



CITY OF ALBION CITY COUNCIL MEETING AGENDA

Meetings: First and Third Mondays – 7:00 p.m.

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

COUNCIL-MANAGER
GOVERNMENT

Council members and
other officials normally in
attendance.

AGENDA

COUNCIL MEETING Monday, November 20, 2017

7:00 P.M.

Garrett Brown
Mayor

Maurice Barnes, Jr.
Council Member
1st Precinct

Lenn Reid
Council Member
2nd Precinct

Sonya Brown
Mayor Pro-Tem
Council Member
3rd Precinct

Marcola Lawler
Council Member
4th Precinct

Jeanette Spicer
Council Member
5th Precinct

Andrew French
Council Member
6th Precinct

Sheryl L. Mitchell
City Manager

The Harkness Law Firm
Atty Cullen Harkness

Jill Domingo
City Clerk

NOTICE FOR PERSONS WITH
HEARING IMPAIRMENTS
WHO REQUIRE THE USE OF A
PORTABLE LISTENING DEVICE

Please contact the City
Clerk's office at
517.629.5535 and a listening
device will be provided
upon notification. If you
require a signer, please
notify City Hall at least five
(5) days prior to the posted
meeting time.

PLEASE TURN OFF CELL PHONES DURING MEETING

- I. CALL TO ORDER
- II. MOMENT OF SILENCE TO BE OBSERVED
- III. PLEDGE OF ALLEGIANCE
- IV. ROLL CALL
- V. MAYOR AND COUNCIL MEMBER'S COMMENTS
- VI. PUBLIC HEARING -Public Comments on the Future Land Use & Zoning Plan
 - A. Approve Resolution # 2017- 46, Future Land Use & Zoning Plan Edits
- VII. 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.)
- VIII. CONSENT CALENDAR (VV) (Items on Consent Calendar are voted on as one unit)
 - A. Approval Special Session Minutes, November 2, 2017
 - B. Approval Regular Session Minutes, November 6, 2017
 - C. Approval 2018 Meeting Dates
 - D. Approval of Albion Aglow Assembly Permit & Activities
- IX. ITEMS FOR INDIVIDUAL DISCUSSION
 - A. Request Approval Reappoint Boards & Commissions
 - Mike Tymkew. Reappointment, DDA Board, Term to Expire 12-31-2021
 - B. Discussion-Update on Dalrymple Site
 - C. Request Approval Memorandum of Understanding for 99 S. Monroe (RCV)



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- D. Potential Budget Considerations
- X. City Manager Report
- XI. Future Agenda Items
- XII. Motion to Excuse Absent Council Member(s)
- XIII. PUBLIC COMMENTS (Persons addressing the City Council shall limit their comments to no more than three (3) minutes. Proper decorum is required.)
- XIV. ADJOURN



CITY OF ALBION
Office of the City Manager
Sheryl L. Mitchell

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

MEMO

TO: Honorable Mayor and City Council
FR: Sheryl L. Mitchell, City Manager
DA: November 20, 2017
RE: **Agenda Summary**

ITEMS FOR INDIVIDUAL DISCUSSION

- A. Request Approval Reappoint Boards & Commissions.** The mayor is recommending the reappointment of Mike Tymkew to serve on the Downtown Development Authority Board. The current term expires on December 31, 2017. The term is for 4 years and will expire December 31, 2021. Mayor's recommendation, with Approval by Council.
- B. Discussion – Update Dalrymple Site.** Council Member Brown requested an update.
- C. Request Approval Memorandum of Understanding for 99 S. Monroe.** The empty and unused property located at 99 S. Monroe is owned by the Michigan Department of Transportation (MDOT) and is scheduled for demolition Albion College has agreed to serve as the general contractor for the project. The City will act as a fiduciary with MDOT and process the reimbursements to Albion College. City Manager recommends approval.
- D. Budget Considerations**

Resolution # 2017-46

A RESOLUTION FOR SUGGESTED EDITS TO THE FUTURE LAND USE & ZONING
PLAN FOR ALBION PLANNING COMMISSION CONSIDERATION

November 20, 2017

Albion City Council Resolution to suggest the following edits to the Future Land Use and Zoning Plan for Albion Planning Commission Consideration

WHEREAS the City of Albion must adopt a Future Land Use and Zoning Plan as part of the Comprehensive Plan in accordance with the Michigan Planning Enabling Act (Public Act 33 of 2008), and;

WHEREAS the Planning Commission has drafted a Future Land Use and Zoning Plan and allowed for a 63-day public comment period and has held public hearings on the document, and;

WHEREAS the City Council has held 3 public hearings during the 62-day public comment period and has reviewed the document, and;

WHEREAS the City Council recommends edits of the document to the Planning Commission for consideration, and;

WHEREAS the Planning Commission will review the edits at the November 21, 2017 regular meeting, make their final edits to the document and return it to City Council for final review and approval at the December 4, 2017 regular City Council meeting

THEREFORE BE IT RESOLVED that the City Council suggest the following edits to the Future Land Use and Zoning Plan for Planning Commission consideration

Summary of Edits:

-
-
-
-
-

RESOLVED, the Albion City Council suggest the above edits to the Future Land Use and Zoning Plan for Albion Planning Commission Consideration. is hereby approved.

Date: November 20, 2017

Ayes: _____

Nays: _____

Absent: _____

I certify that this resolution was adopted by the City Council of the City of Albion on November 20, 2017.

Jill Domingo

City Clerk

City of Albion
Special Session Minutes
November 2, 2017

I. CALL TO ORDER

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

II. ROLL CALL

PRESENT: Council Members Maurice Barnes (1), Lenn Reid (2), Sonya Brown (3), Marcola Lawler (4) Jeanette Spicer (5), and Andrew French (6) and Mayor Brown.

STAFF PRESENT:

Sheryl Mitchell, City Manager and Cullen Harkness, City Attorney; Jill Domingo, City Clerk; Amy Deprez, EDC Director; Scott Kipp, Chief Public Safety and John Tracy, Director Planning, Building & Code Enforcement.

III. 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).

Public comments were received from Carlen Kernish, 903 Cram Lane; Kristin Tenson, Wild Bill's Tobacco; Peter Behncke, Comco; Al Smith, 1209 Adams St; Matthew Abel, HRD Industries; Tom Pitt, 115 Crandall St; Holly Zblewski, 508 Haven Rd and Nathan Fuentes, 12940 28 Mile Rd.

IV. Discussion/Authorization to Draft Ordinances Medical Marijuana Facilities

City Manager Mitchell gave a brief overview of the Medical Marijuana Licensing stating there are five (5) types of licensing which are:

1. Processor
2. Secure Transporter
3. Safety Compliance
4. Dispensaries
5. Growers

The Council may approve all or none of the above facilities for licensing.

City Attorney Harkness stated that per state law, growers must be located in industrial areas only.

Questions/Comments from the Council were as follows:

- Would like to see public access limited for both processors and growers
- Would prefer not to see any of the licensing facilities in the downtown area
- Would like to see the highway service district utilized

- Ordinances created for medical marijuana licensing may also create changes to some zoning ordinances
- Only interested in all facilities being located in industrial zoned areas and would like this specified in ordinance
- Has the State approved regulations for Medical Marijuana?
- The State has approved the regulations but will not be issuing licenses until December, 2017
- City Attorney would not recommend medical marijuana facilities being located on the 425 property as we agreements with other municipalities
- Staff recommends facilities should be kept 1,000 feet away from schools, churches, childcare and residential areas

Comments were received from Council Members French, Lawler, Brown, Spicer, Barnes and Reid; Mayor Brown; City Attorney Harkness and City Manager Mitchell.

- ❖ *Council Member French made a motion to Vote in Favor of Moving Forward with Draft Ordinances for Medical Marijuana Facilities.*

French moved, Barnes supported, CARRIED, to Vote in Favor of Moving Forward with Draft Ordinances for Medical Marijuana Facilities. (6-1, rcv) (Lawler dissenting).

- ❖ *Council Member French made a motion to Reject Authorizing Licenses for Dispensaries inside the City Limits.*

French moved, Lawler supported, CARRIED, to Reject Dispensaries to Operate inside City limits as proposed. (5-2, rcv) (Barnes & Brown dissenting)

Comments were received from Council Members Spicer, Lawler and French; Mayor Brown; City Attorney Harkness and City Manager Mitchell.

- ❖ *Council Member Brown made a motion to Allow for Safety Compliance Facilities within the City.*

Brown moved, Spicer, supported, CARRIED, to Allow for Safety Compliance Facilities within the City. (5-2, rcv) (French and Reid dissenting).

Comments were received from Council Members Barnes and French and Mayor Brown; City Manager Mitchell and Amy Deprez, EDC Director.

- ❖ *Council Member Barnes made a motion to Approve Secure Transporters within the City.*

Barnes moved, Brown supported, to Approve Secure Transporters within the City. (5-2, rcv) (Reid and French dissenting).

Comments were received from Council Member French.

- ❖ *Council Member Barnes made a motion to Approve Processors within the City.*

Barnes moved, Brown supported, to Approve Processors within the City. (5-2, rcv)(French and Reid dissenting).

Comments were received from Council Member French.

❖ *Council Member Barnes made a motion to Accept Growers within the City.*

Barnes moved, Brown supported, CARRIED, to Accept Growers within the City as presented. (7-0, rcv)

Mayor Brown stated the following four facilities were approved for licensing:

1. Safety Compliance
2. Processors
3. Growers
4. Secure Transporters

The growers must be in M -industrial district classifications while the other three (safety compliance, processors & secure transporters) may be located in any zoning classification.

❖ *Council Member French made a motion Growers and Growing Facilities to be located in M1P, M2P and M2 Districts only.*

French moved, no support, FAILS, for Growers and Growing Facilities to be located in M1P, M2P and M2 Districts only.

Comments were received from Council Members Lawler, Brown, Spicer, Barnes, and French; Mayor Brown and Director of Planning, Building & Code Enforcement Tracy and City Attorney Harkness.

❖ *Council Member French made a motion for Growers and Growing Facilities to be located in M1P, M2P and M2 Districts only for the second time.*

French moved, Reid supported, CARRIED to Allow for Growers and Growing Facilities to be located in M1P, M2P and M2 Districts only. (5-2, rcv)(Barnes and Spicer dissenting).

Comments were received from Council Members Brown, Lawler and French; Mayor Brown and City Attorney Harkness.

❖ *Council Member French made a motion for Processors to be limited to M1P, M2 and M2P Districts only.*

French moved, Reid supported, FAILED, for Processors to be limited to M1P, M2 and M2P Districts only. (2-5, rcv) (Brown, Lawler, Spicer, Barnes and Mayor Brown dissenting).

Comments were received from Council Members Reid and Barnes, Mayor Brown and Director of Planning, Building & Code Enforcement Tracy.

- ❖ *Council Member Brown made a motion to Restrict Processors to B3, M1P, M2 and M2P Districts.*

Brown moved, Barnes supported, CARRIED, to Restrict Processors to B3, M1P, M2 and M2P Districts. (5-2, rcv) (French and Reid dissenting).

Comments were received by Council Members Lawler and Barnes, Mayor Brown and City Attorney Harkness.

- ❖ *Council Member Spicer made a motion to Restrict Secure Transporters to B3, M1P, M2 & M2P Districts only.*

Spicer moved, Barnes supported, CARRIED, to Restrict Secure Transporters to B3, M1P, M2 & M2P Districts only. (6-1, rcv) (French dissenting).

Comments were received from Council Members Spicer and Lawler.

- ❖ *Council Member Barnes made a motion to Restrict Safety Compliance to B3, M1P, M2 and M2P Districts only.*

Barnes moved, Brown supported, CARRIED, to Restrict Safety Compliance to B3, M1P, M2 and M2P Districts only. (5-2, rcv) (French and Reid dissenting).

Comments were received from Council Member French, Mayor Brown and City Attorney Harkness.

- ❖ *Council Member Barnes made a motion to accept all Three Types of Growers.*

Barnes moved, Brown supported, CARRIED, to accept all Three Types of Growers. (4-3, rcv) (French, Reid & Lawler dissenting).

Mayor Brown asked about the next steps of the process.

City Manager Mitchell stated the next steps will involve drafting the Medical Marijuana licenses and also having the Planning Commission work on ordinances relative to zoning changes that may need to be made.

City Attorney Harkness requested the Medical Marijuana Licensing Ordinance be added to the first agenda in December.

Comments were received from Mayor Brown.

V. Motion to Excuse Absent Council Member (s) (VV)

No action was necessary as all members were present.

VI. 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 Jay Loomis, 408 W. Ash St; Andrew Trexel, Visa AmeriCorps member; City Manager Mitchell; Kristin Tenson, Wild Bill's Tobacco; Peter Behncke, Comco LLC and Matthew Abel, HRD Industries.

VII. ADJOURNMENT

Brown moved, Spicer supported, CARRIED, to ADJOURN Special Council Session. (7-0, vv).

Mayor Brown adjourned the Special Session at 8:50 p.m.

Date

Jill Domingo
City Clerk

City of Albion
City Council Meeting
November 6, 2017

I. Call To Order

Mayor Brown opened the regular session at 7:00 p.m.

II. Moment of Silence To Be Observed

III. Pledge of Allegiance

IV. Roll Call

PRESENT: Maurice Barnes (1), Lenn Reid (2), Sonya Brown (3), Marcola Lawler (4) and Jeanette Spicer (5) and Mayor Brown. Council Member Andrew French (6) was absent.

ABSENT: Council Member Andrew French (6).

Staff Present: Sheryl Mitchell, City Manager; Cullen Harkness, City Attorney; Jill Domingo, City Clerk; Tom Mead, Finance Director; Jim Lenardson, Director Public Services; Stacey Levin, Assistant City Manager; Scott Kipp, Chief Public Safety and John Tracy, Director Planning, Building & Code Enforcement.

V. Mayor and Council Member Comments

Comments were received from Council Members Barnes, Lawler and Spicer and Mayor Brown.

VI. PUBLIC HEARING

A. Public Comments on the Future Land Use & Zoning Plan

Mayor Brown opened the Public Hearing at 7:05 p.m.

City Manager Mitchell stated we are currently in the process of soliciting public comment for the Future Land Use & Zoning Plan as a part of the Redevelopment Ready Community process. This allows for residents to identify changes or would they would like to see for future land use and zoning.

Mayor Brown asked how the Future Land Use & Zoning Plan can be obtained.

City Manager Mitchell stated the Plan is available in the Clerk's Office, the City's website or they may contact City Manager Mitchell, Director John Tracy or Director Danielle Nelson to obtain a copy.

No public comments were received.

Mayor Brown closed the Public Hearing at 7:08 p.m.

VII. PRESENTATIONS

A. Supply Chain Projects-Albion College Students

Albion College Students presented the following Telecommunications and Technology research:

The agenda:

- **Security & Laptop Research:**
 - Laptop
 - Systems
 - Security Finance
- **Telecommunications:**
 - Municipals
 - Drop-fees
 - Grants
- **Laptop:**
 - HP-15.6"
 - AMD Radeon R5
 - Cloud supports lets you access you files anywhere
 - HDMI output expands your viewing options
 - **Cost \$454.99**
- **Systems-Microsoft Business:**
Microsoft Business 365
 - Desktop and web version of Office 2016: Outlook, Word, Excel, PowerPoint and Access
 - I.T. Right provided a quote for an annual 365 package
 - Add mailboxes under the City's domain for no additional charge
 - cityofalbionmi.gov
- **Security-I.T. Right:**
 - Included in quote by I.T. Right
 - I.T. Right also includes:
 - Proactive Performance Monitoring, Patch Management, Predictive Hardware Failure, intrusion Detection.

Budget-\$10,000		
Implementation Costs	Cost of 1	Cost of 10
HP Computer	\$454.99	\$4,549.90
Office 365 Applications (All Devices)	\$128.28	\$1,282.80
Office 365 Online Functions (All Devices)	\$2.50	\$25.00
Managed Anti-Virus	\$15.00	\$150.00
IT Support	\$15.00	\$150.00

Total	\$615.77	\$6,157.70
Reoccurring Costs	Cost of 1	Cost of 10
Office 365 Application (All Devices)	\$128.28	\$1,282.80
Office 365 Online Functions (All devices)	\$2.50	\$25.00
Managed Anti-Virus	\$15.00	\$150.00
IT Support	\$15.00	\$150.00
Total	\$160.78	\$1,607.80

Budget	Used	Savings
\$10,000.00	\$6,157.70	\$3,842.30

- **Training:**

Office 365

- 365 Cloud Academy
- Thousands of videos that can trouble shoot any problem
- For individual questions and concerns about laptop troubleshooting, we feel it would be most beneficial to contact Albion College IT Department as it's very close and reliable.

Telecommunications Final Proposal:

- Project structure
- Team # 1 Contracts/Equipment
- Team # 2 Contracts/Equipment
- Team # 3 Grants/budget

Overview:

1. Fiber Optics and Its Advantages
2. Other Municipal Telecommunication Networks
3. Current Contacts
4. Grants
5. Action Plan

- **What is Fiber Optics?**

- An optical fiber cable is a cable containing of one or more optical fibers that are used to carry light. It is made of glass or plastic and transmits signals in the form of light.
- Optical Fiber, in this case, would be used for telecommunication networking because it is flexible and can be bundled with cables.

- **What would Fiber Optics Do?**

- If we switch to fiber, download and uploads speeds could go up to 50 mbps or even 100 mbps. This would solve the issue of network interruptions and create a more stable upload/download speed as a whole.

- **Other Municipal Networks:**
- **Currently running Fiber Optics:**
 - Ann Arbor, MI
 - Dexter, MI
 - Lyndon Township
 - Jackson, MI
 - Marshall, MI
- **Highest Rated Michigan -Based and National Fiber Optic Companies:**
 - Lansing-based: Arialink (Zayo)
 - Potterville, MI: WOW!
 - Comcast (Xfinity)
 - Verizon
- **Current Contracts with Drop Fees:**
 - Stated that City Hall currently works with Verizon, AT & T, Telnet and WOW
 - Current drop fees would be \$8,400 roughly (Telnet and AT&T combined). At this point, with the current stability of the network, we believe City Hall should wait until contracts are up
- **WOW!**
 - WOW! Currently quotes Albion City Hall at \$488.50 per month under contract. This includes fiber optics and free cable tv, with an included installation cost. Bundle.
 - WOW! Has approached the new hotel being built on Superior Street. We are waiting to learn whether or not fiber optic lines can be pulled from Albion College's Ludington Center.
- **Grant Ideas:**
 - City's Economic Development Director
 - Amy Deprez
 - MEDC Cat Team
 - Community assistance person assigned to Calhoun County from MEDC
 - Emily Petz (Southwest Region)
 - Southwest Michigan First
 - USDA
 - Community Facilities Direct Loan & Grant Program
 - Jason Church (Acting State Director)
- **Action Plan:**
 - At the moment, we believe it would be most cost effective to wait for the last contracts with AT & T and Telnet to be completed.

- Once these contracts are up, based on our research of many telecommunications companies, we believe WOW! Is most adequate. We will continue our research to possibly find better/more affordable options.
- The budget may be aided by grants if an adequate option is found.
- **What does City Hall still need to do?**
 - Student Challenge:
 - Reach out to WOW! And suggested grant agencies.

B. Introduction of Eric Worley, President of the Greater Albion Chamber of Commerce and Visitors Bureau

Eric Worley the new President of The Greater Albion Chamber of Commerce and Visitors Bureau introduced himself. Mr. Worley stated he plans to promote the business environment for local businesses.

The Greater Albion Chamber of Commerce, the City of Albion, and a committee of local businesspersons and community members have planned an event to bring back the Albion Aglow Parade and offer an opportunity for downtown merchants to showcase their businesses.

The family friendly event set for Friday, Dec. 1 includes:

- Downtown business open house, 5 to 9 p.m.;
- Tree lighting at Bournellis Park at the corner of Cass and Superior streets, 6 p.m.;
- Parade staging behind Kids 'N' Stuff, 7 to 7:15 p.m.; and
- Albion Aglow Parade begins at the corner of Cass and Superior streets and proceeds south on Superior Street to Erie Street.

After the parade, Santa will visit with children until 9 p.m. at Kids 'N' Stuff Museum, [301 S. Superior St.](#)

A Facebook page has been created and a press release has been sent out to local newspapers.

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.)

Public comments were received from Hannah Reimer, Albion College student.

IX. Consent Calendar (VV)

- A. Approval Regular Session Minutes – October 16, 2017
- B. Approval Budget Study Session Minutes-October 23, 2017
- C. Approval Special Session Minutes-October 30, 2017
- D. Approval Study Session Minutes-October 31, 2017

Spicer moved, Reid supported, CARRIED, to approve Consent Calendar as presented. (6-0, vv)

X. Items for Individual Discussion

A. Request Approval Resolution # 2017-44, A Resolution to Approve Expenditure for Repairs to Starr # 2 Well (RCV)

Comments were received from Council Members Brown, Spicer and Barnes; Mayor Brown; City Manager Mitchell and Jim Lenardson, Director Public Services.

Barnes moved, Brown supported, CARRIED, to Approve Resolution # 2017-44, A Resolution to Approve Expenditure for Repairs to Starr #2 Well as requested. (6-0, rcv)

B. Request Approval City Attorney Retainer Agreement (RCV)

Comments were received from Council Member Lawler, Mayor Brown and City Attorney Harkness.

Brown moved, Reid supported, CARRIED, To Approve City Attorney Retainer Agreement as presented. (6-0, rcv)

C. Request Approval Memorandum of Understanding Archival Consultant (RCV)

Comments were received from Council Members Brown and Spicer; Mayor Brown; City Manager Mitchell; City Attorney Harkness and Stacey Levin, Assistant City Manager.

Brown moved, Spicer supported, CARRIED, to Approve Memorandum of Understanding Archival Consultant as presented. (6-0, rcv)

D. Discussion-Council Training Dates with MML

Mayor Brown stated he had spoken with the President of the MML pertaining to coming to Albion with his fellow colleagues to meet with the Mayor, City Council and City Manager. As part of the City Manager's rescind of resignation, the Mayor and Council committed to governance training and information sessions for a healthy work environment. Mayor Brown asked if Saturday mornings would be a good time for the training.

Council Member Barnes asked what specific training would be required from the MML as we already have a City Charter in Place, Open Meetings Act and Council Rules of Procedure.

Council Member Brown asked for a study session so the Council could discuss specific training with the MML.

Additional comments were received from Council Member Reid.

Mayor Brown asked for a Study Session on Tuesday, November 14th at 7:00 p.m. to discuss Code Enforcement and specific MML training for the Council.

E. Request Approval Resolution # 2017-45, Resolution for Approval Contract with Abraham & Gaffney, P.C. for Fiscal Year 2017 Auditing Services (RCV)

Comments were received from Council Member Brown and Mayor Brown.

Finance Director made note of a correction to Resolution # 2017-45 in that the name should be Stevens, Kirinovic & Tucker, P.C. formerly known as Abraham & Gaffney, P.C.

Brown moved, Spicer supported, to change the name in Resolution # 2017-45 from Abraham & Gaffney, P.C. to Stevens, Kirinovic & Tucker, P.C. formerly known as Abraham Gaffney, P.C. (6-0, vv)

Barnes moved, Brown supported, CARRIED, To Approve Resolution # 2017-45, Resolution for Approval Contract with Abraham & Gaffney, P.C. for Fiscal Year 2017 Auditing Services with the above name change to Stevens, Kirinovic & Tucker, P.C. formerly known as Abraham & Gaffney, P.C. (6-0, rcv)

XI. City Manager Report

City Manager Mitchell reported the following:

- Monday, November 27, 2017 was a reserve date for a meeting. The EDC has requested to have their Budget presentation on this date. The next Budget Session is Monday, November 13th.
- Albion EDC:
 - Big Albion Plan-Working with MEDC on plan to redevelop up to 22 vacant/blighted buildings in the downtown. More details to follow shortly.
 - Job & Prep Fairs- at Marshall Opportunity High School, 225 Watson St. FREE
 - Special thanks to our partners Michigan Works!, Kellogg Community College, State Farm, Albion Economic Development Corporation and Albion College Gerstacker Institute & Career and Internship Center.
 - November 28th, December 6th-Prep Fairs
 - December 14th-Prep Fair in the morning, followed by the Job Fair in the afternoon
 - City Manager request for a Closed Session under the Open Meetings Act (Section 15.268 (a), P.A. 267 of 1976, as amended) to consider the dismissal, suspension or disciplining of, or to hear complaints or charges brought against, or to consider a periodic personnel evaluation of a public officer, employee, or staff member of individual agent, if the named person requests a closed hearing.
 - Updates:
 - Veteran's Day-City Hall will be closed on Friday, Nov. 10th in observance

- Amazing Rake-due to weather this past weekend, the Amazing Rake has been rescheduled to Saturday, November 18th from 2pm-4pm.
- Parent/Community Meeting-Tuesday, November 14, 6-7:30pm, Harrington School
- Albion Aglow Parade & Downtown Open House-Friday, December 1st
 - ✓ Downtown Businesses Open House, Extended Hours 5pm-9pm
 - ✓ Tree Lighting at Bournelis Park, Cass & Superior St., 6pm
 - ✓ Parade, 7:30pm
 - ✓ Santa, at Kids N Stuff, after the parade
- Decker Manufacturing Corp celebrated its 90th Anniversary and hosted a wonderful event on November 2nd.
- Lewis Chapel AME Church celebrated their 100th Anniversary this weekend and received a proclamation from Mayor Brown.
- We have increased our technology with a live stream of the Council meetings on YouTube.

Comments were received from Council Member Brown and Andrew Trexel, AmeriCorps Vista member.

XII. Future Agenda Items

- Council Member Brown would like an update on the Dalrymple site added to the next agenda.
- Mayor Brown would like a discussion on technology improvements added to the next agenda.
- City Attorney Harkness stated he will have a draft ordinance for the Medical Marijuana licensing for the December 4th agenda.

XIII. Motion to Excuse Absent Council Member (s) (VV)

Brown moved, Reid supported, CARRIED, to Excuse Absent Council Member French. (6-0, vv)

XIV. 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 Earlie Dees, 412 E. Broadwell St; Gary Tompkins, Calhoun County Commission; Emma McClelland, AmeriCorps Vista member; Wayne Arnold, 906 Hall St; Al Smith, 1209 Adams St; Stacey Levin, Assistant City Manager and Shaun Bartlett, Albion College student.

XV. Adjournment

Barnes moved, Brown supported, CARRIED, to adjourn council session. (6-0 vv)

Mayor Brown adjourned the meeting at 8:25 p.m.

Date

Jill Domingo
City Clerk

City of Albion

William L. Reiger Municipal Building
112 West Cass Street
Albion, Michigan 49224

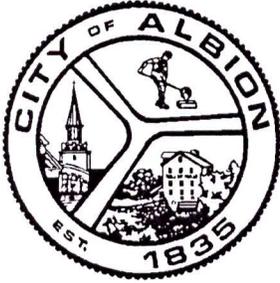
Schedule of 2018 Regular City Council Meetings

The City Council of the City of Albion will meet in regular session in Council Chambers at 112 W. Cass Street beginning at 7:00 p.m. on the dates listed below. Study sessions and special meetings of the City Council will be posted in advance as needed. City Council regular sessions are held the first and third Mondays of each month except where noted below or in case of emergency.

This notice is published in accordance with the Albion City Charter and the Open Meetings Act requirements.

January 02, 2018 (Tuesday)	January 16, 2018 (Tuesday)
February 05, 2018	February 20, 2018 (Tuesday)
March 05, 2018	March 19, 2018
April 02, 2018	April 16, 2018
May 07, 2018	May 21, 2018
June 04, 2018	June 18, 2018
July 02, 2018	July 16, 2018
August 06, 2018	August 20, 2018
September 04, 2018 (Tuesday)	September 17, 2018
October 01, 2018	October 15, 2018
November 05, 2018	November 19, 2018
December 03, 2018	December 17, 2018

Jill Domingo
City Clerk



City of Albion

William L. Rieger Municipal Building
112 West Cass Street * Albion, Michigan 49224
(517) 629-5535 * Fax (517) 629-2238

ASSEMBLIES FOR PARK RESERVATION FACILITIES OVER 100 OR MORE

ASSEMBLIES: Albion Aglow Parade and Downtown Open House

DATE: Friday, December 1, 2017; 5pm - 9pm

FACILITIES: North & South Superior, Sodewalks on Superior, Bournelis Park,
Parade Staging Behind Kids 'N' Stuff, Market Place

NUMBER OF
PEOPLE(S): 200-300 people

CONTACT PERSON: Eric Worley, President/CEO
Greater Albion Chamber of Commerce

INSURANCE: Auto-Owners Insurance

PHONE NUMBER: 517-629-5533

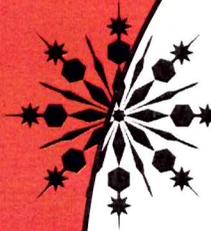
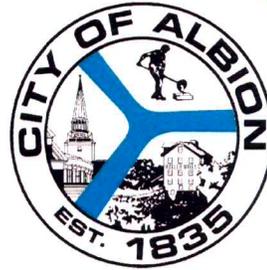


GREATERALBION

Chamber of Commerce & Visitors Bureau



people community business
Succeeding Together



ALBION AGLOW PARADE & DOWNTOWN OPEN HOUSE

FRI. DEC. 1, 2017 | 5 - 9PM

DOWNTOWN, ALBION, MI



- 5:00pm – Downtown Business Open House begins
 - 6:00pm – Tree Lighting at Bournelis Park (corner of Cass & Superior)
 - 7:00pm – 7:15pm – Parade Staging: behind Kids 'N' Stuff
 - 7:30pm – Parade travels from Cass, proceeds south on Superior, ends at Erie
 - After Parade – Meet Santa at Kids 'N' Stuff until 9:00pm
 - 9:00pm – Downtown Business Open House ends
- 

For Information, Please Contact: Eric Worley at
president@greateralbionchamber.org or (517) 629-5533

GREATERALBION

Chamber of Commerce & Visitors Bureau



people community business
Succeeding Together

Greater Albion Chamber of Commerce & Visitors Bureau

310 S. Superior St.

P.O. Box 238

Albion, MI 49224

www.greateralbionchamber.org

(517) 629-5533

Fax (517) 629-4284

president@greateralbionchamber.org

November 9, 2017

John Tracy
Director of Planning, Building, and Code
City of Albion
112 W. Cass St.
Albion, MI 49224

Dear Mr. Brandt:

The Greater Albion Chamber of Commerce is working with the City of Albion, local businesspersons, and community members on the Albion Aglow Parade and Downtown Open House. Along with the parade, we are encouraging businesses on Superior St. to stay open late to get people in their stores.

To ensure that all businesses in the Albion area had an opportunity to be represented at this one-time event on Friday, December 1st, 2017 from 5-9pm, we were hoping to have permission to set up tables on the sidewalk along S. Superior St. for people to sell merchandise or promote their business. With the widening of the sidewalks, there will be ample room for pedestrian traffic and wheelchairs to move around the tables unencumbered. The tables would be parallel to the store front to limit the space they take up on the sidewalk.

Let me know if this would be a possibility. We are excited to offer this event to the community and want to make sure as many Albion area businesses can be involved as possible.

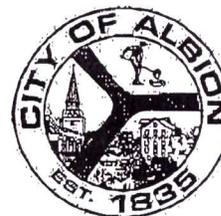
Sincerely,

Eric Worley
President/CEO
Greater Albion Chamber of Commerce and Visitors Bureau

Greater Albion Chamber of Commerce 2017 Board of Directors

Kelly Rice, Board Chairman, Albion Insurance Agency, **Shari Deevers, Board Vice-Chairman**, Kellogg Community College, **Trevor Shedd, Board Treasurer**, Parks Drug Store, and **Mark Putvin, Board Secretary**, Mark Putvin State Farm

Brandi Eggelston, Edward Jones, **Mary Faurot**, Blue Ox Credit Union, **Gary Grigowski**, Team 1 Plastics, Inc., **Peggy Grigowski**, Team 1 Plastics, Inc., **Troy Kase**, Albion College, **Dick Lewin**, Albion Heritage Bed & Breakfast, **Amy Reimann**, Oaklawn Hospital, **Sheryl Mitchell**, City of Albion, **Mark Putvin**, Mark Putvin State Farm, **Rob Reed**, Member-at-Large, **Bill Stoffer**, Velocity Manufacturing, and **Shane Williamson**, Starr Commonwealth



Application for Parade Permit

TO: Albion Department of Public Safety
112 W Cass St
Albion, MI 49224

INSTRUCTIONS: This application shall be filed not less than seven (7) days before the date on which it is proposed to conduct the parade. (Chapert 82, Article V)

For Internal Use Only	
Date Application Received: <u>11/7/17</u>	Permit # <u>17-01</u>
Approved: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Signature of Chief of Public Safety: <u>[Signature]</u>	

Name of Sponsoring Organization: Greater Albion Chamber of Commerce

Applicant: Eric Worley

Contact Information

(Include area code with phone and fax numbers)

Principal Officer/Person in Charge: Eric Worley

(If there is a different person in charge of activities at different locations, each person must be listed).

Address: 310 S. Superior St., Albion, MI 49224

Day Phone: (517) 629-5533

Evening Phone: _____

Cell Phone: _____ Fax: 517-629-4284

Email: president@greateralbionchamber.org

Purpose of Application for Permit: Albion Aglow Parade

Estimated Number of Participants: Unknown

Date of Activity

From: 12-1-17
Month/Day/Year

To: 12-1-17
Month/Day/Year

Starting Time: 5pm am pm Disbanding Time: 9pm am pm

Assembly Time: 7pm am pm Assembly Area: Behind Kids 'N' Stuff

Rally Area: Cass St. and Superior St.

Dispersal Area: Eric St. and Superior St.

List any Special Equipment (props, stages, sound equipment, other structures) that will be used in assembly and/or rally areas. (If insufficient space, list on separate sheet)

Parade/March Route: (If insufficient space, list on separate sheet)

Starting at intersection of E. Cass St and Market Pl.
Turning West onto E. Cass St. Then South onto
S. Superior St. Turning East onto E. Erie St.
Finishing by turning North in parking lot behind
Kids 'N' Stuff.

Location of Reviewing Stands:

Number & Type of Vehicles: unknown

Number & Type of Animals:

Number & Type of Bands: unknown

Number & Type of Banners:

Number & Type of Placards:

Number & Type of Signs:

Number & Type of Special Props:

Number of Parade Marshals:

Any Planned Civil Disobedience or Arrests: YES NO
(If yes, please indicate the individual/group, number of participants & locations below)

APPLICATION NOT VALID UNLESS SIGNED

Eric Worley

Signature of person filing application

Eric Worley

Typed/printed name of person filing

Contact Information

(Include area code with phone and fax numbers)

Address: 310 S. Superior St.

Day-Phone: 517-629-5533

Evening-Phone:

Cell Phone:

Fax: 517-629-4284

Email: president@greateralbionchamber.org

Reappointment DDA-
CITY OF ALBION

Term to Expire
BOARDS/COMMISSIONS APPLICANTS
BACKGROUND / STATUS CHECK LIST

12-31-2021

Applicant's Name Mike Tymkew

HUMAN RESOURCES

CRIMINAL BACKGROUND CHECK APPROVED OUTSTANDING ISSUES
PSOR CHECK APPROVED OUTSTANDING ISSUES

COMMENTS _____

FINANCE DEPARTMENT

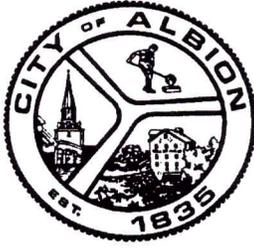
WATER BILL	<input checked="" type="checkbox"/>	CURRENT	<input type="checkbox"/> NOT CURRENT	<input type="checkbox"/> N/A
INCOME TAX	<input checked="" type="checkbox"/>	CURRENT	<input type="checkbox"/> NOT CURRENT	<input type="checkbox"/> N/A
PROPERTY TAX	<input checked="" type="checkbox"/>	CURRENT	<input type="checkbox"/> NOT CURRENT	<input type="checkbox"/> N/A
PERSONAL PROPERTY TAX	<input checked="" type="checkbox"/>	CURRENT	<input type="checkbox"/> NOT CURRENT	<input type="checkbox"/> N/A
ABATEMENTS	<input checked="" type="checkbox"/>	CURRENT	<input type="checkbox"/> NOT CURRENT	<input type="checkbox"/> N/A
CDBG LOAN STATUS	<input checked="" type="checkbox"/>	CURRENT	<input type="checkbox"/> NOT CURRENT	<input type="checkbox"/> N/A

COMMENTS _____

CODE ENFORCEMENT

CODE CITATION CURRENT NOT CURRENT N/A

COMMENTS _____



City of Albion

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

APPLICATION FOR MEMBERSHIP AND/OR REAPPOINTMENT ON CITY BOARDS OR COMMISSIONS

Mail or Deliver Completed Application to: City of Albion
Garrett Brown, Mayor
112 W. Cass Street
Albion, MI 49224

The information in this Application is requested to assist the Mayor and/or City Council in selecting individuals to serve on City Boards & Commissions. Completion of the Application and Consent and Certification is mandatory for consideration of appointment.

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

- Appointee is not in default to the City (appointee does not have unpaid water/sewer bills, property taxes, income taxes).
- For most Boards & Commissions, appointee should be a resident of the City.

Name: Michael A. Tymkew
(First) (Middle) (Last)

Home Address: 1207 Woodlawn Blvd. Telephone #: 517-629-2305

Place of Employment: Murray, Tymkew + Assoc.

Business Address: 1009 S. Superior Telephone #: 629-3936

E-Mail: mtymkew@sigmarep.com Fax: 629-3525

Title/Type of Work: Insurance / Investments

Length of Residence in City: 50+ yrs. Own/Rent: Own US Citizen: Y N

Educational Background: Albion High School
Michigan State Univ.
The American College

Community Activities: DDA, ABA, Albion Community Foundation.

List Board or Commission on which you are interested in serving (see attached descriptions):

- 1) DDA 2) _____
- 3) _____ 4) _____

Additional information on experience, qualifications, etc.:

Served on DDA from 1988-2008
Came back on board in 2014

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

Years of experience and knowledge working on DDA.

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

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

I am BCBS representative to City's health plan.

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

REFERENCES:

Name: Bernie Koopke II Relationship: Business

Telephone #: 629-3955

Name: John Shedd Relationship: Business

Telephone #: 629-9259

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

CONSENT AND CERTIFICATION

I consent to the release of information concerning my ability and fitness for the position to which I seek appointment by my employer(s), school(s), law enforcement agencies, and other individuals and organizations to the City of Albion Office of the City Manager.

I hereby authorize the City of Albion to verify all the information I have provided on my application. I also agree to execute any additional written authorizations necessary for the City to obtain access to and copies of records pertaining to this information. I release the City of Albion and agencies who have released information from all liability arising from information given or received.

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

I, Michael A. Tymkew, certify that the information provided
(Please Print)

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

Date of Birth: 5-9-55

Signature: [Handwritten Signature] Date: 11-8-17

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

MEMORANDUM OF UNDERSTANDING
99 S MONROE

The City of Albion (“the City”), located at 112 W. Cass St., Albion, MI 49224, and Albion College (“the College”), located at 611 E Porter St., Albion, MI 49224, desire to enter into an agreement to allow for the City to be the contract holder in, and the College to perform as the Contract Manager of, the demolition of the property located at 99 S Monroe Street, City of Albion, State of Michigan. In furtherance of that goal, the parties herein hereby enter into the following agreement regarding the same with the following terms:

1. The Parties understand that the 99 S Monroe project is eligible for reimbursement from the Michigan Department of Transportation (“MDOT”) under a separate agreement between the City and MDOT;
2. The College will act as general contractor and incur the costs of the construction, engineering, and all project-related expenses for the 99 S Monroe project. In acting as general contractor, the College will assume any and all responsibility for construction, engineering and coordination of the 99 S Monroe project;
3. The College will submit all receipts as they relate to the 99 S Monroe project to the City for Reimbursement within 30 days of incurring the cost;
4. In exchange for the College incurring the up-front costs of the 99 S Monroe project, the City shall submit the receipts supplied by the College to MDOT for reimbursement;
5. The City will reimburse the College for the College’s expenses incurred to the extent the funds are received by the City from MDOT;
6. This Agreement shall be construed under the laws of the State of Michigan. Any and all claims, disputes, lawsuits, controversies, actions, or litigation arising out of this agreement shall be brought in either the 10th District Court or the 37th Circuit Court for Calhoun County, Michigan;
7. The term of this agreement shall take effect upon the signature of both parties;
8. This agreement may be terminated by either party with sixty (60) days written notice to other party;
9. The College, its agents, employees and volunteers agree that they are not employees of the City and are not entitled to receive salary, benefits or other compensation of any type relative to any services provided to and/or on behalf of the City. The College understands that it does not qualify for workers’

compensation benefits and shall not receive personal medical insurance benefits for any injuries it may incur while acting as general contractor during the 99 S Monroe project;

10. The College agrees to indemnify, release and hold harmless the City, together with its elected and appointed board members, officials, employees, agents, representatives, from any responsibility or liability for personal injury, including death, and damage to or loss of property whatsoever, that may occur while the College is performing under this agreement as general contractor. The College further releases and holds harmless the City, together with its elected and appointed board members, officials, employees, agents, representatives from any liability or responsibility, including but not limited to that which may be due to the actions or inactions of the City, while the College is engaging in activities pursuant to this agreement;
11. This agreement contains the complete expression of the agreement between the College and the City, on the subjects contained herein and there are no other oral or written agreements or understandings between the entities and the College concerning these subjects. Any prior agreements or understandings on the matters addressed in this Agreement are hereby rescinded, revoked or terminated. This Agreement may be modified or amended only by subsequent written agreement approved by the authorized representatives of the City;
12. Both parties herein agree that the use of the property described herein is for a public purpose and for the benefit of the public;

IN WITNESS WHEREOF, the parties have executed this memorandum of understanding as of the date below.

Albion College

City of Albion

Signed: _____
Jerry White

Signed: _____
Sheryl Mitchell, City Manager

Date: _____

Date: _____

2018 BUDGET CONSIDERATIONS

2018 BUDGET DISCUSSION ITEM	AMOUNT	
Albion Marshall Connector	\$ 3,000	(for 3 years)
Planning Commission - RRR/Zoning	\$ 4,000	
Deputy Treasurer/Clerk (Full-time)	\$ 65,000	
Code Enforcement	\$ 55,000	
City Manager - Clerical	\$ 24,652	
Salaried - 2% increase	\$ 9,500	
Other:		
MML Training		
Dalrymple		
Reiger Park - Pond Repair	\$ 17,000	
Recreation Center - Cronin Foundation	\$ 20,000	
Charter Revision		
MERS (Closed Defined Benefit Retirement Plans)		
TOTAL	\$ 198,152	

CODE ENFORCEMENT - SUPPORT STAFF

Admin Support (Part-Time)

Wages	21,750	
Taxes, etc	<u>5,750</u>	
		27,500

Code Enforcement (Part-Time)

Wages	21,750	
Taxes, etc	<u>5,750</u>	
		27,500

Vehicle / Equipment Pool 2500

Supplies 200

Computer/Lap Top 2000

Phone 300

TOTAL \$ 60,000

Non-Union	2% Salary			
	2015	2016	2017	2018
City Manager	87,000.00	89,000.00	\$96,000.00	\$97,920.00
Administrative & Human Resources Mgr	42,806.40	43,659.20	N/A	N/A
Assistant City Manager	N/A	N/A	\$47,500.00	\$48,450.00
Recreation Director	40,400.00	N/A	N/A	\$24,500.00
Treasurer/Finance Director	65,650.00	66,963.00	68,302.26	\$69,668.31
Planning & Building Director	43,500.00	44,370.00	\$47,500.00	\$48,450.00
Clerk	45,450.00	46,359.00	\$48,500.00	\$49,470.00
Director of Public Safety	67,649.80	69,002.76	70,382.82	\$71,790.48
Director of Public Services	66,900.00	68,238.00	69,602.76	\$70,994.82
Deputy Director Public Services	57,400.00	58,548.00	59,718.96	\$60,913.34
WW/TP Supervisor	N/A	N/A	\$51,500.00	\$52,530.00

\$472,266.94

\$481,712.27

\$9,445.34 Difference

PROPOSAL

Concord Excavating & Grading, Inc.

P.O. Box 250
Concord, MI 49237
(517) 524-8365
Fax (517) 524-8363

September 11, 2017

TO: CITY OF ALBION ATTN: JIM 112 WEST CASS STREET ALBION, MI 49224	JOB: RIEGER PARK
---	-------------------------

DEAR JIM,

PER YOUR REQUEST, CONCORD EXCAVATING IS PLEASED TO QUOTE YOU ON THE ABOVE NAMED PROJECT AS FOLLOWS:

1. REMOVE EXISTING MANHOLE - 1 EA
2. BULK HEAD EXISTING PIPE - 1 EA
3. PLACE 8" VALVE AND BOX - 2 EA
4. PLACE 8" PVC WATER PIPE - 80 L.F.
5. PLACE 8" WYE
6. CLEAN UP, TOPSOIL, SEED AND MULCH

LUMP SUM \$15,500.00

IF YOU HAVE ANY QUESTIONS, PLEASE FEEL FREE TO CALL ME AT (517) 206-7193.

SINCERELY,

CHARLES WILLIAMS

CHARLES WILLIAMS

ACCEPTANCE OF PROPOSAL _____

ACCEPTANCE DATE _____

**INFORMATION
ONLY**

CASH SUMMARY BY ACCOUNT FOR CITY OF ALBION
 FROM 10/01/2017 TO 10/31/2017
 FUND: 101 202 203 226 265 367 450 590 591 661 703
 CASH AND INVESTMENT ACCOUNTS

Fund Account	Description	Beginning Balance 10/01/2017	Total Debits	Total Credits	Ending Balance 10/31/2017
Fund 101	GENERAL FUND				
001.00	CASH	305,616.65	444,878.42	491,892.48	258,602.59
002.00	CASH - INCOME TAX ACCOUNT	523,570.06	52,624.48	843.74	575,350.80
003.00	CERTIFICATES OF DEPOSIT	149,977.50	0.00	0.00	149,977.50
004.00	PETTY CASH	100.00	0.00	0.00	100.00
004.02	PETTY CASH - CHANGE DRAWER	400.00	0.00	0.00	400.00
005.00	HRA ACCOUNT FOR EMPLOYEES	50.00	0.00	0.00	50.00
007.00	CASH PARK FENCE	17,484.20	0.00	0.00	17,484.20
017.00	INVESTMENTS	305,905.43	309.24	0.00	306,214.67
	GENERAL FUND	1,303,103.84	497,812.14	492,736.22	1,308,179.76
Fund 202	MAJOR STREETS FUND				
001.00	CASH	392,804.34	318.82	214,981.11	178,142.05
017.00	INVESTMENTS	0.00	100,046.17	0.00	100,046.17
	MAJOR STREETS FUND	392,804.34	100,364.99	214,981.11	278,188.22
Fund 203	LOCAL STREETS FUND				
001.00	CASH	93,712.46	83,416.07	31,450.55	145,677.98
Fund 226	SOLID WASTE FUND				
001.00	CASH	191,010.27	30.36	25,098.78	165,941.85
017.00	INVESTMENTS	52,324.16	52.89	0.00	52,377.05
	SOLID WASTE FUND	243,334.43	83.25	25,098.78	218,318.90
Fund 265	DRUG LAW ENFORCEMENT FUND				
001.00	CASH	20,827.43	200.42	12,453.30	8,574.55
Fund 367	SIDEWALK PROGRAM FUND				
001.00	CASH	433,975.77	0.00	150,000.00	283,975.77
017.00	INVESTMENTS	0.00	150,069.25	0.00	150,069.25
	SIDEWALK PROGRAM FUND	433,975.77	150,069.25	150,000.00	434,045.02
Fund 450	STREET IMPROVEMENTS FUND				
001.00	CASH	510,361.56	4,728.75	486,288.07	28,802.24
017.00	INVESTMENTS	0.00	250,115.45	0.00	250,115.45
	STREET IMPROVEMENTS FUND	510,361.56	254,844.20	486,288.07	278,917.69
Fund 590	SEWER FUND				
001.00	CASH	514,264.50	108,288.21	375,866.56	246,686.15
017.00	INVESTMENTS	154,654.91	150,225.57	0.00	304,880.48
	SEWER FUND	668,919.41	258,513.78	375,866.56	551,566.63
Fund 591	WATER FUND				
001.00	CASH	228,677.58	67,056.55	151,823.82	143,910.31
003.00	CERTIFICATES OF DEPOSIT	549,649.50	0.00	0.00	549,649.50
006.00	RESTRICTED CASH - BOND RESERVE	61,990.00	0.00	0.00	61,990.00
017.00	INVESTMENTS	354,701.30	358.55	0.00	355,059.85
	WATER FUND	1,195,018.38	67,415.10	151,823.82	1,110,609.66
Fund 661	EQUIPMENT POOL FUND				
001.00	CASH	189,950.91	18,455.56	9,836.49	198,569.98
Fund 703	CURRENT TAX COLLECTION FUND				
001.00	CASH	60,999.35	28,373.28	0.00	89,372.63
	TOTAL - ALL FUNDS	5,113,007.88	1,459,548.04	1,950,534.90	4,622,021.02

REVENUE AND EXPENDITURE REPORT FOR CITY OF ALBION
 PERIOD ENDING 10/31/2017
 % Fiscal Year Completed: 83.29

GL NUMBER	DESCRIPTION	2016	END BALANCE	YTD BALANCE	2017	% BDGT USED
		AMENDED BUDGET	12/31/2016 NORMAL (ABNORMAL)	10/31/2017 NORMAL (ABNORMAL)	ORIGINAL BUDGET	
Fund 101 - GENERAL FUND						
000-GENERAL		3,153,939.00	3,235,703.40	2,694,780.97	3,215,170.00	83.81
209-ASSESSING		0.00	784.29	5.00	3,000.00	0.17
215-CLERK		5,161.00	5,199.89	36.60	100.00	36.60
260-FINANCE DEPT AND/OR ABA GENERAL		400.00	430.78	350.50	500.00	70.10
276-CEMETERY		70,300.00	74,198.22	59,322.38	70,000.00	84.75
345-PUBLIC SAFETY		80,250.00	71,080.54	52,762.97	32,300.00	163.35
422-CODE ENFORCEMENT		116,722.00	111,618.57	87,300.80	90,000.00	97.00
758-ALBION RIVER/BIKE TRAIL		0.00	0.00	221,014.08	0.00	100.00
775-PARKS		3,312.00	3,312.00	2,625.00	2,350.00	111.70
778-HOLLAND PARK TRANSFORMATION PROJECT		14,927.00	45,874.92	84,531.05	27,100.00	311.92
930-TRANSFER IN		10,000.00	10,000.00	10,000.00	10,000.00	100.00
TOTAL REVENUES		3,455,011.00	3,558,202.61	3,212,729.35	3,450,520.00	93.11
101-CITY COUNCIL		34,895.00	33,856.86	29,353.14	36,810.00	79.74
172-CITY MANAGER		106,315.54	90,090.62	84,580.50	107,260.00	78.86
209-ASSESSING		50,500.00	47,943.38	39,045.03	50,300.00	77.62
210-ATTORNEY		93,025.00	90,763.92	75,248.03	92,725.00	81.15
215-CLERK		110,576.00	109,556.35	68,454.87	99,585.00	68.74
226-HUMAN RESOURCES		36,926.00	29,785.65	17,965.54	20,510.00	87.59
260-FINANCE DEPT AND/OR ABA GENERAL		269,817.00	251,397.46	227,032.90	318,225.00	71.34
265-MUNICIPAL BLDG AND/OR 201 N CLINTON ST		76,308.00	68,044.15	70,821.47	71,915.00	98.48
276-CEMETERY		154,334.00	142,006.58	131,723.47	160,985.00	81.82
345-PUBLIC SAFETY		1,856,795.69	1,748,478.02	1,627,799.17	1,873,689.00	86.88
422-CODE ENFORCEMENT		199,591.00	203,504.00	127,261.99	174,870.00	72.78
442-CITY MAINTENANCE		200,210.00	184,738.58	147,137.78	209,195.00	70.34
444-TREE TRIMMING		13,099.00	9,478.38	13,161.39	11,664.00	112.84
447-ENGINEERING		10,332.00	8,735.77	8,295.68	7,954.00	104.30
526-EPA LANDFILL		11,000.00	11,040.77	7,400.93	8,000.00	92.51
758-ALBION RIVER/BIKE TRAIL		0.00	0.00	222,611.87	0.00	100.00
775-PARKS		186,810.00	175,248.29	166,818.83	200,732.00	83.11
778-HOLLAND PARK TRANSFORMATION PROJECT		14,927.00	45,874.92	80,826.89	27,100.00	298.25
895-GENERAL APPROPRIATION		210,985.00	197,335.13	150,233.16	157,600.00	95.33
TOTAL EXPENDITURES		3,636,446.23	3,447,878.83	3,295,772.64	3,629,119.00	90.81
Fund 101 - GENERAL FUND:						
TOTAL REVENUES		3,455,011.00	3,558,202.61	3,212,729.35	3,450,520.00	93.11
TOTAL EXPENDITURES		3,636,446.23	3,447,878.83	3,295,772.64	3,629,119.00	90.81
NET OF REVENUES & EXPENDITURES		(181,435.23)	110,323.78	(83,043.29)	(178,599.00)	46.50

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GL NUMBER	DESCRIPTION	2016		END BALANCE	YTD BALANCE	2017	% BGD USED
		AMENDED BUDGET	NORMAL	12/31/2016 (ABNORMAL)	10/31/2017 (ABNORMAL)	ORIGINAL BUDGET	
Fund 202 - MAJOR STREETS FUND							
000-GENERAL		532,052.00		551,164.71	350,371.16	642,495.00	54.53
487-M-99 TRUNKLINE		29,391.00		57,318.00	34,391.89	35,000.00	98.26
TOTAL REVENUES		<u>561,443.00</u>		<u>608,482.71</u>	<u>384,763.05</u>	<u>677,495.00</u>	<u>56.79</u>
454-ACT 51 NON-MOTORIZED		6,467.00		6,466.50	0.00	0.00	0.00
461-MAINTENANCE		325,035.00		283,064.21	276,426.06	361,420.00	76.48
465-TRAFFIC SERVICES		3,893.00		531.52	2,817.55	4,336.00	64.98
467-WINTER MAINTENANCE		31,076.00		20,381.69	13,083.34	28,565.00	45.80
486-I-94 TRUNKLINE		23,446.00		22,145.18	13,098.57	21,902.00	59.81
487-M-99 TRUNKLINE		22,947.00		19,289.38	11,980.59	22,494.00	53.26
488-M-199 TRUNKLINE		12,430.00		9,973.56	7,441.52	13,183.00	56.45
965-TRANSFER OUT		139,366.00		139,366.00	203,000.00	123,000.00	165.04
TOTAL EXPENDITURES		<u>564,660.00</u>		<u>501,218.04</u>	<u>527,847.63</u>	<u>574,900.00</u>	<u>91.82</u>
Fund 202 - MAJOR STREETS FUND:							
TOTAL REVENUES		561,443.00		608,482.71	384,763.05	677,495.00	56.79
TOTAL EXPENDITURES		564,660.00		501,218.04	527,847.63	574,900.00	91.82
NET OF REVENUES & EXPENDITURES		(3,217.00)		107,264.67	(143,084.58)	102,595.00	139.47

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GL NUMBER	DESCRIPTION	2016		END BALANCE	YTD BALANCE	2017	% BGD USED
		AMENDED BUDGET	NORMAL	12/31/2016 (ABNORMAL)	10/31/2017 (ABNORMAL)	ORIGINAL BUDGET	
Fund 203 - LOCAL STREETS FUND							
000-GENERAL		192,710.00		197,919.48	115,427.16	206,125.00	56.00
930-TRANSFER IN		136,366.00		136,366.00	200,000.00	120,000.00	166.67
TOTAL REVENUES		<u>329,076.00</u>		<u>334,285.48</u>	<u>315,427.16</u>	<u>326,125.00</u>	<u>96.72</u>
461-MAINTENANCE		298,443.00		261,301.47	281,833.92	283,498.00	99.41
465-TRAFFIC SERVICES		2,815.00		2,089.47	5,421.51	2,890.00	187.60
467-WINTER MAINTENANCE		32,385.00		15,043.21	15,283.12	28,355.00	53.90
965-TRANSFER OUT		3,000.00		3,000.00	3,000.00	3,000.00	100.00
TOTAL EXPENDITURES		<u>336,643.00</u>		<u>281,434.15</u>	<u>305,538.55</u>	<u>317,743.00</u>	<u>96.16</u>
Fund 203 - LOCAL STREETS FUND:							
TOTAL REVENUES		329,076.00		334,285.48	315,427.16	326,125.00	96.72
TOTAL EXPENDITURES		336,643.00		281,434.15	305,538.55	317,743.00	96.16
NET OF REVENUES & EXPENDITURES		<u>(7,567.00)</u>		<u>52,851.33</u>	<u>9,888.61</u>	<u>8,382.00</u>	<u>117.97</u>

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GL NUMBER	DESCRIPTION	2016		END BALANCE	YTD BALANCE	2017	% BGD USED
		AMENDED BUDGET	NORMAL	12/31/2016 (ABNORMAL)	10/31/2017 (ABNORMAL)	ORIGINAL BUDGET	
Fund 208 - RECREATION FUND							
780-RECREATION		139,040.00		160,445.81	134,114.81	118,970.00	112.73
781-POSITIVE YOUTH DEVELOPMENT		10,000.00		10,000.00	0.00	0.00	0.00
782-JUNIOR OPTMISTS - JOOI		0.00		300.00	50.00	0.00	100.00
TOTAL REVENUES		149,040.00		170,745.81	134,164.81	118,970.00	112.77
780-RECREATION		138,145.00		133,800.50	104,125.10	123,411.00	84.37
781-POSITIVE YOUTH DEVELOPMENT		8,380.00		10,580.00	0.00	0.00	0.00
782-JUNIOR OPTMISTS - JOOI		45.00		215.00	424.34	0.00	100.00
TOTAL EXPENDITURES		146,570.00		144,595.50	104,549.44	123,411.00	84.72
Fund 208 - RECREATION FUND:							
TOTAL REVENUES		149,040.00		170,745.81	134,164.81	118,970.00	112.77
TOTAL EXPENDITURES		146,570.00		144,595.50	104,549.44	123,411.00	84.72
NET OF REVENUES & EXPENDITURES		2,470.00		26,150.31	29,615.37	(4,441.00)	666.86

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GL NUMBER	DESCRIPTION	2016		END BALANCE	YTD BALANCE	2017	% BGD USED
		AMENDED BUDGET	NORMAL	12/31/2016 (ABNORMAL)	10/31/2017 (ABNORMAL)	ORIGINAL BUDGET	
Fund 226 - SOLID WASTE FUND							
000-GENERAL		220,758.00		243,148.63	228,864.51	213,000.00	107.45
TOTAL REVENUES		<u>220,758.00</u>		<u>243,148.63</u>	<u>228,864.51</u>	<u>213,000.00</u>	<u>107.45</u>
523-LEAF PICKUP		57,355.00		52,800.09	13,457.95	59,690.00	22.55
524-TREE DUMP		8,486.00		6,070.56	5,403.54	9,480.00	57.00
528-SOLID WASTE		118,061.00		94,286.31	81,553.83	121,105.00	67.34
965-TRANSFER OUT		24,000.00		11,500.00	25,500.00	25,500.00	100.00
TOTAL EXPENDITURES		<u>207,902.00</u>		<u>164,656.96</u>	<u>125,915.32</u>	<u>215,775.00</u>	<u>58.35</u>
Fund 226 - SOLID WASTE FUND:							
TOTAL REVENUES		220,758.00		243,148.63	228,864.51	213,000.00	107.45
TOTAL EXPENDITURES		<u>207,902.00</u>		<u>164,656.96</u>	<u>125,915.32</u>	<u>215,775.00</u>	<u>58.35</u>
NET OF REVENUES & EXPENDITURES		12,856.00		78,491.67	102,949.19	(2,775.00)	3,709.88

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GL NUMBER	DESCRIPTION	2016		END BALANCE	YTD BALANCE	2017	% BDGT USED
		AMENDED BUDGET	NORMAL	12/31/2016 (ABNORMAL)	10/31/2017 (ABNORMAL)	ORIGINAL BUDGET	
Fund 265 - DRUG LAW ENFORCEMENT FUND							
000-GENERAL		4,565.00		8,285.33	27,343.71	4,900.00	558.03
400-FED DRUG LAW ENFOR - REIMBUR		55,529.00		44,330.70	13,988.43	49,029.00	28.53
TOTAL REVENUES		<u>60,094.00</u>		<u>52,616.03</u>	<u>41,332.14</u>	<u>53,929.00</u>	<u>76.64</u>
333-DRUG LAW ENFORCEMENT		54,195.00		47,545.69	69,175.52	29,050.00	238.13
400-FED DRUG LAW ENFOR - REIMBUR		38,027.00		30,454.27	14,810.73	26,750.00	55.37
TOTAL EXPENDITURES		<u>92,222.00</u>		<u>77,999.96</u>	<u>83,986.25</u>	<u>55,800.00</u>	<u>150.51</u>
Fund 265 - DRUG LAW ENFORCEMENT FUND:							
TOTAL REVENUES		60,094.00		52,616.03	41,332.14	53,929.00	76.64
TOTAL EXPENDITURES		92,222.00		77,999.96	83,986.25	55,800.00	150.51
NET OF REVENUES & EXPENDITURES		<u>(32,128.00)</u>		<u>(25,383.93)</u>	<u>(42,654.11)</u>	<u>(1,871.00)</u>	<u>2,279.75</u>

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GL NUMBER	DESCRIPTION	2016		END BALANCE	YTD BALANCE	2017	% BGD USED
		AMENDED BUDGET	NORMAL	12/31/2016 (ABNORMAL)	10/31/2017 (ABNORMAL)	ORIGINAL BUDGET	
Fund 275 - ALBION BUILDING AUTHORITY FUND							
000-GENERAL		36,611.00		36,780.49	4,391.52	4,357.00	100.79
264-EDC BUILDING		10,880.00		10,880.04	25,678.60	10,880.00	236.02
265-MUNICIPAL BLDG AND/OR 201 N CLINTON ST		0.00		0.00	1,386.00	1,500.00	92.40
270-101 N GALE ST		7,000.00		7,000.00	0.00	7,000.00	0.00
271-FIRE/AMBULANCE BUILDING		29,264.00		29,264.00	33,600.00	30,000.00	112.00
273		0.00		1.00	1.00	0.00	100.00
TOTAL REVENUES		83,755.00		83,925.53	65,057.12	53,737.00	121.07
260-FINANCE DEPT AND/OR ABA GENERAL		8,818.00		8,445.04	4,766.78	9,865.00	48.32
264-EDC BUILDING		12,820.00		8,281.17	17,155.93	11,970.00	143.32
265-MUNICIPAL BLDG AND/OR 201 N CLINTON ST		3,790.00		2,248.30	1,438.40	190.00	757.05
270-101 N GALE ST		6,840.00		1,947.48	88.96	6,290.00	1.41
271-FIRE/AMBULANCE BUILDING		26,000.00		15,235.45	13,034.62	25,000.00	52.14
273-112 E ERIE ST		30,354.00		26,829.56	1,399.20	2,100.00	66.63
TOTAL EXPENDITURES		88,622.00		62,987.00	37,883.89	55,415.00	68.36
Fund 275 - ALBION BUILDING AUTHORITY FUND:							
TOTAL REVENUES		83,755.00		83,925.53	65,057.12	53,737.00	121.07
TOTAL EXPENDITURES		88,622.00		62,987.00	37,883.89	55,415.00	68.36
NET OF REVENUES & EXPENDITURES		(4,867.00)		20,938.53	27,173.23	(1,678.00)	1,619.38

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GL NUMBER	DESCRIPTION	2016		YTD BALANCE		2017		
		AMENDED BUDGET	NORMAL (ABNORMAL)	NORMAL (ABNORMAL)	NORMAL (ABNORMAL)	ORIGINAL BUDGET	% BDGT USED	
Fund 277 - ABA SEC 8 MAPLE GROVE								
000-GENERAL		425,700.00	455,447.69	343,698.11		431,208.00	79.71	
TOTAL REVENUES		<u>425,700.00</u>	<u>455,447.69</u>	<u>343,698.11</u>		<u>431,208.00</u>	79.71	
701-ABA SEC 8 MAPLE GROVE		359,835.00	344,264.48	222,476.22		374,350.00	59.43	
905-DEBT SERVICE - BONDS		64,963.00	64,962.50	62,487.50		62,488.00	100.00	
TOTAL EXPENDITURES		<u>424,798.00</u>	<u>409,226.98</u>	<u>284,963.72</u>		<u>436,838.00</u>	65.23	
<hr/>								
Fund 277 - ABA SEC 8 MAPLE GROVE:								
TOTAL REVENUES		425,700.00	455,447.69	343,698.11		431,208.00	79.71	
TOTAL EXPENDITURES		424,798.00	409,226.98	284,963.72		436,838.00	65.23	
NET OF REVENUES & EXPENDITURES		<u>902.00</u>	<u>46,220.71</u>	<u>58,734.39</u>		<u>(5,630.00)</u>	1,043.24	

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GL NUMBER	DESCRIPTION	2016		END BALANCE	YTD BALANCE	2017	% BDGT USED
		AMENDED BUDGET	NORMAL	12/31/2016 (ABNORMAL)	10/31/2017 (ABNORMAL)	ORIGINAL BUDGET	
Fund 367 - SIDEWALK PROGRAM FUND							
000-GENERAL		133,850.00		154,081.85	138,754.75	128,250.00	108.19
TOTAL REVENUES		<u>133,850.00</u>		<u>154,081.85</u>	<u>138,754.75</u>	<u>128,250.00</u>	<u>108.19</u>
443-TRANSFER OUT		133,000.00		110,406.63	450.00	128,250.00	0.35
TOTAL EXPENDITURES		<u>133,000.00</u>		<u>110,406.63</u>	<u>450.00</u>	<u>128,250.00</u>	<u>0.35</u>
Fund 367 - SIDEWALK PROGRAM FUND:							
TOTAL REVENUES		133,850.00		154,081.85	138,754.75	128,250.00	108.19
TOTAL EXPENDITURES		<u>133,000.00</u>		<u>110,406.63</u>	<u>450.00</u>	<u>128,250.00</u>	<u>0.35</u>
NET OF REVENUES & EXPENDITURES		850.00		43,675.22	138,304.75	0.00	100.00

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GL NUMBER	DESCRIPTION	2016		YTD BALANCE		2017	
		AMENDED BUDGET	END BALANCE 12/31/2016 NORMAL (ABNORMAL)	NORMAL (ABNORMAL)	10/31/2017 NORMAL (ABNORMAL)	ORIGINAL BUDGET	% BGD USED
Fund 590 - SEWER FUND							
000-GENERAL		1,186,774.00	1,226,952.45		995,702.31	1,191,250.00	83.58
544-SAW GRANT PROJECT		700,000.00	591,503.63		479,353.78	526,500.00	91.05
546-MEDC GRANT - DIGESTER, PUMP, ETC.		0.00	0.00		498,678.85	950,000.00	52.49
TOTAL REVENUES		1,886,774.00	1,818,456.08		1,973,734.94	2,667,750.00	73.99
536-SEWER UTILITY OPERATIONS		1,156,283.00	1,108,753.35		947,636.59	1,236,750.00	76.62
542-WWTP ENERGY IMPROVEMENTS		7,800.00	7,827.03		5,957.82	7,800.00	76.38
544-SAW GRANT PROJECT		700,498.00	591,503.63		479,353.78	526,500.00	91.05
546-MEDC GRANT - DIGESTER, PUMP, ETC.		0.00	0.00		421,827.84	1,110,000.00	38.00
965-TRANSFER OUT		153,000.00	151,447.00		148,400.00	148,400.00	100.00
TOTAL EXPENDITURES		2,017,581.00	1,859,531.01		2,003,176.03	3,029,450.00	66.12
Fund 590 - SEWER FUND:							
TOTAL REVENUES		1,886,774.00	1,818,456.08		1,973,734.94	2,667,750.00	73.99
TOTAL EXPENDITURES		2,017,581.00	1,859,531.01		2,003,176.03	3,029,450.00	66.12
NET OF REVENUES & EXPENDITURES		(130,807.00)	(41,074.93)		(29,441.09)	(361,700.00)	8.14

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GL NUMBER	DESCRIPTION	2016		END BALANCE	YTD BALANCE	2017	% BDTG USED
		AMENDED BUDGET	NORMAL	12/31/2016 (ABNORMAL)	10/31/2017 (ABNORMAL)	ORIGINAL BUDGET	
Fund 591 - WATER FUND							
000-GENERAL		940,572.00		973,881.31	787,567.52	918,300.00	85.76
TOTAL REVENUES		<u>940,572.00</u>		<u>973,881.31</u>	<u>787,567.52</u>	<u>918,300.00</u>	<u>85.76</u>
536-WATER UTILITY OPERATIONS		945,390.00		908,269.44	741,936.26	1,077,876.00	68.83
540-WELLHEAD PROTECTION		500.00		0.00	0.00	500.00	0.00
905-DEBT SERVICE-BONDS		6,990.00		6,240.00	3,224.00	3,974.00	81.13
965-TRANSFER OUT		11,668.00		11,668.00	111,450.00	11,450.00	973.36
TOTAL EXPENDITURES		<u>964,548.00</u>		<u>926,177.44</u>	<u>856,610.26</u>	<u>1,093,800.00</u>	<u>78.32</u>
Fund 591 - WATER FUND:							
TOTAL REVENUES		940,572.00		973,881.31	787,567.52	918,300.00	85.76
TOTAL EXPENDITURES		<u>964,548.00</u>		<u>926,177.44</u>	<u>856,610.26</u>	<u>1,093,800.00</u>	<u>78.32</u>
NET OF REVENUES & EXPENDITURES		(23,976.00)		47,703.87	(69,042.74)	(175,500.00)	39.34

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GL NUMBER	DESCRIPTION	2016	END BALANCE	YTD BALANCE	2017	% BDGT USED
		AMENDED BUDGET	12/31/2016 NORMAL (ABNORMAL)	10/31/2017 NORMAL (ABNORMAL)	ORIGINAL BUDGET	
Fund 661 - EQUIPMENT POOL FUND						
000-GENERAL		279,818.00	301,906.41	253,775.88	278,725.00	91.05
TOTAL REVENUES		<u>279,818.00</u>	<u>301,906.41</u>	<u>253,775.88</u>	<u>278,725.00</u>	<u>91.05</u>
770-EQUIPMENT POOL		267,290.00	260,686.23	201,504.56	276,090.00	72.99
905-DEBT SERVICE - BONDS		158.00	157.61	220.25	222.00	99.21
906-DEBT SERVICE - LOANS		430.00	(26.00)	0.00	971.00	0.00
965-TRANSFER OUT		18,265.00	18,159.00	17,850.00	17,850.00	100.00
TOTAL EXPENDITURES		<u>286,143.00</u>	<u>278,976.84</u>	<u>219,574.81</u>	<u>295,133.00</u>	<u>74.40</u>
Fund 661 - EQUIPMENT POOL FUND:						
TOTAL REVENUES		279,818.00	301,906.41	253,775.88	278,725.00	91.05
TOTAL EXPENDITURES		<u>286,143.00</u>	<u>278,976.84</u>	<u>219,574.81</u>	<u>295,133.00</u>	<u>74.40</u>
NET OF REVENUES & EXPENDITURES		(6,325.00)	22,929.57	34,201.07	(16,408.00)	208.44
TOTAL REVENUES - ALL FUNDS						
		8,525,891.00	8,755,180.14	7,879,869.34	9,318,009.00	84.57
TOTAL EXPENDITURES - ALL FUNDS						
		<u>8,899,135.23</u>	<u>8,265,089.34</u>	<u>7,846,268.54</u>	<u>9,955,634.00</u>	<u>78.81</u>
NET OF REVENUES & EXPENDITURES		(373,244.23)	490,090.80	33,600.80	(637,625.00)	5.27