COUNCIL REGULAR MEETING AGENDA

Monday, November 2, 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

VII. 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.)

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

A.
- Approve October 19, 2026 Council Minutes

10-19-26 Council Minutes.pdf

X. ITEMS FOR INDIVIDUAL DISCUSSION

A. 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)
2026 City Manager Memo - 910 and 958 Haven Reclassification.docx
Ordinance 2026-07.docx

B. Approve Boards & Commissions Appointments & Reappointments:

- George Strander, Reappointment, Planning Commission, Term to Expire 12-31-2029
- Rebecca Jones, Initial Appointment, Albion Economic Development Corporation (EDC), Term to Expire 6-30-2027

G Strander_Redacted.pdf
R Jones_Redacted.pdf

C. Approve Sanitary Main Blockage on Line 361
Line 361 Concord Excavating Sanitary Main.pdf

D. Approve Water Treatment Roof Quote
Roof Quote.pdf

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 2026.11.02.docx

XVI. FINANCIALS

XVII. MAYOR AND COUNCIL MEMBER COMMENTS

XVIII. MOTION TO EXCUSE ABSENT COUNCIL MEMBER(S)

XIX. ROLL CALL

XX. ADJOURN

MINUTES
CITY COUNCIL REGULAR SESSION

Monday, October 19, 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 meeting to order at 7:00 p.m.

II MOMENT OF SILENCE TO BE OBSERVED

A Momnet 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
Administration: Sheryl Theriot, City Manager; Cullen Harkness, City Attorney; Jill Domingo, City Clerk; Jason Kern, Director of Public Services; Aaron Phipps, Chief of Public Safety; David Clark, Finance Director and Elizabeth Loomis, Code Enforcement/Rental Registration

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

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

VI PRESENTATIONS AND RECOGNITIONS

A. AARP Presentation

Jsaon Lechoski, AARP stated Albion is am age friendly community and aligns this with plans and policies. The City was acknowledged for the "Tech Savy Senior Project". A plaque was given to the City.

B. F.O.C.U.S. Forward (Forging Opportunities for Career Upskilling and Success)- Ben Pierce, Senior Resilience Coach, Starr

Ben Pierce, Senior Resilience Coach, Starr provided the attached presentation on

F.O.C.U.S. Forward (Forging Opportunities for Career Upskilling and Success

Focus Presentation

Comments were received from Council Member Williams

C. Red Ribbon Week Proclamation

Mayor Snyder read aloud the Red Ribbon Week Proclamation

Comments were received from Council Member Davis, Mayor Snyder, Students from Marshall Middle and High School, Marquetta Frost, Ebony Gill and Kevin Williams

D. Albion Pride Day 2026

Mayor Snyder read aloud the Albion 2026 Pride Day Proclamation

Comments were received from Mayor Snyder and Janice Best

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 October 5, 2026 Regular Session Minutes

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

X ITEMS FOR INDIVIDUAL DISCUSSION

A. Approve the Wastewater CWSRF Proposal

Comments were received from Council Member Williams, City Manager Theriot, Finance Director Clark and Mickey Bitner, Wightman

Stuart motioned, French seconded to Approve the Wastewater CWSRF Proposal.
All members voted yes. MOTION PASSED

B. Approve MML Board of Director

Comments were received from City Manager Theriot

Stuart motioned, French seconded to Approve George Bosanic and Valerie Kindle to the MML Board of Directors.
All members voted yes. MOTION PASSED

C. Approve $7,614.00 for MML Dues

Comments were received from City Manager Theriot

French motioned, Williams seconded to Approve $7,614.00 for MML Dues.
All members voted yes. MOTION PASSED

D. Approve Removal and Replacement of Sanitary Sewer Main on W. Cass St. between Ann St. and Albion St.

*** No vote needed as this was an update and the actual approval was done at an earlier meeting

Comments were received from Mayor Snyder and Director of Public Services Kern

E. Approve Additional Removal of Hazardous Materials Under Dean Drive / Hoaglin Drive

Comments were received from Council Members Stuart, French and Davis; Finance Director Clark and Director of Public Services Kern

French motioned, Stuart seconded to Approve Additional Removal of Hazardous Materials Under Dean Drive / Hoaglin Drive.
All members voted yes. MOTION PASSED

F. Approve Removal and Repaving of W. Broadwell Street

Comments were received from Council Members Stuart, Mayor Snyder and Jason Kern, Director of Public Services

French motioned, Williams seconded to Approve Removal and Repaving of W. Broadwell Street.
All members voted yes. MOTION PASSED

G. Approve Removal and Repaving of State Street

Comments were received from Council Member Williams, Mayor Snyder and Director of Public Services Kern

French motioned, Stuart seconded to Approve Removal and Repaving of State Street.
All members voted yes. MOTION PASSED

H. Discussion City Attorney Evaluation

Mayor Snyder stated she will be sending out the City Attorney evaluations. The completed evaluations need to be turned into her in two weeks. We will be having a closed session at the November 16th meeting to discuss.

I. Discussion Rental Registration Program Update

City Manager Theriot provided the attached update on rental registration:

Rental Registration Update

Comments were received from Council Member Williams who expressed concerns regarding the expense of repairs, concerns of being negatively impacted, time it takes to have the inspections done, ensure that the enforcement is being done equitably throughout the city and questions regarding the language on the condemned signs

Additional comments were received from Council Members Williams, Stuart and Reid; Mayor Snyder; City Manager Theriot; City Attorney Harkness; Chief Phipps; Liz Loomis, Code Enforcement/Rental Registration

XI FUTURE AGENDA ITEMS

The following item was requested as a Future Agenda Item:

- General Fund Budget Study Session (November 2, 2026 meeting)

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 Pastor Paul Koehn, Albion Ministerial Association and Rebecca Tobey, 952 Haven Rd.

**Council Member Stuart left at 8:15 p.m.

XIII CLOSED SESSION-The City Attorney requests a Closed Session under the Open Meetings Act (Section 15.268 (h), P.A. 267 of 1976, as amended) to consider material exempt from discussion or disclosure by state or federal statute

French motioned, Williams seconded to Adjourn to Closed Session

Mayor Snyder adjourned to Closed Session at 8:23 p.m.

Mayor Snyder reconvened the Closed Session at 8:47 p.m.

All members voted yes. MOTION PASSED

XIV ADDITIONAL ACTION ITEMS

No additional action items were needed

XV CITY MANAGER REPORT

City Manager Theriot provided the attached City Manager report. Director of Public Services Kern and Chief Phipps and Finance Director Clark provided an update on the various departments.

Comments were received from Council Members French and Davis

10-19-26 City Manager Report

A. Department Head Reports

*** This is an information item***

XVI FINANCIALS

** This is an informational item***

XVII MAYOR AND COUNCIL MEMBER COMMENTS

Comments were received from Council Member Davis

XVIII MOTION TO EXCUSE ABSENT COUNCIL MEMBER(S)

French motioned, Davis seconded to Excuse Council Member 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
Administration: Sheryl Theriot, City Manager; Cullen Harkness, City Attorney; Jill Domingo, City Clerk; Jason Kern, Director of Public Services; Aaron Phipps, Chief of Public Safety; David Clark, Finance Director and Elizabeth Loomis, Code Enforcement/Rental Registration

XX ADJOURN

French motioned, Williams seconded to Adjourn regular meeting

Mayor Snyder adjourned the regular meeting at 9:03 p.m.

All members voted yes. MOTION PASSED

_____

Clerk's Office

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 - November 2, 2026
Department:	City Manager's Department

ATTACHMENTS:

2026 City Manager Memo - 910 and 958 Haven Reclassification.docx
Ordinance 2026-07.docx

CITY OF ALBION
Office of The City Manager
Dr. Sheryl L. Theriot

112 West Cass Street ♦ Albion, MI 49224
517.629.7172 ♦ stheriot@cityofalbionmi.gov
www.cityofalbionmi.gov

MEMO

TO: Mayor Snyder and Albion City Council Members
FR: Dr. Sheryl Theriot, City Manager
RE: Rezoning Reclassification of 958 Haven Road and 910 Haven Road
DA: November 2, 2026

Albion College has requested Zoning reclassification from Campus Development (CD) District to Mixed Use (MU). Following public hearings, this was approved by the Planning Commission with conditions. This action requires an amendment to the Zoning Ordinance by City Council. The intended use of the property is for senior housing development.

- Planning Commission approved with the following permitted uses:
    - Bakeries, Confectioneries and Ice Cream Shops
    - Banquet Halls/Wedding Venues
    - Caterers/Food Service Contractors
    - Coffee Shops
    - Convention Centers/Conference Centers
    - Delicatessens
    - Inns (Lodging Units with Other Commercial Establishment)
    - Restaurants without Drive-Through
    - Rooming Houses/Boarding Houses 7.12
    - Accessory Dwelling Units/Guest Houses 7.11
    - Dwelling Units in Conjunction with Commercial 7.16
    - Single Family Detached Dwelling

Albion City Council is requested to approve the 1st reading of the Ordinance on Nov. 2nd and the 2nd reading/adoption on Nov. 16.

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 December 16, 2026.

First Reading:
November 2, 2026

Ayes _____
Nays _____
Absent_____

_____
Jill Domingo
City Clerk

Second Reading & Adoption:
November 16, 2026

Ayes _____
Nays _____
Absent_____

_____
Victoria Garcia-Snyder,
Mayor

CITY COUNCIL REGULAR SESSION COUNCIL REGULAR MEETING

AGENDA ITEM REPORT

Subject:	Approve Boards & Commissions Appointments & Reappointments: • George Strander, Reappointment, Planning Commission, Term to Expire 12-31-2029 • Rebecca Jones, Initial Appointment, Albion Economic Development Corporation (EDC), Term to Expire 6-30-2027
Meeting:	CITY COUNCIL REGULAR SESSION COUNCIL REGULAR MEETING - November 2, 2026
Department:	Mayor Victoria Snyder

ATTACHMENTS:

G Strander_Redacted.pdf
R Jones_Redacted.pdf

Application Form

Profile

George
First Name

Middle Initial

Strander
Last Name

1004 S. Locust Lane
Home Address

Suite or Apt

Albion
City

MI
State

49224
Postal Code

gstrander@yahoo.com
Email Address

Home: (517) 629-9044
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

30+ 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 6

Which Boards would you like to apply for?

Planning Commission: 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?

I have served on the Albion Planning Commission for over 20 years and enjoy assisting the city on the projects that come under the Commission's jurisdiction.

ResumeStranderBasic.docx
Upload a Resume

Question applies to multiple boards
Educational Background

See resume.

Relevant Experience:

See resume.

Community Involvement:

See resume.

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 served on the Albion Planning Commission since 2000. I have been Chairperson since 2005.

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

Inge Baumgartner Friend 517-629-9531

Question applies to multiple boards
Reference #2

Jennifer Garvin Friend 517-740-5839

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

George M. Strander

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

1004 S Locust Lane, Albion, MI 49224

Question applies to multiple boards

Telephone #

517-740-8216

Question applies to multiple boards

Driver License #

[redacted]

Question applies to multiple boards

State of Issue

Michigan

Question applies to multiple boards

Date

12/29/2020

Signature

Question applies to multiple boards

Signature

George M. Strander

Application Form

Profile

Rebecca
First Name

Middle Initial

Jones
Last Name

27 Dickens
Home Address

Suite or Apt

Spring Arbor
City

MI
State

49283
Postal Code

bjones@marshallpublicschools.org
Email Address

Home: (517) 740-5196
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

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?

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?

I am interested in the growth of our Albion Community for all. As the Superintendent of the school system, I serve on multiple boards in Marshall. I would like to spread my reach to our Albion Community.

Upload a Resume

Question applies to multiple boards

Educational Background

Master in Business Administration

Relevant Experience:

Currently serve on Marshall Area Economic Development Board and the LDFA/DDA Board in Marshall. Have been employed with Marshall Public Schools (MPS) for 13 years. I have been Superintendent of MPS for 6 years and was Chief Financial Officer for 7 years.

Community Involvement:

Superintendent of the public schools system that serves our Albion Community

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

Shane Williamson Albion Community Foundation 517-499-6457

Question applies to multiple boards

Reference #2

Amanda Lankerd Board President of Marshall Public Schools 269-209-0700

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

Rebecca Jones

Question applies to multiple boards

Date of Birth

[redacted]

Question applies to multiple boards

Race

White

Gender

Female

Question applies to multiple boards

Street Address/City/State/Zip

27 Dickens Rd Spring Arbor, MI 49283

Question applies to multiple boards

Telephone #

517-740-5196

Question applies to multiple boards

Driver License #

[redacted]

Question applies to multiple boards

State of Issue

MI

Question applies to multiple boards

Date

10/02/2026

Signature

Question applies to multiple boards

Signature

Rebecca Jones

CITY COUNCIL REGULAR SESSION COUNCIL REGULAR MEETING

AGENDA ITEM REPORT

Subject:	Approve Sanitary Main Blockage on Line 361
Meeting:	CITY COUNCIL REGULAR SESSION COUNCIL REGULAR MEETING - November 2, 2026
Department:	Public Services Department

ATTACHMENTS:

Line 361 Concord Excavating Sanitary Main.pdf

Sanitary Main Blockage

on

Line 361

Overview of Problems:

On 10-05-26, we learned of a sanitary main blockage on Line 361 which runs between Erie St. and the Kalamazoo River. This was caused by a large amount of clothing being placed into the sanitary main.

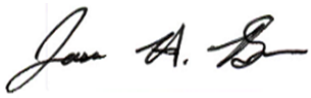
Once the blockage was removed, we used our camera truck system and found the 12-inch clay pipe was severely damaged and getting close to collapsing. This pipe was installed in the 1910s era.

At this point, we decided to replace approximately 400 feet of this sanitary line. We bought the pipe and began to work on replacing the line. However, due to the amount of ground water and speed at which the pipe needed to be installed, we called Concord Excavating who is working currently in the City of Albion on multiple jobsites. Concord Excavating had the specialized equipment within a ½ mile of this location and was able to mobilize quickly. We worked on the repairs in conjunction with Concord Excavating's help and were able to get the new line installed in 1.5 days.

We also needed help clearing the creek that ran into the Kalamazoo River, to which Concord assisted with this as well.

The total cost for Concord's help was $26,460.00 for this emergency repair. Concord Excavating. I have attached the invoice for these services.

Respectfully submitted,



Jason Kern
Director
Public Services

Concord Excavating & Grading, Inc.
INVOICE

P.O. 250
CONCORD , MI 49237-0250
517-524-8365

Invoice #: 10576

Customer #: CALB

CITY OF ALBION
112 WEST CASS STREET
ALBION, MI 49224

SHIP TO:
CITY OF ALBION
112 WEST CASS STREET

ALBION, MI 49224

DATE		ENTERED BY	TERMS	
10/9/2026		april	Net 30 Days	
PURCHASE ORDER NUMBER	**ORDER DATE**	**SALESMAN**		**OUR ORDER NUMBER**
SEWER REPLACEMENT	10/9/2026	AR		7425

ORD	SHIP	B.O.	UNIT	ITEM NUMBER	DESCRIPTION	UNIT PRICE	EXT. PRICE
378	378	0	FT	1	SEWER REPLACEMENT ON OTHER SIDE OF RIVER FROM WATER TREATMENT PLANT SEWER PIPE	$70.00	$26460.00

Subtotal:	$26460.00
*Tax:	$0.00
TOTAL:	$26460.00

CITY COUNCIL REGULAR SESSION COUNCIL REGULAR MEETING

AGENDA ITEM REPORT

Subject:	Approve Water Treatment Roof Quote
Meeting:	CITY COUNCIL REGULAR SESSION COUNCIL REGULAR MEETING - November 2, 2026
Department:	Public Services Department

ATTACHMENTS:

Roof Quote.pdf

Water Treatment Plant

Roof Replacement

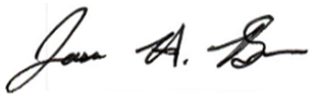
Overview of Request:

During the renovations bids for the Water Treatment Plant, the current contractor has submitted a quote for the roof replacement. That price was $200,000.00. This is a shingle roof and being in construction trade for over 30 years, I knew that was an outrageous price and that we were not accepting that. I cut that out of the renovation budget so the $200,000.00 could be used somewhere else in the renovation project. However, we could not finance the roof replacement through the loan. I obtained quotes and found it would be $50,000.00 or under for rough estimates for the same roof replacement.

I then obtained written quotes and Roach Home Improvements came in at $42,509.65. I asked for the upgraded, 25-year shingles instead of the 15-year shingles. This brought the entire price for the roof replacement to $45,794.65. This saved us ***$154,205.35*** from what the contractor wanted to charge us for the same replacement. Another contractor that submitted a bid for the renovation project quoted almost $500,000.00 for the same roof replacement. This is why we went through each line item of the projects to make sure there were no outrageous costs.

It is my recommendation to approve this expense so the renovation to the Water Treatment Plant can be completed.

Respectfully submitted,



Jason Kern
Director
Public Services

ROACH
HOME IMPROVEMENT LLC



GAF TIMBERLINE HDZ PROPOSAL

MAR 21, 2026

JASON KERN

13945 26 1/2 Mile Road
Albion, MI
49224
JKERN@CITYOFALBIONMI.GOV
2694201500

Tim@roachroofing.com
(989) 289-7950

INSPECTION



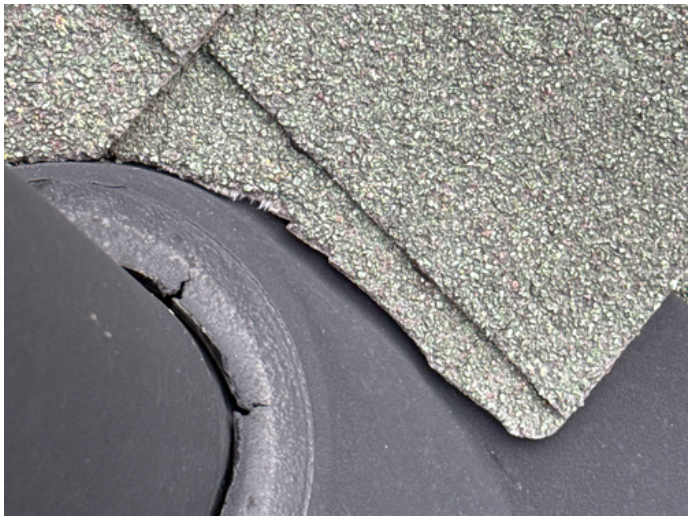
What We Found:
We observed missing soffit along the eaves, leaving the underside of the roof exposed. This is allowing animals and weather to directly access the OSB decking and the underside of the roofing system.
What It Can Lead To:
Missing soffit can lead to moisture intrusion, rotting of the OSB decking, and deterioration of the roof structure. It also allows pests and animals to enter the attic, which can cause insulation damage and further structural issues. Over time, exposure to weather can significantly reduce the lifespan of the roof system.
What the Solution Is:
The recommended solution is to install new soffit in the missing areas, including vented soffit where needed. This will properly enclose the eaves, protect the OSB and roof structure from weather and pests, and restore proper ventilation to the attic.



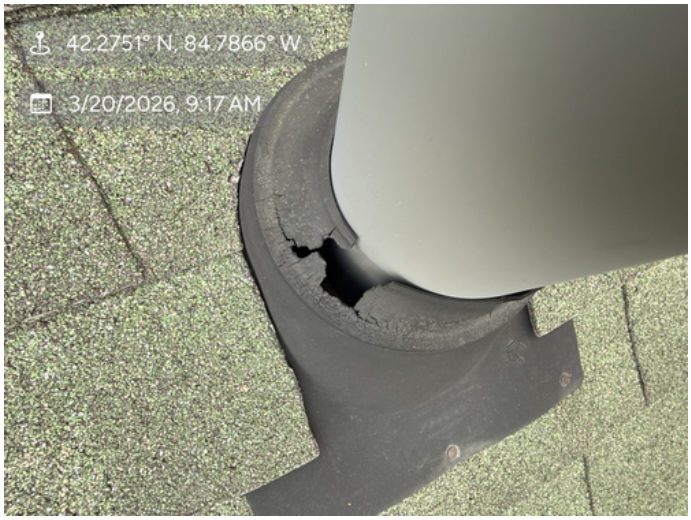
What We Found:
We observed that a roof leak has caused the OSB decking to cave in. The affected area shows significant deterioration and loss of structural integrity due to prolonged moisture exposure.
What It Can Lead To:
Compromised OSB decking can no longer properly support the roofing system, which may lead to sagging, further structural damage, and ongoing water intrusion. If left unaddressed, the damage can spread to surrounding decking and framing, increasing repair costs and risk of interior damage.
What the Solution Is:
The recommended solution is to remove the affected roofing materials, replace the damaged OSB decking, and address the source of the leak. A full roof replacement may be necessary to ensure a solid, watertight roofing system and restore structural integrity.



What We Found:
We observed multiple nail pops throughout the roof where fasteners have backed out and are pushing up the shingles. This indicates movement and deterioration within the roofing system.
What It Can Lead To:
Nail pops can lift shingles and break the seal, creating openings for water to enter the roof. Over time, this can lead to leaks, shingle damage, and deterioration of the roof decking. Continued fastener failure also increases the risk of wind damage.
What the Solution Is:
The recommended solution is to replace the roof. A full roof replacement will correct the underlying fastening issues, ensure proper installation, and restore the roof's ability to properly seal and shed water for long-term protection.



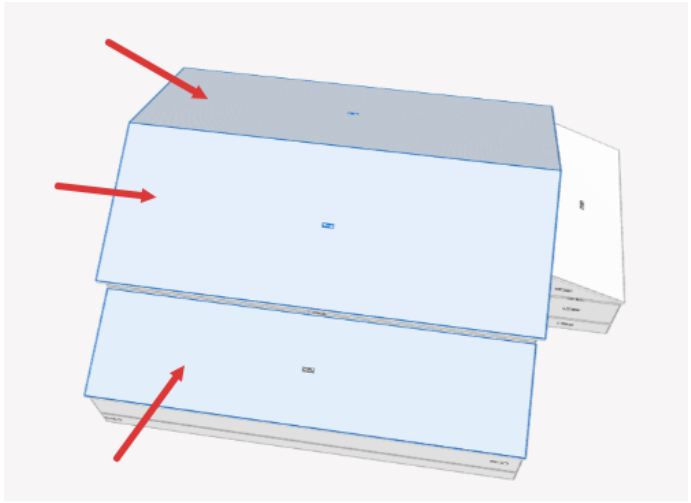
What We Found:
We observed deterioration of the pipe boots on the roof. The materials are cracked, worn, and no longer properly sealing around the pipe penetrations.
What It Can Lead To:
Deteriorated pipe boots can allow water to enter the roofing system at the penetrations. This can lead to leaks, moisture damage to the roof decking, insulation issues, and potential interior water damage if not addressed.
What the Solution Is:
The recommended solution is to replace the roof. A full roof replacement will ensure all pipe boots are properly installed, sealed, and integrated into a complete watertight roofing system for long-term protection.



What We Found:
We observed deterioration of the pipe boots on the roof. The materials are cracked, worn, and no longer properly sealing around the pipe penetrations.
What It Can Lead To:
Deteriorated pipe boots can allow water to enter the roofing system at the penetrations. This can lead to leaks, moisture damage to the roof decking, insulation issues, and potential interior water damage if not addressed.
What the Solution Is:
The recommended solution is to replace the roof. A full roof replacement will ensure all pipe boots are properly installed, sealed, and integrated into a complete watertight roofing system for long-term protection.



What We Found:
We observed shingles that are brittle, cracking, and tearing across multiple areas of the roof. The material has deteriorated and is no longer maintaining its flexibility or integrity.
What It Can Lead To:
Brittle and damaged shingles cannot properly shed water and are highly susceptible to wind and weather damage. This condition increases the risk of leaks, exposed underlayment, and further deterioration of the roof decking and interior areas.
What the Solution Is:
The recommended solution is to replace the roof. A full roof replacement will restore durability, proper sealing, and long-term watertight protection for the building.



Shingles only doing these 3 sections

GAF TIMBERLINE HDZ

Description	Unit	Qty
Shingles & Hip & Ridge		
GAF Timberline HDZ Shingles - 01 GAF Timberline HDZ Shingles	BDL	219
GAF. Seal-A-Ridge - 01. Bundl - GAF Seal-A-Ridge	BDL	4
Drip Edge, Starter & Underlayments		
Drip Edge - 01 Drip Edge 1 1/2 x 10'	PC	45
Tri-Built Ice & Water - 01 Tri-Built Ice & Water	RL	9
Synthetic Roofing Felt - 01 Synthetic Roofing Felt	RL	6
GAF Pro-Start Starter Shingle - 01 GAF Pro-Start Starter Shingle	BDL	4
Fasteners, Sealants		
1 1/4 Coil Roofing Nails - 01 1 1/4 Coil Roofing Nails	BX	4
Cap Nails - 01 Cap Nails	BX	4
Solar Seal - 01 Solar Seal	EA	6
Ventilation		
Cobra Snow Country Vent - 01 Cobra Snow Country Vent	PC	20
Install Ridge Vent - 01 Install Ridge Vent	LF	80
1-4 Pipe Jack - 01 1-4 Pipe Jack	EA	7
Labor Only		
Tear Off First Layer - 01 Tear Off First Layer	SQ	67.33
Walkable (2/12 - 7/12) - 01 Walkable (2/12 - 7/12)	SQ	73
Additional Charge for 2-Story Plus - 01 Additional Charge for 2-Story Plus	SQ	55.66
Exhaust Stack - (Detach/Reset) - (Labor) Exhaust Stack - (Detach/Reset)	EA	2
Flashings		
Step Flashing - 01 Step Flashing	BDL	3

Headwall Flashing - 01 Headwall Flashing	LF	80
1x4 board	LF	80
Permits, Disposal, OSB		
Permit Fees - 01 Permit Fees	EA	1
Disposal - 01 Disposal	EA	1
1/2" OSB	EA	15
H-CLIPS FOR OSB 1/2 H CLIPS TO JOIN OSB AT SEAMS 1/2"	Items	1

Estimate subtotal	$42,509.65
Return Customer Discount	($1,000.00)
Adjusted subtotal	$41,509.65
Total	$41,509.65

SIGNING & UPGRADES

GAF Timberline HDZ $41,509.65

Name: JASON KERN
Address: 13945 26 1/2 Mile Road, Albion, MI

Thank you for the opportunity to earn your business!

Upgrades

	Description	Qty	Unit price	Line total
☐	**GAF Golden Pledge Warranty Upgrade** GAF Golden Pledge Warranty Upgrade		$55.00	$0.00

Deposit

50%

Customer Comments / Notes

JASON KERN: _____ **Date:** _____

TERMS & CONDITIONS

All materials & installation are guaranteed to be as specified and to be performed in accordance with the specifications and completed in a substantial workmanship like manner.

Payment terms: 1/2 down to begin and the remaining balance due upon completion of the work. You have 3 business days to cancel a contract if: *The sale was solicited in the consumer's home; A gift was offered for attending a sales presentation that led to the contract; A consumer's primary home is used as security and the loan is not used to purchase or construct the home.

*After that if an agreement is reached to terminate a contract it is subject to a 10% of down payment fee. A 3% fee will be charged for all credit/debit card transactions (All agreements contingent upon delays beyond our control) Acceptance of Proposal These prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do work specified!

I ACKNOWLEDGE THAT HAVING SIGNED THIS I HAVE READ AND UNDERSTAND THAT ONLY THE SCOPE OF WORK OUTLINED IN THIS CONTRACT WILL BE DONE AND ALL OTHER WORK WILL BE A CHANGE ORDER. I HEREBY GRANT PERMISSION FOR ROACH HOME IMPROVEMENT TO TAKE PHOTOS OF THIS PROJECT FOR PURPOSES OF PROMOTION, ADVERTISING, AND PUBLICATIONS. I ALSO GRANT PERMISSION FOR ROACH HOME IMPROVEMENT TO PLACE THEIR SIGN IN MY YARD FOR LOCATION PURPOSES

WE HEREBY PROPOSE TO DO THE LABOR NECESSARY FOR THE COMPLETION OF THE ROOF.

INSTALLATION STEPS AND SERVICES PROVIDED ARE AS FOLLOWS:

1. Tear off one layer of existing roofing material. Extra charge of $25 per square for each additional layer, unless already included in quote (Pictures will be taken). BILLED SEPARATELY TO THE HOMEOWNER
2. Replace any damaged roof sheeting (boards) WITH 4' x 8' OSB AT A COST OF $58 PER SHEET ($73 PER SHEET FOR 2ND STORY AND $88 PER SHEET FOR 2ND STORY WITH STEEP PITCH OF 9:12 OR MORE) AND $5.50 PER LINEAL FT. OF 1 X 6 or 1 X 8 DECKING MATERIAL. BILLED SEPARATELY TO THE HOMEOWNER
3. Install aluminum drip edge along all eaves prior to ice & water installation.
4. Ice guard all eaves and valleys per Michigan Residential Code book.
5. Finish the roof dry in process with synthetic felt paper.
6. Install new pipe boots along with new ridge vent as needed.
7. Step flash w/counter flashing all chimneys & roof to wall intersections.
8. Clean up all debris and remove from jobsite or provide dumpster for removal.
9. Provide 15-year, one time transferable warranty on RHI shingle installation labor.
10. Provide manufacturer's warranty on materials & labor.

Follow steps 1-7 above for roof installation on entire structure(s)

RHI is not responsible for replacement of ANY satellite dish equipment

RHI to provide necessary permit(s).

I acknowledge that I have read and understand this page. Initials: _____

INTRODUCTION

Hi JASON,
We recognize that safeguarding the people and possessions that hold the most value to you is of utmost importance. Your roof serves as the primary shield against the forces of nature, shielding your home from the elements and ensuring that everything inside remains safe and dry.

Thank you for the opportunity to quote on the repairs and improvements to your home. Please find your estimate below along with upgrade options for potential improvements to your project, if applicable.

The following estimate is for:

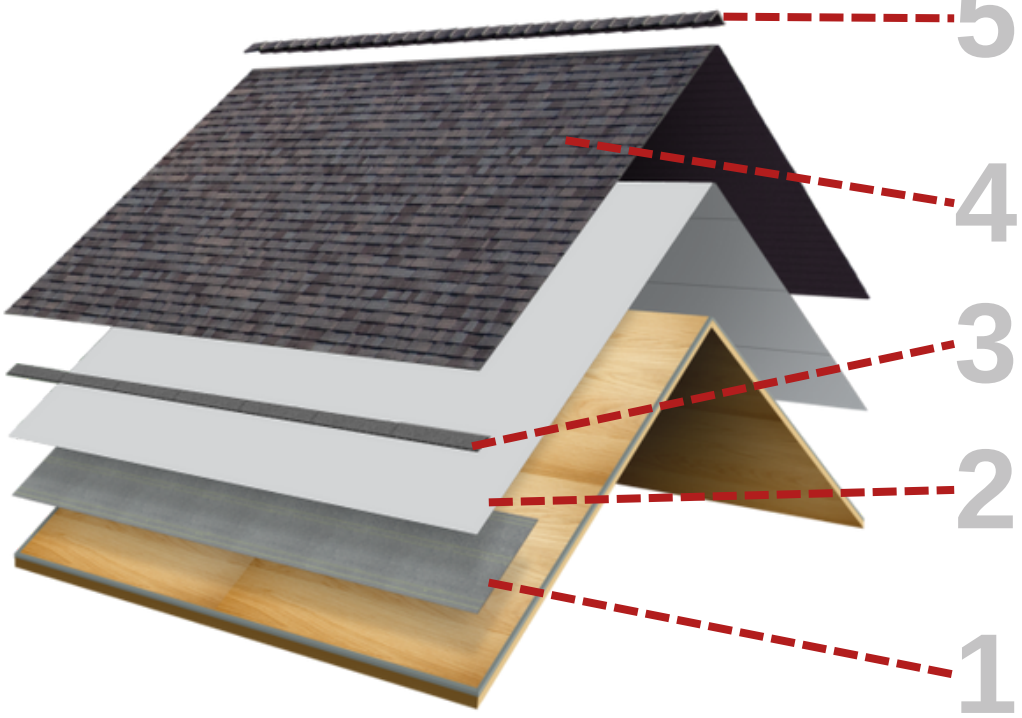
1. Removal and disposal of old materials
2. Supply and installation of new materials
3. Clean up of entire work area (all nails and other materials)

We don't want you to be personally liable should a worker happen to get injured therefore, maintain a high safety program for all employees and crews. We carry our own liability insurance.
Once the job is complete, we will perform a thorough inspection of your project to make sure we did everything correctly and up to our strict standards and the site is spotless.

If you have any questions, please give me a call. We always want to provide the best value to our clients. If we are outside your budget, please let me know and we will do our best to work within that.

Kind regards,
Tim Killingbeck
Tim@roachroofing.com
(989) 289-7950

ROOF COMPONENTS



5 HIP & RIDGE CAP SHINGLES

The finishing touch that helps defend against leaks at the hips and ridges

4 LAMINATE SHINGLES

Beautify & protect for years to come

3 STARTER STRIP SHINGLES

Helps guard against shingle blow-offs

2 SYNTHETIC UNDERLAYMENT

Helps shield the roof deck from moisture infiltration

1 ICE & WATER BARRIER

Helps prevent leaks caused by wind-driven rain and ice dams



CITY COUNCIL REGULAR SESSION COUNCIL REGULAR MEETING

AGENDA ITEM REPORT

Subject:	City Manager Report
Meeting:	CITY COUNCIL REGULAR SESSION COUNCIL REGULAR MEETING - November 2, 2026
Department:	City Manager's Department

ATTACHMENTS:

City Manager Report 2026.11.02.docx

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 – November 2, 2026

- **TextMyGov** – text messaging service for residents is being set up. People can sign up by texting Albionmi to 91896. Then reply YES

- **City Hall Hours** – Friday, November 6, 2026, City Hall will resume being open on Friday's from **8am to 12noon**. The Monday – Thursday hours will remain 7am-6pm.

- **Front Steps to City Hall** – are being replaced. During this time, please enter using the handicapped ramp at the rear of the building. Parking is also available on the river side.

- **Comprehensive Plan & Housing Assessment Update** – the consultant group McKenna has published the website & survey for community input. Over 200 survey responses were received. Surveys are available at www.AlbionTogether.com . Hard copies are also available at City Hall, Forks Senior Center and Albion District Library. The "Big Idea" Board is housed in the Ludington Center for easy access. Scheduled "pop up" events and presentations:
    - Nov 5 - Focus Group Discussions (tentatively at Ludington Center)
        - 10:00 AM - 11:15 AM: **Legacy Voices**
        - 2:00 PM - 3:15 PM: **Community Members** (Students, Business Owners, Employers from interview list)
        - 6:00 PM - 7:15 PM: **External Stakeholders**

MEETINGS:

- A meeting is scheduled with union representatives on November 2, 2026to discuss potential changes to the medical insurance coverage to take effect on January 1, 2027, and gather their input.
- Met with Becky Jones (Superintendent, Marshall Public Schools), Jill Hinde (BC YMCA), and Shane Williamson (Albion Community Foundation) to discuss future use of Opportunity School and recreation programming.
- Parks & Recreation Comprehensive Plan Work Group has meet and is working on the update and inventory of the parks.
- Attended meeting with Marshall Public Schools and Michigan Labor & Economic Opportunity with regional employers, to discuss shaping our students into candidates for jobs of the future, including skilled trades.

UPCOMING MEETINGS & EVENTS:

➢ Nov. 3 – General Election Day – 7am-8pm

Nov. 14 – Albion High School Alumni Association – Spaghetti Dinner, Tenant Hall, 12noon-4pm; Donation suggested