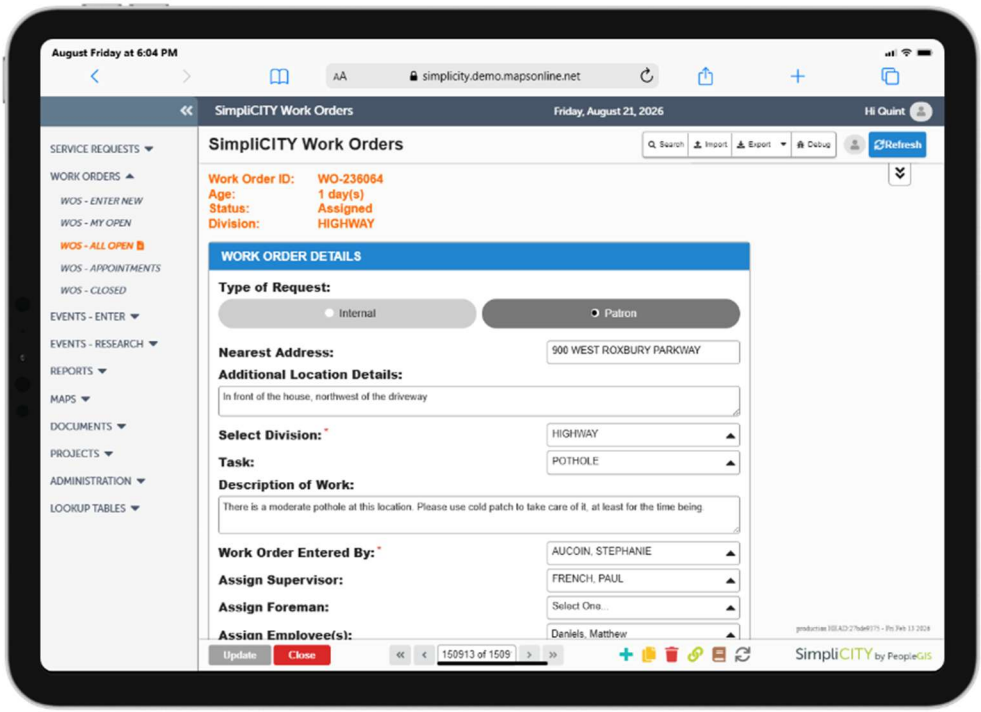


In this example, a pothole work order was created near 900 West Roxbury with labor assigned.

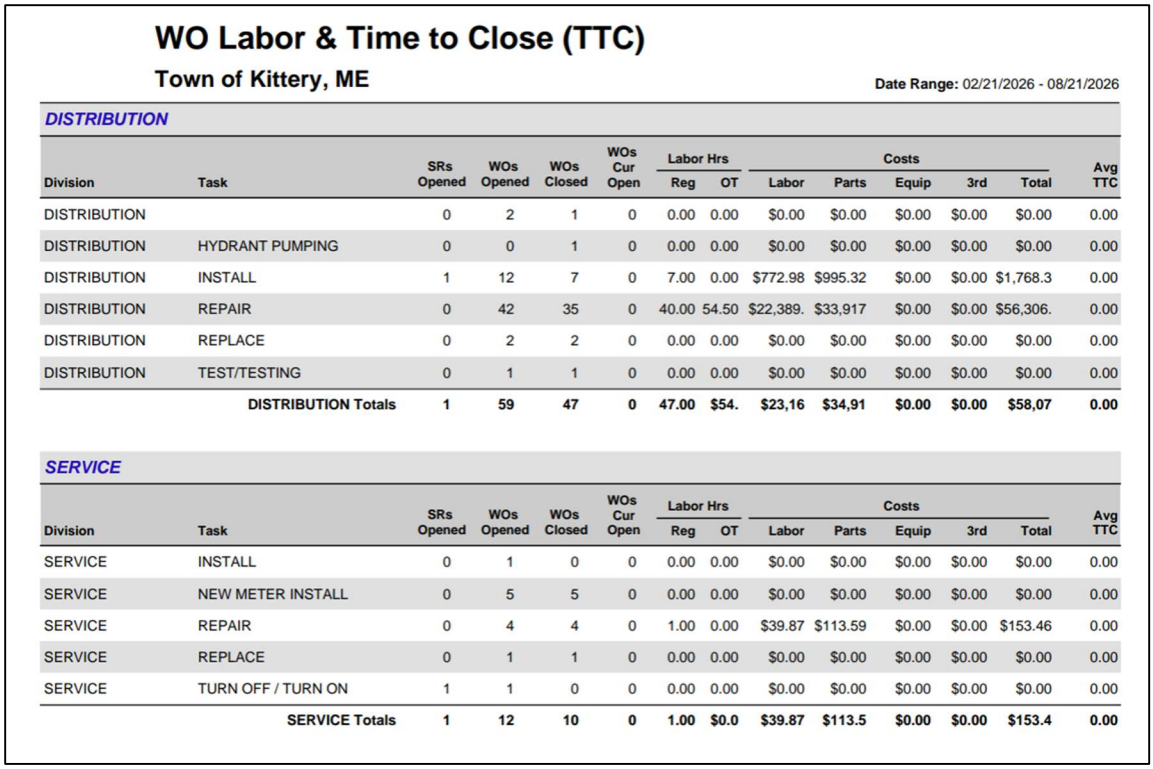


Same work order, with time entered (Daniels with 3.5 hours, Bloom with 1.5 hours). Options are available to enter parts or materials, vehicles and third-party services. Photos can also be added with date and time stamps.

No app needed! The SimpliCITY Work Order solution is device agnostic and is fully operational on desktop computers, laptops and tablets, enabling office and field staff to leverage the software from anywhere.



Mobile view on an iPad. User have the same functionality as they would in the office.



WO Labor & Time to Close (TTC)

Town of Kittery, ME

Date Range: 02/21/2026 - 08/21/2026

DISTRIBUTION

Division	Task	SRs Opened	WOs Opened	WOs Closed	WOs Cur Open	Labor Hrs Reg	Labor Hrs OT	Costs Labor	Costs Parts	Costs Equip	Costs 3rd	Costs Total	Avg TTC
DISTRIBUTION		0	2	1	0	0.00	0.00	$0.00	$0.00	$0.00	$0.00	$0.00	0.00
DISTRIBUTION	HYDRANT PUMPING	0	0	1	0	0.00	0.00	$0.00	$0.00	$0.00	$0.00	$0.00	0.00
DISTRIBUTION	INSTALL	1	12	7	0	7.00	0.00	$772.98	$995.32	$0.00	$0.00	$1,768.3	0.00
DISTRIBUTION	REPAIR	0	42	35	0	40.00	54.50	$22,389.	$33,917	$0.00	$0.00	$56,306.	0.00
DISTRIBUTION	REPLACE	0	2	2	0	0.00	0.00	$0.00	$0.00	$0.00	$0.00	$0.00	0.00
DISTRIBUTION	TEST/TESTING	0	1	1	0	0.00	0.00	$0.00	$0.00	$0.00	$0.00	$0.00	0.00
	DISTRIBUTION Totals	**1**	**59**	**47**	**0**	**47.00**	**$54.**	**$23,16**	**$34,91**	**$0.00**	**$0.00**	**$58,07**	**0.00**

SERVICE

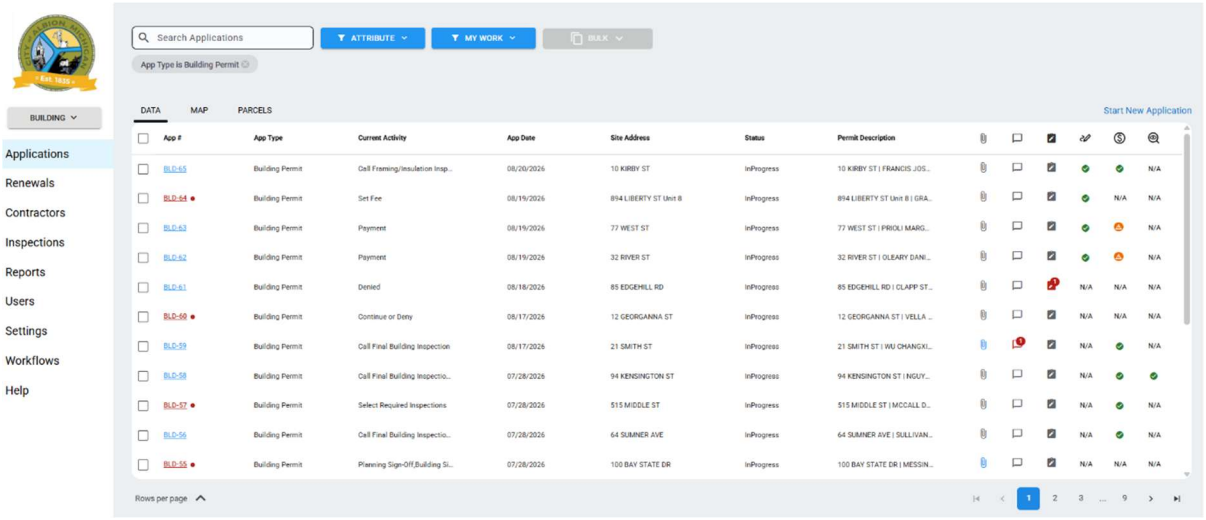
Division	Task	SRs Opened	WOs Opened	WOs Closed	WOs Cur Open	Labor Hrs Reg	Labor Hrs OT	Costs Labor	Costs Parts	Costs Equip	Costs 3rd	Costs Total	Avg TTC
SERVICE	INSTALL	0	1	0	0	0.00	0.00	$0.00	$0.00	$0.00	$0.00	$0.00	0.00
SERVICE	NEW METER INSTALL	0	5	5	0	0.00	0.00	$0.00	$0.00	$0.00	$0.00	$0.00	0.00
SERVICE	REPAIR	0	4	4	0	1.00	0.00	$39.87	$113.59	$0.00	$0.00	$153.46	0.00
SERVICE	REPLACE	0	1	1	0	0.00	0.00	$0.00	$0.00	$0.00	$0.00	$0.00	0.00
SERVICE	TURN OFF / TURN ON	1	1	0	0	0.00	0.00	$0.00	$0.00	$0.00	$0.00	$0.00	0.00
	SERVICE Totals	**1**	**12**	**10**	**0**	**1.00**	**$0.0**	**$39.87**	**$113.5**	**$0.00**	**$0.00**	**$153.4**	**0.00**

Example of a report. Grouping, column sorting and ability to save commonly run reports is standard. Reports can be printed or downloaded for easy distribution or inclusion in Council packets.

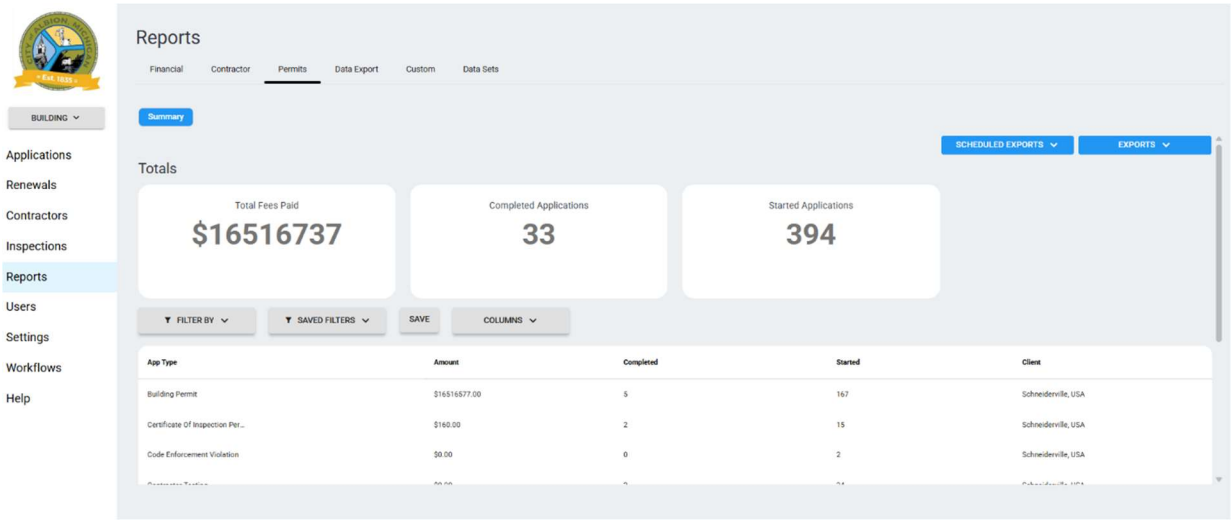
GeoPermits by Schneider Geospatial, is a modern, easy to use permit application that is modular in nature. This means that organizations such as the City of Albion can build out their permitting platform as quickly or as methodically as they would like. Below is a sample of the permit modules and different application types:



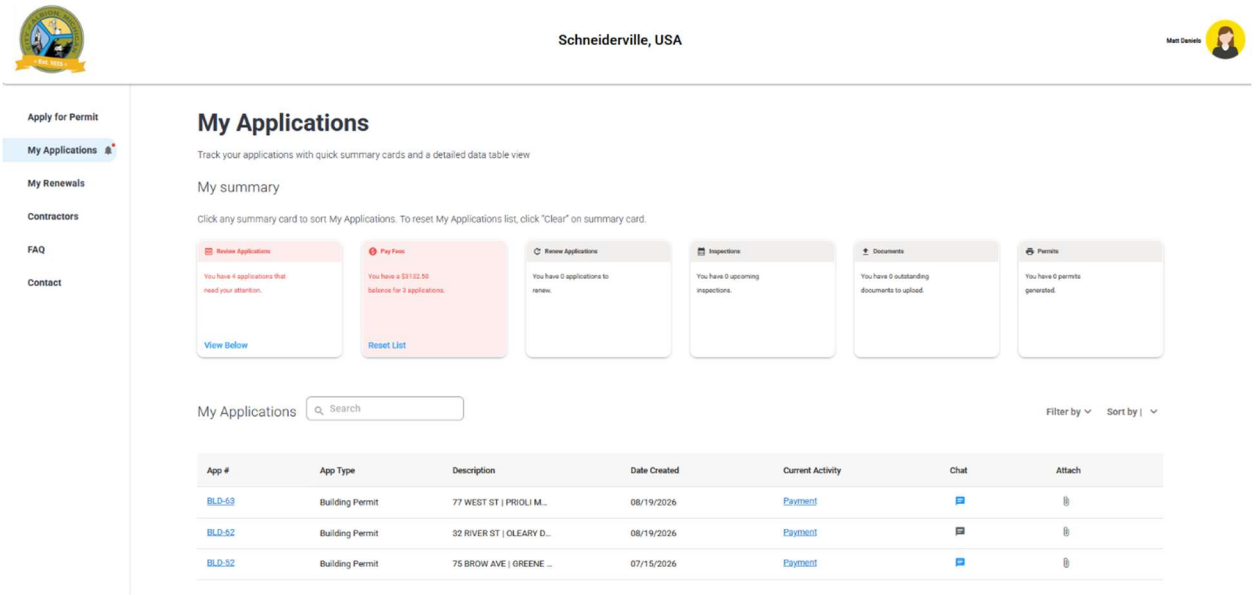
GeoPermits is made up of an Internal Staff Portal and a Customer Portal. Both have a similar look and feel and can be easily integrated into your website. Online payment functionality is available as is the ability to import legacy data should the City want to do so.



Internal Staff Portal branded with Albions logo. Includes chat features with residents.



Example of a Dashboard within GeoPermits that shows collected fees, completed applications and application types.



Example of the Customer (citizen) portal. The Citizen can see the status of their permits. Red text indicates the Citizen must perform an action. Citizens can start their permit process and stop – then pick up at the same step in the process at a different time.

Please note that these screen captures are just a few samples of what you can expect from both of Schneider Geospatial's offerings of GeoPermits and SimpliCITY Asset Management. Please let me know if I can provide you with any further information.

Thanks,
Quint

PROFESSIONAL SERVICES AGREEMENT

This Agreement is made and entered into by and between **Schneider Geospatial, LLC**, a Delaware Limited Liability Company, whose place of business is 8901 Otis Avenue, Suite 300, Indianapolis, IN 46216 ("PROFESSIONAL") and **City of Albion, MI**, whose place of business is: 112 West Cass Street Albion, MI 49224.

1 Services.

PROFESSIONAL shall provide CLIENT with the following services ("Services"):

A. SimpliCITY Core Asset Management Portal. Deployment and hosting of the SimpliCITY Core Asset Management portal featuring local government assets utilizing existing asset data provided to PROFESSIONAL by CLIENT. This site will include the following:
   a. SimpliCITY Core

      i. Maps Online
      ii. Document Manager
      iii. Master Address Table
      iv. Dept. /Div. Table
      v. Employees Table
      vi. QuickAsset
      vii. QuickAsset Editor
      viii. Work Orders
      ix. Service Requests
      x. Employee Licenses
      xi. Labor Time Tracking
      xii. Parts Inventory Log
      xiii. 3rd Parties GPS Tracking
      xiv. 2 tickets, plus airfare and hotel to Schneider Users' Conference

B. SimpliCITY Inventory Management Portal. Deployment and hosting of the SimpliCITY Inventory portal featuring local government assets utilizing existing asset data provided to PROFESSIONAL by CLIENT.

      i. Inventory consumption
      ii. Inventory tracking

Other Fixed Fee phases of this project may be developed during the course of this agreement. Once the estimates are accepted, an Authorization to Proceed will have to be signed and submitted before work will begin.

2 Payment for Services.

CLIENT shall compensate PROFESSIONAL for the Services as follows:

A. **Product/Service**

a. **One-time Setup Cost:** **$15,750**

Setup items:

Core Setup:	Included
Inventory:	Included
Subtotal:	$20,250
Discount (Inventory):	-$4,500
Total:	**$15,750**

b. **Annual Hosting:** **$10,500**

Hosting items:

Core Hosting:	Included
Map:	Included
Subtotal:	$13,500
Discount (Inventory):	-$3,000
Total:	**$10,500**

B. Payment Schedule

Year 1	**October 1, 2026 – December 31, 2026:**	**$18,375**
	(Setup: $15,750, Hosting: $2,625 - 9 months prorated)	
Year 2	**January 1, 2027 – December 31, 2027:**	**$11,025**
Year 3	**January 1, 2028 – December 31, 2028:**	**$11,576**

Invoicing will be done on an annual basis at the beginning of the term unless otherwise specified.

If the CLIENT cancels the agreement before end of initial multi-year term, any waived discounts and promotional fees will be included in the final invoice.

Balances due thirty (30) days after the due date for non-government clients and sixty (60) days after the due date for government clients shall be assessed an interest rate of 1½% per month (18% per year). CLIENT agrees to pay for any and all costs of collection including, but not limited to interest, lien costs, court costs, expert fees, attorney's fees and other fees or costs involved in or arising out of collecting any unpaid or past due balances, including late fees or penalties. If payment is not received within thirty (30) days of the due date, PROFESSIONAL reserves the right, after giving seven (7) days written notice to CLIENT, to suspend services to CLIENT or to terminate this Agreement.

3 Terms of Service. Each party's rights and responsibilities under this Agreement are conditioned upon and subject to the Terms of Service which can be found at http://schneiderGIS.com/termsofservice. By executing this Agreement, CLIENT acknowledges that it has read the above-described Terms of Service and agrees that such Terms of Service are incorporated herein and made a part of this Agreement. PROFESSIONAL reserves the right to update or modify the Terms of Service upon ten (10) days prior notice to CLIENT. Such notice may be provided by PROFESSIONAL to CLIENT by e-mail.

4 Term, Termination and Renewal. The initial term of this Agreement shall be defined in the Scope of Services or Payment Schedule above. If the services provided are for an annual rate and extend for multiple years, PROFESSIONAL will prorate the first year of the agreement to match the fiscal year for the CLIENT, followed by consecutive, twelve (12) month periods. This Agreement may be renewed by mutual agreement of the parties herein. If, for any reason, this Agreement is terminated prior to the end of a term, any waived or discounted fees or specified promotional items provided by PROFESSIONAL shall be invoiced by PROFESSIONAL and paid by CLIENT. PROFESSIONAL reserves the right to update the pricing applicable to this Agreement after the initial term for any renewal terms and/or any subsequent terms occurring after the initial term of the Agreement; PROFESSIONAL shall provide prior written notice to CLIENT of any pricing adjustments applicable to any such renewal and/or subsequent terms.

5 Additional Data Hosting. PROFESSIONAL's website hosting services allow for storage of up to ten (10) Gigabytes of data and files to include as content for CLIENT's website hosted in PROFESSIONAL's web data server environment. Additional storage and transfer requirements may be negotiated, at PROFESSIONAL's discretion, if CLIENT decides to add additional content to the website – such as orthophotos, scanned documents, etc.

6 Assignment. PROFESSIONAL has the right to assign or transfer any rights under or interest in this Agreement upon fifteen (15) days' written or electronic notice to CLIENT. Nothing in this Paragraph shall prevent PROFESSIONAL from employing consultants or subcontractors to assist in the performance of the Services.

7 Rights and Benefits. Nothing in this Agreement shall be construed to give any rights or benefits in this Agreement to anyone other than CLIENT and PROFESSIONAL. CLIENT and PROFESSIONAL expressly state there are no third-party beneficiaries to this Agreement.

8 Successors. This Agreement is binding on the partners, successors, executors, administrators and assigns of both parties.

9 Applicable Law. The terms and conditions of this Agreement are subject to the laws of the State of Indiana.

10 Non-Discrimination. In the performance of this Agreement, PROFESSIONAL shall not discriminate against any qualified employee or qualified applicant for employment on the basis of actual or perceived age, color, disability, education, familial status, gender expression, gender identity, height, marital status, national origin, race, religion, sex, sexual orientation, or weight and shall require an identical provision in any subcontracts.

IN WITNESS WHEREOF, the Parties have executed this Agreement by affixing their signatures below.

Pricing is valid through September 18, 2026.

PROFESSIONAL:
Schneider Geospatial, LLC

By: _____

Print: Jeff Corns, GISP

Title: President & CEO

Date: _____

CLIENT:
City of Albion, MI

By: _____

Print: _____

Title: _____

Date: _____

CITY COUNCIL REGULAR SESSION COUNCIL REGULAR MEETING

AGENDA ITEM REPORT

Subject:	Approve $86,481.36 for removal of hazardous materials under Dean Drive/Hoaglin Drive
Meeting:	CITY COUNCIL REGULAR SESSION COUNCIL REGULAR MEETING - September 8, 2026
Department:	Public Services Department

ATTACHMENTS:

Hazard Material Report-Invoices.pdf

Removal of Hazardous Materials
Under Dean Drive / Hoaglin Drive

Overview of the Request:

During the construction of the new water, sanitary, and storm systems underneath Dean Drive and Hoaglin Drive on the south side of McIntosh Park, the contractors found hazardous materials approximately 2 feet below the pavement areas. The hazardous material was from the old City dump underneath McIntosh Park. The radius of the dump extended further than our plans had originally indicated.

The hazardous materials consisted of glass, wire, concrete, bricks, house fans, bicycles, metal shards, cans, shovels, tires, and anything else you would find inside a buried City dump.

This was unexpected and could not be covered by any contingency funds on this project due to it being outside the scope of the project. Therefore, the cost is completely on the City.

I met with Manager Theriot and Director Clark when I first learned of this back in mid/late July. I advised them that I did not know just how much it would cost, but that it could be over $50,000.00. We had no idea the amount of hazardous waste that would need to be hauled out of the roadway because we didn't know how far outside of the original boundaries of the old City dump the hazardous materials went. We could not hold up the project any longer without deciding as we would have lost our time table for completion and paving before the asphalt plant shuts down for the year.

Luckily, once the contractor got further up on Dean Drive from Hoaglin Drive/entrance to Boyd Drive, the hazardous material disappeared and there was no further issues with the dirt or area that Dean Drive was built on.

Breakdown of Costs:

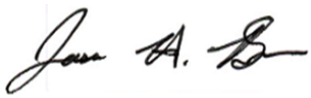
The following is the breakdown of the total cost to get rid of this hazardous material:

• Liberty Landfill for taking the hazardous materials	=	$53,244.00
• Carr Bros. for trucking hazardous materials	=	$33,237.36
	Total:	$86,481.36

Closing Summary:

As of right now, we have not run into any further unknown areas of hazardous materials. However, there will be more that has to be dug up when doing the storm drains along the south side of McIntosh Park in the Hoaglin Drive/Boyd Drive/Dean Drive area. It will not be as much as this incident, but we do not know just how much was just buried over by our forefathers.

Respectfully submitted,



Jason Kern
Director
Public Services

Liberty Environmentalists, Inc.

7900 South Meridian
Clark Lake, MI 49234
Phone: (517) 787-1177 Fax: (517) 787-3848
Website: libertylandfill.com

Invoice #: 49684
Invoice Date: 07-24-2026
Customer ID: CITYOFALBI

INVOICE

CITY OF ALBION
112 WEST CASS
ATTN; JOHN HARDEN
ALBION, MI 49224

	Description	Units	Unit of Measure	Unit Price	Amount
1	239687	24.00		36.00	864.00
2	239686	24.00		36.00	864.00
3	239673	24.00		36.00	864.00
4	239672	24.00		36.00	864.00
5	239671	24.00		36.00	864.00
6	239612	24.00		36.00	864.00
7	239574	24.00		36.00	864.00
8	239573	24.00		36.00	864.00
9	239439	40.00		36.00	1,440.00
10	239440	24.00		36.00	864.00
11	239438	40.00		36.00	1,440.00
12	239445	24.00		36.00	864.00
13	239459	40.00		36.00	1,440.00
14	239458	24.00		36.00	864.00
15	239456	24.00		36.00	864.00
16	239461	40.00		36.00	1,440.00
17	239472	24.00		36.00	864.00
18	239471	24.00		36.00	864.00
19	239475	40.00		36.00	1,440.00
20	239477	40.00		36.00	1,440.00
21	239483	24.00		36.00	864.00
22	239487	24.00		36.00	864.00
23	239503	24.00		36.00	864.00
24	239502	24.00		36.00	864.00
25	239518	24.00		36.00	864.00
26	239517	24.00		36.00	864.00
27	239536	24.00		36.00	864.00
28	239535	24.00		36.00	864.00
29	239548	15.00		36.00	540.00

PLEASE PAY FROM THIS INVOICE TERMS: NET 15 DAYS **TOTAL**

continued

Liberty Environmentalists, Inc.

7900 South Meridian
Clark Lake, MI 49234
Phone: (517) 787-1177 Fax: (517) 787-3848
Website: libertylandfill.com

Invoice #: 49684
Invoice Date: 07-24-2026
Customer ID: CITYOFALBI

INVOICE

CITY OF ALBION
112 WEST CASS
ATTN; JOHN HARDEN
ALBION, MI 49224

	Description	Units	Unit of Measure	Unit Price	Amount
30	239545	24.00		36.00	864.00
31	239546	24.00		36.00	864.00
32	239575	24.00		36.00	864.00
33	239587	24.00		36.00	864.00
34	239586	24.00		36.00	864.00
35	239585	24.00		36.00	864.00
36	239598	24.00		36.00	864.00
37	239597	24.00		36.00	864.00
38	239602	24.00		36.00	864.00
39	239601	24.00		36.00	864.00
40	239609	24.00		36.00	864.00
41	239611	24.00		36.00	864.00
42	239616	24.00		36.00	864.00
43	239617	24.00		36.00	864.00
44	239619	24.00		36.00	864.00
45	239647	24.00		36.00	864.00
46	239648	24.00		36.00	864.00
47	239650	24.00		36.00	864.00
48	239684	24.00		36.00	864.00

PLEASE PAY FROM THIS INVOICE

TERMS: NET 15 DAYS

TOTAL $44,604.00

Liberty Environmentalists, Inc.

7900 South Meridian
Clark Lake, MI 49234
Phone: (517) 787-1177 Fax: (517) 787-3848
Website: libertylandfill.com

Invoice #: 49696
Invoice Date: 07-27-2026
Customer ID: CITYOFALBI

INVOICE

CITY OF ALBION
112 WEST CASS
ATTN; JOHN HARDEN
ALBION, MI 49224

	Description	Units	Unit of Measure	Unit Price	Amount
1	239773	24.00		36.00	864.00
2	239777	24.00		36.00	864.00
3	239781	24.00		36.00	864.00
4	239782	24.00		36.00	864.00
5	239747	24.00		36.00	864.00
6	239744	24.00		36.00	864.00
7	239727	24.00		36.00	864.00
8	239728	24.00		36.00	864.00
9	239757	24.00		36.00	864.00
10	239758	24.00		36.00	864.00

PLEASE PAY FROM THIS INVOICE TERMS: NET 15 DAYS **TOTAL $8,640.00**

CARR BROTHERS & SONS, INC.
14555 ELM ROW ROAD
ALBION, MICHIGAN 49224
PHONE (517) 629-3549
FAX (517) 629-3542

INVOICE

DATE	INVOICE #
7/23/2026	144583

BILL TO	NOTES
CITY OF ALBION 112 WEST CASS ST. ALBION, MI 49224	DEAN & HOAGLIN(ALBION) 7/15/26 THRU 7/17/26 TRUCK #007,12,43,61,98,99,100

P.O. NUMBER	INVOICE TERMS	DUE DATE	VIA	JOB #	DISC. ALLOWED $
	NET 30 DAYS	8/22/2026			

QUANTITY	DESCRIPTION	PRICE EACH	AMOUNT
	TICKET #22746#22934#28440#31487#31488#31489#31570#31571#31572 #32193#32471#34213		
7.5	HRS-GILLIS TRUCK #007(TRAIN)-HAULING SPOILS OUT TO THE LANDFILL-(TICKET #34213)	170.00	1,275.00
9.5	HRS-7 SEASONS TRUCK #12(LEAD)-HAULING SPOILS OUT TO THE LANDFILL-(TICKET #32471)	160.00	1,520.00
9	HRS-CARR TRUCK #98(LEAD)-HAULING SPOILS OUT TO THE LANDFILL-(TICKET #31570)	160.00	1,440.00
8	HRS-CARR TRUCK #100(TRAIN)-HAULING SPOILS OUT TO THE LANDFILL-(TICKET #31487)	170.00	1,360.00
3	HRS-HENDRICKSON TRUCK #61(QUAD)-HAULING SPOILS OUT TO THE LANDFILL-(TICKET #28440)	148.00	444.00
8	HRS-CARR TRUCK #98(LEAD)-HAULING SPOILS OUT TO THE LANDFILL-(TICKET #31571)	160.00	1,280.00
8	HRS-CARR TRUCK #100(LEAD)-HAULING SPOILS OUT TO THE LANDFILL-(TICKET #31488)	160.00	1,280.00
4	HRS-OLAND TRUCK #01(LEAD)-HAULING SPOILS OUT TO THE LANDFILL-(TICKET #32193)	160.00	640.00
7	HRS-7 SEASONS TRUCK #12(LEAD)-HAULING SPOILS OUT TO THE LANDFILL-(TICKET #22746)	160.00	1,120.00
4.5	HRS-RAPPLEYE TRUCK #43(LEAD)-HAULING SPOILS OUT TO THE LANDFILL-(TICKET #22934)	160.00	720.00

NET 30 DAYS FROM DATE OF INVOICE- NO DISCOUNT ALLOWED

Please contact our Elm Row Office if you desire to pay by ACH

Tax ID# 38-2125198

Credit Card payments will incur a surchage of 3%

All deliveries are FOB "Carr Brothers and Sons, Inc." freight prepaid or freight collect to destination. Title to the product(s) and risk of loss to the product(s) shall pass to Buyer at the point of shipment, regardless of which party selects the carrier and arranges the freight charges or particulars of shipment. Risk of loss for damage or delay in transit shall be borne by Buyer.

Total

Payments/Credits

Balance Due

CARR BROTHERS & SONS, INC.

14555 ELM ROW ROAD
ALBION, MICHIGAN 49224
PHONE (517) 629-3549
FAX (517) 629-3542

INVOICE

DATE	INVOICE #
7/23/2026	144583

BILL TO	NOTES
CITY OF ALBION 112 WEST CASS ST. ALBION, MI 49224	DEAN & HOAGLIN(ALBION) 7/15/26 THRU 7/17/26 TRUCK #007,12,43,61,98,99,100

P.O. NUMBER	INVOICE TERMS	DUE DATE	VIA	JOB #	DISC. ALLOWED $
	NET 30 DAYS	8/22/2026			

QUANTITY	DESCRIPTION	PRICE EACH	AMOUNT
8	HRS-CARR TRUCK #98(LEAD)-HAULING SPOILS OUT TO THE LANDFILL-(TICKET #31572)	160.00	1,280.00
7.5	HRS-CARR TRUCK #100(LEAD)-HAULING SPOILS OUT TO THE LANDFILL-(TICKET #31489)	160.00	1,200.00
	4% FUEL SURCHARGE	542.36	542.36

NET 30 DAYS FROM DATE OF INVOICE- NO DISCOUNT ALLOWED

Please contact our Elm Row Office if you desire to pay by ACH

Tax ID# 38-2125198

Credit Card payments will incur a surchage of 3%

Total	$14,101.36
Payments/Credits	$0.00
Balance Due	**$14,101.36**

All deliveries are FOB "Carr Brothers and Sons, Inc." freight prepaid or freight collect to destination. Title to the product(s) and risk of loss to the product(s) shall pass to Buyer at the point of shipment, regardless of which party selects the carrier and arranges the freight charges or particulars of shipment. Risk of loss for damage or delay in transit shall be borne by Buyer.

CARR BROTHERS & SONS, INC.

14555 ELM ROW ROAD
ALBION, MICHIGAN 49224
PHONE (517) 629-3549
FAX (517) 629-3542

INVOICE

DATE	INVOICE #
7/28/2026	144664

BILL TO	NOTES
CITY OF ALBION 112 WEST CASS ST. ALBION, MI 49224	DEAN & HOAGLIN(ALBION) 7/20/26 THRU 7/21/26 TRUCK #01,12,100

P.O. NUMBER	INVOICE TERMS	DUE DATE	VIA	JOB #	DISC. ALLOWED $
	NET 30 DAYS	8/27/2026			

QUANTITY	DESCRIPTION	PRICE EACH	AMOUNT
	TICKET #31490#31491#32194#32195#32473		
5.5	HRS-OLAND TRUCK #01(LEAD)-HAULING SPOILS OUT TO THE LANDFILL-(TICKET #32194)	160.00	880.00
6.5	HRS-7 SEASONS TRUCK #12(LEAD)-HAULING SPOILS OUT TO THE LANDFILL-(TICKET #32473)	160.00	1,040.00
6	HRS-CARR TRUCK #100(LEAD)-HAULING SPOILS OUT TO THE LANDFILL-(TICKET #31490)	160.00	960.00
8	HRS-OLAND TRUCK #01(LEAD)-HAULING SPOILS OUT TO THE LANDFILL-(TICKET #32195)	160.00	1,280.00
9	HRS-CARR TRUCK #100(LEAD)-HAULING SPOILS OUT TO THE LANDFILL-(TICKET #31491)	160.00	1,440.00
	4% FUEL SURCHARGE	224.00	224.00

NET 30 DAYS FROM DATE OF INVOICE- NO DISCOUNT ALLOWED

Please contact our Elm Row Office if you desire to pay by ACH

Tax ID# 38-2125198

Credit Card payments will incur a surchage of 3%

Total	$5,824.00
Payments/Credits	$0.00
Balance Due	**$5,824.00**

All deliveries are FOB "Carr Brothers and Sons, Inc." freight prepaid or freight collect to destination. Title to the product(s) and risk of loss to the product(s) shall pass to Buyer at the point of shipment, regardless of which party selects the carrier and arranges the freight charges or particulars of shipment. Risk of loss for damage or delay in transit shall be borne by Buyer.

CARR BROTHERS & SONS, INC.

14555 ELM ROW ROAD
ALBION, MICHIGAN 49224
PHONE (517) 629-3549
FAX (517) 629-3542

INVOICE

DATE	INVOICE #
8/20/2026	145028

BILL TO
CITY OF ALBION 112 WEST CASS ST. ALBION, MI 49224

NOTES
DEAN & HOAGLIN(ALBION) 8/10/26 THRU 8/13/26 TRUCK #01,12,100,5131

P.O. NUMBER	INVOICE TERMS	DUE DATE	VIA	JOB #	DISC. ALLOWED $
	NET 30 DAYS	9/19/2026			

QUANTITY	DESCRIPTION	PRICE EACH	AMOUNT
	TICKET #31496#31809#31810#32433#32434#32484		
4.5	HRS-7 SEASONS TRUCK #12(LEAD)-HAULING SPOILS OUT TO THE LANDFILL-(TICKET #32484)	160.00	720.00
2.5	HRS-CARR TRUCK #100(LEAD)-HAULING SPOILS OUT TO THE LANDFILL-(TICKET #31496)	160.00	400.00
9.5	HRS-OLAND TRUCK #01(LEAD)-HAULING SPOILS OUT TO THE LANDFILL-(TICKET #31809)	160.00	1,520.00
9	HRS-WORDEN TRUCK #5131(LEAD)-HAULING DIRT OUT TO THE LANDFILL-(TICKET #32433)	160.00	1,440.00
7.5	HRS-OLAND TRUCK #01(LEAD)-HAULING SPOILS OUT TO THE LANDFILL-(TICKET #31810)	160.00	1,200.00
10	HRS-WORDEN TRUCK #5131(LEAD)-HAULING DIRT OUT TO THE LANDFILL-(TICKET #32434)	160.00	1,600.00
	4% FUEL SURCHARGE	275.20	275.20

NET 30 DAYS FROM DATE OF INVOICE- NO DISCOUNT ALLOWED

Please contact our Elm Row Office if you desire to pay by ACH

Tax ID# 38-2125198

Credit Card payments will incur a surchage of 3%

Total	$7,155.20
Payments/Credits	$0.00
Balance Due	**$7,155.20**

All deliveries are FOB "Carr Brothers and Sons, Inc." freight prepaid or freight collect to destination. Title to the product(s) and risk of loss to the product(s) shall pass to Buyer at the point of shipment, regardless of which party selects the carrier and arranges the freight charges or particulars of shipment. Risk of loss for damage or delay in transit shall be borne by Buyer.

CARR BROTHERS & SONS, INC.

14555 ELM ROW ROAD
ALBION, MICHIGAN 49224
PHONE (517) 629-3549
FAX (517) 629-3542

INVOICE

DATE	INVOICE #
8/26/2026	145137

BILL TO	NOTES
CITY OF ALBION 112 WEST CASS ST. ALBION, MI 49224	DEAN & HOAGLIN(ALBION) 8/17/26 THRU 8/18/26 TRUCK #12,5131

P.O. NUMBER	INVOICE TERMS	DUE DATE	VIA	JOB #	DISC. ALLOWED $
	NET 30 DAYS	9/25/2026			

QUANTITY	DESCRIPTION	PRICE EACH	AMOUNT
	TICKET #32435#32436#32491#32492		
10	HRS-7 SEASONS TRUCK #12(LEAD)-HAULING SPOILS OUT TO THE LANDFILL-(TICKET #32491)	160.00	1,600.00
8.5	HRS-WORDEN TRUCK #5131(LEAD)-HAULING DIRT OUT TO THE LANDFILL-(TICKET #32435)	160.00	1,360.00
10	HRS-7 SEASONS TRUCK #12(LEAD)-HAULING SPOILS OUT TO THE LANDFILL-(TICKET #32492)	160.00	1,600.00
8.5	HRS-WORDEN TRUCK #5131(LEAD)-HAULING DIRT OUT TO THE LANDFILL-(TICKET #32436)	160.00	1,360.00
	4% FUEL SURCHARGE	236.80	236.80

NET 30 DAYS FROM DATE OF INVOICE- NO DISCOUNT ALLOWED

Please contact our Elm Row Office if you desire to pay by ACH

Tax ID# 38-2125198

Credit Card payments will incur a surchage of 3%

Total	$6,156.80
Payments/Credits	$0.00
Balance Due	**$6,156.80**

All deliveries are FOB "Carr Brothers and Sons, Inc." freight prepaid or freight collect to destination. Title to the product(s) and risk of loss to the product(s) shall pass to Buyer at the point of shipment, regardless of which party selects the carrier and arranges the freight charges or particulars of shipment. Risk of loss for damage or delay in transit shall be borne by Buyer.

CITY COUNCIL REGULAR SESSION COUNCIL REGULAR MEETING

AGENDA ITEM REPORT

Subject:	Approve Purchase Agreement between the CIty of Albion and Concord Excavating
Meeting:	CITY COUNCIL REGULAR SESSION COUNCIL REGULAR MEETING - September 8, 2026
Department:	Public Services Department

ATTACHMENTS:

DPW Jet Truck Trade Memo.pdf
Albion and Concord Excavating Agreement (2) (6).docx

Purchase Agreement

between

City of Albion and Concord Excavating

Summary of Agreement:

On 05-18-2026, the City Council adopted Resolution #2026-33, in which the Council agreed to sell its current 2013 Jet/Vac Truck (VIN #1HTWCAZR8DH195946) for the sum of $50,000.00. I was able to negotiate the sale of this vehicle and it's accessories to Concord Excavating in return for $50,000.00 worth of various work performed for the City of Albion. The type of work that Concord Excavating has done over the last (2) years for the City of Albion is as follows:

- Numerous water main break repairs;
- Water main replacement on Bemer, Cass, Ash, Pearl, and Eaton streets;
- Numerous sanitary main break repairs;
- Sanitary main replacement/repairs on Bemer, Cass, Eaton, Ionia, Monroe, Cass, Fitch, Center, Ash, and Hall streets;
- All of the water service lead/copper replacements in the City to date;
- Road repairs to Bemer, Cass, Eaton, Center, Pearl, Porter, Industrial Blvd., and Ash streets.
- And numerous other repairs, concrete work, and excavating in the City of Albion.

Concord Excavating has been a trusted contractor with the City of Albion and for Wightman for years. This agreement allows for the City and Public Services to trade the aforementioned vehicle to Concord Excavating for a credit of $50,000.00 worth of repairs/construction to be performed on our infrastructure over the next (12) months. Concord Excavating will record the work performed on invoices and fair market rates and then I will ensure that Concord Excavating is not over-charging the City for this credit by checking the rates with other contractors. The invoices will be turned into the Finance Department and tracked by both the City and Concord Excavating. These invoices will detail that the work being performed is part of this agreement, so they are different than regular invoices.

Closing Summary:

We are requesting approval of this proposal so we can execute this trade and begin using this credit on various projects around the City.

Respectfully submitted,



Jason Kern
Director
Public Services

SALE OF VEHICLE
AND SERVICES AGREEMENT

This Service Agreement (Agreement) is made on ___ of _____, 2026 ("Agreement Date") by and between the CITY OF ALBION ("City") whose address is 112 West Cass St., Albion, MI 49224, and Concord Excavating LLC, ("Concord"), whose address is 13000 Homer Rd., Concord, MI 49237, collectively referred to as the "Parties". For valuable consideration given and received, the parties agree as follows:

I. *Term*. This agreement shall commence on the Agreement Date and shall continue until the 31st of December, 2027 ("Termination Date").

II. *Transferred Vehicle.* The parties agree that the subject vehicle is a heavy-duty vocational truck ("Vehicle"), identified by the following:

Make: International Workstar
Model: 7400
Year: 2013
VIN: 1HTWCAZR8DH195946

The parties further agree the value of the aforementioned Vehicle is fifty thousand dollars ($50,000.00).

III. Consideration (Service Rendered). In full consideration for the transfer of the Vehicle to Concord, the Parties agree that no direct monetary payment shall be made by Concord to the City. Instead, Concord agrees to provide City with a credit for labor, contracting, and professional services valued at an agreed sum of $50,000.00 dollars (the "Services").

i. Scope of Services: Concord shall perform the following work:
    1. Infrastructure and excavating services. The specifications and costs for the same shall be agreed upon in separate future agreements.
ii. Schedule and Completion: All Services totaling fifty thousand dollars $50,000.00 in value shall be completed on or before 31st of December 2027, unless extended by mutual written consent.
iii. Accounting: Concord will provide the City with periodic statements or work orders reflecting the remaining credit balance until the full $50,000.00 valuation is satisfied.
iv. This agreement does not guarantee award of any contract to Concord and all contract for services remain subject to competitive bidding.

IV. Title Transfer and Delivery

a. *Title and Registration:* The City warrants that it owns the Vehicle free and clear of all liens, claims, and encumbrances. The City shall provide an

unencumbered and executed title to Buyer upon execution of this agreement.

b. *Delivery & Risk of Loss:* Physical possession of the Vehicle shall be transferred to Concord on the Agreement Date at 112 W. Cass St., Albion, MI 48864. Risk of loss or damage to the Equipment transfers to Concord immediately upon taking physical possession.

V. *Disclaimer of Warranties; "As-Is" Acceptance.* Except for the express warranty of title provided in subsection (a) above, Concord acknowledges and agrees that the Vehicle is sold, transferred, and delivered "AS IS, WHERE IS," WITH ALL FAULTS AND DEFECTS, whether known or unknown, patent or latent. The City expressly disclaims all other warranties, representations, or guarantees of any kind, whether express, implied, or statutory, including, but not limited to, any implied warranties of merchantability, durability, fitness for a particular purpose, condition, mileage accuracy, or roadworthiness. The Purchaser acknowledges that they have been afforded the opportunity to inspect the Vehicle (or have waived such opportunity) and accepts the Vehicle in its present condition.

VI. *Performance Standard and Default*

a. *Service Standard:* Concord warrants that all Services described in Section III above will be performed in a good, workmanlike, and professional manner in accordance with standard industry practices.

b. *Default by Concord:* If Concord fails or refuses to provide the Services up to the value of $50,000.00, the City shall have the right to invoice Concord for any remaining balance owed toward the $50,000.00 total, payable within thirty (30) days of receipt.

c. *Default by City*: If the City fails to deliver clear, marketable title under this Agreement, Concord may pursue legal remedies to compel transfer of title. Nothing in this paragraph shall be construed of the City's immunity under the Michigan Governmental Tort Liability Act.

VII. *Severability.* If any part of this Agreement is determined to be invalid, the rest of the agreement remains in full effect.

VIII. *No Oral Modification*. This Agreement may not be modified orally. This Agreement may only be modified through a written agreement signed by both parties.

IX. *Applicable Law*. Any and all disputes regarding the terms of this Agreement shall be determined under Michigan law.

X. *Entire Agreement*. This Agreement constitutes the entire agreement and understandings between the parties and supersedes all other agreements and

understandings, both written and oral, of the parties relating to the subject matter of this Agreement.

_____ Dated: _____
Victoria Garcia Snyder, Mayor
City of Albion

_____ Dated: _____
Jill Domingo, Clerk
City of Albion


_____ Dated: _9-3-2026_____
___President_____
Concord Excavating LLC

As to Form Only:

_____ Dated:
Cullen Harkness, City Attorney
City of Albion

CITY COUNCIL REGULAR SESSION COUNCIL REGULAR MEETING

AGENDA ITEM REPORT

Subject:	City Manager Report
Meeting:	CITY COUNCIL REGULAR SESSION COUNCIL REGULAR MEETING - September 8, 2026
Department:	City Manager's Department

ATTACHMENTS:

City Manager Report 2026.09.08.pdf

Dr. Sheryl L. Theriot
CITY OF ALBION
CITY MANAGER REPORT
112 West Cass Street ♦ Albion, MI 49224
stheriot@cityofalbionmi.gov | 517.629.7172

City Manager Report – September 8, 2026

- **City Hall Hours** – reached agreement with ACA Union to extend the time frame to evaluate the trial of the 4-day, 10 hour work week. Decision is to be made by Sept. 21. The trial period currently ends October 31, 2026. A survey of citizens and vendors is was conducted to obtain feedback. Anticipating a proposed change for city hall hours of operation to be on the Sept. 21 Council agenda.

- **Comprehensive Plan & Housing Assessment Update** – the consultant group McKenna has published the website & survey for community input.80 survey responses were received the first 3 days. Surveys are available at www.AlbionTogether.com . Hard copies are also available at City Hall, Forks Senior Center and Albion District Library. There will be "pop up" events at the Festival of the Forks (with interactive opportunities in the Ludington Center, and Sweets on Superior events. Surveys are requested by October 31, 2026.

- **Street Improvements Millage** – approved on 8/4/2020 for 3 mills, expires on 12/31/2026. Due to Headlee Rollbacks, the millage rate has been reduced to 2.8020 currently. The millage renewal will need to placed before the voters on the May 2027 ballot.

- **Recreation Millage** –approved on 8/6/2024 for 2 mills, expires on 12/31/2027. Due to Headlee Rollbacks, the millage rate has been reduced to 1.8951 currently. The millage renewal will need to placed before the voters on the May 2027 ballot.

- **Income Tax Withholdings/Filings** – letters were sent to contractors to update their records and compliance with business tax filings and withholdings for their employees.

- **Medical Insurance** – the BC/BS insurance is having a 36% increase, effective Oct. 1, 2026. The 90/10 coverage remains in place consistent with union contract agreements. Discussions are ongoing between administration and unions regarding options gong forward.

- **Water Utility Bills** – customers can access accounts via EyeOnWater cell phone app or online at www.bsaonline.com. Have extended deadline for water bill payments by 2 weeks because of delays in postal service delivery.

- **Parks & Recreation Master Plan** – the updated plan is due to the Michigan DNR by Feb. 1, 2027, in order to be eligible for grant funding. The Recreation Advisory Commission will commence the process of updating the plan.

Dr. Sheryl L. Theriot
CITY OF ALBION
CITY MANAGER REPORT
112 West Cass Street ♦ Albion, MI 49224
stheriot@cityofalbionmi.gov | 517.629.7172

- **Granger Recycling** – at city hall will start Monday, August 31.
- **Fall Clean Up** – scheduled for Oct. 17th. Anticipating 3 locations.

MEETINGS:

- Albion College – Aug 29 -Community Day – was successful with nearly 200 volunteers. Projects included: painting River Walk Bridge, painting benches at Harris Field, painting and weeding around Riverside Cemetery Sign, weeding and cleaning pocket parks and Albion Community Garden, and cleaning signs at Holland Park History Hill.

BOARDS, COMMITTEES & PROJECTS:

- **425 Agreement** – ongoing meetings for the 425 Advisory Committee with representative from the City of Albion, Sheridan Township and EDC. This is related to the future development of the East Industrial Park. Representatives from Albion are Mayor Vicky Snyder, George Strander, and Tom Wilch.
- **100 Superior Street**
  - Work group of Emily Verbeke (DDA), Debbie Kelly (EDC), Shane Williamson (ACF) and Sheryl Theriot (Albion)
  - Pursuing Michigan State Historic Preservation Office (SHPO) has reviewed your organization's Rural Heritage Partnership Grant application
  - Albion BRA is Reviewing proposal from WJE for $17,500 for developing temporary stabilization methods.
  - Working with MEDC on stabilization planning funding

UPCOMING MEETINGS & EVENTS:

- Recreation Advisory Commission – Sept. 8 at 5pm
- Albion Area Philanthropic Women – 5:30pm at Albion District Library
- Downtown Development Authority – Sept. 9 at 7:30am
- Zoning Board of Appeals – Sept. 9 ta 5:30pm
- Planning Commission – Sept. 15 at 7pm
- Kids N Stuff Auction – Sept 12 6pm-9pm, Albion College
- Fall Clean Up – Oct. 17
- Albion NAACP Freedom Fund Dinner, Oct. 24, Dinner 6pm, Albion College