

CITY COUNCIL REGULAR MEETING AGENDA

*Meetings: First and Third Mondays - 7:00 p.m.
Monday, December 19, 2022*

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

PLEASE TURN OFF CELL PHONES DURING MEETING

Page

- | | |
|---------|--|
| 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) |
| A. | AGENDA |
| VI. | PRESENTATIONS AND RECOGNITIONS |
| 3 | A. OATH OF OFFICE CODY HAYES-PUBLIC SAFETY OFFICER OATH OF OFFICE FORM |
| VII. | PUBLIC HEARING |
| VIII. | PUBLIC COMMENTS (Persons addressing the City Council shall limit their comments to agenda items only and to no more than three (3) minutes. Proper decorum is required.) |
| IX. | CLOSED SESSION |
| X. | CONSENT CALENDAR (VV) (ITEMS) (Items on Consent Calendar are voted on as one unit) |
| 4 - 14 | A. <ul style="list-style-type: none"> • DECEMBER 5, 2022 STUDY SESSION MINUTES • DECEMBER 5, 2022 REGULAR SESSION MINUTES CITY COUNCIL STUDY SESSION - 05 Dec 2022 - Minutes - Pdf CITY COUNCIL REGULAR MEETING - 05 Dec 2022 - Minutes - Pdf |
| XI. | ITEMS FOR INDIVIDUAL DISCUSSION |
| 15 - 30 | A. APPROVE RESOLUTION # 2022-37, FISCAL YEAR 2023 BUDGET APPROPRIATION |

- [Output Document \(AIR-22-544\) - Pdf](#)
[2023 Proposed Fee Schedule PDF](#)
[2023 Parking Fine Fee Schedule \(1\)](#)
- 31 - 35 B. APPROVE RESOLUTION # 2022-38, FY 2022 BUDGET AMENDMENT
[Output Document \(AIR-22-545\) - Pdf](#)
- 36 - 49 C. APPROVE 2ND READING & ADOPTION ORDINANCE # 2022-09, AN ORDINANCE
 TO AMEND CHAPTER 18 BY ADDING ARTICLE IX, RENTAL REGISTRATION,
 SECTIONS 18-380 THROUGH 18-395
[Output Document \(AIR-22-538\) - Pdf](#)
- 50 - 51 D. APPROVE PURCHASE OF WASTEWATER BOD INCUBATOR
[Output Document \(AIR-22-546\) - Pdf](#)
- 52 - 53 E. BOARDS & COMMISSIONS APPOINTMENT
 • TREVOR WHITE, INITIAL APPOINTMENT, ALBION ECONOMIC
 DEVELOPMENT CORPORATION, TERM TO EXPIRE 7-1-2028
[Board Application -ECONOMIC DEVELOPMENT CORPORATION TAX INCREMENT
 FINANCE AUTHORITY-Trevor White - Pdf](#)
- 54 - 61 F. DISCUSS/APPROVE EASEMENT AGREEMENT WITH STARR COMMONWEALTH
[Output Document \(AIR-22-540\) - Pdf](#)
- 62 - 68 G. DISCUSSION/APPROVE EASEMENT FOR DRIVEWAY
[Output Document \(AIR-22-539\) - Pdf](#)
- 69 - 74 H. DISCUSSION 2022 STRATEGIC GOALS UPDATE
[Output Document \(AIR-22-541\) - Pdf](#)
- 75 I. DISCUSSION CREATE QR CODE TO CITY WEBSITE
[Output Document \(AIR-22-542\) - Pdf](#)
- 76 J. DISCUSSION PARTNER WITH OUTSIDE ORGANIZATIONS FOR SUMMER YOUTH
 EMPLOYMENT
[Output Document \(AIR-22-543\) - Pdf](#)
- 77 K. DISCUSSION 2023 STRATEGIC GOAL WORK SESSION
[Output Document \(AIR-22-547\) - Pdf](#)
- 78 L. DISCUSSION IMPROVE CHANNELS OF COMMUNICATION
[Output Document \(AIR-22-548\) - Pdf](#)
- XII. FUTURE AGENDA ITEMS
- XIII. PUBLIC COMMENTS
 (Persons addressing the City Council shall limit their comments to no more than three (3)
 minutes. Proper decorum is required.)
- XIV. CITY MANAGER REPORT
- 79 - 95 A. [CM Report 12.19.22](#)
[Rev Exp - Period Ending 10-31-2022](#)
[Cash Summary by Account 10-31-2022](#)
- XV. MAYOR AND COUNCIL MEMBER COMMENTS
- XVI. MOTION TO EXCUSE ABSENT COUNCIL MEMBER (S)
- XVII. ROLL CALL
- XVIII. ADJOURN

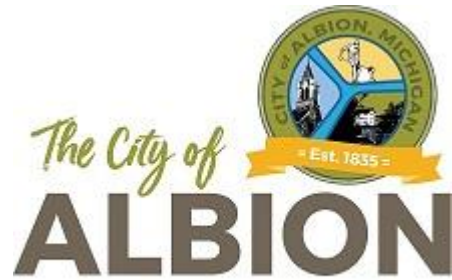
Oath of Office

Albion, Michigan, Calhoun County

I, Cody Hayes , do solemnly swear that I will support the Constitution of the United States and of this State, and that I will, to the best of my ability, faithfully and impartially discharge the duties of the City of Albion Public Safety Officer so, help me God.

Subscribed and sworn to before me this 19th day of December A.D. 2022.

Jill Domingo
City Clerk



MINUTES
CITY COUNCIL STUDY SESSION
Monday, December 5, 2022 @ 6:30 PM
City Council Chambers

I. CALL TO ORDER

Mayor Snyder called the Study Session to order at 6:31 p.m.

II. PLEDGE OF ALLEGIANCE

III. ROLL CALL

PRESENT: Donivan Williams (1); Lenn Reid (2); Nora Jackson (3);
Vivian Davis (5); Andrew French (6) and Mayor Victoria Snyder

ABSENT: Marcola Lawler (4)

ADMINISTRATION: Haley Snyder, City Manager; Cullen Harkness, City
Attorney; Jill Domingo, City Clerk; Kevin O'Brien, Director Public
Services; Scott Kipp, Chief Public Safety and Ian Arnold, Director of
Planning & Building

IV. ITEMS FOR INDIVIDUAL DISCUSSION

A. DECEMBER 5, 2022 COUNCIL AGENDA ITEMS:

- DISCUSSION/APPROVE 1ST READING ORDINANCE # 2022-09, AN ORDINANCE TO AMEND CHAPTER 18 BY ADDING ARTICLE IX, RENTAL REGISTRATION, SECTIONS 18-380 THROUGH 18-395
- APPROVE AMENDED 2023 COUNCIL MEETING DATES

- APPROVE RESOLUTION # 2022-36, TO AUTHORIZE THE SUBMISSION OF A MDR SPARK GRANT APPLICATION FOR THE MCINTOSH PARK PHASE 2 PROJECT
- DISCUSSION GRANT FACILITATION
- DISCUSSION LEAVES & EASEMENTS PERTAINING TO CODE

Comments were received from Council Members Reid, Williams, Davis, Jackson and French; Mayor Snyder; City Manager Snyder; City Attorney Harkness; Chief Public Safety Kipp and Director of Planning & Building Arnold

V. PUBLIC COMMENTS

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

No public comments were received

VI. CITY MANAGER REPORT- None

VII. MAYOR AND COUNCIL MEMBER COMMENTS

No Mayor and Council Comments were received

VIII. ADJOURN

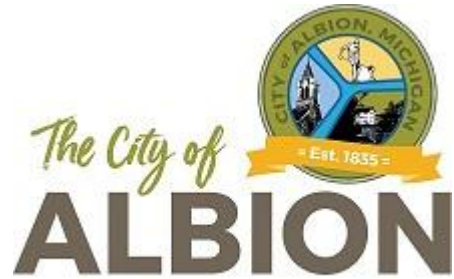
Moved by (6) French, seconded by (3) Jackson

Adjourn Study Session

Mayor Snyder adjourned the Study Session at 6:51 p.m.

Carried

Jill A. Domingo, City Clerk



MINUTES
CITY COUNCIL REGULAR MEETING
Monday, December 5, 2022 @ 7:00 PM
City Council Chambers

I CALL TO ORDER

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

II MOMENT OF SILENCE TO BE OBSERVED

III PLEDGE OF ALLEGIANCE

IV ROLL CALL

PRESENT: Donovan Williams (1); Lenn Reid (2); Nora Jackson (3);
Marcola Lawler (4); Vivian Davis (5); Andrew French (6) and Mayor
Victoria Snyder

ABSENT: All members were present

ADMINISTRATION: Haley Snyder, City Manager; Cullen Harkness, City
Attorney; Scott Kipp, Chief Public Safety; Ian Arnold, Director of
Planning & Building; Kevin O'Brien, Director Public Services; David
Clark, Finance Director and Jill Domingo, City Clerk

V MAYOR AND COUNCIL MEMBER COMMENTS

No Mayor and Council comments were received

VI ADJOURNMENT SINE DIE

Moved by (6) French, seconded by (3) Jackson

Adjourn Sine Die

Mayor Snyder adjourned Sine Die at 7:02 p.m.

Carried

VII REORGANIZATION OF THE COUNCIL

A. OATH OF OFFICE MAYOR VICTORIA GARCIA-SNYDER

Clerk Domingo administered the oath of office to Mayor Victoria Garcia Snyder

- B.**
- OATH OF OFFICE COUNCIL MEMBER DONIVAN WILLIAMS-PRECINCT 1
 - OATH OF OFFICE COUNCIL MEMBER LENN REID-PRECINCT 2
 - OATH OF OFFICE COUNCIL MEMBER VIVIAN DAVIS-PRECINCT 5
 - OATH OF OFFICE COUNCIL MEMBER ANDREW FRENCH-PRECINCT 6

Clerk Domingo administered the oath of office to:

- Council Member Donovan Williams-Precinct 1
- Council Member Lenn Reid-Precinct 2
- Council Member Vivian Davis-Precinct 5
- Council Member Andrew French-Precinct 6

C. CLERK PRESENTS ALBION CITY COUNCIL TO THE MAYOR AND REQUEST A CALL TO ORDER

Clerk Domingo presents the Albion City Council to the Mayor and request a call to order

VIII CALL TO ORDER

Mayor Snyder called the meeting to order at 7:06 p.m.

IX ROLL CALL

PRESENT: Donovan Williams (1); Lenn Reid (2); Nora Jackson (3); Marcola Lawler (4); Vivian Davis (5); Andrew French (6) and Mayor Victoria Snyder

ABSENT: All members were present

ADMINISTRATION: Haley Snyder, City Manager; Cullen Harkness, City Attorney; Scott Kipp, Chief Public Safety; Ian Arnold, Director of Planning & Building; Kevin O'Brien, Director Public Services; David Clark, Finance Director and Jill Domingo, City Clerk

X NOMINATION & ELECTION OF MAYOR PRO TEMPORE

A. NOMINATIONS FOR MAYOR PRO TEMPORE

Council Member Reid nominated Council Member Jackson as Mayor Pro Tempore

Comments were received from Council Members Reid and French

B. ELECTION OF MAYOR PRO TEMPORE

Moved by (6) French, seconded by (1) Williams

Elect Council Member Jackson as Mayor Pro Tempore

Carried

C. OATH OF OFFICE MAYOR PRO TEMPORE

Clerk Domingo administered oath of office to Council Member Jackson as Mayor Pro Tempore

XI APPROVAL OF AGENDA

Moved by (6) French, seconded by (1) Williams

Approve agenda as presented

Carried

XII PRESENTATIONS AND RECOGNITIONS

A. RECOGNITION OF ALBION HEALTHCARE ALLIANCE VACCINE AMBASSADORS

Rod Auton, Albion Healthcare Alliance recognized the following Albion Healthcare Alliance Vaccine Ambassadors:

- Katina Hall
- Belitha Robinson
- Mr. & Mrs. Mann

- Marquette Frost
- Malia Frost

XIII PUBLIC HEARING

A. FY 2023 BUDGET

Mayor Snyder opened the public hearing at 7:14 p.m.

Comments were received from Linda LaNoue, 1102 E. Michigan Avenue

Mayor Snyder closed the public hearing at 7:16 p.m.

XIV PUBLIC COMMENTS

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

No public comments were received

XV CLOSED SESSION- None**XVI CONSENT CALENDAR (VV) (items)**

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

- A.
- NOVEMBER 21, 2022 STUDY SESSION MINUTES
 - NOVEMBER 21, 2022 REGULAR SESSION MINUTES

Moved by (3) Jackson, seconded by (2) Reid

Approve Consent Calendar as presented

Carried

XVII ITEMS FOR INDIVIDUAL DISCUSSION

- A. DISCUSSION/APPROVE 1ST READING ORDINANCE # 2022-09, AN ORDINANCE TO AMEND CHAPTER 18 BY ADDING ARTICLE IX, RENTAL REGISTRATION, SECTIONS 18-380 THROUGH 18-395

AIR-22-528

Comments were received from Planning & Building Director Arnold

Moved by (3) Jackson, seconded by (4) Lawler

AIR-22-528

Approve 1st Reading Ordinance # 2022-09, An Ordinance to Amend Chapter 18 by Adding Article IX, Rental Registration, Sections 18-380 through 18-395

| | For | Against | Abstained | Absent |
|--------------|------------|----------------|------------------|---------------|
| Snyder Mayor | x | | | |
| Williams (1) | x | | | |
| Reid (2) | x | | | |
| Jackson (3) | x | | | |
| Lawler (4) | x | | | |
| Davis (5) | x | | | |
| French (6) | x | | | |
| | 7 | 0 | 0 | 0 |

Carried

B. APPROVE AMENDED 2023 COUNCIL MEETING DATES

AIR-22-536

Comments were received from Mayor Snyder

Moved by (6) French, seconded by (3) Jackson

AIR-22-536

Approve Amended 2023 Council Meeting Dates

| | For | Against | Abstained | Absent |
|--------------|------------|----------------|------------------|---------------|
| Snyder Mayor | x | | | |
| Williams (1) | x | | | |
| Reid (2) | x | | | |
| Jackson (3) | x | | | |
| Lawler (4) | x | | | |
| Davis (5) | x | | | |
| French (6) | x | | | |
| | 7 | 0 | 0 | 0 |

Carried

CITY COUNCIL REGULAR MEETING
December 5, 2022

C. APPROVE RESOLUTION # 2022-36, TO AUTHORIZE THE SUBMISSION OF A MDR SPARK GRANT APPLICATION FOR THE MCINTOSH PARK PHASE 2 PROJECT

AIR-22-537

Comments were received from Mayor Snyder and City Manager Snyder

Moved by (3) Jackson, seconded by (6) French

AIR-22-537

Approve Resolution # 2022-36, To Authorize the Submission of a MDR Spark Grant Application for the McIntosh Park Phase 2 Project

| | For | Against | Abstained | Absent |
|--------------|------------|----------------|------------------|---------------|
| Snyder Mayor | x | | | |
| Williams (1) | x | | | |
| Reid (2) | x | | | |
| Jackson (3) | x | | | |
| Lawler (4) | x | | | |
| Davis (5) | x | | | |
| French (6) | x | | | |
| | 7 | 0 | 0 | 0 |

Carried

D. DISCUSSION GRANT FACILITATION

AIR-22-535

Council Member Williams stated the City has barriers to receiving grants due to the workload involved and not enough staffing. The City needs to rely on and build relationships with outside organizations such as Neighborhoods Inc.; Community Action and the National League of Cities until additional staffing can be obtained.

Additional comments were received from Mayor Snyder and City Manager Snyder

E. DISCUSSION LEAVES & EASEMENTS PERTAINING TO CODE

AIR-22-534

Council Member French would like the Council to consider an amendment to ordinance 66-141 to allow for leaves that are bagged or in container to be stored in easement from September-December.

City Attorney Harkness will provide an amendment to ordinance at a future meeting

Additional comments were received from Council Members Jackson, Reid and Williams; Director of Public Services O'Brien; City Attorney Harkness and City Manager Snyder

XVIII FUTURE AGENDA ITEMS

The following items were requested as Future Agenda Items:

- Partner with outside organizations for summer youth employment (Council Member Williams)
- 2023 Strategic Goals Retreat (Council Member Reid)
- Starr lift station easement (City Attorney Harkness)
- Approval 2023 Budget (City Manager Snyder)
- Create QR code to City website (Council Member Williams)
- Consistent newsletter (Council Member Davis)

XIX 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 Madison, Albion College Student

XX CITY MANAGER REPORT

City Manager Snyder provided the following City Manager Report:

- **Habitat for Humanity** – Habitat for Humanity will be hosting a meeting on Wednesday, December 7th at 3p in the Marshall Opportunity School auditorium to discuss their recent projects in Albion and what they have planned for our community in the future. Information will be provided on their existing programs as well as new programs that will benefit Albion exclusively. Calhoun County
- **Calhoun County Broadband Task Force** – I met with Lucy Blair, Calhoun County Communications Manager on Tuesday, November 29th to discuss the county-wide broadband initiative

- **Drinking Water Asset Management (DWAM) Grant**-The City has been awarded a DWAM grant in the amount of \$401,074. The grant funds will be used to identify unknown material for 2,449 water line services
- **Michigan Department of Transportation (MDOT) Local Bridge Program**-The City has been awarded seven (7) MDOT Local Bridge grants totaling \$522,000. The grant funds will cover seven preventative maintenance projects during fiscal year 2025 on the following structures-East Erie Street over S. Branch Kalamazoo River, East Erie Street over E. Branch Kalamazoo River, East Cass Street over Kalamazoo River, South Hannah Street over E. Branch Kalamazoo River, South Hannah Street over E. Branch Kalamazoo River, North Clinton Street over Kalamazoo River and North Eaton Street over Kalamazoo River. After 2025, all nine (9) city-owned bridge structures will have had some level of maintenance work completed.
- **EGLE Dam Risk Reduction Program**-The City submitted a pre-proposal application for the EGLE Dam Risk Reduction Program. The dams feasibility study is near completion and will be comprised of existing and collected data, developed options for dam removal and sediment removal and a final report detailing the advantages and disadvantages for each option and preliminary cost estimates. The pre-proposal grant application would be used to aid with design costs for the project
- **Community Development Fellow Host Community Program**-In collaboration with the AEDC, the city will be applying to be a Community Development Fellow host community. Fellows are placed in communities engaged or certified in Redevelopment Ready Communities (RRC) for fifteen months and work on a variety of projects to expand organizational capacity, increase local collaboration and remove barriers to development

Comments were received from Council Members French and Williams

XXI MAYOR AND COUNCIL MEMBER COMMENTS

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

XXII MOTION TO EXCUSE ABSENT COUNCIL MEMBER (S)

No action was necessary as all members were present

XXIII ROLL CALL

CITY COUNCIL REGULAR MEETING
December 5, 2022

PRESENT: Donovan Williams (1); Lenn Reid (2); Nora Jackson (3);
Marcola Lawler (4); Vivian Davis (5); Andrew French (6) and Mayor
Victoria Snyder

ABSENT: All members were present

ADMINISTRATION: Haley Snyder, City Manager; Cullen Harkness, City
Attorney; Scott Kipp, Chief Public Safety; Ian Arnold, Director of
Planning & Building; Kevin O'Brien, Director Public Services; David
Clark, Finance Director and Jill Domingo, City Clerk

XXIV ADJOURN

Moved by (4) Lawler, seconded by (3) Jackson

Adjourn regular meeting

Mayor Snyder adjourned the regular meeting at 7:56 p.m.

Carried

Jill A. Domingo, City Clerk

CITY COUNCIL REGULAR MEETING AGENDA ITEM REPORT



To: CITY COUNCIL
Subject: APPROVE RESOLUTION # 2022-37, FISCAL YEAR 2023 BUDGET APPROPRIATION
Meeting: CITY COUNCIL REGULAR MEETING - 19 Dec 2022
Department: City Manager
Staff Contact: Haley Snyder, City Manager

ATTACHMENTS:

[Resolution 2022-37 FY 2023 Budget Appropriations](#)
[2023 Budget Summary](#)

Resolution #2022-37**Fiscal Year 2023 Budget Appropriation**

History: The City of Albion published notice of a public hearing on the proposed budget in the Albion Recorder on November 17, 2022, and a public hearing on the proposed budget for Fiscal Year 2023 was held on December 5, 2022.

The City of Albion adopts the Fiscal Year 2023 Budget, commencing on January 1, 2023 and ending on December 31, 2023, on a department and/or total fund basis as appropriate.

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

Resolved: The revenues and expenditures for Fiscal Year 2023, based on a proposed general levy of 11.7850 mills, are appropriated as presented in Exhibit A (attached).

Also Resolved: The attached fee schedule supporting revenue estimates within the budget is approved.

Also Approved: The City of Albion designates the following depositories for investment of City Funds:

TCG Bank (f/k/a Chemical Bank)
1301 N. Eaton Street
Albion, MI 49224

Comerica Bank
PO Box 7500
Detroit, MI 48275

UBS Financial Services, Inc.
325 N. Old Woodward Avenue
Suite 200
Birmingham, MI 48009

Michigan Class Investment Pool
Administered by MBIA Asset Management
717 17th Street, Suite 1850
Denver, CO 80202

Huntington Bank
PO Box 1558
Columbus, OH 43216

Flagstar Bank
3205 28th Street, SE
Grand Rapids, MI 49512

Homestead Savings Bank
415 S. Superior Street
Albion, MI 49224

Multi-Bank Securities, Inc.
1000 Town Center, Ste. 2300
Southfield, MI 48075-1239

American Federal Credit Union
718 E. Michigan Avenue
Jackson, MI 49201

BlueOx Credit Union
200 W. Cass Street
Albion, MI 49224

Oppenheimer & Co, Inc.
6102 Abbot Road
East Lansing, MI 48823

The Bank of New York Trust Company
719 Griswold Street, Suite 930
Detroit, MI 49226

Stifel, Nicolaus & Company, Inc.
One Financial Plaza
501 North Broadway
St. Louis, MO 63102

Ancora
6060 Parkland Blvd, Suite 200
Cleveland, OH 44124

Also Resolved: The City Manager is authorized to exceed any line item or department subtotal within any specific department or fund, including both revenues and expenditures, providing that the total end of year expenditures for the department or fund at issue does not exceed the revenue appropriation.

I hereby certify that the above resolution was adopted on December 19, 2022, 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

**EXHIBIT A
CITY OF ALBION
2023 BUDGET**

GENERAL FUND

101 GENERAL FUND REVENUES

| | |
|----------------------|------------------|
| Property Tax | \$1,101,000 |
| Income Tax | \$1,305,000 |
| Sales & Use Tax | \$1,195,370 |
| Charges For Services | \$585,000 |
| All Other | <u>\$827,580</u> |

Total Gen Fund Rev **\$5,013,950**

GENERAL FUND EXPENSES

| | | |
|---------|------------------------|-------------|
| 101-101 | City Council | \$35,740 |
| 101-172 | City Manager | \$238,555 |
| 101-209 | Assessing | \$52,880 |
| 101-210 | Attorney | \$116,000 |
| 101-215 | Clerk | \$137,650 |
| 101-226 | Human Resources | \$46,395 |
| 101-260 | Finance/Treasurer | \$597,435 |
| 101-265 | Municipal Building | \$90,860 |
| 101-276 | Cemetery | \$260,101 |
| 101-304 | Code Enforcement | \$104,865 |
| 101-235 | Public Safety | \$2,414,365 |
| 101-422 | Code Enforcement | \$260,623 |
| 101-442 | City Maintenance | \$67,785 |
| 101-444 | Tree Trimming | \$84,610 |
| 101-447 | Engineering | \$15,000 |
| 101-448 | Street Lighting | \$147,500 |
| 101-526 | EPA Landfill | \$8,500 |
| 101-758 | Albion River Trail | \$0 |
| 101-775 | Parks | \$360,436 |
| 101-895 | General Appropriations | \$289,850 |
| 101-965 | Transfer Out | \$205,000 |

Total Gen Fund Exp **\$5,534,150**

General Fund Revenue Over Expenses **(\$520,200)**

CITY OF ALBION 2023 BUDGET

SPECIAL REVENUE FUNDS

| | | <u>Revenue</u> | <u>Expense</u> | <u>Net</u> |
|-----------------------------------|------------------------------|--------------------|--------------------|------------------|
| 202 | Major Streets | \$928,314 | \$774,225 | \$154,089 |
| 203 | Local Streets | \$572,000 | \$498,805 | \$73,195 |
| 208 | Recreation Fund | \$232,783 | \$206,175 | \$26,608 |
| 214 | Calhoun County Parks Millage | \$24,500 | \$0 | \$24,500 |
| 226 | Solid Waste Fund | \$352,105 | \$243,392 | \$108,713 |
| 265 | Drug Enforcement Fund | \$21,000 | \$142,100 | (\$121,100) |
| 275 | ABA Fund | \$46,300 | \$38,090 | \$8,210 |
| 277 | Maple Grove Fund | \$533,750 | \$394,000 | \$139,750 |
| 367 | Sidewalk Program Fund | \$1,000 | \$37,118 | (\$36,118) |
| 450 | Street improvement | \$3,719,462 | \$3,699,000 | \$20,462 |
| 452 | MDOT Street Improve. | \$0 | \$0 | \$0 |
| Total Special Revenue Fund | | \$6,431,214 | \$6,032,905 | \$398,309 |

DEBT SERVICE FUNDS

| | | <u>Revenue</u> | <u>Expense</u> | <u>Net</u> |
|---------------------------------|-----------------------|------------------|------------------|------------|
| 363 | Energy\425\ Genrator | \$172,488 | \$172,488 | \$0 |
| 369 | ABA\Maple Grove Bonds | \$65,417 | \$65,415 | \$2 |
| 374 | DPW Building Bonds | \$5,923 | \$5,923 | \$0 |
| Total Debt Service Funds | | \$243,828 | \$243,826 | \$2 |

ENTERPRISE FUNDS

| | | <u>Revenue</u> | <u>Expense</u> | <u>Net</u> |
|-------------------------------|------------|--------------------|--------------------|--------------------|
| 590 | Sewer Fund | \$1,815,000 | \$1,926,129 | (\$111,129) |
| 591 | Water Fund | \$1,667,074 | \$2,137,361 | (\$470,287) |
| Total Enterprise Funds | | \$3,482,074 | \$4,063,490 | (\$581,416) |

**CITY OF ALBION
2023 BUDGET**

INTERNAL SERVICE FUND

| | | <u>Revenue</u> | <u>Expense</u> | <u>Net</u> |
|-----|----------------------------|------------------|------------------|-----------------|
| 661 | Equipment Pool Fund | \$392,025 | \$351,428 | \$40,597 |

OTHER FUNDS

| | | <u>Revenue</u> | <u>Expense</u> | <u>Net</u> |
|-----|--------------------------|--------------------|------------------|------------------|
| 243 | Brownfield Redevelopment | \$221,373 | \$212,204 | \$9,169 |
| 244 | EDC Fund | \$606,400 | \$198,730 | \$407,670 |
| 246 | Bus. Incubator\Food Hub | \$0 | \$0 | \$0 |
| 247 | TIFA Fund | \$260,207 | \$241,270 | \$18,937 |
| 248 | DDA Fund | \$179,382 | \$147,800 | \$31,582 |
| 250 | CDBG Fund | \$2,150 | \$0 | \$2,150 |
| 296 | Revolving Loan Fund | \$10,500 | \$35 | \$10,465 |
| | Total Other Funds | \$1,280,012 | \$800,039 | \$479,973 |

TRUST FUNDS

| | | <u>Revenue</u> | <u>Expense</u> | <u>Net</u> |
|-----|-----------------------------|--------------------|--------------------|-----------------|
| 711 | Cemetery Trust | \$7,750 | \$0 | \$7,750 |
| 732 | Public Safety Pension Trust | \$1,169,000 | \$1,143,000 | \$26,000 |
| 735 | Albion Trust | \$20,250 | \$0 | \$20,250 |
| 737 | Retiree Health Care Trust | \$900 | \$2,400 | (\$1,500) |
| | Total Trust Funds | \$1,197,900 | \$1,145,400 | \$52,500 |

**CITY OF ALBION, MICHIGAN
2023 PROPOSED FEE SCHEDULE**

| <i>Description</i> | <i>2020 Fee Schedule</i> | <i>2021 Fee Schedule</i> | <i>2022 Fee Schedule</i> | <i>Proposed 2023 Fee</i> | <i>Change</i> | <i>Explanation of Change</i> |
|---|---|---|---|--------------------------|---------------|--|
| GENERAL | | | | | | |
| City Charter-Copy | \$15.00 | \$15.00 | \$15.00 | | \$ - | |
| Ordinance Book – Soft Bound Copy | \$50.00 | \$50.00 | \$50.00 | | \$ - | |
| Ordinance Book – Hard Bound Copy | \$75.00 | \$75.00 | \$75.00 | | \$ - | |
| Ordinance Supplements -Copy | \$20.00 | \$20.00 | \$20.00 | | \$ - | |
| Comprehensive Master Plan 2017 - Copy | \$50.00 | \$50.00 | \$50.00 | | \$ - | |
| Returned Check Charge | \$25.00 | \$25.00 | \$25.00 | | \$ - | |
| Wedding - Mayor Officiating Fee | \$50.00 | \$50.00 | \$50.00 | | \$ - | |
| Special Event Alcohol Application Fee | \$0.00 | \$50.00 | \$50.00 | | \$ - | City Council Approved 3/16/2020 |
| Balance Request Fee (Taxes, Water, etc.) - Per Parcel | \$10.00 | \$10.00 | \$10.00 | | \$ - | |
| Bicycle License (Available @ No Charge) | | | | | | |
| Notary Service Fee - Per Document | \$10.00 | \$10.00 | \$10.00 | | \$ - | |
| Assessment Card/Records Copy (3) | \$3/1st page + 50¢ ea page after | \$3/1st page + 50¢ ea page after | \$3/1st page + 50¢ ea page after | | \$ - | |
| Public Copying Charge | \$1/1 st page + 15¢ ea page after | \$1/1 st page + 15¢ ea page after | \$1/1 st page + 15¢ ea page after | | \$ - | |
| Public Faxing Charge | \$3/1 st page + 50¢ ea page after | \$3/1 st page + 50¢ ea page after | \$3/1 st page + 50¢ ea page after | | \$ - | |
| CLERK | | | | | | |
| Trash Haulers License Fee - Annual | \$75.00 | \$75.00 | \$75.00 | | \$ - | |
| Large Donation Bin - Annual | | \$250.00 | \$250.00 | | | City Council Adopted 1/19/2021 |
| All Vehicles for Hire License Fee - Annual | \$75.00 | \$75.00 | \$75.00 | | \$ - | |
| Taxi Drivers License Fee - Annual | \$20.00 | \$20.00 | \$20.00 | | \$ - | |
| Bed & Breakfast License Fee - Annual | \$50.00 | \$50.00 | \$50.00 | | \$ - | |
| Establishment Mechanical Amusement Device Fee: | | | | | | |
| 1 st Device | \$75.00 | \$75.00 | \$75.00 | | \$ - | |
| 2-4 Devices | \$100.00 | \$100.00 | \$100.00 | | \$ - | |
| 5-9 Devices | \$250.00 | \$250.00 | \$250.00 | | \$ - | |
| 10+ Devices | \$500.00 | \$500.00 | \$500.00 | | \$ - | |
| Establishment Musical Device Fee - Annual | \$75.00 | \$75.00 | \$75.00 | | \$ - | |
| Peddler/Transient Merchant License: | | | | | | |
| Resident - 24 hours | | | \$25.00 | | | Aopted in 2022 - In response to demand |
| Resident - 30 days | \$50 | \$50 | \$50 | | \$ - | |
| Resident - 90 days | \$100.00 | \$100.00 | \$100.00 | | \$ - | |
| Resident - 1 year | \$250.00 | \$250.00 | \$250.00 | | \$ - | |
| Non-Resident - 24 hours | | | \$50.00 | | \$50 | Aopted in 2022 - In response to demand |
| Non-Resident - 30 days | \$100.00 | \$100.00 | \$100.00 | | \$ - | |
| Non-Resident - 90 dyas | \$200.00 | \$200.00 | \$200.00 | | \$ - | |

**CITY OF ALBION, MICHIGAN
2023 PROPOSED FEE SCHEDULE**

| <i>Description</i> | <i>2020 Fee Schedule</i> | <i>2021 Fee Schedule</i> | <i>2022 Fee Schedule</i> | <i>Proposed 2023 Fee</i> | <i>Change</i> | <i>Explanation of Change</i> |
|---|------------------------------------|------------------------------------|------------------------------------|--------------------------|---------------|---------------------------------|
| Non-Resident - 1 year | \$400.00 | \$400.00 | \$400.00 | | \$ - | |
| Mobile Food Vending Permit: | | | | | | |
| Temporary Vendor Permit (7 days) - Resident | | | \$30.00 | | | City Council Approved 9/19/2022 |
| Temporary Vendor Permit (7 days) - Non-Resident | | | \$45.00 | | | City Council Approved 9/19/2022 |
| Vendor Permit (1-year) - Resident | | | \$250.00 | | | City Council Approved 9/19/2022 |
| Vendor Permit (1-year) - Non-Resident | | | \$400.00 | | | City Council Approved 9/19/2022 |
| Freedom of Information Requests (2) | Actual Costs (2) | Actual Costs (2) | Actual Costs (2) | | \$ - | |
| Accident Reports & Police Reports -Copy (4) | \$3/1 page + 50¢ per page after | \$3/1 page + 50¢ per page after | \$3/1 page + 50¢ per page after | | \$ - | |
| Publishing Public Notices for Development Projects | \$75.00 | \$75.00 | \$75.00 | | \$ - | |
| Voter Registration List | 30¢ /page | 30¢ /page | 30¢ /page | | \$ - | |
| Voter Registration List Mailing Labels | 50¢ /page | 50¢ /page | 50¢ /page | | \$ - | |
| PUBLIC SAFETY | | | | | | |
| Criminal Background Checks | \$10.00 | \$10.00 | \$10.00 | | \$ - | |
| Audio Recordings | \$10.00 | \$10.00 | \$10.00 | | \$ - | |
| Video Recordings | \$20.00 | \$20.00 | \$20.00 | | \$ - | |
| Sex Offender Registration | \$50.00 | \$50.00 | \$50.00 | | \$ - | |
| Fingerprinting | \$25.00 | \$25.00 | \$25.00 | | \$ - | |
| PBT for Probationers: | | | | | | |
| Resident | \$5.00 | \$5.00 | \$5.00 | | \$ - | |
| Non-Resident | \$10.00 | \$10.00 | \$10.00 | | \$ - | |
| License to Purchase Weapon | \$5.00 | \$5.00 | \$5.00 | | \$ - | |
| Housing Loose or Vicious Dog | \$25/day | \$25/day | \$25/day | | \$ - | |
| Housing Loose or Vicious Dog – Extended Stay | \$35/day | \$35/day | \$35/day | | \$ - | |
| CEMETERY | | | | | | |
| Lot Purchase –Full Burial Plot (38"x96") | | | | | | |
| Resident | \$650.00 | \$650.00 | \$650.00 | | \$ - | |
| Non-Resident | \$1,300.00 | \$1,300.00 | \$1,300.00 | | \$ - | |
| Lot Purchase – Half Burial Plot (38"x48") | | | | | | |
| Resident | \$500.00 | \$500.00 | \$500.00 | | \$ - | |
| Non-Resident | \$1,000.00 | \$1,000.00 | \$1,000.00 | | \$ - | |
| Lot Purchase – Columbarium Niche | | | | | | |
| Resident | \$500 | \$500.00 | \$500.00 | | \$ - | |
| Non-Resident | \$1,000.00 | \$1,000.00 | \$1,000.00 | | \$ - | |
| Lot Transfer Fee: | | | | | | |
| Resident to Non-Resident (Excluding Immediate Family) | \$650.00 | \$650.00 | \$650.00 | | \$ - | |

**CITY OF ALBION, MICHIGAN
2023 PROPOSED FEE SCHEDULE**

| <i>Description</i> | <i>2020 Fee Schedule</i> | <i>2021 Fee Schedule</i> | <i>2022 Fee Schedule</i> | <i>Proposed 2023 Fee</i> | <i>Change</i> | <i>Explanation of Change</i> |
|---|---------------------------------|---------------------------------|---------------------------------|--------------------------|---------------|------------------------------|
| All Other Transfers | \$50.00 | \$50.00 | \$50.00 | | \$ - | |
| Perpetual Care | \$250.00 | \$250.00 | \$250.00 | | \$ - | |
| Grave Opening/Closing Fee - Weekday | | | | | | |
| Full Burial Plot-Adult | \$650.00 | \$650.00 | \$650.00 | | \$ - | |
| Half Burial Plot (Infant(6), Child, Pet) | \$350.00 | \$350.00 | \$350.00 | | \$ - | |
| Cremation | \$250.00 | \$250.00 | \$250.00 | | \$ - | |
| Scatter of Cremation | \$200.00 | \$200.00 | \$200.00 | | \$ - | |
| Columbaria | \$350.00 | \$350.00 | \$350.00 | | \$ - | |
| Grave Opening/Closing Fee - Saturday | | | | | | |
| Full Burial Plot-Adult | \$1,000.00 | \$1,000.00 | \$1,000.00 | | \$ - | |
| Half Burial Plot (Infant(6), Child, Pet) | \$500.00 | \$500.00 | \$500.00 | | \$ - | |
| Cremation | \$400.00 | \$400.00 | \$400.00 | | \$ - | |
| Scatter of Cremation | \$300.00 | \$300.00 | \$300.00 | | \$ - | |
| Columbaria | \$550.00 | \$550.00 | \$550.00 | | \$ - | |
| Grave Opening/Closing Fee-Sunday/Holiday | | | | | | |
| Full Burial Lot-Adult | \$1,350.00 | \$1,350.00 | \$1,350.00 | | \$ - | |
| Half Burial Lot (Infant(6), Child, Pet) | \$700.00 | \$700.00 | \$700.00 | | \$ - | |
| Cremation | \$450.00 | \$450.00 | \$450.00 | | \$ - | |
| Scatter of Cremation | \$450.00 | \$450.00 | \$450.00 | | \$ - | |
| Columbaria | \$750.00 | \$750.00 | \$750.00 | | \$ - | |
| Interment Overtime Fee | \$100/hour | \$100/hour | \$100/hour | | \$ - | |
| Disinterment Fee - Weekday | | | | | | |
| Lots -(Plus Cost of Vault Company Services) | \$1,000.00 | \$1,000.00 | \$1,000.00 | | \$ - | |
| Cremation | \$550.00 | \$550.00 | \$550.00 | | \$ - | |
| Disinterment Fee - Saturday | | | | | | |
| Lots -(Plus Cost of Vault Company Services) | \$1,450.00 | \$1,450.00 | \$1,450.00 | | \$ - | |
| Cremation | \$850.00 | \$850.00 | \$850.00 | | \$ - | |
| Disinterment Fee - Sunday/Holiday | | | | | | |
| Lots -(Plus Cost of Vault Company Services) | \$2,000.00 | \$2,000.00 | \$2,000.00 | | \$ - | |
| Cremation | \$1,150.00 | \$1,150.00 | \$1,150.00 | | \$ - | |
| Foundations For Monument (per square inch) | 61¢ sq. inch Minimum \$75.00 | 61¢ sq. inch Minimum \$75.00 | 61¢ sq. inch Minimum \$75.00 | | \$ - | |
| Removal of Old Foundation per Owner Request | 61¢ sq. inch Minimum \$75.00 | 61¢ sq. inch Minimum \$75.00 | 61¢ sq. inch Minimum \$75.00 | | \$ - | |
| | | | | | | |
| PARKS & RECREATION | | | | | | |
| Pavilion or Shelter Reservations | | | | | | |

**CITY OF ALBION, MICHIGAN
2023 PROPOSED FEE SCHEDULE**

| <i>Description</i> | <i>2020 Fee Schedule</i> | <i>2021 Fee Schedule</i> | <i>2022 Fee Schedule</i> | <i>Proposed 2023 Fee</i> | <i>Change</i> | <i>Explanation of Change</i> |
|--|--------------------------|--------------------------|--------------------------|--------------------------|---------------|-----------------------------------|
| Resident | \$55.00 | \$55.00 | \$75.00 | | \$ 20.00 | Adopted 2022 Cover Clean-Up Costs |
| Non-Resident | \$85.00 | \$85.00 | \$100.00 | | \$ 15.00 | Adopted 2022 Cover Clean-Up Costs |
| Non-Profit Organization | | | \$50.00 | | | City Council Approved 9/19/2022 |
| Bandshell and Other Park Reservations | | | | | | |
| Resident | \$100.00 | \$100.00 | \$100.00 | | \$ - | |
| Non-Resident | \$150.00 | \$150.00 | \$150.00 | | \$ - | |
| Non-Profit Organization | | | \$75.00 | | \$ - | City Council Approved 9/19/2022 |
| Weddings | | | | | | |
| Resident | \$200.00 | \$200.00 | \$200.00 | | \$ - | |
| Non-Resident | \$300.00 | \$300.00 | \$300.00 | | \$ - | |
| Additional Picnic Tables/Barricades, etc. (Limited # Available) | \$200.00 | \$200.00 | \$250.00 | | \$ 50.00 | Cover Costs of Damages |
| Baseball Fields Reservations– MUST HAVE INSURANCE | | | | | | |
| Daytime Usage (No Lights) | \$200.00 per day | \$200.00 per day | \$200.00 per day | | | |
| Nighttime Usage (With Lights) | \$300.00 per day | \$300.00 per day | \$300.00 per day | | | |
| Rental of Parks for Events and Tournaments | | | | | | |
| Resident | \$150.00/day | \$150.00/day | \$150.00/day | | | |
| Non-Resident | \$250/day | \$250/day | \$250/day | | | |
| Non-Profit Organization | | | \$100/day | | \$100.00 | City Council Approved 9/19/2022 |
| PUBLIC SERVICES | | | | | | |
| After Hours Non-Emergency Call-In Fee | \$75.00 | \$75.00 | \$75.00 | | \$ - | |
| Driveway Entrance Permit | \$100.00 | \$100.00 | \$100.00 | | \$ - | |
| Right of Way Excavation Permit (Proof of Insurance required) | \$100.00 | \$100.00 | \$100.00 | | \$ - | |
| Soil Erosion Control Permit (Obtained Through Calhoun County) | | | | | | |
| Tree Dump Pass - Annual (Available for Residents Only) | \$10.00 | \$15.00 | \$20.00 | | \$ 5.00 | Starting to Compost |
| Contractor Pass - Annual | \$250.00 | \$250.00 | \$250.00 | | \$ - | |
| WATER & SEWER | | | | | | |
| After Hours Non-Emergency Call-In Fee | \$75.00 | \$75.00 | \$75.00 | | \$ - | |
| Water/Sewer Collection Cost Recovery Fee | \$60.00 | \$60.00 | \$60.00 | | \$ - | |
| Meter Install/Removal Fee | \$25.00 | \$25.00 | \$25.00 | | \$ - | |
| Payment Extension/Modification Fee | \$10.00 | \$10.00 | \$10.00 | | \$ - | |
| Video Recordings | \$20.00 | \$20.00 | \$25.00 | | | Sewer Camera Charges |
| Water Connection Charge- (Capacity) - Based on Water Meter Size | | | | | | |
| Water Meter Size- 5/8" | \$250.00 | \$250.00 | \$250.00 | \$250.00 | \$ - | |
| Water Meter Size- 3/4" | \$375.00 | \$375.00 | \$375.00 | \$375.00 | \$ - | |

**CITY OF ALBION, MICHIGAN
2023 PROPOSED FEE SCHEDULE**

| <i>Description</i> | <i>2020 Fee Schedule</i> | <i>2021 Fee Schedule</i> | <i>2022 Fee Schedule</i> | <i>Proposed 2023 Fee</i> | <i>Change</i> | <i>Explanation of Change</i> |
|---|--|--------------------------|--------------------------|--------------------------|---------------|-------------------------------|
| Water Meter Size- 1" | \$625.00 | \$625.00 | \$625.00 | \$625.00 | \$ - | |
| Water Meter Size- 1¼" | \$875.00 | \$875.00 | \$875.00 | \$875.00 | \$ - | |
| Water Meter Size- 1½" | \$1,250.00 | \$1,250.00 | \$1,250.00 | \$1,250.00 | \$ - | |
| Water Meter Size- 2" | \$2,000.00 | \$2,000.00 | \$2,000.00 | \$2,000.00 | \$ - | |
| Water Meter Size- 3" | \$4,000.00 | \$4,000.00 | \$4,000.00 | \$4,000.00 | \$ - | |
| Water Meter Size- 4" | \$6,250.00 | \$6,250.00 | \$6,250.00 | \$6,250.00 | \$ - | |
| Water Meter Size- 6" | \$12,500.00 | \$12,500.00 | \$12,500.00 | \$12,500.00 | \$ - | |
| Water Meter Size- 8" | \$20,000.00 | \$20,000.00 | \$20,000.00 | \$20,000.00 | \$ - | |
| Water Meter Size- 10" | \$28,750.00 | \$28,750.00 | \$28,750.00 | \$28,750.00 | \$ - | |
| Sewer Connection Charge -(Capacity)-Based on Water Meter Size | | | | | | |
| Water Meter Size- 5/8" | \$268.75 | \$288.90 | \$310.57 | \$333.86 | \$23.29 | Council Approved on 4/01/2019 |
| Water Meter Size- 3/4" | \$403.12 | \$433.35 | \$465.85 | \$500.79 | \$34.94 | Council Approved on 4/01/2019 |
| Water Meter Size- 1" | \$671.88 | \$722.28 | \$776.45 | \$834.68 | \$58.23 | Council Approved on 4/01/2019 |
| Water Meter Size-1¼" | \$940.62 | \$1,011.17 | \$1,087.01 | \$1,168.53 | \$81.53 | Council Approved on 4/01/2019 |
| Water Meter Size-1½" | \$1,343.75 | \$1,444.53 | \$1,552.87 | \$1,669.33 | \$116.47 | Council Approved on 4/01/2019 |
| Water Meter Size- 2" | \$2,150.00 | \$2,311.25 | \$2,484.59 | \$2,670.94 | \$186.34 | Council Approved on 4/01/2019 |
| Water Meter Size- 3" | \$4,300.00 | \$4,622.50 | \$4,969.19 | \$5,341.88 | \$372.69 | Council Approved on 4/01/2019 |
| Water Meter Size- 4" | \$6,718.75 | \$7,222.66 | \$7,764.36 | \$8,346.69 | \$582.33 | Council Approved on 4/01/2019 |
| Water Meter Size- 6" | \$13,437.00 | \$14,444.78 | \$15,528.14 | \$16,692.75 | \$1,164.61 | Council Approved on 4/01/2019 |
| Water Meter Size- 8" | \$21,500.00 | \$23,112.50 | \$24,845.94 | \$26,709.38 | \$1,863.45 | Council Approved on 4/01/2019 |
| Water Meter Size-10" | \$30,906.25 | \$33,224.22 | \$35,716.04 | \$38,394.74 | \$2,678.70 | Council Approved on 4/01/2019 |
| Sewer Connection Permit/Inspection Fee | \$50.00 | \$50.00 | \$50.00 | | \$ - | |
| Water Demand Charge - Based on Service Line Size - Per Quarterly Billing | | | | | | |
| Water Demand- 5/8" | \$24.00 | \$24.00 | \$24.00 | \$36.00 | \$12.00 | Council Approved on 8/15/2022 |
| Water Demand- 3/4" | \$36.00 | \$36.00 | \$36.00 | \$54.00 | \$18.00 | Council Approved on 8/15/2022 |
| Water Demand- 1" | \$60.00 | \$60.00 | \$60.00 | \$90.00 | \$30.00 | Council Approved on 8/15/2022 |
| Water Demand- 1¼" | \$84.00 | \$84.00 | \$84.00 | \$126.00 | \$42.00 | Council Approved on 8/15/2022 |
| Water Demand- 1½" | \$120.00 | \$120.00 | \$120.00 | \$180.00 | \$60.00 | Council Approved on 8/15/2022 |
| Water Demand- 2" | \$192.00 | \$192.00 | \$192.00 | \$288.00 | \$96.00 | Council Approved on 8/15/2022 |
| Water Demand- 3" | \$384.00 | \$384.00 | \$384.00 | \$576.00 | \$192.00 | Council Approved on 8/15/2022 |
| Water Demand- 4" | \$600.00 | \$600.00 | \$600.00 | \$900.00 | \$300.00 | Council Approved on 8/15/2022 |
| Water Demand - 6" | \$1,200.00 | \$1,200.00 | \$1,200.00 | \$1,800.00 | \$600.00 | Council Approved on 8/15/2022 |
| Water Demand- 8" | \$1,920.00 | \$1,920.00 | \$1,920.00 | \$2,800.00 | \$880.00 | Council Approved on 8/15/2022 |
| Water Demand- 10" | \$2,760.00 | \$2,760.00 | \$2,760.00 | \$4,140.00 | \$1,380.00 | Council Approved on 8/15/2022 |
| Water Consumption Charge -Per 100 cubic feet | | | | | | |
| Resident, Franchise Area (01/01/2012) | \$1.42 | \$1.42 | \$1.42 | \$3.12 | \$1.70 | Council Approved on 8/15/2022 |
| Non-Resident, Non-Franchise Area | (Rate available at City Hall Finance Window from Utility Accountant) | | | | | |

**CITY OF ALBION, MICHIGAN
2023 PROPOSED FEE SCHEDULE**

| <i>Description</i> | <i>2020 Fee Schedule</i> | <i>2021 Fee Schedule</i> | <i>2022 Fee Schedule</i> | <i>Proposed 2023 Fee</i> | <i>Change</i> | <i>Explanation of Change</i> |
|---|--|--------------------------|--------------------------|--------------------------|---------------|-------------------------------------|
| Sewer Demand Charge - Based on Service Line Size - Per Quarterly Billing | | | | | | |
| Sewer Demand- 5/8" | \$28.20 | \$32.75 | \$37.30 | \$42.55 | \$5.25 | Council Approved on 12/06/2021 |
| Sewer Demand -3/4" | \$43.00 | \$50.00 | \$56.95 | \$64.87 | \$7.92 | Council Approved on 12/06/2021 |
| Sewer Demand- 1" | \$75.00 | \$90.00 | \$102.51 | \$116.76 | \$14.25 | Council Approved on 12/06/2021 |
| Sewer Demand- 1½" | \$144.00 | \$168.00 | \$191.35 | \$217.94 | \$26.59 | Council Approved on 12/06/2021 |
| Sewer Demand - 2" | \$230.00 | \$269.00 | \$306.39 | \$348.97 | \$42.58 | Council Approved on 12/06/2021 |
| Sewer Demand - 3" | \$450.00 | \$516.00 | \$587.72 | \$669.41 | \$81.69 | Council Approved on 12/06/2021 |
| Sewer Demand- 4" | \$695.00 | \$790.00 | \$899.81 | \$1,024.88 | \$125.07 | Council Approved on 12/06/2021 |
| Sewer Demand- 6" | \$1,350.00 | \$1,500.00 | \$1,708.50 | \$1,945.98 | \$237.48 | Council Approved on 12/06/2021 |
| Sewer Demand- 8" | \$2,064.00 | \$2,219.00 | \$2,527.44 | \$2,878.75 | \$351.31 | Council Approved on 12/06/2021 |
| Sewer Demand- 10" | \$2,987.00 | \$3,211.00 | \$3,657.33 | \$4,165.69 | \$508.36 | Council Approved on 12/06/2021 |
| Sewer Consumption Charge - Per 100 cubic feet | | | | | | |
| Resident, Franchise Area (01-01-2012) | \$2.45 | \$2.45 | \$2.63 | \$2.83 | \$0.20 | City Council Approved on 4/01/2019 |
| Non Resident, Non Franchise Area | (Rate available at City Hall Finance Window from Utility Accountant) | | | | | |
| PLANNING DEPARTMENT: | | | | | | |
| Permit to Raise Chickens (Valid for 2 years) | \$30.00 | \$30.00 | \$30.00 | | \$ - | |
| Obsolete Property Rehabilitation (OPRA) District | | | | \$50.00 | \$ - | City Council Approved on 04/18/2022 |
| Zoning Permits : | | | | | | |
| <i>Single Family Residential Uses:</i> | | | | | | |
| New Home | \$45.00 | \$45.00 | \$45.00 | | \$ - | |
| Addition/Alteration | \$45.00 | \$45.00 | \$45.00 | | \$ - | |
| Accessory Structure | \$45.00 | \$45.00 | \$45.00 | | \$ - | |
| Change in Use | \$45.00 | \$45.00 | \$45.00 | | \$ - | |
| Signs/Billboards | \$45.00 | \$45.00 | \$45.00 | | \$ - | |
| Fences/Screening | \$45.00 | \$45.00 | \$45.00 | | \$ - | |
| Home Occupation | \$45.00 | \$45.00 | \$45.00 | | \$ - | |
| Other | \$45.00 | \$45.00 | \$45.00 | | \$ - | |
| <i>Multiple Family Uses:</i> | | | | | | |
| New Construction | \$45.00 | \$45.00 | \$45.00 | | \$ - | |
| Addition/Alteration | \$45.00 | \$45.00 | \$45.00 | | \$ - | |
| Accessory Structure | \$45.00 | \$45.00 | \$45.00 | | \$ - | |
| Change in Use | \$45.00 | \$45.00 | \$45.00 | | \$ - | |
| Signs/Billboards | \$45.00 | \$45.00 | \$45.00 | | \$ - | |
| Fences/Screening | \$45.00 | \$45.00 | \$45.00 | | \$ - | |
| Home Occupation | \$45.00 | \$45.00 | \$45.00 | | \$ - | |
| Other | \$45.00 | \$45.00 | \$45.00 | | \$ - | |

**CITY OF ALBION, MICHIGAN
2023 PROPOSED FEE SCHEDULE**

| <i>Description</i> | <i>2020 Fee Schedule</i> | <i>2021 Fee Schedule</i> | <i>2022 Fee Schedule</i> | <i>Proposed 2023 Fee</i> | <i>Change</i> | <i>Explanation of Change</i> |
|---|--------------------------|--------------------------|--------------------------|--------------------------|---------------|------------------------------|
| <i>Commercial and Industrial Uses:</i> | | | | | | |
| New Construction | \$45.00 | \$45.00 | \$45.00 | | \$ - | |
| Addition/Alteration | \$45.00 | \$45.00 | \$45.00 | | \$ - | |
| Accessory Structure | \$45.00 | \$45.00 | \$45.00 | | \$ - | |
| Change in Use | \$45.00 | \$45.00 | \$45.00 | | \$ - | |
| Signs/Billboards | \$45.00 | \$45.00 | \$45.00 | | \$ - | |
| Fences/Screening | \$45.00 | \$45.00 | \$45.00 | | \$ - | |
| Home Occupation | \$45.00 | \$45.00 | \$45.00 | | \$ - | |
| Outdoor or Sidewalk Café | \$45.00 | \$45.00 | \$45.00 | | \$ - | |
| Other | \$45.00 | \$45.00 | \$45.00 | | \$ - | |
| <i>Rezoning Applications:</i> | | | | | | |
| Rezoning Application | \$375.00 | \$375.00 | \$375.00 | | \$ - | |
| Text Amendment | \$275.00 | \$275.00 | \$275.00 | | \$ - | |
| <i>Site Plan Review:</i> | | | | | | |
| Subdivision/Site Condo/PUD Review | | | | | | |
| Base Fee | \$350.00 | \$350.00 | \$350.00 | | \$ - | |
| Plus Consultant Charges | Actual Costs | Actual Costs | Actual Costs | | - . | |
| Other Uses Review | | | | | | |
| Base Fee (for small rehab projects City Manager can adjust fee) | \$275.00 | \$275.00 | \$275.00 | | \$ - | |
| Plus Consultant Charges | Actual Costs | Actual Costs | Actual Costs | | - . | |
| <i>Special Use Permits</i> | | | | | | |
| Base Fee | | | | | | |
| Single Family Uses | \$250.00 | \$250.00 | \$250.00 | | \$ - | |
| Other Uses | \$250.00 | \$250.00 | \$250.00 | | \$ - | |
| Plus Consultant Charges | Actual Costs | Actual Costs | Actual Costs | | - . | |
| <i>Zoning Board of Appeals:</i> | | | | | | |
| Variance Application (Including Zoning Permit Fee) | | | | | | |
| Single Family Uses | \$250.00 | \$250.00 | \$250.00 | | \$ - | |
| Other Uses | \$250.00 | \$250.00 | \$250.00 | | \$ - | |
| <i>Sign Appeals Board</i> | | | | | | |
| Variance Application (Including Zoning Permit Fee) | | | | | | |
| Single Family Uses | \$250.00 | \$250.00 | \$250.00 | | \$ - | |
| Other Uses | \$250.00 | \$250.00 | \$250.00 | | \$ - | |
| <i>Publications, Maps, Copies:</i> | | | | | | |
| Zoning Ordinance | \$50.00 | \$50.00 | \$50.00 | | \$ - | |
| Zoning District Maps | | | | | | |
| 8 ½ x 11 | \$25.00 | \$25.00 | \$25.00 | | \$ - | |

**CITY OF ALBION, MICHIGAN
2023 PROPOSED FEE SCHEDULE**

| <i>Description</i> | <i>2020 Fee Schedule</i> | <i>2021 Fee Schedule</i> | <i>2022 Fee Schedule</i> | <i>Proposed 2023 Fee</i> | <i>Change</i> | <i>Explanation of Change</i> |
|--|-----------------------------|--------------------------|--------------------------|--------------------------|---------------|------------------------------|
| Other Blueprints (per page) | \$50.00 | \$50.00 | \$50.00 | | \$ - | |
| Other GIS Maps (per page) | \$50.00 | \$50.00 | \$50.00 | | \$ - | |
| Rental Registration | \$25.00 | \$25.00 | \$25.00 | | \$ - | |
| Medicinal Marijuana Facilities Licensing Fee | \$5000.00ea | \$5000.00ea | \$5000.00ea | | | |
| BUILDING DEPARTMENT (permit fees increased by \$2.00, effective 9/1/2017) | | | | | | |
| Building Inspection Fees – SAFEbuilt (5) | CIS* | CIS* | CIS* | | | |
| * Plus 10% Admin Fee | | | | | \$ - | |
| Michigan Plumbing Code (1) | Current Price from Supplier | | | | | |
| Michigan Electrical Code (1) | Current Price from Supplier | | | | | |
| Michigan One & Two Family Residential Code (1) | Current Price from Supplier | | | | | |
| Michigan Mechanical Code (1) | Current Price from Supplier | | | | | |
| International Property Maintenance Code (1) | Current Price from Supplier | | | | | |
| Demolition Fees, Single Family Residential (Issued by CIS) (5) | CIS | CIS | CIS | | | |
| Demolition, Multi-Family, Commercial, Industrial (Issued by CIS) (5) | CIS | CIS | CIS | | | |
| Property Maintenance Inspection Fee | \$56.00 | \$56.00 | \$56.00 | | \$ - | |
| Abatement Fee for Code Violations | \$100.00 | \$100.00 | \$100.00 | | \$ - | |
| BUILDING BOARD OF APPEALS | | | | | | |
| Tree Ordinance Appeal | \$100.00 | \$100.00 | \$100.00 | | \$ - | |
| Outdoor Café or Sidewalk Café Appeal | \$100.00 | \$100.00 | \$100.00 | | \$ - | |
| All Other Appeals-Residential, Multi-Family, Commercial, Industrial | \$100.00 | \$100.00 | \$100.00 | | \$ - | |
| ASSESSING DEPARTMENT | | | | | | |
| Property Transfer Affidavit Fine | \$5.00 /day up to \$200.00 | | | | | |
| Land Division/Combination | | | | | | |
| Property Splits & Combos | \$55.00 /lot | \$55.00 /lot | \$55.00 /lot | | \$ - | |
| Metes & Bounds Description | \$90.00 | \$90.00 | \$90.00 | | \$ - | |
| Lot Line Adjustment | \$55.00 | \$55.00 | \$55.00 | | \$ - | |
| NOTES: | | | | | | |
| (1) Available at reference section of Albion District Library | | | | | | |
| (2) Subject to 50% deposit of estimated costs for costs exceeding \$50.00 | | | | | | |
| (3) Property owner provided one copy of the assessment information on their property at no charge. | | | | | | |
| (4) Individuals involved in an accident/or other incident provided one copy of the police report at no charge. | | | | | | |
| (5) SAFEbuilt/Cornerstone Inspection Services. This company handles building inspections for the City. | | | | | | |
| (6) Infant – one year old or less | | | | | | |

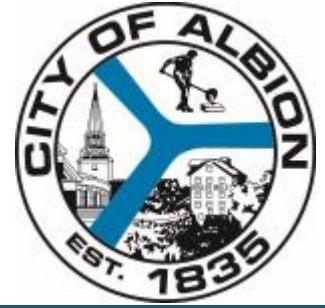
City of Albion Parking Fine Schedule

| | Charge | Fine 2022 | Fine 2023 |
|----|--|-----------|-----------|
| 1 | Prohibited Parking 2-6AM Sec 82-64 | \$20.00 | \$20.00 |
| 2 | Double Parking 257.674l | \$20.00 | \$20.00 |
| 3 | 15' of Fire Hydrant 257.674d | \$30.00 | \$30.00 |
| 4 | 20' of Crosswalk 257.674f | \$20.00 | \$20.00 |
| 5 | On Sidewalk 257.674a | \$20.00 | \$20.00 |
| 6 | 50' of Railroad Crossing 257.674i | \$20.00 | \$20.00 |
| 7 | "Over 12"" from Curb 257.675(1)" | \$20.00 | \$20.00 |
| 8 | Parking in Public Alley Sec 82.65 | \$20.00 | \$20.00 |
| 9 | Loading Zone 257.674n | \$20.00 | \$20.00 |
| 10 | Parking In Front of Theater 257.674p | \$20.00 | \$20.00 |
| 11 | Overtime Parking 257.674w | \$20.00 | \$20.00 |
| 12 | Obstructing Traffic 257.674k | \$20.00 | \$20.00 |
| 13 | Blocking Public or Private Drive 257.674b | \$20.00 | \$20.00 |
| 14 | 30' of Traffic Control Device 257.674g | \$20.00 | \$20.00 |
| 15 | Obstrcting Egress from Emergency Exit 257.674q | \$60.00 | \$60.00 |
| 16 | Abandoned Vehicle - Over 48hrs | \$20.00 | \$20.00 |
| 17 | Parking within 500' of Accident 257.674o | \$20.00 | \$20.00 |
| 18 | Parking within 500' of Fire 257-674v | \$60.00 | \$60.00 |
| 19 | Handicap Parking Sec 82-69 | \$125.00 | \$125.00 |
| 20 | Paking in Parks Sec 82-66 | \$20.00 | \$20.00 |
| 21 | Parking Between Curb and Property Line Sec 82-67 | \$20.00 | \$20.00 |
| 22 | Front Yard Parking Sec 82-68 | \$20.00 | \$20.00 |
| 23 | Municipal Parking Lots Sec 82-70 | \$20.00 | \$20.00 |
| 24 | Use of Spaces Sec 82-71 | \$20.00 | \$20.00 |
| 25 | Obstructing Alley 257.674z | \$20.00 | \$20.00 |
| 26 | Blocking Access to Fire Lane 257.674aa | \$20.00 | \$20.00 |
| 27 | In Front of Public or Private Drive 257.674b | \$20.00 | \$20.00 |
| 28 | Within an Intersection 257.674c | \$20.00 | \$20.00 |
| 29 | On a Crosswalk 257.674e | \$20.00 | \$20.00 |
| 30 | Within 20 Feet of Fire Station Entrance 257.674j | \$20.00 | \$20.00 |

**City of Albion
Parking Fine Schedule**

| | | | |
|----|--|---------|---------|
| 31 | Alongside or Opposite Street Excavation 257.674k | \$20.00 | \$20.00 |
| 32 | Parking on a Bridge 257.674m | \$20.00 | \$20.00 |
| 33 | Sign Prohibiting Parking or Standing 257.674n | \$20.00 | \$20.00 |
| 34 | Obstucting Fire Escape 257.674r | \$60.00 | \$60.00 |
| 35 | Obstructing Curb Cut or Ramp 257.674u | \$20.00 | \$20.00 |
| 36 | Obstructing Handicap Access lane 257.674t | \$20.00 | \$20.00 |
| 37 | Blocking/Obstucting Alley 257.674z | \$20.00 | \$20.00 |

CITY COUNCIL REGULAR MEETING AGENDA ITEM REPORT



To: CITY COUNCIL
Subject: APPROVE RESOLUTION # 2022-38, FY 2022 BUDGET AMENDMENT
Meeting: CITY COUNCIL REGULAR MEETING - 19 Dec 2022
Department: City Manager
Staff Contact: Haley Snyder, City Manager

ATTACHMENTS:

[Resolution 2022-38 FY 2022 Budget Amendment Resolution](#)
[2022 Projected-Amended Budget Summary](#)

RESOLUTION 2022-38

FY 2022 Budget Amendment

The City of Albion amended the Fiscal Year 2022 budget on a fund and/or department basis as appropriate. The State of Michigan Uniform Budgeting Act requires the legislative body to amend the budget when a deviation occurs. Estimated Revenues and Expenditures for the following funds require budget amendments.

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

Resolved: The estimated revenues and expenditures for Fiscal Year 2022 are amended as presented in Exhibit B (attached).

Also Resolved: The City Manager is authorized to exceed any line item or departmental subtotal within any specific department or fund, including both revenues and expenditures, providing that the total end-of-year expenditures for the department or fund at issue does not exceed the revenue appropriation.

I hereby certify that the above resolution was adopted on December 19, 2022, in a regular session of the Albion City Council and that this is a true copy of that resolution.

Ayes _____

Nays _____

Absent _____

Jill Domingo, City Clerk

EXHIBIT B
CITY OF ALBION
2022 PROJECTED/AMENDED BUDGET

GENERAL FUND

101 GENERAL FUND REVENUES

| | |
|----------------------|--------------------|
| Property Tax | \$1,058,382 |
| Income Tax | \$1,482,998 |
| Sales & Use Tax | \$1,205,000 |
| Charges For Services | \$621,823 |
| All Other | <u>\$1,189,473</u> |

Total Gen Fund Rev

\$5,557,676

GENERAL FUND EXPENSES

| | | |
|---------|------------------------|-------------|
| 101-101 | City Council | \$48,507 |
| 101-172 | City Manager | \$224,938 |
| 101-209 | Assessing | \$51,592 |
| 101-210 | Attorney | \$111,500 |
| 101-215 | Clerk | \$152,121 |
| 101-226 | Human Resources | \$44,829 |
| 101-260 | Finance/Treasurer | \$557,774 |
| 101-265 | Municipal Building | \$106,179 |
| 101-276 | Cemetery | \$232,344 |
| 101-304 | Code Enforcement | \$85,141 |
| 101-235 | Public Safety | \$2,378,251 |
| 101-422 | Code Enforcement | \$218,238 |
| 101-442 | City Maintenance | \$124,395 |
| 101-444 | Tree Trimming | \$72,125 |
| 101-447 | Engineering | \$159,000 |
| 101-448 | Street Lighting | \$135,000 |
| 101-526 | EPA Landfill | \$10,000 |
| 101-758 | Albion River Trail | \$96,002 |
| 101-775 | Parks | \$393,631 |
| 101-778 | Holland Park Transfor | \$15,976 |
| 101-895 | General Appropriations | \$275,302 |

Total Gen Fund Exp

\$5,492,845

General Fund Revenue Over Expenses

\$64,831

CITY OF ALBION 2022 PROJECTED/AMENDED BUDGET

SPECIAL REVENUE FUNDS

| | | <u>Revenue</u> | <u>Expense</u> | <u>Net</u> |
|-----------------------------------|------------------------------|--------------------|--------------------|------------------|
| 202 | Major Streets | \$940,769 | \$795,739 | \$145,030 |
| 203 | Local Streets | \$565,825 | \$483,906 | \$81,919 |
| 208 | Recreation Fund | \$220,164 | \$178,178 | \$41,986 |
| 214 | Calhoun County Parks Millage | \$22,998 | \$10,992 | \$12,006 |
| 226 | Solid Waste Fund | \$330,826 | \$199,198 | \$131,628 |
| 265 | Drug Enforcement Fund | \$50,885 | \$119,476 | (\$68,591) |
| 275 | ABA Fund | \$45,998 | \$42,473 | \$3,525 |
| 277 | Maple Grove Fund | \$520,406 | \$361,957 | \$158,449 |
| 367 | Sidewalk Program Fund | \$650 | \$3,961 | (\$3,311) |
| 450 | Street improvement | \$352,497 | \$268,207 | \$84,290 |
| 452 | MDOT Street Improve. | \$400 | \$25,000 | (\$24,600) |
| Total Special Revenue Fund | | \$3,051,418 | \$2,489,087 | \$562,331 |

DEBT SERVICE FUNDS

| | | <u>Revenue</u> | <u>Expense</u> | <u>Net</u> |
|---------------------------------|-----------------------|------------------|------------------|--------------|
| 363 | Energy\425\ Genrator | \$173,850 | \$173,650 | \$200 |
| 369 | ABA\Maple Grove Bonds | \$68,104 | \$68,003 | \$101 |
| 374 | DPW Building Bonds | \$15,000 | \$15,000 | \$0 |
| Total Debt Service Funds | | \$256,954 | \$256,653 | \$301 |

ENTERPRISE FUNDS

| | | <u>Revenue</u> | <u>Expense</u> | <u>Net</u> |
|-------------------------------|------------|--------------------|--------------------|--------------------|
| 590 | Sewer Fund | \$1,629,859 | \$1,664,686 | (\$34,827) |
| 591 | Water Fund | \$1,009,008 | \$1,413,399 | (\$404,391) |
| Total Enterprise Funds | | \$2,638,867 | \$3,078,085 | (\$439,218) |

**CITY OF ALBION
2022 PROJECTED/AMENDED BUDGET**

INTERNAL SERVICE FUND

| | | <u>Revenue</u> | <u>Expense</u> | <u>Net</u> |
|-----|---------------------|----------------|----------------|------------|
| 661 | Equipment Pool Fund | \$698,178 | \$363,824 | \$334,354 |

OTHER FUNDS

| | | <u>Revenue</u> | <u>Expense</u> | <u>Net</u> |
|-----|--------------------------|------------------|------------------|------------------|
| 243 | Brownfield Redevelopment | \$212,441 | \$222,392 | (\$9,951) |
| 244 | EDC Fund | \$233,117 | \$183,719 | \$49,398 |
| 246 | Bus. Incubator\Food Hub | \$1,226 | \$30,991 | (\$29,765) |
| 247 | TIFA Fund | \$250,783 | \$167,971 | \$82,812 |
| 248 | DDA Fund | \$183,160 | \$124,303 | \$58,857 |
| 250 | CDBG Fund | \$6,345 | \$0 | \$6,345 |
| 296 | Revolving Loan Fund | \$6,000 | \$35 | \$5,965 |
| | Total Other Funds | \$893,072 | \$729,411 | \$163,661 |

TRUST FUNDS

| | | <u>Revenue</u> | <u>Expense</u> | <u>Net</u> |
|-----|-----------------------------|--------------------|--------------------|----------------------|
| 711 | Cemetery Trust | (\$7,750) | \$0 | (\$7,750) |
| 732 | Public Safety Pension Trust | (\$620,300) | \$1,227,500 | (\$1,847,800) |
| 735 | Albion Trust | \$13,000 | \$83,333 | (\$70,333) |
| 737 | Retiree Health Care Trust | \$450 | \$2,400 | (\$1,950) |
| | Total Trust Funds | (\$614,600) | \$1,313,233 | (\$1,927,833) |

CITY COUNCIL REGULAR MEETING AGENDA ITEM REPORT



To: CITY COUNCIL
Subject: APPROVE 2ND READING & ADOPTION ORDINANCE # 2022-09, AN ORDINANCE TO AMEND CHAPTER 18 BY ADDING ARTICLE IX, RENTAL REGISTRATION, SECTIONS 18-380 THROUGH 18-395
Meeting: CITY COUNCIL REGULAR MEETING - 19 Dec 2022
Department: Planning & Building Department
Staff Contact: Ian Arnold, Director Building & Planning

ATTACHMENTS:

[Ordinance 2022-09](#)

**CITY OF ALBION
ORDINANCE #2022-09**

AN ORDINANCE TO AMEND CHAPTER 18 BY ADDING
ARTICLE IX Rental Registration, Sections 18-380 through 18-396

Purpose and Finding:

The purpose of this Article is to protect, preserve and promote the physical and social well-being of the citizens of this community, to regulate rental dwellings for the purpose of maintaining adequate sanitation and public health, to protect the safety of the people and to promote the general welfare, and to encourage the maintenance of properties by legislation which shall be applicable to all rental dwellings now in existence or constructed. It shall be the further purpose of this Article to protect the public health, safety and welfare in buildings and on the premises as hereinafter provided by: (a) fixing the responsibilities of owners, operators, and occupants of all rental structures, and (b) providing for administration and enforcement of rental housing standards.

THE CITY OF ALBION ORDAINS:

Section 1: Chapter 18, of the Codified Ordinances of the City of Albion is hereby amended, by adding Article IX Rental Registration, Sections 18-380 through 18-396 as follows:

18-380: Definitions

Definitions contained in this Article are applicable to this Article only. Where terms are not defined in this Article but are otherwise defined in Chapter 18 of the Code of Ordinances, City of Albion, Michigan, they shall have the meanings contained elsewhere in Chapter 18 of this Code. Where terms are not defined in this Article or under other provisions of this Article or of Chapter 18 of the Code of Ordinances, City of Albion, Michigan, they shall have ascribed to them their ordinarily accepted meanings or such as the context herein may imply.

- a) Whenever the words "multi-family dwelling, residence building, dwelling unit, rooming house, rooming unit, or premises" are used in this Article, they shall be construed as though they were followed by the words "or any part thereof".
- b) "Basement" means a portion of the building partly underground, but having less than half of its clear height below the average grade of the adjoining ground.
- c) "Building Code" means the Building Code officially adopted by the City, pursuant to Chapter 18, Article II, Section 18-26 of this Code, for the regulation of construction, alteration, addition, repair, removal, demolition, use, location, occupancy and maintenance of buildings and structures.

- d) "Certified Mail" means and includes that class or type of mail designated by the U.S. Postal Service as "certified mail".
- e) "Code Enforcement Official" or "CEO" means an authorized City official designated to issue municipal civil infraction citations or municipal civil infraction notices as provided by this Article, perform inspections, or take any other action authorized by this Article.
- f) "Deterioration" or "Deteriorated" means the fact or process of decay or degeneration which has progressed to the point where it has resulted in or will soon result in making an object or mechanism unsafe, unsanitary, inoperable, unusable or unsuitable for its intended use, including, but not limited to, the advanced state of rot, rust, mold, insect ingestion, infestation or destruction.
- g) "Dwelling Unit" means one (1) or more rooms and a single kitchen designated as a unit for occupancy by one (1) family with provision of cooking, living, sanitary and sleeping facilities. See "Family".
- h) "Dwelling" means:
- i. A building, whether stick-built, premanufactured or precut, designed and used for the complete living accommodations of a single family which complies with the standards given in this Ordinance. In the case of buildings which are occupied in part, the portion occupied shall be considered a dwelling unit, provided it is in conformance with the criteria for dwellings. In no case shall a travel trailer, truck, bus, motor home, tent or other such portable structures be considered a dwelling unit.
 - ii. Dwelling, Two-Family or Duplex. A use which is a dwelling designed for or occupied by two (2) families, with separate housekeeping, cooking, and bathroom facilities for each which complies with the standards given in this Code. Two-Family dwelling or Duplex includes the following: See Dwelling Unit.
 - iii. Dwelling, Multiple-Family. A building, or a portion thereof, designed exclusively for occupancy by three (3) or more families living independently of each other where each unit may have access to a common hallway, stairs or elevator. Multiple-Family dwelling includes apartment buildings and also the following: A. Bungalow Court. This building type consists of a series of small, detached structures, providing multiple units arranged to define a shared court. The shared court takes the place of a private rear yard. B. Fourplex. A medium structure that consists of four (4) units: typically two (2) on the ground floor and two (2) above with a shared entry. C. Multiplex. A medium structure that consists of five (5) to ten (10) side-by-side and/or stacked dwelling units, typically with one (1) shared entry or individual entries along the front. D.

Courtyard Apartments. A medium- to large-sized structure consisting of multiple side-by-side and/or stacked dwelling units accessed from a courtyard or series of courtyards. Each unit may have its own individual entry or may share a common entry. See Dwelling Unit.

- iv. Boarding house, rooming house, lodging house, tourist house means a building arranged or used for the lodging with or without meals for compensation of more than three (3) and not more than twenty (20) persons.
- v. Mobile homes within a mobile home park; within a seasonal mobile home park; or located outside of a mobile home park or seasonal mobile home park if the mobile home is being rented to a tenant by the mobile home owner.
- i) "Emergency" means a condition of imminent danger calling for immediate action in order to avoid death, injury or illness to a human being or the destruction or severe damaging of real or personal property.
- j) "Extermination" means the control and elimination of insects, rodents or other pests by eliminating their harborage places or by removing or making inaccessible materials that may serve as their food by a recognized and approved means.
- k) "Family" means one (1) or more persons related by blood, marriage, or legal adoption (and their domestic employees) occupying a dwelling unit and living as a single housekeeping unit; or a collective number of individuals living together in a dwelling unit whose relationship is of a permanent and distinct domestic character and cooking as a single housekeeping unit. This definition shall not include a society, club, fraternity, sorority, association, lodge, combine, federation, group, coterie, or organization, which is not a recognized religious order, nor include a group of individuals whose association is temporary in character or nature.
- l) "Good Repairs" means to be properly installed, stable and maintained sufficiently free of defects or deterioration so as to be functional for its present use and to be safe and sanitary.
- m) "Hazardous" means a condition which the CEO has determined to be likely to result in the death, injury or illness of a human being or in the severe damage to real or personal property or in the unauthorized entry into a dwelling unit or accessory building if corrective measures are not taken expeditiously.
- n) "Hot Water" means water heated to a temperature of one hundred twenty (120°F) degrees Fahrenheit at the outlet.

- o) "Infestation" means the presence, within or contiguous to a structure or premises of insects, rodents, vermin or other pests.
- p) "Insect" means any species of animal with an exterior skeletal arrangement as well as any creeping or crawling invertebrate. The word "insect" shall include, but not be limited to, ants, roaches, flies, termites and silverfish as well as worms and slugs.
- q) "Intended" shall mean:
 - i. The purpose, operation and/or arrangement for which something has been designed or built.
 - ii. The purpose, operation and/or arrangement for which something is currently, safely and legally being used.
- r) "Kitchen" means a room used or intended to be used for the preparation of food or for both the preparation and consumption of food, but not for any other living or sleeping purposes.
- s) "Multi-Family (Multiple) Dwelling". See "Dwelling".
- t) "Occupant" means a person over one (1) year of age, including owner or operator, living and sleeping in a dwelling unit or having actual possession of the dwelling or rooming unit.
- u) "Operator" means any person who has charge, care or control of a structure or premises which are let or offered for rental occupancy.
- v) "Owner" means the person(s) to whom a dwelling unit is assessed on the City tax rolls. When the person listed on the tax rolls is the holder of a mortgage on the assessed premises, the owner shall be the person(s) named as the mortgagor(s) on the mortgage document. In this Article "owner" is sometimes referred to as "landlord."
- w) "Plumbing" or "Plumbing Fixtures" means water heating facilities, water pipes, gas pipes, garbage and disposal units, waste lavatories, bathtubs, shower baths, installed clothes washing machines, or other similar equipment, catch basins, drains, vents, or other similarly supplied fixtures, together with all connections to water, gas, sewer or vent lines.
- x) "Premises" means a lot, plot or parcel of land including the buildings or structures thereon.
- y) "Regular Mail" means that class of mail designated by the U.S. Postal Service as "first class" mail. Regular mail shall also include post cards and postal cards.

- z) “Rented” means a dwelling unit legally occupied by a person other than the owner or other than the mother, father, or child of the owner.
- aa) “Rooming House”. See “Dwelling”.
- bb) “Rooming Unit” means any room or group of rooms in a boarding or rooming house, forming a single habitable unit used or intended to be used for living and sleeping, but not for cooking or eating purposes.
- cc) “Rubbish” means combustible and non-combustible waste materials except garbage and including the residue from the burning of wood and other combustible materials, paper, rags, cartons, boxes, wood, excelsior, rubber, leather, tree branches, yard trimmings, tin cans, metals, mineral matter, glass crockery and dust and other similar materials.
- dd) “Safe” means a condition which is not likely to do harm to human beings or to real or personal property.
- ee) “Sanitary” means free of grease, excrement, dirt, food residue, garbage, rust or similar matter which can harbor bacteria unsafe to human beings or animals, or which produces strong odors or which provides food for, or is an available source of food for, animals or insects.
- ff) “Structure” means anything constructed or erected, such as a building, which requires location on the ground, or attachment to something having location on the ground except walls, fences, ornamental landscape features, driveways and sidewalks.
- gg) “Supplied” means installed, furnished or provided by the owner or operator of a rental unit.
- hh) “Tenant” means any person, including an equitable title holder under any land contract, occupying or possessing a dwelling or part thereof.
- ii) “Unit” means a collective term for any dwelling unit.
- jj) “Unsafe” means a condition which is reasonably likely to cause injury to human beings or property.
- kk) “Ventilation” means the process of supplying and removing air by natural or mechanical means to or from any space.
 - i. Mechanical means ventilation by power-driven devices.

- ii. Natural means ventilation through windows, skylights, doors, louvers, or stacks without using a wind or power-driven device.
- ll) “Yard” means an open, unoccupied space on the same lot with a building extending along the entire length of a street, or a rear or interior lot line.

18-381: Matters Covered

The provisions of this Article shall apply to all rental structures and premises located within the City of Albion. The provisions of this Article shall not apply to dwelling units that are occupied by member(s) of the owner’s family. For purposes of this Section, “family” shall include individuals related to the owner through blood, marriage, or adoption.

18-382: Applicability

Every portion of a building or premises used or intended to be used for rental dwelling purposes shall comply with the provisions of this Article irrespective of when such building shall have been constructed, altered, or repaired.

18-383: Application

Any alterations to buildings, or changes of use therein which may be caused directly or indirectly by the enforcement of this Article shall be done in accordance with all applicable building codes, including all requirements contained within Chapter 18 of this Code where applicable. All rental housing shall also be subject to applicable provisions of Chapter 100 of this Code (the Zoning Ordinance).

18-384: Conflicting Provisions

If any provision of this Article conflicts with or contravenes a provision of another Article of this Code, the more restrictive provision shall control.

18-385: Other Regulations

The provisions in this Article shall not be construed to prevent the enforcement of other provisions of this Code or other state or federal laws or regulations which prescribe additional or other standards applicable to rental housing.

18-386: Existing Buildings

This Article establishes minimum requirements for the occupancy of all rental structures and does not replace or modify requirements otherwise established for the construction, repair, alteration or use of buildings, equipment or facilities.

18-387: Administration

- a) *Enforcement Officer.* It shall be the duty and responsibility of the City of Albion Code Enforcement Officer ("CEO") or his or her designee to enforce the provisions of this Article.

18-388: Authority of the Building Board of Appeals; Appeals; Procedure

- a) *Powers and Duties of the Building Board of Appeals.* The Building Board of Appeals ("Board"), established pursuant to Chapter 18 Section 18-332 of this Code, shall have the following powers and duties under this Article:
- 1) Provide interpretations of the provisions of this Article.
 - 2) To hear and decide appeals where it is alleged by the appellant that there is error in any order, requirement, decision or determination made by the CEO, or any other administrative or enforcement official in connection with the enforcement of this Article.
 - 3) Authorize a variance from the strict application of this Article where such application would result in practical difficulties or unnecessary hardship to the person owning or having the beneficial use of the property for which a variance is sought. A variance may be allowed only if, in the judgment of the Board, such variance would not violate the intent of this Article, nor jeopardize public health or safety. This power shall not be construed so as to permit the Board to authorize the granting of a variance from the requirements of the State Housing Law or the provisions of any other Article of this Code where applicable.
 - 4) To grant extensions of time to correct violations of this Article upon a showing that the responsible party has made a good faith effort to comply with an order of the CEO; or that the violation(s) could not have been reasonably accomplished with the time limit originally set, or that an unusual hardship exists. Requests for extensions of time shall be given priority over other Board matters and the procedure of (b) of this Section shall not apply.
- b) *Appeal and Variance Procedure.*
- 1) Appeals from rulings, notices and orders of the CEO or any other official charged with the enforcement of this Article may be made to the Board by filing a notice of appeal with the City Clerk, accompanied by an appeal fee set by resolution of the City Council within twenty (20) days from the date of issuance of any such ruling, notice or order.
 - 2) The notice of appeal shall specify the particular grounds upon which the appeal is based. Where the appellant seeks a variance, the notice of appeal shall also specify the requirements from which a variance is sought and the nature and extent of such variance.

- 3) The taking of an appeal shall not stay the imposition of penalties imposed by this Article.
- 4) The Board of Appeals shall fix a reasonable time for the hearing of appeals. The Board shall serve notice of the hearing, including time, date, and location, via first-class mail to the appellant's last known address no later than seven (7) calendar days prior to the date of the hearing.
- 5) The Board shall prepare an official record of each appeal and shall base its decision on this record. The official record shall include:
 - a. The relevant administrative records and the order or action of the CEO which is being appealed.
 - b. The notice of appeal.
 - c. Such documents, exhibits, photographs, or written reports as may be submitted to the Board for its consideration.
 - d. Written findings of facts, conditions attached, and the decisions and order by the Board in disposing of the appeal shall be entered into the official record after they have been signed by the Chairman of the Board and after written notice of the disposition of the appeal has been served either in person or by mail upon the parties to the appeal, the CEO and the City Clerk.

18-389: Owner Responsibilities

In addition to all other responsibilities under the terms of this Article, the following provisions shall apply to owners:

- a) *Compliance Prior to Rental.* No owner shall rent, lease or otherwise offer or provide for occupancy of a rental unit which does not meet the requirements of this Article.
- b) *Free from Dampness.* No owner shall rent, lease or otherwise to another for human habitation any structure or portion thereof, including the cellar, basement, and/or crawl space, unless such structure is maintained reasonably free from dampness to prevent conditions conducive to decay or deterioration of the structure.
- c) *Shared or Public Areas.* All shared or public areas of a rental premises containing two (2) or more rental units shall be maintained in a clean and sanitary condition by the owner.
- d) *Garbage and Rubbish Removal.* The owner shall furnish garbage and trash removal facilities for every rental unit excepting a single-family dwelling.
- e) *Utility Services.* Owners shall provide utility services as are required and permitted pursuant to Section 18-394 of this Article. Owners may, in their discretion, require that tenants pay and/or reimburse owners for such services as a term of renting or letting consistent with the requirements of Chapter 86, Article II, Division I, Section 86-35 of this Code.
- f) *Accessory Structures and Fences.* Every accessory structure and fence on a rental premise shall be maintained in good repair by the owner, or in lieu thereof, the owner shall cause the same to be removed.

- g) *Extermination of Insects.* Owners shall be responsible for extermination of insects, rodents and other pests.
- h) *Window Screens.* Unless a tenant has specifically agreed to provide window screens as required by this Article, the owner shall furnish, install, and remove window screens in rental units.
- i) *Sale of Rental Unit.* Upon the sale or change of use of a rental unit, the owner shall promptly notify the CEO.

18-390: Responsibilities of Tenants

In addition to all other responsibilities under the Article, the following provisions shall apply to tenants.

- a) *Occupancy.* No tenant shall sublet a rental unit or allow non-tenants to occupy a rental unit except upon specific consent of the owner, nor permit an excessive number of occupants to occupy a rental premise in violation of this Article.
- b) *Sanitary Condition.* Every tenant shall maintain his rental unit and all other parts of a rental premises for which he is responsible in a clean and sanitary condition.
- c) *Cooperation with Owner.* Tenants shall promptly notify the owner of any known violation of this Article and shall cooperate with the owner in maintaining the rental premises.
- d) *Plumbing Facilities.* All plumbing fixtures and toilet facilities shall be maintained in a clean and sanitary condition at all times. Tenants shall use reasonable care in the proper use and operation of all plumbing facilities.
- e) *Parking Requirements.* Tenants shall comply with all off-street parking requirements as provided in this Article.
- f) *Extermination of Insects and Pests.* Tenants shall promptly cause the extermination of all insects, rodents or other pests when it is their responsibility to do so under the provisions of this Article.
- g) *Exterior Areas.* When required by this Article, tenants shall maintain all exterior areas of a rental premises in a clean and orderly condition.
- h) *Rubbish and Garbage - Single Family Units.* Tenants of single family dwelling units shall furnish their own rubbish and garbage disposal facilities, unless otherwise agreed to by the owner and the tenant.
- i) *Enforcement.* The tenant responsibilities under this Article shall be enforced by the CEO using the same enforcement procedures as are applicable to violations of this Code by owners.

18-391: Registration of Rental Units

- a) *Registration of Rental Units Required; Fees.*
 - 1) Annually, on or before April 1 of each year, every owner of a rental unit shall register the same with the City Clerk; make application for an annual license to the City Clerk. The applicant shall also file a written certification that no rental units to be registered are in violation of this Article. Each registration and application for license shall be accompanied by an appropriate fee as set by resolution of City Council.

- 2) Should the title to the property, which is the subject of the application and registration, be obtained more than six (6) months after the annual registration date for that year as specified above, then the license fee to be paid by the applicant shall be one-half ($\frac{1}{2}$) the annual fee for such property. The license issued the applicant shall be valid until the following April 1, the regular annual application and registration date.
 - 3) In the event an owner shall fail to comply with the provisions of this Section on or before April 1 of each year the owner shall pay in addition to the filing fee a late filing fee according to the schedule of fees applicable to this Article.
- b) *Registration of Rental Dwellings.* Application for registration and license shall be made in such form and in accordance with such instructions as may be provided by the City Clerk and shall include:
- 1) The address of the rental dwelling.
 - 2) The number of dwelling units.
 - 3) The name, residence address, and phone number of the owner.
 - 4) The name, address, and phone number of the manager or agent designated by the owner.
 - 5) The date of registry and registration identification number.
 - 6) Total amount of registration fees.
- c) *Issuance of License.* The City Clerk shall issue a license if the applicant is not in default to the City, has paid all applicable fees, registered and furnished all the information required by this Section, and the rental dwelling, its unit(s), accessory structures, and yard(s) are in compliance with all applicable building and zoning regulations.
- d) *Revocation of License.* The Clerk may revoke a rental housing license if the owner or applicant has:
- 1) Misrepresented the ownership or the state or condition of the rental property;
 - 2) Violated this Article or any other applicable provision of the City Code, including all applicable building and zoning regulations;
 - 3) Is in default to the City;
 - 4) Unpaid charges against the rental property for mowing, weed or debris removal, or similar charges; or
 - 5) Unpaid fees, fines, penalties or debts of any sort arising from the provisions or enforcement of the provisions of this Article.
- Prior to revoking a rental housing license, the CEO shall cause a written "Notice of Intention to Revoke License" to be delivered to the owner not less than thirty (30) days prior to the proposed effective date of revocation of the license. The Notice shall be sent by the CEO by first class mail and by certified mail to the owner at the address given by the owner when the rental unit(s) was last registered with the City. In the alternative, the Notice may be personally served upon the owner by the CEO.
- e) *Right to Appeal.* Upon refusal of the City Clerk to issue a license or upon revocation of a license by the City Clerk, the applicant or owner may appeal the decision to the Building Board of Appeals.

- f) *Certificate of Registration.* The CEO shall maintain a registry of the owners (and their responsible agents, if any) of all rental units in the City.
- g) *Change in Register Information.* The owner of rental units previously registered with the CEO shall notify the CEO within thirty (30) days of any change in registration information. A new owner of a registered rental unit(s) shall re-register such unit(s) within thirty (30) days of the date of transfer of ownership. No new fees shall be charged for change of registration.
- h) *Registry of New Rental Dwellings.* The owner of a new rental dwelling or of any dwelling newly converted to a rental dwelling shall register the rental dwelling prior to allowing occupancy of any new rental units.
- i) *Sale of Rental Unit.* The sale of real estate on which a rental unit or units are located shall automatically terminate any rental unit license with respect to such rental unit(s). Prior to the sale, assignment, or transfer by the owner of any interest in a rental unit structure, the owner shall cause all rental units to be inspected by the CEO who shall prepare a written report and furnish the owner with a copy within seven (7) working days after receiving a written request for such inspection. The inspection report shall be valid for thirty (30) days unless extended in writing by the CEO.

18-392: Inspection Basis; Fees and Enforcement Process

- a) *Inspections.* The CEO is authorized to make inspections of all rental units in the City occupied or held for rental. Inspections may be made to determine compliance with the standards of this Article in the following instances:
 - 1) When an application is received for the initial registration and licensing of a rental unit for units.
 - 2) When a complaint is received by the CEO that a rental unit or rental premises is not in compliance with the provisions of this Article.
 - 3) Upon observation by the CEO of a violation of the provisions of this Article.
 - 4) When an emergency is observed by the CEO or reasonably believed to exist.
 - 5) Upon the request by an owner or occupant of a rental unit.
 - 6) To determine compliance with a notice of violation or an order issued by the CEO or any other City official.
- b) *Time of Inspection.* The CEO shall make inspections of rental units licensed under this Article at least once in every three (3) year period.
- c) *Inspection Entry.* For the purpose of enforcing the provisions of this Article, the CEO is authorized to inspect rental units at any time during reasonable hours with the consent of a responsible party, owner, or owner's agent. Upon refusal of entry, the CEO may apply to the appropriate court for a court order authorizing entry as provided by State law.
- d) *Emergency Entry Authorized.* When an emergency is reasonably believed to exist within a rental unit or accessory structure, the CEO shall have the right to enter immediately and at any time without an inspection warrant and without the owner's consent to entry the rental unit provided that before entry, the CEO shall

make reasonable efforts to contact the owner of the rental unit. Emergency entry shall be for the sole purpose of determining that an emergency exists or to abate an existing emergency condition.

- e) *Fees*. The fees for registration, inspection, complaint inspections, and re-inspections shall be set by resolution of the City Council.

18-393: Environmental, Exterior and Interior Requirements

- a) *Compliance with Building and Zoning Codes*. All rental units, rental properties and structures shall comply with the provisions of Chapter 18 and Chapter 100 of this Code, as such provisions may apply.

18-394: Utility Services and Equipment to be Maintained

- a) *Utility Services*.

- 1) Except as otherwise provided in this Article, an owner shall not cause any of the following utilities, services or equipment to be shut off, disconnected, removed or otherwise terminated or interrupted when the utility, service, or equipment is being furnished to or used by the occupant of a rental unit:
 - a. Water or sewer service.
 - b. Fuel supply.
 - c. Heating or ventilation equipment.
 - d. Hot water supply.
 - e. Electrical service.
- 2) This Section shall not apply to a necessary and temporary interruption of service required for maintenance, repair or replacement nor to any such interruption needed to act upon an emergency or hazardous condition.
- 3) An owner shall be responsible to the City for payment of municipal water and sewer charges to rental units unless the owner has complied with the requirements of Chapter 86, Article II, Division I, Section 86-35 of this Code.
- 4) Any termination or interruption of water, sewer, gas or electric utility service by the utility for non-payment of utility bills shall be deemed to be caused by the person who contracted with the utility for the service. Neither an owner nor a tenant shall cause a utility service to be terminated for non-payment or otherwise without giving immediate notice to the other party to a rental agreement.

18-395: Mobile Home, Camper or Motor Home

- a) No mobile home, camper, or motor home whether mobile or not shall be occupied as a rental unit within the City except in a legally established mobile home park. Notwithstanding any provision of this Article, if the mobile home is

being rented to tenants by the owner of the mobile home, it shall be inspected under the terms of this Article as authorized by Section 7(7) of the Mobile Home Commission Act, Act 96 of 1987, as amended.

18-396: Violations

A person who violates this article is responsible for a civil infraction as set forth in Chapter 1, Section 1-26 of this Code.

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 March 1, 2023 after publication.

First Reading:

Second Reading & Adoption:

December 5, 2022

December 19, 2022

Ayes _____
Nays _____
Absent _____

Ayes _____
Nays _____
Absent _____

Jill Domingo,
Clerk

Victoria Snyder,
Mayor

CITY COUNCIL REGULAR MEETING AGENDA ITEM REPORT



To: City Council
Subject: APPROVE PURCHASE OF WASTEWATER BOD INCUBATOR
Meeting: CITY COUNCIL REGULAR MEETING - 19 Dec 2022
Department: Public Services
Staff Contact: Kevin O'Brien, Director of Public Services

BACKGROUND INFORMATION:

The BOD Incubator compressor has stopped working at the wastewater treatment plant. The BOD Incubator is a piece of vital lab equipment for monitoring wastewater treatment. It is used in the 5-day BOD test required by the Michigan Department of Environment, Great Lakes, and Energy, outlined in the City's NPDES Discharge permit. The 5-day BOD test also provides operators with the required information to diagnose and adjust the plant's treatment processes to stay within the limits of the NPDES permit.

City Administration has looked into two options - repair the current compressor or purchase a new compressor. Due to the existing equipment's costs and age, Administration recommends buying a new BOD Incubator.

FINANCIAL IMPACT:

Repair of compressor: \$2,300.00

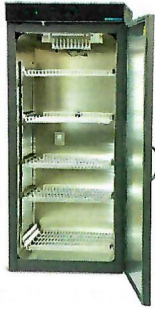
Costs of a new BOD Incubator: \$7,333.55

ATTACHMENTS:

[scan](#)

Increased holiday shipping volume and potential weather disruptions may affect carrier delivery times. Thank you for your patience.

800-548-1234



Summary More Like This Just For You

Part#: 48304

Weight: 405.0 lbs

Brand: Sheldon Manufacturing (<https://www.usabluebook.com/m-1089-sheldon-manufacturing.aspx>)

SHEL LAB Peltier Cooled BOD Incubator, 19.3 Cu Ft, 120V, SRI20P

- Decrease power consumption by 78%
- Ideal for BOD determinations

Price:

\$7,163.55 USD/Each

Need Help? Call 800-548-1234

Delivered Price \$ 7,333.55

*Arrive last week of Dec. 2022
30 day Payment after arrival.*

These reliable BOD incubators feature innovative peltier cooling technology that eliminates the need for a refrigeration compressor. They use 78% less power than traditional models and reduce room air conditioning loads by 75%. Their 75-lb capacity shelves eliminate sagging.

Incubators meet APJA specifications for BOD. Their mechanical convection system ensures even air distribution. Other features include digital temperature set controller, over-temperature limit control, a digital temperature display and a 1A interior outlet.

Includes: five adjustable shelves.

Shipping: Ships motor freight.

Tech Specs

- Temp range: 15 to 40°C; Temp uniformity: ±0.5° at 20°C
- Chamber capacity: 19.3 cu ft (300 bottles)
- Dimensions (WxHxD): Chamber: 25.5" x 24" x 54.5"; Overall: 30" x 31.5" x 69.5"



City of Albion BOARD APPLICATION

Received Date: October 4, 2022

Board/Commission: ECONOMIC DEVELOPMENT CORPORATION/TAX INCREMENT FINANCE AUTHORITY

NAME: Trevor White
DOB: March 4, 1981

| | | | |
|-----------------------------------|------------|------------------------|-----------------------|
| 18 YEARS OLD OR OLDER: | Yes | STREET ADDRESS: | 10935 25 1/2 Mile Rd. |
| US CITIZEN: | Yes | CITY: | ALBION, MI |
| CITY OF ALBION RESIDENT: | No | STATE: | Michigan |
| LENGTH OF RESIDENCY: | 19 years | ZIP: | 49224 |
| PHONE NUMBER: | 5176301160 | | |
| SECONDARY PHONE NUMBER(S): | 5178994939 | | |

IF YOU DO NOT RESIDE IN THE CITY LIMITS, DO YOU OWN REAL ESTATE WITHIN CITY LIMITS?

- Yes
- No

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

EMPLOYMENT STATUS: Employed

OCCUPATIONAL BACKGROUND: Business Owner

EDUCATIONAL BACKGROUND: Degree in Electronic Engineering

REASON FOR APPLYING: My reason is the Albion community and the future of Albion. I traveled a lot for work and the one place that made me feel like home was in Franklin, TN. A diverse small-town community just like Albion. I saw what a community could achieved when you have people that believe in it. You can see it go from rolling hills of nothingness to a thriving growing community. I spent three years in TN off and on living and working on a project for General Motors. I saw three new Hotels go up, new restaurants and remodeled or new apartment units being built. I told my wife this could be Albion I can see this happening for our community. When I arrived home for a visit that's when I saw groundbreaking new hotel being constructed in our COMMUNITY. I wasn't sure how or when but had to figure out a way to be a part of this new change I saw coming to Albion. With my experience in construction & electrical skills trade thanks to Ruff & Kreger Builders and L & M Electric. Along with my background in automation tech and manufacturing I truly feel I have something to offer to this community as it continues to grow and thrive.

Trevor White

RELEVANT EXPERIENCE: I currently reside as a board member of AYSO soccer under Jim Stuart. And I'm a head coach as well. I also set on the board of directors for my company which I started back in July 2020.

COMMUNITY INVOLVEMENT: AYSO Soccer Coach, First League Lego Robotics coach at Harrington Elementary School

Have you served on this board, commission, or committee in the past and if so, how many terms did you serve?
no

Relationship to City Officials/Department Head: Are you, your spouse or other close family members related to any City Officials or Department Heads? If yes, please explain
no

Business Relationship: Do you, your spouse, or any close family member currently have a business relationship with the City? If yes, please explain
no

Convictions: Have you ever been convicted of any criminal violation? Have you ever been convicted of a felony while holding public office or public employment? If yes, please explain
no

REFERENCE 1

NAME:
RELATIONSHIPS:
PHONE #:

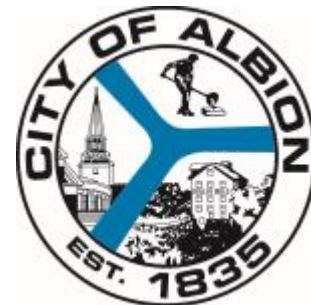
REFERENCE 2

NAME:
RELATIONSHIPS:
PHONE #:

**SECONDARY
BOARDS/COMMISSION:**

DOWNTOWN DEVELOPMENT AUTHORITY

CITY COUNCIL REGULAR MEETING AGENDA ITEM REPORT



To: CITY COUNCIL
Subject: DISCUSS/APPROVE EASEMENT AGREEMENT WITH STARR
COMMONWEALTH
Meeting: CITY COUNCIL REGULAR MEETING - 19 Dec 2022
Department: Attorney
Staff Contact: Cullen Harkness, City Attorney

ATTACHMENTS:

[20221206123558](#)

EASEMENT AGREEMENT

THIS EASEMENT AGREEMENT (Agreement), is made December ____, 2022, between the CITY OF ALBION, a Michigan municipal corporation, whose address is 112 W. Cass St., Albion, MI 49224 (Grantee), and STARR COMMONWEALTH, a domestic nonprofit corporation in the State of Michigan, whose address is 13725 Starr Commonwealth Rd., Albion, MI 49224 (Grantor). Grantor, for the sum of one (\$1.00) dollar, paid by Grantee, the receipt and sufficiency of which are hereby acknowledged, grants conveys, and releases to Grantee an easement ("Easement") for the construction, operation, installation, inspection, repair, maintenance, reconstruction and replacement and public use of Grantee-Owned Public Utilities (As defined below), over, under, and across the following described parcel of land ("Real Property"):

SHERIDAN TWP SEC 29 T2S R4W ALL THAT PART OF THE SE 1/4 LYING NORTHLY OF MICHIGAN AVE. EXC OLD US 12 ROW AND NYC ROW ALSO EXC BEG ON E LN OF SEC 29 AT THE N ROW OF MICH AVE, TH W'LY ALG N LN OF MICH AVE ROW 560' TO POB, TH N 207', TH W 245', TH S TO N LI OF MICH AVE ROW LN, TH SE'LY ALONG MICH AVE N ROW LN TO POB. 42.76A M/L

Commonly known as: Parcel Number: 19-290-003-40

The Easement shall be for a period of ten (10) years. Upon expiration of the ten (10) year period, said easement shall automatically renew for subsequent ten (10) year terms unless either party provides a written notice of termination of the easement agreement at least one (1) year prior to the renewal date. The easement shall be on those portions of the Real property described as follows ("Easement Area"):

An easement located in the Southeast 1/4 of Section 29, Town 2 South, Range 4 West, Sheridan Township, Calhoun County, Michigan being described as: Commencing at the South 1/4 Corner of Section 29, T2S, R4W; thence N00°33'06"W, 1977.25 feet along the North-South 1/4 line of said Section 30; thence N89°26'54"E, 1231.26 to the Northerly right-of-way line of Michigan Avenue; thence N12°16'10"E, 33.00 feet; thence S77°43'50"E, 58.54 feet to the point of beginning of the following described easement; thence N12°16'10"E, 20.80 feet; thence N20°53'14"W, 80.86 feet; thence N01°14'11"W, 517.82 feet; thence N89°12'25"E, 101.08 feet; thence S00°47'35"E, 80.00 feet; thence S89°12'25"W, 67.46 feet; thence S01°14'11"E, 431.85 feet; thence S20°53'14"E, 84.97

feet; thence S12°16'10"W, 38.62 feet; thence N77°43'50"W, 33.00 to the point of beginning; said easement being subject to any easements or restrictions of use or record.

Said Easement Area is further depicted on the attached diagram EXHIBIT 1 as "Easement Area #1".

Grantor hereby grants and conveys to Grantee all of Grantor's right, title, and interest, if any, in all municipal utilities (such as, but not limited to, water mains, lift stations, sanitary sewers, public storm sewers), and all equipment, piping, and related facilities incidental to such utilities, which may now or subsequently be located in the Easement Areas and which have been inspected and accepted by Grantee (collectively referred to in this Easement as "Grantee-Owned Public Utilities").

Grantee, its agents, employees and contractors shall have the right of ingress and egress to and from the Easement area across the Real Property for the purpose of constructing, operating, installing, inspecting, repairing, maintaining, reconstructing and/or replacing the Grantee-Owned Public Utilities which are at any time located in the Easement Area.

Grantor, its successors and assigns shall reimburse Grantee for any and all expenses incurred by Grantee to repair any damages to the Grantee-Owned Public Utilities caused by any individual, person, or entity acting on Grantor's behalf. Grantee, its successors and assigns shall reimburse Grantor for any and all expenses incurred by Grantor to repair any damages to the Grantor-Owned land/property caused by any individual, person, or entity acting on Grantor's behalf. Grantee, its successors and assigns shall be responsible for all maintenance of the Easement Area.

Grantor, its successors and assigns shall not grant any other easements in the Easement Areas to any individual, person or entity without the prior written consent of Grantee.

Grantor, its successors and assigns hereby agree to indemnify and hold Grantee harmless from any and all claims, debts, causes of action, or judgments for any damage to property and/or injury to any person which may arise on the Real Property, unless such damage or injury was caused by (i) the activities of Grantee, its agents, employees, or contractors pertaining to the construction, operation, installation, inspection, repair, maintenance, reconstruction, or replacement of Grantee-Owned Public Utilities which did not arise from the intentional acts of Grantor, its agents, employees, contractors, invitees, guests, successors, or assigns.

No landscaping (other than sod or grass), trees or shrubs, buildings or other structures shall be placed or maintained in the Easement Area or within such proximity to them so as to interfere with the construction, operation, installation, inspection, repair, maintenance, reconstruction and/or replacement of the Grantee-Owned Public Utilities located within the Easement Area, unless Grantor first obtains written permission from Grantee.

EXHIBIT 1

SKETCH


FOR: **CITY OF ALBION**

EASEMENT #1

A easement located in the Southeast 1/4 of Section 29, Town 2 South, Range 4 West, Sheridan Township, Calhoun County, Michigan being described as: Commencing at the South 1/4 Corner of Section 29, T2S, R4W; thence N00°33'06"W, 1977.25 feet along the North-South 1/4 line of said Section 30; thence N89°26'54"E, 1231.26 to the Northerly right-of-way line of Michigan Avenue; thence N12°16'10"E, 33.00 feet; thence S77°43'50"E, 58.54 feet to the point of beginning of the following described easement; thence N12°16'10"E, 20.80 feet; thence N20°53'14"W, 80.86 feet; thence N01°14'11"W, 517.82 feet; thence N89°12'25"E, 101.08 feet; thence S00°47'35"E, 80.00 feet; thence S89°12'25"W, 67.46 feet; thence S01°14'11"E, 431.85 feet; thence S20°53'14"E, 84.97 feet; thence S12°16'10"W, 38.62 feet; thence N77°43'50"W, 33.00 to the point of beginning; said easement being subject to any easements or restrictions of use or record.

EASEMENT #2

A easement located in the Southeast 1/4 of Section 29, Town 2 South, Range 4 West, Sheridan Township, Calhoun County, Michigan being described as: Commencing at the South 1/4 Corner of Section 29, T2S, R4W; thence N00°33'06"W, 1977.25 feet along the North-South 1/4 line of said Section 30; thence N89°26'54"E, 1231.26 to the Northerly right-of-way line of Michigan Avenue and the point of beginning of the following described easement; thence N12°16'10"E, 33.00 feet; thence S77°43'50"E, 91.54 feet; thence S12°16'10"W, 33.00 feet to the Northerly right-of-way line of Michigan Avenue; thence N77°43'50"W, 91.54 along said right-of-way line to the point of beginning; said easement being subject to any easements or restrictions of use or record.

| | | |
|---|---|--|
|  | KEBS, INC. | KYES ENGINEERING BRYAN LAND SURVEYS |
| | 13432 PRESTON DRIVE, MARSHALL, MI 49068 PH. 269-781-9800 FAX. 269-781-9805 | |
| 2116 HASLETT ROAD, HASLETT, MI 48840 PH. 517-339-1014 FAX. 517-339-8047 | | |
| DRAWN BY: BEB | SECTION 30, T2S, R4W | |
| FIELD WORK BY: MJG | JOB NUMBER: 100506 | |
| FIELD WORK DATE: 9/30/22 | SHEET 2 OF 2 | |

REVISED: NOV. 4, 2022
CORRECT ESMT. LABELS

SKETCH

FOR: **CITY OF ALBION**

 NORTH 1/4
CORNER
SECTION 29
T2S, R4W

 SOUTH 1/4
CORNER
SECTION 29
T2S, R4W

N-S 1/4 LINE SECTION 29
N00°33'06"W 1977.25'

N89°26'54"E 1231.26'



N01°4'11"W 517.82'
EASEMENT #1
S01°4'11"E 431.85'

33.00'



1" = 100'

REVISED: NOV. 4, 2022
CORRECT ESMT. LABELS

- R = Recorded Distance
- M = Measured Distance
- = Dead Line
- = Distance Not to Scale



KEBS, INC. KYES ENGINEERING
BRYAN LAND SURVEYS

13432 PRESTON DRIVE, MARSHALL, MI 49068
PH. 269-781-9800 FAX. 269-781-9805

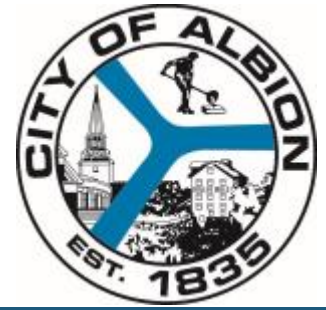
2116 HASLETT ROAD, HASLETT, MI 48840
PH. 517-339-1014 FAX. 517-339-8047

| | |
|---------------------------------|-----------------------------|
| DRAWN BY: BEB | SECTION 30, T2S, R4W |
| FIELD WORK BY: MJG | JOB NUMBER: 100506 |
| FIELD WORK DATE: 9/30/22 | SHEET 1 OF 2 |

MICHAEL A. GROAT
PROFESSIONAL SURVEYOR

DATE
No. **39079**

CITY COUNCIL REGULAR MEETING AGENDA ITEM REPORT



To: CITY COUNCIL
Subject: DISCUSSION/APPROVE EASEMENT FOR DRIVEWAY
Meeting: CITY COUNCIL REGULAR MEETING - 19 Dec 2022
Department: Attorney
Staff Contact: Cullen Harkness, City Attorney

ATTACHMENTS:

[2730 Easement Grant 12.5.2022](#)

EASEMENT FOR DRIVEWAY

SP#2730 - Calhoun - MI 68069

Consumers Energy Company, a Michigan corporation (formerly Consumers Power Company, a Michigan corporation, successor by merger to Consumers Power Company, a Maine corporation), One Energy Plaza, Jackson, Michigan 49201, (hereinafter "Grantor"), its successors and assigns for and in consideration of the sum of \$10.00, the receipt whereof Grantor hereby acknowledges, and the faithful performance of the terms and conditions contained herein [exempt from real estate transfer tax pursuant to MCL 207.505(a) and from State real estate transfer tax pursuant to MCL 207.526(a)], does by these presents, release and QUIT-CLAIM to City of Albion, a Michigan municipal corporation, 112 West Cass Street, Albion, Michigan 49224 (hereinafter "Grantee"), an easement (hereinafter "Easement") for the sole and only purpose of installing, constructing, operating, maintaining, repairing, replacing, removing, and using an existing driveway (hereinafter "Grantee's Facilities") on, over, and across a portion of Grantor's land in the Township of Sheridan, County of Calhoun, and State of Michigan, more particularly described in the attached Exhibit A (hereinafter "Grantor's Land"), with said portion of Grantor's Land being more particularly described in the attached Exhibit B (hereinafter "Easement Area").

This Easement is made subject to the following terms, conditions, restrictions and reservations (hereinafter "Terms and Conditions"):

1. **Non-Exclusive Easement and Grantor's Use:** This Easement is non-exclusive. Grantor reserves the right to use and allow others to use the Easement Area in any manner that does not unreasonably interfere with the exercise of the rights granted in this Easement. Grantee, in its use and occupancy of the Easement Area, shall at no time interfere with the operation or maintenance of, or access to, any of Grantor's facilities (hereinafter "Grantor's Facilities") or in any way affect or interrupt the continuity of service of Grantor as provided by any of Grantor's Facilities.
2. **Grantee's Facilities:** Grantor shall not be responsible for damage to Grantee's Facilities resulting from Grantor's, Grantee's, or any other third parties' use of the Easement Area. Grantor shall not be required to incur, without reimbursement from Grantee, any cost or expense relating to Grantee's use of the Easement Area. Grantor shall have no obligation to repair any damage to the Easement Area or any improvements thereon. Grantee's Facilities shall be designed to accommodate and withstand heavy loads, including construction vehicles and heavy equipment operating within or moving across the Easement Area. Grantee hereby accepts full responsibility for any damage to Grantee's Facilities caused by such heavy loads and forever waives and releases Grantor from any claim that Grantee, its agents or assigns may have as a result of such damage.
3. **Grantor's Property:** Grantee accepts the Easement Area AS-IS/WHERE IS in its present condition. This Easement is granted without any representations or warranties expressed or implied, and Grantee shall be responsible for performing its own due diligence of the Easement Area.
4. **Permitting and Compliance:** In its use and exercise of the rights granted in this instrument, Grantee shall comply with all applicable local, state, federal, regulatory, safety, and environmental, laws, ordinances, rules and regulations, and Grantor's requirements provided herein. Grantee is responsible for determining what licenses, permits or other authorizations are at any time required and shall, at Grantee's sole expense, obtain and maintain all such licenses, permits and other authorizations of any kind that may at any time be required. Grantee shall name itself (and in no event Grantor) as the applicant and responsible party for any such licenses, permits or other authorizations. Grantee shall provide to Grantor, copies of all such applications prior to submittal for approval, and copies of all such licenses, permits and other authorizations.

5. Existing Encumbrances: This Easement is granted by Grantor subject to any licenses, leases, easements, or other interest in Grantor's Land previously granted by Grantor or its predecessors in title and to any such interests reserved to other parties in instruments granted to Grantor or its predecessors in title, whether or not of record.

6. Appurtenant Property: All of the provisions of the Easement are intended to be, and shall be construed as covenants running with the land and shall be binding upon, inure to the benefit of and be enforceable by the parties hereto and their respective lessees, transferees, successors and assigns.

7. Signatory: The signatory represents and warrants that he or she has full authority to sign this Easement on behalf of the Grantee and by doing so bind it to all terms and conditions set forth herein.

IN WITNESS WHEREOF, the parties hereto have executed this instrument on this _____ day of _____, 202__.

[SIGNATURE PAGE TO FOLLOW]

[SIGNATURE PAGE]

City of Albion, a Michigan municipal corporation

BY: _____
Victoria Snyder
ITS: Mayor

Acknowledgement

Acknowledged before me in _____ County, Michigan, on _____, 202__, by Victoria Snyder, Mayor of the City of Albion, a Michigan municipal corporation.

Notary Public

County, Michigan
Acting in _____ County
My commission expires: _____

City of Albion, a Michigan municipal corporation

BY: _____
Jill Domingo
ITS: Clerk

Acknowledgement

Acknowledged before me in _____ County, Michigan, on _____, 202__, by Jill Domingo, Clerk of the City of Albion, a Michigan municipal corporation.

Notary Public

County, Michigan
Acting in _____ County
My commission expires: _____

[SIGNATURE PAGE]

Consumers Energy Company,
A Michigan Corporation

BY: _____

Julie C. Guinn

ITS: Senior Real Estate Analyst

Acknowledgement

Acknowledged before me in Jackson County, Michigan, on _____, 202__,
by Julie C. Guinn, Senior Real Estate Analyst of Consumers Energy Company, a Michigan corporation, for the corporation.

Notary Public
_____ County, Michigan
Acting in _____ County
My commission expires: _____

Prepared by and return recorded instrument to:
Aisling Warren, P20-215B-REM
Consumers Energy Company
1945 W. Parnall Road
Jackson, MI 49201

EXHIBIT A
SP# 2730 - Calhoun - MI 68069

Grantor's Land

Land located in the Township of Sheridan, County of Calhoun and State of Michigan, described as:

ALL THAT PART OF THE SE 1/4, LYING NORTHERLY OF MICHIGAN AVE, EXCLUDING OLD US 12 RIGHT-OF-WAY AND THE NYC RIGHT-OF-WAY. ALSO EXCLUDING, BEGINNING ON EAST LINE OF SECTION 29, AT THE NORTHERN RIGHT-OF-WAY OF MICHIGAN AVE; THENCE WESTERLY ALONG THE NORTH LINE OF MICHIGAN AVENUE RIGHT-OF-WAY, 560 FEET TO THE POINT OF BEGINNING; THENCE NORTH 207 FEET; THENCE WEST 245 FEET; THENCE SOUTH TO THE NORTH LINE OF MICHIGAN AVE RIGHT-OF-WAY LINE; THENCE SOUTHEASTERLY ALONG MICHIGAN AVE NORTHERN RIGHT-OF-WAY TO THE POINT OF BEGINNING.

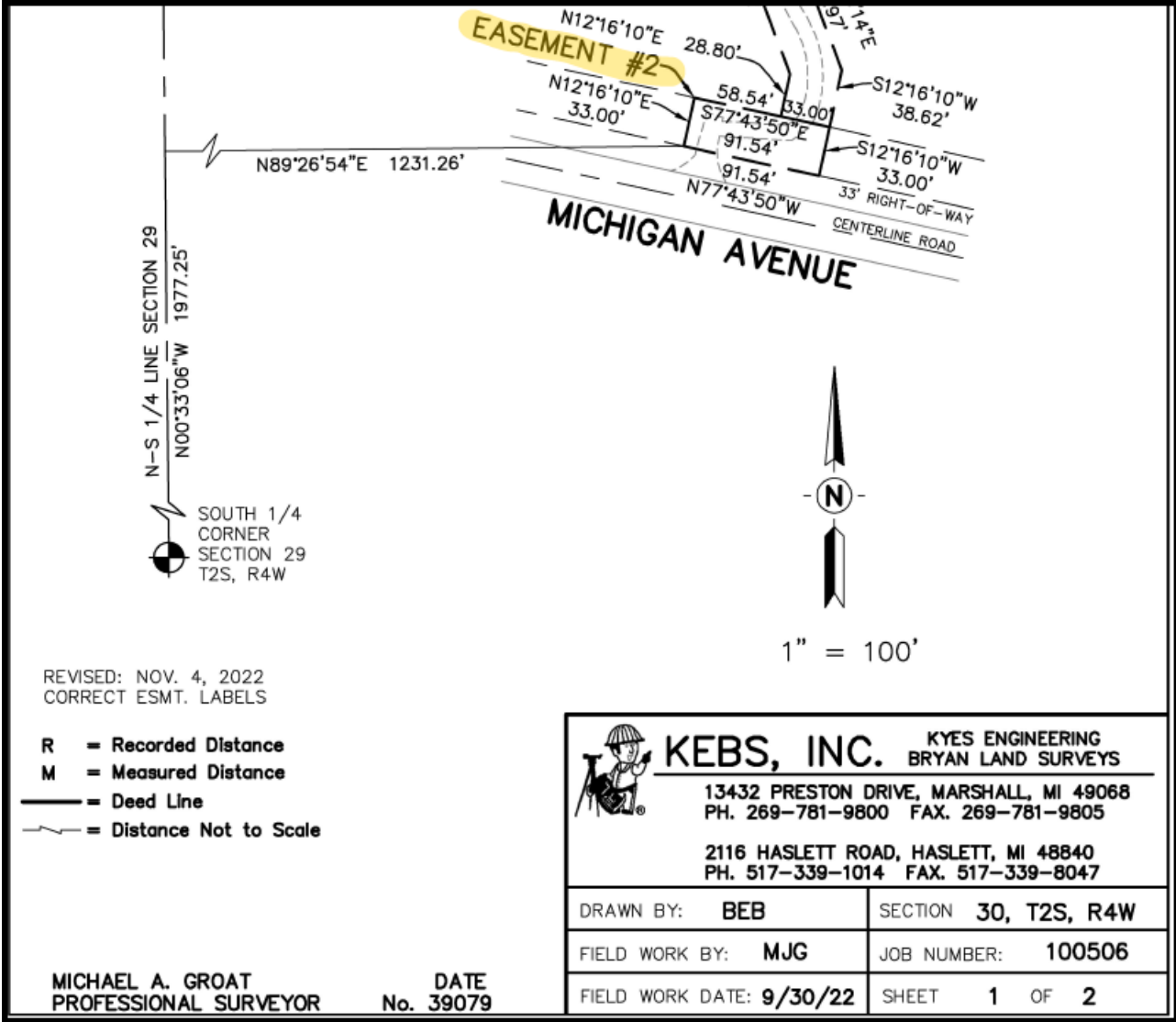
PARCEL ID: 13-19-332-003-00

EXHIBIT B
SP# 2730 - Calhoun - MI 68069

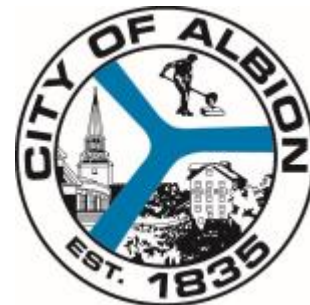
Easement Area

Land located in the Township of Sheridan, County of Calhoun and State of Michigan, described as:

An easement located in the Southeast 1/4 of Section 29, Town 2 South, Range 4 West, being described as: Commencing at the South 1/4 corner of Section 29; thence N00°33'06"W, 1977.25 feet along the North-South 1/4 line of said Section 30; thence N89°26'54"E 1231.26 feet to the Northerly right-of-way line of Michigan Avenue and the point of beginning of the following described easement; thence N12°16'10"E, 33.00 feet; thence S77°43'50"E, 91.54 feet; thence S12°16'10"W, 33.00 feet to the Northerly right-of-way line of Michigan Avenue; thence N77°43'50"W, 91.54 along said right-of-way line to the point of beginning; said easement being subject to any easement or restrictions of use or record.



CITY COUNCIL REGULAR MEETING AGENDA ITEM REPORT



To: City Council
Subject: DISCUSSION 2022 STRATEGIC GOALS UPDATE
Meeting: CITY COUNCIL REGULAR MEETING - 19 Dec 2022
Department: City Manager
Staff Contact: Haley Snyder, City Manager

ATTACHMENTS:

[Strategic Goals Year-End Update](#)



CITY OF ALBION Office of the City Manager

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

MEMO

TO: Honorable Mayor and City Council
FROM: Haley Snyder, City Manager
DATE: December 14, 2022
RE: 2022 Strategic Goals Year-End Update

2022 Strategic Goals Year-End Update

Strategic Goal Areas: *City Services, Community Development, Infrastructure, Parks & Recreation, Public Safety, and Professional Development*

CITY SERVICES

Priority 1:

- Explore public transportation options
 - The City continues to support the Albion/Marshall Connector
 - Allocates \$3,000 to support funding of the Albion/Marshall Connector
 - The City continues to participate in the county-wide transportation initiative
 - Members from the Calhoun County Transportation Workgroup presented on the efforts underway to establish a county-wide transportation service in May 2022
 - The County Corporate Counsel is preparing articles of incorporation for a Transportation Authority to oversee the transportation services
 - A county-wide millage will fund the service
- Clean sewer basin, add flags
 - This continues to be an ongoing effort with our Sewer Department
 - Roughly 30-35 sewer basins have been cleaned this year

Priority 1.5:

- Development of an affordable online payment system
 - City Administration researched several online payment system vendors
 - Paymentus was selected as the best option for the City
 - The Finance Department worked with the Paymentus vendor and BS&A to link the two systems together; however, due to high costs for the implementation with BS&A, City Administration has decided to explore other options
 - With the transition in the Finance Department, this continues to be an ongoing effort

Priority 2:

- Employee Recognition
 - An employee appreciation picnic was held in June 2022
 - This continues to be a work in progress
- USDA Packaging Site: Grant & Loans
 - City's Planning Department worked collaboratively with USDA-RD on intake for residents seeking home repair assistance
- Update City Hall Infrastructure
 - A facility assessment of City Hall was completed by Wightman & Associates to identify the necessary improvements to the building
 - The final report will be presented to the City Council in early 2023
 - A new back door and ramp were installed at City Hall that meets ADA requirements

Priority 3:

- Clarify the process for addressing back taxes
 - The Income Tax Board of Review was established in early 2022
 - The Finance Department developed failure to file notices and payment plan agreements to address delinquent income tax issues
- Sewer & Water Rates
 - The City Council approved an increase to the City's water rates in August 2022 to go into effect in January 2023
 - A press release and guide noting the increase was published and issued with the quarterly utility bills informing residents of the increase
- Media Outreach

COMMUNITY DEVELOPMENT

Priority 1:

- Create a cleaner city
 - The City experienced greater Code Enforcement support from SAFEBuilt in 2022
 - A Rental Certification Ordinance was developed and presented to the City Council for adoption
 - The Ordinance will go into effect in March 2023
- Improve street repair before the street plan is implemented
 - A hot patch schedule was developed and implemented by the Department of Public Works – over 6400 potholes have been patched in the city limits
 - Surface sealing (chip and seal) should be considered to maintain our most recently improved streets – Irwin Ave., Clark Street, North Street, 1st, 2nd, 3rd, Wild, and Hartwell
- Create partnerships – bring resources together for the benefit of everyone
 - The City's Planning Department leveraged partnerships with Albion College School of Public Purpose
 - Ford Institute Intern (2021-2022)
 - Americorp Community Development Specialist (2022-2023)
 - Held regular development meetings with local property owners and MEDC staff
 - Worked with the City of Battle Creek's Lead Grant Coordinator to implement lead programs in the community
 - Lead Safe Program (LSP) and the Lead Hazard Control Program

Priority 2:

- Conduct Town Hall Meetings
 - A series of town hall meetings were held to discuss the proposed road millage
 - Engagement sessions were held to receive input on the updating of the City's Comprehensive Master Plan
- Funds for the Right Now Project – look at alternative ways/debt instead of millage
- For Neighbors
 - Establish a Neighborhood Planning Council
 - Plant flowers to make it look nice
 - Residents who need assistance with repairs

Priority 3:

- Investigate Housing Options
 - The City's zoning Ordinance allows for a wide variety of housing options across all districts, which allows for residential uses
 - The City and AEDC are working directly with developers who are working to bring mixed-use and multi-unit dwellings to Albion
 - ARC – Big Albion Plan, Zero Day, 110-114 E. Erie Rental Rehabilitation project
- Black Businesses – help establish
 - The City's Planning Department and the AEDC are working directly with black business owners to provide development assistance and connect them to resources

INFRASTRUCTURE

Priority 1:

- Road Millage – 6 mils
 - Several project plans were developed to support a budget generated from a millage amount of 6 mils
 - A series of town hall meetings were held to educate the residents on the proposed road millage
 - The road millage was placed on the August Primary ballot. Unfortunately, the millage failed
 - City Administration continues to work with the City Council to identify a level of funding to support road improvement projects
- Successful start of the USDA Wastewater Project
 - Engineering work has started on the wastewater treatment plant project
 - Construction anticipated for FY 2024
- The City was awarded a Drinking Water Asset Management Grant for \$401,074 for copper/lead water main identification and replacement

PARKS & RECREATION

Priority 1:

- Incremental progress on Master Plan
 - The 5-Year Parks & Recreation Master Plan was updated and adopted in December 2021
 - Three of the five projects identified in the year 2022 have been completed – McIntosh Park Improvements, Walking Path to the new pavilion in Holland Park, and Dam Feasibility Study
- Solidify Contract for recreation participation
 - The City entered into a service agreement with the Battle Creek YMCA to oversee and provide recreation programs to the Albion community. The term of the service agreement is April 5, 2022 – December 31, 2024

Priority 2:

- Enforcement of Park Rules
 - The Parks and Recreation Advisory Commission approved a recommendation to the City Council to update the park rules on July 12, 2022
 - The City Council approved the updated park rules in August 2022
- Update Signage
 - The Blueprint for a Better Albion includes funding to support updating all park signage
 - Now that the matching funds for the DeNicola gift have been secured, the City will release an RFP to update the park signage in 2023
- Cameras
 - Cameras will be installed in the following park spaces – McIntosh Park, Holland Park, and Victory Park

Priority 3:

- Find a park for the 4th Precinct

PUBLIC SAFETY

Priority 1:

- Continue Training and Development (Mental Health)
 - All current patrol officers are Crisis Intervention Team (CIT) certified. The two newest patrol officers will attend CIT training in January and March 2023.

Priority 2:

- Safe City Certification

Priority 3:

- Investment in staff capacity to strategically tackle worse areas
 - ADPS received a First Responder Recruitment and Training grant for \$170,000 to assist with recruitment and training costs for new public safety officers. The grant dollars have hired five new officers.

PROFESSIONAL DEVELOPMENT

Priority 1:

- Continue MML Training
 - City Council Members attended the MML Capital Conference, MML Convention, MML Newly Elected Officials training

Priority 2:

- Identify how to involve citizens better and inform them of what is happening

Priority 3:

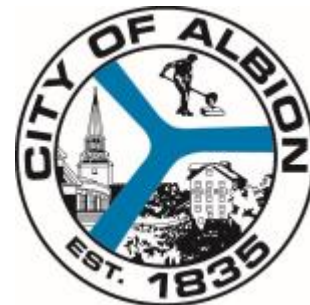
- Understand and use “Generative Conflict Resolution.”

Priority 4:

- MME
 - The City Manager is an active member of MME
- MERS
 - The Payroll Accountant attended the MERS Fall Conference

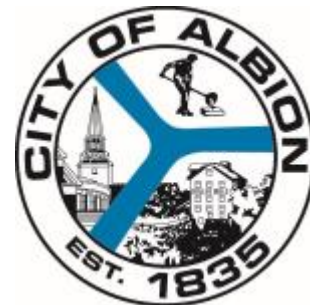
- List Serve Participation
 - The City Manager utilizes the MME Listserve to pose questions and gain insight into how things are handled in other communities
- Review Ordinances and Charter regularly

CITY COUNCIL REGULAR MEETING AGENDA ITEM REPORT



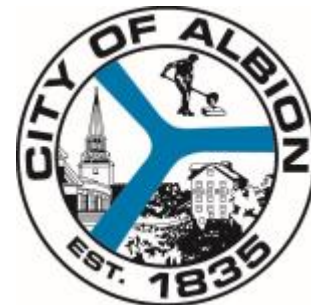
To: CITY COUNCIL
Subject: DISCUSSION CREATE QR CODE TO CITY WEBSITE
Meeting: CITY COUNCIL REGULAR MEETING - 19 Dec 2022
Department: Council
Staff Contact: Donovan Williams, (1)

CITY COUNCIL REGULAR MEETING AGENDA ITEM REPORT



To: CITY COUNCIL
Subject: DISCUSSION PARTNER WITH OUTSIDE ORGANIZATIONS FOR SUMMER YOUTH EMPLOYMENT
Meeting: CITY COUNCIL REGULAR MEETING - 19 Dec 2022
Department: Council
Staff Contact: Donovan Williams, (1)

CITY COUNCIL REGULAR MEETING AGENDA ITEM REPORT



To: CITY COUNCIL
Subject: DISCUSSION 2023 STRATEGIC GOAL WORK SESSION
Meeting: CITY COUNCIL REGULAR MEETING - 19 Dec 2022
Department: City Manager
Staff Contact: Haley Snyder, City Manager

BACKGROUND INFORMATION:

** Work Session Tentative Date will be Saturday, February 4th, 2023 from 9:00 a.m. -12:00 p.m.

CITY COUNCIL REGULAR MEETING AGENDA ITEM REPORT



To: CITY COUNCIL
Subject: DISCUSSION IMPROVE CHANNELS OF COMMUNICATION
Meeting: CITY COUNCIL REGULAR MEETING - 19 Dec 2022
Department: Council
Staff Contact: Vivian Davis, (5)



CITY OF ALBION Office of the City Manager

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

MEMO

TO: Honorable Mayor and City Council
FROM: Haley Snyder, City Manager
DATE: December 15, 2022
RE: City Manager's Report – December 19, 2022

Albion Building Authority (ABA) – The ABA held its regular meeting on Thursday, December 8th. The Board discussed and approved the following - 2023 meeting dates, HUD inspection of Maple Grove, Edward Jones Lease Agreement, and September, October & November billing for Maple Grove.

City/County Meeting – Mayor Snyder and I attended the quarterly City/County meetings with the County Administrator, surrounding City Managers, and Mayors on Friday, December 9th. The group discussed the county-wide transportation initiative. The County's Corporate Counsel is drafting articles of incorporation to establish a Transportation Authority.

AEDC/City Introductory Meeting – I met with Virgie Ammerman, AEDC CEO/President, on Monday, December 12th, to discuss the roles and goals of the City and AEDC. I look forward to working with the new AEDC President to serve the Albion community better.

Government Leaders Forum – I attended the Calhoun County Government Leaders Forum on Tuesday, December 13th. Lucy Blair, County Communications Manager, presented on the county-wide broadband initiative. The Calhoun County Broadband Task Force is continuing its work toward affordable, accessible internet in Calhoun County.

Affordable Connectivity Program – This federal benefit program helps households afford the broadband they need for work, school, healthcare, and more. The benefit provides a discount of up to \$30 per month toward internet service for eligible households. Eligible households can also receive a one-time discount of up to \$100 to purchase equipment (laptop, desktop computer, tablet, etc.). A household is eligible if a member of the household meets at least one of the following criteria – income-based (at or below 200% of the Federal Poverty Guidelines), received a Federal Pell Grant during the current award year, participates in one of these assistance programs (free/reduced-price school lunch, SNAP, Medicaid, federal housing assistance, Social Security Income, WIC, Veterans Pension or Survivor Benefits). To enroll in the program, go to www.affordableconnectivity.gov to submit an application or mail-in application.

Downtown Parking Study – City Administration (Director Arnold and I) and members from the DDA met with the consultant completing the downtown parking study to review the preliminary report on Thursday, December 15th. The final report will be provided to the City in January.

City Hall Operations – City Hall will be closed on the following days to observe the upcoming holidays:

- Friday, December 23rd – Christmas Eve
- Monday, December 26th – Christmas Day
- Friday, December 30th – New Year’s Eve
- Monday, January 2nd – New Year Day
- Normal hours of operation with resume on Tuesday, January 3rd

REVENUE AND EXPENDITURE REPORT FOR CITY OF ALBION
 PERIOD ENDING 10/31/2022
 % Fiscal Year Completed: 83.29

| GL NUMBER | DESCRIPTION | 2021 | | END BALANCE | YTD BALANCE | 2022 | % BDGT USED |
|--|-------------|----------------|--------|--------------------------|--------------------------|--------------------|----------------|
| | | AMENDED BUDGET | NORMAL | 12/31/2021 (ABNORMAL) | 10/31/2022 (ABNORMAL) | ORIGINAL BUDGET | |
| Fund 101 - GENERAL FUND | | | | | | | |
| 000 - GENERAL | | 4,279,219.00 | | 4,538,386.43 | 4,295,502.77 | 4,350,650.00 | 98.73 |
| 209 - ASSESSING | | 0.00 | | 220.00 | 330.00 | 0.00 | 100.00 |
| 215 - CLERK | | 250.00 | | 548.50 | 410.00 | 500.00 | 82.00 |
| 260 - FINANCE DEPT AND/OR ABA GENERAL | | 886.00 | | 971.21 | 2,142.58 | 1,100.00 | 194.78 |
| 276 - CEMETERY | | 67,000.00 | | 75,299.38 | 64,766.42 | 70,000.00 | 92.52 |
| 304 - CODE ENFORCEMENT | | 0.00 | | 0.00 | 26,700.00 | 32,500.00 | 82.15 |
| 345 - PUBLIC SAFETY | | 74,997.00 | | 82,764.93 | 48,865.94 | 84,300.00 | 57.97 |
| 422 - PLANNING & ZONING | | 137,659.00 | | 180,073.86 | 121,708.44 | 82,000.00 | 148.42 |
| 758 - ALBION RIVER/BIKE TRAIL | | 280,000.00 | | 0.00 | 61,569.79 | 0.00 | 100.00 |
| 775 - PARKS | | 4,100.00 | | 3,970.00 | 4,492.50 | 5,500.00 | 81.68 |
| 778 - HOLLAND PARK TRANSFORMATION PROJECT | | 21,080.00 | | 21,082.00 | 5,000.00 | 0.00 | 100.00 |
| 930 - TRANSFER IN | | 22,500.00 | | 22,500.00 | 20,000.00 | 20,000.00 | 100.00 |
| TOTAL REVENUES | | 4,887,691.00 | | 4,925,816.31 | 4,651,488.44 | 4,646,550.00 | 100.11 |
| | | | | | | | |
| 101 - CITY COUNCIL | | 37,095.00 | | 31,491.62 | 38,188.33 | 33,690.00 | 113.35 |
| 172 - CITY MANAGER | | 187,317.00 | | 164,661.73 | 161,802.92 | 227,175.00 | 71.22 |
| 209 - ASSESSING | | 52,150.00 | | 49,283.91 | 47,479.11 | 52,730.00 | 90.04 |
| 210 - ATTORNEY | | 123,800.00 | | 109,230.36 | 92,726.84 | 110,750.00 | 83.73 |
| 215 - CLERK | | 128,944.00 | | 119,210.60 | 106,726.80 | 163,630.00 | 65.22 |
| 226 - HUMAN RESOURCES | | 44,673.00 | | 43,883.68 | 33,995.26 | 43,700.00 | 77.79 |
| 260 - FINANCE DEPT AND/OR ABA GENERAL | | 522,966.00 | | 499,261.13 | 412,008.53 | 560,285.00 | 73.54 |
| 265 - MUNICIPAL BLDG AND/OR 201 N CLINTON ST | | 107,691.00 | | 97,141.37 | 81,046.90 | 94,430.00 | 85.83 |
| 276 - CEMETERY | | 220,297.00 | | 203,076.26 | 179,028.70 | 226,035.00 | 79.20 |
| 304 - CODE ENFORCEMENT | | 52,826.00 | | 51,766.16 | 62,210.59 | 80,460.00 | 77.32 |
| 345 - PUBLIC SAFETY | | 2,131,487.00 | | 2,054,787.46 | 1,883,421.97 | 2,152,061.00 | 87.52 |
| 422 - PLANNING & ZONING | | 212,241.00 | | 238,862.72 | 184,033.59 | 151,035.00 | 121.85 |
| 442 - CITY MAINTENANCE | | 58,535.00 | | 63,893.45 | 97,114.18 | 54,405.00 | 178.50 |
| 444 - TREE TRIMMING | | 82,671.00 | | 71,361.55 | 53,885.79 | 66,125.00 | 81.49 |
| 447 - ENGINEERING | | 25,000.00 | | 18,410.61 | 133,023.75 | 7,500.00 | 1,773.65 |
| 448 - STREET LIGHTING | | 150,000.00 | | 146,942.72 | 101,179.34 | 142,500.00 | 71.00 |
| 526 - EPA LANDFILL | | 12,500.00 | | 7,381.02 | 5,339.06 | 10,500.00 | 50.85 |
| 758 - ALBION RIVER/BIKE TRAIL | | 300,000.00 | | 105,753.05 | 96,001.95 | 0.00 | 100.00 |
| 775 - PARKS | | 280,188.00 | | 267,901.57 | 252,229.48 | 274,285.00 | 91.96 |
| 778 - HOLLAND PARK TRANSFORMATION PROJECT | | 38,500.00 | | 20,747.90 | 15,976.00 | 0.00 | 100.00 |
| 895 - GENERAL APPROPRIATION | | 329,500.00 | | 265,363.18 | 235,194.28 | 298,595.00 | 78.77 |
| TOTAL EXPENDITURES | | 5,098,381.00 | | 4,630,412.05 | 4,272,613.37 | 4,749,891.00 | 89.95 |
| | | | | | | | |
| Fund 101 - GENERAL FUND: | | | | | | | |
| TOTAL REVENUES | | 4,887,691.00 | | 4,925,816.31 | 4,651,488.44 | 4,646,550.00 | 100.11 |
| TOTAL EXPENDITURES | | 5,098,381.00 | | 4,630,412.05 | 4,272,613.37 | 4,749,891.00 | 89.95 |
| NET OF REVENUES & EXPENDITURES | | (210,690.00) | | 295,404.26 | 378,875.07 | (103,341.00) | 366.63 |

REVENUE AND EXPENDITURE REPORT FOR CITY OF ALBION
 PERIOD ENDING 10/31/2022
 % Fiscal Year Completed: 83.29

| GL NUMBER | DESCRIPTION | 2021 | | END BALANCE | YTD BALANCE | 2022 | % BDGT USED |
|--------------------------------|-------------|----------------|--------|--------------------------|--------------------------|--------------------|----------------|
| | | AMENDED BUDGET | NORMAL | 12/31/2021 (ABNORMAL) | 10/31/2022 (ABNORMAL) | ORIGINAL BUDGET | |
| Fund 202 - MAJOR STREETS FUND | | | | | | | |
| 000 - GENERAL | | 889,537.00 | | 882,989.41 | 594,972.35 | 916,150.00 | 64.94 |
| 486 - I-94 TRUNKLINE | | 15,664.00 | | 17,349.52 | 26,584.84 | 17,500.00 | 151.91 |
| 487 - M-99 TRUNKLINE | | 28,077.00 | | 33,950.64 | 23,016.53 | 30,000.00 | 76.72 |
| 488 - M-199 TRUNKLINE | | 14,891.00 | | 17,195.97 | 11,696.13 | 15,000.00 | 77.97 |
| TOTAL REVENUES | | 948,169.00 | | 951,485.54 | 656,269.85 | 978,650.00 | 67.06 |
| | | | | | | | |
| 454 - ACT 51 NON-MOTORIZED | | 47,000.00 | | 47,000.00 | 13,082.50 | 0.00 | 100.00 |
| 461 - MAINTENANCE | | 405,161.00 | | 329,644.87 | 278,904.05 | 401,165.00 | 69.52 |
| 465 - TRAFFIC SERVICES | | 2,530.00 | | 189.98 | 742.34 | 2,325.00 | 31.93 |
| 467 - WINTER MAINTENANCE | | 34,785.00 | | 13,665.93 | 37,266.30 | 32,010.00 | 116.42 |
| 486 - I-94 TRUNKLINE | | 26,325.00 | | 9,530.04 | 13,564.57 | 26,005.00 | 52.16 |
| 487 - M-99 TRUNKLINE | | 35,325.00 | | 13,384.22 | 17,736.81 | 29,815.00 | 59.49 |
| 488 - M-199 TRUNKLINE | | 15,305.00 | | 10,611.40 | 9,315.19 | 12,130.00 | 76.79 |
| 965 - TRANSFER OUT | | 653,000.00 | | 653,000.00 | 278,000.00 | 278,000.00 | 100.00 |
| TOTAL EXPENDITURES | | 1,219,431.00 | | 1,077,026.44 | 648,611.76 | 781,450.00 | 83.00 |
| | | | | | | | |
| Fund 202 - MAJOR STREETS FUND: | | | | | | | |
| TOTAL REVENUES | | 948,169.00 | | 951,485.54 | 656,269.85 | 978,650.00 | 67.06 |
| TOTAL EXPENDITURES | | 1,219,431.00 | | 1,077,026.44 | 648,611.76 | 781,450.00 | 83.00 |
| NET OF REVENUES & EXPENDITURES | | (271,262.00) | | (125,540.90) | 7,658.09 | 197,200.00 | 3.88 |

REVENUE AND EXPENDITURE REPORT FOR CITY OF ALBION
 PERIOD ENDING 10/31/2022
 % Fiscal Year Completed: 83.29

| GL NUMBER | DESCRIPTION | 2021 | | END BALANCE | YTD BALANCE | 2022 | % BDGT USED |
|--------------------------------|-------------|----------------|--------|--------------------------|--------------------------|--------------------|----------------|
| | | AMENDED BUDGET | NORMAL | 12/31/2021 (ABNORMAL) | 10/31/2022 (ABNORMAL) | ORIGINAL BUDGET | |
| Fund 203 - LOCAL STREETS FUND | | | | | | | |
| 000 - GENERAL | | 294,395.00 | | 295,990.95 | 194,852.10 | 306,350.00 | 63.60 |
| 930 - TRANSFER IN | | 150,000.00 | | 150,000.00 | 275,000.00 | 275,000.00 | 100.00 |
| TOTAL REVENUES | | 444,395.00 | | 445,990.95 | 469,852.10 | 581,350.00 | 80.82 |
| | | | | | | | |
| 461 - MAINTENANCE | | 466,833.00 | | 418,925.90 | 282,796.57 | 525,260.00 | 53.84 |
| 465 - TRAFFIC SERVICES | | 10,830.00 | | 6,642.79 | 1,655.98 | 8,650.00 | 19.14 |
| 467 - WINTER MAINTENANCE | | 48,685.00 | | 28,204.06 | 37,765.33 | 40,895.00 | 92.35 |
| 965 - TRANSFER OUT | | 103,000.00 | | 103,000.00 | 3,000.00 | 3,000.00 | 100.00 |
| TOTAL EXPENDITURES | | 629,348.00 | | 556,772.75 | 325,217.88 | 577,805.00 | 56.29 |
| | | | | | | | |
| Fund 203 - LOCAL STREETS FUND: | | | | | | | |
| TOTAL REVENUES | | 444,395.00 | | 445,990.95 | 469,852.10 | 581,350.00 | 80.82 |
| TOTAL EXPENDITURES | | 629,348.00 | | 556,772.75 | 325,217.88 | 577,805.00 | 56.29 |
| NET OF REVENUES & EXPENDITURES | | (184,953.00) | | (110,781.80) | 144,634.22 | 3,545.00 | 4,079.95 |

REVENUE AND EXPENDITURE REPORT FOR CITY OF ALBION
 PERIOD ENDING 10/31/2022
 % Fiscal Year Completed: 83.29

| GL NUMBER | DESCRIPTION | 2021 | END BALANCE | YTD BALANCE | 2022 | % BDTG USED |
|--------------------------------|-------------|-------------------|---------------------------------|---------------------------------|--------------------|----------------|
| | | AMENDED BUDGET | 12/31/2021 NORMAL (ABNORMAL) | 10/31/2022 NORMAL (ABNORMAL) | ORIGINAL BUDGET | |
| Fund 208 - RECREATION FUND | | | | | | |
| 780 - RECREATION | | 204,956.00 | 205,054.00 | 217,449.60 | 207,900.00 | 104.59 |
| TOTAL REVENUES | | <u>204,956.00</u> | <u>205,054.00</u> | <u>217,449.60</u> | <u>207,900.00</u> | 104.59 |
| 780 - RECREATION | | 138,624.00 | 148,620.52 | 172,656.97 | 157,645.00 | 109.52 |
| TOTAL EXPENDITURES | | <u>138,624.00</u> | <u>148,620.52</u> | <u>172,656.97</u> | <u>157,645.00</u> | 109.52 |
| Fund 208 - RECREATION FUND: | | | | | | |
| TOTAL REVENUES | | 204,956.00 | 205,054.00 | 217,449.60 | 207,900.00 | 104.59 |
| TOTAL EXPENDITURES | | <u>138,624.00</u> | <u>148,620.52</u> | <u>172,656.97</u> | <u>157,645.00</u> | 109.52 |
| NET OF REVENUES & EXPENDITURES | | 66,332.00 | 56,433.48 | 44,792.63 | 50,255.00 | 89.13 |

REVENUE AND EXPENDITURE REPORT FOR CITY OF ALBION
 PERIOD ENDING 10/31/2022
 % Fiscal Year Completed: 83.29

| GL NUMBER | DESCRIPTION | 2021 | | 2022 | | % BDGT USED |
|--------------------------------|-------------|----------------|--|--|--------------------|----------------|
| | | AMENDED BUDGET | END BALANCE 12/31/2021 NORMAL (ABNORMAL) | YTD BALANCE 10/31/2022 NORMAL (ABNORMAL) | ORIGINAL BUDGET | |
| Fund 226 - SOLID WASTE FUND | | | | | | |
| 000 - GENERAL | | 309,746.00 | 307,804.43 | 324,486.38 | 313,325.00 | 103.56 |
| TOTAL REVENUES | | 309,746.00 | 307,804.43 | 324,486.38 | 313,325.00 | 103.56 |
| 523 - LEAF PICKUP | | 19,395.00 | 2,913.61 | 680.94 | 19,610.00 | 3.47 |
| 524 - TREE DUMP | | 15,960.00 | 11,365.90 | 12,433.47 | 15,805.00 | 78.67 |
| 528 - SOLID WASTE | | 182,827.00 | 159,744.71 | 106,910.38 | 186,715.00 | 57.26 |
| 965 - TRANSFER OUT | | 49,000.00 | 49,000.00 | 46,500.00 | 46,500.00 | 100.00 |
| TOTAL EXPENDITURES | | 267,182.00 | 223,024.22 | 166,524.79 | 268,630.00 | 61.99 |
| Fund 226 - SOLID WASTE FUND: | | | | | | |
| TOTAL REVENUES | | 309,746.00 | 307,804.43 | 324,486.38 | 313,325.00 | 103.56 |
| TOTAL EXPENDITURES | | 267,182.00 | 223,024.22 | 166,524.79 | 268,630.00 | 61.99 |
| NET OF REVENUES & EXPENDITURES | | 42,564.00 | 84,780.21 | 157,961.59 | 44,695.00 | 353.42 |

REVENUE AND EXPENDITURE REPORT FOR CITY OF ALBION
 PERIOD ENDING 10/31/2022
 % Fiscal Year Completed: 83.29

| GL NUMBER | DESCRIPTION | 2021 | | END BALANCE | YTD BALANCE | 2022 | % BDTG USED |
|---------------------------------------|-------------|-------------------|--------|--------------------------|--------------------------|--------------------|----------------|
| | | AMENDED BUDGET | NORMAL | 12/31/2021 (ABNORMAL) | 10/31/2022 (ABNORMAL) | ORIGINAL BUDGET | |
| Fund 265 - DRUG LAW ENFORCEMENT FUND | | | | | | | |
| 000 - GENERAL | | 438,302.00 | | 438,353.78 | 3,327.60 | 1,500.00 | 221.84 |
| 400 - FED DRUG LAW ENFOR - REIMBUR | | 40,000.00 | | 29,128.39 | 38,857.72 | 30,000.00 | 129.53 |
| TOTAL REVENUES | | <u>478,302.00</u> | | <u>467,482.17</u> | <u>42,185.32</u> | <u>31,500.00</u> | <u>133.92</u> |
| | | | | | | | |
| 333 - DRUG LAW ENFORCEMENT | | 96,580.00 | | 9,412.97 | 53,851.56 | 51,300.00 | 104.97 |
| 400 - FED DRUG LAW ENFOR - REIMBUR | | 47,185.00 | | 44,428.64 | 41,915.67 | 58,000.00 | 72.27 |
| TOTAL EXPENDITURES | | <u>143,765.00</u> | | <u>53,841.61</u> | <u>95,767.23</u> | <u>109,300.00</u> | <u>87.62</u> |
| | | | | | | | |
| Fund 265 - DRUG LAW ENFORCEMENT FUND: | | | | | | | |
| TOTAL REVENUES | | 478,302.00 | | 467,482.17 | 42,185.32 | 31,500.00 | 133.92 |
| TOTAL EXPENDITURES | | 143,765.00 | | 53,841.61 | 95,767.23 | 109,300.00 | 87.62 |
| NET OF REVENUES & EXPENDITURES | | <u>334,537.00</u> | | <u>413,640.56</u> | <u>(53,581.91)</u> | <u>(77,800.00)</u> | <u>68.87</u> |

REVENUE AND EXPENDITURE REPORT FOR CITY OF ALBION
 PERIOD ENDING 10/31/2022
 % Fiscal Year Completed: 83.29

| GL NUMBER | DESCRIPTION | 2021 | | YTD BALANCE | | 2022 | |
|--|-------------|----------------|-------------------|-------------|------------|-----------------|------------------|
| | | AMENDED BUDGET | NORMAL (ABNORMAL) | 12/31/2021 | 10/31/2022 | ORIGINAL BUDGET | % BDGT USED |
| Fund 275 - ALBION BUILDING AUTHORITY FUND | | | | | | | |
| 000 - GENERAL | | 3,336.00 | | 3,069.13 | | 6,292.99 | 3,050.00 206.33 |
| 265 - MUNICIPAL BLDG AND/OR 201 N CLINTON ST | | 1,512.00 | | 1,512.00 | | 1,386.00 | 2,000.00 69.30 |
| 271 - FIRE/AMBULANCE BUILDING | | 35,511.00 | | 38,010.94 | | 12,000.00 | 31,000.00 38.71 |
| 273 - 112 E ERIE ST | | 163,418.00 | | 163,417.54 | | 0.00 | 0.00 0.00 |
| TOTAL REVENUES | | 203,777.00 | | 206,009.61 | | 19,678.99 | 36,050.00 54.59 |
| | | | | | | | |
| 260 - FINANCE DEPT AND/OR ABA GENERAL | | 6,950.00 | | 6,075.96 | | 4,781.25 | 7,075.00 67.58 |
| 265 - MUNICIPAL BLDG AND/OR 201 N CLINTON ST | | 3,150.00 | | 2,145.26 | | 10,874.86 | 2,265.00 480.13 |
| 271 - FIRE/AMBULANCE BUILDING | | 25,750.00 | | 18,410.26 | | 22,042.44 | 24,420.00 90.26 |
| 273 - 112 E ERIE ST | | 1,015.00 | | 463.52 | | 0.00 | 0.00 0.00 |
| TOTAL EXPENDITURES | | 36,865.00 | | 27,095.00 | | 37,698.55 | 33,760.00 111.67 |
| | | | | | | | |
| Fund 275 - ALBION BUILDING AUTHORITY FUND: | | | | | | | |
| TOTAL REVENUES | | 203,777.00 | | 206,009.61 | | 19,678.99 | 36,050.00 54.59 |
| TOTAL EXPENDITURES | | 36,865.00 | | 27,095.00 | | 37,698.55 | 33,760.00 111.67 |
| NET OF REVENUES & EXPENDITURES | | 166,912.00 | | 178,914.61 | | (18,019.56) | 2,290.00 786.88 |

REVENUE AND EXPENDITURE REPORT FOR CITY OF ALBION
 PERIOD ENDING 10/31/2022
 % Fiscal Year Completed: 83.29

| GL NUMBER | DESCRIPTION | 2021 AMENDED BUDGET | END BALANCE 12/31/2021 NORMAL (ABNORMAL) | YTD BALANCE 10/31/2022 NORMAL (ABNORMAL) | 2022 ORIGINAL BUDGET | % BDGT USED |
|-----------------------------------|-------------|------------------------|--|--|----------------------------|----------------|
| Fund 277 - ABA SEC 8 MAPLE GROVE | | | | | | |
| 000 - GENERAL | | 491,958.00 | 508,395.36 | 434,300.47 | 502,000.00 | 86.51 |
| TOTAL REVENUES | | 491,958.00 | 508,395.36 | 434,300.47 | 502,000.00 | 86.51 |
| 701 - ABA SEC 8 MAPLE GROVE | | 454,400.00 | 399,678.86 | 289,131.12 | 453,395.00 | 63.77 |
| TOTAL EXPENDITURES | | 454,400.00 | 399,678.86 | 289,131.12 | 453,395.00 | 63.77 |
| Fund 277 - ABA SEC 8 MAPLE GROVE: | | | | | | |
| TOTAL REVENUES | | 491,958.00 | 508,395.36 | 434,300.47 | 502,000.00 | 86.51 |
| TOTAL EXPENDITURES | | 454,400.00 | 399,678.86 | 289,131.12 | 453,395.00 | 63.77 |
| NET OF REVENUES & EXPENDITURES | | 37,558.00 | 108,716.50 | 145,169.35 | 48,605.00 | 298.67 |

REVENUE AND EXPENDITURE REPORT FOR CITY OF ALBION
 PERIOD ENDING 10/31/2022
 % Fiscal Year Completed: 83.29

| GL NUMBER | DESCRIPTION | 2021 | END BALANCE | YTD BALANCE | 2022 | % BDGT USED |
|-----------------------------------|-------------|----------------|---------------------------------|---------------------------------|--------------------|----------------|
| | | AMENDED BUDGET | 12/31/2021 NORMAL (ABNORMAL) | 10/31/2022 NORMAL (ABNORMAL) | ORIGINAL BUDGET | |
| Fund 367 - SIDEWALK PROGRAM FUND | | | | | | |
| 000 - GENERAL | | (335.00) | 169.01 | 401.26 | (450.00) | (89.17) |
| TOTAL REVENUES | | (335.00) | 169.01 | 401.26 | (450.00) | (89.17) |
| 443 - SIDEWALK PROGRAM | | 450,000.00 | 417,920.45 | 3,960.10 | 9,500.00 | 41.69 |
| TOTAL EXPENDITURES | | 450,000.00 | 417,920.45 | 3,960.10 | 9,500.00 | 41.69 |
| Fund 367 - SIDEWALK PROGRAM FUND: | | | | | | |
| TOTAL REVENUES | | (335.00) | 169.01 | 401.26 | (450.00) | 89.17 |
| TOTAL EXPENDITURES | | 450,000.00 | 417,920.45 | 3,960.10 | 9,500.00 | 41.69 |
| NET OF REVENUES & EXPENDITURES | | (450,335.00) | (417,751.44) | (3,558.84) | (9,950.00) | 35.77 |

REVENUE AND EXPENDITURE REPORT FOR CITY OF ALBION
 PERIOD ENDING 10/31/2022
 % Fiscal Year Completed: 83.29

| GL NUMBER | DESCRIPTION | 2021 | END BALANCE | YTD BALANCE | 2022 | % BDGT USED |
|--------------------------------|-------------|---------------------|---------------------------------|---------------------------------|---------------------|----------------|
| | | AMENDED BUDGET | 12/31/2021 NORMAL (ABNORMAL) | 10/31/2022 NORMAL (ABNORMAL) | ORIGINAL BUDGET | |
| Fund 590 - SEWER FUND | | | | | | |
| 000 - GENERAL | | 1,490,687.00 | 1,644,576.21 | 1,353,731.64 | 1,510,350.00 | 89.63 |
| TOTAL REVENUES | | <u>1,490,687.00</u> | <u>1,644,576.21</u> | <u>1,353,731.64</u> | <u>1,510,350.00</u> | <u>89.63</u> |
| 536 - SEWER UTILITY OPERATIONS | | 1,608,829.00 | 1,523,258.19 | 971,680.08 | 1,558,525.00 | 62.35 |
| 542 - WWTP ENERGY IMPROVEMENTS | | 8,600.00 | 10,074.69 | 7,308.80 | 8,250.00 | 88.59 |
| 906 - DEBT SERVICE - LOANS | | 1,700.00 | 1,309.37 | 884.04 | 1,700.00 | 52.00 |
| 965 - TRANSFER OUT | | 143,500.00 | 143,500.00 | 143,500.00 | 143,500.00 | 100.00 |
| TOTAL EXPENDITURES | | <u>1,762,629.00</u> | <u>1,678,142.25</u> | <u>1,123,372.92</u> | <u>1,711,975.00</u> | <u>65.62</u> |
| Fund 590 - SEWER FUND: | | | | | | |
| TOTAL REVENUES | | 1,490,687.00 | 1,644,576.21 | 1,353,731.64 | 1,510,350.00 | 89.63 |
| TOTAL EXPENDITURES | | 1,762,629.00 | 1,678,142.25 | 1,123,372.92 | 1,711,975.00 | 65.62 |
| NET OF REVENUES & EXPENDITURES | | (271,942.00) | (33,566.04) | 230,358.72 | (201,625.00) | 114.25 |

REVENUE AND EXPENDITURE REPORT FOR CITY OF ALBION
 PERIOD ENDING 10/31/2022
 % Fiscal Year Completed: 83.29

| GL NUMBER | DESCRIPTION | 2021 | | 2022 | | % BGD USED |
|--------------------------------|-------------|----------------|-------------------|---------------------------|--------------------|---------------|
| | | AMENDED BUDGET | NORMAL (ABNORMAL) | YTD BALANCE 10/31/2022 | ORIGINAL BUDGET | |
| Fund 591 - WATER FUND | | | | | | |
| 000 - GENERAL | | 952,793.00 | 1,081,706.33 | 841,183.30 | 956,200.00 | 87.97 |
| TOTAL REVENUES | | 952,793.00 | 1,081,706.33 | 841,183.30 | 956,200.00 | 87.97 |
| 536 - WATER UTILITY OPERATIONS | | 1,264,259.00 | 1,220,171.25 | 900,336.13 | 1,276,300.00 | 70.54 |
| 906 - DEBT SERVICE - LOANS | | 4,000.00 | 3,277.48 | 2,278.66 | 3,000.00 | 75.96 |
| 965 - TRANSFER OUT | | 11,150.00 | 11,150.00 | 10,950.00 | 10,500.00 | 104.29 |
| TOTAL EXPENDITURES | | 1,279,409.00 | 1,234,598.73 | 913,564.79 | 1,289,800.00 | 70.83 |
| Fund 591 - WATER FUND: | | | | | | |
| TOTAL REVENUES | | 952,793.00 | 1,081,706.33 | 841,183.30 | 956,200.00 | 87.97 |
| TOTAL EXPENDITURES | | 1,279,409.00 | 1,234,598.73 | 913,564.79 | 1,289,800.00 | 70.83 |
| NET OF REVENUES & EXPENDITURES | | (326,616.00) | (152,892.40) | (72,381.49) | (333,600.00) | 21.70 |

REVENUE AND EXPENDITURE REPORT FOR CITY OF ALBION
 PERIOD ENDING 10/31/2022
 % Fiscal Year Completed: 83.29

| GL NUMBER | DESCRIPTION | 2021 | | 2022 | | % BDTG USED |
|---------------------------------|-------------|----------------------|--|--|----------------------|----------------|
| | | AMENDED BUDGET | END BALANCE 12/31/2021 NORMAL (ABNORMAL) | YTD BALANCE 10/31/2022 NORMAL (ABNORMAL) | ORIGINAL BUDGET | |
| Fund 661 - EQUIPMENT POOL FUND | | | | | | |
| 000 - GENERAL | | 328,239.00 | 343,635.50 | 612,761.36 | 346,545.00 | 176.82 |
| TOTAL REVENUES | | <u>328,239.00</u> | <u>343,635.50</u> | <u>612,761.36</u> | <u>346,545.00</u> | <u>176.82</u> |
| 770 - EQUIPMENT POOL | | 318,730.00 | 335,160.89 | 242,149.52 | 317,395.00 | 76.29 |
| 965 - TRANSFER OUT | | 17,400.00 | 17,400.00 | 17,400.00 | 17,400.00 | 100.00 |
| TOTAL EXPENDITURES | | <u>336,130.00</u> | <u>352,560.89</u> | <u>259,549.52</u> | <u>334,795.00</u> | <u>77.52</u> |
| Fund 661 - EQUIPMENT POOL FUND: | | | | | | |
| TOTAL REVENUES | | 328,239.00 | 343,635.50 | 612,761.36 | 346,545.00 | 176.82 |
| TOTAL EXPENDITURES | | <u>336,130.00</u> | <u>352,560.89</u> | <u>259,549.52</u> | <u>334,795.00</u> | <u>77.52</u> |
| NET OF REVENUES & EXPENDITURES | | (7,891.00) | (8,925.39) | 353,211.84 | 11,750.00 | 3,006.06 |
| TOTAL REVENUES - ALL FUNDS | | | | | | |
| TOTAL REVENUES - ALL FUNDS | | 10,740,378.00 | 11,088,125.42 | 9,623,788.71 | 10,109,970.00 | 95.19 |
| TOTAL EXPENDITURES - ALL FUNDS | | <u>11,816,164.00</u> | <u>10,799,693.77</u> | <u>8,308,669.00</u> | <u>10,477,946.00</u> | <u>79.30</u> |
| NET OF REVENUES & EXPENDITURES | | (1,075,786.00) | 288,431.65 | 1,315,119.71 | (367,976.00) | 357.39 |

FUND: 101 202 203 208 214 226 250 265 367 450 452 590 591 661 711 732 735 737
 CASH AND INVESTMENT ACCOUNTS

| Fund Account | Description | Beginning Balance 10/01/2022 | Total Debits | Total Credits | Ending Balance 10/31/2022 |
|--------------|-------------------------------------|------------------------------|--------------|---------------|---------------------------|
| Fund 101 | GENERAL FUND | | | | |
| 001.00 | CASH | 140,487.29 | 1,119,861.52 | 1,431,915.60 | (171,566.79) |
| 002.00 | CASH - INCOME TAX ACCOUNT | 1,235,959.27 | 144,369.23 | 1,314,854.18 | 65,474.32 |
| 003.00 | CERTIFICATES OF DEPOSIT | 55,000.00 | 60,000.00 | 55,068.40 | 59,931.60 |
| 004.00 | PETTY CASH | 100.00 | 0.00 | 0.00 | 100.00 |
| 004.01 | PETTY CASH - DAILY DRAWERS | 0.00 | 0.00 | 0.00 | 0.00 |
| 004.02 | PETTY CASH - CHANGE DRAWER | 400.00 | 0.00 | 0.00 | 400.00 |
| 005.00 | HRA ACCOUNT FOR EMPLOYEES | 0.00 | 0.00 | 0.00 | 0.00 |
| 006.00 | RESTRICTED CASH - BOND RESERVE | 0.00 | 0.00 | 0.00 | 0.00 |
| 007.00 | CASH PARK FENCE | 0.99 | 0.00 | 0.00 | 0.99 |
| 017.00 | INVESTMENTS | 328,902.33 | 2,421,288.60 | 575,000.00 | 2,175,190.93 |
| 017.19 | COVID-19 ARPA LOCAL FISCAL RECOVERY | 444,908.25 | 1,192.41 | 0.00 | 446,100.66 |
| | GENERAL FUND | 2,205,758.13 | 3,746,711.76 | 3,376,838.18 | 2,575,631.71 |
| Fund 202 | MAJOR STREETS FUND | | | | |
| 001.00 | CASH | 279,464.68 | 140,258.45 | 589,297.47 | (169,574.34) |
| 003.00 | CERTIFICATES OF DEPOSIT | 0.00 | 0.00 | 0.00 | 0.00 |
| 017.00 | INVESTMENTS | 616,539.89 | 276,969.56 | 0.00 | 893,509.45 |
| | MAJOR STREETS FUND | 896,004.57 | 417,228.01 | 589,297.47 | 723,935.11 |
| Fund 203 | LOCAL STREETS FUND | | | | |
| 001.00 | CASH | 11,002.17 | 298,192.53 | 30,752.59 | 278,442.11 |
| 003.00 | CERTIFICATES OF DEPOSIT | 0.00 | 0.00 | 0.00 | 0.00 |
| 017.00 | INVESTMENTS | 251,907.64 | 675.14 | 0.00 | 252,582.78 |
| | LOCAL STREETS FUND | 262,909.81 | 298,867.67 | 30,752.59 | 531,024.89 |
| Fund 208 | RECREATION FUND | | | | |
| 001.00 | CASH | 100,702.64 | 19,328.50 | 76,210.14 | 43,821.00 |
| 017.00 | INVESTMENTS | 181,396.91 | 75,572.66 | 0.00 | 256,969.57 |
| | RECREATION FUND | 282,099.55 | 94,901.16 | 76,210.14 | 300,790.57 |
| Fund 214 | CALHOUN COUNTY PARKS MILLAGE | | | | |
| 001.00 | CASH | 33,181.17 | 2.62 | 0.00 | 33,183.79 |
| 017.00 | INVESTMENTS | 0.00 | 0.00 | 0.00 | 0.00 |
| | CALHOUN COUNTY PARKS MILLAGE | 33,181.17 | 2.62 | 0.00 | 33,183.79 |
| Fund 226 | SOLID WASTE FUND | | | | |
| 001.00 | CASH | 259,414.15 | 28,530.69 | 280,980.56 | 6,964.28 |
| 003.00 | CERTIFICATES OF DEPOSIT | 0.00 | 0.00 | 0.00 | 0.00 |
| 017.00 | INVESTMENTS | 613,557.78 | 451,903.89 | 225,000.00 | 840,461.67 |
| | SOLID WASTE FUND | 872,971.93 | 480,434.58 | 505,980.56 | 847,425.95 |
| Fund 250 | CDBG FUND | | | | |
| 001.01 | CDBG FUND CASH | 5,368.30 | 0.03 | 5,368.30 | 0.03 |
| 003.00 | CERTIFICATES OF DEPOSIT | 0.00 | 0.00 | 0.00 | 0.00 |
| 017.00 | INVESTMENTS | 60,125.26 | 5,542.05 | 0.00 | 65,667.31 |
| | CDBG FUND | 65,493.56 | 5,542.08 | 5,368.30 | 65,667.34 |
| Fund 265 | DRUG LAW ENFORCEMENT FUND | | | | |
| 001.00 | CASH | 112,275.93 | 18.62 | 85,460.81 | 26,833.74 |
| 001.01 | CASH - NON-ALLOCATED | 0.00 | 0.00 | 0.00 | 0.00 |
| 017.00 | INVESTMENTS | 302,311.83 | 75,896.75 | 0.00 | 378,208.58 |
| | DRUG LAW ENFORCEMENT FUND | 414,587.76 | 75,915.37 | 85,460.81 | 405,042.32 |
| Fund 367 | SIDEWALK PROGRAM FUND | | | | |
| 001.00 | CASH | 738.10 | 0.06 | 0.00 | 738.16 |
| 017.00 | INVESTMENTS | 38,446.60 | 103.03 | 0.00 | 38,549.63 |
| | SIDEWALK PROGRAM FUND | 39,184.70 | 103.09 | 0.00 | 39,287.79 |

FUND: 101 202 203 208 214 226 250 265 367 450 452 590 591 661 711 732 735 737
 CASH AND INVESTMENT ACCOUNTS

| Fund Account | Description | Beginning Balance 10/01/2022 | Total Debits | Total Credits | Ending Balance 10/31/2022 |
|--------------|--------------------------------|------------------------------|---------------------|-------------------|---------------------------|
| Fund 450 | STREET IMPROVEMENTS FUND | | | | |
| 001.00 | CASH | 17,722.59 | 53,736.36 | 18,500.00 | 52,958.95 |
| 003.00 | CERTIFICATES OF DEPOSIT | 0.00 | 0.00 | 0.00 | 0.00 |
| 017.00 | INVESTMENTS | 365,523.42 | 979.68 | 0.00 | 366,503.10 |
| | STREET IMPROVEMENTS FUND | <u>383,246.01</u> | <u>54,716.04</u> | <u>18,500.00</u> | <u>419,462.05</u> |
| Fund 452 | MDOT RECONSTRUCTION FUND | | | | |
| 001.00 | CASH | 151,922.98 | 0.00 | 25,000.00 | 126,922.98 |
| 003.00 | CERTIFICATES OF DEPOSIT | 0.00 | 0.00 | 0.00 | 0.00 |
| 017.00 | INVESTMENTS | 0.00 | 0.00 | 0.00 | 0.00 |
| | MDOT RECONSTRUCTION FUND | <u>151,922.98</u> | <u>0.00</u> | <u>25,000.00</u> | <u>126,922.98</u> |
| Fund 590 | SEWER FUND | | | | |
| 001.00 | CASH | (14,780.03) | 210,523.53 | 344,090.51 | (148,347.01) |
| 003.00 | CERTIFICATES OF DEPOSIT | 0.00 | 0.00 | 0.00 | 0.00 |
| 017.00 | INVESTMENTS | 72,411.94 | 60,263.26 | 0.00 | 132,675.20 |
| | SEWER FUND | <u>57,631.91</u> | <u>270,786.79</u> | <u>344,090.51</u> | <u>(15,671.81)</u> |
| Fund 591 | WATER FUND | | | | |
| 001.00 | CASH | (34,959.08) | 95,266.09 | 109,751.72 | (49,444.71) |
| 003.00 | CERTIFICATES OF DEPOSIT | 0.00 | 0.00 | 0.00 | 0.00 |
| 006.00 | RESTRICTED CASH - BOND RESERVE | 0.00 | 0.00 | 0.00 | 0.00 |
| 008.00 | CASH-SECURITY DEPOSIT | 0.00 | 0.00 | 0.00 | 0.00 |
| 017.00 | INVESTMENTS | 541,384.45 | 1,451.02 | 0.00 | 542,835.47 |
| | WATER FUND | <u>506,425.37</u> | <u>96,717.11</u> | <u>109,751.72</u> | <u>493,390.76</u> |
| Fund 661 | EQUIPMENT POOL FUND | | | | |
| 001.00 | CASH | 191,098.54 | 55,672.33 | 196,130.66 | 50,640.21 |
| 003.00 | CERTIFICATES OF DEPOSIT | 0.00 | 0.00 | 0.00 | 0.00 |
| 017.00 | INVESTMENTS | 0.00 | 150,172.97 | 0.00 | 150,172.97 |
| | EQUIPMENT POOL FUND | <u>191,098.54</u> | <u>205,845.30</u> | <u>196,130.66</u> | <u>200,813.18</u> |
| Fund 711 | CEMETERY TRUST FUND | | | | |
| 001.00 | CASH | 7,041.52 | 160.77 | 0.00 | 7,202.29 |
| 002.04 | MONROE MAUSOLEUM TRUST | 0.00 | 0.00 | 0.00 | 0.00 |
| 003.00 | CERTIFICATES OF DEPOSIT | 134,716.86 | 0.00 | 768.68 | 133,948.18 |
| 017.00 | INVESTMENTS | 106,007.28 | 284.13 | 0.00 | 106,291.41 |
| 017.06 | MONROE MAUSOLEUM | 8,984.71 | 24.11 | 0.00 | 9,008.82 |
| | CEMETERY TRUST FUND | <u>256,750.37</u> | <u>469.01</u> | <u>768.68</u> | <u>256,450.70</u> |
| Fund 732 | PUBLIC SAFETY PENSION TRUST | | | | |
| 001.00 | CASH | 19,837.00 | 0.00 | 0.00 | 19,837.00 |
| 001.01 | CASH - NON-ALLOCATED | 0.46 | 0.00 | 0.00 | 0.46 |
| 017.00 | INVESTMENTS | 8,357.72 | 22.39 | 0.00 | 8,380.11 |
| 017.04 | INVESTMENTS - PS PENSION FUND | 21,006,623.48 | 1,540,444.70 | 77,500.95 | 22,469,567.23 |
| 017.10 | CASH & EQUIV INVESTMENTS | 978,783.69 | 0.00 | 0.00 | 978,783.69 |
| | PUBLIC SAFETY PENSION TRUST | <u>22,013,602.35</u> | <u>1,540,467.09</u> | <u>77,500.95</u> | <u>23,476,568.49</u> |
| Fund 735 | ALBION TRUST | | | | |
| 001.00 | CASH | 0.00 | 0.00 | 0.00 | 0.00 |
| 003.00 | CERTIFICATES OF DEPOSIT | 0.00 | 0.00 | 0.00 | 0.00 |
| 017.00 | INVESTMENTS | 0.00 | 0.00 | 0.00 | 0.00 |
| 017.01 | INVESTMENTS - FIRE BARN BONDS | 233,345.35 | 0.00 | 1,816.25 | 231,529.10 |
| 017.02 | INVESTMENTS - MAPLE GRV BONDS | 0.00 | 0.00 | 0.00 | 0.00 |
| 017.03 | INVESTMENTS - CORP/GOV BONDS | 0.00 | 0.00 | 0.00 | 0.00 |
| 017.10 | CASH & EQUIV INVESTMENTS | 943,088.22 | 7,813.13 | 0.00 | 950,901.35 |
| | ALBION TRUST | <u>1,176,433.57</u> | <u>7,813.13</u> | <u>1,816.25</u> | <u>1,182,430.45</u> |
| Fund 737 | RETIREE HEALTH CARE FUND | | | | |
| 001.00 | CASH | 8,468.75 | 0.65 | 200.00 | 8,269.40 |

FROM 10/01/2022 TO 10/31/2022

FUND: 101 202 203 208 214 226 250 265 367 450 452 590 591 661 711 732 735 737

CASH AND INVESTMENT ACCOUNTS

| Fund Account | Description | Beginning Balance 10/01/2022 | Total Debits | Total Credits | Ending Balance 10/31/2022 |
|--------------|--------------------------|---------------------------------|--------------|---------------|------------------------------|
| 003.00 | CERTIFICATES OF DEPOSIT | 0.00 | 0.00 | 0.00 | 0.00 |
| 017.00 | INVESTMENTS | 27,814.96 | 74.54 | 0.00 | 27,889.50 |
| | RETIREE HEALTH CARE FUND | 36,283.71 | 75.19 | 200.00 | 36,158.90 |
| | TOTAL - ALL FUNDS | 29,845,585.99 | 7,296,596.00 | 5,443,666.82 | 31,698,515.17 |