COUNCIL REGULAR MEETING AGENDA

****REVISED****
Monday, September 21, 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. Big Albion Plan Update-Dr. Shaheen

B. AARP Presentation-Sadie Shattuck & Ramon Harris

C. Mike Stout-Michigan Waterworks Stewards
MWS communication.docx
Special Feature - The Inside Story.pdf
city_of_albion___september_20_2026.pdf

VII. PUBLIC HEARING

A. Notice of Closeout Public Hearing for Michigan Community Development Block Grant (CDBG), Funding for CDBG Housing Improving Local Livability (CHILL)
CHILL Notice of Closeout Public Hearing Fina;.docx

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 September 8, 2026 Regular Session Minutes
9-8-26 Regular Session Minutes.pdf

X. ITEMS FOR INDIVIDUAL DISCUSSION

A. Approve Changing City Hall Work Hours

Albion LOA 4 tens 9 2026 draft.pdf
City_Hall_Hours_Survey_Infographic_Executive_Summary.pdf

B. Discussion/1st Reading Ordinance # 2026-06, An Ordinance to Amend Chapter 100, To Amend Section 8.1 (a)
Ordinance_2026-06.docx

C. Approve 2nd Reading & Adoption 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

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

E. Discussion Sale of Surplus City Owned Vacant Lots
Sec._1_27.___Process_for_the_sale_of_surplus_real_property..docx

F. Proposed Purchase of Vacant Lots
Listing of Vacant Lots - COUNCIL COPY.pdf
108 E Mulberry.pdf
401 N Ionia-.pdf
1227 Edwards.pdf
310 W Chestnut.pdf

G. Approve Metro Act Permit-Right-of-Way Telecommunication Permit
Bilateral Permit - City of Albion - R1.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 of Albion - Manager Reports, August 2026
August 2026 REPORT.pdf
City Manager Report 2026.09.21.pdf

XVI. FINANCIALS

A. Financials
Cash Summary All Funds 8-31-2026.pdf
EDC Controlled Funds July 2026 Revenue & Expenditure Report.pdf
July 2026 Revenue & Expenditure Report.pdf
FINANCE 2026 Summer Standard Warrant Report.pdf

FINANCE Council Resolution 2026 Summer Calculations.xlsx
FINANCE Resolution 2026-45 CityofAlbion-2026 Millage Rates.doc

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:	Big Albion Plan Update-Dr. Shaheen
Meeting:	CITY COUNCIL REGULAR SESSION COUNCIL REGULAR MEETING - September 21, 2026
Department:	City Manager's Department

CITY COUNCIL REGULAR SESSION COUNCIL REGULAR MEETING

AGENDA ITEM REPORT

Subject:	AARP Presentation-Sadie Shattuck & Ramon Harris
Meeting:	CITY COUNCIL REGULAR SESSION COUNCIL REGULAR MEETING - September 21, 2026
Department:	Mayor Victoria Snyder

CITY COUNCIL REGULAR SESSION COUNCIL REGULAR MEETING

AGENDA ITEM REPORT

Subject:	Mike Stout-Michigan Waterworks Stewards
Meeting:	CITY COUNCIL REGULAR SESSION COUNCIL REGULAR MEETING - September 21, 2026
Department:	City Council Member Vivian Davis

ATTACHMENTS:

MWS communication.docx
Special Feature - The Inside Story.pdf
city_of_albion___september_20_2026.pdf

Dear MWS Friends, Partners and Sponsors,

We are proud to be an award-winning, grassroots, registered non-profit organization. Thanks to the outpouring of support from our very beginning in November 2022, we have quickly grown to become Michigan's leading waterways stewardship organization, having mobilized over 4,500 volunteers across 21 Michigan communities.

In our Summer 2026 Special Edition Newsletter (see attached), we are excited to share:

- The remarkable series of events that led to the creation of MWS
- Our rapid expansion of programs and services
- Major successes in impacting Michigan's rivers and creeks, riverside parks, and more
- Why being part of MWS is so much fun
- Our ambitious plans for the future

Teaser alert: As for what lies ahead, there are two parts:

1. Our plans go well beyond expanding across Michigan; to make Michigan's waterways the envy of our Great Lakes States, it includes regional expansion beginning in 2027 and achieving a national footprint by 2030.

2. We aim to build on our four pillars of focus (SEAL): Stewardship, Education, Advocacy, and Legislation to develop a comprehensive, far-reaching, long-lasting waterways stewardship approach.

If you have a favorite stretch of waterways in need of care, wish to enhance your organization's waterways stewardship events, or would like to learn how to support our efforts to make Michigan's waterways cleaner, healthier, and more enjoyable to use, let us know. We would love to hear from you.

Don't forget, to stay updated on our activities, special events, and news, follow us on Facebook.

Mike Stout
President and Founder, Michigan Waterways Stewards
Creating A Community Culture of Care
Join Us • Create A Lasting Impact • This Is Our Legacy
mstout@MiWaterwaysStewards.org | (952) 239-3943
www.MiWaterwaysStewards.org | Follow Us On Facebook

THE INSIDE STORY OF A REMARKABLE JOURNEY

— SPECIAL EDITION NEWSLETTER - AUGUST 2026 —



Lake Michigan Crossing - Ludington, MI 2021

Whether you are a lifelong Michigander or a recent transplant,
you are called to protect and steward this beautiful state.
Michigan's greatest natural resource is its abundant fresh water.

JOIN US • CREATE LASTING IMPACT • THIS IS OUR LEGACY


Marshall, MI - Rice Creek

A CALL TO STEWARD OUR WATERWAYS

Michigan Waterways Stewards (MWS) is an award-winning, grassroots, registered non-profit. Its mission is to protect, care for, and improve Michigan's treasured and vulnerable waterways for the benefit of fish and wildlife, recreation, and sport. Through their efforts, they seek to inspire current and future generations of environmental stewards.

They take a year-round, community-wide, collaborative approach to waterways stewardship. Their dedicated focus and unique approach have allowed them to grow quickly and become Michigan's most successful waterways stewardship organization of its kind. What has been accomplished through the support of thousands of volunteers has been described by many as remarkable, transformative, and unprecedented.

Central to its work is their Love Our Waterways Rescue Unit. This is a self-contained cargo trailer that enables MWS to mobilize nearly on demand, reach almost anywhere in the state, and provide all the resources needed to conduct waterways stewardship for groups ranging in size from a few individuals to several hundred. The activities they support include community-wide, team-building pop-up events and Adopt A River initiatives.

Their vision is to not only make Michigan's rivers, creeks, streams, and inland lakes the envy of our Great Lakes states but also to take their waterways stewardship programming nationwide to help steward all of America's waterways.

While many have learned what MWS does, few know the details that led to its start. In this Summer 2026 Special Edition Newsletter, we wish to share the remarkable chain of coincidental events that led to its inception, its immediate and significant impact, and a peek into what is planned for the future.


Lake Michigan 2022

A REMARKABLE AND UNPRECEDENTED JOURNEY



Michigan Waterways Stewards was created by Michael Stout, a native Michigander, MSU graduate, and Fortune 100 marketing and business development executive.

While living in the Twin Cities, he picked up kayaking for recreation, fitness, and fun in the sun. What began as a summer hobby turned into a near obsession. Blessed to have many of the Upper Midwest's most scenic rivers and lakes nearby, Stout explored many, including the Minnesota, Mississippi, St. Croix, and Namekagon rivers, as well as Lake Minnetonka.

Over the next seven seasons, Stout paddled over 6,000 miles; a distance equivalent to that from Minneapolis to well past Tokyo, Japan. He would compete in extreme races across the country and set several unofficial world records, including solo paddling across Lake Michigan seven times and Lake Superior once. For the latter, Stout was given the nickname, "The Lake Rider."

In awe of the wondrous, breathtaking beauty—whether at the headwaters of a major river, in the middle of a Great Lake surrounded by a vast sea of blue, or paddling alongside the mighty tugs on the Mississippi River—Stout wished everyone could enjoy the same.

Determined to share these remarkable experiences and to inspire adventure in others, he would create a blog and later publish a limited edition book titled "The Northland Adventurer," with the slogan, "May My Stories And Photography Inspire Adventure In You."



DETERMINED NOT TO BE COMPLICIT

When Stout moved back to Michigan in 2022 and settled in Lansing, he envisioned continuing his grand adventures, exploring the scenic waterways of Michigan, and increasing his count of solo crossings of the Great Lakes. His training grounds became the Grand and Red Cedar Rivers in the Lansing area.

He was saddened to discover their terrible state. They were covered and lined with litter, trash, and other unsightly debris. Many areas were choked with river-wide obstructions, with years of pooled pollution caught behind them. This made for difficult, dangerous, and unpleasant conditions. It was difficult to understand, let alone accept, that such conditions would still exist fifty years after the declaration of the Clean Water Act.

The conditions were so unpleasant, so disheartening, that for a moment he thought about quitting the sport and, like many before him, never returning to this area again. He thought to himself, "I have two options: I can either turn a blind eye and be complicit, or I can set out to solve this problem." He chose the latter.

> *Stout shared, "I believe that our greatest regrets in life are often those things we choose not to do. To be complacent meant to be complicit. I would not allow the terrible conditions of our capital city's waterways to be part of my legacy".*

THE BEGINNING

It was September 2022, when Stout accepted the challenge to lead the improvement of our capital city's waterways. Leveraging his love for the water and expertise in marketing and business development, he committed to transforming the area's waterways to the condition expected of Michigan's capital city, the home of Michigan State University, his alma mater, and the center of the Great Lakes Basin.













Stout set out to give back to a sport that has given him so much and to pay it forward. He recognized that the task ahead was great, no one other than himself thought it was possible. This was a daunting undertaking for any organization, regardless of its size, and even more so for a single individual new to an area.

A NEW APPROACH WAS NEEDED

Given the enormity of the problem and the dynamics of a large river system running through an urban setting, it was evident that a new approach was needed—one that required a dedicated focus and a year-round, community-wide collaborative effort. From the onset, he established key parameters for success: any waterways stewardship model must be repeatable, scalable, and financially viable. Otherwise, it would not be sustainable.

To encourage volunteering and make it fun, safe and rewarding, Stout set out to eliminate all barriers to participation. His goal was to provide everything needed —nearly on demand and at no cost to any volunteer— and to ensure that each volunteer's effort, as well as the support from every supporting organization, would be acknowledged and appreciated.

Stout realized from the onset, this was going to be a huge undertaking. "We will have to be patient yet persistent, as it is going to take years and the Herculean efforts of thousands of volunteers, along with the generous support of the greater community, to transform miles of rivers that have been neglected for decades and in need of immediate care and protection."



ENGAGING THE GREATER COMMUNITY

Stout would connect with Michigan's Department of Environment, Great Lakes, and Energy (EGLE).

EGLE acknowledged being aware of the terrible state of our capital city's waterways, a decades-long problem just a few blocks from their headquarters. They admitted responsibility for the care of our state's waterways. However, they indicated that due to limited resources—people, time, and money—and greater priorities elsewhere—such as the Flint Water Crisis and Michigan Pipeline Number Five—stewardship of our capital city's waterways was not on their list of projects.

EGLE encouraged Stout to act independently and wished him good luck.

Having spoken with members of local, county and state government entities and area conservation groups, it was evident that most everyone recognized the challenges here in the greater Capital City Region. However, none offered support, and optimism was in short supply. Many expressed their fatigue from previous efforts, shaking their heads and throwing their hands up in exasperation.

The single greatest need was to address a towering collection of trees, logs, and woody debris caught behind the narrow spans of an old-style railroad bridge (see above). Its location was on the Grand River in north Lansing. So expansive, it posed a great risk, regardless of skill, for those attempting to navigate their way through. Behind this debris field lay years of pooled litter, trash, and other unsightly debris. The conditions were so bad that from a great distance, you could smell the rotting decay of organic material.

The challenge was so great that it would require the support of heavy equipment, along with teams of determined volunteers and skilled commercial operators. More importantly, it would require the permission and cooperation of the railroad's owner, which in itself would be challenging, as the railroad industry is known for being unresponsive and even less cooperative due to their directly reporting to the federal government.





CREATING PARTNERSHIPS

Even Those Most Unlikely

Stout reached out to the new owners of the Adrian and Blissfield Railroad Company (A&B) in early November 2022. He would connect with A&B president, Chris Bagwell. After a brief Monday morning introductory call they agreed to meet that same afternoon.

At that meeting, without hesitation, Bagwell offered his company's support. The work was scheduled for the following week Thursday.

Bagwell and his team, with the assistance of their iconic red and white diesel-powered locomotive, industrial-strength cable, and chainsaws, tackled the woody debris caught under their bridge. Stout, along with his team of volunteer paddlers, cleared the litter, trash, and other unsightly debris for a distance of about half a mile up and down the river from the railroad bridge.

Stout shares, "I couldn't have asked for a more pleasant initial meeting and a greater outcome. When we finished, this stretch of the Grand River looked its best in no fewer than 10-12 years and possibly for several decades."

Word of this unprecedented collaboration with A&B and the transformation of this stretch of the Grand River quickly spread. These efforts would inspire others to join the cause, resulting in an outpouring of support and participation at a pace Stout had originally hoped.

This single event marked the launch of Michigan Waterways Stewards (MWS) and the beginning of what would develop into a remarkable and unprecedented journey. Each milestone achieved reinforced the power of collaboration, demonstrating the ease, joy, and extraordinary pace with which we can accomplish great things when working together.


Lansing Downtown River District

MICHIGANDERS LOVE THEIR WATERWAYS

Since MWS embarked on their first project in November 2022, they have quickly established themselves as Michigan's leading waterways stewardship organization of its kind, with their reach and scope of work rapidly expanding.

Thanks to the remarkable efforts of thousands of dedicated volunteers, along with the generous support of year-round partners and event sponsors, in June 2026, three and a half years later, Lansing's Grand and Red Cedar Rivers, as well as Sycamore Creek, were declared clean and open for the first time ever.

> *Here in our capital city, we now present Michigan's most scenic, varied, and enjoyable urban waterways destination. This feat, once thought unattainable, demonstrates the ease and joy with which we can achieve great things when working together.*

With a commitment to continuous improvement and innovation, MWS is determined to create an even greater impact, reaching far beyond Michigan's Capital City. Their influence now extends to 21 Michigan communities, and their stewardship activities encompass riverside parks and adjacent stretches of river trail. Their programming now includes four pillars of focus (SEAL): Stewardship, Education, Advocacy, and Legislation.

FOLLOW US ON FACEBOOK

FOR THE LATEST IN MWS NEWS AND SPECIAL ACTIVITIES



Kalamazoo River Cleanup 2024
Rotarians

BY THE NUMBERS

Since their start they have managed **370 stewardship projects,** mobilized over **4,500 volunteers** and removed more than **272,000 pounds** of litter, trash, and other unsightly debris across **21 Michigan communities.**


MSUFCU 2026

Among their collection of retrieved items, over **1,000** automobile tires, electric scooters and bicycles have been pulled from in or near our waterways. Additionally over **200 river-wide obstructions** have been opened, **21 riverside parks** beautified, and more than **1,260 cubic yards** of invasive trees and bushes cleared.

The value of MWS volunteer efforts alone, their contributions to Michigan communities, will soon surpass **$600,000.**

This further demonstrates the many benefits derived from their dedicated, year-round focus and commitment to making Michigan's waterways cleaner and healthier.

> *We like to think what we do is more than unveil cleaner, healthier, and more pleasant waterways. We unveil community spirit and civic pride. Here in Michigan, we have much to boast about—and even more to celebrate."*



MSU Crew Club 2024

370 STEWARDSHIP PROJECTS MANAGED

The Equivalent Of One Every Day for A Full Year!

MWS events vary. They may include community-wide efforts, team-building community service projects, pop-up events, Adopt A River initiatives, and more. The activities also range widely and may include litter patrols on and along our rivers and creeks, woody debris management, riverside park beautification, river trail reclamation, and invasive flora mitigation.

If we were to model what an average MWS event looks like, it would appear something like this:

- Number of Persons: **12.2**
- Tonnage* Removed Total: **738 pounds**
- Tonnage* Removed per Person: **60.3 pounds**

**Litter, trash, and other unsightly debris*



Dean Shooltz - Sycamore Creek 2026

> *"We wish to thank all our awesome volunteers, year-round partners (see below), and event sponsors who have made this remarkable journey possible. Imagine the stories to be shared and achievements to be recorded over the next three and a half years."*

STEWARDSHIP, EDUCATION, ADVOCACY & LEGISLATION

Most know MWS for its industry leading **waterways stewardship** practices. But its programming is far greater, encompassing four core pillars (SEAL): Stewardship, Education, Advocacy, and Legislation.

At the heart of their **environmental educational** programming is their mascot, "Hannah the Heron," who inspires a commitment to environmental stewardship. They envision Hannah the Heron joining the ranks of other iconic figures, such as Smokey the Bear and Woodsy Owl. Hannah the Heron's message is simple yet powerful: "Love Our Waterways. It's A Shared Responsibility."



HANNAH THE HERON

Central to their education programming is their 16-page environmental education brochure, available for FREE. Its theme, "From The Front Door To The River Floor," discusses the varied sources of litter, its detrimental and lasting impact on our environment, and promotes our shared responsibility to steward our waterways. They offer eighteen easy ways to protect, care for, and improve our treasured and vulnerable waterways.

In addition, MWS offers several PSAs to heighten awareness about how common practices can affect the quality of our waterways: "Keep A Lid On It!," "Mow Right, Stop Algal Blight," "Love Our Waterways by Clearing Our Storm Drains," "Less Litter In Rivers—More Otters in Rivers," and "Come Clean—Leave Clean. Stop Aquatic Hitchhikers!"

Advocacy plays a pivotal role in their mission. They actively collaborate with cities and townships, colleges and universities, and businesses to enhance their stewardship practices. MWS was instrumental in getting Spin, the country's leading micromobility provider, permanently banned from the City of East Lansing.

MWS is currently working on **legislation** designed to strengthen protections for our waterways, with the aspiration of achieving statewide adoption and, ultimately, national acceptance.

WATERWAYS STEWARDSHIP MADE FUN

During an interview for the magazine East Lansing Living, MWS president and founder Mike Stout was asked, 'What makes being a part of this organization so much fun?'

"Among the things I consider most fun, certainly rewarding, is the sense of pride and personal accomplishment that you see in others when they reflect on the impact they have just created.

Their expressions of satisfaction often take the form of a smile, head held high, a high-five, or a hug—often, it's all of these. Regardless of the size of the project, they can't help but feel a sense of pride and a greater connection to the community."


Albion Mill Race 2025

TOP-10 REASONS WHY BEING PART OF MWS IS FUN

1. Making new friends and creating lasting memories.
2. Witnessing the pride in our volunteers as they reflect on their accomplishments.
3. Unveiling not only cleaner and healthier waterways but also a renewed community spirit and civic pride.
4. Fostering a greater connection to our waterways and a stronger sense of community.
5. Building a remarkable legacy for our volunteers, many cities and townships, and our great state.
6. Inspiring others—whether individuals or organizations—to forge ahead and create their own legacies.
7. Creating something unprecedented and watching the acceptance of our work grow rapidly.
8. Demonstrating the ease, joy, and speed with which we can achieve great things together.
9. Realizing that this is just the beginning of an extraordinary journey is truly exciting.
10. Seeing others enjoy the rewards of our efforts.



Mount Hope Church 2023

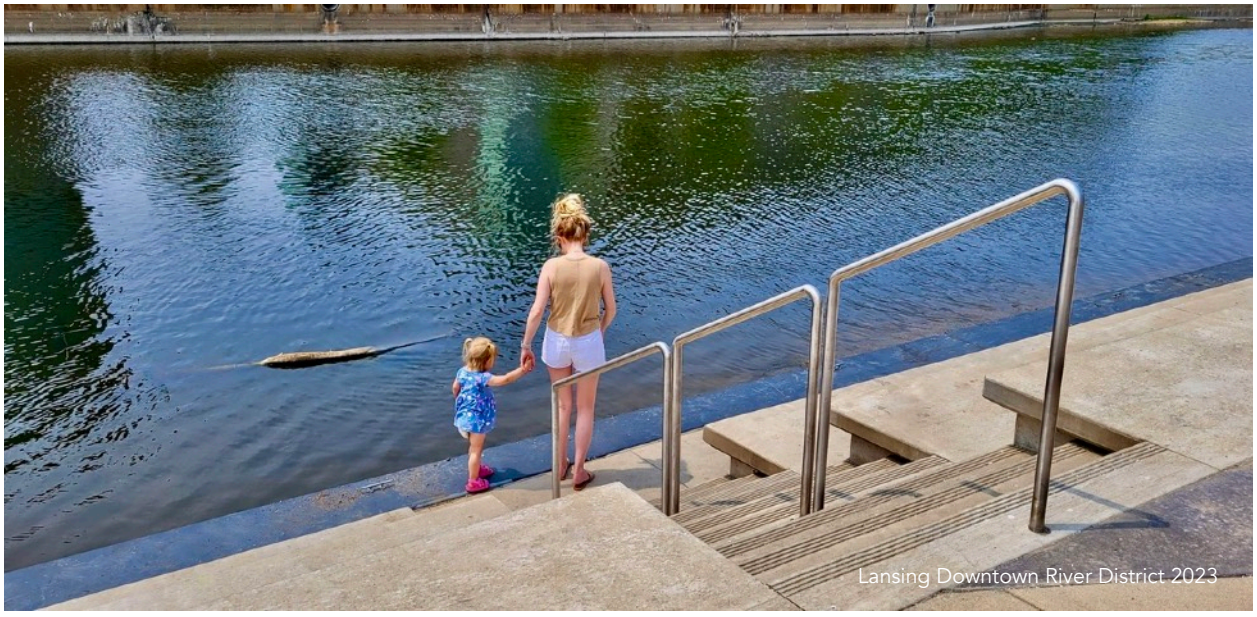


OUR VOLUNTEERS INSPIRE US

"With every event, we find ourselves in awe of our volunteers. They inspire us with their dedication. Their pride in what they have accomplished ignites a desire not just to continue, but to strive for even more. It is incredibly rewarding to see so many eager to embrace this work as a part of their personal or organizational seasonal or annual community service efforts."

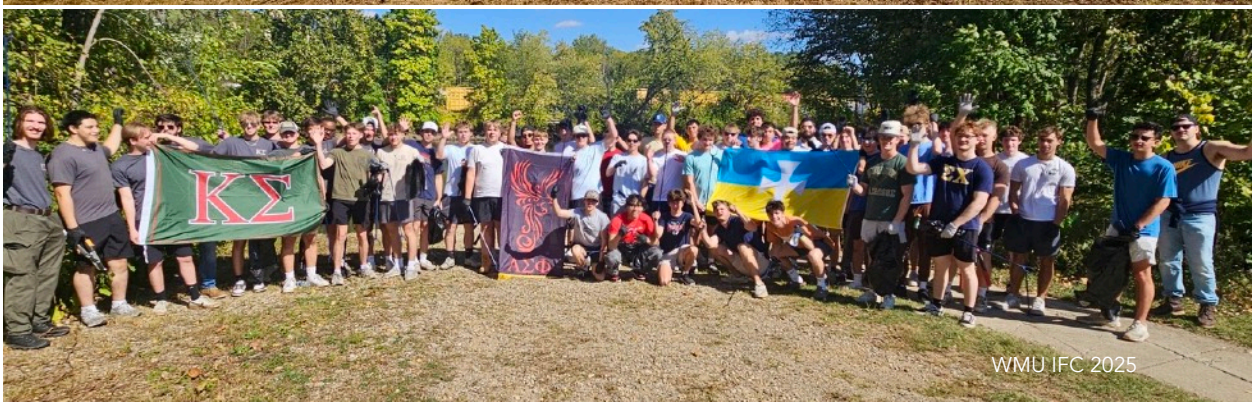
After our very first capital city community-wide event, we watched a young mother holding her daughter's hand while taking in the view of the Grand River from the steps at Lansing's Rotary Park (see below). They were unaware that this remarkable and unapologetic river view, along with their special moment, was made possible by volunteers who had just finished clearing litter and debris from the river and riverbanks.

These moments serve as a powerful reminder of why our work is so important and reinforces the need for our continued efforts."





MSU IFC 2026



WMU IFC 2025

INSPIRING OTHERS—CREATING LASTING IMPACT

> *"Our ultimate success, and the health of our waterways, will be dependent on how well we inspire others—or, in some cases, advocate for others to do better."*

MWS is off to a great start. Below are a few examples of their positive and lasting influence:

- A&B has made clearing woody debris from below their Grand and Red Cedar Rivers an annual summer event
- In Kalamazoo, local civic and conservation partners adopted our community-wide approach to engage a broader volunteer base to improve their environmental stewardship efforts.
- In Marshall, their efforts to reclaim Ketchum Park Island sparked the revival of the Marshall Area Conservation Corps.
- Michigan State University established its NEW Red Cedar River Stewardship and Recreation. Committee to enhance stewardship, resulting in immediate and remarkable improvements.
- The MSU Crew Club added a waterways stewardship component to their mission statement.
- The MSU Interfraternity Council made Red Cedar River stewardship a twice-yearly community service project.
  - Maximillian Hornung, IFC-EVP, was later awarded Top Greek Council Officer of the Year.
- At Lansing Community College, one of MWS volunteers, would establish the LCC Outdoor Connections Club (LCC-OCC).
  - Dillon Babb, LCC-OCC president and founder, received LCC's 2026 Top Student Leader Award.

Then there is a long list of businesses, civic organizations, social clubs, and churches that have made waterway stewardship an annual community service team-building event.



L-R: Lansing Mayor Andy Schor, Lansing Parks and Recreation Director, Brett Kaschinske and MWS President and Founder, Michael Stout.

OUR SINGLE GREATEST ACHIEVEMENT

Three And A Half Years In The Making

On June 18, Michigan's Capital City's Grand and Red Cedar Rivers, Sycamore Creek, all riverside parks, and adjacent stretches of the Lansing River Trail were declared clean and cleared. On June 30, under a brilliant blue sky and with the Grand River as our backdrop, city and community leaders, along with many of MWS's MVP partners and volunteers, joined in the celebration of this monumental milestone.

This event marked the end of a journey that began three and a half years ago and was made possible by the outpouring of community support since the very beginning. To help celebrate this remarkable achievement, an all-star cast of guest speakers were on-hand. They included:

- Michigan Waterways Stewards, President and Founder, Michael Stout
- City of Lansing, Mayor Andy Schor
- Lansing Parks and Recreation Director, Brett Kaschinske
- Adrian and Blissfield Railroad Senior Executive, Lynn Esp
- MSU Landscape Services, Jeremiah Saier
- MSU IFC Executive, Andrew Drew
- LCC Conservation & Sustainability Advisor, Kirsten Wright
- River Town Adventures, Owner, Paul Brogan
- RSVP-Lansing River Patrol Volunteer, Jayne Higo



L-R: Jayne Higo and Michael Stout

Other MVP partner organizations in attendance include Potter Park Zoo, Lansing Lugnuts, Dart Container Corporation, Granger Waste Services, Rotary Club of East Lansing, Trout Unlimited-Lansing, RSVP-Lansing, Holt Christian Church, USCG Flotilla, Punks With Lunch, and Friends of the Lansing Regional Trails.

CREATING A COMMUNITY CULTURE OF CARE AND PERSONAL RESPONSIBILITY

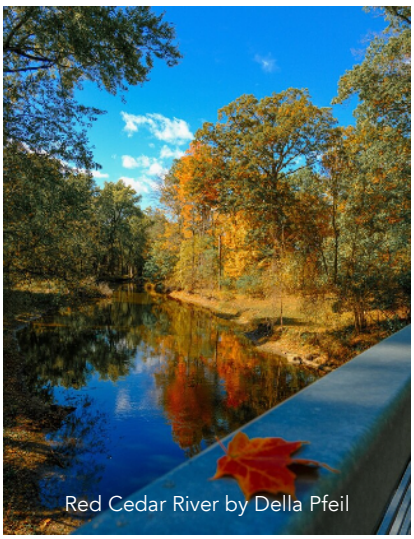
— OUT TOP 10 LIST OF PROJECT SUCCESSES—

"We are passionate about what we do and our grassroots approach to waterway stewardship. Our rapid growth and transformative successes have emerged organically, driven by individuals, community partners, and municipal entities seeking our assistance to enhance their waterways. Those who reach out to us are often the most familiar with the need for improvement and are inherently motivated to create lasting change."

We were asked to provide a Top 10 list of our greatest successes. Having managed 370 projects, we found it nearly impossible to narrow it down to just ten. Below, please find our much-expanded Top 10 list, organized by municipal area."

LANSING

- Our Capital City's Grand and Red Cedar Rivers and Sycamore Creek are declared clean and open for the first time ever. Efforts continue to sustain and build on the gains made.
- We transformed our Capital City's waterways, all riverside parks, and adjacent miles of the Lansing River Trail. We now provide Michigan's most scenic, varied, and enjoyable urban waterways destination.
- Creating a collaborative partnership with the City of Lansing and Michigan State University led to the development of a new 0.6-mile Red Cedar River riverside park. MSU continues to make improvements to this area, establishing it as a top Red Cedar River park destination for the benefit of MSU students, Capital City Region residents, and visitors.
- Establishing the most unlikely partnership with A&B has led to a top annual Grand and Red Cedar Rivers stewardship tradition.



Red Cedar River by Della Pfeil

EAST LANSING

- Our retrieval of hundreds of electric scooters from the Red Cedar River, thought to be the largest single-site retrieval in the world, contributed to the City of East Lansing banning Spin from operating within the city permanently.
- The City of East Lansing, having struggled for decades to change the practices of MSU fraternities regarding littering in and along the Red Cedar River, asked for our help. We were able to immediately influence change in longstanding habits and practices.
- Building on those newly developed relationships, we have created twice-yearly community-wide waterways stewardship campaigns with several MSU student groups, which benefit our entire Capital City Region.

MICHIGAN STATE UNIVERSITY

- Our advocacy for improved management of MSU's sole micromobility provider, Spin, and our suggestions for improved operational practices led to a significant decline in the reported loss rate to the Red Cedar River.
- Our efforts to raise awareness among MSU officials about the need to improve Red Cedar River stewardship resulted in the formation of MSU's Red Cedar River Stewardship and Recreation Committee.

KALAMAZOO

- Our creation of the largest community-wide waterways stewardship event in the City's history has led other conservation and civic organizations to adopt a similar approach to benefit their stretch of the Kalamazoo River, its riverside parks, and miles of the Kalamazoo Valley River Trail.
- The same community-wide approach, led by WMU's Interfraternity Council member participation, resulted in the large-scale treatment of invasive flora at Mayors Riverfront and Verburg Parks and Red Arrow Golf Course. This is thought to be Michigan's largest volunteer-led initiative of its kind.



Photo a courtesy of Keith Mumma

MARSHALL

- In Marshall, we reclaimed Ketchum Park Island and made the Mill Race and their stretch of Rice Creek navigable for the first time in no fewer than 12 years.
- Our work in Marshall, in cooperation with the Rotary Club of Marshall, led to the resurgence of the Marshall Area Conservation Corps.

ALBION

- In Albion, in cooperation with the Rotary Club of Albion, we cleared the Mill Race and their stretch of the Kalamazoo River for the first time in 20 years.
- To sustain the gains made, we now conduct annual community-wide waterways stewardship events in cooperation with the City of Albion.

ANN ARBOR

- Our largest single-site waterways stewardship cleanup event was held in Ann Arbor, where we cleared an estimated 71.2 cubic yards of litter, trash, and other unsightly debris along the Huron River near Fuller Road.

MERIDIAN TOWNSHIP

- Meridian Township was unable to connect with and engage Canadian National Railway (CN) in the cleanup of a 30-year toxic waste site. They asked for our help. Within one day, we heard back from CN and received their pledge of immediate support. Due to seasonal factors, heavy rains, and dangerous smoke levels, cleanup efforts were delayed. On July 20, CN successfully retrieved an estimated 300 illegally dumped automobile tires.

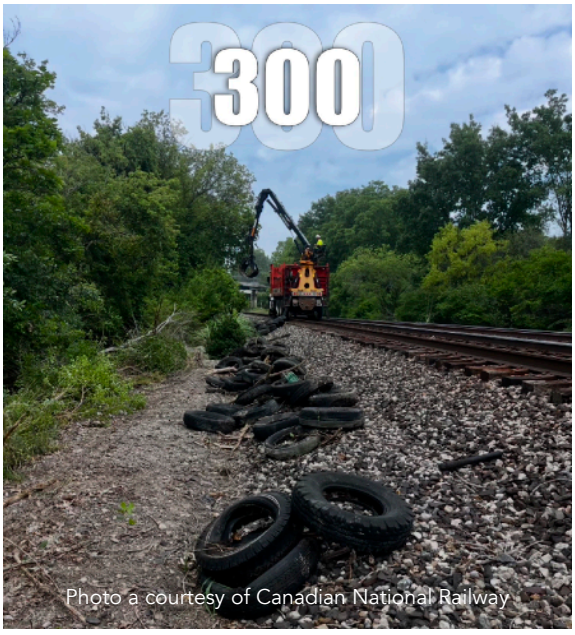


Photo a courtesy of Canadian National Railway



Rotary 6360 District Launch Your Legacy 2026

HONORS AND ACCOLDADES

"It has truly been a pleasure to partner with so many exceptional people and organizations that share an interest in fostering harmony between humanity and nature. You never start an organization like this with awards in mind, but you can't help but feel good knowing that your work is appreciated by others," Stout shares.

On August 6, Michigan Waterway Stewards' founder, Michael Stout, was awarded Rotary International's prestigious Excellence in Service to Humanity. This is a global accolade for non-Rotarians who have exhibited exemplary, long-term humanitarian service consistent with Rotary's ideals. No more than 150 are awarded globally each year.

The award was personally presented by Mark Odland, District Governor for the 2024-2025 year. Odland shared with the more than 200 Rotarians in attendance, "Congratulations and best wishes for your future work with Michigan Waterway Stewards. I can think of no one who so wholesomely exemplifies Rotary's leadership vision of 'Service Above Self' better than Mike Stout. Thanks for all you do to lead and inspire action."

Stout shared with the group, "I am honored and truly humbled to receive such a prestigious award from you, leaders of business and industry, community, and church. I have nothing but the greatest respect for each and all of you and for everything you do."

AWARDS RECEIVED

- 2026. The Rotary International awarded, Mike Stout, MWS president and founder, its Excellence in Service to Humanity, a global accolade for non-Rotarians who have exhibited exemplary, long-term humanitarian service consistent with Rotary's ideals.
- 2025. The Sierra Club Michigan Chapter awarded MWS its White Pine Award, given to a non-member, organization, or group demonstrating extraordinary dedication to environmental protection.
- 2024. Michigan State University Greek Ivy Award, honoring Mike Stout, MWS president and founder, for being outstanding community member, chapter advisor, or faculty/staff member who has significantly represented Fraternity & Sorority Life.
- 2024. The City of Lansing awarded MWS with a proclamation, recognizing MWS for their community leadership, collaborative approach, and environmental impact.

HOW HAS MWS IMPACTED YOUR FAMILY?

Through the Eyes Of A Child.

Stout was asked, "How has your involvement with the organization impacted you, your family, and/or your neighborhood and community?"

"The impact of this experience may be best exemplified through the eyes of my granddaughter, Lola," Stout shared. "During a trip to visit family in California, we coordinated a surprise visit with Lola's third-grade teacher for me to pop in and say hello while she was in class. It was then that I discovered how she had boasted to her friends about me, her grandfather, my grand adventures and waterways stewardship.

On that day, the teacher had Lola sitting at the front of the classroom with her back toward the door. When we entered, the teacher did not flinch and with a single finger raised to my lips, this signaled that the entire class was now part of this surprise visit.

I walked up and stood behind Lola. She was focused on her tablet, occasionally looking up to listen to her teacher, completely unaware of her grandfather standing just behind her. After what felt like several minutes, I couldn't wait any longer. I reached over her shoulder, pointed to her tablet, and made a brief comment. It didn't phase her; she must have thought I was her teacher. When she looked at her teacher in front of the classroom, she then turned to see who was standing behind her.

Surprised, she exclaimed, "Grandpa! Why are you here?"

Lola looked around, trying to make sense of it all, likely wondering how her grandfather, who lived thousands of miles away, could possibly be here. She stood up, gave me a quick hug, and then, to our surprise, walked across the classroom.

With her hand cupped against her friend's ear, she whispered something that only he could hear. Then, the young boy, without prompting, walked across the class toward me. He extended his hand and I shook it. He then said, "Thank you for saving our world." He then asked, "Did you really paddle across the ocean?"



Lake Michigan 2023

LIVING MY LEGACY

"What more could I ask for than to learn that through the eyes of my granddaughter and the heartfelt gratitude of one of her friends, that I am thought of as someone seeking grand adventure, making a difference, and in their mind, saving the world?

If this is my living legacy, then I take immense pride in it."

MICHIGAN WATERWAYS STEWARDS

Board of Directors and Advisory Council Members

Each of our Board of Directors and Honorary Advisory Council members brings a wealth of diverse career and life experiences to help advance our mission. We are proud to have the support of a leadership team united by a shared passion for the protection, care, and improvement of our treasured and vulnerable waterways.

Each member is deeply committed to our mission and enhancing our impact through continuous improvement, rapid innovation, and geographic and program expansion. Their varied personal and professional backgrounds, along with a proven track record of industry leadership and success in their respective fields, foster dynamic discussions on how best to engage the greater community to advance our purpose.

Board of Directors

- **Chairman, Michael Stout:** A Fortune 100 marketing and business development executive, and unofficial world record-holding long-distance solo paddler. He is the founder of our organization.
- **Chief Strategist, Della Pfeil:** A talented professional with a deep passion for the outdoors and wildlife, and a registered nurse in the Medical Intensive Care Unit at Sparrow Hospital.
- **Chief Conservationist, Jared Harmon:** Executive Director of the Mid-Michigan Land Conservancy and an expert in environmental sciences, specializing in natural resources.
- **Waterways Stewardship Chair, Cynthia Wagner:** Director of Potter Park Zoo, with extensive experience in wildlife care and having a strong commitment to maintaining healthy rivers,
- **Community Engagement Specialist, And Zarkovich:** Expert in creating partnerships and key relationships to ensure the pristine condition and safe enjoyment of Michigan's waters.
- **Community-wde Events Specialist, Evan Carr**: A social entrepreneur and regenerative practitioner, expert in creating high-impact community events and lasting memories.

Advisory Council

Listed alphabetically:

- **Alexander Waldman**: MSU Senior, VP of Interfraternity Council, MSU Student Government Senator
- **Anthony Cox**, Outdoor Education and Outdoor Recreational Leader
- **Brett Kaschinske:** City of Lansing Parks and Recreation Director
- **Cam Gooden**, WMU Junior, Sigma Chi Community Service and Philanthropy Chair
- **Dillon Babb:** President of the Outdoor Connections Club at Lansing Community College
- **Dwight Washington, Dr.**: District 7 - Bath Township Commissioner
- **Elaine Sterret Isely**: Saugatuck Dunes Coastal Alliance Executive Director
- **Emma Campbell**: Meridian Township Land Stewardship Coordinator
- **Jayne Hugo:** Community Advocate, Environmental Steward, RSVP-Lansing River Trail Patrol Volunteer
- **Joe Naerebout:** Professional Magnet Fisherman and Social Media Influencer
- **Jordyn Belli:** Friends of the Lansing Regional Trails Trail Ambassador
- **Max Belboit**: Great Lakes Watercraft Founder and CEO
- **Patrick McVerry**: City of Kalamazoo Parks and Recreation Director

HOW YOU CAN SUPPORT

We Have Truly Been Blessed

It has been a remarkable journey, far exceeding our expectations. We are grateful to play a small part in the extraordinary, often transformative achievements of thousands of volunteers from across Michigan.

For those looking to get involved and help make Michigan's waterways the envy of America, and to support our efforts as we take our program nationwide, there are many ways to make a difference, whether by volunteering, donating products or services, or providing financial support. Below is a short list to spark your interest

1. VOLUNTEER
   - Participate in one of our many **community-wide** events where volunteers meet to steward our treasured waterways, riverside parks, and miles of adjacent stretches of river trails.
   - Organize a **team-building community service projects** where organizations, small and large, help steward a stretch of river, river trail, or adopt a riverside park for a day.
   - Lead a **pop-up** event. These events are essential for quickly addressing hotspots as they develop or are discovered, helping to prevent conditions from worsening.
   - **Adopt-A-River** represents a great opportunity to pledge your ongoing care of a stretch of waterway important to you, your family, place of work or other.
   - Let us take you on an **EcoTour** to gain a unique perspective and create a greater sense of connectivity to our waterways, which otherwise may not be possible.
2. GIVE FINANCIALLY

   Any amount is appreciated, from $5.00 to $500, or more.
   - **Become a Michigan Waterways Stewards member** for $30
     - In appreciation, you will receive a 2026 Love Our Waterways waterproof decal and "Love Our Waterways," "Make Michigan 100% Beautiful," an "I'm A Waterways Hero," stickers and more.
   - Become an **Event Sponsor**, beginning at $500+
   - Become a **Year Round Partner** beginning at: $2,500+
3. GIVE IN KIND
   - **Professional Services:** Community engagement, social media, accounting, legal, creative/design, environmental education, or other.
   - **Product Needs:** Truck, Jon boat w/jet propelled engine and trailer, four wheeler with winch, 5-7 open hull kayaks w/trailer, chainsaws, garbage bags, trash pickers, gloves and much more.
4. INVITE HANNAH THE HERON
   - Hannah the Heron is making her way all around Michigan, sharing here message, "Love Our Waterways. It's A Shared Responsibility."
   - Her image is on display at schools, zoos, libraries municipal centers, and elsewhere. Allow her presence at your site.
5. FOLLOW US ON FACEBOOK

CREATING A COMMUNITY CULTURE OF CARE

JOIN US • CREATE LASTING IMPACT • THIS IS OUR LEGACY

No other state is blessed with as much fresh water as Michigan. We have direct access to four Great Lakes: Michigan, Superior, Huron, and Erie, along with 2,963 miles of Great Lakes shoreline. Running through our state are approximately 51,438 miles of river, of which 656 miles are designated as wild and scenic.

Whether you are a lifelong Michigander or a recent transplant, you are called to protect and steward this beautiful state. It is up to us to protect, care for, and improve our treasured and vulnerable waterways.

Join us on this remarkable, transformative, and unprecedented journey as we aim to remove all litter, trash and other unsightly debris from all of Michigan's waterways, and reclaim those navigable passages to encourage passive recreation and greater connectivity to our wondrous outdoors.

Our vision is to not only make Michigan's waterways the envy of our Great Lakes states, but to take our industry best practices and four pillars of focus across all of America.

If you need help addressing an unmet need or would like our support to complement your existing resources and programming, please give us a call. We would love to hear from you.

Mike Stout
President and Founder, Michigan Waterways Stewards
Creating A Community Culture of Care
mstout@MiWaterwaysStewards.org | (952) 239-3943

Thank You!

COUNCIL MEETING
GUEST SPEAKER

9.20.26 PRESENTATION

Personal Introduction

Our Beginning

Our Approach

Our Albion Successes

What Lies Ahead



ABOUT MICHAEL A. STOUT

MICHIGAN WATERWAYS STEWARDS PRESIDENT AND FOUNDER.

- Michigander
- MSU Graduate ’83
- Fortune 100 Marketing Executive
- President of I3-Marketing, LLC
- Author
- Photographer
- Adventurer & Unofficial World Record Holder
- President and Founder of Michigan Waterway Stewards

Father of Two Daughters
Grandfather of One Granddaughter





PADDLED 7,000 MILES IN SEVEN YEARS
— OWNER OF SEVERAL UNOFFICIAL WORLD RECORDS —

RECORD SETTING SEVEN
SOLO LAKE MICHIGAN CROSSINGS

ONLY PERSON TO HAVE SOLO PADDLED
ACROSS LAKE SUPERIOR

COMPETED IN EXTREME RACES
ACROSS THE COUNTRY









I moved back to Michigan
to chase an old college romance.

My training grounds became our Capital City's rivers.

Their conditions were terrible, unworthy of
Michigan, our Capital City, the home of MSU
and the heart of our Great Lakes.



THE REASON FOR OUR BEING



LITTERING AND ILLEGAL DUMPING IS A CITY-WIDE CHALLENGE



EGLE ADMITTED TO BEING AWARE
AND THAT IT WAS THEIR RESPONSIBILITY
TO STEWARD MICHIGAN'S WATERWAYS.

REASONS CITED FOR THEIR INACTION:
LACK OF RESOURCES,
NOT A PRIORITY.

CLEARLY, A NEW APPROACH WAS NEEDED.
THIS MARKED THE BEGINNING
OF MICHIGAN WATERWAYS STEWARDS.

MICHIGAN™ WATERWAYS STEWARDS

LOVE *our* Waterways™

"Twenty years from now, you will be more disappointed by the things you didn't do than those you did.

So throw off the bowlines. Sail away from safe harbor. Catch the wind in your sails.

Explore. Dream. Discover."

Mark Twain



LOVE *our* Waterways™

WE TAKE A YEAR-ROUND COMMUNITY-WIDE COLLABORATIVE APPROACH



Michigan Waterways Stewards is an award-winning, grassroots, registered non-profit whose mission is to protect, care for, and improve Michigan’s treasured and vulnerable waterways for the benefit of fish and wildlife, recreation, and sport.

Through our efforts, we seek to inspire current and future generations of environmental stewards. It is our vision to make Michigan's rivers, creeks, streams, and inland lakes the envy of the Great Lakes states.”



Via the outpouring supporting
since our beginning in November 2022
we have quickly grown to become
Michigan's #1 waterways steward organization.

BY THE NUMBERS

Stewardship projects managed	**378**
Advocacy campaigns completed	16
Volunteers engaged	**4,565**
Lbs. of materials retrieved	**273,710**
Avg. pounds per volunteer	60
- Automobile tires	493
- Electric scooters	286
- Bicycles	244
River-wide obstructions cleared	**208**
Cubic yards of invasives cleared	1,287
Communities impacted	**22**
Park beautifications	21
Value of volunteer engagement	**$585,561**

PARTNERING WITH ROTARY CLUB OF ALBION AND THE CITY OF ALBION HAS BEEN A HIGHLIGHT






































ZICK'S



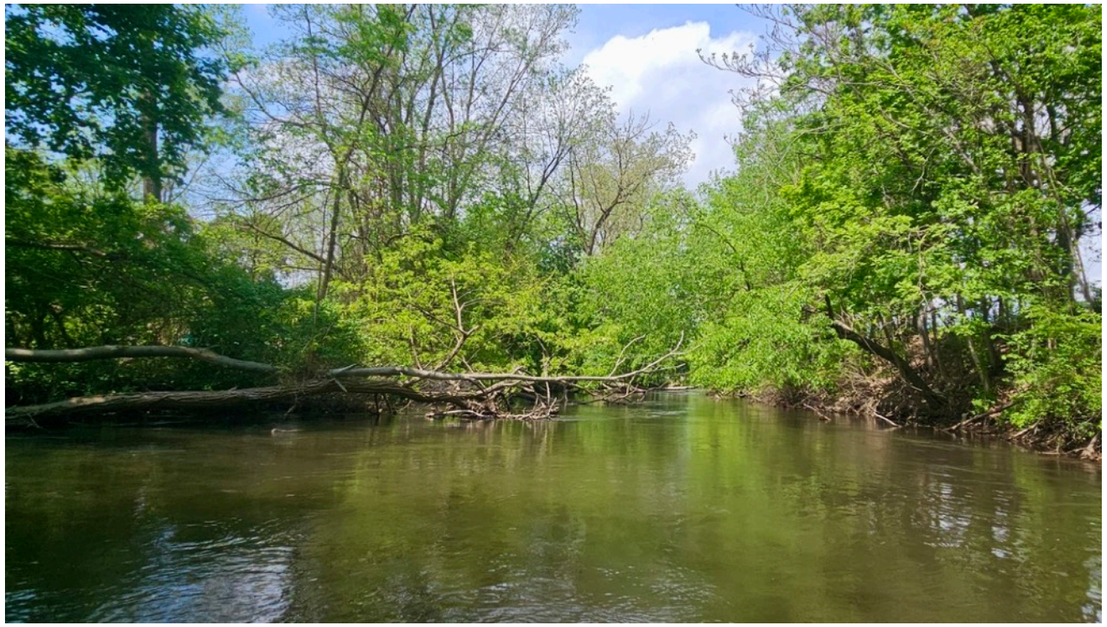



CAT






CAT












Delicious and Refreshing
5¢
RELIEVES
FATIGUE
SOLD
EVERYWHERE
5¢
DRINK
Coca-Cola





























MICHIGAN WATERWAYS STEWARDS™

LOVE *our* Waterways™

STEWARDSHIP



EDUCATION



ADVOCACY



LEGISLATION

LOVE *our* Waterways™

IT'S A SHARED RESPONSIBILITY
If you witness any malicious behavior
call your local authority.



WE CAN’T CHANGE HISTORY



BUT WE CAN GIVE SHAPE
TO OUR FUTURE


"Love Our Waterways.
It's a Shared Responsibility."

CITY COUNCIL REGULAR SESSION COUNCIL REGULAR MEETING

AGENDA ITEM REPORT

Subject:	Notice of Closeout Public Hearing for Michigan Community Development Block Grant (CDBG), Funding for CDBG Housing Improving Local Livability (CHILL)
Meeting:	CITY COUNCIL REGULAR SESSION COUNCIL REGULAR MEETING - September 21, 2026

ATTACHMENTS:

CHILL Notice of Closeout Public Hearing Fina;.docx

CITY OF ALBION

NOTICE OF CLOSEOUT PUBLIC HEARING

FOR MICHIGAN COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG), FUNDING FOR CDBG HOUSING IMPROVING LOCAL LIVABILITY (CHILL)

The City of Albion, Michigan will conduct a closeout public hearing on **Monday, September 21, 2026,** at **7:00 PM during the City Hall meeting** at **112 West Cass Street, Albion, MI** for the purpose of affording citizens an opportunity to submit comments and receive a final report on the completion of the **MSHDA CHILL** CDBG grant.

The CDBG grant provided funding to assist in **completing critical home repairs and accessibility changes for 12 Albion homeowners, with the goal of helping residents maintain safe, accessible, and stable housing while preserving the quality of the community's housing stock. Third-party administrative services were provided by Albion Economic Development Corporation**. All the CDBG activities benefited low- to moderate- income people; **0** people will be displaced as a result of the project.

Interested parties are invited to comment on the project in person at the public hearing or in writing through **September 30, 2026,** and addressed to **Debbie Kelly at 101 N Superior St, PO Box 32, Albion, MI 49224**.

Citizen views and comments on the proposed application are welcome.

Debbie Kelly

President / CEO

Albion Economic Development Corporation

dkelly@albionedc.org | (517) 629-3926

MINUTES
CITY COUNCIL REGULAR SESSION

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

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 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, C.J. Frost
Administration: Sheryl Theriot, City Manager; Cullen Harkness, City Attorney; Jill Domingo, City Clerk; Aaron Phipps, Chief of Public Safety; Jason Kern, Director of Public Services and David Clark, Finance Director

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

David & LaTasha Swinton provided the following information on Linda's Heart & Hands:

- We are dedicated to providing compassionate, high-quality in-home care. Our mission is to enhance the well-being of our clients through personalized care plans that respect their dignity and independence
- What they offer:
    - Personal Care Assistance
        - Our caregivers provide support with daily activities, ensuring comfort and

safety at home.
- Medication Management
  - We help manage medications to ensure proper dosage and adherence to prescribed schedules.
- Companionship Services
  Our friendly staff offers companionship to alleviate loneliness and enhance quality of life.
- Meal Preparation
  - Nutritious meal planning and preparation tailored to individual dietary needs and preferences
- Transportation Services
  - Safe and reliable transportation for medical appointments and errands
- Respite Care
  - Temporary relief for primary caregivers, ensuring their loved ones receive quality care

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

B. Healthy Babies Day-Amy Reimann

Amy Reiman, Albion Health Care Alliance provided the following update on Healthy Babies Day:

The Healthy Babies Day 2024 event on September 28 is offered by the Albion Health Care Alliance with many sponsors helping make this a successful day. This is the 16th year for this community health event.
Held from 10 am to noon at Albion's Harrington Elementary School 100 S. Clark St. this free event is designed for expectant parents or those caring for a child ages newborn to 18 months.
Information on breastfeeding, nutrition and how to have babies safely sleep is all part of the educational component of this annual event.
In addition there will be information on child growth and development and health resources available in the community. Albion branch of Milk Like Mine consultants will provide free lactation counseling
Families and caregivers are encouraged to attend the breakout sessions available at Healthy Babies Day. According to Amanda Cheladyn of the ACA "the Calhoun County Health Department will take the lead on one breakout session, providing attendees with important safety information and tips for those caring for infants and toddlers.

Comments were received from Council Member Williams and Mayor Snyder

C. Albion Chamber of Commerce and Visitors Bureau Festival Update-Billy Beers
Billy Beers, President of Albion Chamber of Commerce and Visitors Bureau provided the following information on the Festival of the Forks;

- Cruise in and Car Show - Friday
- Picnic tables in food court behind Kids N Stuff until 6pm
- Exhibiters on Superior open until 5pm
- Grand finale concert at Victory Park at 7pm; led by Albion College Marching Band
- Festival runs until 8pm
- Juried art show
- Runs - Friday and Saturday
- Parade 10am start
- www.festivaloftheforks.org

Comments were received from Council Member Stuart and City Manager Theriot

VII PUBLIC HEARING-Annual Levy of Property Tax

Mayor Snyder opened the public hearing at 7:26 p.m.

Comments were received from:

Rebecca Toby who asked if it is possible to push back the date the taxes are due

Mayor Snyder closed the public hearing at 7:27 p.m.

A. Approve Resolution # 2026-45, To Set the 2026 Tax Levy

Comments were received from Council Members French and Stuart; City Manager Theriot and City Attorney Harkness

French motioned, Williams seconded to Approve Resolution # 2026-45, To Set the 2026 Tax Levy.
All members voted yes. MOTION PASSED

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.)

Comments were received from Mark Clawson, 220 Austin Ave and Debbie Kelly, President & CEO Albion Economic Development Corporation

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

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 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

Comments were received from Juanita Solis-Kidder and Jennifer Wilber

French motioned, Stuart seconded to 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

.
All members voted yes. MOTION PASSED

B. Approve Resolution # 2026-46, City of Albion Legislative Body Resolution and Multiple Year Deficit Elimination Plan

Comments were received from City Manager Theriot and Debbie Kelly, President & CEO Albion Economic Development Corporation

Stuart motioned, Davis seconded to Approve Resolution # 2026-46, City of Albion Legislative Body Resolution and Multiple Year Deficit Elimination Plan.
All members voted yes. MOTION PASSED

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

Williams motioned, Stuart seconded to Approve Resolution # 2026-47, Revised EDC Fund to Include a Plan B.
All members voted yes. MOTION PASSED

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

French motioned, Williams seconded to Approve 2nd Reading & Adoption Ordinance # 2026-05, An Ordinance to Amend Chapter 58, Article VII, To Amend Section 58-227 (a).
All members voted yes. MOTION PASSED

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)

Comments were received from Council Member French and City Manager Theriot

Davis motioned, Stuart seconded to 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).
All members voted yes. MOTION PASSED

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

Comments were received from Council Members Williams, Reid and Stuart; Mayor Snyder; City Attorney Harkness and Chief of Public Safety Phipps

French motioned, Frost seconded to 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.
All members voted yes. MOTION PASSED

G. Approve Work Order Permitting Software

Comments were received from Council Members Stuart and French; Mayor Snyder; City Manager Theriot and Director of Public Services Kern

Stuart motioned, Davis seconded to Approve **"TABLING"** Work Order Permitting Software until the September 21st, 2026 Council Meeting.
All members voted yes. MOTION PASSED

H. Approve $86,481.36 for removal of hazardous materials under Dean Drive/Hoaglin Drive

Comments were received from Council Members Williams and French; Mayor Snyder and Director of Public Services Kern

Williams motioned, Davis seconded to Approve $86,481.36 for removal of hazardous materials under Dean Drive/Hoaglin Drive.
All members voted yes. MOTION PASSED

I. Approve Purchase Agreement between the CIty of Albion and Concord Excavating

Comments were received from Director of Public Services Kern

Stuart motioned, French seconded to Approve Purchase Agreement between the CIty of Albion and Concord Excavating.
All members voted yes. MOTION PASSED

XI FUTURE AGENDA ITEMS

The following was requested as a Future Agenda Item:

Mike Stout-Michigan Waterworks (Council Member Davis)

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 Ben Pierce, 1209 Edwards St; Juanita Solis-Kidder, 1211 Edwards St and Chief of Public Safety Phipps

XIII CLOSED SESSION

No Closed Session

XIV ADDITIONAL ACTION ITEMS

No additional action items

XV CITY MANAGER REPORT

A. City Manager Report
City Manager Theriot provided the following City Manager report:

9-8-26 City Manager Report

Comments were received from Council Members Reid and French and Director of Public Services Kern

XVI FINANCIALS

***This is an informational item

XVII MAYOR AND COUNCIL MEMBER COMMENTS

Comments were received from Council Members Williams, Stuart, Frost and French

XVIII MOTION TO EXCUSE ABSENT COUNCIL MEMBER(S)

No action necessary as all members were present

XIX ROLL CALL

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

XX ADJOURN

French motioned, Williams seconded to Adjourn regular meeting

Mayor Snyder adjourned the regular meeting at 8:47 p.m.

All members voted yes. MOTION PASSED

_____

Clerk's Office

CITY COUNCIL REGULAR SESSION COUNCIL REGULAR MEETING

AGENDA ITEM REPORT

Subject: Approve Changing City Hall Work Hours

Meeting: CITY COUNCIL REGULAR SESSION COUNCIL REGULAR MEETING - September 21, 2026

Department: City Manager's Department

ATTACHMENTS:

BACKGROUND INFORMATION:

Approve Changing City Hall Work Hours

Background:

This agenda summary outlines the proposed modifications to the Letter of Agreement with the Albion Clerical Alliance (ACA). Previously, in an agreement dated July 12, The City and the Union agree to participate in a Trial 4-day, ten-hour workday schedule starting March 15th and ending on October 31st, 2026. If neither the City nor the Union, by majority vote, vote to change the hours back to the normal hours of 8am to 5pm by September 21st, then the hours will remain on 4 tens for the duration of the contract.

The new changes will allow City Hall to open to the public on Fridays from 8:00 a.m. to 12:00 p.m. while continuing the extended Monday - Thursday work schedule of 7:00 a.m. to 6:00 p.m. The Agreement clarifies employee group schedules, defines Friday public hours, and establishes temporary staffing procedures to ensure coverage. All other terms of the Collective Bargaining Agreement remain unchanged except where specifically modified.

Key Benefits of Proposed Change

- Improves public access by adding Friday morning hours for essential services.
- Maintains consistency of extended weekday hours already valued by community members.
- Provides clear staffing structure to ensure Friday front-counter coverage.
- Supports operational flexibility across employee groups without increasing overall weekly hours.
- Aligns City Hall availability with resident expectations for end-of-week transactions.
- Continues four-day, ten-hour schedule without reducing total service hours offered weekly.

- **Recommended Action:** Council **MOTION** to approve the Agreement and the new work hours for city hall.

Albion LOA 4 tens 9 2026 draft.pdf
City_Hall_Hours_Survey_Infographic_Executive_Summary.pdf

LETTER OF AGREEMENT

BETWEEN

THE CITY OF ALBION

AND

THE ALBION CLERICAL ALLIANCE

Re: Four-Day/Ten-Hour Work Schedule:

This Letter of Agreement ("Agreement") is entered into by and between the City of Albion ("City") and the Albion Clerical Alliance ("ACA", "Union") in affiliation with the Technical, Professional, and Officeworkers Association of Michigan (TPOAM).

WHEREAS, the Employer and the Union are parties to a valid and binding Collective Bargaining Agreement ("CBA") in effect until October 1, 2027 which governs the wages, hours, and other terms and conditions of employment for employees in the Albion Clerical Alliance bargaining unit; and

WHEREAS, the parties desire to modify and clearly establish the schedule and hours of work, while preserving their respective rights under the Collective Bargaining Agreement except as expressly modified by this Agreement;

NOW, THEREFORE, in consideration of the mutual promises contained herein, the parties agree as follows:

1) Four-Day/Ten-Hour Work Schedule:

a) Effective November 1, 2026, and continuing through December 31, 2027, the City and Union agree to implement a four-day, ten-hour work schedule for the employees identified in this Agreement.
b) While working the four-day/ten-hour schedule, employees shall receive ten (10) hours of pay for each holiday, birthday, personal day, and bereavement day for which the employee is otherwise entitled to paid leave under the CBA.
c) This Agreement shall remain in effect through December 31, 2027. If the CBA is extended beyond December 31, 2027, this Agreement shall likewise remain in effect for the duration of the CBA extension unless otherwise agreed in writing by the City and Union.

2) Employee Groups:

a) The employees covered by this Agreement shall be divided into the following groups:
    1. Group A: Accounting Clerk I, Accounting Clerk II, Administrative Assistant to the City Clerk, Income Tax Specialist, and Income Tax Administrator.
    2. Group B: Accountant-General and Accountant-Payroll.
    3. Group C: Administrative Assistant to the Director of Public Safety and Code/Zoning Enforcement Officer.

3) Group A:

a) The following provisions of the CBA shall be modified for Group A employees for the duration of this Agreement:
    1. Section 1.2 – Definition of "Working Days":
        a. For purposes of this Agreement, references to "working days" shall mean Monday through Thursday, from 7:00 a.m. through 6:00 p.m., excluding holidays. Fridays shall be regularly scheduled days off for Group A employees.
    2. Section 10.1 – Regular Work Week:
        a. The regular work week of employees covered hereby shall remain forty (40) hours, occurring between 12:01 a.m. Sunday and 12:00 midnight the following Saturday.
    3. The regular work schedule shall consist of four (4) ten-hour workdays, Monday through Thursday. Employees shall be scheduled for eleven (11) consecutive hours per day, including one (1) unpaid one-hour meal period, resulting in ten (10) hours of paid work per day. Fridays shall be regularly scheduled days off.
    4. Section 10.3(A) – Overtime:
        a. Non-exempt employees shall be compensated at one and one-half (1½) times their regular hourly rate for all authorized work performed in excess of forty (40) hours in a work week and for authorized work performed on Friday, Saturday, or Sunday, provided that forty (40) hours have been worked earlier in the week. Paid time off shall be counted as hours worked consistent with the existing CBA.
    5. Section 13.1 – Holiday Pay, Second Paragraph:
        a. Should a holiday fall on a Friday or Saturday, the employee shall receive a floating holiday awarded on the Monday preceding the holiday, to be used by the employee no later than their next anniversary date.

b. Should the employee's anniversary date fall within one (1) week following the holiday, the employee may use the floating holiday no later than one (1) week following the employee's anniversary date.
c. Should a holiday fall on a Sunday, the following Monday shall be observed as the holiday.

4) Group B:

a) The following provisions of the CBA shall be modified for Group B employees for the duration of this Agreement:

1. Section 1.2 – Definition of "Working Days":
    a. Group B employees shall work four (4) ten-hour workdays each week.
    b. The Accountant-General shall normally work Monday, Tuesday, Thursday, and Friday, with Wednesday as the regular day off.
    c. The Accountant-Payroll shall work three (3) days Monday through Thursday and Friday, with the regular day off scheduled during Monday through Thursday based upon workload and operational needs.
    d. Both Group B employees shall normally be scheduled to work Friday from 7:00 a.m. through 6:00 p.m., including the one-hour unpaid meal period.
    e. Notwithstanding the above, City Hall shall be open to the public on Fridays from 8:00 a.m. through 12:00 p.m.
2. Section 10.1 – Regular Work Week":
    a. The regular work week of employees covered hereby shall remain forty (40) hours, occurring between 12:01 a.m. Sunday and 12:00 midnight the following Saturday.
    b. The regular work schedule shall consist of four (4) ten-hour workdays. Employees shall be scheduled for eleven (11) consecutive hours per workday, including one (1) unpaid one-hour meal period, resulting in ten (10) hours of paid work per day. Each employee shall have one (1) regularly scheduled day off during Monday through Thursday, as described above.
3. Section 10.3(A) – Overtime:
    a. Non-exempt employees shall be compensated at one and one-half (1½) times their regular hourly rate for all authorized work performed in excess of forty (40) hours in a work week. Paid time off shall be counted as hours worked consistent with the existing CBA.
4. Section 13.1 – Holiday Pay, Second Paragraph:

a. Should a holiday fall on a Saturday, the preceding Friday shall be observed as the holiday. Should a holiday fall on a Sunday, the following Monday shall be observed as the holiday.
b. If an observed holiday falls on an employee's regularly scheduled day off, the employee shall receive a floating holiday awarded on the Monday preceding the holiday, to be used by the employee no later than their next anniversary date.
c. Should the employee's anniversary date fall within one (1) week following the holiday, the employee may use the floating holiday no later than one (1) week following the employee's anniversary date.

5) Group C:

a. Group C employees shall be subject to the provisions applicable to Group A under Section 3 of this Agreement.
b. However, nothing in this Agreement shall limit or modify the rights of Group C employees under Section 10.3(C) of the CBA, which permits Public Safety employees to flex their work schedules when mutually agreed upon by the employee and supervisor.

6) Section 10.3(C):

a. Section 10.3(C) of the CBA shall otherwise remain unchanged by this Agreement.

7) Friday City Hall Coverage:

a. Because City Hall will be open to the public on Fridays from 8:00 a.m. through 12:00 p.m., the City and Union agree to establish the following temporary Friday coverage procedure.
b. If neither Group B employee is available to provide coverage for the public counter/front desk during any portion of the 8:00 a.m. through 12:00 p.m. Friday operating period, the supervisor shall contact the following Group A employees, in order, to determine availability:
    1. Accounting Clerk II;
    2. Accounting Clerk I;
    3. Income Tax Specialist; and
    4. Income Tax Administrator.

c. An employee who is called in and agrees to provide Friday coverage shall receive two (2) times their regular hourly rate for all time worked, subject to a minimum payment of one (1) hour at two (2) times the employee's regular hourly rate.

d. For example, an employee called in to work from 11:30 a.m. through 12:00 p.m. shall receive one (1) hour of pay at two (2) times their regular hourly rate.
e. The special double-time payment provided by this paragraph shall be the applicable premium for this Friday coverage and shall not be pyramided with another premium for the same hours worked.
f. If an employee has previously approved leave or another previously scheduled commitment that prevents the employee from providing coverage, the supervisor shall proceed to the next employee in the order listed above.
g. The City Manager retains the discretion to close City Hall early or for the entire Friday period and, if City Hall is closed, the Friday coverage procedure shall not apply.

8) Meal Periods:

a. Employees may, on occasion and when mutually agreed upon by the employee and supervisor, work through their scheduled unpaid meal period in order to leave work early.
b. Any such arrangement shall not result in more than forty (40) hours of work in the employee's regular work week unless otherwise authorized under the CBA.

9) No Other Changes / Entire Agreement:

a. Except as expressly modified by this Agreement, all other terms and conditions of the Collective Bargaining Agreement effective October 1, 2023 through December 31, 2027, and all existing and enforceable Memoranda of Understanding, Letters of Understanding, and Letters of Agreement between the City and ACA/Union, shall remain unchanged and in full force and effect. This Agreement constitutes the complete understanding of the City and ACA/Union regarding the four-day/ten-hour work schedule and shall not permanently modify the CBA beyond the specific terms expressly stated herein.

In Witness Whereof, the parties hereto have affixed their signatures representing the parties in accordance with their authority on _____.

Albion Clerical Alliance/TPOAM

_____
Eric Tobin, Chief Steward

_____
Connie Brock, Steward

_____
Alexis Wolfe, Steward

City of Albion

_____
Sheryl Theriot, City Manager

_____
Lindsey Roark, HR Director

CITY HALL HOURS RESIDENT FEEDBACK SURVEY

Executive Summary • Status of Survey Results • City Council Meeting

75	3.73 / 5	34
Total survey responses	Average rating of four-day schedule	Written comments submitted

WHAT THE SURVEY TELLS US

OVERALL SENTIMENT Residents expressed generally favorable opinions of the four ten-hour workday schedule. The average rating was **3.73 out of 5**.	**7:00 A.M. OPENING** Some residents value early access before work. However, several respondents indicated they **did not know City Hall opened at 7:00 a.m.**, suggesting a communication opportunity.
5:00–6:00 P.M. ACCESS Extended evening hours were repeatedly identified as a benefit, particularly by residents who work traditional daytime schedules and previously could not visit City Hall after work.	**FRIDAY CLOSURE** The Friday closure was the **primary concern** raised in written comments. Several residents expressed interest in limited Friday availability, including a half-day.

OTHER THEMES IDENTIFIED

Alternative Services	Online payments, the 24-hour automated telephone system, and the exterior drop box provide additional access when City Hall is closed.
Payment Fees	Some residents said online processing fees discourage them from using digital payment options and lead them to continue paying in person.
Communication	Several comments indicated residents were unaware of the new schedule, Friday closure, early opening, or alternative service options.
Employee Considerations	Some respondents emphasized balancing public access with employee flexibility, retention, morale, and work-life balance.

STATUS / POTENTIAL NEXT STEPS

The survey does not show a clear consensus to either eliminate or permanently maintain the current schedule without modification. Feedback instead points toward preserving the benefits of extended Monday–Thursday hours while evaluating ways to improve Friday access and public awareness.

1.	Evaluate limited Friday availability or staggered staffing options.
2.	Increase communication about City Hall hours and alternative service methods.
3.	Review barriers to online payments, including processing fees.
4.	Consider resident feedback alongside employee operational and workforce considerations.

KEY MESSAGE FOR COUNCIL: Residents generally value the convenience of the expanded Monday–Thursday hours, especially before and after traditional work hours. The primary issue identified is maintaining access to City Hall on Fridays, with communication and awareness of alternative services also emerging as important considerations.

CITY COUNCIL REGULAR SESSION COUNCIL REGULAR MEETING

AGENDA ITEM REPORT

Subject:	Discussion/1st Reading Ordinance # 2026-06, An Ordinance to Amend Chapter 100, To Amend Section 8.1 (a)
Meeting:	CITY COUNCIL REGULAR SESSION COUNCIL REGULAR MEETING - September 21, 2026
Department:	City Attorney's Office

ATTACHMENTS:

BACKGROUND INFORMATION:

Discussion/Approve 1st Reading Ordinance # 2024-06, An Ordinance to Amend Chapter 100, to Amend Section 8.1 (a)

Background

The Planning Commission, at its meeting on September 15, approved and recommended council adoption of an ordinance amendment concerning the City's Zoning Board of Appeals. Under the Michigan Zoning Enabling Act (MCL 125.3601), the City is required to maintain a zoning board of appeals with at least five (5) members.

The City's current ordinance establishes a seven-member (7) board; however, the City has consistently experienced difficulty filling all positions and achieving quorum.

To improve board functionality and ensure the ability to conduct business, the proposed ordinance reduces the board's membership from seven (7) to five (5) members, consistent with state law.

Approval is recommended.

Ordinance_2026-06.docx

CITY OF ALBION
ORDINANCE #2026-06

AN ORDINANCE TO AMEND CHAPTER 100, TO AMEND SECTION 8.1(a).

Purpose and Finding:

Pursuant to the Michigan Zoning Enabling Act, specifically, MCL 125.3601, the City previously established a zoning board of appeals as part of the City's overall zoning ordinance. The existing ordinance provides that the zoning board of appeals is comprised of seven (7) members. The City has had extreme difficulty populating the board and making quorum. State law only requires that the board have at least five (5) members. In order to facilitate making quorum, it is recommended that the total board membership be reduced to five (5) members. Approval is recommended.

THE CITY OF ALBION ORDAINS:

Section 1. Chapter 100, Section 8.1(a) of the Codified Ordinances of the City of Albion, are hereby amended as follows:

8.1 Membership and Appointment.

A. Membership and Terms of Office. The Zoning Board of Appeals shall consist of five (5) members. Future appointments to the five-member Board by the City Council shall be for a term of three (3) years each; provided that two (2) of the members shall serve for a term of one (1) year, two (2) for a term of two (2) years, thereafter each member to hold office for the full three-year term. No elected official or employee of the City of Albion may be appointed to the Zoning Board of Appeals.

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 November 5, 2026 after publication.

First Reading:

September 21, 2026

Ayes _____
Nays _____
Absent_____

_____
Jill Domingo,
Clerk

Second Reading & Adoption:

October 5, 2026

Ayes _____
Nays _____
Absent_____

_____
Victoria Garcia-Snyder,
Mayor

CITY COUNCIL REGULAR SESSION COUNCIL REGULAR MEETING

AGENDA ITEM REPORT

Subject:	Approve 2nd Reading & Adoption 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 21, 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

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 SimpliCITY Work Order Permitting Software

Meeting: CITY COUNCIL REGULAR SESSION COUNCIL REGULAR MEETING - September 21, 2026

Department: Public Services Department

ATTACHMENTS:

BACKGROUND INFORMATION:

Approve SimpliCITY Work Order Permitting Software

This item was postponed from the prior Council meeting to provide a detailed overview of the challenges with the City's current work order and permitting systems and to present the features of the proposed SimpliCITY platform.

Background Current System Challenges

The City began using the BS&A Work Order module in late 2024 as its first electronic system for Public Works. While it replaced paper and email based processes, staff report that the BS&A module remains highly limited:

Only one generic work order template is available
The system stores minimal information and is difficult to search, requiring multiple steps to locate historical work orders
No notifications to management when work orders are completed
No capability to track materials, parts, or inventory used on a job
Field staff can access orders on tablets, but the user interface is cumbersome and not efficient for field-based updates

Additionally, the City's permitting process remains fully paper-based with no centralized database.

Permits are manually filled out, scanned only when staff time permits, and routed between residents, City Hall, and SafeBuilt for processing.

This manual workflow contributes to delays and lack of digital recordkeeping.

Proposed Solution SimpliCITY Work Order & Permit Platform

Public Services staff evaluated alternative vendors and recommend adoption of the SimpliCITY platform, which provides a modern and highly functional system for both work orders and permitting.

Key features include: Â
User friendly work order creation and completion, optimized for field tablets or any device (no app required)

Automatic notifications to management when work orders are completed
Inventory and materials tracking, including parts, labor hours, vehicles, third-party services, and photo attachments
Ability for residents to submit service requests online, which staff can convert to work orders; residents receive email notifications when the work is completed
Cloud-based permitting system enabling electronic submittal, online payment, and status tracking through a citizen portal
Administrative dashboards for reporting, costs, inventory, workload, and performance metrics

Staff anticipate approximately one month for system customization and inventory entry following approval.

Cost Summary

One-time setup: $15,750

Annual hosting: $10,500

Year 1 (Prorated)
October 1 - December 31, 2026: $18,375 total (setup plus prorated hosting)

Ongoing Annual Costs
Year 2: $11,025
Year 3: $11,576

Recommendation: Staff recommend Council approval of the SimpliCITY Work Order and Permitting platform to replace the limited BS&A module and outdated paper permitting system. The new system will improve operational efficiency, recordkeeping, inventory management, customer service, and reporting capabilities across Public Services and permitting functions.

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

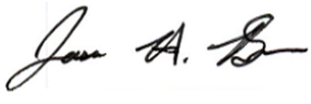
Year 1	**October 1, 2026 – December 31, 2026:**	**$18,375**
	(Setup: $15,750, Hosting: $2,625 - 9 months prorated)	
Year 2	**January 1, 2027 – December 31, 2027:**	**$11,025**
Year 3	**January 1, 2028 – December 31, 2028:**	**$11,576**

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:** _____

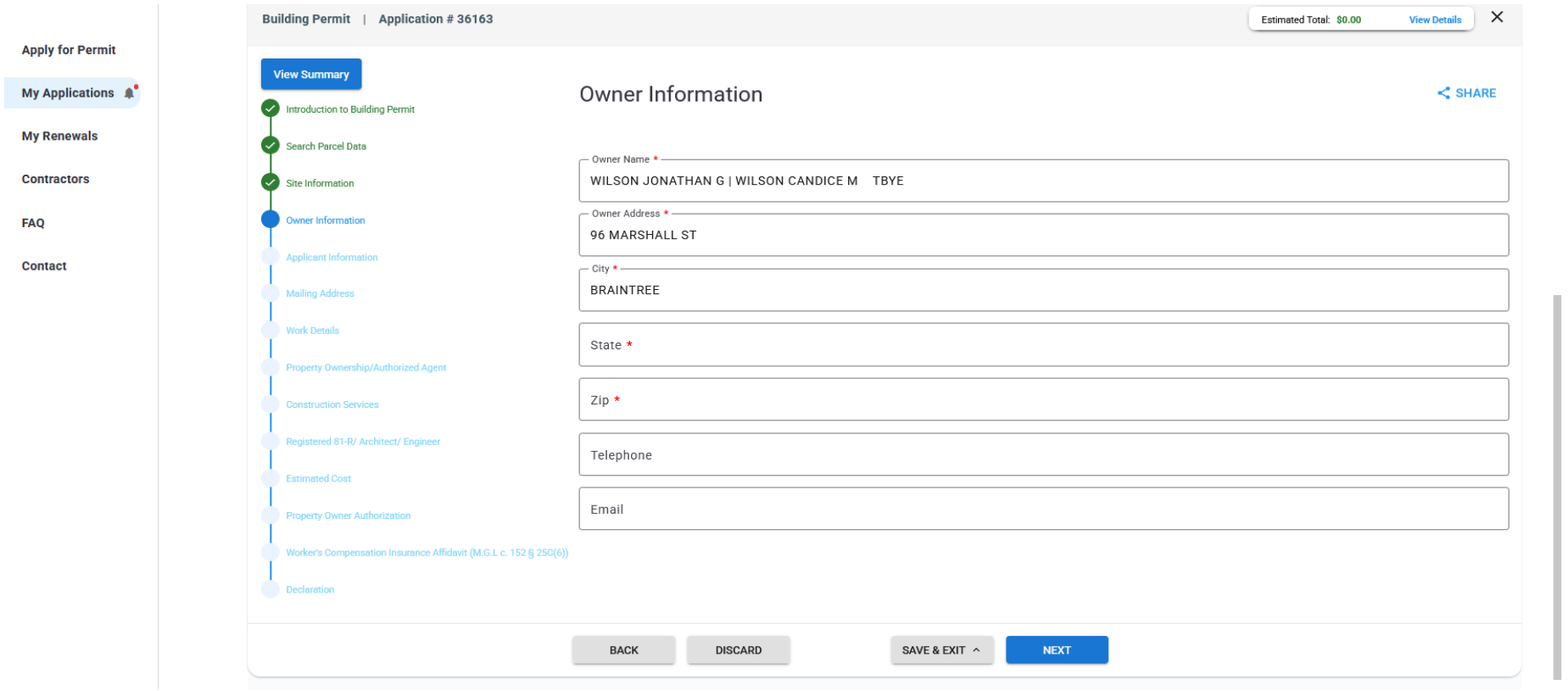
Type Of License: Builder **License #:** 2102135456 **Expiration date:** 2/31/29

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
Tender Type CHK
Ref 2/CUR CUT PERM
Posted Date 09/01/2026

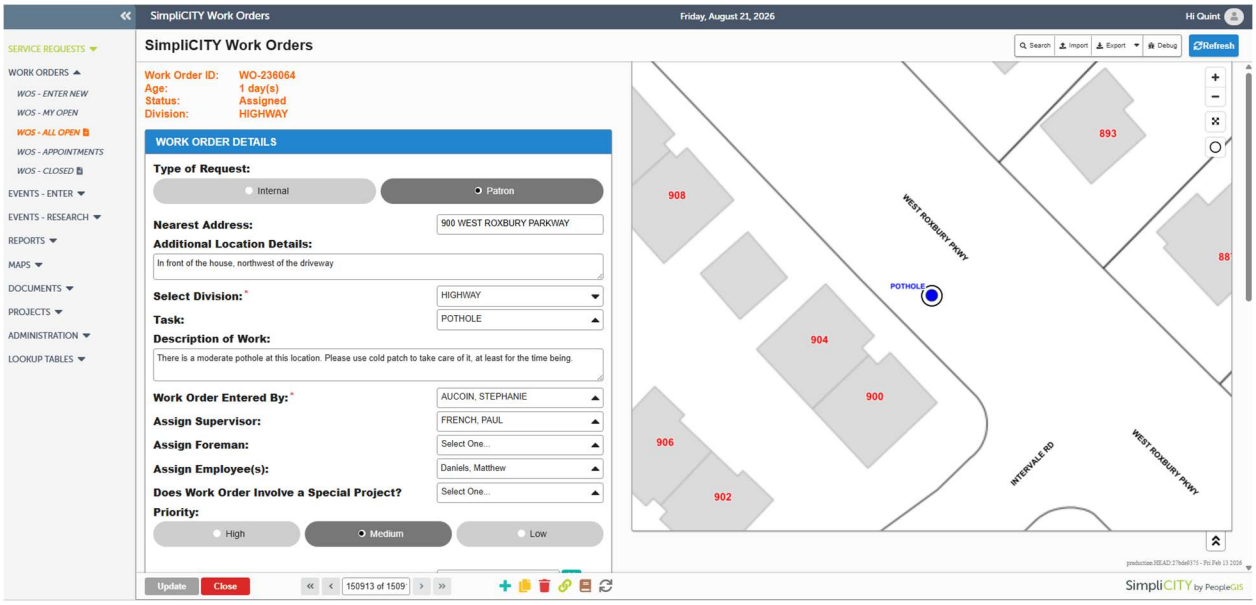
Revised 12/[redacted]08


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

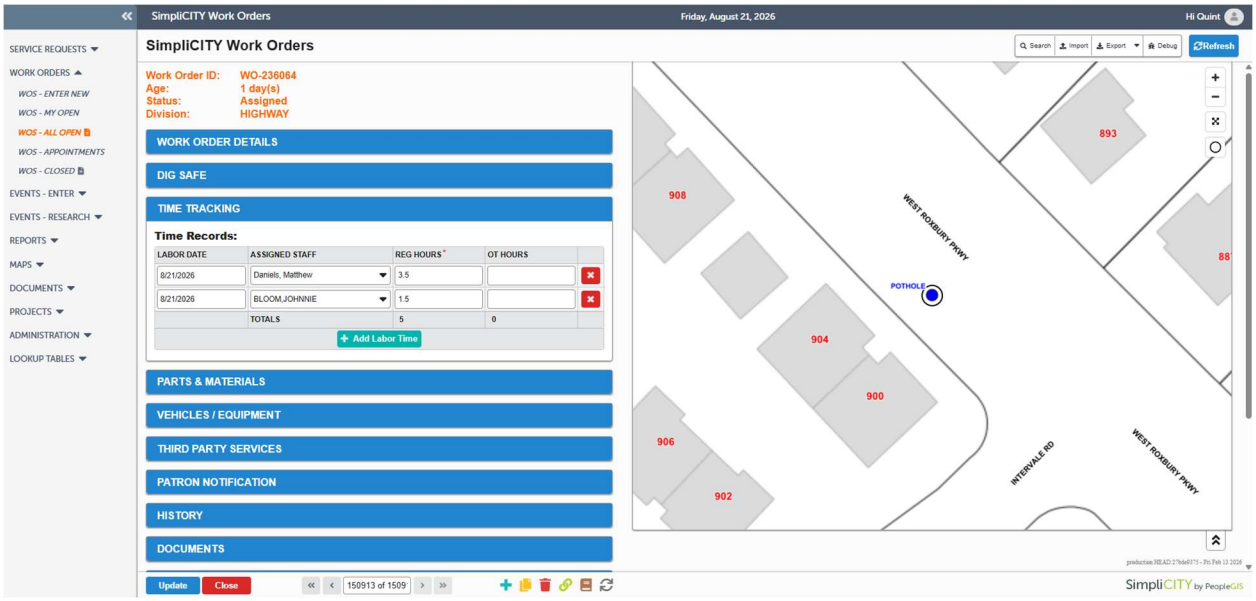
Jason –
As requested, I have put together a few screenshots of what the Work Order portion of Schneider Geospatial's SimpliCITY Work Order Management software looks like. SimpliCITY is device agnostic – meaning there is no need for an app, and the application can be run on a laptop, phone or tablet. 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.

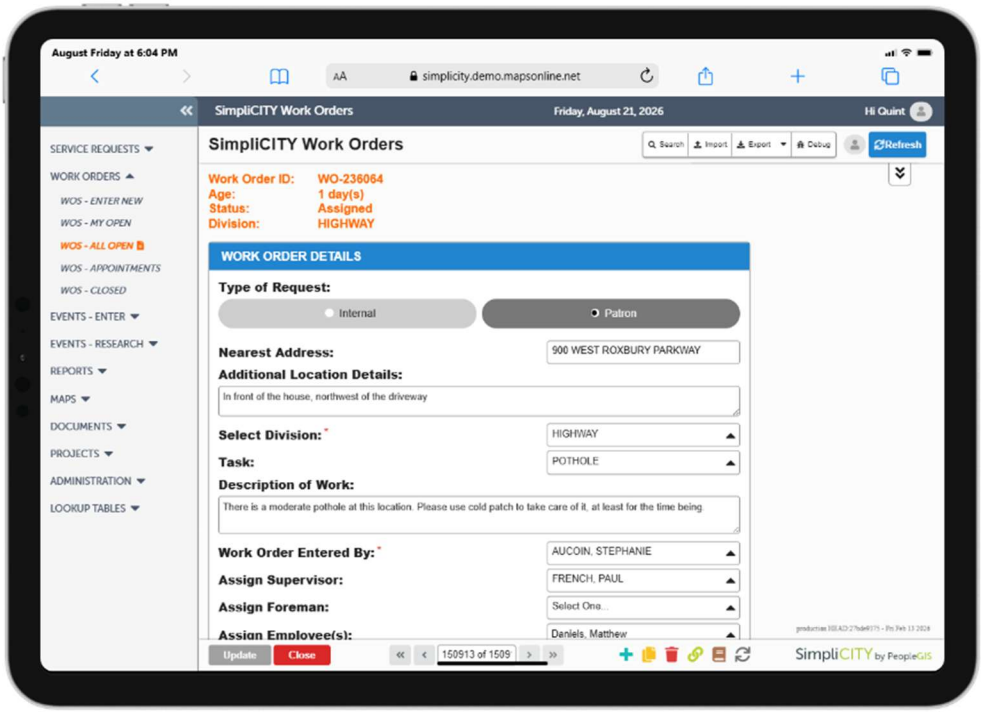


In this example, a pothole work order was created near 900 West Roxbury with labor assigned.

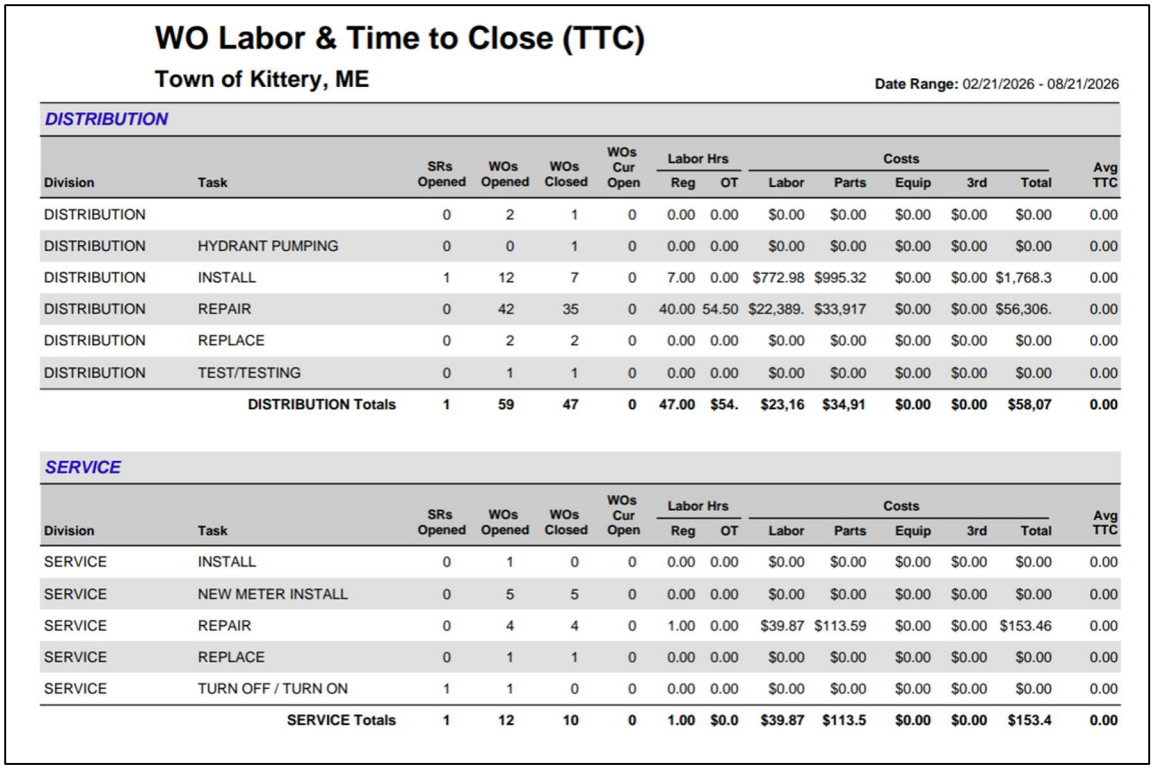


Same work order, with time entered (Daniels with 3.5 hours, Bloom with 1.5 hours). Options are available to enter parts or materials, vehicles and third-party services. Photos can also be added with date and time stamps.

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

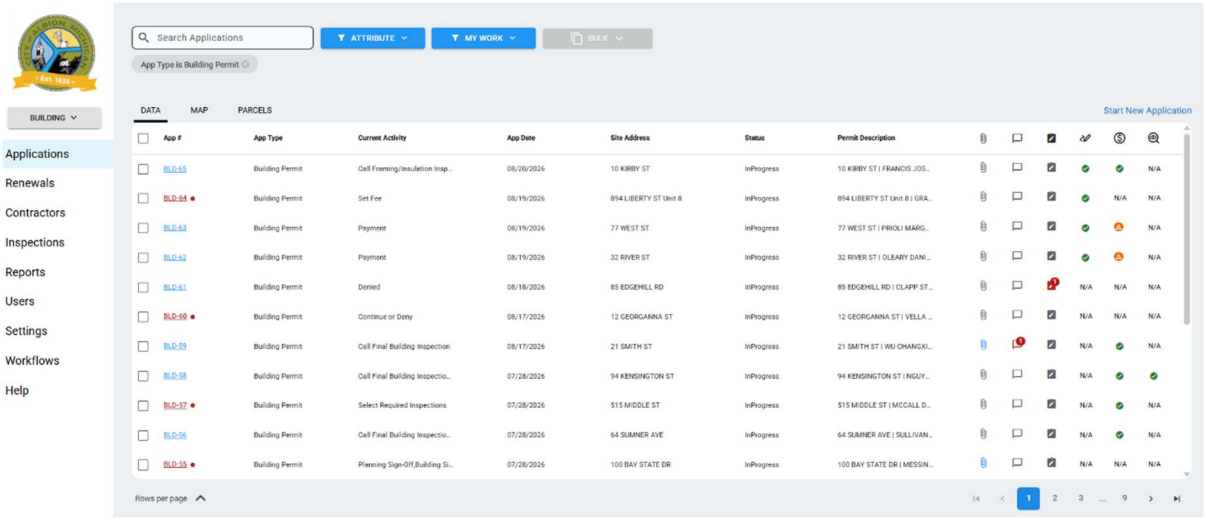
Division	Task	SRs Opened	WOs Opened	WOs Closed	WOs Cur Open	Labor Hrs Reg	Labor Hrs OT	Costs Labor	Costs Parts	Costs Equip	Costs 3rd	Costs Total	Avg TTC
SERVICE	INSTALL	0	1	0	0	0.00	0.00	$0.00	$0.00	$0.00	$0.00	$0.00	0.00
SERVICE	NEW METER INSTALL	0	5	5	0	0.00	0.00	$0.00	$0.00	$0.00	$0.00	$0.00	0.00
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.

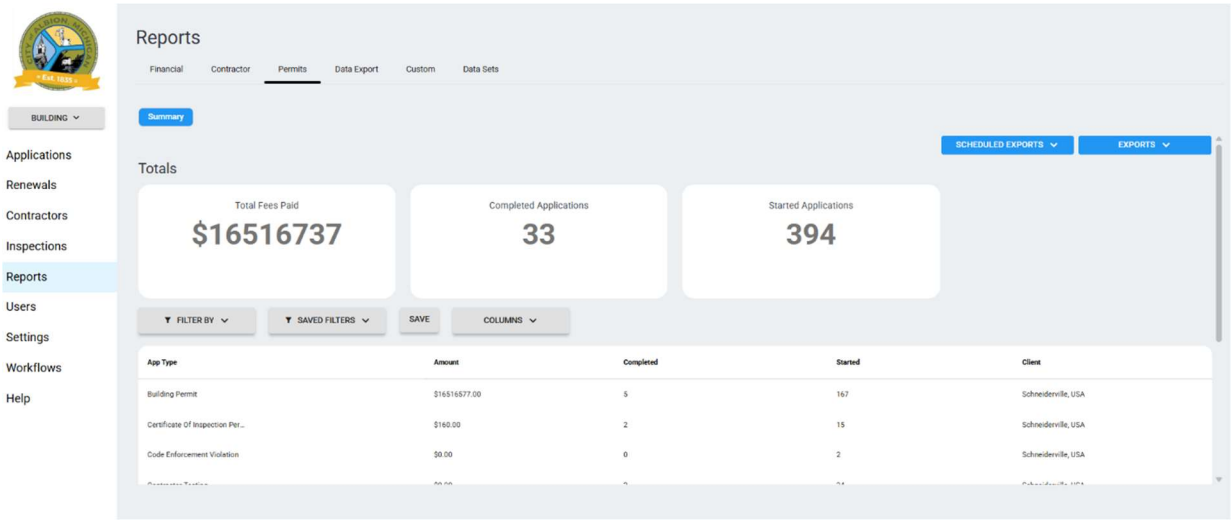
GeoPermits by Schneider Geospatial, is a modern, easy to use permit application that is modular in nature. This means that organizations such as the City of Albion can build out their permitting platform as quickly or as methodically as they would like. Below is a sample of the permit modules and different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



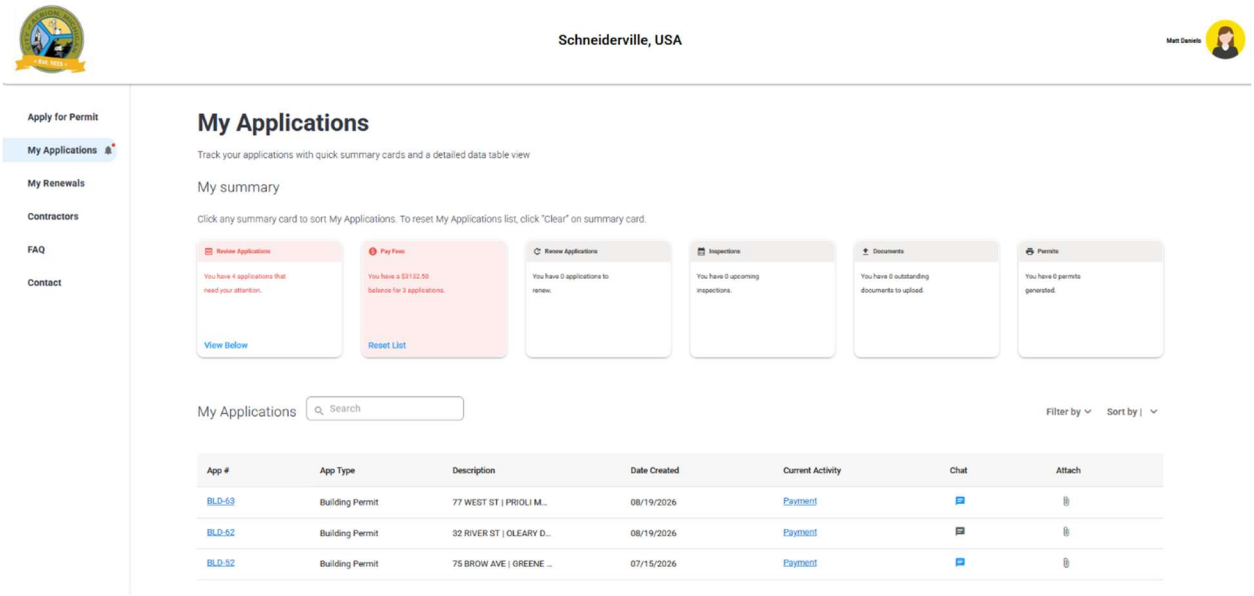
GeoPermits is made up of an Internal Staff Portal and a Customer Portal. Both have a similar look and feel and can be easily integrated into your website. Online payment functionality is available as is the ability to import legacy data should the City want to do so.



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: Discussion Sale of Surplus City Owned Vacant Lots

Meeting: CITY COUNCIL REGULAR SESSION COUNCIL REGULAR MEETING - September 21, 2026

Department: City Manager's Department

ATTACHMENTS:

SUGGESTED ACTION:

BACKGROUND INFORMATION:

Summary: Requirements and Process for Selling Surplus Vacant Lots

There have been inquiries from adjacent property owners regarding the purchase of adjacent vacant lots. City Ordinance Sec. 1-27 provides the outline of the process for the sale of surplus real property. Bringing this to City Council for discussion and guidance on how best to proceed.

Process Summary

- City Manager annually identifies and recommends parcels not essential to city operations, designating them as surplus real property.
- Fair market value must be obtained from the City Assessor before recommendation.
- Property must be held for at least 90 days before sale.
- Sales below fair market value require a public hearing.
- Standard sale process requires:
    - Council approval of fair market value.
    - Advertisement with minimum bid of at least 10% of value.
    - Sealed bids with 5% deposit.
    - Council approval or rejection.
- If no qualifying bids are received, City Manager and City Attorney recommend alternative disposition.

Alternative sale options include:

- Direct sale to adjoining owners when parcel is only usable by them.

- (i) Whenever a parcel of surplus real property is so limited in size or shape, or is of such a nature that it could only be put to its best use by an adjoining owner, public advertisement and the taking of bids may be waived and such real property may be sold to the adjoining owner at a price approved by the city council;

- Direct sale without advertisement if in city's best interest.

- (j) Whenever it is deemed in the best interests of the city, surplus real property may be sold without public advertisement or the taking of bids, with the approval of the city council.

All bids on surplus real property shall be submitted to the city council for approval or rejection. The city council reserves the right to reject all bids;

Sec._1_27.___Process_for_the_sale_of_surplus_real_property..docx

Sec. 1-27. Process for the sale of surplus real property.

(a) It shall be the duty of the city manager to recommend to the city council, on an annual basis, that those parcels of property which the city has determined are not essential to the city be offered for sale. Said property shall be termed "surplus real property";

(b) It shall be the duty of the city manager to obtain an estimate of the fair market value of such surplus real property from the city assessor prior to providing the recommendation described in subsection (a) to the city council.

(c) No sale of surplus real property may occur until at least 90 days after the city acquires title to said property;

(d) Surplus real property may not be sold for an amount less than the fair market value, as determined by the city assessor, until a public hearing regarding the sale has been held;

(e) The city council, after approving the estimated fair market value of surplus real property, shall authorize that the property be advertised for sale, with a minimum bid price of at least ten percent of the fair market value as determined by the city assessor. Sealed bids shall be required for the sale of any surplus real property. Bids received shall be opened at a stated time and place and must be accompanied by a five percent deposit;

(f) The city council may impose any conditions or restrictions on the sale of surplus real property it deems necessary and appropriate, as long as said conditions are consistent with the laws of the State of Michigan and federal law. All sales of surplus real property shall be in accordance with the provision of the City of Albion Charter;

(g) Whenever surplus real property is offered for sale and bids equal to or in excess of the minimum bid price are not received, the city manager and city attorney shall recommend procedures for the disposition of such surplus real property to the city council for approval;

(h) All bids on surplus real property shall be submitted to the city council for approval or rejection. The city council reserves the right to reject all bids;

(i) Whenever a parcel of surplus real property is so limited in size or shape, or is of such a nature that it could only be put to its best use by an adjoining owner, public advertisement and the taking of bids may be waived and such real property may be sold to the adjoining owner at a price approved by the city council;

(j) Whenever it is deemed in the best interests of the city, surplus real property may be sold without public advertisement or the taking of bids, with the approval of the city council.

(Ord. No. 2018-07, § 1, 8-20-18)

CITY COUNCIL REGULAR SESSION COUNCIL REGULAR MEETING

AGENDA ITEM REPORT

Subject: Proposed Purchase of Vacant Lots

Meeting: CITY COUNCIL REGULAR SESSION COUNCIL REGULAR MEETING - September 21, 2026

Department: City Manager's Department

ATTACHMENTS:

BACKGROUND INFORMATION:

Proposed Purchase of Vacant Lots

Interest has been expressed about the purchase of 4 city owned lots.
- 108 E. Mulberry and 401 N. Ionia
- 1227 Edwards
- 310 W. Chestnut

Listing of Vacant Lots - COUNCIL COPY.pdf
108 E Mulberry.pdf
401 N Ionia-.pdf
1227 Edwards.pdf
310 W Chestnut.pdf

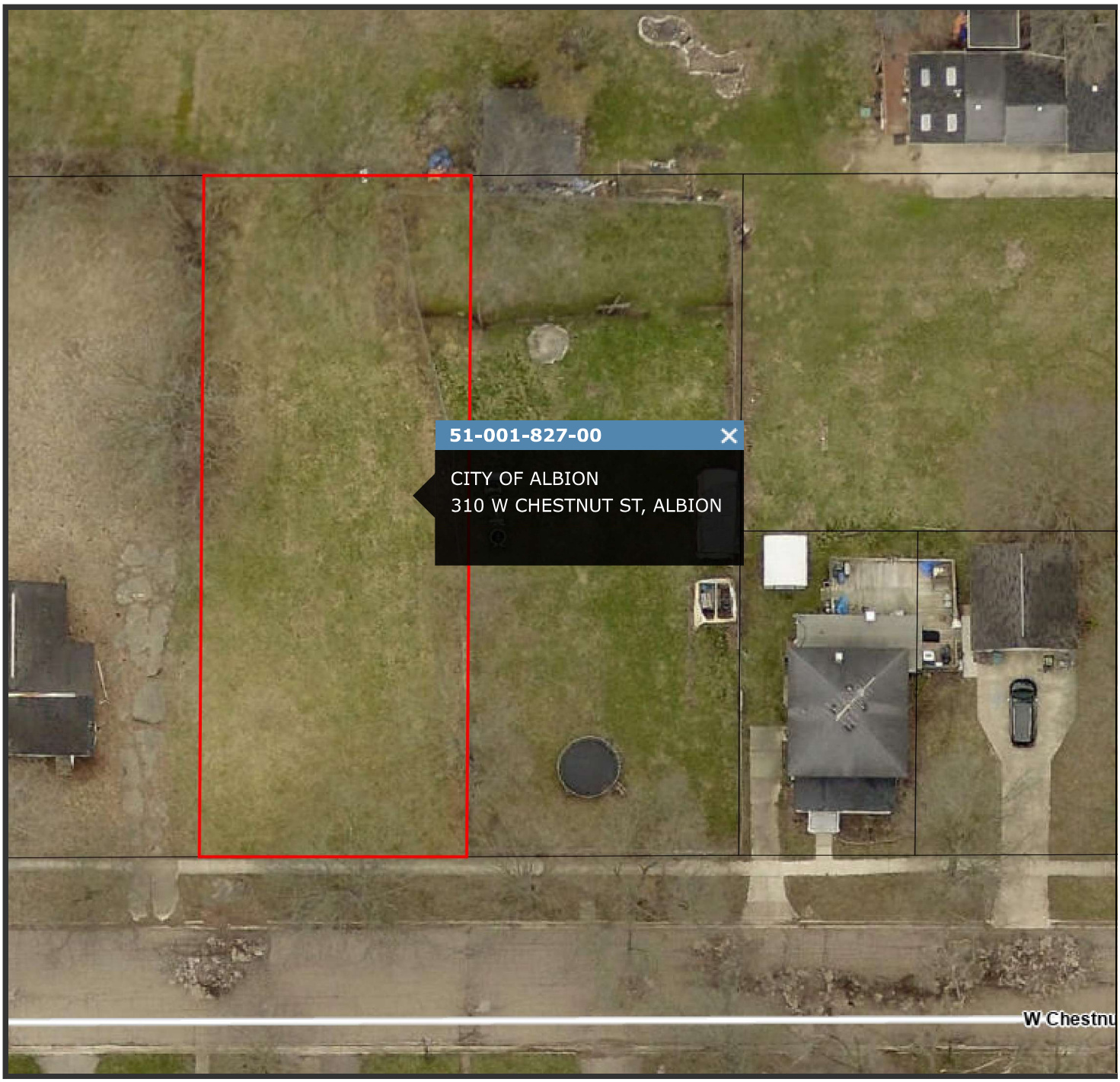
Sale of City Surplus Property - Interested parties

Name	Lot info	Assessor True Cash Value	SURPLUS STATUS	CONSIDER DIRECT SALE TO ADJOINING PROPERTY OWNER
Nathan & Kellie Dirschell	**108 E. Mulberry and 401 N. Ionia** 2 contiguous parcels – Owned by City of Albion, Currently exempt, NOTE: Adjacent lots 51-000-325-00 are owned by the Calhoun County Landbank – 112 E. Mulberry and 116 E. Mulberry	**108 E. Mulberry:** Owned by City of Albion, Currently exempt, Estimated True Cash Value: 15,500 **401 N. Ionia:** Owned by City of Albion, currently exempt, Estimated True Cash Value: 16,600		
Tammy Jaquara	1227 Edwards	**1227 Edwards:** Owned by City of Albion, currently exempt, estimated True Cash Value: 28,200	**YES**	**YES**
Lenn Reid	310 W. Chestnut	**310 W. Chestnut –** Owned by City of Albion, currently exempt, estimated True Cash Value: 24,800	**YES**	**YES**


N Ionia St
N Ionia St
51-000-324-00
CITY OF ALBION
108 E MULBERRY ST, ALBION


E Mulberry St
N Ionia St
51-000-327-00
CITY OF ALBION
401 N IONIA ST, ALBION


Edwards St
Edwards St
51-010-134-00
CITY OF ALBION
1227 EDWARDS ST, ALBION


51-001-827-00
CITY OF ALBION
310 W CHESTNUT ST, ALBION
W Chestnu

CITY COUNCIL REGULAR SESSION COUNCIL REGULAR MEETING

AGENDA ITEM REPORT

Subject:	Approve Metro Act Permit-Right-of-Way Telecommunication Permit
Meeting:	CITY COUNCIL REGULAR SESSION COUNCIL REGULAR MEETING - September 21, 2026
Department:	City Attorney's Office

ATTACHMENTS:

Bilateral Permit - City of Albion - R1.pdf

METRO Act Permit
Bilateral Form
Revised 12/06/02

RIGHT-OF-WAY TELECOMMUNICATIONS PERMIT

TERMS AND CONDITIONS

1 Definitions

1.1 Company shall mean Surf Air Wireless, LLC d/b/a Surf Internet organized under the laws of the State of Delaware whose address is 228 Waterfall Dr., Elkhart, IN 46516.

1.2 Effective Date shall mean the date set forth in Part 13.

1.3 Manager shall mean Municipality's manager, Dr. Sheryl Theriot or his/her/their designee.

1.4 METRO Act shall mean the Metropolitan Extension Telecommunications Rights-of-Way Oversight Act, Act No. 48 of the Public Acts of 2002, as amended.

1.5 Municipality shall mean the City of Albion municipal corporation.

1.6 Permit shall mean this document.

1.7 Public Right-of-Way shall mean the area on, below, or above a public roadway, highway, street, alley, easement, or waterway, to the extent Municipality has the ability to grant the rights set forth herein. Public right-of-way does not include a federal, state, or private right-of-way.

1.8 Telecommunication Facilities or Facilities shall mean the Company's equipment or personal property, such as copper and fiber cables, lines, wires, switches, conduits, pipes, and sheaths, which are used to or can generate, receive, transmit, carry, amplify, or provide telecommunication services or signals. Telecommunication Facilities or Facilities do not include antennas, supporting structures for antennas, equipment shelters or houses, and any ancillary equipment and miscellaneous hardware used to provide federally licensed commercial mobile service as defined in Section 332(d) of Part I of Title III of the Communications Act of 1934, Chapter 652, 48 Stat. 1064, 47 U.S.C. 332 and further defined as commercial mobile radio service in 47 CFR 20.3, and service provided by any wireless, 2-way communications device.

1.9 Term shall have the meaning set forth in Part 7.

2 Grant

2.1 Municipality hereby grants a permit under the METRO Act to Company for access to and ongoing use of the Public Right-of-Way to construct, install and maintain Telecommunication Facilities in those portions of the Public Right-of-Way identified on Exhibit A on the terms set forth herein.

2.1.1 Exhibit A may be modified by written request by Company and approval by Manager.

2.1.2 The Manager shall not unreasonably condition or deny any request for a modification of Exhibit A. Any decision of the Manager on a request for a modification may be appealed by the Company to Municipality's legislative body.

2.2 Overlashing. The company shall not allow the wires or any other facilities of a third party to be overlashed to the Telecommunication Facilities without Municipality's prior written consent. Municipality's right to withhold written consent is subject to the authority of the Michigan Public Service Commission under Section 361 of the Michigan Telecommunications Act, MCL § 484.2361.

2.3 Nonexclusive. The rights granted by this Permit are nonexclusive. Municipality reserves the right to approve, at any time, additional permits for access to and ongoing usage of the Public Right-of-Way by telecommunications providers and to enter into agreements for use of the Public Right-of-Way with and grant franchises for use of the Public Right-of-Way to telecommunications providers, cable companies, utilities and other providers.

3 Contacts, Maps and Plans

3.1 Company Contacts. The names, addresses and the like for engineering and construction related information for Company and its Telecommunication Facilities are as follows:

3.1.1 The address, e-mail address, phone number and contact person (title or name) at Company's local office (in or near Municipality) is Jason Thomas, Regional Construction Manager, 228 Waterfall Drive, Elkhart, IN, 46516, 248-660-3980, jthomas@surfinternet.com.

3.1.2 If Company's engineering drawings, as-built plans and related records for the Telecommunication Facilities will not be located at the preceding local office, the location address, phone number and contact person (title or department) for them is Steve Charney, Director of OSP Engineering, 228

Waterfall Drive, Elkhart, IN 46516, 574-306-5678, scharney@surfinternet.com.

3.1.3 The name, title, address, e-mail address and telephone numbers of Company's engineering contact person(s) with responsibility for the design, plans and construction of the Telecommunication Facilities is Steve Charney, Director of OSP Engineering, 228 Waterfall Drive, Elkhart, IN 46516, 574-306-5678, scharney@surfinternet.com; and/or Jason Thomas, Director of OSP Construction, 228 Waterfall Drive, Elkhart, IN, 46516, 248-660-3980, jthomas@surfinternet.com.

3.1.4 The address, phone number and contact person (title or department) at Company's home office/regional office with responsibility for engineering and construction related aspects of the Telecommunication Facilities is Steve, Charney, Director of OSP Engineering, 228 Waterfall Drive, Elkhart, IN 46516, 574-306-5678, scharney@surfinternet.com; and/or Jason Thomas, Director of OSP Construction, 228 Waterfall Drive, Elkhart, IN 46516, 248-660-3980, jthomas@surfinternet.com.

3.1.5 Company shall at all times provide Manager with the phone number at which a live representative of Company (not voice mail) can be reached 24 hours a day, seven (7) days a week, in the event of a public emergency. For emergencies, please contact the Surf Internet Network Operations Center at 574-584-2300.

3.1.6 The preceding information is accurate as of the Effective Date. Company shall notify Municipality in writing as set forth in Part 12 of any changes in the preceding information.

3.2 Route Maps. Within ninety (90) days after the substantial completion of construction of new Facilities in a Municipality, a provider shall submit route maps showing the location of the Telecommunication Facilities to both the Michigan Public Service Commission and to the Municipality, as required under Section 6(7) of the METRO Act, MCLA 484.3106(7).

3.3 As-Built Records. Company, without expense to Municipality, shall, upon forty-eight (48) hours notice, give Municipality access to all "as-built" maps, records, plans and specifications showing the Telecommunication Facilities or portions thereof in the Public Right-of-Way. Upon request by Municipality, Company shall inform Municipality as soon as reasonably possible of any changes from previously supplied maps, records, or plans and shall mark up maps provided by Municipality so as to show the location of the Telecommunication Facilities.

4 Use of Public Right-of-Way

4.1 No Burden on Public Right-of-Way. Company, its contractors, subcontractors, and the Telecommunication Facilities shall not unduly burden or interfere with the present or future use of any of the Public Right-of-Way. Company's aerial cables and wires shall be suspended so as to not endanger or injure persons or property in or about the Public Right-of-Way. If Municipality reasonably determines that any portion of the Telecommunication Facilities constitutes an undue burden or interference, due to changed circumstances, Company, at its sole expense, shall modify the Telecommunication Facilities or take such other actions as Municipality may determine is in the public interest to remove or alleviate the burden, and Company shall do so within a reasonable time period. Municipality shall attempt to require all occupants of a pole or conduit whose facilities are a burden to remove or alleviate the burden concurrently.

4.2 No Priority. This Permit does not establish any priority of use of the Public Right-of-Way by Company over any present or future permittees or parties having agreements with Municipality or franchises for such use. In the event of any dispute as to the priority of use of the Public Right-of-Way, the first priority shall be to the public generally, the second priority to Municipality, the third priority to the State of Michigan and its political subdivisions in the performance of their various functions, and thereafter as between other permit, agreement or franchise holders, as determined by Municipality in the exercise of its powers, including the police power and other powers reserved to and conferred on it by the State of Michigan.

4.3 Restoration of Property. Company, its contractors and subcontractors shall immediately (subject to seasonal work restrictions) restore, at Company's sole expense, in a manner approved by Municipality, any portion of the Public Right-of-Way that is in any way disturbed, damaged, or injured by the construction, installation, operation, maintenance or removal of the Telecommunication Facilities to a reasonably equivalent (or, at Company's option, better) condition as that which existed prior to the disturbance. In the event that Company, its contractors or subcontractors fail to make such repair within a reasonable time, Municipality may make the repair and Company shall pay the costs Municipality incurred for such repair.

4.4 Marking. Company shall mark the Telecommunication Facilities as follows: Aerial portions of the Telecommunication Facilities shall be marked with a marker on Company's lines on alternate poles which shall state Company's name and provide a toll-free number to call for assistance. Direct buried underground portions of the Telecommunication Facilities shall have (1) a conducting wire placed in the ground at least several inches above Company's cable (if such cable is nonconductive); (2) at least several inches above that, a continuous colored tape with a statement to the effect that there is buried cable beneath; and (3) stakes or other appropriate above ground markers with Company's name and a toll-free number indicating that there

is buried telephone cable below. Bored underground portions of the Telecommunication Facilities shall have a conducting wire at the same depth as the cable and shall not be required to provide the continuous colored tape. Portions of the Telecommunication Facilities located in conduit, including conduit of others used by Company, shall be marked at its entrance into and exit from each manhole and handhole with Company's name and a toll-free telephone number.

4.5 Tree Trimming. Company may trim trees upon and overhanging the Public Right-of-Way so as to prevent the branches of such trees from coming into contact with the Telecommunication Facilities, consistent with any standards adopted by Municipality. Company shall dispose of all trimmed materials. Company shall minimize the trimming of trees to that essential to maintain the integrity of the Telecommunication Facilities. Except in emergencies, all trimming of trees in the Public Right-of-Way shall have the advance approval of Manager.

4.6 Installation and Maintenance. The construction and installation of the Telecommunication Facilities shall be performed pursuant to plans approved by Municipality. The open cut of any Public Right-of-Way shall be coordinated with the Manager or his designee. Company shall install and maintain the Telecommunication Facilities in a reasonably safe condition. If the existing poles in the Public Right-of-Way are overburdened or unavailable for Company's use, or the facilities of all users of the poles are required to go underground then Company shall, at its expense, place such portion of its Telecommunication Facilities underground, unless Municipality approves an alternate location. Company may perform maintenance on the Telecommunication Facilities without prior approval of Municipality, provided that Company shall obtain any and all permits required by Municipality in the event that any maintenance will disturb or block vehicular traffic or are otherwise required by Municipality.

4.7 Pavement Cut Coordination. Company shall coordinate its construction and all other work in the Public Right-of-Way with Municipality's program for street construction and rebuilding (collectively "Street Construction") and its program for street repaving and resurfacing (except seal coating and patching) (collectively, "Street Resurfacing").

4.7.1 The goals of such coordination shall be to encourage Company to conduct all work in the Public Right-of-Way in conjunction with or immediately prior to any Street Construction or Street Resurfacing planned by Municipality.

4.8 Compliance with Laws. Company shall comply with all laws, statutes, ordinances, rules and regulations regarding the construction, installation, and maintenance of its Telecommunication Facilities, whether federal, state or local, now in force or which hereafter may be promulgated. Before any installation is commenced,

Company shall secure all necessary permits, licenses and approvals from Municipality or other governmental entity as may be required by law, including, without limitation, all utility line permits and highway permits. Municipality shall not unreasonably delay or deny issuance of any such permits, licenses or approvals. Company shall comply in all respects with applicable codes and industry standards, including but not limited to the National Electrical Safety Code (latest edition adopted by Michigan Public Service Commission) and the National Electric Code (latest edition). Company shall comply with all zoning and land use ordinances and historic preservation ordinances as may exist or may hereafter be amended. This section does not constitute a waiver of Company's right to challenge laws, statutes, ordinances, rules or regulations now in force or established in the future.

4.9 Street Vacation. If Municipality vacates or consents to the vacation of Public Right-of-Way within its jurisdiction, and such vacation necessitates the removal and relocation of Company's Facilities in the vacated Public Right-of-Way, Company shall, as a condition of this Permit, consent to the vacation and remove its Facilities at its sole cost and expense when ordered to do so by Municipality or a court of competent jurisdiction. Company shall relocate its Facilities to such alternate route as Municipality and Company mutually agree, applying reasonable engineering standards.

4.10 Relocation. If Municipality requests Company to relocate, protect, support, disconnect, or remove its Facilities because of street or utility work, or other public projects, Company shall relocate, protect, support, disconnect, or remove its Facilities, at its sole cost and expense, including where necessary to such alternate route as Municipality and Company mutually agree, applying reasonable engineering standards. The work shall be completed within a reasonable time period.

4.11 Public Emergency. Municipality shall have the right to sever, disrupt, dig-up or otherwise destroy Facilities of Company if such action is necessary because of a public emergency. If reasonable to do so under the circumstances, Municipality shall attempt to provide notice to Company. Public emergency shall be any condition which poses an immediate threat to life, health, or property caused by any natural or man-made disaster, including, but not limited to, storms, floods, fire, accidents, explosions, water main breaks, hazardous material spills, etc. Company shall be responsible for repair at its sole cost and expense of any of its Facilities damaged pursuant to any such action taken by Municipality.

4.12 Miss Dig. If eligible to join, Company shall subscribe to and be a member of "MISS DIG," the association of utilities formed pursuant to Act 174 of the Public Acts of 2013, as amended, MCL § 460.721 et seq., and shall conduct its business in conformance with the statutory provisions and regulations promulgated thereunder.

4.13 Underground Relocation. If Company has its Facilities on poles of Consumers Energy, Detroit Edison or another electric or telecommunications provider and Consumers Energy, Detroit Edison or such other electric or telecommunications provider relocates its system underground, then Company shall relocate its Facilities underground in the same location at Company's sole cost and expense.

4.14 Identification. All personnel of Company and its contractors or subcontractors who have as part of their normal duties contact with the general public shall wear on their clothing a clearly visible identification card bearing Company's name, their name and photograph. Company shall account for all identification cards at all times. Every service vehicle of Company and its contractors or subcontractors shall be clearly identified as such to the public, such as by a magnetic sign with Company's name and telephone number.

5 Indemnification

5.1 Indemnity. Company shall defend, indemnify, protect, and hold harmless Municipality, its officers, agents, employees, elected and appointed officials, departments, boards, and commissions from any and all claims, losses, liabilities, causes of action, demands, judgments, decrees, proceedings, and expenses of any nature (collectively "claim" for this Part 5) (including, without limitation, attorneys' fees) arising out of or resulting from the acts or omissions of Company, its officers, agents, employees, contractors, successors, or assigns, but only to the extent such acts or omissions are related to the Company's use of or installation of facilities in the Public Right-of-Way and only to the extent of the fault or responsibility of Company, its officers, agents, employees, contractors, successors and assigns.

5.2 Notice, Cooperation. Municipality shall notify Company promptly in writing of any such claim and the method and means proposed by Municipality for defending or satisfying such claim. Municipality shall cooperate with Company in every reasonable way to facilitate the defense of any such claim. Municipality shall consult with Company respecting the defense and satisfaction of such claim, including the selection and direction of legal counsel.

5.3 Settlement. Municipality shall not settle any claim subject to indemnification under this Part 5 without the advance written consent of Company, which consent shall not be unreasonably withheld. Company shall have the right to defend or settle, at its own expense, any claim against Municipality for which Company is responsible hereunder.

6 Insurance

6.1 Coverage Required. Prior to beginning any construction in or installation of the Telecommunication Facilities in the Public Right-of-Way, Company shall obtain insurance as set forth below and file certificates evidencing same with Municipality. Such insurance shall be maintained in full force and effect until the end of the Term. In the alternative, Company may satisfy this requirement through a program of self-insurance, acceptable to Municipality, by providing reasonable evidence of its financial resources to Municipality. Municipality's acceptance of such self-insurance shall not be unreasonably withheld.

6.1.1 Commercial general liability insurance, including Completed Operations Liability, Independent Contractors Liability, Contractual Liability coverage, railroad protective coverage and coverage for property damage from perils of explosion, collapse or damage to underground utilities, commonly known as XCU coverage, in an amount not less than Five Million Dollars ($5,000,000).

6.1.2 Liability insurance for sudden and accidental environmental contamination with minimum limits of Five Hundred Thousand Dollars ($500,000) and providing coverage for claims discovered within three (3) years after the term of the policy.

6.1.3 Automobile liability insurance in an amount not less than One Million Dollars ($1,000,000).

6.1.4 Workers' compensation and employer's liability insurance with statutory limits, and any applicable Federal insurance of a similar nature.

6.1.5 The coverage amounts set forth above may be met by a combination of underlying (primary) and umbrella policies so long as in combination the limits equal or exceed those stated. If more than one insurance policy is purchased to provide the coverage amounts set forth above, then all policies providing coverage limits excess to the primary policy shall provide drop down coverage to the first dollar of coverage and other contractual obligations of the primary policy, should the primary policy carrier not be able to perform any of its contractual obligations or not be collectible for any of its coverages for any reason during the Term, or (when longer) for as long as coverage could have been available pursuant to the terms and conditions of the primary policy.

6.2 Additional Insured. Municipality shall be named as an additional insured on all policies (other than worker's compensation and employer's liability). All insurance policies shall provide that they shall not be canceled, modified or not renewed unless the insurance carrier provides thirty (30) days prior written notice to Municipality. Company shall annually provide Municipality with a certificate of

insurance evidencing such coverage. All insurance policies (other than environmental contamination, workers' compensation and employer's liability insurance) shall be written on an occurrence basis and not on a claims made basis.

6.3 Qualified Insurers. All insurance shall be issued by insurance carriers licensed to do business by the State of Michigan or by surplus line carriers on the Michigan Insurance Commission approved list of companies qualified to do business in Michigan. All insurance and surplus line carriers shall be rated A+ or better by A.M. Best Company.

6.4 Deductibles. If the insurance policies required by this Part 6 are written with retainages or deductibles in excess of $50,000, they shall be approved by Manager in advance in writing. Company shall indemnify and save harmless Municipality from and against the payment of any deductible and from the payment of any premium on any insurance policy required to be furnished hereunder.

6.5 Contractors. Company's contractors and subcontractors working in the Public Right-of-Way shall carry in full force and effect commercial general liability, environmental contamination liability, automobile liability and workers' compensation and employer liability insurance which complies with all terms of this Part 6. In the alternative, Company, at its expense, may provide such coverages for any or all its contractors or subcontractors (such as by adding them to Company's policies).

6.6 Insurance Primary. Company's insurance coverage shall be primary insurance with respect to Municipality, its officers, agents, employees, elected and appointed officials, departments, boards, and commissions (collectively "them"). Any insurance or self-insurance maintained by any of them shall be in excess of Company's insurance and shall not contribute to it (where "insurance or self-insurance maintained by any of them" includes any contract or agreement providing any type of indemnification or defense obligation provided to, or for the benefit of them, from any source, and includes any self-insurance program or policy, or self-insured retention or deductible by, for or on behalf of them).

7 Term

7.1 Term. The term ("Term") of this Permit shall be until the earlier of:

7.1.1 The initial term of this Permit shall be fifteen (15) years. Thereafter, the Permit may be renewed for successive five (5) year terms upon mutual agreement of the parties. Either party may request renewal discussions before expiration of the then-current term, and the parties shall negotiate in good faith regarding any renewal.

7.1.2 When the Telecommunication Facilities have not been used to provide telecommunications services for a period of one hundred and eighty (180) days by the Company or a successor of an assign of the Company; or

7.1.3 When Company, at its election and with or without cause, delivers written notice of termination to Municipality at least one-hundred and eighty (180) days prior to the date of such termination; or

7.1.4 Upon either Company or Municipality giving written notice to the other of the occurrence or existence of a default by the other party under Sections 4.8, 6, 8 or 9 of this Permit and such defaulting party failing to cure, or commence good faith efforts to cure, such default within sixty (60) days (or such shorter period of time provided elsewhere in this Permit) after delivery of such notice; or

7.1.5 Unless Manager grants a written extension, one year from the Effective Date if prior thereto Company has not started the construction and installation of the Telecommunication Facilities within the Public Right-of-Way and two years from the Effective Date if by such time construction and installation of the Telecommunication Facilities is not complete.

8 Performance Bond or Letter of Credit

8.1 Municipal Requirement. Municipality may require Company to post a bond (or letter of credit) as provided in Section 15(3) of the METRO Act, as amended [MCL § 484.3115(3)].

9 Fees

9.1 Establishment; Reservation. The METRO Act shall control the establishment of right-of-way fees. The parties reserve their respective rights regarding the nature and amount of any fees which may be charged by Municipality in connection with the Public Right-of-Way.

10 Removal

10.1 Removal; Underground. As soon as practicable after the Term, Company or its successors and assigns shall remove any underground cable or other portions of the Telecommunication Facilities from the Public Right-of-Way which has been installed in such a manner that it can be removed without trenching or other opening of the Public Right-of-Way. Company shall not remove any underground cable or other portions of the Telecommunication Facilities which requires trenching or

other opening of the Public Right-of-Way except with the prior written approval of Manager. All removals shall be at Company's sole cost and expense.

10.1.1 For purposes of this Part 10, "cable" means any wire, coaxial cable, fiber optic cable, feed wire or pull wire.

10.2 Removal; Above Ground. As soon as practicable after the Term, Company, or its successor or assigns at its sole cost and expense, shall, unless waived in writing by Manager, remove from the Public Right-of-Way all above ground elements of its Telecommunication Facilities, including but not limited to poles, pedestal mounted terminal boxes, and lines attached to or suspended from poles.

10.3 Schedule. The schedule and timing of removal shall be subject to approval by Manager. Unless extended by Manager, removal shall be completed not later than twelve (12) months following the Term. Portions of the Telecommunication Facilities in the Public Right-of-Way which are not removed within such time period shall be deemed abandoned and, at the option of Municipality exercised by written notice to Company as set forth in Part 12, title to the portions described in such notice shall vest in Municipality.

11 Assignment. Company may assign or transfer its rights under this Permit, or the persons or entities controlling Company may change, in whole or in part, voluntarily, involuntarily, or by operation of law, including by merger or consolidation, change in the ownership or control of Company's business, or by other means, subject to the following:

11.1 No such transfer or assignment or change in the control of Company shall be effective under this Permit, without Municipality's prior approval (not to be unreasonably withheld), during the time period from the Effective Date until the completion of the construction of the Telecommunication Facilities in those portions of the Public Right-of-Way identified on Exhibit A.

11.2 After the completion of such construction, Company must provide notice to Municipality of such transfer, assignment or change in control no later than thirty (30) days after such occurrence; provided, however,

11.2.1 Any transferee or assignee of this Permit shall be qualified to perform under its terms and conditions and comply with applicable law; shall be subject to the obligations of this Permit, including responsibility for any defaults which occurred prior to the transfer or assignment; shall supply Municipality with the information required under Section 3.1; and shall comply with any updated insurance and performance bond requirements under Sections 6 and 8 respectively, which Municipality reasonably deems necessary, and

11.2.2 In the event of a change in control, it shall not be to an entity lacking the qualifications to assure Company's ability to perform under the terms and conditions of this Permit and comply with applicable law; and Company shall comply with any updated insurance and performance bond requirements under Sections 6 and 8 respectively, which Municipality reasonably deems necessary.

11.3 Company may grant a security interest in this Permit, its rights thereunder or the Telecommunication Facilities at any time without notifying Municipality.

12 Notices

12.1 Notices. All notices under this Permit shall be given as follows:

12.1.1 If to Municipality, 112 West Cass Street, Albion, MI 49224

12.1.2 If to Company, to 228 Waterfall Dr., Elkhart, IN 46516

12.2 Change of Address. Company and Municipality may change its address or personnel for the receipt of notices at any time by giving notice thereof to the other as set forth above.

13 Other items

13.1 No Cable, OVS. This Permit does not authorize Company to provide commercial cable type services to the public, such as "cable service" or the services of an "open video system operator" (as such terms are defined in the Federal Communications Act of 1934 and implementing regulations, currently 47 U.S.C. §§ 522 (6), 573 and 47 CFR § 76.1500).

13.2 Duties. Company shall faithfully perform all duties required by this Permit.

13.3 Effective Date. This Permit shall become effective when issued by Municipality and Company has provided any insurance certificates and bonds required in Parts 6 and 8, and signed the acceptance of the Permit.

13.4 Authority. This Permit satisfies the requirement for a permit under Section 5 of the METRO Act [MCL 484.3105].

13.5 Amendment. Except as set forth in Section 2.1 this Permit may be amended by the written agreement of Municipality and Company.

13.6 Interpretation and Severability. The provisions of this Permit shall be liberally construed to protect and preserve the peace, health, safety and welfare of the public,

and should any provision or section of this Permit be held unconstitutional, invalid, overbroad or otherwise unenforceable, such determination/holding shall not be construed as affecting the validity of any of the remaining conditions of this Permit. If any provision in this Permit is found to be partially overbroad, unenforceable, or invalid, Company and Municipality may nevertheless enforce such provision to the extent permitted under applicable law.

13.7 Governing Law. This Permit shall be governed by the laws of the State of Michigan.

Attest:_____

By:_____ By:_____

Its:_____

Date:_____

"Company accepts the Permit granted by Municipality upon the terms and conditions contained therein."

SURF AIR WIRELESS, LLC D/B/A SURF INTERNET

By:_____

Its:_____

Date:_____

::ODMA\PCDOCS\GRR\759319\6

Exhibit A

Public Right-of-Way to be Used by Telecommunication Facilities

Exhibit B

Bond

CITY COUNCIL REGULAR SESSION COUNCIL REGULAR MEETING

AGENDA ITEM REPORT

Subject: City of Albion - Manager Reports, August 2026

Meeting: CITY COUNCIL REGULAR SESSION COUNCIL REGULAR MEETING - September 21, 2026

ATTACHMENTS:

August 2026 REPORT.pdf
City Manager Report 2026.09.21.pdf

The City of ALBION

Monthly Department Reports:

August 2026

Department of Public Works

Public Services/Streets/Parks/Water & Sewer

Clerk & City Managers Office

FOIA's

Grants

Code Enforcement & Zoning

Income Tax Department Report

Assessor Report

Sales and Status Report

Albion Public Safety

AEDC President Report

WORK ORDERS SUMMARY

August 2026 - City of Albion - Department of Public Works



Water Work Orders | 113 Total

Check Leaks, Check Meter, Install Meter, Read, Turn on Water, Curb Box

105 Completed | 6 In-Progress | 2 Cancelled



Sewer Work Orders | 4 Total

2 Completed | 2 Cancelled



Pothole / Street Check / Misc | 14 Total

9 Completed | 5 In-Progress



Tree & Brush Removal | 24 Total

Tree Removal, Limb Down, Fill Dirt, Brush Removal

11 Completed | **8** Pending | 5 In-Progress



Parking Lot / Sidewalk Repair / ROW | 4 Total

1 Completed | **2** Pending | 1 In-Progress



Signs | 0 Total

August 2026

The City of ALBION

City Manager Office / Clerk

Grants

Grants Closed:
-MI Neighborhood 1.0

Grant Closing In Progress:
-CDBG CHILL

Grant In Progress:
-DNR Tree Grant

Upcoming Grant Applications:
-FEMA Equipment Grant
-Out of School Time Grant
-Firehouse Subs

FOIA's Processed
11

Board Meetings Held:
6

Current Focus:
-Comprehensive Plan
-Recreation Comprehensive Plan

August 2026 Code Enforcement-Zoning

10 Rental registrations processed

6 Zoning permits issued

6 work orders issued

33 abatement notices issued

4 trash 29 grass

CITY OF ALBION

112 W CASS ST
ALBION, MI 49224
517-629-5535 PHONE
517-629-2238 FAX

September 9th, 2026.

City of Albion Income Tax department report for August: The processing center is finishing up on all the returns turned in through August. The processing center has processed 3,738 returns so far. State Tape letters will be going out soon for 2024. We have also launched a compliance project on companies that do business with the City and those businesses physically located in the city limits. This project will go through the end of the year. We will also be sending our next round of taxpayers that are not compliant with the income tax department over to the City Attorney's office for review. Our revenue goal for the year is $2 million. The revenue through August 31st is $1,290,870.73, $135,728.87 of it was in August alone. Our refunds paid through the end of August were $84,614.07.

Respectfully,

City of Albion Income Tax Department

YTD Income Tax Department Results as of August 31st



3,738 Processed Returns

$1,290,870.73 in Revenue





$84,614.07 in Refunds issued

"Our Main Street Is Superior"

City of Albion

Assessing Department
112 West Cass Street
Albion, Michigan 49224

Phone: (517) 629-7192 Fax: (517) 629-7452 Email: Assessor@cityofalbionmi.gov

MEMO

To: Dr. Sheryl Theriot, City Manager

From: Daniel Currie, Assessor

Date: September 9, 2026

Re: August 2026 Status Report

Dear Dr. Theriot,

A summary of July is as follows:

- Recording of 7 total property transfers for August (see attached sales report)
    - 4 Arm's Length sales
    - 7 Reference sales – (Family/related party; outlier)
- All Property Transfer Affidavits and Principal Residence Exemptions entered and current
- Current with all taxpayer inquiries
- Permit Field reviews
- Finalize sales ratio with County Equalization on L-4015 for 2793 for residential class
- Begin residential class sales analysis to determine ECF and land values for 2027 Assessment Roll

If you have any questions, please don't hesitate to contact me at (517) 629-7192 or at assessor@cityofalbionmi.gov.

Respectfully,

Daniel Currie, MMAO
Assessor | City of Albion

City of Albion August Sales Report

8/1/2026 - 8/31/2026

Parcel Number	Street Address	Sale Date	Sale Price	Terms of Sale	Grantor	Grantee
51-000-070-00	301 E CHESTNUT ST	8/10/2026	$1	09-FAMILY/RELATED ENTITY	WARREN, DONALD KANON	WARREN VENTURE GROUP LLC
51-001-647-01	901 IRWIN AVE	8/31/2026	$225,000	03-ARM'S LENGTH	FOX CAROLYN A LIVING TRUST	LEBRON, DAMASO A-SULLIVAN, ALIVIA
51-011-022-00	1009 N MINGO ST	8/18/2026	$190,602	03-ARM'S LENGTH	ACE INVESTMENT PROPERTIES	LACOST, MICHELLE-RYAN
51-011-040-00	1018 FITCH ST	8/7/2026	$25,000	22-OUTLIER	MARTIN, SHANE	PETERS, DAVID
51-011-050-00	907 SHERIDAN CT	8/28/2026	$162,000	03-ARM'S LENGTH	URBAN BLUE PROPERTIES LLC	DELOY, EDWARD-VALERIE
51-015-094-00	609 W CENTER ST	8/18/2026	$0	09-FAMILY/RELATED ENTITY	SLAYTON, DAVID	SLAYTON, DAVID-GRIFFIN, GABRIELLE
51-016-030-00	1204 FITCH ST	8/21/2026	$205,000	03-ARM'S LENGTH	CURCIO, AMY-JOSEY	ALLEN, TRAVIS-SNYDER, ISABEL
	7	Totals:	$807,603			

ALBION DEPARTMENT OF PUBLIC SAFETY

AUGUST 2026

501
FIELD CONTACTS

113
POLICE REPORTS

80
TRAFFIC STOPS

AEDC President & CEO Report
AEDC/City BRA/TIFA Board Meeting for September 17, 2026

Albion College Intern Assistance:
Ms. Althea Schalow, an AmeriCorps service student, will be joining us for the 2026-2027 school year. This fall, she will focus on office organization and system management. We will have two interns for the spring semester beginning in January 2027.

AEDC Finance Update:
The Administration Service Agreement is in place and has been shared with the City Treasurer to ensure all transfers occur in September. The Deficit Elimination Plan approval required a Plan B, which is based on the expectation of receiving a grant with Admin. fees if the sale of properties does not come to fruition. City Council approved them at their September 8, 2026, meeting.

AEDC Funding Activities/Revenue Sources:
EDA/PWEAA Grant: On the radar for early 2027 now. Once the 425 Agreement is in place, I anticipate potential MEDC funding to further assist us with the East Industrial Park, through their MI Site Program.

CDS Proposal: The City of Albion will be requesting $2.5M in Community Project Funding to establish the Albion Employment & Housing Corridor, focused on the redevelopment of the 100 S. Superior building. The redevelopment will be a catalytic mixed-use redevelopment initiative that will combine attainable workforce housing with ground-floor commercial, social-enterprise, and community serving space. The project is intended to create or rehabilitate housing for working individuals and families while activating underutilized property, supporting locally owned businesses, creating employment opportunities, and strengthening Albion's broader revitalization strategy.

MSHDA Mi Neighborhood 3.0 CDBG: The City BRA owned property is being considered at 405 E. Pine Street for at least eight (8) new single-family housing development. In partnership with the AEDC, City Staff are planning to submit a Letter of Intent, which is due October 15th for the next round of applications. The application window is December 1 through January 31st. The next step is to ensure it is properly zoned and the property is transferred to the City. AEDC Attorney has been asked to begin the process for this.

The **Match on Main** grant award was awarded to the Friends of the Bohm Theatre for a $25,000 grant. Once their project is complete, the AEDC will request the funds and then reimburse the Bohm Theatre for the grant amount.

Revolving Loan Fund:
The RLF program documentation is still undergoing review by the AEDC Attorney, and when approved by the RLF Committee, the AEDC will begin aggressively marketing the RLF program. We are mailing out monthly invoices to the three active loan recipients and have an organized system to manage the RLF program going forward.

Once our AEDC Attorney is caught up with other AEDC items, he will be reviewing the RLF Plan on behalf of the city and the AEDC. I will be bringing a revised document to you for consideration of approval within the next few months.

Grants: Housing Projects:

The CHILL Grant will wrap up by the end of September, and we expect to receive $6,468 for the remaining administration fees as a result. The Public Hearing to officially close out the grant will be on City Council Agenda for September 21st. We are anxiously waiting for the application process to open, which is through the Calhoun County Land Bank Authority (CCLBA) for the MSHDA CDBG Grant program for homeowner rehabilitation projects for single family homes in the City of Albion and the Village of Homer. Our current wait list has been shared with the CCLBA so our current homeowners will have an opportunity to apply for funding up to $25,000. We have been instructed to send potential applicants directly to the CCLBA.

Workforce and Training:
Region 8 representatives are meeting to work through the grant awarded the Small Business Support Hub 2.0 Grant on July 28th in the amount of $930,000. The AEDC partnered on the grant application submittal, and I do expect the Albion EDC to receive approximately $27,777 in funding to continue the small business and entrepreneurial outreach and marketing efforts we currently do with our local and state partners.

The Greater Albion Job Fair will be held quarterly, and the next one will be planned for October 29, 2026, here at the Ludington Center, if we can get enough businesses to sign up.

The Michigan Small Business Development Center has an Albion presence twice each month for small business coaching.

Marketing/Planning:
AEDC, ACF, and Chamber branding will soon be on the Ludington Center windows and interior doors/walls.

The city is receiving grant funding from the MEDC for their Comprehensive Plan process with McKenna. Be sure to fill out the survey on **Albiontogether.com** and watch for McKenna at Festival, the Albion District Library & the Ludington Center for community engagement events – making sure everyone has a voice as the plan is being created - Please widely share this survey! The AEDC will have a contributing role for the plan as economic development is a key component.

A tentative date in early November is being discussed for the Economic Club Luncheon (was scheduled for October 20th), hosted by the Greater Albion Chamber of Commerce, and sponsored by the KCC-EAC and the AEDC. The anticipated speaker for the event is Mike Horrigan, W.E. Upjohn Institute President. I will make a brief presentation noting the work during my first year here at the AEDC and noting the great progress we have made as a community. Stay tuned for more details – coming soon.

Attraction Efforts:
See West Industrial Park for details.

EAST INDUSTRIAL PARK (EIP) Due Diligence & MI Site Program Updates:
SME received the traffic study from MDOT to begin to plan for road infrastructure and other utilities into the EIP, including rail. Norfolk Southern has been asked to provide an access agreement if/when we have a development that requires rail.

The 425 Work Group Advisory Committee includes members from the AEDC, City of Albion, and Sheridan Township Board Members. This group is tasked with providing input to finalize the 425 Agreement and making development decisions and other related needs for the East Industrial Park to report back to their respective Boards for a term of two years, with a possible extension of one year. The group meets monthly (2nd Monday of each month at 1:30 p.m.) and is posted on each

entity's website as it is open to the public. The goal is to conduct strategic meetings with set goals to ensure we reach an agreement. The most recent meeting was Monday, September 14th where the topic of the meeting was finalizing the unsettled tax payment from the original 425 Agreement to ensure that the City and Township concur with any unsettled tax revenue payments. The committee decided to create a subcommittee to address the final tax revenue payment, based on the history of any tax tables and consent agreements to satisfy both municipalities. The subcommittee understands that an immediate resolution is necessary and they plan to report back to the full committee at our next meeting on October 12th.

Squashing the rumor that Albion is getting a data center! No, we are NOT getting a data center. However, as we all know, the location of Albion's East Industrial Park (EIP) is a perfect spot for a small-scale data center. We have been educated by Norfolk Southern that the EIP is one of the last large parcels of Industrial property that has access to rail, which makes that very attractive to manufacturers. And, our community wants to see new job creation, which is another important factor to consider. We must keep that in mind when we begin to aggressively market the EIP and both municipalities must work together for any type of development that will occur.

WEST INDUSTRIAL PARK/TIFA DISTRICT:

I have made cold calls to all the West Industrial Park companies and now await a return call or email to ensure I visit all of them before year end.

In early September, I met with the Calhoun County Treasurer to learn more about the buyer of 1100 Industrial Blvd. A letter asking what their intent is has been sent to the new owners.

Since we have a couple of interested parties in AEDC owned property, I decided it would be best to draft a Request for Proposals (RFP) to seek the highest, best use of the property. This will ensure the property is developed and the AEDC receives some land sale revenue in 2027. The RFP document is on the agenda for the September 17th meeting.

The TIFA Finance and Development Plan Amendment is still a work in progress with SME Engineering taking the lead on the tax information for the document. The list of parcels is being reviewed by the City Assessor and the Calhoun County GIS team to ensure we have correct maps and parcel numbers that will need to be included within the amendment. I anticipate wrapping this up by year end.

Brownfield Redevelopment Authority:

On August 19th, the city, AEDC, and the development team had our first of several standing meetings to ensure the Big Albion Plan project continues to move forward steadily to avoid any hiccups in the process of their project. A fence has been erected surrounding the buildings and activity has commenced. The development team is pricing banners to place around the fence as well. Phase I of the BAP will consist of six commercial/retail store fronts, 21 apartments, and an elevator with rear access to some of the residential units. We are strongly encouraging the development team to include infrastructure for a potential restaurant in the corner building. The demolition has begun and a shell will be built for the potential new tenants to finish to their specifications. This should be done within 15-18 months. Additionally, Dr. Shaheen does have some folks he will be reaching out to seeking their interest in bringing their business to downtown Albion.

ACE Investment Properties for 215-217 S. Superior Street and 300 S. Superior Street/105 W. Porter Street continues and the developer must reapply to MSHDA for the grant funding. There were some concerns with the Phase II outcomes, and Triterra has resubmitted the report with additional clarification which satisfies MSHDA's concerns and the developer is now able to proceed. They have

stayed under the approved amount funded by the City BRA, which will be reimbursed as stated in the Brownfield Plans.

Regarding the building at 100 S. Superior, a proposal from WJE is on the agenda for review and consideration. MEDC is involved as we anticipate receiving grant funds from them to assist with predevelopment costs once the stabilization has been done. The SHPO Rural Heritage Partnership Grant continues to move forward, and as a reminder, the City BRA Board authorized the funding for the local match. Again, all City BRA expenses will be included within the Brownfield Plan to ensure the City BRA is reimbursed for their upfront costs.

City staff and I continue to have monthly standing meetings for the City of Albion, its BRA, and the Calhoun County Land Bank Authority to review and discuss City of Albion projects. In addition to the interior stabilization occurring now at 203 N. Superior, the CCLBA owns four additional parcels downtown and plans to stabilize those buildings are also being discussed. They will send out an RFP to find a developer for the property. The CCLBA has been successful in receiving EPA and ARPA funding that we can apply for when we have an eligible, potential project.

I am working with Sheridan Township to seek their inclusion into the Calhoun County's Brownfield Redevelopment Authority so they may begin to seek potential brownfield funding for projects, such as the former Albion Industry facility on Clark Street.

I have updated the City BRA Policies and Procedures to include Housing TIF Project guidelines, and Triterra is in the process of reviewing it, and will be bringing a revised document to you soon for consideration of approval.

Thank you,
Debbie Kelly

Dr. Sheryl L. Theriot
CITY OF ALBION
CITY MANAGER REPORT
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City Manager Report – September 21, 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 staff, citizens and vendors 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:
  - Sept. 19 - Festival of the Forks – booth 19 at Cass & Superior (with interactive opportunities in the Ludington Center
  - Oct. 10 – Albion District Library – main entrance
  - Oct 25 - Sweets on Superior events.

  Survey responses are requested by October 31, 2026.

- **HUD GRANT – Albion Park Upgrades.** Project moving forward with soliciting bids.
  - Bid advertisement - September 18, 2026
  - Walk Through - September 25, 2026 10AM (
  - Bids Due - October 6, 2026 3:45pm
  - Bid reading - October 6, 2026 4pm at the Ludington Center

- **Clean Water State Revolving Fund** (CWSRF)- The project is estimated at $23.11 million, with approximately $950,000 in uncovered cost to be funding locally, and includes a 15% contingency ($3.5 million) built into planning. Project qualifies for 25% grant (principal forgiveness $5.77 million) and the $17.33 million balance is at a low interest loan at 2.00% over 20 or 30 years is an excellent offer. Process requires publicly advertising a RFQ soliciting responses from at least 3 engineering firms, and selecting on qualifications.

- **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.

- **Granger Recycling** – at city hall will start Monday, August 31.

- **Fall Clean Up** – scheduled for Oct. 17th. Anticipating 3 locations.

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MEETINGS:

- Albion College – Sept 15 – Council Member Lenn Reid and I met with Eddie Visco and Freshmen students from the Ford Institute to discuss city operations and opportunities to become connected.
- MML Annual Conference – Oct. 7 – 9. Mayor Snyder, Council Member Davis, Council Member Stewart and myself will be attending.
- U of M - Gerald R. Ford School of Public Policy – Oct 14, panelist on "Women Leading Local Government by the Michigan Municipal League
- Michigan (Court Appointed Special Advocates (CASA) Michigan Conference – Oct 26-27
- Alternative Choices – met with Diane Nelson regarding possible arrangement using her volunteers to monitor and clean up park restrooms.

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. Investigating historical payments to reconcile any outstanding issues.

- **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 approved contract with WJE for $17,500 for developing temporary stabilization methods.
  - Working with MEDC on stabilization planning funding
- **DDA –** Emily Verbeke personally donated the signage to market 100 S. Superior
  - The Maintenance Agreement with the Landbank Authority for Collaboration Corner is signed
  - The Memorial Bench has been purchased and getting ready for installation. Three memorial components: bench with plaque, a rock with an embedded plate, and a future commemorative plaque. A public hearing may be required and installation process approved by the Land Bank.
  - DDA is seeking a moratorium on the placement of memorial benches in the DDA District. Seeks to form a study group to identify the best locations, processes, and standards for benches and picnic tables, before proceeding further.
- **Albion Housing Commission** – Sept. 22

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- EV Charging Stations – had meeting with Consumers Energy representative and Albion stakeholders from city, EDC, DDA, Chamber to discuss opportunities for expanding electric vehicle (EV) charging stations.
    - Consumers offers a community charging rebate of up to $7,500 per two charge port, with no cap on total rebates.
    - Consumers Energy currently operates three Level 2 charging rebate programs:
        - Overnight destinations: hotels, motels, campgrounds
        - Multi-family housing – apts., condos, townhomes
        - Community Charging – designed for public municipal use in city-owned parking lots or curbside locations
            - Chargers must be for commercial grad, UL listed, and Energy Star certified
            - A separate meter is required to track usage data for reporting to the Michigan Public Service Commission
            - Chargers must be on a time-of-use electricity rate to incentive off-peak charging (ie. Overnight)
            - A dual-port Level 2 charger installation is estimated to average $10,000 - $15,000.
            - Consumer's can provide a list of experienced installation partners (without endorsement) to help secure competitive quotes
            - Maintenance, Technology & Longevity
                - EV chargers function for over 10 years
                - Check availability of maintenance plans, which are eligible for inclusion in rebate calculation
                - Recommend looking at manufacturers with strong reputation (ex. ChargePoint, Tesla, RedE) for robust support
                - Preference for units with dual compatibility (J1772 and Tesla ports), increasing common through integrated adapters
            - Sites for consideration: city lot behind Homestead bank and mixed-use developments
            - Chief Phipps has previously expressed concern about safety issues related to potential battery fires, advising caution when siting chargers near water sources. Locations such as behind City Hall, which borders the river, are considered less ideal due to environmental risk. Additional firefighting equipment may be required if more chargers are deployed.
    - A new fast charging rebate program is launching in about 2 months, which will offer $50,000 per port rebates for up to 4 ports per site. Priorities for these are for areas lacking fast chargers – which applies to Albion. Rebates require separate metering and placement on a "time-of-use rate" to encourage off-peak charging.

- Existing EV charger in downtown Albion, is outdated and possibly non-functional. Replacement qualified for rebates, including electrical upgrades. May lack modern bandwidth and may not meet current Level 2 standards.
- Revenue Recovery models are possible via charging networks where users pay per kilowatt, enabling cost offset for the city.
- NEXT STEPS: DDA and workgroup with discuss strategic plans and site locations.

UPCOMING MEETINGS & EVENTS:

- Festival of the Forks – Sept 19
- Fall Clean Up – Oct. 17
- Albion NAACP Freedom Fund Dinner, Oct. 24, Dinner 6pm, Albion College

RxKids.org

Please share this resource with Albion residents that are expecting or have a child under 6 months of age: www.RxKids.org

Albion, Battle Creek, Springfield, and Sheridan Township Residents Can Sign Up Today! Infants born on or after July 1, 2026, and expectant mothers who live in the cities of Albion, Battle Creek, Springfield, and Sheridan Township, are eligible to apply. Upon verification, moms receive $1,500 during pregnancy and babies receive $500 a month for six months after birth. Families can enroll anytime from 16+ weeks pregnancy until six months of age, as long as the baby was born after July 1, 2026.



CITY COUNCIL REGULAR SESSION COUNCIL REGULAR MEETING

AGENDA ITEM REPORT

Subject: Financials

Meeting: CITY COUNCIL REGULAR SESSION COUNCIL REGULAR MEETING - September 21, 2026

ATTACHMENTS:

Cash Summary All Funds 8-31-2026.pdf
EDC Controlled Funds July 2026 Revenue & Expenditure Report.pdf
July 2026 Revenue & Expenditure Report.pdf
FINANCE 2026 Summer Standard Warrant Report.pdf
FINANCE Council Resolution 2026 Summer Calculations.xlsx
FINANCE Resolution 2026-45 CityofAlbion-2026 Millage Rates.doc

CASH SUMMARY REPORT FOR CITY OF ALBION

From 12/31/2025 to 08/31/2026
ACCOUNTS: 017.00, 017.06, 017.07, 017.19, 017.11 (42 more)
FUNDS: 731, 101, 590, 591, 667 (31 more)

Account	Description	Beginning Balance 12/31/2025	Total Debits	Total Credits	Ending Balance 08/31/2026
Fund: 101	**GENERAL FUND**				
001.00	CASH	56.96	634,659.28	637,198.56	(2,482.32)
001.03	CASH - FLAGSTAR BANK	1,154,029.51	10,446,554.11	11,407,941.97	192,641.65
002.00	CASH - INCOME TAX ACCOUNT	31,531.95	638,218.33	675,472.98	(5,722.70)
002.03	CASH - FLAGSTAR INCOME TAX	(45,920.70)	805,791.22	743,838.83	16,031.69
002.04	CASH - SAVINGS FLAGSTAR BANK	(2,570.55)	1,993,550.00	1,910,000.00	80,979.45
003.00	CERTIFICATES OF DEPOSIT	0.00	1,500,000.00	750,000.00	750,000.00
004.00	PETTY CASH	100.00	0.00	0.00	100.00
004.02	PETTY CASH - CHANGE DRAWER	400.00	0.00	0.00	400.00
005.00	HRA ACCOUNT FOR EMPLOYEES	1,802.71	10.50	1,813.21	0.00
017.00	INVESTMENTS	1,007,248.80	4,791,821.33	4,702,737.63	1,096,332.50
017.19	COVID-19 ARPA LOCAL FISCAL RECOVERY GRN	0.10	0.00	0.10	0.00
	GENERAL FUND	2,146,678.78	20,810,604.77	20,829,003.28	2,128,280.27
Fund: 151	**CEMETERY TRUST FUND**				
001.00	CASH	100.23	100,001.05	100,201.32	(100.04)
001.03	CASH - FLAGSTAR BANK	9,689.43	38,623.37	38,500.00	9,812.80
001.10	CASH - MONEY MARKET	0.00	102.11	0.00	102.11
003.00	CERTIFICATES OF DEPOSIT	0.00	100,000.00	0.00	100,000.00
017.00	INVESTMENTS	208,823.94	105,418.45	200,000.00	114,242.39
017.06	MONROE MAUSOLEUM	10,712.57	309.07	0.00	11,021.64
	CEMETERY TRUST FUND	229,326.17	344,454.05	338,701.32	235,078.90
Fund: 202	**MAJOR STREETS FUND**				
001.00	CASH	(0.08)	0.00	0.00	(0.08)
001.03	CASH - FLAGSTAR BANK	105,203.15	1,500,468.60	1,495,429.48	110,242.27
003.00	CERTIFICATES OF DEPOSIT	0.00	300,000.00	0.00	300,000.00
017.00	INVESTMENTS	931,990.21	133,628.27	650,000.08	415,618.40
	MAJOR STREETS FUND	1,037,193.28	1,934,096.87	2,145,429.56	825,860.59
Fund: 203	**LOCAL STREETS FUND**				
001.00	CASH	0.08	100.00	100.08	0.00
001.03	CASH - FLAGSTAR BANK	21,163.84	649,141.73	673,149.10	(2,843.53)
003.00	CERTIFICATES OF DEPOSIT	0.00	100,000.00	0.00	100,000.00
017.00	INVESTMENTS	281,413.82	7,660.76	150,000.00	139,074.58
	LOCAL STREETS FUND	302,577.74	756,902.49	823,249.18	236,231.05
Fund: 208	**RECREATION FUND**				
001.03	CASH - FLAGSTAR BANK	20,507.28	665,198.00	516,133.93	169,571.35
003.00	CERTIFICATES OF DEPOSIT	200,000.00	150,000.00	200,000.00	150,000.00
017.00	INVESTMENTS	162,850.84	206,197.22	200,000.00	169,048.06
	RECREATION FUND	383,358.12	1,021,395.22	916,133.93	488,619.41
Fund: 214	**CALHOUN COUNTY PARKS MILLAGE**				
001.03	CASH - FLAGSTAR BANK	195.47	57,928.34	27,016.61	31,107.20
017.00	INVESTMENTS	67,290.10	1,854.86	5,000.00	64,144.96
	CALHOUN COUNTY PARKS MILLAGE	67,485.57	59,783.20	32,016.61	95,252.16
Fund: 226	**SOLID WASTE FUND**				
001.03	CASH - FLAGSTAR BANK	8,601.53	1,064,232.30	828,210.23	244,623.60
003.00	CERTIFICATES OF DEPOSIT	300,000.00	250,000.00	300,000.00	250,000.00
017.00	INVESTMENTS	468,097.75	312,856.52	505,000.00	275,954.27

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ACCOUNTS: 017.00, 017.06, 017.07, 017.19, 017.11 (42 more)
FUNDS: 731, 101, 590, 591, 667 (31 more)

Account	Description	Beginning Balance 12/31/2025	Total Debits	Total Credits	Ending Balance 08/31/2026
Fund: 226	**SOLID WASTE FUND**				
	SOLID WASTE FUND	776,699.28	1,627,088.82	1,633,210.23	770,577.87
Fund: 243	**BROWNFIELD REDEVELOPMENT AUTHORITY**				
001.03	CASH - FLAGSTAR BANK	5,702.66	126,850.28	37,107.48	95,445.46
017.00	INVESTMENTS	238,283.04	99,452.19	194,098.44	143,636.79
	BROWNFIELD REDEVELOPMENT AUTHORITY	243,985.70	226,302.47	231,205.92	239,082.25
Fund: 244	**ECONOMIC DEVELOPMENT FUND**				
001.03	CASH - FLAGSTAR BANK	30,440.20	1,508,894.91	1,447,325.78	92,009.33
017.00	INVESTMENTS	6.68	203,583.10	115,000.00	88,589.78
	ECONOMIC DEVELOPMENT FUND	30,446.88	1,712,478.01	1,562,325.78	180,599.11
Fund: 247	**TIFA FUND**				
001.03	CASH - FLAGSTAR BANK	127,389.90	582,131.61	763,643.01	(54,121.50)
003.00	CERTIFICATES OF DEPOSIT	0.00	250,000.00	0.00	250,000.00
004.00	PETTY CASH	50.00	0.00	0.00	50.00
017.00	INVESTMENTS	105,202.26	519,368.05	330,000.00	294,570.31
	TIFA FUND	232,642.16	1,351,499.66	1,093,643.01	490,498.81
Fund: 248	**DDA FUND**				
001.00	CASH	0.04	0.00	0.00	0.04
001.02	FARMERS MRKT SNAP	9,279.72	0.00	411.27	8,868.45
001.03	CASH - FLAGSTAR BANK	33,941.45	69,146.61	26,169.15	76,918.91
017.00	INVESTMENTS	311,223.42	6,541.60	94,995.04	222,769.98
	DDA FUND	354,444.63	75,688.21	121,575.46	308,557.38
Fund: 251	**CDBG FUND**				
001.03	CASH - FLAGSTAR BANK	38,510.24	346,542.41	275,470.15	109,582.50
017.00	INVESTMENTS	678.84	19.38	0.00	698.22
	CDBG FUND	39,189.08	346,561.79	275,470.15	110,280.72
Fund: 265	**DRUG LAW ENFORCEMENT FUND**				
001.03	CASH - FLAGSTAR BANK	23,440.87	50,858.55	63,632.70	10,666.72
017.00	INVESTMENTS	139,159.79	24,117.66	50,000.00	113,277.45
	DRUG LAW ENFORCEMENT FUND	162,600.66	74,976.21	113,632.70	123,944.17
Fund: 296	**REVOLVING LOAN FUND**				
001.03	CASH - FLAGSTAR BANK	27,330.39	444,502.93	367,703.80	104,129.52
003.00	CERTIFICATES OF DEPOSIT	250,000.00	150,000.00	250,000.00	150,000.00
017.00	INVESTMENTS	349,054.02	348,146.96	695,941.76	1,259.22
	REVOLVING LOAN FUND	626,384.41	942,649.89	1,313,645.56	255,388.74
Fund: 297	**LOCAL BROWNFIELD REVOLVING FUND**				
001.03	CASH - FLAGSTAR BANK	0.00	425,772.43	411,168.55	14,603.88
003.00	CERTIFICATES OF DEPOSIT	0.00	300,000.00	0.00	300,000.00
017.00	INVESTMENTS	0.00	834,124.37	700,000.00	134,124.37
	LOCAL BROWNFIELD REVOLVING FUND	0.00	1,559,896.80	1,111,168.55	448,728.25
Fund: 362	**MTF BONDS, SERIES 2024 DEBT FUND**				
001.03	CASH - FLAGSTAR BANK	410.08	61,582.22	61,576.66	415.64
017.08	INV - MTF BONDS, SERIES 2024	6,604.52	0.00	0.00	6,604.52
	MTF BONDS, SERIES 2024 DEBT FUND	7,014.60	61,582.22	61,576.66	7,020.16

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FUNDS: 731, 101, 590, 591, 667 (31 more)

Account	Description	Beginning Balance 12/31/2025	Total Debits	Total Credits	Ending Balance 08/31/2026
Fund: 363	**ENERGY/425/GENERATOR BONDS**				
001.03	CASH - FLAGSTAR BANK	(16.65)	0.00	0.00	(16.65)
017.00	INVESTMENTS	33.48	32.68	0.00	66.16
	ENERGY/425/GENERATOR BONDS	16.83	32.68	0.00	49.51
Fund: 367	**SIDEWALK PROGRAM FUND**				
017.00	INVESTMENTS	64.62	2.34	0.00	66.96
	SIDEWALK PROGRAM FUND	64.62	2.34	0.00	66.96
Fund: 369	**ALBION BUILDING AUTHORITY BOND**				
001.03	CASH - FLAGSTAR BANK	28,411.25	5,325.00	33,736.25	0.00
017.00	INVESTMENTS	17,569.67	29,176.84	5,325.00	41,421.51
	ALBION BUILDING AUTHORITY BOND	45,980.92	34,501.84	39,061.25	41,421.51
Fund: 450	**STREET IMPROVEMENTS FUND**				
001.03	CASH - FLAGSTAR BANK	63,014.45	4,694,781.80	4,305,040.61	452,755.64
002.04	CASH - SAVINGS FLAGSTAR BANK	1,071.23	12.36	1,081.49	2.10
003.10	CD - MTF BONDS, SERIES 2024	750,000.00	0.00	750,000.00	0.00
017.00	INVESTMENTS	103,982.83	1,301,236.03	645,000.00	760,218.86
017.08	INV - MTF BONDS, SERIES 2024	962,825.74	571,807.73	986,845.99	547,787.48
	STREET IMPROVEMENTS FUND	1,880,894.25	6,567,837.92	6,687,968.09	1,760,764.08
Fund: 452	**MDOT RECONSTRUCTION FUND**				
017.00	INVESTMENTS	147,242.48	1,309.64	145,000.00	3,552.12
	MDOT RECONSTRUCTION FUND	147,242.48	1,309.64	145,000.00	3,552.12
Fund: 569	**BUILDING AUTHORITY**				
001.03	CASH - FLAGSTAR BANK	47,487.97	104,902.33	108,584.38	43,805.92
017.00	INVESTMENTS	370,765.32	42,823.14	195,000.00	218,588.46
	BUILDING AUTHORITY	418,253.29	147,725.47	303,584.38	262,394.38
Fund: 590	**SEWER FUND**				
001.00	CASH	2,323.14	108,416.50	108,878.11	1,861.53
001.03	CASH - FLAGSTAR BANK	205,281.74	1,365,015.20	2,443,015.83	(872,718.89)
001.05	USDA W/W CONSTRUCTION ACCOUNT	3,000.20	5,269,779.66	5,279,044.28	(6,264.42)
004.00	PETTY CASH	250.00	250.00	250.00	250.00
017.00	INVESTMENTS	51,171.43	190,732.64	202,665.62	39,238.45
017.11	INV - WWP JR LIEN BD & INT REDEMPTION	26,063.54	3,019.45	0.00	29,082.99
017.12	INV - WWP BOND RESERVE	131,312.89	45,944.49	2,232.15	175,025.23
017.13	INV - WWP REPAIR REPALACEMENT IMPRV	37,168.48	12,373.15	0.00	49,541.63
	SEWER FUND	456,571.42	6,995,531.09	8,036,085.99	(583,983.48)
Fund: 591	**WATER FUND**				
001.00	CASH	2,658.40	333,003.60	333,120.05	2,541.95
001.03	CASH - FLAGSTAR BANK	1,251,236.14	16,963,898.78	18,905,221.65	(690,086.73)
001.06	CASH - FLAGSTAR BK - DWSRF	2,500.00	2,124,462.42	2,126,650.32	312.10
001.08	WSS 2025 REV BD CONSTRUCTION	354.17	5,892,792.45	5,892,791.37	355.25
001.09	WSS 2025 REV BD REDEMPTION	5.00	0.00	0.00	5.00
002.04	CASH - SAVINGS FLAGSTAR BANK	1,209.56	823,137.13	824,158.32	188.37
003.20	CD - WSS 2025 REV BOND CONSTRUCTION	3,000,000.00	0.00	3,000,000.00	0.00
003.30	CD - WSS 2025 REV BOND RESERVE	500,000.00	650,000.00	500,000.00	650,000.00
004.00	PETTY CASH	250.00	250.00	250.00	250.00
017.00	INVESTMENTS	89,740.84	1,321,023.92	1,273,126.88	137,637.88

CASH SUMMARY REPORT FOR CITY OF ALBION

From 12/31/2025 to 08/31/2026
ACCOUNTS: 017.00, 017.06, 017.07, 017.19, 017.11 (42 more)
FUNDS: 731, 101, 590, 591, 667 (31 more)

Account	Description	Beginning Balance 12/31/2025	Total Debits	Total Credits	Ending Balance 08/31/2026
Fund: 591	**WATER FUND**				
017.15	INV - WSS 2025 REV BOND CONSTRUCTION	4,271,275.96	9,795,697.65	6,700,000.00	7,366,973.61
017.16	INV - WSS 2025 REV BOND REDEMPTION	5,198.88	5,415.31	5,265.38	5,348.81
017.17	INV - WSS 2025 REV BOND RESERVE	205,479.63	998,312.06	1,139,034.37	64,757.32
	WATER FUND	9,329,908.58	38,907,993.32	40,699,618.34	7,538,283.56
Fund: 667	**EQUIPMENT POOL FUND**				
001.00	CASH	(499.99)	999.99	500.00	0.00
001.03	CASH - FLAGSTAR BANK	17,296.31	569,950.94	565,218.71	22,028.54
004.00	PETTY CASH	500.00	500.00	1,000.00	0.00
017.00	INVESTMENTS	106.25	2.75	0.00	109.00
	EQUIPMENT POOL FUND	17,402.57	571,453.68	566,718.71	22,137.54
Fund: 701	**TRUST & AGENCY FUND**				
001.00	CASH	1,423.00	1,915.00	2,779.00	559.00
001.03	CASH - FLAGSTAR BANK	75,963.22	43,759.08	54,924.31	64,797.99
	TRUST & AGENCY FUND	77,386.22	45,674.08	57,703.31	65,356.99
Fund: 702	**PILOT AND DELINQUENT TAX COLLECTION**				
001.00	CASH	96.15	345.88	33.96	408.07
001.03	CASH - FLAGSTAR BANK	51,771.21	299,391.23	346,931.06	4,231.38
	PILOT AND DELINQUENT TAX COLLECTION	51,867.36	299,737.11	346,965.02	4,639.45
Fund: 703	**CURRENT TAX COLLECTION FUND**				
001.00	CASH	7,851.42	211,552.72	199,574.25	19,829.89
001.03	CASH - FLAGSTAR BANK	658,267.46	6,820,101.69	7,001,829.14	476,540.01
	CURRENT TAX COLLECTION FUND	666,118.88	7,031,654.41	7,201,403.39	496,369.90
Fund: 731	**RETIREMENT SYSTEM FUND**				
001.03	CASH - FLAGSTAR BANK	47.32	2,783.55	1,445.50	1,385.37
017.00	INVESTMENTS	34,234.27	987.29	2,500.00	32,721.56
	RETIREMENT SYSTEM FUND	34,281.59	3,770.84	3,945.50	34,106.93
Fund: 732	**PUBLIC SAFETY PENSION TRUST**				
001.03	CASH - FLAGSTAR BANK	17,770.94	50,000.00	149,717.73	(81,946.79)
017.00	INVESTMENTS	4.57	0.00	0.00	4.57
017.04	INVESTMENTS - PS PENSION FUND	25,804,165.39	4,595,662.64	2,792,404.88	27,607,423.15
017.05	CASH & EQUIV - HEALTH CARE RESERVE	159,936.68	23,752.42	160.71	183,528.39
017.10	CASH & EQUIV INVESTMENTS	1,917,816.80	0.00	1,219,928.63	697,888.17
	PUBLIC SAFETY PENSION TRUST	27,899,694.38	4,669,415.06	4,162,211.95	28,406,897.49
Fund: 735	**ALBION TRUST**				
017.01	INVESTMENTS - FIRE BARN BONDS	180,128.90	5,635.94	5,717.09	180,047.75
017.10	CASH & EQUIV INVESTMENTS	0.00	5,611.45	0.00	5,611.45
	ALBION TRUST	180,128.90	11,247.39	5,717.09	185,659.20
	REPORT TOTALS:	47,845,839.35	98,193,847.55	100,857,970.92	45,181,715.98

REVENUE AND EXPENDITURE REPORT FOR CITY OF ALBION

Balance As Of 07/31/2026
% Fiscal Year Completed: 58.08

GL Number	Description	End Balance 12/31/2025	YTD Balance 07/31/2026 Normal (Abnormal)	2026 Original Budget	Available Balance 07/31/2026 Normal (Abnormal)	% Bdgt Used
Fund: 243 BROWNFIELD REDEVELOPMENT AUTHORITY						
Account Category: Revenues						
000 - GENERAL		242,893.13	5,710.54	249,710.00	243,999.46	2.29
Revenues		242,893.13	5,710.54	249,710.00	243,999.46	2.29
Account Category: Expenditures						
723 - BROWNFIELD REDEVELOPMENT AUTHORITY		240,516.28	24,388.51	214,360.00	189,971.49	11.38
Expenditures		240,516.28	24,388.51	214,360.00	189,971.49	11.38
Fund 243 - BROWNFIELD REDEVELOPMENT AUTHORITY:						
TOTAL REVENUES		242,893.13	5,710.54	249,710.00	243,999.46	2.29
TOTAL EXPENDITURES		240,516.28	24,388.51	214,360.00	189,971.49	11.38
Total Fund 243 BROWNFIELD REDEVELOPMENT AUTHORITY:		2,376.85	(18,677.97)	35,350.00	54,027.97	
BEG. FUND BALANCE		267,769.95	267,770.95	267,770.95		
FUND BALANCE ADJUSTMENTS		1.00	0.00			
NET OF REVENUES/EXPENDITURES - 2025			2,376.85	2,376.85		
END FUND BALANCE		270,147.80	251,469.83	305,497.80		

117.31%.

REVENUE AND EXPENDITURE REPORT FOR CITY OF ALBION

Balance As Of 07/31/2026
% Fiscal Year Completed: 58.08

GL Number	Description	End Balance 12/31/2025	YTD Balance 07/31/2026 Normal (Abnormal)	2026 Original Budget	Available Balance 07/31/2026 Normal (Abnormal)	% Bdgt Used
Fund: 244 ECONOMIC DEVELOPMENT FUND						
Account Category: Revenues						
000	GENERAL	36,972.69	112,800.98	6,131.00	(106,669.98)	1,839.85
730	MI-HOPE GRANT	641,977.57	0.00	0.00	0.00	0.00
731	MI-NEIGHBORHOOD 2.0 GRANT	393,065.16	68,712.41	3,587.00	(65,125.41)	1,915.60
738	MEDC - MI READY SITE PROGRAM GRANT	134,762.41	278,880.49	995,000.00	716,119.51	28.03
739	MI - NEIGHBORHOOD 3.0 GRANT	0.00	0.00	1,100,000.00	1,100,000.00	0.00
931	TRANSFER IN	115,000.00	200,000.00	0.00	(200,000.00)	100.00
Revenues		1,321,777.83	660,393.88	2,104,718.00	1,444,324.12	31.38
Account Category: Expenditures						
728	EDC	311,058.64	193,410.12	277,525.00	84,114.88	69.69
730	MI-HOPE GRANT	654,457.37	6,110.77	0.00	(6,110.77)	100.00
731	MI-NEIGHBORHOOD 2.0 GRANT	393,065.16	70,840.07	3,587.00	(67,253.07)	1,974.91
732	MHSDA CHILL GRANT	36,533.86	3,378.12	0.00	(3,378.12)	100.00
738	MEDC - MI READY SITE PROGRAM GRANT	134,762.41	278,880.49	995,000.00	716,119.51	28.03
739	MI - NEIGHBORHOOD 3.0 GRANT	0.00	0.00	1,100,000.00	1,100,000.00	0.00
Expenditures		1,529,877.44	552,619.57	2,376,112.00	1,823,492.43	23.26
Fund 244 - ECONOMIC DEVELOPMENT FUND:						
TOTAL REVENUES		1,321,777.83	660,393.88	2,104,718.00	1,444,324.12	31.38
TOTAL EXPENDITURES		1,529,877.44	552,619.57	2,376,112.00	1,823,492.43	23.26
Total Fund 244 ECONOMIC DEVELOPMENT FUND:		(208,099.61)	107,774.31	(271,394.00)	(379,168.31)	
BEG. FUND BALANCE		166,534.73	166,533.73	166,533.73		
FUND BALANCE ADJUSTMENTS		(1.00)	0.00			
NET OF REVENUES/EXPENDITURES - 2025			(208,099.61)	(208,099.61)		
END FUND BALANCE		(41,565.88)	66,208.43	(312,959.88)		

2.79%

GL Number	Description	End Balance 12/31/2025	YTD Balance 07/31/2026 Normal (Abnormal)	2026 Original Budget	Available Balance 07/31/2026 Normal (Abnormal)	% Bdgt Used
Fund: 247 TIFA FUND						
Account Category: Revenues						
000 - GENERAL		435,699.90	60,303.39	348,093.00	287,789.61	17.32
Revenues		435,699.90	60,303.39	348,093.00	287,789.61	17.32
Account Category: Expenditures						
733 - TIFA		370,156.20	263,285.32	268,010.00	4,724.68	98.24
Expenditures		370,156.20	263,285.32	268,010.00	4,724.68	98.24
Fund 247 - TIFA FUND:						
TOTAL REVENUES		435,699.90	60,303.39	348,093.00	287,789.61	17.32
TOTAL EXPENDITURES		370,156.20	263,285.32	268,010.00	4,724.68	98.24
Total Fund 247 TIFA FUND:		65,543.70	(202,981.93)	80,083.00	283,064.93	
BEG. FUND BALANCE		632,174.28	632,176.28	632,176.28		
FUND BALANCE ADJUSTMENTS		2.00	0.00			
NET OF REVENUES/EXPENDITURES - 2025			65,543.70	65,543.70		
END FUND BALANCE		697,719.98	494,738.05	777,802.98		

184.60%

REVENUE AND EXPENDITURE REPORT FOR CITY OF ALBION

Balance As Of 07/31/2026
% Fiscal Year Completed: 58.08

GL Number	Description	End Balance 12/31/2025	YTD Balance 07/31/2026 Normal (Abnormal)	2026 Original Budget	Available Balance 07/31/2026 Normal (Abnormal)	% Bdgt Used
Fund: 296 REVOLVING LOAN FUND						
Account Category: Revenues						
000	GENERAL	31,614.05	10,712.13	32,400.00	21,687.87	33.06
931	TRANSFER IN	174,098.44	0.00	172,604.00	172,604.00	0.00
Revenues		205,712.49	10,712.13	205,004.00	194,291.87	5.23
Account Category: Expenditures						
740	REVOLVING LOAN	1,182.68	22,215.50	1,510.00	(20,705.50)	1,471.23
999	TRANSFER OUT	0.00	550,603.77	0.00	(550,603.77)	100.00
Expenditures		1,182.68	572,819.27	1,510.00	(571,309.27)	37,935.05
Fund 296 - REVOLVING LOAN FUND:						
TOTAL REVENUES		205,712.49	10,712.13	205,004.00	194,291.87	5.23
TOTAL EXPENDITURES		1,182.68	572,819.27	1,510.00	(571,309.27)	37,935.05
Total Fund 296 REVOLVING LOAN FUND:		204,529.81	(562,107.14)	203,494.00	765,601.14	
BEG. FUND BALANCE		766,467.11	766,468.11	766,468.11		
FUND BALANCE ADJUSTMENTS		1.00	0.00			
NET OF REVENUES/EXPENDITURES - 2025			204,529.81	204,529.81		
END FUND BALANCE		970,997.92	408,890.78	1,174,491.92		

Very Good

REVENUE AND EXPENDITURE REPORT FOR CITY OF ALBION

Balance As Of 07/31/2026
% Fiscal Year Completed: 58.08

GL Number	Description	End Balance 12/31/2025	YTD Balance 07/31/2026 Normal (Abnormal)	2026 Original Budget	Available Balance 07/31/2026 Normal (Abnormal)	% Bdgt Used
Fund: 297 LOCAL BROWNFIELD REVOLVING FUND						
Account Category: Revenues						
000	GENERAL	0.00	10,059.72	0.00	(10,059.72)	100.00
931	TRANSFER IN	0.00	550,603.77	0.00	(550,603.77)	100.00
Revenues		0.00	560,663.49	0.00	(560,663.49)	100.00
Account Category: Expenditures						
745	LOCAL BROWNFIELD REVOLVING	0.00	23,225.00	0.00	(23,225.00)	100.00
746	105 W PORTER & 300 S SUPERIOR	0.00	35,318.87	0.00	(35,318.87)	100.00
748	215 & 217 S SUPERIOR	0.00	39,904.68	0.00	(39,904.68)	100.00
749	100 S. SUPERIOR STREET	0.00	12,720.00	0.00	(12,720.00)	100.00
Expenditures		0.00	111,168.55	0.00	(111,168.55)	100.00
Fund 297 - LOCAL BROWNFIELD REVOLVING FUND:						
TOTAL REVENUES		0.00	560,663.49	0.00	(560,663.49)	100.00
TOTAL EXPENDITURES		0.00	111,168.55	0.00	(111,168.55)	100.00
Total Fund 297 LOCAL BROWNFIELD REVOLVING FUND:		0.00	449,494.94	0.00	(449,494.94)	
BEG. FUND BALANCE		0.00	0.00	0.00		
NET OF REVENUES/EXPENDITURES - 2025			0.00	0.00		
END FUND BALANCE		0.00	449,494.94	0.00		
Report Totals:			Very Good			
TOTAL REVENUES - ALL FUNDS		2,206,083.35	1,297,783.43	2,907,525.00	1,609,741.57	44.64
TOTAL EXPENDITURES - ALL FUNDS		2,141,732.60	1,524,281.22	2,859,992.00	1,335,710.78	53.30
NET OF REVENUES & EXPENDITURES:		64,350.75	(226,497.79)	47,533.00	274,030.79	
BEG. FUND BALANCE - ALL FUNDS		1,832,946.07	1,832,949.07	1,832,949.07		
FUND BALANCE ADJUSTMENTS - ALL FUNDS		3.00	0.00			
NET OF REVENUES/EXPENDITURES - 2025			64,350.75	64,350.75		
END FUND BALANCE - ALL FUNDS		1,897,299.82	1,670,802.03	1,944,832.82		

REVENUE AND EXPENDITURE REPORT FOR CITY OF ALBION

Balance As Of 07/31/2026
% Fiscal Year Completed: 58.08

GL Number	Description	End Balance 12/31/2025	YTD Balance 07/31/2026 Normal (Abnormal)	2026 Original Budget	Available Balance 07/31/2026 Normal (Abnormal)	% Bdgt Used
Fund: 101 GENERAL FUND						
Account Category: Revenues						
000	GENERAL	6,935,575.31	2,567,395.61	6,001,160.00	3,433,764.39	42.78
215	CLERK	69.66	0.00	0.00	0.00	0.00
253	FINANCE DEPT / TREASURER	2,307.00	1,165.00	2,500.00	1,335.00	46.60
257	ASSESSING	255.00	200.00	450.00	250.00	44.44
304	CODE ENFORCEMENT	41,861.16	51,157.08	51,800.00	642.92	98.76
345	PUBLIC SAFETY	46,027.17	141,035.96	150,990.00	9,954.04	93.41
526	EPA LANDFILL	0.00	65,000.00	65,000.00	0.00	100.00
567	CEMETERY	61,575.12	46,019.93	63,000.00	16,980.07	73.05
701	PLANNING & ZONING	298,078.40	104,279.49	290,800.00	186,520.51	35.86
751	PARKS	23,452.54	11,175.00	4,000.00	(7,175.00)	279.38
758	ALBION RIVER/BIKE TRAIL	28,157.00	0.00	400,000.00	400,000.00	0.00
772	FOOD TRUCK	90.00	340.00	150.00	(190.00)	226.67
931	TRANSFER IN	20,000.00	20,000.00	20,000.00	0.00	100.00
Revenues		7,457,448.36	3,007,768.07	7,049,850.00	4,042,081.93	42.66
Account Category: Expenditures						
101	CITY COUNCIL	63,393.92	30,590.81	62,945.00	32,354.19	48.60
172	CITY MANAGER	235,522.06	164,461.29	141,190.00	(23,271.29)	116.48
215	CLERK	193,451.44	102,109.04	227,075.00	124,965.96	44.97
253	FINANCE DEPT / TREASURER	771,715.38	413,563.54	784,505.00	370,941.46	52.72
257	ASSESSING	60,022.10	38,162.46	60,240.00	22,077.54	63.35
265	MUNICIPAL BLDG AND/OR 201 N CLINTON ST	335,943.85	104,178.10	107,760.00	3,581.90	96.68
266	ATTORNEY	130,799.17	77,886.34	132,700.00	54,813.66	58.69
270	HUMAN RESOURCES	40,681.99	26,341.72	48,255.00	21,913.28	54.59
304	CODE ENFORCEMENT	75,360.83	69,592.55	87,175.00	17,582.45	79.83
345	PUBLIC SAFETY	2,648,707.70	1,433,837.95	2,819,595.00	1,385,757.05	50.85
441	CITY MAINTENANCE	162,298.30	114,712.40	81,995.00	(32,717.40)	139.90
443	TREE TRIMMING	176,225.09	106,255.11	107,930.00	1,674.89	98.45
447	ENGINEERING	570,474.78	152,278.54	20,105.00	(132,173.54)	757.42
448	STREET LIGHTING	184,046.23	39,324.48	160,000.00	120,675.52	24.58
526	EPA LANDFILL	31,225.51	1,431.60	65,000.00	63,568.40	2.20
567	CEMETERY	474,043.83	239,689.41	461,670.00	221,980.59	51.92
701	PLANNING & ZONING	380,564.51	140,073.51	317,370.00	177,296.49	44.14
751	PARKS	527,579.18	358,965.38	477,545.00	118,579.62	75.17
758	ALBION RIVER/BIKE TRAIL	45,117.24	0.00	479,600.00	479,600.00	0.00
778	HOLLAND PARK TRANSFORMATION PROJECT	6,933.28	0.00	0.00	0.00	0.00
820	100 S. SUPERIOR STREET	0.00	1,076.00	0.00	(1,076.00)	100.00
966	GENERAL APPROPRIATION	393,484.12	195,612.65	307,195.00	111,582.35	63.68
999	TRANSFER OUT	1,200,000.00	22,193.40	100,000.00	77,806.60	22.19
Expenditures		8,707,590.51	3,832,336.28	7,049,850.00	3,217,513.72	54.36
Fund 101 - GENERAL FUND:						
TOTAL REVENUES		7,457,448.36	3,007,768.07	7,049,850.00	4,042,081.93	42.66
TOTAL EXPENDITURES		8,707,590.51	3,832,336.28	7,049,850.00	3,217,513.72	54.36
Total Fund 101 GENERAL FUND:		(1,250,142.15)	(824,568.21)	0.00	824,568.21	
BEG. FUND BALANCE		4,248,521.88	4,248,614.88	4,248,614.88		
FUND BALANCE ADJUSTMENTS		93.00	0.00			
NET OF REVENUES/EXPENDITURES - 2025			(1,250,142.15)	(1,250,142.15)		
END FUND BALANCE		2,998,472.73	2,173,904.52	2,998,472.73		

REVENUE AND EXPENDITURE REPORT FOR CITY OF ALBION

Balance As Of 07/31/2026
% Fiscal Year Completed: 58.08

GL Number	Description	End Balance 12/31/2025	YTD Balance 07/31/2026 Normal (Abnormal)	2026 Original Budget	Available Balance 07/31/2026 Normal (Abnormal)	% Bdgt Used
Fund: 202 MAJOR STREETS FUND						
Account Category: Revenues						
000	GENERAL	966,287.30	449,177.22	1,200,404.00	751,226.78	37.42
486	I-94 TRUNKLINE	18,074.53	11,733.70	19,000.00	7,266.30	61.76
487	M-99 TRUNKLINE	16,745.03	28,039.50	10,000.00	(18,039.50)	280.40
488	M-199 TRUNKLINE	13,703.09	13,527.19	10,500.00	(3,027.19)	128.83
Revenues		1,014,809.95	502,477.61	1,239,904.00	737,426.39	40.53
Account Category: Expenditures						
449	ACT 51 NON-MOTORIZED	4,908.83	24,603.29	15,000.00	(9,603.29)	164.02
461	MAINTENANCE	611,569.06	387,589.29	606,345.00	218,755.71	63.92
465	TRAFFIC SERVICES	1,657.59	0.00	1,935.00	1,935.00	0.00
467	WINTER MAINTENANCE	43,094.32	56,105.43	45,640.00	(10,465.43)	122.93
468	BEMER STREET REPAIRS PROJECT	15,000.00	0.00	0.00	0.00	0.00
486	I-94 TRUNKLINE	13,461.29	10,251.17	17,650.00	7,398.83	58.08
487	M-99 TRUNKLINE	31,694.99	29,163.58	22,135.00	(7,028.58)	131.75
488	M-199 TRUNKLINE	18,371.33	13,775.58	15,035.00	1,259.42	91.62
999	TRANSFER OUT	413,940.00	314,963.00	444,900.00	129,937.00	70.79
Expenditures		1,153,697.41	836,451.34	1,168,640.00	332,188.66	71.57
Fund 202 - MAJOR STREETS FUND:						
TOTAL REVENUES		1,014,809.95	502,477.61	1,239,904.00	737,426.39	40.53
TOTAL EXPENDITURES		1,153,697.41	836,451.34	1,168,640.00	332,188.66	71.57
Total Fund 202 MAJOR STREETS FUND:		(138,887.46)	(333,973.73)	71,264.00	405,237.73	
BEG. FUND BALANCE		1,368,136.84	1,368,135.84	1,368,135.84		
FUND BALANCE ADJUSTMENTS		(1.00)	0.00			
NET OF REVENUES/EXPENDITURES - 2025			(138,887.46)	(138,887.46)		
END FUND BALANCE		1,229,248.38	895,274.65	1,300,512.38		

76.61%

REVENUE AND EXPENDITURE REPORT FOR CITY OF ALBION

Balance As Of 07/31/2026
% Fiscal Year Completed: 58.08

GL Number	Description	End Balance 12/31/2025	YTD Balance 07/31/2026 Normal (Abnormal)	2026 Original Budget	Available Balance 07/31/2026 Normal (Abnormal)	% Bdgt Used
Fund: 203 LOCAL STREETS FUND						
Account Category: Revenues						
000	GENERAL	332,646.03	142,982.75	449,419.00	306,436.25	31.82
931	TRANSFER IN	275,000.00	275,000.00	275,000.00	0.00	100.00
Revenues		607,646.03	417,982.75	724,419.00	306,436.25	57.70
Account Category: Expenditures						
449	ACT 51 NON-MOTORIZED	4,285.59	0.00	4,750.00	4,750.00	0.00
461	MAINTENANCE	808,604.82	390,858.77	644,215.00	253,356.23	60.67
465	TRAFFIC SERVICES	6,686.57	570.09	6,385.00	5,814.91	8.93
467	WINTER MAINTENANCE	60,934.25	57,447.16	43,115.00	(14,332.16)	133.24
999	TRANSFER OUT	71,060.00	21,614.00	91,900.00	70,286.00	23.52
Expenditures		951,571.23	470,490.02	790,365.00	319,874.98	59.53
Fund 203 - LOCAL STREETS FUND:						
TOTAL REVENUES		607,646.03	417,982.75	724,419.00	306,436.25	57.70
TOTAL EXPENDITURES		951,571.23	470,490.02	790,365.00	319,874.98	59.53
Total Fund 203 LOCAL STREETS FUND:		(343,925.20)	(52,507.27)	(65,946.00)	(13,438.73)	
BEG. FUND BALANCE		733,080.77	733,079.77	733,079.77		
FUND BALANCE ADJUSTMENTS		(1.00)	0.00			
NET OF REVENUES/EXPENDITURES - 2025			(343,925.20)	(343,925.20)		
END FUND BALANCE		389,154.57	336,647.30	323,208.57		

42.59%

GL Number	Description	End Balance 12/31/2025	YTD Balance 07/31/2026 Normal (Abnormal)	2026 Original Budget	Available Balance 07/31/2026 Normal (Abnormal)	% Bdgt Used
Fund: 208 RECREATION FUND						
Account Category: Revenues						
756 - RECREATION		275,789.24	59,258.67	297,640.00	238,381.33	19.91
Revenues		275,789.24	59,258.67	297,640.00	238,381.33	19.91
Account Category: Expenditures						
754 - SUMMER RECREATION PROGRAM		0.00	45,476.64	0.00	(45,476.64)	100.00
756 - RECREATION		242,009.39	85,957.66	306,725.00	220,767.34	28.02
Expenditures		242,009.39	131,434.30	306,725.00	175,290.70	42.85
Fund 208 - RECREATION FUND:						
TOTAL REVENUES		275,789.24	59,258.67	297,640.00	238,381.33	19.91
TOTAL EXPENDITURES		242,009.39	131,434.30	306,725.00	175,290.70	42.85
Total Fund 208 RECREATION FUND:		33,779.85	(72,175.63)	(9,085.00)	63,090.63	
BEG. FUND BALANCE		433,717.72	433,717.72	433,717.72		
NET OF REVENUES/EXPENDITURES - 2025			33,779.85	33,779.85		
END FUND BALANCE		467,497.57	395,321.94	458,412.57		

128.88%

REVENUE AND EXPENDITURE REPORT FOR CITY OF ALBION

Balance As Of 07/31/2026
% Fiscal Year Completed: 58.08

GL Number	Description	End Balance 12/31/2025	YTD Balance 07/31/2026 Normal (Abnormal)	2026 Original Budget	Available Balance 07/31/2026 Normal (Abnormal)	% Bdgt Used
Fund: 226 SOLID WASTE FUND						
Account Category: Revenues						
000 - GENERAL		414,617.37	89,255.57	425,825.00	336,569.43	20.96
Revenues		414,617.37	89,255.57	425,825.00	336,569.43	20.96
Account Category: Expenditures						
523 - LEAF PICKUP		146.00	0.00	0.00	0.00	0.00
524 - TREE DUMP		175,512.88	31,439.83	98,170.00	66,730.17	32.03
527 - SOLID WASTE		342,728.06	183,653.68	263,465.00	79,811.32	69.71
999 - TRANSFER OUT		95,000.00	110,000.00	160,000.00	50,000.00	68.75
Expenditures		613,386.94	325,093.51	521,635.00	196,541.49	62.32
Fund 226 - SOLID WASTE FUND:						
TOTAL REVENUES		414,617.37	89,255.57	425,825.00	336,569.43	20.96
TOTAL EXPENDITURES		613,386.94	325,093.51	521,635.00	196,541.49	62.32
Total Fund 226 SOLID WASTE FUND:		(198,769.57)	(235,837.94)	(95,810.00)	140,027.94	
BEG. FUND BALANCE		974,302.93	974,302.93	974,302.93		
NET OF REVENUES/EXPENDITURES - 2025			(198,769.57)	(198,769.57)		
END FUND BALANCE		775,533.36	539,695.42	679,723.36		

103.46%

REVENUE AND EXPENDITURE REPORT FOR CITY OF ALBION

Balance As Of 07/31/2026
% Fiscal Year Completed: 58.08

GL Number	Description	End Balance 12/31/2025	YTD Balance 07/31/2026 Normal (Abnormal)	2026 Original Budget	Available Balance 07/31/2026 Normal (Abnormal)	% Bdgt Used
Fund: 248 DDA FUND						
Account Category: Revenues						
000	GENERAL	221,720.41	26,457.48	231,010.00	204,552.52	11.45
Revenues		221,720.41	26,457.48	231,010.00	204,552.52	11.45
Account Category: Expenditures						
723	BROWNFIELD REDEVELOPMENT AUTHORITY	94,995.04	0.00	98,320.00	98,320.00	0.00
735	DDA	94,645.88	19,379.64	110,595.00	91,215.36	17.52
737	FARMERS MARKET	4,934.61	392.94	805.00	412.06	48.81
Expenditures		194,575.53	19,772.58	209,720.00	189,947.42	9.43
Fund 248 - DDA FUND:						
TOTAL REVENUES		221,720.41	26,457.48	231,010.00	204,552.52	11.45
TOTAL EXPENDITURES		194,575.53	19,772.58	209,720.00	189,947.42	9.43
Total Fund 248 DDA FUND:		27,144.88	6,684.90	21,290.00	14,605.10	
BEG. FUND BALANCE		276,639.44	276,639.44	276,639.44		
NET OF REVENUES/EXPENDITURES - 2025			27,144.88	27,144.88		
END FUND BALANCE		303,784.32	310,469.22	325,074.32		

148.04%

REVENUE AND EXPENDITURE REPORT FOR CITY OF ALBION

Balance As Of 07/31/2026
% Fiscal Year Completed: 58.08

GL Number	Description	End Balance 12/31/2025	YTD Balance 07/31/2026 Normal (Abnormal)	2026 Original Budget	Available Balance 07/31/2026 Normal (Abnormal)	% Bdgt Used
Fund: 265 DRUG LAW ENFORCEMENT FUND						
Account Category: Revenues						
000 - GENERAL		6,998.94	3,250.03	6,000.00	2,749.97	54.17
334 - FED DRUG LAW ENFOR - REIMBUR		21,204.06	0.00	0.00	0.00	0.00
Revenues		28,203.00	3,250.03	6,000.00	2,749.97	54.17
Account Category: Expenditures						
334 - FED DRUG LAW ENFOR - REIMBUR		30,715.79	39,923.88	51,100.00	11,176.12	78.13
Expenditures		30,715.79	39,923.88	51,100.00	11,176.12	78.13
Fund 265 - DRUG LAW ENFORCEMENT FUND:						
TOTAL REVENUES		28,203.00	3,250.03	6,000.00	2,749.97	54.17
TOTAL EXPENDITURES		30,715.79	39,923.88	51,100.00	11,176.12	78.13
Total Fund 265 DRUG LAW ENFORCEMENT FUND:		(2,512.79)	(36,673.85)	(45,100.00)	(8,426.15)	
BEG. FUND BALANCE		162,985.84	162,985.84	162,985.84		
NET OF REVENUES/EXPENDITURES - 2025			(2,512.79)	(2,512.79)		
END FUND BALANCE		160,473.05	123,799.20	115,373.05		

242.27%

REVENUE AND EXPENDITURE REPORT FOR CITY OF ALBION

Balance As Of 07/31/2026
% Fiscal Year Completed: 58.08

GL Number	Description	End Balance 12/31/2025	YTD Balance 07/31/2026 Normal (Abnormal)	2026 Original Budget	Available Balance 07/31/2026 Normal (Abnormal)	% Bdgt Used
Fund: 569 BUILDING AUTHORITY						
Account Category: Revenues						
000	GENERAL	20,401.09	6,043.85	17,600.00	11,556.15	34.34
265	MUNICIPAL BLDG AND/OR 201 N CLINTON ST	1,512.00	882.00	1,512.00	630.00	58.33
271	FIRE/AMBULANCE BUILDING	36,000.00	8,400.00	36,000.00	27,600.00	23.33
273	MSHDA MOD / 312 FITCH ST HOUSE	148,618.00	237,193.40	0.00	(237,193.40)	100.00
282	ALBION TRAIN DEPOT RENOVATIONS	60,754.75	0.00	0.00	0.00	0.00
Revenues		267,285.84	252,519.25	55,112.00	(197,407.25)	458.19
Account Category: Expenditures						
253	FINANCE DEPT / TREASURER	6,375.00	3,718.75	8,605.00	4,886.25	43.22
265	MUNICIPAL BLDG AND/OR 201 N CLINTON ST	1,115.96	1,970.90	1,165.00	(805.90)	169.18
271	FIRE/AMBULANCE BUILDING	33,092.16	21,303.77	36,160.00	14,856.23	58.92
273	MSHDA MOD / 312 FITCH ST HOUSE	203,866.77	233,326.63	0.00	(233,326.63)	100.00
282	ALBION TRAIN DEPOT RENOVATIONS	60,754.75	0.00	0.00	0.00	0.00
999	TRANSFER OUT	0.00	140,000.00	140,000.00	0.00	100.00
Expenditures		305,204.64	400,320.05	185,930.00	(214,390.05)	215.31
Fund 569 - BUILDING AUTHORITY:						
TOTAL REVENUES		267,285.84	252,519.25	55,112.00	(197,407.25)	458.19
TOTAL EXPENDITURES		305,204.64	400,320.05	185,930.00	(214,390.05)	215.31
Total Fund 569 BUILDING AUTHORITY:		(37,918.80)	(147,800.80)	(130,818.00)	16,982.80	
BEG. FUND BALANCE		457,046.59	457,045.59	457,045.59		
FUND BALANCE ADJUSTMENTS		(1.00)	0.00			
NET OF REVENUES/EXPENDITURES - 2025			(37,918.80)	(37,918.80)		
END FUND BALANCE		419,126.79	271,325.99	288,308.79		

145.93%

REVENUE AND EXPENDITURE REPORT FOR CITY OF ALBION

Balance As Of 07/31/2026
% Fiscal Year Completed: 58.08

GL Number	Description	End Balance 12/31/2025	YTD Balance 07/31/2026 Normal (Abnormal)	2026 Original Budget	Available Balance 07/31/2026 Normal (Abnormal)	% Bdgt Used
Fund: 590 SEWER FUND						
Account Category: Revenues						
000	GENERAL	2,170,339.11	812,826.50	2,192,500.00	1,379,673.50	37.07
931	TRANSFER IN	1,100,000.00	0.00	0.00	0.00	0.00
Revenues		3,270,339.11	812,826.50	2,192,500.00	1,379,673.50	37.07
Account Category: Expenditures						
536	WATER UTILITY OPERATIONS	1,755,756.53	1,131,135.57	1,803,815.00	672,679.43	62.71
542	STREET DEPT ENERGY IMPROVEMENT	8,578.35	3,955.65	9,500.00	5,544.35	41.64
550	BURR OAK ST SANITARY SEW REPLACEMENT	560.00	0.00	0.00	0.00	0.00
553	WASTEWATER LINING	0.00	7,700.00	0.00	(7,700.00)	100.00
554	EAGLE CWSRF WASTWATER LINING PROJECT	0.00	21,650.00	0.00	(21,650.00)	100.00
906	DEBT SERVICE - LOANS	73,977.29	54,380.43	160,000.00	105,619.57	33.99
999	TRANSFER OUT	130,345.00	0.00	0.00	0.00	0.00
Expenditures		1,969,217.17	1,218,821.65	1,973,315.00	754,493.35	61.77
Fund 590 - SEWER FUND:						
TOTAL REVENUES		3,270,339.11	812,826.50	2,192,500.00	1,379,673.50	37.07
TOTAL EXPENDITURES		1,969,217.17	1,218,821.65	1,973,315.00	754,493.35	61.77
Total Fund 590 SEWER FUND:		1,301,121.94	(405,995.15)	219,185.00	625,180.15	
BEG. FUND BALANCE		5,012,398.22	5,012,651.22	5,012,651.22		
FUND BALANCE ADJUSTMENTS		253.00	0.00			
NET OF REVENUES/EXPENDITURES - 2025			1,301,121.94	1,301,121.94		
END FUND BALANCE		6,313,773.16	5,907,778.01	6,532,958.16		

299.38%

REVENUE AND EXPENDITURE REPORT FOR CITY OF ALBION

Balance As Of 07/31/2026
% Fiscal Year Completed: 58.08

GL Number	Description	End Balance 12/31/2025	YTD Balance 07/31/2026 Normal (Abnormal)	2026 Original Budget	Available Balance 07/31/2026 Normal (Abnormal)	% Bdgt Used
Fund: 591 WATER FUND						
Account Category: Revenues						
000	GENERAL	2,611,370.47	955,407.50	2,375,850.00	1,420,442.50	40.21
549	WATER SYSTEM IMPROVEMENTS	7,940,412.10	101,263.18	0.00	(101,263.18)	100.00
Revenues		10,551,782.57	1,056,670.68	2,375,850.00	1,319,179.32	44.48
Account Category: Expenditures						
536	WATER UTILITY OPERATIONS	1,787,521.30	933,942.08	1,800,550.00	866,607.92	51.87
542	STREET DEPT ENERGY IMPROVEMENT	8.00	0.00	0.00	0.00	0.00
549	WATER SYSTEM IMPROVEMENTS	264,883.00	500.00	0.00	(500.00)	100.00
554	EAGLE CWSRF WASTWATER LINING PROJECT	0.00	13,650.00	0.00	(13,650.00)	100.00
906	DEBT SERVICE - LOANS	360,339.62	148,217.22	624,200.00	475,982.78	23.75
999	TRANSFER OUT	8,889.00	0.00	0.00	0.00	0.00
Expenditures		2,421,640.92	1,096,309.30	2,424,750.00	1,328,440.70	45.21
Fund 591 - WATER FUND:						
TOTAL REVENUES		10,551,782.57	1,056,670.68	2,375,850.00	1,319,179.32	44.48
TOTAL EXPENDITURES		2,421,640.92	1,096,309.30	2,424,750.00	1,328,440.70	45.21
Total Fund 591 WATER FUND:		8,130,141.65	(39,638.62)	(48,900.00)	(9,261.38)	
BEG. FUND BALANCE		6,721,780.69	6,722,035.69	6,722,035.69		
FUND BALANCE ADJUSTMENTS		255.00	0.00			
NET OF REVENUES/EXPENDITURES - 2025			8,130,141.65	8,130,141.65		
END FUND BALANCE		14,852,177.34	14,812,538.72	14,803,277.34		

610,89%

REVENUE AND EXPENDITURE REPORT FOR CITY OF ALBION

Balance As Of 07/31/2026
% Fiscal Year Completed: 58.08

GL Number Description	End Balance 12/31/2025	YTD Balance 07/31/2026 Normal (Abnormal)	2026 Original Budget	Available Balance 07/31/2026 Normal (Abnormal)	% Bdgt Used
Fund: 667 EQUIPMENT POOL FUND					
Account Category: Revenues					
000 - GENERAL	745,625.71	498,957.59	678,050.00	179,092.41	73.59
931 - TRANSFER IN	300,000.00	150,000.00	150,000.00	0.00	100.00
Revenues	1,045,625.71	648,957.59	828,050.00	179,092.41	78.37
Account Category: Expenditures					
667 - EQUIPMENT POOL	785,706.87	424,134.31	828,050.00	403,915.69	51.22
999 - TRANSFER OUT	13,334.60	0.00	0.00	0.00	0.00
Expenditures	799,041.47	424,134.31	828,050.00	403,915.69	51.22
Fund 667 - EQUIPMENT POOL FUND:					
TOTAL REVENUES	1,045,625.71	648,957.59	828,050.00	179,092.41	78.37
TOTAL EXPENDITURES	799,041.47	424,134.31	828,050.00	403,915.69	51.22
Total Fund 667 EQUIPMENT POOL FUND:	246,584.24	224,823.28	0.00	(224,823.28)	
BEG. FUND BALANCE	555,072.89	556,892.89	556,892.89		
FUND BALANCE ADJUSTMENTS	1,820.00	0.00			
NET OF REVENUES/EXPENDITURES - 2025		246,584.24	246,584.24		
END FUND BALANCE	803,477.13	1,028,300.41	803,477.13		
Report Totals:		124.18%			
TOTAL REVENUES - ALL FUNDS	25,155,267.59	6,877,424.20	15,426,160.00	8,548,735.80	44.58
TOTAL EXPENDITURES - ALL FUNDS	17,388,651.00	8,795,087.22	15,510,080.00	6,714,992.78	56.71
NET OF REVENUES & EXPENDITURES:	7,766,616.59	(1,917,663.02)	(83,920.00)	1,833,743.02	
BEG. FUND BALANCE - ALL FUNDS	20,943,683.81	20,946,101.81	20,946,101.81		
FUND BALANCE ADJUSTMENTS - ALL FUNDS	2,418.00	0.00			
NET OF REVENUES/EXPENDITURES - 2025		7,766,616.59	7,766,616.59		
END FUND BALANCE - ALL FUNDS	28,712,718.40	26,795,055.38	28,628,798.40		

--INCLUDES: AD VALOREM+SPECIAL ACTS, ADJUSTED VALUES FOR CITY OF ALBION--

CERTIFICATION OF ASSESSING OFFICER AUTHENTICATING COPY OF TAX ROLL

STATE OF MICHIGAN
I HEREBY CERTIFY that the foregoing and annexed is the Tax Roll of 112 WEST CASS ST
Summer 2026 in the County aforesaid, for the year 2026, with my warrant thereunto
annexed and that the aggregate amount of taxes spread upon the said tax roll is as follows:
COUNTY OF

TAXABLE-REAL	122,239,345	TAXABLE-EXEMPT	0
TAXABLE-PRE/MBT	55,711,484	TAXABLE-PRE/MBT	0
TAXABLE-NON PRE/MBT	66,527,861	TAXABLE-NON PRE/MBT	0
TAXABLE-PERSONAL	16,335,200		
TAXABLE-PRE/MBT	4,595,600		
TAXABLE-NON PRE/MBT	11,739,600		
TAXABLE-REAL & PERSONAL	138,574,545		
TAXABLE-PRE/MBT	60,307,084		
TAXABLE-NON PRE/MBT	78,267,461		

TAX DESCRIPTION		COUNT	TAXABLE VALUE	PRO RATED TAXABLE	MILLAGE	GROSS TAX	TAX LEVIED	DIFFERENCE
CITY OPERATING		2,969	132,313,696	132,313,696	11.10550	1,469,409.75	1,469,394.66	-15.09
STREETS		2,969	132,313,696	132,313,696	2.80200	370,742.98	370,727.87	-15.11
SOLID WASTE		2,969	132,313,696	132,313,696	2.78240	368,149.63	368,134.78	-14.85
RECREATION		2,969	132,313,696	132,313,696	1.89510	250,747.69	250,733.06	-14.63
SET		2,962	131,423,596	131,423,596	6.00000	788,541.58	788,531.30	-10.28
COUNTY OPERATING		2,969	132,313,696	132,313,696	5.34820	707,640.11	707,625.08	-15.03
CITY OPERATING	(IFT - POS)	3	3,303,668	3,303,668	5.55250	18,343.62	18,343.60	-0.02
STREETS	(IFT - POS)	3	3,303,668	3,303,668	1.40100	4,628.44	4,628.42	-0.02
SOLID WASTE	(IFT - POS)	3	3,303,668	3,303,668	1.39120	4,596.06	4,596.05	-0.01
RECREATION	(IFT - POS)	3	3,303,668	3,303,668	0.94755	3,130.39	3,130.37	-0.02
SET	(IFT - POS)	3	3,303,668	3,303,668	6.00000	19,822.01	19,822.00	-0.01
COUNTY OPERATING	(IFT - POS)	3	3,303,668	3,303,668	2.67410	8,834.34	8,834.33	-0.01
CITY OPERATING	(OPRA - FR)	11	171,923	171,923	11.10550	1,909.29	1,909.24	-0.05
STREETS	(OPRA - FR)	11	171,923	171,923	2.80200	481.73	481.67	-0.06
SOLID WASTE	(OPRA - FR)	11	171,923	171,923	2.78240	478.36	478.31	-0.05
RECREATION	(OPRA - FR)	11	171,923	171,923	1.89510	325.81	325.77	-0.04
SET	(OPRA - FR)	11	171,923	171,923	6.00000	1,031.54	1,031.53	-0.01
COUNTY OPERATING	(OPRA - FR)	11	171,923	171,923	5.34820	919.48	919.43	-0.05
SET	(OPRA - RE)	1	401,524	401,524	6.00000	2,409.14	2,409.14	0.00
CITY OPERATING	(COUNTY LA)	31	678,117	678,117	11.10550	7,530.83	7,530.68	-0.15
STREETS	(COUNTY LA)	31	678,117	678,117	2.80200	1,900.08	1,899.90	-0.18
SOLID WASTE	(COUNTY LA)	31	678,117	678,117	2.78240	1,886.79	1,886.62	-0.17
RECREATION	(COUNTY LA)	31	678,117	678,117	1.89510	1,285.10	1,284.94	-0.16
SET	(COUNTY LA)	31	678,117	678,117	6.00000	4,068.70	4,068.65	-0.05
COUNTY OPERATING	(COUNTY LA)	31	678,117	678,117	5.34820	3,626.71	3,626.56	-0.15
CITY OPERATING	(425 AGREE)	1	80,700	80,700	11.10550	896.21	896.21	0.00
STREETS	(425 AGREE)	1	80,700	80,700	2.80200	226.12	226.12	0.00
SOLID WASTE	(425 AGREE)	1	80,700	80,700	2.78240	224.54	224.53	-0.01

TAX DESCRIPTION		COUNT	TAXABLE VALUE	PRO RATED TAXABLE	MILLAGE	GROSS TAX	TAX LEVIED	DIFFERENCE
RECREATION	(425 AGREE)	1	80,700	80,700	1.89510	152.93	152.93	0.00
SET	(425 AGREE)	1	80,700	80,700	6.00000	484.20	484.20	0.00
COUNTY OPERATING	(425 AGREE)	1	80,700	80,700	5.34820	431.60	431.59	-0.01
MARSHALL SD (ALBION DEBT), 13010								
KCC - SUMMER		2,969	132,313,696	132,313,696	1.80070	238,257.27	238,242.36	-14.91
KCC - SUMMER	(IFT - POS)	3	3,303,668	3,303,668	0.90035	2,974.46	2,974.44	-0.02
KCC - SUMMER	(OPRA - FR)	11	171,923	171,923	1.80070	309.58	309.55	-0.03
KCC - SUMMER	(COUNTY LA)	31	678,117	678,117	1.80070	1,221.09	1,220.92	-0.17
KCC - SUMMER	(425 AGREE)	1	80,700	80,700	1.80070	145.32	145.31	-0.01
						4,287,763.48	4,287,662.12	-101.36

Tax Amount Levied:	4,287,662.12
Administration Fee:	42,663.22
Total of Roll:	4,330,325.34

DATE_____ SIGNED_____ ASSESSOR/SUPERVISOR OF _____ CERTIFICATION #_____

112 WEST CASS ST R-9781

	Taxable-Real & Personal Value - 2026		**138,574,545**
		General Fund	**Street Fund**
Tax Type			
Ad Valopem Tax Levied		$ 1,469,395.00	$ 370,728.00
IFT Tax Levied		$ 18,344.00	$ 4,628.00
OPRA Tax Levied		$ 1,909.00	$ 482.00
County Land Bank Tax Levied		$ 7,531.00	$ 1,900.00
425 Agreement Tax Levied		$ 896.00	$ 226.00
	Total Levied	$ 1,498,075.00	$ 377,964.00
LESS:			
DDA Fund Tax Levied	Captured Amount	$ (89,677.00)	$ (22,752.00)
TIFA Fund Tax Levied	Captured Amount	$ (85,099.00)	$ (21,470.00)
BRA Brick St Lofts Captured Amt		$ (5,245.00)	$ (1,323.00)
I/2 Land Bank Tax		$ (3,766.00)	$ (950.00)
1/3 425 Agreement Tax		$ (299.00)	$ -
	Nat Captured Tax	$ 1,313,989.00	$ 331,469.00

	Solid Waste Fund		Recreation Fund
$	368,135.00	$	250,733.00
$	4,596.00	$	3,030.00
$	478.00	$	326.00
$	1,887.00	$	1,285.00
$	225.00	$	153.00
$	375,321.00	$	255,527.00
$	(22,592.00)	$	(13,624.00)
$	(21,321.00)	$	(13,054.00)
$	(1,314.00)	$	(895.00)
$	(944.00)	$	(643.00)
$	-	$	-
$	329,150.00	$	227,311.00

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