



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.

Garrett Brown
Mayor

Maurice Barnes, Jr.
Council Member
1st Precinct

Lenn Reid
Council Member
2nd Precinct

Sonya Brown
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.

AGENDA

COUNCIL MEETING

Monday, April 3, 2017

7:00 P.M.

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. PRESENTATIONS
 - A. Proclamation for Mayor & County Recognition Day for National Service
- VII. PUBLIC HEARING
 - A. Capital Improvement Plan
 - B. CDBG Grant for Irwin Avenue Improvement Project
- VIII. PUBLIC COMMENTS (Persons addressing the City Council shall limit their comments to **agenda items only** and to no more than three (3) minutes. Proper decorum is required.)
- IX. CONSENT CALENDAR (VV)
(Items on Consent Calendar are voted on as one unit)
 - A. Approval Special Session Minutes, March 16, 2017
 - B. Approval Regular Session Minutes-March 20, 2017
 - C. Approval Study Session Minutes-March 27, 2017
- X. ITEMS FOR INDIVIDUAL DISCUSSION
 - A. Update on blinking lights on Watson St., Eaton St., Clark St. and Michigan Avenue



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

- B. Request Approval 2nd Reading Ordinance # 2017-03, An Ordinance to Amend Ordinance 66-139 Solid Waste (RCV)
- C. Request Approval Resolution # 2017-13, Albion Community Development Plan (RCV)
- D. Request Approval Resolution # 2017-14, Capital Improvement Plan (RCV)
- E. Request Approval Resolution # 2017-15, CDBG-ICE Grant for Irwin Avenue Improvement Project (RCV)
- F. Request Approval Discharge of Mortgage for Bernita Armstrong aka Bernita Motley & Curtis Motley, 217 W. Porter St. (RCV)
- G. Discussion-Sidewalks
- H. Request Approval Assessing Services Contract with the City of Marshall (RCV)
- I. Discussion Austin Avenue/Former Albion Malleable/Harvard Site
 - Steps taken to notify owners of abatement violations (Austin Avenue)
 - Zoning updates for Austin Avenue
 - Has the EDC made attempts to attract businesses to the former Albion Malleable/Harvard site
- J. Updates on Former Burger King and Ponderosa Buildings
- K. Update on Medical Marijuana Moratorium
- L. Request Approval Mechanical Amusement Device for Cascarelli's of Albion (RCV)
- M. City Manager Report
- N. Future Agenda Items
- O. Motion to Excuse Absent Council Member(s)
- XI. PUBLIC COMMENTS (Persons addressing the City Council shall limit their comments to no more than three (3) minutes. Proper decorum is required.)
- XII. EXECUTIVE SESSION-The City Attorney requests an Executive Session under the Open Meetings Act (Section 15.268 (h), P.A. 267 of 1976, as amended) to consider material exempt from discussion or disclosure by state or federal statute.



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

XIII. ADJOURN

CITY OF ALBION

Proclamation

Recognizing

Mayor and County Recognition Day for National Service on April 4, 2017

WHEREAS, service to others is a hallmark of the American character, and central to how we meet our challenges; and

WHEREAS, the nation's counties are increasingly turning to national service and volunteerism as a cost-effective strategy to meet county needs; and

WHEREAS, participants in AmeriCorps and Senior Corps address the most pressing challenges facing our cities and nation, from educating students for jobs of the 21st century and supporting veterans and military families to providing health services and helping communities recover from natural disasters; and

WHEREAS, national service expands economic opportunity by creating more sustainable, resilient communities and providing education, career skills, and leadership abilities for those who serve; and

WHEREAS AmeriCorps and Senior Corps participants serve in more than 50,000 locations across the country, including nine organizations in Albion, bolstering the civic, neighborhood, and faith-based organizations that are so vital to our county's economic and social well-being; and

WHEREAS, nine national service participants of all ages and backgrounds serve in Albion, providing vital support to city residents and improving the quality of life in our county; and

WHEREAS, national service participants increase the impact of the organizations they serve, both through their direct service and by managing millions of additional volunteers; and

WHEREAS, national service represents a unique public-private partnership that invests in community solutions and leverages non-federal resources to strengthen community impact and increase the return on taxpayer dollars; including more than \$200,000 from organizations in Albion; and



WHEREAS, national service participants demonstrate commitment, dedication, and patriotism by making an intensive commitment to service, a commitment that remains with them in their future endeavors; and

WHEREAS, the Corporation for National and Community Service shares a priority with city and county officials nationwide to engage citizens, improve lives, and strengthen communities; and is joining with the National League of Cities, National Association of Counties, Cities of Service, and mayors and county officials across the country for the Mayor and County Recognition Day for National Service on April 4, 2017.

THEREFORE, BE IT RESOLVED that I, Mayor Garrett Brown, of the City of Albion in Calhoun County do hereby proclaim April 4, 2017, as National Service Recognition Day, and encourage residents to recognize the positive impact of national service in our community and thank those who serve; and to find ways to give back to their communities.

In witness whereof I have hereunto set my hand and caused the seal of this city to be affixed this 3rd Day of April, 2017

Hon. Garrett Brown, Mayor



City of Albion
NOTICE OF PUBLIC HEARING ON THE PROPOSED
2017-2022 CAPITAL IMPROVEMENT PLAN

The Albion City Council will conduct a public hearing at their regularly scheduled meeting on April 3, 2017 at 7:00 p.m. at City of Albion, City Hall, 2nd Floor Council Chambers, 112 W. Cass Street, Albion, MI 49224 for the proposed 2017-2022 City of Albion Capital Improvement Plan.

Copies of the project proposal are available for inspection by the public during regular business hours (8:00 am to 5:00 pm, Monday through Friday) in the City Clerk's office, 112 West Cass Street, Albion, Michigan and online at www.cityofalbionmi.gov.

City of Albion
Jill Domingo, City Clerk
517-629-7864

CITY OF ALBION

CITY OF ALBION NOTICE OF PUBLIC HEARING FOR MICHIGAN COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FUNDING FOR THE IRWIN AVNUE IMPROVEMENTS PROJECT

The City of Albion will conduct a public hearing on April 3, 2017 at 7:00pm at Albion City Council Chambers, located at 112 West Cass Street, 2nd Floor, Albion, MI 49224, for the purpose of affording citizens an opportunity to examine and submit comments on the proposed application for a CDBG grant.

The City of Albion proposes to request \$2,000,000 in CDBG funds to replace the water main, replace storm sewer, improve the roadway, and construct ADA compliant ramps on Irwin Avenue from Finley Road to S. Superior Street and benefit at least 51% low to moderate income persons. No persons will be displaced as a result of the proposed activities.

Further information, including a copy of the City of Albion's Community Development Plan and CDBG application is available for review. To inspect the documents, please contact City Manager Sheryl Mitchell or review at 112 West Cass Street, 2nd Floor, Albion, MI 49224. Comments may be submitted in writing through April 3, 2017 or made in person at the public hearing.

The City of Albion has successfully administered numerous CDBG projects funded by the State and the public is invited to inquire about those projects.

Citizen views and comments on the proposed application are welcome.

City of Albion
Clerk Jill Domingo
(517) 629-7864

City of Albion
Special Council Session
March 16, 2017

I. CALL TO ORDER

Mayor Pro Tem Brown opened the special council session at 7:00 p.m.

II. ROLL CALL

PRESENT: Maurice Barnes (1), Lenn Reid (2), Sonya Brown (3), Marcola Lawler (4) Jeanette Spicer (5), Andrew French (6). Mayor Brown arrived at 7:05 p.m.

STAFF PRESENT:

Sheryl Mitchell, City Manager; Cullen Harkness, City Attorney; Jill Domingo, City Clerk; Stacey Levin, Assistant City Manager and Scott Kipp, Chief Public Safety.

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

No comments were received.

IV. ITEMS FOR INDIVIDUAL DISCUSSION

A. Discussion/Approval Meetings of the Council-Agenda Protocol (Charter Section 5.6 (m) (RCV)

City Manager Mitchell stated the special meeting was called by two Council Members pertaining to agenda protocol which is related to the Council Rules and Procedures.

Questions/Comments from the Council were as follows:

- Would like the Council to implement a procedure on the who, what, when and how and a timeline of completion for Council agenda items
- Council may add agenda items at a regular meeting via future agenda items
- A proposed April 8th, 2017 date is set for a professional facilitator from the MML to facilitate a meeting with the Council on updating Council Rules and Procedures
- Information on agenda items sent in advance to Council so they may read and research
- Can a temporary resolution be put in place on agenda protocol until the meeting with the MML facilitator
- Past practice has been request from two Council Members may add items to the agenda. The Mayor may also add agenda items.

- Historically the "future agenda items" was added as a suggestion from Council Member Reid. Future agenda items was not meant to limit Council to adding items to the agenda.
- Council Member Barnes asked for a point of order-discussion of future meeting is not an agenda item for this meeting
- Consensus of Mayor and Council Members is to add an agenda protocol procedure. Some members feel a professional facilitator would be better suited to help with the agenda protocol procedure. It would also be better to address all Council Rules and Procedure at one time rather than piece meal specific items
- Some members were unaware of the Governance and Protocol Policy that was passed in July, 2015
- Council violation of charter by instructing City employees to add something to agenda
- Council Rules and Procedures should be amended to add agenda protocol policy

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

Brown moved, Lawler supported, CARRIED, to Call the Question. (5-2, rcv) (Barnes and French dissenting).

Brown moved, Reid supported, to **TABLE** Agenda Protocol Policy until after the Council has had the opportunity to meet with Professional Facilitator from the MML (6-1, rcv) (Barnes dissenting).

B. Discussion Restrictions on Powers of the Council (Charter Section 5.8)

Brown moved, Lawler supported, To **TABLE** until after the Council has had the opportunity to meet with Professional Facilitator from the MML.

Council Member Brown rescinded her motion as the Restrictions on Powers of the Council is a discussion item only.

The Mayor and Council discussed the restrictions on powers of the Council with the following questions/comments:

- The charter is very specific as to the restrictions on powers of the Council-stating the Council members shall not individually direct the appointment of any administrative officer or employee of the city and shall deal with the administrative service of the city only through the city manager, as to officers and employees made responsible to him.
- Members feel City Manager is capable and does not need to be micromanaged.
- The Governance and Protocol policy was passed in 2015
- Requests for items to be placed on the agenda should be sent to the City Manager with a copy to the Clerk.

- Individual Council Members are not to direct staff
- Need to have a policy in place that administration implements
- Only the City Manager and City Attorney report to Council-all other employees of the City report to the City Manager
- The meeting was called due to a Council Member reaching out to City Attorney in drafting resolutions and then emailing the Clerk to place those two resolutions on the agenda
- Council can set policy on how they would like things done
- Past practice has been to send items to City Manager, Mayor and copy the Clerk and City Attorney for placing items on the agenda
- If unsure of the proper protocol, best practice is to work through the City Manager
- Legal issues may be directed to the City Attorney
- Would like to have a professional facilitator that will help the Council come together, learn to trust and do what's best for the City of Albion
- There is a failure to communicate issue
- Clarification for the MML Facilitator-along with the Council Rules & Procedures, the Council would also like to formulate a policy for agenda protocol that will entail how the agenda is formulated and how items may be added to the agenda.

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

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

No comments were received.

VI. ADJOURNMENT

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

Mayor Brown adjourned the Special Council Session at 7:43 p.m.

Date

Jill Domingo
City Clerk

City of Albion
City Council Meeting
March 20, 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) Jeanette Spicer (5), Andrew French (6) and Mayor Brown.

Staff Present: Sheryl Mitchell, City Manager; Cullen Harkness, City Attorney; Stacey Levin, Assistant City Manager; Scott Kipp, Chief of Public Safety; Jim Lenardson, Director of Public Services, and Larry Williams, Recreation Director.

V. Mayor & Council Member's Comments

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

VI. Presentations

A. Recognition of Sponsors for Cardboard Classic Sled Race-Assistant City Manager Stacey Levin & PSO Justin Reniger

PSO Justin Reniger provided an overview of the Annual Albion Cardboard Classic Sled Race. Although a lack of snow did not allow for the downhill races, the sled design competition was held on Saturday, February 25, 2017 at the Victory Park Skating Pavilion. The winning design was a sled in the likeness of K-9 Lucy Jo created by Debbie Meyers of Yesterday's News. PSO Justin Reniger & Stacey Levin, Assistant City Manager presented Certificates of Appreciation to the 2017 sponsors including:

- Albion College Campus Programs & Organizations
- Albion College Student Volunteer Bureau
- Art Craft Press
- Ashley Reniger of David Brigham Real Estate Co.
- Decker Manufacturing Corp.
- Granger
- Haas Trucking, Inc.

- Homestead Savings bank
- Knauf Insulation
- Oaklawn Hospital
- Palmer House Inn Bed & Breakfast
- The Harkness Law Firm, PLLC
- Tractor Supply Co.
- Yesterday's News

PSO Reniger thanked Assistant City Manager Stacey Levin for her assistance with planning the Sled Race.

B. Marshall Public Schools Update - Dr. Randy Davis

Dr. Randy Davis updated the Council on Marshall Public Schools with the following presentation:

- MPS ensures that all children have equitable access to a quality education providing multiple pathways toward becoming both career and college-ready as a Global Citizen in the 21st Century.

Investing in Albion through State Grants

- MPS District has been awarded two grants from MDE totaling \$6.7 million related specifically to the combining of the Albion and Marshall schools.
- \$3.2 million are earmarked for paying off the debt for the Albion tax payers.
- \$2.1 million are earmarked for improving our facilities and grounds in the City of Albion.
- \$1.0 million are earmarked for technology and security upgrades, and for transportation.
- The remainder dollars are for various costs associated with pre/post annexation, instructional equipment/supplies, PD for staff, direct services for students, etc.
- We have used about 60% of the grants as of today.

PK-16 Model - Career and College Ready

- Pre-Kindergarten --- Elementary K-5 --- Middle School 6-8
- Secondary 9-12 --- Traditional Learners (Marshall High School) and Non-Traditional Learners (Opportunity School)
- Michigan Youth Challenge Academy and Michigan Job Challenge Program for young men and women Ages 16-19
- Skilled Trades & Engineering Partnership (STEP) and Ag Sciences (FAA). FFA is in the Developing Stages with KCC and MSU Toward Ag Science Certification

- Early/Middle College for Grades 11-13 Earning a HS Diploma and up to a KCC Associates Degree or Certification
- “Build Albion Fellows” 4-Year Full-Ride Scholarship to Albion College

Pathways to Opportunity

- *Marshall Elementary Schools educating grades PK-5 providing:*
 - Aligned curriculum, reading specialists, school counselors, school nurses, balanced class sizes at grade level, All-Day PK/K classes, special education for students with IEPs, and an elementary CI program, music/art/tech/physical education.
 - Strong co-curricular experiences such as Annie’s Big Nature Lesson, the Big Zoo Lessons at the Binder Park Zoo, and various field trips for learning.
 - Extra-curricular programs such as the youth symposiums at Albion College and with Starr Commonwealth, swimming lessons and water recreation safety at our high schools, community service opportunities such as MACS Food Drive, outreach to local nursing homes, celebration of veterans on Veterans Day.
- *Marshall Middle School educating grades 6-8 providing:*
 - The Academically Talented Youth Program (ATYP through WMU), STEM & First Robotics, Sister City Exchanges with Japan and France, MHSAA Team Sports for boys and girls, and an opportunity to earn High School credits. The Summer Student Leadership Symposium (through Starr & Albion College) and other camp experiences (6th grade Fall Camp and the 8th grade Summer “Yoopers” Excursion) are beyond the classroom. Also, students begin vocal and instrumental music required for all 6th graders that progresses to 7th/8th grade Choral, Instrumental, Orchestra performances.

Pathways to Career Attainment

- *Eastern Calhoun Early/Middle College Program providing:*
 - A combined 3-year learning experience with MHS/KCC to earn both a Marshall HS Diploma and up to an Associates Degree from Kellogg Community College. Students commit prior to their 11th grade year to this program and a 13th year of high school. A student’s Junior and Senior year are spent taking classes for high school completion and college course work at

KCC's Eastern Academic Center in Albion. The student's 13th year is spent mainly at KCC's Main Campus in Battle Creek.

- *Marshall High School FFA* will be partnering with the *MSU/KCC Consortium* to create a pathway to post-secondary 2-year Ag Science Certification at KCC or 4-year college degree in Ag Science at MSU.
- *Michigan Job Challenge Program* is a 20-week residential program at Fort Custer through the National Guard providing skilled trades training at KCC's Regional Manufacturing Training Center with KAMA and other certifications, completion of a GED, a Marshall HS Diploma, and/or job placement.
- *Albion College's Build Albion Fellows Scholarship Program* is a pathway for ten (10) graduating high school seniors residing in Albion each year with a full-ride 4-year scholarship to Albion College leading to a four-year college degree.
 - Interested graduates from Albion College are also offered a free post-Baccalaureate program through the College's Education Department to earn a teaching certificate from the State of Michigan, and to be employed with Marshall Public Schools to teach for a minimum of three years within the District.

Geographic Areas Served

- The Marshall Public School District now serves Eastern Calhoun County and Western Jackson County; including the Cities of Albion and Marshall and the following 11 Townships...Albion Township, Concord Township, Convis Township, Eckford Township, Fredonia Township, Lee Township, Marengo Township, Marshall Township, Newton Township, Parma Township, and Sheridan Township. The Marshall District is now 171 square miles, serves a population of 25,539 residents (according to the 2010 Census), and has 17,932 registered voters as of July 1, 2016.
- Marshall Public Schools educates over 2900 students PK-13 and provides direct pathways to post-secondary education for 2-yr and 4-yr degrees, skilled trades certification/training, and careers.

Community Partnerships

- Albion College, Kellogg Community College, and MSU
- Starr Commonwealth
- Department of Military and Veterans Affairs and National Guard
- Regional Manufacturers

- Auto Cam, Borg Warner, Caster Concepts, Tribal Manufacturing, Team 1 Plastics, Tenneco, Eaton Corp., Upjohn's Workforce Development, and more lining up!
- City Governments of Marshall and Albion
- Oaklawn Hospital
- Albion VISTA & Albion Kids At Hope
- Marshall and Albion Community Foundations
- The Cronin Foundation
- NAACP of Greater Albion
- The Franke Center for Performing Arts Children's Theater
- And MORE!

C. Update from AmeriCorps Vista-Albion Forward Survey–Danielle Nelson & Morgan Hull

Danielle Nelson updated the Council noting the following:

- There are two weeks remaining to take the survey. The end date is March 31, 2017.
- Citizens are encouraged to take the survey, which can help develop programming.
- The surveys can be found online and at various locations including the AIM Food Pantry and the Housing Commissions.

VII. Public Hearing

A. Proposed Revocation of the Liquor License for Cascarelli's Tavern, Inc., 116 S. Superior St., Albion

Mayor Brown opened the Public Hearing for the Proposed Revocation of the Liquor License for Cascarelli's Tavern, Inc., 116 S. Superior St., Albion at 7:24 p.m.

Mayor Brown closed the Public Hearing for the Proposed Revocation of the Liquor License for Cascarelli's Tavern, Inc., 116 S. Superior St., Albion at 7:25 p.m.

No comments were received.

B. Proposed Michigan Department of Natural Resources Trust Fund Grant Application for the Albion River Trail Expansion II Project

Mayor Brown opened the Public Hearing for the Proposed Michigan Department of Natural Resources Trust Fund Grant Application for the Albion River Trail Expansion II Project at 7:25 p.m.

Comments were received from Mike Bearman, 11016 29 Mile Road.

Mayor Brown closed the Public Hearing for the Proposed Michigan Department of Natural Resources Trust Fund Grant Application for the Albion River Trail Expansion II Project at 7:27 p.m.

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.)

Sandy Kingston, Principal of Harrington Elementary School and two second-grade students presented pamphlets made by Harrington students as gifts to Mayor and Council.

Kelly Daisy, 506 Burr Oak St discussed the newly formed "Harrington Helpers", a partnership between parents and Harrington staff.

VIII. Consent Calendar (VV)

- A. Approval Regular Session Minutes – March 6, 2017
- B. Approval Joint Study Session W/ Planning Commission Minutes-March 14, 2017

French moved, Brown supported, CARRIED, to approve the Consent Calendar as presented. (7-0, vv)

IX. Items for Individual Discussion

Request to amend agenda item M to reflect "Discussion/Approval" of Curb, Sidewalk and Street for Ford Road and Terpenning Street. (7-0, rcv)

French moved, Brown supported, CARRIED, to Approve agenda item M to reflect "Discussion/Approval" of Curb, Sidewalk and Street for Ford Road and Terpenning Street.

- A. Request Approval Resolution # 2017-04, A Resolution to Object to the Renewal of and Request Revocation the Liquor License for Cascarelli's Tavern, Inc. (RCV)

Comments were received from Council Members French and Reid.

French moved, Spicer supported, CARRIED, to Approve Resolution # 2017-04, A Resolution to Object to the Renewal of and Request Revocation the Liquor License for Cascarelli's Tavern, Inc. as presented. (6-1, rcv) (Reid dissenting)

- B. Request to Substitute Resolution # 2017-07, A Resolution for Public Posting of City of Albion Job Opportunities (RCV) in the council packet with the version distributed at the council meeting on behalf of Mayor Brown (RCV)

Comments were received from Mayor Brown, Council Members Barnes and French, and City Manager Mitchell.

Brown moved, Spicer supported, CARRIED, to Substitute Resolution # 2017-07, A Resolution for Public Posting of City of Albion Job Opportunities. (7-0, rcv)

Request Approval of Substituted Resolution # 2017-07, A Resolution for Public Posting of City of Albion Job Opportunities (RCV)

No comments were received.

Brown moved, Reid supported, CARRIED, to Approve Substituted Resolution # 2017-07, A Resolution for Public Posting of City of Albion Job Opportunities as presented. (7-0, rcv)

- C. Request Approval Resolution # 2017-10, A Resolution to Approve Bid and Entry into Agreement with Franklin Holwerda for Wastewater Treatment Plant Improvements (RCV)

Comments were received from City Manager Mitchell.

French moved, Reid supported, CARRIED, to Approve Resolution # 2017-10, A Resolution to Approve Bid and Entry into Agreement with Franklin Holwerda for Wastewater Treatment Plant Improvements as presented. (7-0, rcv)

- D. Request Approval Emergency Purchase for City Hall Elevator Repair (RCV)

Comments were received from City Manager Mitchell, Council Member Brown, and Mayor Brown.

French moved, Spicer supported, CARRIED, to Approve Emergency Purchase for City Hall Elevator Repair as presented. (7-0, rcv)

- E. Request Approval Emergency Purchase to Replace & Rebuild Wastewater Treatment Pump (RCV)

Comments were received from City Manager Mitchell.

French moved, Reid supported, CARRIED, to Approve Emergency Purchase to Replace & Rebuild Wastewater Treatment Pump as presented (7-0, rcv)

F. Request Approval Resolution # 2017-11, Resolution to Approve Holland Park Equipment for Teen Section (RCV)

Comments were received from City Manager Mitchell.

Brown moved, Lawler supported, CARRIED, to Approve Resolution # 2017-11, Resolution to Approve Holland Park Equipment Purchase for Teen Section as presented. (7-0, rcv)

G. Request Approval Resolution # 2017-12, Approve Michigan Department of Natural Resources Trust Fund Grant Application for the Albion River Trail Expansion II Project (RCV)

Comments were received from City Manager Mitchell, Council Members French and Spicer.

French moved, Reid supported, CARRIED, to Approve Resolution # 2017-12, Approve Michigan Department of Natural Resources Trust Fund Grant Application for the Albion River Trail Expansion II Project as presented. (7-0, rcv)

H. Request Approval of Annual Mechanical Amusement Devices for: (RCV)

1. Albion College
2. Leisure Hour Club
3. Pizza Hut
4. Redbox Automated
5. Spartan Stores/Family Fare

Comments were received from City Manager Mitchell, Council Members French and Spicer.

French moved, Reid supported, CARRIED, to Approve Annual Mechanical Amusement Devices as presented. (7-0, rcv)

I. Request Approval of Annual Commercial Garbage Service for: (RCV)

1. Republic Waste
2. Waste Management
3. Granger Container Service (Residential & Commercial)

Comments were received from City Manager Mitchell.

French moved, Brown supported, CARRIED, to Approve Annual Commercial Garbage Service as presented. (7-0, rcv)

J. Discussion/Approval 1st Reading Ordinance # 2017-03, Amend Ordinances # 66-139, Solid Waste Fines (RCV)

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

French moved, Lawler supported, CARRIED, to Approve 1st Reading Ordinance # 2017-03, Amend Ordinances # 66-139, Solid Waste Fines as presented. (7-0, rcv)

K. Request Approval for Knights of Columbus Annual Tootsie Roll Fundraiser on April 7th, 8th and 9th, 2017. (RCV)

Comments were received from City Manager Mitchell.

Spicer moved, French supported, CARRIED, to Approve for Knights of Columbus Annual Tootsie Roll Fundraiser on April 7th, 8th and 9th, 2017 as presented. (7-0, rcv)

L. Discussion-Agenda for Joint Meeting with Marshall Public Schools

Mayor Brown stated that he requests for City Manager Mitchell to reach out to MPS to begin communications.

City Manager Mitchell stated that she requests for Mayor and Council to submit the items they want to discuss by Friday, March 24, 2017.

In response to Council Member Spicer's question, Albion College will not be in attendance at the meeting.

M. Discussion Curb, Sidewalk & Street for Ford Road

Comments were received from City Manager Mitchell, Council Members Barnes and French.

Spicer moved, French supported, CARRIED, to Approve Curb, Sidewalk and Street for Ford Road and Terpenning Street. (7-0, rcv)

N. City Manager Report

City Manager Mitchell updated the Council with the following City Manager report:

- **MDOT – Superior Street Reconstruction** – An Open House is scheduled for Wednesday, March 29th from 4pm-6pm at the Ludington Center located at 101 N. Superior St.
- **Sister City** – plans for the French Chef event (request for liquor license) have been cancelled.

Finance Department

- City Income Tax Forms are available and can be downloaded from the City website. The deadline for filing City of Albion taxes is April 30, 2017.

Assessing

- Provided Board of Review's will convene on
- March 20-21 9am-4pm
March 23 3pm-9pm
- Written appeals must be received by March 21 at 5pm.

Public Services

- Granger Welcome Packets were delivered to residents and flyers were included in water bills.
- Tree Dump passes are available for purchase at City Hall for \$10
- Established a process for landlords who want bills to go to their tenants
- Trash pickup will be Monday, Tuesday, and Thursday
- Yard waste will be picked up on Wednesday
- Containers will start being delivered this week through the end of March

Public Safety

- Officer Aaron Phipps and Reserve Officer Jeff Pardee graduated from the 2017 Calhoun County Fire Academy.
- Officer Phipps has now been released from the Field Training program and assigned to solo patrol.

Recreation

- This will be the last week for the Youth Basketball League. We plan to play in a Tournament at Jackson Parkside on Saturday and play our final regular season game on Sunday.
- The last day of Open Gym for adults was last Thursday March 9, 2017
- **Youth Open Gym** continues on **Monday and Wednesday from 6:00 – 9:00 pm** at the Albion Community Center located at the Marshall Opportunity High School.
- **Water Aerobics** continues on **Tuesday and Thursday from 6:30 – 7:30 PM** at the Albion Community Center located at the Marshall Opportunity High School.
- **Kristy Clement** who instructed the Modern Dance and Movement workshop for the Recreation Department will be performing in a **solo performance on April 1, 2017, 7:30pm, Ludington Center.**
- **Youth Baseball Travel Teams** are now forming and registration is now being accepted online. T-Ball and Coaches Pitch registration will be at a later date.
- The **Annual Easter Egg Hunt** will be held on **April 15, 2017 from 12:00 – 2:00 pm** in Victory Park.

- The **Annual Daddy Daughter Dance** will be held on **April 21, 2017** at the Albion Community Center located at the Marshall Opportunity High School.

BOARDS AND COMMISSIONS

Albion Building Authority:

- The rental agreement with the EDC was approved.
- The terms rental agreement with the ACF is still being negotiated.

Albion Trust

- Expecting the analysis from Miller Canfield regarding the Albion Trust before the end of the month.

Economic Development Corporation:

- April 6th Board meeting was rescheduled to April 13th at 7:30am.
- Community Marketing work group with representatives from several organizations held initial meeting on Feb. 24th.
- April 11th – Business Resource Summit – Energy Savings / PACE - 8:30am-10am –Ludington Center

Downtown Development Authority:

- Working with MDOT representative to have periodic presentations to update the community on the M-99/Superior Street project

Ismon House –moving forward with plans for the development of the 2nd floor. Bids are due by Feb. 28th.

- Need to formalize process for ticketed events in which alcohol is served
- **April 8th** – 2pm-4pm – Accessory Trade and Spring Lunch Fundraiser \$25 at Ismon House

Planning Commission

- Public Hearing is March 21 on the Capital Improvement Plan. To be considered by Council on April 3rd.

OTHER ORGANIZATIONS

AmeriCorps/Vista

- **Albion Forward Online Survey:** <https://www.surveymonkey.com/r/G8L5598>
- Community Survey at AIM Food Pantry
- Distributing Flyers and Surveys at the Housing Commissions
- Capital Improvements Plan
 - Danita Armstrong was a tremendous help with this!

- Created Position Descriptions for this next term's VISTA members at the City and the EDC

Albion College

- Working with Calhoun County and City on applying for grant funding to further extend the recreation trail and expansion of the Equestrian Center. City of Albion will be approached about providing a letter of support for the project and grant funding.

Greater Albion Chamber & Visitors Bureau

- **March 28th is Annual Dinner** meeting at Duck Lake Country Club. Accepting nominations until Feb. 22nd for Mary Cram Leadership Award, Tom Feldpausch Community Loyalty Award, and Business of the Year Award.
- **Eggs & Issues:** The current schedule of Eggs & Issues meetings are as follows:
 - April 21 @ American Legion
 - May 19 @ Duck Lake Country Club

Resilient Communities – Cronin Project

- **March 8th – Workshop**
- April 18 & 20 – special workshops for law enforcement covering topics: history of racism as it relates to policing and trauma informed care

EVENTS

March 20 – 21 – Albion Branch NAACP and Albion College co-sponsors of Scholar in Residence at Ludington and screening of “**Night School**” at the Bohm Theatre on **March 22nd**. A documentary investigating adult education and the dropout epidemic plaguing inner-city America.

CALHOUN COUNTY SENIOR FAIR

Marshall Middle School Gym

April 6, 2017, Thursday, 10 AM-1:30PM

Leaving the center at 9:30 AM

Bag lunch will be provided 11:30am-1pm.

Sign-up sheet is available at the Forks Senior Center.

Presentations: Social Security Benefits, Fraud and Abuse,

Prescription Drug Interactions, and Fall Prevention by Oaklawn

Hospital as well as other demonstrations throughout the day

O. Future Agenda Items

- ❖ Council Member Barnes asked for the following items to be added to the next agenda:
 - Austin Avenue Initiative
 - Albion Malleable/Harvard Site
- ❖ Council Member Brown requested to schedule a work session to finish the goal setting.
Monday, March 27, 2017 at 6:30pm or 7pm was proposed.
- ❖ Council Member Spicer asked for updates on the former Burger King and Ponderosa buildings as well as info from MDOT regarding the blinking lights on Watson St., Eaton St., Clark St. and Michigan Avenue.
- ❖ Council Member Lawler asked for the date being considered for the MML workshop. Saturday, April 22, 2017 was proposed.
- ❖ City Attorney Harkness asked to provide an update on the Marijuana Moratorium at the next council meeting.

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

No action was necessary as all members were present.

XI. 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 Frank Passic, 900 S. Eaton St; Wilene Snyder, 201 Ford Road; Mike Bearman, 11016 29 Mile Rd; Marla Powell, 116 W. Pine St; and Elvarene Showers, 805 Val Halla Dr.

XII. Adjournment

French moved, Spicer supported, CARRIED, to adjourn council session. (7-0 vv)

Mayor Brown adjourned the meeting at 8:29 p.m.

Prepared by:

Date

Stacey Levin
on behalf of City Clerk

Signed:

Date

Jill Domingo
City Clerk

City of Albion
Study Session
March 27, 2017

I. CALL TO ORDER

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

II. ROLL CALL

PRESENT: Maurice Barnes (1), Lenn Reid (2), Sonya Brown (3), Jeanette Spicer (5), Andrew French (6) and Mayor Brown. Council Member Lawler (4) arrived at 7:15 p.m.

STAFF PRESENT:

Sheryl Mitchell, City Manager, Stacey Levin, Assistant City Manager and Jill Domingo, City Clerk.

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

No comments were received.

IV. ITEMS FOR INDIVIDUAL DISCUSSION

A. Goal Setting Session

Patrick McLean, Albion College reviewed the following highlights and analysis from Goal Setting Session February 2017:

Highest Priorities Overall

- Governance, Procedures, Procurement
- Infrastructure - Water and Roads
- Employment/Jobs

Very high and high priority levels (in priority order) Very High (11 or higher)

- Governance, Procedures, Procurement
- Infrastructure - Water/Roads
- Employment/Jobs
- Gateway Appeal
- Business Recruitment and Retention
- Neighborhood Stabilization/Quality of Life/Blight Removal High (8 - 10)
- Funding source for rec center and programming
- Clean brownfields
- Additional city staff
- Align city and college
- Processes and mechanisms to build trust

- Crime deterrence
- Keep youth engaged and invested in Albion
- Develop community vision and mission
- Parks

Highest priorities as identified by Albion City Council

- Governance, Procedures and Procurement
- Infrastructure - Water/Roads
- Employment and Jobs

Notes and Analysis

- Only six categories received votes as a category and for all subheadings thereunder: Marketing, Recreation, Infrastructure - Water/Roads, Revenue Enhancement and Expenditure Analysis, Youth and Citywide Communication
- There is strong interest in community - college relationship. If the "Align city and college" and "city-college relations" were combined, this would be among the top priorities overall (it would be tied for third overall)
- Of the top City Council priorities, these largely align with the priorities of all the participants. The only exception is the strong council interest in Governance, Procedures and Procurement
- Two significant priority areas are largely "internal": City Capacity/Service Delivery and Governance, Procedures, Procurement
- Several categories stand out if both category and subcategory/projects are combined: Business Recruitment and Retention; Governance; Infrastructure; City Capacity; Public Safety and Blight Elimination

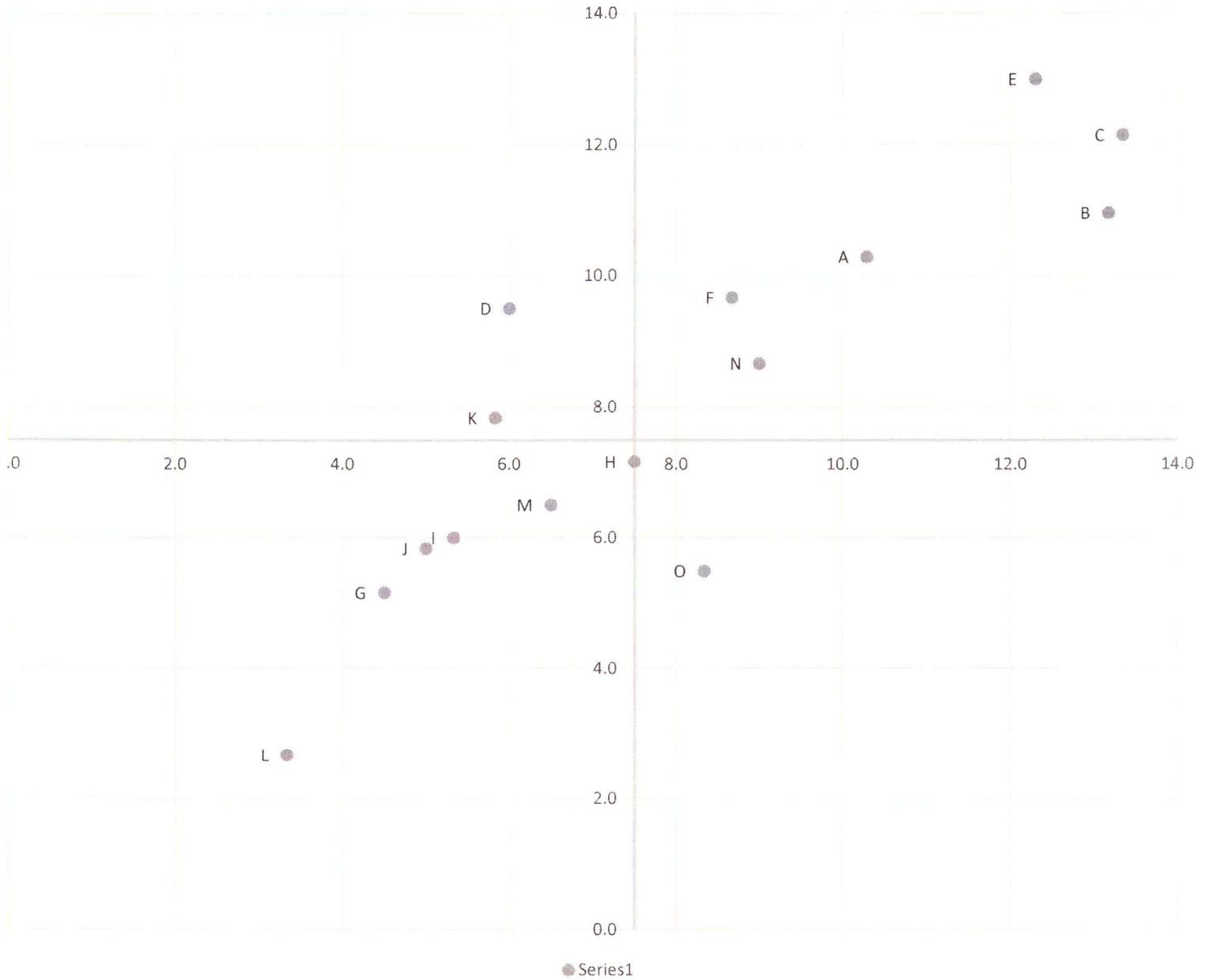
Mayor and Council were asked to rate 15 of their previously rated "very high" and "high" categories/items in terms of "urgency" and "importance". The numbers for "urgency" and "importance" each Council and Mayor identified were then averaged and charted on a coordinate graph.

Council Member Barnes left at 8:00 p.m.

Upon noticing that most categories/items were falling in the "high urgency" - "high importance" (upper right quadrant of the initial graph), Mayor and Council decided to re-assign each category/item with a number 1-15 (1 being the highest, with no repeating numbers). The new numbers for "urgency" and "importance" each Council Member and Mayor identified were then recorded and averaged. The average of these numbers were charted on a new coordinate graph (see below). The graph reflects seven (7) of the fifteen (15) categories as being "highly urgent" – "highly important" (upper right quadrant of graph).

Topic		Urgency	Importance
Governance	A	10.3	10.3
Infrastructure	B	11.0	13.2
Employment	C	12.1	13.3
Gateway appeal	D	9.5	6
Business recruitment	E	13.0	12.3

Neighborhood Stabilization	F	9.7	8.7
Funding rec. Center	G	5.2	4.5
Brownfields (money)	H	7.2	7.5
Adding City Staff	I	6.0	5.3
City / College relations	J	5.8	5.0
Activities to build Trust	K	7.8	5.8
Crime	L	2.7	3.3
Youth	M	6.5	6.5
Vision/Mission	N	8.7	9.0
Parks	O	5.5	8.3



Raw Data		
Governance	Urgency	Importance
	11	15
	13	12
	12	12
	13	12
	6	6
	15	14
	2	1
Average	10.3	10.3
Infrastructure	12	12
	12	13
	14	14
	6	13
	12	12
	11	15
	15	
Average	11.0	13.2
Employment	14	14
	15	15
	14	10
	9	15
	15	15
	14	11
	4	
Average	12.1	13.3
Gateway	9	12
	11	8
	3	10
	9	4
	13	10
	12	11
Average	9.5	6
Business recruit	13	11
	14	14
	14	13
	15	14
	14	13
	13	13
	8	8
Average	13.0	12.3

Neighborhoods	15	13
	9	8
	10	7
	10	9
	9	10
	5	5
Average	9.7	8.7
Rec Center	3	3
	6	6
	1	3
	2	2
	8	9
	11	4
Average	5.2	4.5
Brownfield	10	9
	10	9
	4	6
	11	11
	7	8
	1	2
Average	7.2	7.5
Add City Staff	8	7
	3	5
	8	9
	1	1
	10	7
	6	3
Average	6.0	5.3
City/College	1	1
	4	4
	5	8
	3	3
	12	4
	10	10
Average	5.8	5.0
Trust Processes	5	4
	2	2
	14	7
	8	8
	5	1
	13	13
Average	7.8	5.8
Crime efforts	2	2
	1	1
	2	7

	4	5
	4	2
	3	3
Average	2.7	3.3
Youth	6	6
	8	11
	2	7
	6	6
	10	3
	7	6
Average	6.5	6.5
Vision and Mission	7	10
	7	3
	15	7
	7	15
	2	5
	14	14
Average	8.7	9.0
Parks	4	5
	5	7
	7	4
	5	11
	3	14
	9	9
Average	5.5	8.3

The next goal setting session will be **Tuesday, April 4th at 7:00pm; City Hall**. Mayor Brown has requested that Council Members prepare a list of three action items under each of the 7 designated categories/items.

Comments were received from Council Members Barnes, Reid, Brown, Lawler, Spicer and French; Mayor Brown; City Manager Mitchell; Assistant City Manager Levin and Cindy Stanczak, Albion District Library Director.

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

No comments were received.

VI. ADJOURNMENT

French moved, Brown supported, CARRIED, to ADJOURN Study Session. (6-0, vv).

Mayor Brown adjourned the Study Session at 9:10 p.m.

Date

Jill Domingo
City Clerk



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: April 3, 2017
RE: **Agenda Summary**

ITEMS FOR INDIVIDUAL DISCUSSION

- A. **Update on blinking lights on Eaton Street at Watson Street and Michigan Avenue at Clark.** Mr. Brandan Maurer, MDOT Traffic Safety & Operations Engineer reported that currently, the plan for the signal at Eaton and Watson is to have MDOT crews remove some of the signal equipment this summer. This will include the signal heads, span wires, and associated electrical equipment. At the Michigan and Clark signal, the signal engineers plan to complete a site visit this week to evaluate what must be done to convert the signal to an overhead flasher. Based upon this review, some of the work may be completed by MDOT crews similar to Eaton at Watson. For the larger scale work at both locations, such as removal of the signal poles and foundations, this will most likely be completed in 2018 with the planned signal project.
- B. **Request Approval and 2nd Reading Ordinance #2017-03, Amend Ordinances 66-139, Solid Waste Fines.** Requested by Council Member Lawler. The City's current ordinances presently provide for a \$100.00 per diem fine for failure to comply with utilizing a solid waste hauler. The request was for a reduction in the fine for the first offense and an increased penalty for subsequent offenses. Following the ten (10) notice provided by the City Manager, it is recommended that the first fine for non-compliance be \$50.00 and each subsequent offense be fined at \$100.00, with each day constituting a separate act of non-compliance. City Manager recommends approval
- C. **Request Approval Resolution # 2017-13, A Resolution Adopting the City of Albion Community Development Plan.** The City is required to adopt a Community Development Plan in order to be eligible for the Community Development Block Grant-Infrastructure Capacity Enhancement (CDBG-ICE) program. An additional requirement is a plan for minimizing the displacement of persons as a result of grant. The CDBG-ICE program is designed to assist Units of General Local Government (UGLGs) in making necessary improvements to existing public infrastructure systems. Eligible activities include upgrading existing public infrastructure systems either by replacing deteriorating or obsolete systems or by adding needed capacity to existing, but

burdened systems. The City is submitting a grant application for the Irwin Street project. City Manager Recommends approval

- D. Request Approval Resolution #2017-14, City of Albion Capital Improvement Plan 2017-2022.** The Michigan Planning Enabling Act, (Public Act 33 of 2008) (“MPEA”) requires the adoption of a Capital Improvement Plan. Section 125.3865, provides that, “To further the desirable future development of the local unit of government under the master plan, a planning commission, after adoption of a master plan, shall annually prepare a capital improvements program of public structures and improvements.” The Planning Commission, City Council and staff have held a number of sessions to discuss the projects and develop the proposed Capital Improvements Plan. The Planning Commission held a public hearing on March 21st and voted to recommend adoption to the City Council. A public hearing is before the City Council on April 3rd. An adopted Capital Improvement Plan is a requirement of the State of Michigan and for eligibility for CDBG-ICE grant funding. City Manager Recommends approval.
- E. Request Approval Resolution #2017-15, City of Albion – Authorizing Community Development Block Grant (CDBG) Infrastructure Capacity Enhancement (ICE) Grant Application for Irwin Avenue Improvements Project.** The City of Albion is applying for a \$1,980,000.00 CDBG-ICE grant. The project is to replace the water main, replace storm sewer, improve the roadway, and construct ADA compliant ramps on Irwin Avenue from Finley Road to S. Superior Street. There is a required minimum 10% match (\$220,000), which is identified in the Water Fund, Street Fund, Sidewalk Fund, and/or General Fund. The resolution designates the City Manager to certify and sign documents related to the grant. City Manager Recommends approval
- F. Request Approval Discharge of Mortgage for Bernita Armstrong aka Bernita Motley & Curtis Motley, 217 W. Porter Street.** On October 3, 1981, Bernita Armstrong, aka Bernita Motley and Curtis Motley were granted a deferred payment loan to make home improvements to the property located at 217 W. Porter. The guidelines for the program provide that a deferred payment loan is not due until the person receiving the loan either sells or rents the house or passes away. Mr. and Mrs. Motley paid the outstanding balance of \$7,566 on March 16, 2017, and are requesting the city to discharge the mortgage. City Manager recommends approval
- G. Sidewalks.** In 2008, the City of Albion held a public hearing regarding the disrepair of sidewalks and the potential liability that these present. According to Chapter 74 of the City Code, individual property owners have the liability to repair the sidewalks that abut their property. In 2008, a ten (10) year special assessment was enacted to address sidewalk repairs and maintenance. The program is funded by a fixed per parcel annual assessment of \$50.00. In 2015 and 2016, Council took action to allow properties (residential, commercial, industrial) that are without a sidewalk the opportunity to request to be added to the listing of properties with an exemption from the sidewalk assessment for that year. Direction is requested from council to take similar action relative to allowing qualified property owners to request an exemption from the 2017 Sidewalk Assessment. If there is consensus, staff will move forward with scheduling a public hearing. In addition, a Work Session is requested to have a discussion regarding the future plans for sidewalks repairs/replacement. City Manager recommends approval

- H. Request Approval Assessing Services Contract with the City of Marshall.** In 2014, the City of Albion entered into an Assessment Services Agreement with the City of Marshall. Agreement is entered into pursuant to the Urban Cooperation Act (hereinafter "UCA"), MCL 124.501 et. Seq. The Agreement was extended in 2015 and 2016 through letters of extension. The current agreement expires on June 30, 2017. For FY2018, the Albion portion of the agreement is set at \$45,852.00 which is slightly more than the FY17 amount of \$45,650. This amount is 30% of the Assessing budget less \$2,000 (as calculated in the previous two contracts). The \$45,852 excludes any costs associated with the Albion Board of Review, any costs associated with appeals to the Michigan Tax Tribunal or State Tax Commission, and any legal expenses incurred by such appeals. The Marshall City Council is considering this extension agreement on April 3, 2017. City Manager recommends approval
- I. Discussion Austin Avenue / Former Malleable / Harvard Site.** Requested by Council Member Barnes. Responses and updates from staff, EDC and SafeBuilt are provided in the agenda packet.
- J. Updates on Former Burger King and Ponderosa.** Requested by Council Member Spicer. Report from staff is included in the agenda packet.
- K. Updates on Medical Marijuana Moratorium.** Attorney Harkness to provide an update.
- L. Request Approval Mechanical Amusement Devise for Cascarelli's of Albion.** Section 10-67 of the City Code requests that mechanical amusement devices that are operated in any public place or club must first obtain a license from the city council. A request has been received from: Cascarelli's of Albion. City Manager recommends approval

Jill Domingo

From: Sheryl Mitchell
Sent: Thursday, March 30, 2017 2:39 PM
To: Jill Domingo
Subject: FW: 116324A - M-99 Albion Brick Replacement - Weekly Update

Jill,

Please include for Item A. on the agenda.

Thanks.

Sheryl L. Mitchell, DBA, MSA

Albion City Manager
112 West Cass Street
Albion, MI 49224

smitchell@cityofalbionmi.gov

517.629.7172 (office)

517.629.4168 (fax)

This message and all contents and attachments have been prepared on resources owned by the City of Albion, MI and may contain information that may be privileged, confidential, law enforcement sensitive, or otherwise subject to other disclosure limitations. Such information is loaned to you and should not be further disseminated without the permission of the City of Albion. If you are not the intended recipient, please be advised that any disclosure, copying, distribution, or use of the contents of this message is strictly prohibited. If you have received this e-mail in error, do not keep, use, disclose, or copy it; notify the sender immediately and delete it. Thank you for your cooperation.

From: Maurer, Brandan (MDOT) [mailto:MaurerB@michigan.gov]
Sent: Tuesday, March 28, 2017 10:04 AM
To: Sheryl Mitchell <smitchell@cityofalbionmi.gov>
Cc: Finnila, Greg (MDOT) <FinnilaG@michigan.gov>
Subject: RE: 116324A - M-99 Albion Brick Replacement - Weekly Update

Sheryl,

Currently the plan for the signal at Eaton and Watson is to have our MDOT crews remove some of the signal equipment this summer. This will include the signal heads, span wires, and associated electrical equipment.

At the Michigan and Clark signal, our signals engineers plan to complete a site visit this week to evaluate what must be done to convert the signal to an overhead flasher. Based upon this review, some of the work may be completed by MDOT crews similar to Eaton at Watson.

For the larger scale work at both locations, such as removal of the signal poles and foundations, this will most likely be completed in 2018 with the planned signal project. If you have any questions or if you need any additional information, please let me know.

Thank you,

Brandan Maurer, P.E.
Traffic Safety & Operations Engineer
Michigan Department of Transportation
Marshall TSC
15300 West Michigan Avenue
Marshall, MI 49068

Work: (269)789-0560 Ext. 257

From: Sheryl Mitchell [<mailto:smitchell@cityofalbionmi.gov>]
Sent: Monday, March 27, 2017 4:37 PM
To: Finnila, Greg (MDOT) <FinnilaG@michigan.gov>
Cc: Maurer, Brandan (MDOT) <MaurerB@michigan.gov>
Subject: RE: 116324A - M-99 Albion Brick Replacement - Weekly Update

Greg,

Thanks for the update.

Also, Council had requested a status update on the signals at Eaton & Watson and Michigan & Clark Street.

Much appreciation!

Sheryl L. Mitchell, DBA, MSA
Albion City Manager
112 West Cass Street
Albion, MI 49224

smitchell@cityofalbionmi.gov
517.629.7172 (office)
517.629.4168 (fax)

This message and all contents and attachments have been prepared on resources owned by the City of Albion, MI and may contain information that may be privileged, confidential, law enforcement sensitive, or otherwise subject to other disclosure limitations. Such information is loaned to you and should not be further disseminated without the permission of the City of Albion. If you are not the intended recipient, please be advised that any disclosure, copying, distribution, or use of the contents of this message is strictly prohibited. If you have received this e-mail in error, do not keep, use, disclose, or copy it; notify the sender immediately and delete it. Thank you for your cooperation.

From: Finnila, Greg (MDOT) [<mailto:FinnilaG@michigan.gov>]
Sent: Monday, March 27, 2017 3:47 PM
To: Finnila, Greg (MDOT) <FinnilaG@michigan.gov>
Subject: 116324A - M-99 Albion Brick Replacement - Weekly Update

Week of March 27, 2017

- Open house will be on Wednesday, March 29th
- From 4:00 – 6:00 pm
- At the Ludington Center – 101 N. Superior St.

Week of April 3, 2017

- Traffic Signal Work to begin at Eaton Street and Erie Street – Traffic to be maintained – All work off the travel lanes
- Asphalt Patching on Detour Routes and Repairs – Flag Control As Needed

Thank You,

Greg Finnila, PE
Assistant Construction Engineer
MDOT - Marshall TSC
269-789-0560 ext 230 office
269-209-1042 mobile

**CITY OF ALBION
ORDINANCE #2017-03**

AN ORDINANCE TO AMEND ORDINANCE 66-139
SOLID WASTE

Purpose and Finding: The City has recently elected to utilize a single refuse hauler for city wide residential solid waste. The City's current ordinances presently provide for a \$100.00 per diem fine for failure to comply with utilizing a solid waste hauler. The council has requested a reduction in the fine for the first offense and an increased penalty for subsequent offenses. Following the ten (10) notice provided by the City Manager, it is recommended that the first fine for non-compliance be \$50.00 and each subsequent offense be fined at \$100.00, with each day constituting a separate act of non-compliance.

THE CITY OF ALBION ORDAINS:

Sec. 66-139. - Refuse disposal generally.

(a) No person shall dispose of any refuse within the city other than by means of an approved incinerator, use of recycling, an approved garbage disposal unit, a private refuse collector duly licensed by the city, open burning of yard clippings or any method approved in writing by the city manager

(b) A list of each licensee approved by the city for the purpose of residential premises refuse collection shall be made available at the office of the city manager. Each owner or occupant of the residential premises shall contract with a valid licensee to provide refuse collection for each residential premise owned or occupied by him, subject to subsection (1).

(1) When the city contracts with a single refuse hauler for city wide service, each residential premises shall receive refuse service from the city selected refuse hauler only.

(c) Each licensee shall submit to the city manager a list of the addresses within the city for which he is providing residential service. Each licensee shall inform the city manager of any additions, deletions or changes to his customer list in a timely fashion.

(d) Each licensee shall make special arrangements to serve the needs of seniors and qualified disabled persons.

(e) When it has been determined that residential premises, as defined in this article, are not in fact receiving refuse service, the city manager shall assess a fine of \$50.00 for the first offense and may assess a fine of \$100.00 for each repeat or

subsequent offense, as provided in Section 1-26. Each day of non-compliance shall constitute a separate offense. Before any fines are so assessed, the city manager shall notify such property owners in writing by first class mail and allow a minimum of ten (10) days after the date of mailing for compliance.

This Ordinance shall take effect after publication on May 3, 2017.

First Reading:
March 20, 2017

Ayes 7
Nays 0
Absent 0

Second Reading & Adoption:
April 3, 2017

Ayes _____
Nays _____
Absent _____

Jill Domingo
City Clerk

Garrett Brown,
Mayor

**RESOLUTION #2017-13
ADOPTING THE CITY OF ALBION
COMMUNITY DEVELOPMENT PLAN**

WHEREAS, The Community Development Block Grant-Infrastructure Capacity Enhancement (CDBG-ICE) program is designed to assist Units of General Local Government (UGLGs) in making necessary improvements to existing public infrastructure systems. Eligible activities include upgrading existing public infrastructure systems either by replacing deteriorating or obsolete systems or by adding needed capacity to existing, but burdened systems; and

WHEREAS, all Units of Local Government applying for funds under the CDBG Program are required to identify their community development and housing needs in accordance with the provisions set forth in Title I of the federal Housing and Community Development Act of 1974, as amended; and

WHEREAS, the following major elements must be summarized in the adopted plan and the adopted plan must be included:

- I. A statement assessing the needs and problems of the UGLG, including the needs of low and moderate income persons. In all applications, the assessment must address both overall community development and housing needs regardless of the category under which funding is being requested.
- II. A summary list of possible long-term activities (two years or more) to address the identified needs and problems.
- III. A summary of contemplated short-term activities (one to two years) to address the identified needs and problems.
- IV. A description of the effect the proposed CDBG project will have on the UGLG.
- V. A plan for minimizing the displacement of persons as a result of grant assisted activities and to assist persons actually displaced by such activities.

NOW, THEREFORE BE IT RESOLVED that the City of Albion hereby adopts the Community Development Plan as required by the CDBG Program to identify the community development and housing needs in accordance with the provisions set forth in Title I of the federal Housing and Community Development Act of 1974, as amended.

BE IT FURTHER RESOLVED that the City of Albion hereby assures and certifies that it has complied or shall comply with Title I of the Housing and Community Development Act of 1974, as amended (42 U.S.C. 5301), and related statutes and implementing rules, regulations, and guidelines applicable to projects financed under the Michigan CDBG program and hereby adopts the attached Community Development Plan, which includes the Residential Anti-Displacement and Relocation Assistance Plan for minimizing the displacement of persons as a result of grant assisted activities and to assist persons actually displaced by such activities.

Motion by Council Member _____ and supported by _____ to approve the foregoing resolution.

AYES _____

NAYS _____

ABSENT _____

RESOLUTION DECLARED ADOPTED

CERTIFICATION

I hereby certify that the above resolution was adopted on April 3, 2017, at a special meeting of the Albion City Council, and this is a true copy of that resolution.

Jill Domingo, Clerk

April 3, 2017

CITY OF ALBION
COMMUNITY DEVELOPMENT PLAN
Adopted April 3, 2017

The City of Albion has identified in its 2017 Comprehensive Plan, community development and specifically expanding and diversifying housing options to meet the needs of residents of varying life stages, life styles and income levels, as a goal. The primary intent of this local development plan is to identify Albion's housing and community development needs, with particular emphasis on the needs of its low and moderate-income residents. The plan also proposes activities to be undertaken in addressing these needs.

The City of Albion is classified as a low and moderate income community, with 55.8% of residents meeting those criteria according to the U.S. Department of Housing and Urban Development (HUD) in a publication entitled Michigan Community Development Block Grant (CDBG) Program, Low and Moderate Income Communities and Low and Moderate Income Project Areas (Revised July 2010). Many of these people, as well as others, are limited by the availability of employment opportunities within the community and surrounding areas. There are many dwellings in need of repair, capital improvements, or façade improvements and a majority of these dwellings are occupied by residents who meet the criteria for low and moderate income.

Prospering businesses are critical to provide the employment opportunities to these residents so that they may pursue home ownership or the much needed home improvements. The City of Albion Economic Development Corporation has created and maintains a local revolving loan fund that is available to its businesses toward building improvements in the community. The loans carry stipulations for employment creation and/or retention. The funds have historically been used for façade improvements, remodeling, or renovations. The principal and interest is paid back to the fund and made available to future applicants. This has proven to be a successful program, especially for those who may not qualify for a conventional loan at a financial institution.

Housing assistance needs in Albion are defined in the context of low and moderate-income households with housing problems. These problems primarily include substandard housing, but there is also a concern regarding households that pay a disproportionate amount of income for housing costs. This latter need suggests that some of Albion's housing needs are economic in nature and thus, they are less visible than physically substandard structures. These two predominant housing issues affect low to moderate-income families and require different types of assistance.

The Albion Housing Commission has concentrated its efforts to provide subsidized assistance to qualified renter-recipients by providing adequate public housing. The Commission manages an extensive number of rental housing units within the community. There continues to be, however, a need for more 3-bedroom rental units for low to moderate-income families.

The city's housing is generally characterized as older stock with several neighborhoods where substandard homes occupied by low and moderate-income families are concentrated. The City administered housing rehabilitation programs in 1979, 1982, 1985, and 1992, using federal funds. In 2000, the Michigan State Housing Development Authority (MHSDA) Property Improvement Program (PIP) was initiated and has served as the impetus for several single family dwelling rehabilitations. Despite these significant efforts, there continues to be significant need to upgrade the housing stock within the Albion community. Both the Planning, Building & Code Enforcement Department and Building Inspector estimate a large percentage of inadequately housed low to moderate-income families.

Summary list of possible long-term activities (two years or more) to address the identified needs and problems. The following provides a listing of possible activities that can be undertaken in the City of Albion to address identified community development needs.

1. Provide adequate housing and a suitable living environment for all city residents, especially for low and moderate-income families and/or households.
 - a. Participate in State and Federal housing subsidy programs which assist low and moderate-income persons and/or elderly persons in obtaining adequate housing facilities.
 - b. Participate in federally funded housing rehabilitation programs and/or weatherization programs to improve the city's substandard housing stock.
 - c. Engage in community-based public and public-private initiatives to improve the quality and quantity of the city's housing stock by stabilizing and revitalizing historic neighborhoods.
2. Revitalize Albion's central business district and preserve previous investments.
 - a. Recruit and retain businesses to the downtown to occupy vacant buildings and generate activity.
 - b. Design and promote a marketing and development strategy for the retention and expansion of downtown businesses and their market.
 - c. Promote the restoration and renovation of existing buildings in the downtown area to preserve the district's unique character.
 - d. Accommodate the special needs of downtown businesses through the expenditure of public funds to improve the appearance of the streetscape and the general downtown environment, and to provide for adequate and convenient parking.
3. Provide incentives (via reduced taxes or other incentives) for businesses to relocate to or expand in Albion.
4. Market the City of Albion Industrial Park (currently partially occupied) to prospective businesses.
5. Market the PA 425 Area to prospective industrial businesses.
6. Pursue funding to improve and upgrade the community's aging, deteriorated, and insufficient infrastructure, thereby investing in Albion's future growth and prosperity.
 - a. Direct public funds into the rehabilitation and reconstruction of the existing local street system.
 - b. Pursue the construction of additional streets and public utilities to more efficiently manage traffic and facilitate the development of new industrial, commercial, and residential projects.
 - c. Develop a capital improvement plan to enhance the downtown area (i.e. beautification, streetscape, etc.) or improve the sustainability of the local infrastructure to make the community more attractive to prospective businesses.

Summary of contemplated short-term activities (one to two years) to address the identified needs and problems.

1. Expand and enhance economic opportunities for the citizens of the community, again with particular focus on persons of low and moderate income.
 - a. Stimulate new private sector investments in the community which create new employment opportunities and contribute to the local tax base.
 - b. Encourage new economic activities designed to increase personal income of individual citizens.
 - c. Provide for the development of the local workforce by facilitating training and education programs, thereby increasing skills and employability.
 - d. Provide incentives (via reduced taxes or otherwise) for businesses to relocate to or expand in Albion.
 - e. Market the local revolving loan program to businesses located in Albion, Albion Township, or Sheridan Township.

2. Provide additional passive and active recreational opportunities to enhance the community and improve the quality of life for present and future residents. This also makes the community more attractive to prospective businesses.

Description of the effect the proposed CDBG project will have on the community.

The sidewalks in the downtown area are important to residents and the local businesses. Sidewalks provide patrons convenient access to the downtown businesses. When sidewalks become damaged and worn out they create an inconvenience and safety concern to all residents and visitors that regularly use them. By replacing and updating the sidewalks it will increase accessibility for all people in the community, especially anyone with handicap accessibility needs.

The project will also make visual improvements to the downtown area by installing the new sidewalks, drinking fountains, trash receptacles, decorative street banners, and way finding signs. These visual improvements will attract more residents and visitors to the downtown area. The local businesses will also benefit with the increase in potential customers.

The City of Albion meets the criteria for a low/moderate income community and this project will provide a positive impact by upgrading sidewalks, improving access to businesses, decreasing maintenance costs, and visually enhancing their community. All of the residents of the community will benefit from the improved accessibility, aesthetics, and decreased maintenance costs.

This project meets the HUD national objective code of LMA, which is to provide benefit to low/moderate income areas. The City of Albion meets the criteria for low and moderate income communities and this project will provide a positive impact through increased efficiency, improved aesthetics, and decreased operational expenses.

Plan for minimizing the displacement of persons as a result of grant assisted activities and to assist persons actually displaced by such activities.

When the City of Albion initially considers an infrastructure project, particular attention is given to minimizing the displacement of persons. Most of the existing infrastructure is located within public right-of-way and any replacement projects are carefully planned so that construction impacts do not encroach on private property. If it is deemed necessary to obtain a construction easement, alternatives are considered to minimize the severity of impacts on private properties. The City of Albion has not condemned property with the intent of demolishing an existing structure. However, should acquisition become necessary as a result of grant assisted activities, the City of Albion will comply with the requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, Public Law 91-646, January 2, 1971; Sections 301 and 302 (42 U.S.C. §4651 and §4652), as amended by Public Law 100-17, April 2, 1987, Title IV, Uniform Relocation Act Amendments of 1987, and Title 49 C.F.R. Part 24.

**CITY OF ALBION
RESOLUTION #2017-14
ADOPTION OF CAPITAL IMPROVEMENT PLAN 2017-2022**

WHEREAS, the Michigan Planning Enabling Act, (Public Act 33 of 2008) (“MPEA”), in Section 125.3865, provides that, “To further the desirable future development of the local unit of government under the master plan, a planning commission, after adoption of a master plan, shall annually prepare a capital improvements program of public structures and improvements.” The MPEA further provides that capital improvements program shall show those public structures and improvements, in the general order of their priority, which in the Planning Commission's judgment will be needed or desirable and can be undertaken within the ensuing 6-year period. The capital improvements program shall be based upon the requirements of the local unit of government for all types of public structures and improvements. As part of the process to formulate the City of Albion 2017-2022 Capital Improvement Plan, each city department with authority for public structures or improvements furnished the planning commission with lists, plans, and estimates of time and cost of those public structures and improvements.

WHEREAS, The Albion Planning Commission held a Public Hearing on March 21, 2017, and voted to recommend the 2017-2022 Capital Improvement Plan that provides an outline of the public structures and improvements in the general order of their priority, that in the Planning Commission’s judgment will be needed or desirable and can be undertaken within the ensuing 6-year period; and

WHEREAS, the City of Albion issued Notice of Public Comment on the Recommendation of the Six Year (2017-2022) Capital Improvement Plan.

NOW, THEREFORE BE IT RESOLVED that the City of Albion Planning Commission hereby:

- 1. *Adopts the 2017 - 2022 Capital Improvement Plan.*** The City of Albion hereby approves and adopts the 2017-2022 Capital Improvement Plan, including all of the text, figures, charts, graphs, and other descriptive materials contained therein.
- 2. *Finding of Fact.*** The City of Albion has made the foregoing determination based on a review of the existing Capital Improvement Plan provisions, input from public, as well as, elected and appointed officials, through community surveys, forums, and at the public hearing. The City of Albion also finds that the new Capital Improvement Plan will accurately reflect and implement the City’s vision, goals and objectives.
- 3. *Effective Date.*** The new Capital Improvement Plan will become effective on the date it is approved by the City Council.

Motion by Council Member _____ and supported by Council Member _____ to approve the foregoing resolution.

AYES _____

NAYS _____

ABSENT _____

RESOLUTION DECLARED ADOPTED

CERTIFICATION

I hereby certify that the above resolution was adopted on April 3, 2017, at a regular meeting of the Albion City Council, and this is a true copy of that resolution.

Jill Domingo, Clerk

April 3, 2017



The City of

ALBION

Capital Improvement Plan

FY 2017-2022

Adopted by Albion City Council:
[DATE]

Adopted by Albion City
Planning Commission
[03.21.2017]

TABLE OF CONTENTS

OVERVIEW 3

MISSION STATEMENT 4

THE CAPITAL IMPROVEMENT PLAN & BUDGET PROCESS 5

CIP NEEDS ASSESSMENT FORM.....6

CODES AND ABBREVIATIONS 8

EXECUTIVE SUMMARY 9

FY 2017-2022 CAPITAL IMPROVEMENT PROJECTS 11

2017 PROJECTS..... 12

2018 PROJECTS..... 18

2019 PROJECTS..... 36

2020 PROJECTS..... 47

2021 PROJECTS..... 54

APPENDIX 57

PUBLIC HEARING NOTICES

ADOPTED CITY PLANNING COMMISSION RESOLUTION

ADOPTED CITY COUNCIL RESOLUTION

Overview

A Capital Improvement Plan (CIP) is a multi-year planning instrument used to identify needs and financing sources for public infrastructure improvements. The purpose of a CIP is to facilitate the orderly planning of infrastructure improvements; to maintain, preserve, and protect the community of Albion's existing infrastructure system; and to provide for the acquisition or scheduled replacement of equipment to ensure the efficient delivery of services to the community. The CIP is also utilized to ensure that capital improvements are fiscally sound and consistent with the goals and policies of the governing body and the residents of the community.

A comprehensive Capital Improvement Plan is an essential tool for the planning and development of the social, physical, and economic wellbeing of the community. This process is a necessary step in an organized effort to strengthen the quality of public facilities and services; provide a framework for the realization of community goals and objectives; and provide a sound basis on which to build a healthy and vibrant community.

The CIP informs Albion residents and stakeholders on how the municipality plans to address significant capital needs over the next six years. The CIP outlines the community's needs including details on the timing, sequence, and location of capital projects. The CIP can also influence growth because infrastructure can impact development patterns.

Some of the many benefits that the CIP provides for the residents and stakeholders include:

- ◇ Optimize the uses of revenue
- ◇ Focus attention on community goals, needs, and capabilities
- ◇ Guide future growth and development
- ◇ Encourage efficient government
- ◇ Improve intergovernmental and regional cooperation
- ◇ Help maintain a sound and stable financial program
- ◇ Enhance opportunities for the participation in federal and/or state grant programs
- ◇ Assisting in stabilization of tax levies over a period of years

The projects identified in the CIP represent the community's plan to serve residents and anticipate the needs of a dynamic community. Projects are guided by various development plans and policies established by the Albion Planning Commission, City Council, and administration .

Plans and policies include: Comprehensive Plan, Recreation Master Plan, Economic Development Plan, Downtown Development Plan, Goals and Objectives of Council, administrative policies, Non-Motorized Transportation Plan

Mission Statement

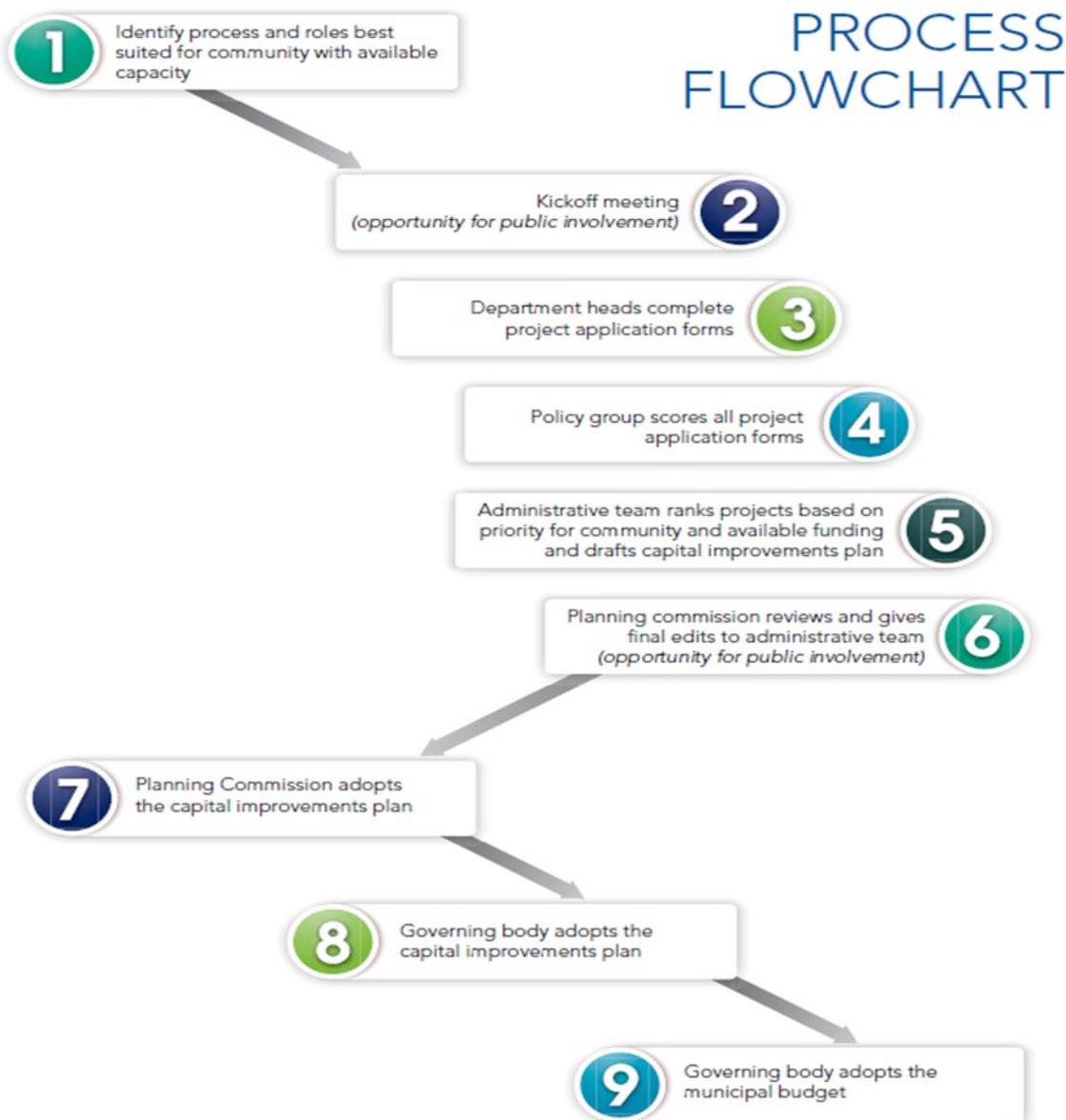
Preparation of the CIP is done under the authority of the Michigan Planning Enabling Act (PA 33 of 2008). The goal of the CIP should be to implement the Comprehensive Plan and to assist in the community's financial planning.

The act states, "The Capital improvements program shall show those public structures and improvements in the general order of their priority, that in the (planning) commission's judgment will be needed or desirable and can be undertaken within the ensuing 6-year period."

The CIP is dynamic. Each year all projects included within the CIP are reviewed, a call for new projects is made, and adjustments are made to existing projects arising from changes in the amount of funding required, conditions, or time line. A new year of programming is also added each year to replace the year funded in the annual operating budget.

The CIP program should continue to develop over time by adding features to gradually improve quality and sophistication. Greater attention shall be devoted to provide more detailed information about individual project requests, program planning, fiscal analysis, fiscal policies, and developing debt strategy.

The following flowchart provides a general outline of the process that the City of Albion is following:



The Capital Improvement Plan and Budget Process

The Capital Improvement Plan (CIP) plays a significant role in the implementation of a Comprehensive Plan by providing the link between planning and budgeting for capital projects. The CIP process precedes the budget process and is used to develop the capital project portion of the annual budget. Approval of the CIP by the Planning Commission does not mean that they grant final approval of all projects contained within the plan. Rather by approving the CIP, the planning commission acknowledges that these projects represent a reasonable interpretation of the upcoming needs for the community and that projects contained in the first year of the plan are suitable for inclusion in the upcoming budget.

Priority rankings do not necessarily correspond to funding sequence. For example, a road-widening project which is ranked lower than a park project may be funded before the park project because the road project has access to a restricted revenue source, whereas a park project may have to compete for funding from other revenue sources. A project's funding depends upon a number of factors—not only its merit, but also its location, cost, funding source, and logistics.

The community of Albion should strive to maximize resources by maintaining a balance between operating and capital budgets. A continuous relationship exists between the CIP and the annual budget. A direct link can be seen between the two documents, as there should be in a strategic planning environment.

Budget appropriations lapse at the end of the fiscal year as the operating budget is funded with recurring annual revenues such as taxes, licenses, fines, user fees, and interest income.

Process

Capital Improvement Plan Policy Group: reviews the policy, develops the project ranking and weighting criteria, rates and weights project applications, reviews funding options, and presents the recommendation to the Administrative Group. The following were invited to be part of the Policy Group:

- ◇ Planning Commission Representative (2)
- ◇ Mayor
- ◇ City Council Representative
- ◇ City Manager
- ◇ Assistant City Manager
- ◇ Director of Planning, Building, and Code Enforcement
- ◇ Recreation Director
- ◇ Director of Public Services
- ◇ Director of Finance
- ◇ Chief of Public Safety

A wide range and variety of capital improvements are included in the CIP. Listed below are several criteria to aid in the review of potential projects:

- ◇ Required to fill any federal or state judicial administrative requirements
- ◇ Relationship to source and availability of funds
- ◇ Impact on annual operating and maintenance costs
- ◇ Relationship to overall fiscal policy and capabilities
- ◇ Project's readiness for implementation
- ◇ Relationship to overall community needs
- ◇ Relationship to other projects
- ◇ Distribution of projects throughout the community

2017 – 2021 CAPITAL IMPROVEMENT NEEDS ASSESSMENT FORM

Project Name:		Project #:		
Department:		Total Score:		
Rater Name:	Score range	Rater score	Weight	Total points
1. Contributes to health, safety, and welfare				
Eliminates a known hazard (accident history)	5		5	
Eliminates a potential hazard	4			
Materially contributes	3			
Minimally contributes	1			
No impact	0			
2. Project needed to comply with local, state, or federal law				
Yes	5		5	
No	0			
3. Project conforms to adopted program, policy, or plan				
Project is consistent with adopted city council policy or plan	5		4	
Project is consistent with administrative policy	3			
No policy/plan in place	0			
4. Project remediates an existing or projected deficiency				
Completely remedies problem	5		3	
Partially remedies problem	3			
No	0			
5. Will project upgrade facilities?				
Rehabilitates/upgrades existing facility	5		3	
Replaces existing facility	3			
New facility	1			
No	0			
6. Contributes to long-term needs of community				
More than 30 years	5		3	
21 – 30 years	4			
11 – 20 years	3			
4 – 10 years	2			
3 years or less	1			
7. Service area of project				
Regional	5		2	
City-wide	4			
Several neighborhoods	3			
One neighborhood or less	1			
8. Department priority				
High	5		3	
Medium	3			
Low	1			
9. Project delivers level of service desired by community				
High	5		2	
Medium	3			
Low	1			

These factors are all relevant and must be considered in order to ensure that the best quality of service is delivered to our residents in the most fiscally prudent manner. Most importantly, the proposed list of capital projects has to reflect the overall goals and vision of the community's adopted Comprehensive Plan.

Administrative Group: clarifies any issues, finalizes the ratings and brings the CIP draft forward at the Planning Commission and City Council Joint Study Session and presents the CIP at the Planning Commission public hearing.

- ◇ City Manager
- ◇ Department Heads

Planning Commission: works with the Policy Group during the plan development, conducts workshops (if necessary), reviews the Policy Group's recommendation, receives public input, conducts public hearings, adopts the plan, and requests the governing body to consider incorporating funding for the first year projects into the budget plan.

Governing Body: adopts the plan, encouraged to use the CIP as a tool in the adoption of the annual budget process in accordance with the governing body goals and objectives.

Residents: encouraged to participate in plan development by working with various boards and commissions at the Planning Commission workshops, the Planning Commission public hearings, and at the governing body's budget workshops and public hearings. As always, communication is open between residents, governing body representatives, Planning Commission representatives, and staff.

Capital Improvements Projects: As used in the community of Albion Capital Improvement Program, a capital improvements project is defined as a major, nonrecurring expenditure that includes one or more of the following:

1. Any construction of a new facility (i.e. a public building, water/sanitary sewer mains, storm sewers, major/local roadways, recreational facilities), an addition to or extension of such a facility, provided that the cost is \$10,000 or more and that the improvement will have a useful life of three years or more.
2. Any nonrecurring rehabilitation of all or part of a building, its grounds, a facility, or equipment, provided that the cost is \$10,000 or more and the improvement will have a useful life of three years or more.
3. Any purchase or replacement of major equipment to support community programs provided that the cost is \$10,000 or more and will be coded to a capital asset account.
4. Any planning, feasibility, engineering, or design study related to an individual capital improvements project or to a program that is implemented through individual capital improvements projects provided that the cost is \$10,000 or more and will have a useful life of three years or more.
5. Any planning, feasibility, engineering, or design study costing \$25,000 or more that is not part of an individual capital improvements project or a program that is implemented through individual capital improvements projects.
6. Any acquisition of land for a public purpose that is not part of an individual capital improvements project or a program that is implemented through individual capital improvements projects provided that the cost is \$25,000 or more.

The total cost for each project is based on 2017 price estimates. This amount is reflected on the compiled CIP Capital Summary sheet. The project costs on the Individual Project Description forms may differ from the CIP Capital Summary Sheet, if the project costs are spread over multiple years. The difference is the result of incorporating financing charges for loan payments on the Individual Project Descriptions. An estimated 4% finance charge is included in the projected annual cost of multiple year projects.

Codes and Abbreviations

A51	Act 51 Funding
AC	Albion College
AFFG	Assistance to Fire Fighters Grant
BCCF	Battle Creek Community Foundation
BI	Bond Issue
CF	Category F Funds
CPF	Capital Project Fund
CTF	Cemetery Trust Fund
EB	Enbridge
EPFB	Equipment Pool Fund Balance
FB	Fund Balance
FKLRSB	FireKeepers Local Revenue Sharing Board
G	Grant (unspecified)
GF	General Fund
ICE	Infrastructure Capacity Enhancement Grant
LL	Local Loan
LMF	Local Millage Fund
LSM	Local Street Millage
MDNR NRTF	Michigan Department of Natural Resources—Natural Resources Trust Fund
OR	Operating Revenues
SDWRF	State Drinking Water Revolving Fund
TBD	To Be Determined
USDA-RD	United States Department of Agriculture-Rural Development Grant/Loan

CITY OF ALBION

CAPITAL IMPROVEMENT PLAN—EXECUTIVE SUMMARY

2017 Fiscal Year		
Project	Cost	Funding Source
Water Main Replacement	\$5,316,725	BI, SDWRF, FB, USDA-RD
Parking Lots—Downtown	\$1,200,000	USDA-RD
Street Restoration/Replacement	\$209,000	A51, LMF
Albion River Trail Expansion I	\$398,000	MDNR NRTF, Enbridge, AC
Hot Patcher	\$80,000	USDA-RD, LL, EPFB, OR

2018 Fiscal Year		
Project	Cost	Funding Source
Waste Water Influent Screen	\$800,000	USDA-RD, LL, BI, OR
Digester Building & Equipment Rehabilitation	\$1,800,000	USDA-RD, BI, OR
Irwin Ave. Construction Project	\$2,230,000	ICE, CF, LSM
Replace/Restore N. Albion St. Bridge	TBD	TBD
WWTP Multiple Roof Replacements	\$120,000	USDA-RD, OR, BI
Roof Replacement at Water Plant	\$30,000	WFB
Amtrak Platform	\$300,000	Amtrak, MDOT
Street Dept. Roof Replacement	TBD	TBD
Vactor Truck Purchase	\$350,000	USDA-RD, LL, EPFB, OR
City Hall Rehab	\$1,900,000	TBD
Repair Seawall along Kalamazoo River	TBD	TBD
Replace Roof—Cemetery Office	\$20,000	CTF, FB
Front-end Loader	\$250,000	USDA-RD, LL, EPFB, OR
Street Sweeper	\$275,000	USDA-RD, LL, EPFB
Fiber Optic	TBD	TBD
Purchase Asphalt Repair Truck—Durapaver	\$147,000	USDA-RD, LL, EPFB, FB
K-9 Police Cars	\$80,000	OR

2019 Fiscal Year		
Project	Cost	Funding Source
Secondary Clarifier	\$800,000	USDA-RD, BI, OR
Gravity Thickener	\$340,000	USDA-RD, SDWRF, OR, BI
Filter Building and Equipment Repairs	\$640,000	USDA-RD, OR, BI
WWTP Secondary Building Rehab	\$1,550,000	USDA-RD, OR, FB
Staking Pavilion—Victory Park	TBD	TBD
Replace Dump Truck	\$250,000	USDA-RD, LL, FB
Backhoe Replacement	\$250,000	USDA-RD, LL, EPFB, FB, OR
Motorola AX8000 Radios	\$160,000	AFFG, OR
Albion River Trail Expansion II	\$340,000	MDNR NRTF, BCCF, EB, FKLRSB, A51, PD
Safe Walks to Schools—Sidewalk Program	TBD	State Funding, Federal Funding

2020 Fiscal Year		
Project	Cost	Funding Source
Sludge Holding Tanks	\$160,000	USDA-RD, SDWRF, BI, OR, FB
Ferric Feed System Replacement	\$270,000	USDA-RD, SDWRF, BI
WWTP—Multiple Roof Replacements-Pump & Filter Bldg	\$200,000	BI, FB
SCBA Pack Replacement	\$90,000	AFFG, OR
Rieger Park Staking Shelter	TBD	TBD
Purchase Used Bucket Truck	\$40,000	TBD

2021 Fiscal Year		
Project	Cost	Funding Source
Dam & Mill Race Removal (Repair)	TBD	DEQ, MDNRT
Fire Engine	\$500,000	GGF, AFFG, CPF

2022 Fiscal Year		
Project	Cost	Funding Source
TBD		

FY 2017-2022
CAPITAL IMPROVEMENT PROJECTS

2017 PROJECTS

City of Albion Capital Improvement Plan

2017 Budget Year

Individual Project Description

Project Title	Watermain Replacement						
Department	Public Services			Funding Source	USDA-RD, BI, FB, State Drinking Water Resolving Fund		
FY	2017	2018	2019	2020	2021	2022	
Est. Cost	\$886,120.83	\$886,120.83	\$886,120.83	\$886,120.83	\$886,120.83	\$886,120.83	
Project Description and Location							
<p>Upgrade and replace 4" watermain in various places throughout the city in conjunction with tower rehab or replacement.</p> <p>Project will be in conjunction with either a water tower rehabilitation or new tower construction.</p>							
Project History and Plans							
<p>Work is currently underway for application submission to the USDA-RD for a Grant/Loan funding source. Additionally, there is an engineer study underway that will construct further plans for the project.</p> <p>Project timeline: 2017-2022</p> <p>Cost estimate has been conducted by engineers/architect with Wightman & Associates Engineering.</p>							
Project Need and Impact							
<p>In keeping with regulations set forth in the Safe Drinking Water Act, we are to provide a safe product to the community. If, obviously we experience a major failure in our aging 4" water main there is a strong likelihood of contamination issues which potentially could put the City in a noncompliance status. Water tower replacement and watermain rehabilitation are essential to updating the City's system.</p> <ul style="list-style-type: none"> • Replace worn-out equipment • Expanded service life • Increased safety • Present equipment obsolete • Reduce personnel time • Improved services to community, procedures, etc. 							
Related Costs and Future Funding Needs							
<p>Total cost: \$5,316,725.00. Future funding will be determined based upon the needs of the project.</p>							

City of Albion Capital Improvement Plan

2017 Budget Year

Individual Project Description

Project Title	Parking Lots—Downtown					
Department	Public Services			Funding Source	USDA-RD Loan/Grant	
FY	2017	2018	2019	2020	2021	2022
Est. Cost	\$200,000.00	\$200,000.00	\$200,000.00	\$200,000.00	\$200,000.00	\$200,000.00

Project Description and Location

The City of Albion is experiencing a resurgence of development in the downtown district. Safe and well-lit parking has been identified as a priority. The City has 4 lots which require upgrades and 1 City-owned lot can be converted for parking near the new hotel.

Project History and Plans

Timeline: Begin in 2017

Project Need and Impact

Safe, accessible parking is a critical amenity to support the growth of downtown businesses.

Related Costs and Future Funding Needs

Total cost: \$1.2 million

City of Albion Capital Improvement Plan

2017 Budget Year

Individual Project Description

Project Title	Street Restoration/Replacement					
Department	Public Services			Funding Source	Act 51 Funds, Local Millage Fund	
FY	2017	2018	2019	2020	2021	2022
Est. Cost	\$209,000.00					
Project Description and Location						
<p>The City of Albion has provided street replacement/repair for the most part on an as needed basis throughout the City. A review of the historical data has shown that on a ten-year average about \$600,000.00 dollars per year has been allocated to the streets program. The recommendation is to continue to allot that amount or more given funding in the next six years.</p>						
Project History and Plans						
<p>Basis of cost estimate: Cost estimate from engineer/architect</p> <p>Project timeline: Wightman & Associates Engineering has prepared several Engineering Estimates for street replacements and repairs. The intent is to continue street work forward until all potential projects have been addressed, starting in the year 2017. For 2017 we are potentially looking at two streets, Ford Rd. and Terpening St.</p>						
Project Need and Impact						
<ul style="list-style-type: none"> • Increased safety • Reduce personnel time • Improved service to community, procedures, etc. 						
Related Costs and Future Funding Needs						
<p>Total cost: 209,000.00. Future funding will be determined based upon the needs of the project.</p>						

City of Albion Capital Improvement Plan

2017 Budget Year

Individual Project Description

Project Title	Albion River Trail Expansion I					
Department	Recreation		Funding Source	MDNR NRTF, AC, EB		
FY	2017	2018	2019	2020	2021	2022
Est. Cost	\$398,200.00					

Project Description and Location

The Albion River Trail Expansion I is a multi-use ADA-accessible trail that extends the existing Albion River Trail from Victory Park south through Albion College property to the south end of Riverside Cemetery. The project will connect the Albion River Trail to the North Country National Scenic Trail, the Great Lake-to-Lake Trail, and the Iron Belle Trail. The project includes updates to the parking lot at Victory Park next to the basketball courts.

Project History and Plans

The project is a collaboration with Albion College and the Calhoun County Trailway Alliance. The project is intended to improve recreational opportunities in the City and be used for attracting tourists, hikers, and bikers to the area. The trail will be ADA accessible and is intended for multi-use.

Project Need and Impact

The project will meet the goals outlined in the Recreation Master Plan and the Comprehensive Plan to expand the City’s trail network and to work towards the “trail town” designation. The project will help to improve the health and recreational opportunities as well as tourist opportunities in the City.

Related Costs and Future Funding Needs

Total Cost: \$398,200.00. The City can work with the Calhoun County Trailway Alliance and Albion College to determine maintenance needs.

City of Albion Capital Improvement Plan

2017 Budget Year

Individual Project Description

Project Title	Hot Patcher											
Department	Public Services			Funding Source	USA-RD, LL, ERF, OR							
FY	2017	2018	2019	2020	2021	2022						
Est. Cost	\$13,334.00	\$13,334.00	\$13,334.00	\$13,334.00	\$13,334.00	\$13,334.00						
Project Description and Location												
<p>The Hot Patcher is used by the Street Department to repair streets. It is a small trailer containing a heater and asphalt pulled by a truck. The asphalt is heated and then manually shoveled into potholes. The patcher is 15 years old and in need of replacement.</p>												
Project History and Plans												
<p>Equipment has been worn out and is in need of scheduled replacement.</p> <p>Past replacement:</p> <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 10px;"> <thead> <tr> <th style="width: 60%;">ITEM</th> <th style="width: 20%;">AGE</th> <th style="width: 20%;">PRIOR YEAR'S MAINTENANCE</th> </tr> </thead> <tbody> <tr> <td>2002 Asphalt Hot Patcher</td> <td>15</td> <td>\$3000</td> </tr> </tbody> </table>							ITEM	AGE	PRIOR YEAR'S MAINTENANCE	2002 Asphalt Hot Patcher	15	\$3000
ITEM	AGE	PRIOR YEAR'S MAINTENANCE										
2002 Asphalt Hot Patcher	15	\$3000										
Project timeline: 2017-2018												
Project Need and Impact												
<ul style="list-style-type: none"> • Scheduled replacement • Replace worn-out equipment • Increased safety • Improved service to community, procedures, etc. 												
Related Costs and Future Funding Needs												
Total cost: \$80,000. Future funding will be determined based upon the needs of the project.												

2018 PROJECTS

City of Albion Capital Improvement Plan

2018 Budget Year

Individual Project Description

Project Title		Wastewater Influent Screen				
Department		Public Services		Funding Source	OR, LL, BI	
FY	2017	2018	2019	2020	2021	2022
Est. Cost	\$133,334.00	\$133,334.00	\$133,334.00	\$133,334.00	\$133,334.00	\$133,334.00

Project Description and Location

Replace aging influent comminuters at WWTP. Remove and install new solids reduction /removal screen. There are two existing units one "original" and a second that was put in service approximately 5 years ago that was of improper design and is subject to the electric motor being submerged during high flow periods.

Project History and Plans

Contained within our NPDES discharge permit there is a requirement for all plant equipment to operate as designed for optimum plant performance. As the current "original" unit is long passed its life expectancy it is in dire need of replacement. The second unit has been submerged on a number of occasions and has a continual plugging issue. To meet the obligations set forth in the NPDES Permit we are to have optimal equipment to meet the operating standards.

In 2015, Structure Tech Engineering company as part of the SAW Grant Study, identified that the water influent screens are in need of replacement. This project is a HIGH priority as set forth in the SAW Grant Asset Management Program that is currently being put into place by Fleis & Vandenbrink Engineers. It is hoped that work will be initiated and completed in 2018.

ITEMS TO BE REPLACED	MAKE	AGE
Comminuter	Worthington	61 YRS
Grinder		5 YRS

Project Need and Impact

- Replace worn-out equipment,
- Increased safety,
- Present equipment obsolete,
- Reduce personnel time, improved service to community, procedures, etc.

The Saw Grant was a State funded grant to develop an asset management plan for sanitary and storm sewers and the waste water treatment plant. The funds from the Saw Grant were exclusively used to identify infrastructure needs. Based upon the findings from the study, several recommendations for repairs and replacements were made. These include the replacement of the Waste Water influent screen.

Related Cost and Future Funding Needs

Total cost: \$800,000. Future funding will be determined based upon the needs of the project.

City of Albion Capital Improvement Plan

2018 Budget Year

Individual Project Description

Project Title		Digester Building & Equipment Rehab				
Department		Public Services		Funding Source		USDA-RD, LL, BI, OR
FY	2017	2018	2019	2020	2021	2022
Est. Cost	\$312,000.00	\$312,000.00	\$312,000.00	\$312,000.00	\$312,000.00	\$312,000.00
Project Description and Location						
<p>Digester equipment and building rehabilitation, to include tank repairs, roof, mixing equipment, pumps, motors and infrastructure upgrade. The equipment and the building were built in 1977. The equipment experiences frequent failure.</p>						
Project History and Plans						
<p>Planning context: Is the community legally obligated to perform this service? YES</p> <p>NPDES requirements.</p> <p>Project timeline: 2018-2019.</p> <p>In 2015, Structure Tech Engineering company as part of the SAW Grant Study, identified that the digester building and it equipment are in need of repair.</p> <p>It has been listed as a HIGH priority and should be done ASAP.</p>						
Project Need and Impact						
<ul style="list-style-type: none"> • Replace worn-out equipment • Increased safety • Present equipment obsolete • Improved service to community, procedures, etc. <p>The Saw Grant was a State funded grant to develop an asset management plan for sanitary and storm sewers and the waste water treatment plant. The funds from the Saw Grant were exclusively used to identify infrastructure needs. Based upon the findings from the study, several recommendations for repairs and replacements were made. These include the digester building, as well as its equipment.</p>						
Related Costs and Future Funding Needs						
<p>Total cost: \$1,800,000.00. Future funding will be determined based upon the needs of the project.</p>						

City of Albion Capital Improvement Plan

2018 Budget Year

Individual Project Description

Project Title		Irwin Ave. Construction Project				
Department		Public Services		Funding Source		ICE grant, Category F funding, Local Street Millage Funding, Major and Local Streets Fund, State of MI Act 51 Funds
FY	2017	2018	2019	2020	2021	2022
Est. Cost	\$371,667.00	\$371,667.00	\$371,667.00	\$371,667.00	\$371,667.00	\$371,667.00
Project Description and Location						
<p>Irwin Ave. Construction Project will consist of the installation of new 12", 8" and 6" watermain, storm sewer replacement/repair, curb and gutter (both new and selective restoration) handicap accessible sidewalk where needed and road replacement.</p> <p>Wightman and Associates Engineering firm has prepared an Engineers Estimate for the project. Should begin and end in 2018.</p>						
Project History and Plans						
<p>Basis of cost estimate: Cost estimate from engineer/architect</p> <p>The application process for an ICE grant is underway.</p>						
Project Need and Impact						
<ul style="list-style-type: none"> • Replace worn-out equipment • Expanded service life • Increased safety • Reduce personnel time • Improved service to community, procedures, etc. 						
Related Costs and Future Funding Needs						
<p>Total cost: \$2,230,000.00. Future funding will be determined based upon the needs of the project.</p>						

City of Albion Capital Improvement Plan

2018 Budget Year

Individual Project Description

Project Title	Replace/Restore N Albion St. Bridge					
Department	Public Services			Funding Source	TBD	
FY	2017	2018	2019	2020	2021	2022
Est. Cost	TBD	TBD	TBD	TBD	TBD	TBD
Project Description and Location						
<p>The N. Albion St. vehicular bridge is in extreme disrepair. Decking needs to be replaced, railings need to be replaced, etc. It is the only vehicular bridge currently in service that has not been replaced in the City. It has had continual declining evaluations during inspections conducted in recent years.</p>						
Project History and Plans						
<p>The extreme disrepair of the bridge warrants immediate attention and planning. Assessments must be conducted before total cost can be determined.</p> <p>Project timeline: 2018-2019</p>						
Project Need and Impact						
<ul style="list-style-type: none"> • Replace worn-out equipment • Expanded service life • Increased safety • Present equipment obsolete • Improved services to community, procedures, etc. 						
Related Costs and Future Funding Needs						
<p>Total cost: TBD</p> <p>Future funding will be determined based upon the needs of the project.</p>						

City of Albion Capital Improvement Plan

2018 Budget Year

Individual Project Description

Project Title	WWTP Multiple Roof Replacements					
Department	Public Services			Funding Source	USDA-RD, OR, BI	
FY	2017	2018	2019	2020	2021	2022
Est. Cost	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000

Project Description and Location

Replacements of roofs on Chemical Building, Digester Building, Garage, Scum Pump Building, & Secondary Treatment Building at WWTP.

Project History and Plans

In 2015, Structure Tech Engineering company as part of the SAW Grant Study, identified that the roofs of Chemical Building, Digester Building, Garage, Scum Pump Building, & Secondary Treatment Building at WWTP are in need of repair.

Project Need and Impact

The Saw Grant was a State funded grant to develop an asset management plan for sanitary and storm sewers and the waste water treatment plant. The funds from the Saw Grant were exclusively used to identify infrastructure needs. Based upon the findings from the study, several recommendations for repairs and replacements were made. These include the roof replacements.

- Expanded service life

Related Costs and Future Funding Needs

Total cost: \$120,000. Future funding will be determined based upon the needs of the project.

City of Albion Capital Improvement Plan

2018 Budget Year

Individual Project Description

Project Title		Roof Replacement Water Plant					
Department		Public Services			Funding Source	WF	
FY	2017	2018	2019	2020	2021	2022	
Est. Cost	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	
Project Description and Location							
<p>The goal is to replace roof at water plant as the current roof is in need of replacement. Several repairs have occurred in the previous years. There has been some storm damage as well. This roof protects all of the drinking water treatments and all filtration equipment.</p>							
Project History and Plans							
ITEM TO BE REPLACED		AGE					
Roof		18 YRS					
Project Need and Impact							
<ul style="list-style-type: none"> Expanded service life Improved service to community, procedures, etc. 							
Related Costs and Future Funding Needs							
Total cost: \$30,000. Future funding will be determined based upon the needs of the project.							

City of Albion Capital Improvement Plan

2018 Budget Year

Individual Project Description

Project Title	Amtrak Platform Repair					
Department	Public Services			Funding Source	Amtrak, M-DOT	
FY	2017	2018	2019	2020	2021	2022
Est. Cost	50,000.	50,000.	50,000.	50,000.	50,000.	50,000.

Project Description and Location

The historic Amtrak station and platform require upgrades to meet accessibility standards and address maintenance issues.

Project History and Plans

Timeline: Begin in 2018

Project Need and Impact

Meeting current code and accessibility standards.

Related Costs and Future Funding Needs

Total cost: \$300,000.00

City of Albion Capital Improvement Plan

2018 Budget Year

Individual Project Description

Project Title		Street Dept. Roof Replacement						
Department		Public Services			Funding Source		TBD	
FY	2017	2018	2019	2020	2021	2022		
Est. Cost	TBD	TBD	TBD	TBD	TBD	TBD		
Project Description and Location								
<p>The goal is to replace roof of the Street Department building. The street department building houses various vehicles and equipment and is currently leaking in several places.</p>								
Project History and Plans								
<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 30%;">ITEM TO BE REPLACED</td> </tr> <tr> <td>Street Dept. Roof</td> </tr> </table>							ITEM TO BE REPLACED	Street Dept. Roof
ITEM TO BE REPLACED								
Street Dept. Roof								
Project Need and Impact								
Expanded service life.								
Related Costs and Future Funding Needs								
Total cost: TBD. Future funding will be determined based upon the needs of the project.								

City of Albion Capital Improvement Plan

2018 Budget Year

Individual Project Description

Project Title		Vactor Truck Purchase					
Department		Public Services			Funding Source	USDA-RD, LL, FB, OR	
FY	2017	2018	2019	2020	2021	2022	
Est. Cost	\$58,334.00	\$58,334.00	\$58,334.00	\$58,334.00	\$58,334.00	\$58,334.00	
Project Description and Location							
<p>The Vactor Truck is used for a variety of tasks that include sewer cleaning to prevent clogging of sewer piping, averting sewer back-ups, hydro-excavation at watermain breaks, and other tasks to insure sanitary conditions. The current truck has multiple issues including leaks and mechanical deficiencies that potentially could result in a \$55,000 expense in order to rehabilitate a 16-year-old truck.</p>							
Project History and Plans							
ITEM TO BE REPLACED		MAKE	AGE				
2001 Vactor Truck		Sterling	16 YRS				
<p>As the current unit is in extreme disrepair, it is hoped that replacement will come as early as 2018.</p>							
Project Need and Impact							
<p>A major function of the Vactor Truck is to hydro-excavate at watermain breaks to prevent the striking of other utilities in the immediate area and to gain access to the repair area of work for a more timely repair, thereby reducing the potential of contamination of the drinking water system.</p> <ul style="list-style-type: none"> • Scheduled replacement • Replace worn-out equipment • Increased safety • Reduce personnel time • Improved service to community, procedures, etc. 							
Related Costs and Future Funding Needs							
<p>Total cost: \$350,000.00. Future funding will be determined based upon the needs of the project.</p>							

City of Albion Capital Improvement Plan

2018 Budget Year

Individual Project Description

Project Title	City Hall Rehab					
Department	Public Services			Funding Source	TBD	
FY	2017	2018	2019	2020	2021	2022
Est. Cost	\$316,667	\$316,667	\$316,667	\$316,667	\$316,667	\$316,667

Project Description and Location

Replacement of windows, doors, roof, boiler, HVAC retrofit, energy management system, building envelope, occupancy sensors, lighting, alarm system, upgrade security of finance department, and install new handicap ramp.

Project History and Plans

- The items in need of replacement (listed above) were identified through an energy audit performed by Honeywell Company.
- Scheduled replacement
- Replace worn-out equipment

Project Need and Impact

- Increased safety
- Present equipment obsolete
- Improved service to community, procedures, etc.

Related Costs and Future Funding Needs

Total cost: \$1,900,000.00.

City of Albion Capital Improvement Plan

2018 Budget Year

Individual Project Description

Project Title		Repair Seawall along Kalamazoo River					
Department		Public Services			Funding Source		TBD
FY	2017	2018	2019	2020	2021	2022	
Est. Cost	TBD	TBD	TBD	TBD	TBD	TBD	
Project Description and Location							
<p>Repair failing river wall along the Kalamazoo River in the Downtown Area and rear of City Hall. Currently, there are aged areas that are collapsing into the river creating erosion and run-off areas.</p>							
Project History and Plans							
<p>Parts of the river wall are either missing or crumbling.</p> <p>Project timeline: 2018-2019</p>							
Project Need and Impact							
<ul style="list-style-type: none"> • Replace worn-out equipment • Increased safety • Improved service to community, procedures, etc. 							
Related Costs and Future Funding Needs							
TBD							

City of Albion Capital Improvement Plan

2018 Budget Year

Individual Project Description

Project Title		Replace Roof- Cemetery Office					
Department		Public Services			Funding Source	Cemetery Trust Fund, FB	
FY	2017	2018	2019	2020	2021	2022	
Est. Cost	\$3,334.00	\$3,334.00	\$3,334.00	\$3,334.00	\$3,334.00	\$3,334.00	
Project Description and Location							
<p>The project goal is to replace the existing roof on cemetery office building. The roof is leaking currently in three places.</p>							
Project History and Plans							
<p>Project time line: 2018-2019</p>							
Project Need and Impact							
<p>This project is a priority because the service life of the building needs to be expanded in order to last for many more years in the future. Additionally, the records of burials are stored in this office and need to be preserved.</p>							
Related Costs and Future Funding Needs							
<p>Total cost: 20,000.00. Future funding will be determined based upon the needs of the project.</p>							

City of Albion Capital Improvement Plan

2018 Budget Year

Individual Project Description

Project Title		Front-End Loader Replacement					
Department		Public Services			Funding Source		USDA-RD, LL, FB, OR
FY	2017	2018	2019	2020	2021	2022	
Est. Cost	\$43,334.00	\$43,334.00	\$43,334.00	\$43,334.00	\$43,334.00	\$43,334.00	

Project Description and Location

The Front-End Loader is part of the Street Department fleet. It is used for snow removal, salt spreading, lifting various equipment, transferring yard waste, tree removal, and storm clean up. It is 9 years old and in need of replacement.

Project History and Plans

The current Front-End Loader is a 2008 John Deere Vehicle. The engine is in disrepair with a major oil leak. Due to the amount of damage, it would be more cost effective to replace it.

Project Need and Impact

- Scheduled Replacement
- Replace worn-out equipment
- Increased safety
- Present equipment obsolete
- Reduce personnel time
- Improved service to community, procedures, etc.

Related Costs and Future Funding Needs

The total cost for this project is based on 2017 prices and is estimated at \$250,000.00. This amount is reflected on the CIP Capital Summary sheet. The Individual Project Description for this project spreads the costs over multiple years. Recognizing the possibility that financing may be required, an estimated 4% finance charge is included in the estimated annual cost of \$260,000.00 on this sheet.

City of Albion Capital Improvement Plan

2018 Budget Year

Individual Project Description

Project Title		Street Sweeper					
Department		Public Services			Funding Source		USDA-RD, LL, ERP
FY	2017	2018	2019	2020	2021	2022	
Est. Cost	\$47,667.00	\$47,667.00	\$47,667.00	\$47,667.00	\$47,667.00	\$47,667.00	

Project Description and Location

The project goals is to replace the 2001 Street Sweeper. The Street Sweeper is used by the Street Department to clean streets. The street sweeper is housed at the Street Department and is used as the name implies. One of the services it provides by street cleaning is the removal of harmful contaminants which would eventually end up in the Kalamazoo River via the storm sewer system.

Project History and Plans

The goal is to have the project completed by 2018-2019.

ITEM TO BE REPLACED	MAKE	AGE
2001 Street Sweeper	Pelican	16 YRS

Project Need and Impact

- Scheduled improvement
- Replace worn-out equipment
- Increased safety
- Present equipment obsolete
- Improved service to community, procedures, etc.

Related Costs and Future Funding Needs

The total cost for this project is based on 2017 prices and is estimated at \$275,000.00. This amount is reflected on the CIP Capital Summary sheet. The Individual Project Description for this project spreads the costs over multiple years. Recognizing the possibility that financing may be required, an estimated 4% finance charge is included in the estimated annual cost of \$286,000.00 on this sheet.

City of Albion Capital Improvement Plan

2018 Budget Year

Individual Project Description

Project Title	Fiber Optic					
Department	Public Services			Funding Source	TBD	
FY	2017	2018	2019	2020	2021	2022
Est. Cost	TBD	TBD	TBD	TBD	TBD	TBD

Project Description and Location

A high speed fiber optic system offers the ability to interexchange information faster and more economically than current technologies. Public telecommunications facilities eliminates the problems of interpremises networking.

Project History and Plans

Timeline: Begins in 2018

Project Need and Impact

A high speed fiber optic system is critical to public safety and supporting government and business operations.

Related Costs and Future Funding Needs

Total Cost: TBD. Future funding will be determined based upon the needs of the project.

City of Albion Capital Improvement Plan

2018 Budget Year

Individual Project Description

Project Title		Purchase Asphalt Repair Truck—Durapaver				
Department		Public Services		Funding Source		USDA-RD, LL, ER, OR
FY	2017	2018	2019	2020	2021	2022
Est. Cost	\$25,480	\$25,480	\$25,480	\$25,480	\$25,480	\$25,480

Project Description and Location

It is felt that this purchase would expedite street repair work and have more longevity of the repairs versus the current practice. The truck applies an adhesive/sealant that is then topped with a small aggregate.

Project History and Plans

New operation

Project Need and Impact

Improved service to community, procedures, etc.

Related Costs and Future Funding Needs

The total cost for this project is based on 2017 prices and is estimated at \$147,000.00. This amount is reflected on the CIP Capital Summary sheet. The Individual Project Description for this project spreads the costs over multiple years. Recognizing the possibility that financing may be required, an estimated 4% finance charge is included in the estimated annual cost of \$152,880.00 on this sheet.

City of Albion Capital Improvement Plan

2018 Budget Year

Individual Project Description

Project Title		K-9 Police Cars					
Department		Public Safety			Funding Source		OR
FY	2017	2018	2019	2020	2021	2022	
Est. Cost		\$80,000.00					

Project Description and Location

Purchase 2 new patrol cars for K-9 units. The current K-9 patrol cars have been in service 10 years and are reaching the end of their usability as a police vehicle.

Project History and Plans

The current K-9 vehicles have been in service for 10 years, which is well beyond what one can expect to get from a police vehicle. Because these vehicles are used exclusively by officers, they last much longer than other vehicles, but are at the end of their useful life as a police vehicle.

Project Need and Impact

Given the age of both vehicles, there is a need to replace them by 2018.

Related Costs and Future Funding Needs

Total Cost: \$80,000.

2019 PROJECTS

City of Albion Capital Improvement Plan

2019 Budget Year

Individual Project Description

Project Title		Secondary Clarifier Replacement				
Department		Public Services		Funding Source		USDA-RD, BI, OR
FY	2017	2018	2019	2020	2021	2022
Est. Cost	\$133,334.00	\$133,334.00	\$133,334.00	\$133,334.00	\$133,334.00	\$133,334.00
Project Description and Location						
<p>Project description: Rehabilitate current secondary clarifiers, all infrastructure to include mechanical equipment. Current units are 40 years old and need replacement. The secondary clarifiers are an integral part of solids removal in the final stages of the treatment of final effluent prior to its discharge into the receiving stream. In Albion’s case, this receiving stream is the Kalamazoo River.</p>						
Project History and Plans						
<p>In 2015, Structure Tech Engineering company as part of the SAW Grant Study, identified that the secondary clarifiers are in need of replacement.</p> <p>Project timeline: Also, identified as part of the SAW Grant as a 3 to 5 year need.</p> <p>Basis of cost estimate: Cost estimate from engineer/architect</p>						
ITEM TO BE REPLACED		MAKE	AGE			
Secondary Clarifiers		Envirex	40 YRS			
Project Need and Impact						
<ul style="list-style-type: none"> • Scheduled replacement • Replace worn-out equipment • Increased safety • Improved service to community, procedures, etc. <p>The Saw Grant was a State funded grant to develop an asset management plan for sanitary and storm sewers and the waste water treatment plant. The funds from the Saw Grant were exclusively used to identify infrastructure needs. Based upon the findings from the study, several recommendations for repairs and replacements were made. These include replacement of the secondary clarifiers..</p>						
Related Costs and Future Funding Needs						
Total cost: \$800,000.00. Future funding will be determined based upon the needs of the project.						

City of Albion Capital Improvement Plan

2019 Budget Year

Individual Project Description

Project Title	Gravity Thickener					
Department	Public Services			Funding Source	USDA-RD, OR, BI, State Revolving Fund	
FY	2017	2018	2019	2020	2021	2022
Est. Cost	\$56,667.00	\$56,667.00	\$56,667.00	\$56,667.00	\$56,667.00	\$56,667.00
Project Description and Location						
<p>The goal is to rehabilitate of one gravity thickener. The gravity thickener was built in 1977 and, due to age, is beginning to exhibit signs of failure.</p>						
Project History and Plans						
<p>In 2015, Structure Tech Engineering company as part of the SAW Grant Study, identified that the Envirex Gravity Thickener is in need of repair.</p> <p>Project timeline: Identified in the SAW Grant work, 2019-2020.</p> <p>Current Envirex Gravity Thickener = 40 Years Old</p> <p>Basis of cost estimate: Cost estimate from engineer/architect</p> <p>Planning context: Is the community legally obligated to perform this service? Yes</p> <p>NPDES Permit requirement of continued optimum equipment performance to avoid noncompliance.</p>						
Project Need and Impact						
<p>The unit is approximately 40 yrs old and is in need of refurbishing/replacement before it fails entirely. The Saw Grant was a State funded grant to develop an asset management plan for sanitary and storm sewers and the waste water treatment plant. The funds from the Saw Grant were exclusively used to identify infrastructure needs. Based upon the findings from the study, several recommendations for repairs and replacements were made. These include replacements for the gravity thickener.</p> <ul style="list-style-type: none"> • Scheduled replacement • Replace worn-out equipment • Increased safety • Present equipment obsolete • Improved service to community, procedures, etc. 						
Related Costs and Future Funding Needs						
<p>Total cost: \$340,000.00. Future funding will be determined based upon the needs of the project.</p>						

City of Albion Capital Improvement Plan

2019 Budget Year

Individual Project Description

Project Title	Filter Building & Equipment Repairs
---------------	--

Department	Public Services	Funding Source	USDA-RD, OR, BI
------------	-----------------	----------------	-----------------

FY	2017	2018	2019	2020	2021	2022
----	------	------	------	------	------	------

Est. Cost	\$110,934.00	\$110,934.00	\$110,934.00	\$110,934.00	\$110,934.00	\$110,934.00
-----------	--------------	--------------	--------------	--------------	--------------	--------------

Project Description and Location

Rehabilitation of Filter Building to include 3 Marlow sludge pumps, electrical, piping, etc. Building restoration work is needed as well because the building, which was built in 1977, has outlived its defined reliable life. Equipment failures are frequent.

Project History and Plans

Basis of cost estimate: Cost estimate from engineer/architect

Planning context: Is the community legally obligated to perform this service? YES

NPDES Permit requirement of continued treatment effectiveness to avoid noncompliance.

ITEM TO BE REPLACED	MAKE	AGE
Sludge Pumps (4)	Marlow	40 YRS

In 2015, Structure Tech Engineering company as part of the SAW Grant Study, identified that the filter building and its equipment are in need of repair.

Project Need and Impact

- Scheduled replacement
- Replace worn-out equipment
- Increased safety
- Present equipment obsolete
- Improved service to community, procedures, etc.

The Saw Grant was a State funded grant to develop an asset management plan for sanitary and storm sewers and the waste water treatment plant. The funds from the Saw Grant were exclusively used to identify infrastructure needs. Based upon the findings from the study, several recommendations for repairs and replacements were made. These include the filter building and its equipment.

Related Costs and Future Funding Needs

The total cost for this project is based on 2017 prices and is estimated at \$640,000.00. This amount is reflected on the CIP Capital Summary sheet. The Individual Project Description for this project spreads the costs over multiple years. Recognizing the possibility that financing may be required, an estimated 4% finance charge is included in the estimated annual cost of \$665,600.00 on this sheet.

City of Albion Capital Improvement Plan

2019 Budget Year

Individual Project Description

Project Title		WWTP Secondary Building Rehabilitation					
Department		Public Services			Funding Source	USDA-RD, OR	
FY	2017	2018	2019	2020	2021	2022	
Est. Cost	\$258,334.00	\$258,334.00	\$258,334.00	\$258,334.00	\$258,334.00	\$258,334.00	

Project Description and Location

Rehab of secondary treatment building and equipment. Replacement of pumps, blowers, electrical and building restoration. This project was identified as part of the Saw Grant Study. The building and equipment was originally installed in 1977 and is currently in dire need of replacement. Most pressing is that pumps are currently failing.

Project History and Plans

Project timeline: 2019-2020, project identified as part of the SAW Grant

Cost estimate has been given by engineer/architect as per the Saw Grant Study.

ITEMS TO BE REPLACED	MAKE	AGE
Blowers (3)	Hoffman	40 YRS
Pumps (5)	Clow	40 YRS

Project Need and Impact

Current equipment and building was put in place in 1977 and we are seeing alarming equipment failures as identified by the Saw Grant Study.

The Saw Grant was a State funded grant to develop an asset management plan for sanitary and storm sewers and the waste water treatment plant. The funds from the Saw Grant were exclusively used to identify infrastructure needs. Based upon the findings from the study, several recommendations for repairs and replacements were made. These include the WWTP building rehab.

- Scheduled replacement
- Replace worn-out equipment
- Increased safety
- Present equipment obsolete
- Improved service to community, procedures, etc.

Related Costs and Future Funding Needs

Total cost: \$1,550,000.00. Future funding will be determined based upon the needs of the project.

City of Albion Capital Improvement Plan

2019 Budget Year

Individual Project Description

Project Title		Skating Pavilion- Victory Park					
Department		Public Services			Funding Source	TBD	
FY	2017	2018	2019	2020	2021	2022	
Est. Cost	TBD	TBD	TBD	TBD	TBD	TBD	
Project Description and Location							
<p>Scrape, prime, paint and make any structural repairs required to the skating pavilion in Victory Park.</p> <p>Project timeline: 2019-2020</p>							
Project History and Plans							
<p>Pavilion is aged and in need of repair, and needs repairs in order to be put to use, and for structural longevity. There are several structural aspects (nuts, bolts, and hardware) in need of replacement due to degradation.</p>							
Project Need and Impact							
<ul style="list-style-type: none"> • Expanded service life • Increased safety 							
Related Costs and Future Funding Needs							
TBD							

City of Albion Capital Improvement Plan

2019 Budget Year

Individual Project Description

Project Title		Replace Dump Truck					
Department		Public Services			Funding Source	USDA-RD, FB, LL	
FY	2017	2018	2019	2020	2021	2022	
Est. Cost	\$43,334.00	\$43,334.00	\$43,334.00	\$43,334.00	\$43,334.00	\$43,334.00	
Project Description and Location							
<p>Replace 1994 International Dump/Plow Truck. The current Plow Truck is used for a variety of tasks to include snow plowing and hauling loose materials. Plow/dump truck assist with street repairs, watermain, and sewer work.</p>							
Project History and Plans							
<p>Replace 1994 Dump/Plow Truck</p> <p>Project timeline: 2019</p>							
Project Need and Impact							
<ul style="list-style-type: none"> • Scheduled replacement • Replace worn-out equipment • Increased safety • Improved service to community, procedures, etc. 							
Related Costs and Future Funding Needs							
<p>The total cost for this project is based on 2017 prices and is estimated at \$250,000.00. This amount is reflected on the CIP Capital Summary sheet. The Individual Project Description for this project spreads the costs over multiple years. Recognizing the possibility that financing may be required, an estimated 4% finance charge is included in the estimated annual cost of \$260,000.00 on this sheet.</p>							

City of Albion Capital Improvement Plan

2019 Budget Year

Individual Project Description

Project Title		Backhoe Replacement				
Department		Public Services			Funding Source	USDA-RD, LL, EPFB, FB, OR
FY	2017	2018	2019	2020	2021	2022
Est. Cost	\$43,333.00	\$43,333.00	\$43,333.00	\$43,333.00	\$43,333.00	\$43,333.00

Project Description and Location

Replace 2001 Backhoe. Backhoe is used extensively for excavations for graves, water and sewer repairs, etc. The Backhoe has been determined to have low compression in the engine. There have been several repairs to it to include an injector pump, radiator, etc.

Project History and Plans

- Scheduled replacement
- Replace worn-out equipment

Project Need and Impact

- Backhoe is used extensively for excavations for graves, water and sewer repairs, etc.
- Increased Safety
- Improved service to community, procedures, etc.

Related Costs and Future Funding Needs

The total cost for this project is based on 2017 prices and is estimated at \$250,000.00. This amount is reflected on the CIP Capital Summary sheet. The Individual Project Description for this project spreads the costs over multiple years. Recognizing the possibility that financing may be required, an estimated 4% finance charge is included in the estimated annual cost of \$260,000.00 on this sheet.

City of Albion Capital Improvement Plan

2019 Budget Year

Individual Project Description

Project Title		Motorola AX8000 Radios				
Department		Public Safety			Funding Source	AFFG, OR
FY	2017	2018	2019	2020	2021	2022
Est. Cost			\$160,000.00			
Project Description and Location						
Purchase of 20 Motorola APX8000 Radios to replace current Motorola XTS5000 radios and Motorola HT750 radios.						
Project History and Plans						
Our current Motorola radios are over 10 years old and getting to the end of their life. We currently have 34 portable radios and 15 mobile radios in the 800mhz band. We have 14 in the VHF band. The 20 replacement radios would provide new VHF and 800mhz radios for each of our current employees. IThese replacements should be accomplished in the next 3 years.						
Project Need and Impact						
<ul style="list-style-type: none"> • Scheduled replacement • Replace worn-out equipment • Increased Safety • Present equipment obsolete • Improved service to community, procedures, etc. 						
Related Costs and Future Funding Needs						
Total cost: \$160,000.00. City Share (5%) = \$8,000.00.						

City of Albion Capital Improvement Plan

2019 Budget Year

Individual Project Description

Project Title		Albion River Trail Expansion II				
Department		Parks/Recreation		Funding Source		MDNR-NRTF, BCCF, EB, FKLRSB, A51
FY	2017	2018	2019	2020	2021	2022
Est. Cost			\$340,000.00			

Project Description and Location

The Albion River Trail Expansion II is a trail project that will extend the current Albion River Trail from where it crosses Albion Street, north to Austin Ave., and west until it reaches 27 Mile Road/Industrial Road which is the city limit. The project will include a 5-foot wide sidewalk along the east side of Albion Street from just south of Brownswood Road north to Austin Ave. where it will cross west into McAuliffe Park and become a 10-foot wide trail. The trail will extend west along the south side of Austin Ave. as a 10-foot wide trail until it reaches the city limit at 27 Mile Road/Industrial Road. The overall goal of this project is to establish Albion as a “hub” for biking, hiking, and outdoor recreation by improving the connections to the major trail routes that connect in Albion – the North Country National Scenic Trail, the Great Lake-to-Lake-Trail, and the Iron Belle Trail. The Albion River Trail Expansion II project is part of a larger effort to connect Albion to Marshall and Marengo Township via trail along Michigan Avenue. The project will also help to greatly improve the blighted areas and Brownfields along Albion St. and Austin Ave. while creating a safer

Project History and Plans

~~The project is currently in the pre-engineering phase. The City must submit a grant to the DNR which it will do on April 1st, 2017 to secure \$255,000 in funding for the project. Construction can begin mid-2018 at the earliest and should be completed by the end of 2019 at the latest. Preliminary maps are being created by PEA Engineering, paid for by the Calhoun County Trailway Alliance.~~

Project Need and Impact

The Comprehensive Plan Phase I, under Goal 8 says, “Encourage walking, biking and other recreation by strengthening Albion’s non-motorized trail network within the city as well as its connections with the region’s non-motorized network (e.g. Iron-Belle Trail, North Country Trail, Kalamazoo River Water Trail, etc.),” and “Establish Albion as a ‘Trail Town.’” The Community’s 5-Year Recreation Master Plan aims to ensure that there are sufficient recreational opportunities within walking distance of low-income neighborhoods, enhance recreational opportunities associated with the Kalamazoo River and the parks along the river and associated with the river trail. According to Act 51, the City must spend at least 1% of its funding from MDOT on non-motorized transportation routes in order to continue to receive funding from MDOT for city streets. To be in compliance with these standards, the City must spend at least \$65,000 by the end of 2018 on non-motorized transportation projects.

Related Costs and Future Funding Needs

Total Cost: 340,000.00. Cost to City: Less than \$85,000.00. It is recommended that the City spend a portion of its Major Streets Fund (up to \$85,000) to contribute to the match for the DNR Trust Fund Grant. The portion of the \$85,000 match that is not funded by the City is guaranteed to be provided by the Battle Creek Community Foundation if we are awarded this grant. In conjunction with the Calhoun County Trailway Alliance, asks the foundations listed above will be made to reach the \$85,000 match. The BCCF has agreed to back the grant application with the understanding that the City and the CCTA raise the matching funds.

City of Albion Capital Improvement Plan

2019 Budget Year

Individual Project Description

Project Title		Safe Walks to Schools—Sidewalk Program					
Department		Public Services			Funding Source	State Funding, Federal Funding	
FY	2017	2018	2019	2020	2021	2022	
Est. Cost	TBD	TBD	TBD	TBD	TBD	TBD	
Project Description and Location							
Several miles of sidewalk are in need of repair or replacement.							
Project History and Plans							
In 2008, a ten (10) year special assessment was enacted to address sidewalk repairs and maintenance. Timeline for project: Begin in 2019							
Project Need and Impact							
It has been determined that there remain parcels where sidewalks do not presently exist and the City does not have the resources to allocate towards installation of new sidewalks in these areas at this time.							
<ul style="list-style-type: none"> • Increased safety • Improved service to community, procedures, etc. 							
Related Costs and Future Funding Needs							
Total cost: TBD. The Safe Walks to School Sidewalks program is funded by a fixed per parcel assessment of \$50.00 annually that generates approximately \$150,000 per year.							

2020 PROJECTS

City of Albion Capital Improvement Plan

2020 Budget Year

Individual Project Description

Project Title	Sludge Holding Tanks					
Department	Public Services			Funding Source	USDA-RD, State Revolving Fund, BI, OR, FB	
FY	2017	2018	2019	2020	2021	2022
Est. Cost	\$26,667.00	\$26,667.00	\$26,667.00	\$26,667.00	\$26,667.00	\$26,667.00
Project Description and Location						
<p>Rehab of two banks of bio-solid sludge storage tanks to include valve repair/replacement, tank structure rehabilitation, etc.</p>						
Project History and Plans						
<p>2015, Structure Tech Engineering company as part of the SAW Grant Study, identified that the Sludge Holding Tanks s are in need of repair.</p> <p>The City is legally obligated to perform this service as per a NPDES Permit based equipment sustainability requirement.</p> <p>Basis of cost estimate: Cost estimate from engineer/architect.</p>						
Project Need and Impact						
<ul style="list-style-type: none"> • Replace worn-out equipment • Expanded service life • Increased safety • Improved service to community, procedures, etc. <p>The Saw Grant was a State funded grant to develop an asset management plan for sanitary and storm sewers and the waste water treatment plant. The funds from the Saw Grant were exclusively used to identify infrastructure needs. Based upon the findings from the study, several recommendations for repairs and replacements were made. These include repairs to the Sludge Holding Tanks.</p>						
Related Costs and Future Funding Needs						
<p>Total cost:\$160,000.00. Future funding will be determined based upon the needs of the project.</p>						

City of Albion Capital Improvement Plan

2020 Budget Year

Individual Project Description

Project Title	Ferric Feed System Replacement					
Department	Public Services			Funding Source	USDA-RD, State Revolving Fund, BI	
FY	2017	2018	2019	2020	2021	2022
Est. Cost	\$46,800	\$46,800	\$46,800	\$46,800	\$46,800	\$46,800
Project Description and Location						
<p>Replace all ferric feed equipment, pumps (2), tanks, piping, electrical and controls. The majority of the equipment listed is from 1977 and due to the corrosive nature of ferric chloride on metal, has degraded to a condition requiring immediate repair.</p>						
Project History and Plans						
<p>The community is legally obligated to perform this service . It is an NPDES Requirement. In 2015, Structure Tech Engineering company as part of the SAW Grant Study, identified that the Ferric Feed System is in need of replacement.</p>						
Project Need and Impact						
<p>The Saw Grant was a State funded grant to develop an asset management plan for sanitary and storm sewers and the waste water treatment plant. The funds from the Saw Grant were exclusively used to identify infrastructure needs. Based upon the findings from the study, several recommendations for repairs and replacements were made. This includes the Ferric Feed System.</p>						
Related Costs and Future Funding Needs						
<p>The total cost for this project is based on 2017 prices and is estimated at \$270,000.00. This amount is reflected on the CIP Capital Summary sheet. The Individual Project Description for this project spreads the costs over multiple years. Recognizing the possibility that financing may be required, an estimated 4% finance charge is included in the estimated annual cost of \$280,000.00 on this sheet.</p>						

City of Albion Capital Improvement Plan

2020 Budget Year

Individual Project Description

Project Title		WWTP - Multiple Roof Replacements – Pump & Filter Bldgs.					
Department		Public Services			Funding Source	BI, FB	
FY	2017	2018	2019	2020	2021	2022	
Est. Cost	\$33,334.00	\$33,334.00	\$33,334.00	\$33,334.00	\$33,334.00	\$33,334.00	
Project Description and Location							
Replace roofs on the Effluent Pump Building, Filter Building, Pole Barn, Pumping Station.							
Project History and Plans							
In 2015, Structure Tech Engineering company as part of the SAW Grant Study, identified that the roofs of the Effluent Pump Building, Filter Building, Pole Barn, Pumping Station at WWTP are in need of replacement.							
Project Need and Impact							
The Saw Grant was a State funded grant to develop an asset management plan for sanitary and storm sewers and the waste water treatment plant. The funds from the Saw Grant were exclusively used to identify infrastructure needs. Based upon the findings from the study, several recommendations for repairs and replacements were made. These include the roof replacements.							
<ul style="list-style-type: none"> • Scheduled replacement • Expanded service life • Present equipment obsolete • Improved service to community, procedures, etc. 							
Related Costs and Future Funding Needs							
Total cost: \$200,000.00. Future funding will be determined based upon the needs of the project.							

City of Albion Capital Improvement Plan

2020 Budget Year

Individual Project Description

Project Title		SCBA Pack Replacement					
Department		Public Safety			Funding Source	AFFG, OR	
FY	2017	2018	2019	2020	2021	2022	
Est. Cost	\$	\$	\$	\$90,000.00	\$	\$	
Project Description and Location							
Purchase of 20 MSA Firehawk SCBA air packs and masks. The SCBA packs and masks are an essential part of firefighting operations and firefighter safety.							
Project History and Plans							
Our current packs are 15 years old and many are in need of repair. It is estimated that the packs and mask need to be replaced within the next 5 years.							
Project Need and Impact							
<ul style="list-style-type: none"> • Scheduled replacement • Replace worn-out equipment • Increased safety • Present equipment obsolete • Improved service to community, procedures, etc. 							
Related Costs and Future Funding Needs							
Total cost: \$90,000.00. Cost to City: \$4,500.00. Future funding will be determined based upon the needs of the project.							

City of Albion Capital Improvement Plan

2020 Budget Year

Individual Project Description

Project Title	Rieger Park Skating Shelter					
Department	Public Services			Funding Source	TBD	
FY	2017	2018	2019	2020	2021	2022
Est. Cost	TBD	TBD	TBD	TBD	TBD	TBD
Project Description and Location						
<p>Rieger Park Skating Shelter is a historical building that provides a restroom for the swimming area. Replacement of structural deficient items, scraping and re-coating of the exterior, and interior repairs are needed.</p>						
Project History and Plans						
<p>Replacement of structural deficient items, scraping and re-coating of the exterior, and interior repairs are needed.</p> <p>Project Start Date: 2020</p>						
Project Need and Impact						
<ul style="list-style-type: none"> • Scheduled replacement • Replace worn-out equipment • Increased safety • Present equipment obsolete • Improve service to community, procedures, etc. 						
Related Costs and Future Funding Needs						
<p>Total cost: TBD. Future funding will be determined based upon the needs of the project.</p>						

City of Albion Capital Improvement Plan

2020 Budget Year

Individual Project Description

Project Title	Purchase Used Bucket Truck					
Department/Fund	Public Services			Funding Source	TBD	
FY	2017	2018	2019	2020	2021	2022
Est. Cost	\$6,933.00	\$6,933.00	\$6,933.00	\$6,933.00	\$6,933.00	\$6,933.00

Project Description and Location

There is a need to purchase a bucket truck for projects requiring high reach such as tree trimming, Christmas Lights, and banner placement.

Project History and Plans

Historically, the City has utilized a bucket truck to enable the tree trimming crew to have a much higher reach.

- Project Need and Impact**
- Time saver
 - Increased safety
 - Improved service to community, procedures, etc.

Related Costs and Future Funding Needs

Total cost: \$40,000.00. Future funding will be determined based upon the needs of the project.

2021 PROJECTS

City of Albion Capital Improvement Plan

2021 Budget Year

Individual Project Description

Project Title	Dam & Mill Race Removal					
Department/Fund	Public Services			Funding Source	TBD	
FY	2017	2018	2019	2020	2021	2022
Est. Cost	TBD	TBD	TBD	TBD	TBD	TBD
Project Description and Location						
<p>There are several dams in Albion. Some are owned by the City and others by Albion College. All are in various states of disrepair and DNR has recommended removal.</p>						
Project History and Plans						
<p>Project timeline: Begins in 2021.</p>						
Project Need and Impact						
<p>Removal of dams and restoration of natural waterways.</p> <ul style="list-style-type: none"> • Improved service to community, procedures, etc. 						
Related Costs and Future Funding Needs						
<p>Total Cost: TBD. Future funding will be determined based upon the needs of the project.</p>						

City of Albion Capital Improvement Plan

2021 Budget Year

Individual Project Description

Project Title	Fire Engine					
Department/Fund	Public Services			Funding Source	GF, AFFG, CPF	
FY	2017	2018	2019	2020	2021	2022
Est. Cost	\$	\$	\$500,000.00			
Project Description and Location						
Purchase a replacement fire engine for current 1989 Grumman pumper.						
Project History and Plans						
<p>The City currently has 3 major fire apparatus with a service life from 30-40 years. In order to replace these trucks it is essential the City replace them within that time frame in order to eliminate the need to replace multiple trucks at on time. The City has an obligation to provide fire services to the community. Under the current public safety format of providing those services the City must have the proper equipment to provided the service. A fire engine is essential for that service to be provided.</p> <p>The City needs to begin planning and funding the purchase of the new engine, which should be purchased between 2019 and 2024. There are grants available for this type of project and they should be looked at and every attempt made to secure grant funding.</p>						
Project Need and Impact						
<ul style="list-style-type: none"> • Scheduled replacement • Worn-out equipment • Increased Safety • Present equipment obsolete • Improved service to community, procedures, etc. 						
Related Costs and Future Funding Needs						
Total cost: \$500,000.00. Cost to City: \$25,000.00. Future funding will be determined based upon the needs of the project.						

APPENDIX

CITY OF ALBION

CITY OF ALBION NOTICE OF PUBLIC HEARING FOR MICHIGAN COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FUNDING FOR THE IRWIN AVNUE IMPROVEMENTS PROJECT

The City of Albion will conduct a public hearing on April 3, 2017 at 7:00pm at Albion City Council Chambers, located at 112 West Cass Street, 2nd Floor, Albion, MI 49224, for the purpose of affording citizens an opportunity to examine and submit comments on the proposed application for a CDBG grant.

The City of Albion proposes to request \$2,000,000 in CDBG funds to replace the water main, replace storm sewer, improve the roadway, and construct ADA compliant ramps on Irwin Avenue from Finley Road to S. Superior Street and benefit at least 51% low to moderate income persons. No persons will be displaced as a result of the proposed activities.

Further information, including a copy of the City of Albion's Community Development Plan and CDBG application is available for review. To inspect the documents, please contact City Manager Sheryl Mitchell or review at 112 West Cass Street, 2nd Floor, Albion, MI 49224. Comments may be submitted in writing through April 3, 2017 or made in person at the public hearing.

The City of Albion has successfully administered numerous CDBG projects funded by the State and the public is invited to inquire about those projects.

Citizen views and comments on the proposed application are welcome.

City of Albion

Clerk Jill Domingo

(517) 629-7864

CITY OF ALBION
Resolution #2017-15
Authorizing Community Development Block Grant (CDBG)
Infrastructure Capacity Enhancement (ICE) Grant Application
For Irwin Avenue Improvements Project

WHEREAS, the Michigan Strategic Fund has invited Units of General Local Government to apply for its Community Development Block Grant (CDBG)-Infrastructure Capacity Enhancement (ICE) Competitive Funding Round; and

WHEREAS, the City of Albion desires to request One Million Nine Hundred Eighty Thousand Dollars (\$1,980,000.00) in CDBG funds to replace the water main, replace storm sewer, improve the roadway, and construct ADA compliant ramps on Irwin Avenue from Finley Road to S. Superior Street and benefit at least 51% low to moderate income persons. No persons will be displaced as a result of the proposed activities; and

WHEREAS, the City of Albion commits local funds from its Water Fund, Street Fund, Sidewalk Fund, and General Fund in the amount of Two Hundred Twenty Thousand (\$220,000.00) Dollars; and

WHEREAS, the proposed project is consistent with the local Community Development Plan as described in the Application; and

WHEREAS, the proposed project will benefit all residents of the project area and fifty-one (51%) percent of the residents of the City of Albion are low and moderate income persons as determined by an income survey approved by the Michigan Economic Development Corporation; and

WHEREAS, local funds and any other funds to be invested in the project have not been obligated/incurred and will not be obligated/incurred prior to a formal grant award, completion of the environmental review procedures and a formal written authorization to obligate/incure costs from the Michigan Economic Development Corporation; and

WHEREAS, the City of Albion held a public hearing on April 3, 2017, for the purpose of affording citizens an opportunity to examine and submit comments on the proposed application for a CDBG grant.

NOW, THEREFORE, BE IT RESOLVED that the City of Albion hereby designates the City Manager as the Environmental Review Certifying Officer, the person authorized to certify the Michigan CDBG Application, the person authorized to sign the Grant Agreement and payment requests, and the person authorized to execute any additional documents required to carry out and complete the grant.

Motion by Council Member _____ and supported by Council Member _____ to approve the foregoing resolution.

AYES _____

NAYS _____

ABSENT _____

RESOLUTION DECLARED ADOPTED

CERTIFICATION

I hereby certify that the above resolution was adopted on April 3, 2017, at a regular meeting of the Albion City Council, and this is a true copy of that resolution.

Jill Domingo, Clerk

April 3, 2017

CITY OF ALBION
IRWIN AVENUE IMPROVEMENTS PROJECT
FINLEY ROAD TO S. SUPERIOR STREET
PRELIMINARY ENGINEER'S ESTIMATE
March 30, 2017

The following estimate is for replacing approximately 1.2 miles of water main and drainage improvements in Irwin Avenue from Finley Road to S. Superior Street. The existing 4" and 6" cast iron water main would be replaced with a 12" ductile iron water main to provide adequate fire flow for this exterior loop and replace lead water services. As part of the project, the roadway will be narrowed by 4' from Finley Road to Woodlawn Boulevard. Additionally, the deteriorated storm sewer will be replaced. This includes removing the existing bituminous pavement and curb and gutter, regrading the roadway, installing new concrete curb and gutter, and replacing storm sewer as necessary for proper drainage. All storm and sanitary castings would be replaced. The fully reconstructed roadway would consist of a 29'-wide (33' back-to-back of curb) 4" thick bituminous pavement built to accommodate commercial and residential traffic. Minimal sidewalk would be replaced and ADA ramps would be installed where required. The driveway approaches would be replaced with concrete approaches. All engineering and construction would be in accordance with MDOT requirements.

1	LS	Mobilization, Max. \$35,000	@	\$35,000.00	\$35,000.00
1	LS	Traffic Maintenance & Control	@	12,000.00	12,000.00
9,220	Ft	Curb and Gutter, Rem	@	10.00	92,200.00
250	Syd	Sidewalk, Rem	@	10.00	2,500.00
23	Ea	Dr Structure Cover, Cover B	@	600.00	13,800.00
44	Ea	Dr Structure Cover, Cover K	@	800.00	35,200.00
20	Ea	Dr Structure Cover, Cover Q	@	600.00	12,000.00
87	Ea	Dr Structure Cover, Adj, Case 1	@	450.00	39,150.00
23,000	Syd	HMA Surface, Remove, Modified	@	2.00	46,000.00
20,000	Syd	Aggregate Base, 8 inch	@	5.50	110,000.00
6,600	Cyd	Subgrade Undercutting, Type II	@	18.00	118,800.00
6,700	Ft	Subgrade Underdrain, 6 inch	@	6.00	40,200.00
14	Ea	Connect to Ex. Main	@	1,800.00	25,200.00
6,100	Ft	DIP Water Main, 12 inch	@	60.00	366,000.00
200	Ft	DIP Water Main, 8 inch	@	50.00	10,000.00
515	Ft	DIP Water Main, 6 inch	@	40.00	20,600.00
13	Ea	Hydrant, Rem	@	400.00	5,200.00
13	Ea	6" Hydrant, Valve & Box	@	3,300.00	42,900.00
85	Ea	Reconnect Water Service, 1 inch	@	1,200.00	102,000.00
2,805	Ft	Copper Water Service Pipe, 1 inch	@	18.00	50,490.00
3,000	Lb	Compact Ductile Iron Fittings	@	6.00	18,000.00
8	Ea	Gate Valve & Box, 6 inch	@	1,000.00	8,000.00
5	Ea	Gate Valve & Box, 8 inch	@	1,400.00	7,000.00
10	Ea	Gate Valve & Box, 12 inch	@	2,100.00	21,000.00
450	Ft	Sewer, CL E, 12 inch	@	30.00	13,500.00
660	Ft	Sewer, CL E, 15 inch	@	35.00	23,100.00
275	Ft	Sewer, CL E, 18 inch	@	42.00	11,550.00
550	Ft	Sewer, CL E, 24 inch	@	55.00	30,250.00

9,220	Ft	Curb and Gutter, Conc, Det C4	@	13.00	119,860.00
2,200	Sft	Sidewalk, Conc, 4 inch	@	5.00	11,000.00
1,760	Sft	Sidewalk Ramp, 6 inch	@	6.00	10,560.00
110	Ft	Sidewalk Ramp, ADA, Modified	@	50.00	5,500.00
4,900	Ton	HMA, LVSP	@	65.00	318,500.00
190	Ft	Pavt Mrkg, Waterborne, Stop Bar, 18 inch	@	4.50	855.00
1,140	Ft	Pavt Mrkg, Waterborne, Crosswalk, 6 inch	@	2.50	2,850.00
1	LS	Soil Erosion & Sedimentation Control	@	4,000.00	4,000.00
1	LS	Restoration	@	18,000.00	<u>18,000.00</u>

<i>SUBTOTAL ESTIMATED CONSTRUCTION COST</i>	<i>\$1,802,765.00</i>
<i>Contingency (10% +/-)</i>	<i>179,235.00</i>
<i>Design Engineering</i>	<i>91,000.00</i>
<i>Construction Engineering</i>	<i><u>127,000.00</u></i>

TOTAL ESTIMATED PROJECT COST **\$2,200,000.00**

© EXCLUSE ONLINE CONTRACT BANK

PAY TO CITY OF ALBION \$ 7,566.⁰⁰
THE ORDER OF Seven Thousand Five Hundred Sixty Six DOLLARS



CHEMICAL BANK.
ChemicalBankMI.com

MEMO Property # 13-51-001-040-00 Curtis & Sewita Motley

⑆072410013⑆ 3883153898⑆ 1584

SPECIAL INK

CITY OF ALBION
112 W. CASS ST.
ALBION MI 49224

Received From: MOTLEY, CURTIS
Date: 03/16/2017 Time: 1:40:34 PM
Receipt: 40085537 *** REPRINT ***
Cashier: etobin
Workstation: FRONT Drawer: 1

ITEM REFERENCE	AMOUNT
1704 ABA MISC/OTHER REVENUES	
ABA MISC/OTHER REVENUES	
250-000-061.00	\$7,566.00
TOTAL	\$7,566.00
CHECK 1584	\$7,566.00
Total Tendered:	\$7,566.00
Change:	\$0.00

For value received the undersigned promises to pay to the order of THE CITY OF ALBION, MICHIGAN, the principal sum of Seven Thousand Six Hundred Thirty-One and no/100 (\$7,631.00) Dollars without interest. Said principal shall be paid by the undersigned in lawful money of the United States of America as follows: fifteen (15) years from the date hereof, or upon the death of Mortgagor, whichever may first occur. Notwithstanding anything contained herein to the contrary, in the event the Mortgagor shall hereafter sell or assign her interest in and to the premises described below, or any part thereof, or rent the entire dwelling, at Mortgagee's option, the entire remaining balance shall be due and payable forthwith.

Should default be made in the payment of principal due hereunder, then such default shall mature the entire indebtedness evidenced hereby, without notice, at the option of the holder thereof. Every person at any time liable for the payment of the debt evidenced hereby, waives presentment for payment, demand and notice of non-payment of this note, and consents that the holder may extend the time of payment of any part or the whole of the debt at any time at the request of any other person liable.

This note is secured by a mortgage of even date herewith, made by the undersigned to the above payee, which mortgage covers real estate in the City of Albion, Michigan, described as:

A parcel of land commencing on North line of Block 62 of the Original Plat of the Village, now City, of Albion, at a point 65 feet West of the Northwest corner of Lot 2, in said Block, South 62 feet, West to West line of Lot 1 in said Block, North on said West line of said Lot 1 to Northwest corner thereof, East on North line of said Block to the place of beginning.

John Maxwell - money

Emily [unclear]

Bernita Armstrong Motley
Bernita Armstrong, aka
Bernita Motley

CITY OF ALBION
Date of Receipt 03/20/11 4:34 PM
Curtis Lot Motley
Receipt # 40685537
Amount \$7,566.00

X
[Signature]

in and for said County, personally appeared **Bernita Armstrong, aka Bernita Motley and Curtis L. Motley**

to me known to be the same personS described in and who executed the within instrument, who
acknowledged the same to be **their** free act and deed.

3. This Instrument prepared by:
Charles A. Robison
WILCOX & ROBISON, P.C.
911 North Eaton Street
Albion, Michigan

Bette A. Lane
Bette A. Lane
Calhoun
Notary Public,
County, Michigan,
My commission expires June 11 19 86

- 1. Name and address of each person executing this instrument is required.
- 2. If desirable, add paragraph: The Mortgagor further agrees that the property subject to this lien without obtaining the written consent of the Mortgagee. Should Mortgagor violate this condition, the Mortgagee must be promptly notified and the Mortgagee may without notice declare the unpaid balance on the mortgage forthwith due and payable.
- 3. Name and business address of person who
- * Names of Witnesses, Notary Public, and the signature of such person. (to be written or stamped immediately beneath the signature of)

WITNESSETH that BERNITA ARMSTRONG, also known as BERNITA MOTLEY, and CURTIS L. MOTLEY, husband and wife, 217 West Porter Street, Albion, Michigan,

hereinafter referred to as the Mortgagor, hereby mortgages and warrants to THE CITY OF ALBION, MICHIGAN, a municipal corporation,

hereinafter referred to as Mortgagee, the following described lands and premises situated in the City of Albion County of Calhoun and State of Michigan, viz:

A parcel of land commencing on North line of Block 62 of the Original Plat of the Village, now City, of Albion, at a point 65 feet West of the Northwest corner of Lot 2, in said Block, South 62 feet, West to West line of Lot 1 in said Block, North on said West line of said Lot 1 to Northwest corner thereof, East on North line of said Block to the place of beginning.

This mortgage is secondary and subordinate to a first mortgage dated December 13, 1977, between Mortgagors herein and Homestead Savings & Loan Association, recorded in Liber 1136, pages 541-542.

Together with all tenements, hereditaments and appurtenances now or hereafter thereunto belonging, to secure the repayment of -----Seven Thousand Six Hundred Thirty-One and no/100 (\$7,631.00) ----- Dollars, with interest at zero (0%) per cent. per annum payable fifteen (15) years from the date hereof, or upon the death of mortgagor, whichever event may first occur. Notwithstanding anything contained herein, in the event mortgagor shall hereafter sell or assign her interest in and to the above described premises, or any part thereof, or rent the entire dwelling, at Mortgagee's option, the entire remaining balance shall be due and payable forthwith,

according to the terms of a promissory note of even date; And the Mortgagor further covenants: To make all payments promptly and if any payment remains unpaid for ten (10) days after due, all unpaid hereon shall at the option of the Mortgagee become forthwith due; That he will pay when due all taxes on the premises and keep all buildings on the premises adequately insured against loss or damage by fire and windstorm with usual loss payable to Mortgagee; That in case of default in paying taxes or insurance premiums, the Mortgagee may pay same and the sums so paid shall be added to the amount secured by this mortgage and shall be due forthwith; That in case default is made in any payment or covenant, the Mortgagee is authorized to sell the premises at public auction, pursuant to the statute in such case made and provided, and to make and deliver to the purchaser a good and sufficient deed, and out of the proceeds to retain all sums due hereon as well as the costs of such sale including the attorney fee provided by statute, rendering the surplus, if any, to the Mortgagor; That in case of foreclosure, the abstract shall belong to the Mortgagee; 2.

If more than one appears as Mortgagor or Mortgagee, or if either be of the feminine sex, or a corporation, the pronouns and relative words used herein shall be read as written in the plural, feminine or neuter respectively and all covenants shall bind and inure to the benefit of the heirs, personal representatives, assigns and successors of the respective parties;

In Witness Whereof the Mortgagor has hereunto set his hand and seal. Signed, Sealed and Delivered in the Presence of

John Mausert-Mooney * Bernita Armstrong Motley (L.S.)
* John Mausert-Mooney * Bernita Armstrong, aka Bernita Motley
Emily Munz * Curtis L. Motley (L.S.)

STATE OF MICHIGAN.) ss. On October 10 1983,
COUNTY OF CALHOUN) before me, a notary public
in and for said County, personally appeared Bernita Armstrong, aka Bernita Motley and Curtis L. Motley

to me known to be the same personS described in and who executed the within instrument, who acknowledged the same to be their free act and deed.
This Instrument prepared by: [Signature]

WITNESSETH that BERNITA ARMSTRONG, also known as BERNITA MOTLEY, and CURTIS L. MOTLEY, husband and wife, 217 West Porter Street, Albion, Michigan,

hereinafter referred to as the Mortgagor, hereby mortgages and warrants to THE CITY OF ALBION, MICHIGAN, a municipal corporation,

hereinafter referred to as Mortgagee, the following described lands and premises situated in the City of Albion County of Calhoun and State of Michigan, viz:

A parcel of land commencing on North line of Block 62 of the Original Plat of the Village, now City, of Albion, at a point 65 feet West of the Northwest corner of Lot 2, in said Block, South 62 feet, West to West line of Lot 1 in said Block, North on said West line of said Lot 1 to Northwest corner thereof, East on North line of said Block to the place of beginning.

This mortgage is secondary and subordinate to a first mortgage dated December 13, 1977, between Mortgagors herein and Homestead Savings & Loan Association, recorded in Liber 1136, pages 541-542.

Together with all tenements, hereditaments and appurtenances now or hereafter thereunto belonging, to secure the repayment of -----Seven Thousand Six Hundred Thirty-One and no/100 (\$7,631.00) ----- Dollars,

with interest at zero (0%) per cent. per annum payable fifteen (15) years from the date hereof, or upon the death of mortgagor, whichever event may first occur. Notwithstanding anything contained herein, in the event mortgagor shall hereafter sell or assign her interest in and to the above described premises, or any part thereof, or rent the entire dwelling, at Mortgagee's option, the entire remaining balance shall be due and payable forthwith,

according to the terms of a promissory note of even date; And the Mortgagor further covenants: To make all payments promptly and if any payment remains unpaid for ten (10) days after due, all unpaid hereon shall at the option of the Mortgagee become forthwith due; That he will pay when due all taxes on the premises and keep all buildings on the premises adequately insured against loss or damage by fire and windstorm with usual loss payable to Mortgagee; That in case of default in paying taxes or insurance premiums, the Mortgagee may pay same and the sums so paid shall be added to the amount secured by this mortgage and shall be due forthwith; That in case default is made in any payment or covenant, the Mortgagee is authorized to sell the premises at public auction, pursuant to the statute in such case made and provided, and to make and deliver to the purchaser a good and sufficient deed, and out of the proceeds to retain all sums due hereon as well as the costs of such sale including the attorney fee provided by statute, rendering the surplus, if any, to the Mortgagor; That in case of foreclosure, the abstract shall belong to the Mortgagee; 2.

If more than one appears as Mortgagor or Mortgagee, or if either be of the feminine sex, or a corporation, the pronouns and relative words used herein shall be read as written in the plural, feminine or neuter respectively and all covenants shall bind and inure to the benefit of the heirs, personal representatives, assigns and successors of the respective parties;

In Witness Whereof the Mortgagor has hereunto set his hand and seal. Signed, Sealed and Delivered in the Presence of

John Mausert-Mooney Bernita Armstrong Motley (L.S.)
* John Mausert-Mooney * Bernita Armstrong, aka Bernita Motley
Emily Munzo Curtis L. Motley (L.S.)
* Emily Munzo * Curtis L. Motley

STATE OF MICHIGAN,)
COUNTY OF CALHOUN) ss. On October 10 1983,
in and for said County, personally appeared Bernita Armstrong, aka Bernita Motley and Curtis L. Motley a notary public

to me known to be the same personS described in and who executed the within instrument, who acknowledged the same to be their free act and deed
This Instrument prepared by:



March 17, 2017

Ms. Sheryl L. Mitchell
City Manager
City of Albion
Albion, Michigan 49224

Dear Ms. Mitchell:

This letter is to offer an extension of the Assessment Services Agreement between the City of Marshall and the City of Albion. Pursuant to our existing Agreement that expires on 6/30/2017, Section 3 of the Agreement states that it may be extended or renewed upon mutual agreement of the parties.

The current Agreement also indicates that modifications in the amounts charged by Marshall for services shall be reviewed on at least an annual basis by the City Manager of Albion and the Finance Director of Marshall and changes agreed to in writing by them.

The FY2018 Proposed Assessing budget will be presented to the Marshall City Council on April 3, 2017 in an amount of \$159,439 (see attached). For FY2018, the Albion portion of the agreement is set at \$45,852.00 which is slightly more than the FY17 amount of \$45,650. This amount is 30% of the Assessing budget less \$2,000 (as calculated in the previous two contracts). The \$45,852 excludes any costs associated with the Albion Board of Review, any costs associated with appeals to the Michigan Tax Tribunal or State Tax Commission, and any legal expenses incurred by such appeals.

If you are in agreement with the amounts and items discussed in this Letter of Extension, please acknowledge your acceptance before May 1, 2017.

It has been a pleasure working with you and the City of Albion in this cooperative effort, and I hope we are able to continue these efforts into the future. Hopefully, we may also be able to expand our cooperation to other projects that might prove mutually beneficial.

323 W. Michigan Ave

Marshall, MI 49068

p 269.781.5183

f 269.781.3835

cityofmarshall.com

Ms. Sheryl L. Mitchell
June 2, 2016
Page 2

Sincerely,

Jon B. Bartlett
Finance Director

C: Tom Tarkiewicz, City Manager
Julie Cain-Derouin, Assessor

The Extension of the Assessing Services Contract between the City of Albion and the City of Marshall, with Modifications as Noted in this Letter of Extension and Attachment, is Hereby Acknowledged by:

_____ Sheryl L. Mitchell, City Manager City of Albion	_____ Date	_____ Jon B. Bartlett Finance Director City of Marshall	_____ Date
_____ Jill Domingo City Clerk City of Albion	_____ Date	_____ Trish Nelson City Clerk City of Marshall	_____ Date

Attachment (1) – Marshall City Assessing FY2018 Budget

Attachment (2) – Marshall City Assessing Allocation Spreadsheet

City of Marshall				
City of Albion				
City Assessor Function				
	Adopted	Adopted	Projected	
	Budget	Budget	Budget	
	FY2016	FY2017	FY2018	
Payroll & Fringes	\$ 138,275.00	\$ 135,329.00	\$ 138,002.00	
Overtime	\$ 1,283.00	\$ 500.00	\$ -	
Supplies & Services	\$ 5,825.00	\$ 1,750.00	\$ 2,379.00	
Contractual Services	\$ 7,500.00	\$ 7,500.00	\$ 6,120.00	
Travel	\$ 4,000.00	\$ 1,000.00	\$ 2,200.00	
Data Processing	\$ 5,135.00	\$ 5,200.00	\$ 6,111.00	
Training	\$ 2,500.00	\$ 3,500.00	\$ 1,790.00	
Communications	\$ -	\$ 1,000.00	\$ 975.00	
Motor Pool Rental	\$ -	\$ 3,000.00	\$ 1,500.00	
Workers' Comp.	\$ <u>367.00</u>	\$ <u>32.00</u>	\$ 362.00	
	\$ 164,885.00	\$ 158,811.00	\$ 159,439.00	
Marshall	70%	70%	70%	
Albion	30%	30%	30%	
	2016	2017	2018	
	12 months	12 months	12 months	
Albion	\$ 49,465.50	\$ 47,643.30	\$ 47,831.70	
Less	\$ <u>(2,000.00)</u>	\$ <u>(2,000.00)</u>	(2,000.00)	
Albion Final Annual **	\$ 47,465.50	\$ 45,643.30	\$ 45,831.70	
		\$ 45,650.00	45,852.00	Rounded for Contract
Marshall	\$ <u>117,419.50</u>	\$ <u>113,161.00</u>	<u>113,587.00</u>	
	\$ 164,885.00	\$ 158,811.00	\$ 159,439.00	
** Does not include Albion BOR Costs, Tax Tribunal or STC Legal Expenses incurred by the City of Albion				

INCLUDES FINAL INDIRECT COSTS

MBER	DESCRIPTION	FY17-18										FY18-19	FY19-20	FY20-21	FY21-22	FY22-23	ACTIVITY	2015-16	2016-17 ORIGINAL BUDGET	2016-17 PROJECTED BUDGET
09-702.00	Payroll	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000							81,363	95,000	90,000
09-703.00	Part-time Salaries																	2,685	5,300	0
09-704.00	Overtime Salaries	0.0000	0.0000	0.0000	0.0000	0.0000	0.0000	0.0000	0.0000	0.0000	0.0000							108	500	0
09-715.00	Social Security	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000							5,960	7,712	6,885
09-716.00	Hospitalization	1.0500	1.0800	1.0800	1.0800	1.0800	1.0800	1.0800	1.0800	1.0800	1.0800							31,180	24,286	30,880
09-717.00	Life Insurance	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000							281	296	155
09-718.00	Retirement	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000							13,924	8,035	9,000
09-720.00	Unemployment																			
09-721.00	Workers Compensation	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000							272	32	362
09-727.00	Office Supplies	1.0200	1.0200	1.0200	1.0200	1.0200	1.0200	1.0200	1.0200	1.0200	1.0200							1,483	750	1,450
09-740.00	Operating Supplies	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000							378	1,000	500
09-801.00	Professional Services																			
09-810.00	Dues & Memberships	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000							475	500	500
09-820.00	Contracted Services	1.0200	1.0200	1.0200	1.0200	1.0200	1.0200	1.0200	1.0200	1.0200	1.0200							5,365	7,500	6,000
09-850.00	Communications	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000							1,635	1,000	1,604
09-860.00	Transportation & Travel	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000							2,805	1,000	2,200
09-901.00	Advertising																	426		
09-941.00	Motor Pool Equip Rental	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000							325	3,000	1,500
09-941.01	Data Processing	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000							5,135	5,200	5,200
09-958.00	Education & Training	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000	1.0000							253	3,000	3,100
F REVENUES/APPROPRIATIONS - 209-City Assessor																		(154,053)	(164,111)	(159,336)



June 26, 2015

Ms. Sheryl L. Mitchell
City Manager
City of Albion
Albion, Michigan 49224

Sheryl
Dear Ms. Mitchell:

This letter is to establish an extension of the Assessment Services Agreement between the City of Marshall and the City of Albion. Pursuant to our existing Agreement that expires on 6/30/2015, the Agreement may be extended or renewed upon mutual agreement of the parties.

The current Agreement also indicates that modifications in the amounts charged by Marshall for services shall be reviewed on at least an annual basis by the City Manager of Albion and the Finance Director of Marshall and changes therein agreed to in writing by them.

The FY2016 Assessing budget was adopted by the Marshall City Council at its regular meeting on May 18, 2015, at \$164, 885. A copy of the FY2015 Assessing budget used to develop our original contract amount and the adopted FY2016 budget amount is attached. The plan is to go from a 9 month agreement to a 12 month agreement for FY2016, beginning 7/1/2015 and running through 6/30/2016. The annualized amount of the Albion portion of our current contract was \$47,536.17. For 9 months, we set the amount at \$36,000. For FY2016, the Albion portion of the Agreement is set at \$47,465.50. This amount is 30% of the City of Marshall Assessing budget. Less \$2,000.00, and excludes Board of Review, Tax Tribunal and Legal expenses that might be incurred by Albion. The amount for FY2016 constitutes virtually no change for the City of Albion from the FY2015 annualized amount.

In addition, as a result of our recent discussion, The City of Marshall is providing the Assessing staff with notepad computers to allow them to enhance their efficiency in the field. The Assessing staff has indicated that enhanced field work is necessary for both Albion and Marshall to successfully pass the accuracy rating section of the Audit of Minimum Assessing Requirements (AMARS) review that will likely occur in the next few years.

In addition to the enhanced computer access, Marshall will be providing citizens access to Assessing forms from our Finance receptionist area. I understand Albion is already doing this. In order to free up more of the Assessor's time for evaluation activity, we will also be directing all assessing calls to the Assessing Assistant.

323 W. Michigan Ave.

Marshall, MI 49068

p 269.781.5183

f 269.781.3835

cityofmarshall.com

Ms. Sheryl L. Mitchell
June 26, 2015
Page 2

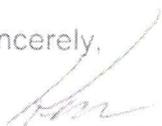
Additionally, Marshall is encouraging the Assessing office to utilize the services of interns to perform some of the more basic field functions that are part of the Assessor's field studies. It is my understanding that Albion may already have access not only to interns, but also Michigan Works individuals who might be able to provide similar assistance for the Assessing staff. I would encourage Albion to recommend the Assessing staff utilize these individuals for support of the Albion Assessing functions.

Finally, Marshall is considering the hiring of a part-time clerical support person to primarily handle phone calls, do basic filing and other routine tasks that would then free up the Assessing staff to focus on primary Assessing duties. I would encourage Albion to consider a similar approach to providing the Assessing staff with more time to focus on the primary Assessing role.

If you are in agreement with the amounts and items discussed in this Letter of Extension, please acknowledge your acceptance before June 30, 2015.

It has been a pleasure working with you and the City of Albion in this cooperative effort, and I hope we are able to continue into the future. Hopefully, we may also be able to expand our cooperation to other projects that might prove mutually beneficial.

Sincerely,


Kenneth R. Swisher
Finance Director

C: Tom Tarkiewicz, City Manager
Jon Bartlett, Treasurer
Julie Cain-Derouin, Assessor

The Extension of the Assessing Services Contract between the City of Albion and the City of Marshall, with Modifications as Noted in this Letter of Extension and Attachment, is Hereby Acknowledged by:

	6/26/15		6/26/15
Sheryl L. Mitchell,	Date	Ken Swisher	Date
City Manager		Finance Director	
City of Albion		City of Marshall	

Attachment 1			
City of Albion - City of Marshall			
City Assessing Allocation			
	Approved		Adopted
	Contract Amount		Budget
	FY2015 *		FY2016
Payroll & Fringes	\$ 139,103.91	\$	138,275.00
Overtime	\$ 1,000.00	\$	1,283.00
Supplies & Services	\$ 5,500.00	\$	5,825.00
Postage	\$ 4,000.00		
Contractual Services	\$ 4,000.00	\$	7,500.00
Travel	\$ 1,500.00	\$	4,000.00
Data Processing	\$ 2,000.00	\$	5,135.00
Training	\$ 1,200.00	\$	2,500.00
Workers' Comp.	\$ 150.00	\$	367.00
	\$ 158,453.91	\$	164,885.00
Marshall	70%		
Albion	30%		
Does not include BOR, Tax Tribunal or Legal Expenses			
	2015	2015	2016 **
	12 months	9 months *	12 months
Albion	\$ 47,536.17	\$ 36,000.00	\$ 47,465.50
Marshall	\$ 110,917.74	\$ 122,453.91	\$ 117,419.50
	\$ 158,453.91	\$ 158,453.91	\$ 164,885.00
** Reflects reduction of \$2,000 in cost spread to Albion			

ASSESSMENT SERVICES AGREEMENT

This Agreement is entered into pursuant to the Urban Cooperation Act (hereinafter "UCA"), MCL 124.501 et. Seq., this 1st day of OCTOBER, 2014, by and between the City of Albion, a Michigan municipal corporation, with offices at 112 Cass Street, Albion, Michigan 49224 (hereinafter "Albion") and the City of Marshall, a Michigan municipal corporation, with offices at 323 West Michigan Avenue, Marshall, Michigan 49068 (hereinafter "Marshall").

WHEREAS Albion and Marshall are public agencies as defined in the UCA;

WHEREAS Marshall and Albion wish to, pursuant to Section 4 of the UCA, share certain powers which each might exercise separately;

WHEREAS Marshall and Albion, as allowed by the UCA, wish to collaborate in the provision of assessing services thereby resulting in better delivery of services for a lower cost to the mutual benefit of both parties;

WHEREAS, Marshall, through its Assessing function within the Finance Department, can provide a Michigan Advanced Assessing Officer (hereinafter "MAAO") with appropriate expertise and experience in assessing to be the Assessor of Record for Albion and provide the assessment services as set forth herein; and

WHEREAS, Albion wishes to contract with Marshall for the assessment services as set forth herein;

NOW, THEREFORE, in consideration of the mutual promises contained in this Agreement, the parties hereby agree as follows:

1. Duties - Marshall.

The City of Marshall shall provide all necessary and/or required MAAO assessing services to Albion during the term of the Agreement, including the following:

- a. Maintain all current and future assessment records, including records of property splits, new construction, exempt properties, homestead exemptions, and all records required by applicable state statute and regulation.
- b. Review all parcels and determine the appropriate classification and conduct physical inspections when necessary to verify the accuracy of a property's classification.
- c. Review all parcels and associated records to determine the accuracy of data for calculation of value for the purpose of assessment and taxation.
- d. Conduct as required on an annual basis a personal property canvas and print, and send all personal property notices in accordance with state statute and applicable authority.
- e. Conduct re-inspections of twenty percent of each class of property each year as required by State Tax Commission 14 point AMARS review, and maintain for each property an appraised digital photo, sketch of the property, and assessment record card.

- f. Send assessment change notices annually as required by statute.
- g. Prepare Economic Condition Factors ("ECF") and land value grids in accordance with State Tax Commission guidelines each year.
- h. Meet with members of the City's Board of Review on or before the Tuesday following the first Monday in March, being the first meeting of the Board of Review, and at the organizational meeting of the Board, will turn the assessment roll over to the Board of Review, explain the changes in the roll from the prior year, and allow the Board of Review to review the assessment roll as needed.
- i. Attend the meeting of the Board of Review during the Board of Review's process of hearing appeals for property owners.
- j. Provide any and all services and perform all duties required of the City Assessor as provided in the Albion City Charter, Section 8.8.
- k. Dedicate on average one and one half (1.5) days per week to Albion assessing services.
- l. Maintain specific staff hours as established by mutual agreement between the Albion and Marshall.
- m. Conduct re-inspections and/or assessments of Albion properties as requested by the Albion City Attorney.
- n. Maintain a MAAO throughout the entire term of this contract.
- o. Assist Albion in other areas which require MAAO Certification.
- p. Assist Albion to ensure that Albion is in full compliance with all rules, regulations, and policies currently in place or if promulgated in the future by the Treasury Department and/or the State Tax Commission.
- q. Handle Tax Tribunal Small Claims matters (with assistance from the Albion City Attorney) and assist the City Attorney with Entire Tribunal matters.
- r. Provide such other coverage through Marshall personnel as may be necessary to carry out the duties set forth above, and to carry out such other duties as the parties may agree upon from time to time in writing.

2. Obligations of Albion.

The City of Albion agrees to provide the following for the use of Marshall in performing the duties set forth in paragraph 1:

- a. Twenty four (24) hour access to the Albion's assessment records.
- b. Access to such other records (maps, building permits, building plans, and other applicable documents) as may be necessary for Marshall from time to time to properly execute the duties of assessor.
- c. Such other documents and assistance as shall be necessary from time to time to perform the duties set forth in paragraph 1.
- d. Provide office space and full computer support while working on Albion files.

3. Term.

This agreement shall be effective for an initial term commencing on October 1, 2014, and shall remain in full force and effect until June 30, 2015. This agreement may be extended or renewed upon mutual agreement of the parties.

4. Payment For Services.

It is expressly understood and agreed that the compensation for the performance of the services set forth in paragraph 1 by Marshall for Albion shall be in an amount not to exceed Thirty Six Thousand Dollars (\$36,000), paid in monthly intervals, for the agreement period. Upon the presentation of a properly submitted invoice, payments will be made by Albion to Marshall within 30 days of the invoice receipt following the last day of each monthly term completed. In the event that the contract is terminated by Albion prior to the completion of any monthly term, Albion will pay Marshall the full monthly sum then due. Modification in the amounts charged by Marshall for services shall be reviewed on at least an annual basis by the City Manager of Albion and the Finance Director of Marshall and changes therein agreed to in writing by them.

5. Termination of Agreement.

If Marshall fails to fulfill in a timely and proper manner its obligation under this agreement, or shall violate any of the covenants, agreements and stipulations herein, Albion shall give Marshall written notice of such breach, and in the event that Marshall has not remedied such breach within thirty (30) days, Albion, within its sole discretion, shall have the right to terminate this Agreement. Such termination, in the event that the breach has not been remedied, shall take immediate effect upon the expiration of the thirty (30) day notice period.

Either party may terminate this Agreement at any time, with or without cause, if it is their decision that termination is in the party's best interests. The terminating party will provide no less than thirty (30) days written notice to the other party.

Payment will be made for all services provided under this agreement up to and including the effective date of the termination of services.

6. General Terms and Conditions.

6.1 This Agreement constitutes the complete expression of the agreement between Marshall and Albion on the subjects contained herein and there are no other oral or written agreements or understandings between the entities concerning these subjects. Any prior agreements or understandings on the matters addressed in this Agreement are hereby rescinded, revoked or terminated. Except as provided for in paragraph 5, this Agreement may be modified or amended only by subsequent written agreement approved by the City Councils of Marshall and Albion.

6.2 This Agreement shall be interpreted under the laws of the State of Michigan. If any portion is held to be illegal, invalid, or unenforceable, the remainder of the Agreement shall be deemed severable and shall remain in full force and effect.

6.3 Any notices pursuant to this Agreement shall be sent to the parties and shall be directed to the persons and addresses stated below:

City of Marshall
Finance Director
323 West Michigan Avenue
Marshall, MI 49068

City of Albion
City Manager
112 Cass Street
Albion, MI 49224

6.4 In providing services under this Agreement, the parties recognize Marshall personnel will, from time to time, be doing work for Albion. Marshall and Albion agree that the point of contact for all communication and direction regarding work to be performed by Marshall personnel under this Agreement shall be the City Manager of Albion. Marshall reserves the right to control and direct all of its employees, and the times when they may perform services under this Agreement.

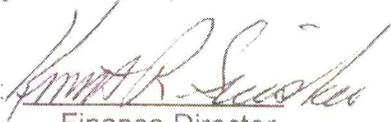
6.5 Marshall warrants and represents that its personnel who will perform the services under this Agreement are fully qualified and have all required licenses and/or certifications to perform the services described herein. Marshall further represents and agrees that its relationship to Albion and its performance under this contract is that of an independent contractor. It is clearly understood that each party shall act in its individual capacity and not as an agent, employee, partner, joint venture, or associate of the other. An employee or agent of Marshall shall not be deemed or construed to be the employee or agent of Albion for any purpose whatsoever. Marshall employee(s) providing services to Albion hereunder shall not be entitled to compensation in the form of salaries, or any type of fringe benefits by Albion. At all times, the personnel provided by Marshall will be covered by Marshall's workers' compensation coverage.

6.6 Marshall agrees, to the extent allowed by law, to indemnify Albion for any and all claims, actions, damages, liability, costs, and expenses, including attorney fees, incurred primarily as a result of the actions or inactions of Marshall's elected and appointed officials, employees, officers and agents. Albion agrees, to the extent allowed by law, to indemnify the Marshall for any and all claims, actions, damages, liability, costs, and expenses, including attorney fees, incurred primarily as a result of the actions or inactions of Albion's elected and appointed officials, employees, officers and agents.

6.7 Marshall and Albion herein agree that this agreement may not be modified except in writing, signed by both parties.

By the signatures executed below, the parties agree to the terms of this Agreement and the signatories represent that they have the authority to execute this Agreement on behalf of the party for which they have signed.

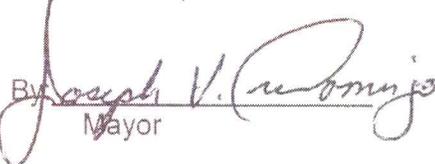
City of Marshall,

By: 
Finance Director

By: 
City Clerk

September 17, 2014

City of Albion,

By: 
Mayor

By: 
City Clerk

September 15, 2014

Inspection Card Detail

JOB ADDRESS: AUSTIN AVE, 608
MUNICIPALITY: ALBION CITY

ORDVIOLA PERMIT
PERMIT NO: 16-013060091
DATE ISSUED:
WORK CLASS: NEW
USE TYPE: SINGLE FAMILY HOME
TAX ID#: 135100172900
PHONE NUMBER: 5176295535

APPLICANT: CITY OF ALBION
OWNER: REYNOLDS, KATHY PRESPER

Insp Date:	11/ 3/2016	Time In:	Time Out:	Clerk: KM
Follow Up:				Requested By: gl
Inspector:	GL	Charge: n	Charge No: 1	
Inspection Type:	ORV			
Inspection Action:	INFO			
Remarks:	10-27-16 STILL WAITING ON BIRTHDATE FROM ATTY 11-3-16 CULLEN EMAILED AND ADVISED KATHY MOVED TO HAWAII AND HE DOES NOT HAVE DOB			

11-013060151 OV

GL 9/6/2011 ORDINA PEND RECEIVED FAX FROM JOHN TRACY 9/1/11

THIS IS WRITTEN CONFIRMATION THAT ON 8/26/11 I VERBALLY REQUESTED FOR YOU TO PERFORM A BUILDING SAFETY INSPECTION OF THE EXTERIOR OF THE PREMISES AND TO FOLLOW UP WITH A WRITTEN EVALUATION/ASSESSMENT OF THE STRUCTURE *****FROM WHAT COULD BE OBSERVED FROM THE PUBLIC RIGHT-OF-WAY.

NOTE: THIS EVALUATION/ASSESSMENT OF SAID ADDRESS IS FOR CITY USE ONLY AT THIS TIME.

PER IR:
ACTUAL INSPECTION 8/26/11
THIS IS A MIXED USE BUILDING COMMERCIAL & RESIDENTIAL
--EXTERIOR OF STRUCTURE IS IN POOR CONDITION
--ROOF NEEDS REPAIR
--BROKEN WINDOWS
--PAINT IS FLAKING OFF
--ROOF STRUCTURAL DAMAGE ON REAR OF STRUCTURE
--CONDITION OF INTERIOR UNKNOWN AT THIS TIME BUT DUE TO THE CONDITION OF EXTERIOR I WOULD EXPECT THE INTERIOR TO BE IN POOR CONDITION ALSO

COST OF RENOVATION WOULD MOST LIKELY EXCEED THE VALUE OF THE STRUCTURE
FILE ONLY
PICTURES IN FILE
CC: JOHN TRACY
BILLABLE

13-013060097 OV

DUE TO PAST OBSERVATION OF STRUCTURES IN DISREPAIR LOCATED IN THE 600 BLOCK OF AUSTIN AVE AND AT THE REQUEST OF THE CITY OF ALBION PLEASE PERFORM A BUILDING SAFETY INSPECTION AS SOON AS POSSIBLE OF THE PREMISES LISTED BELOW AND TO FOLLOW UP WITH ENFORCEMENT.

NOTE:

-- IF FOLLOW UP INSPECTIONS, BUILDING INSPECTION/PERMITS AND/OR TRADE INSPECTIONS/PERMITS ARE REQUIRED, THEY ARE TO OBTAINED AND PAID FOR THE BY PROPERTY OWNER.
-- REFUSE LOCAT4D ON EXTERIOR OF PREMISES AND/OR GRAFFITI ON STRUCTURES WILL BE CITED BY THE CITY
--NO CURRENT RECORDS OF CITY WARTER USE AT SAID ADDRESSES
--IT IS 'BELIEVED' SEMCO ENERGY RETIRED NATURAL GAS SERVICE TO THE MAJORITY OF THESE PREMISES SEVERAL YEARS AGO DUE TO NON USE OVER A TWO YEAR PERIOD OF TIME

8-8-14 INSPECTION NEVER COMPLETED - SEE NOTES UNDER 2014 O.V.

14-013060068 OV
GL 8/8/2014 ORDINA PEND

SEE NOTES FROM 8-6-14

PER IR:
EXTERIOR OF THE STRUCTURE IS IN EXTREME DISREPAIR
ROOF IS CAVING IN AND SHINGLES NEED TO BE REPLACED
BROKEN WINDOWS ON SITE
STAIRWAYS AND WALKWAYS ARE DANGEROUS
PAINT IS FLAKING OFF THE HOME
MY RECOMMENDATION IS THAT STRUCTURE BE DEMOLISHED
FILE ONLY FOR CITY USE-DO NOT SEND TO OWNER
CC: JOHN TRACY
BILLABLE
PICTURES ON FILE

GL 8/6/2014 ORDINA INFO

8/6/14 RECEIVED EMAIL FROM JOHN TRACY
I, John Tracy, Code Enforcement Officer for the City of Albion, request follow up Building Safety/PMC Inspections under the 2009 International Property Maintenance Code, of the following list of addresses. At this time follow up reports are for City of Albion use only.
- 608 Austin Avenue P.N.: 51-001-729-00
- 610 Austin Avenue P.N.: 51-010-501-03
- 612 Austin Avenue P.N.: 51-010-502-00
- 614 Austin Avenue P.N.: 51-010-503-00
- 618 Austin Avenue P.N.: 51-010-504-00
If you have any questions or need additional information, please do not hesitate to contact me.

NOTE FROM OFFICE: THERE IS ANOTHER ORV OUT THERE ON THIS PROPERTY FROM 2013 STILL ON SCHD STATUS KM

15-013060045 OV
GL 8/13/2015 ENFORC INFO

F/U TO FINAL NOTICE

7/14/15 RECEIVED CC ON EMAIL FROM J TRACY TO SHERYL MITCHELL. EMAIL STATES:
Sheryl,
On 07-14-15 at approx. 10:35 a.m., I was in contact by phone with Kathy Presper Reynolds who is the property owner of record of 608 Austin Avenue which is in extreme disrepair. Kathy said she plans on cooperating and having the structure demolished. I will be sending her applicable information a.s.a.p..... Lives in Hawaii.
John

8-13-15 GL SPOKE WITH JOHN TRACY. HE INFORMED ME HE HAS BEEN IN CONTACT WITH THE OWNER AND WILL KEEP ME POSTED.

GL 7/9/2015 ORDINA PEND

F/U TO INITIAL ORV NOTICE

PER IR:
VIOLATIONS STILL EXIST ON SITE
FINAL NOTICE
FAILURE TO CONTACT OUR OFFICE WILL RESULT IN FURTHER ACTION BY THE CITY
PLEASE CONTACT OUR OFFICE NO LATER THAN 7-21-2015
CC: JOHN TRACY
F/U 7-22-15
NOT BILLABLE

JOB ADDRESS: AUSTIN AVE, 608

PER IR:
EXTERIOR OF THE STRUCTURE IS IN EXTREME DISREPAIR
ROOF IS CAVING IN
WINDOWS ARE BROKEN
STRUCTURE IS A BLIGHT TO THE CITY AND IS DANGEROUS TO PUBLIC SAFETY
MY RECOMMENDATION IS THAT THE HOME SHOULD BE DEMOLISHED
PLEASE CONTACT OUR OFFICE NO LATER THAN 7/9/15
PICTURES ON FILE
CC: JOHN TRACY
BILLALBE
F/U 7/10/15

GL 6/23/2015 ORDINA INFO

6/23/15 RECEIVED EMAIL FROM JOHN TRACY
As per our phone conversation, I, John Tracy, Code Enforcement Officer for the City of Albion request building safety/pmc inspections under the 2009 international property maintenance code of the following addresses as soon as possible and to follow up with enforcement of the code as required.

NOTE: NEED YOUR RESULTS BEFORE YOU GO ON VACATION PER JOHN TRACY

16-013060091 OV

GL 11/3/2016 ORDINA INFO

10-27-16 STILL WAITING ON BIRTHDATE FROM ATTY
11-3-16 CULLEN EMAILED AND ADVISED KATHY MOVED TO HAWAII AND HE DOES NOT HAVE DOB

GL 9/27/2016 ORDINA PEND

SEE INFO

PER IR:
EXTERIOR OF THE STRUCUTRE IS IN EXTREME DISREPAIR
ROOF IS CAVING IN
WINDOWS ARE BROKEN
STRUCTURE IS A HAZARD TO PUBLIC SAFETY AND SHOULD B EDEMOLISHED
MULTIPLE NOTICES HAVE BEEN SENT WITH NO ACTION TAKEN
THIS MATTER IS BEING REFERRED TO THE CITY ATTORNEY FOR FURTHER ACTION
PICTURES ON FILE
CC: JOHN TRACY
CC: CITY ATTY
BILLABLE
F/U 30 DAYS

GL 9/27/2016 ORDINA INFO

9/27/16 RECEIVED EMAIL FROM J TRACY
Due to no contact from Kathy Presper Reynolds, property owner of 608 Austin Ave., who previously claimed she would be in Albion in July of 2016 to follow up on abatement of 608 Austin, I, John Tracy, Director of Planning, Building, Code Enforcement for the City of Albion, request Cornerstone Inspection Services to move forward with a follow up inspection of said address and contact City Attorney to move forward with legal action.
Property owner and mailing address of record:
Reynolds Kathy Presper
91-1490 Kaikohola St.
Ewa Beach, HI. 96706-6262
Respectfully
John Tracy

Jill Domingo

From: Sheryl Mitchell
Sent: Thursday, March 30, 2017 3:48 PM
To: Jill Domingo
Subject: Agenda - Austin Avenue #I

Jill – here is some, there will be more.

Sheryl L. Mitchell, DBA, MSA

Albion City Manager
112 West Cass Street
Albion, MI 49224

smitchell@cityofalbionmi.gov
517.629.7172 (office)
517.629.4168 (fax)

This message and all contents and attachments have been prepared on resources owned by the City of Albion, MI and may contain information that may be privileged, confidential, law enforcement sensitive, or otherwise subject to other disclosure limitations. Such information is loaned to you and should not be further disseminated without the permission of the City of Albion. If you are not the intended recipient, please be advised that any disclosure, copying, distribution, or use of the contents of this message is strictly prohibited. If you have received this e-mail in error, do not keep, use, disclose, or copy it; notify the sender immediately and delete it. Thank you for your cooperation.

From: John Tracy
Sent: Tuesday, March 28, 2017 4:43 PM
To: Sheryl Mitchell <smitchell@cityofalbionmi.gov>
Subject:

Planning, Building, Code Enforcement

Brief update:

- 608 Austin Avenue, Glenn Lindsey is working with Cullen on taking a difference approach to going through court for judgement to demolish structure.
- If approach to go through court with 608 Austin Avenue works out, will then look at using method with other structures on Austin Avenue.
- 610 Austin Avenue, property owner has been pursuing business use for said addresses, has been in contact with EDC and with my office several times, most recently Monday the 27th of March, 2017.
- Thirty three (33) addresses with current property maintenance (structural) violation's given notice.
- Thirty two (32) rubbish/refuse notices issued to date.
- As of March 23, 2017, the Planning, Building, Code Enforcement Department has sent ninety two (92) waste service change request to Granger Waste Service. Approx. another ten to twenty will be added by April 3, 2017.
- Twelve (12) abandoned vehicle complaints sent to A.D.P.S...

Notice of invitation for 2017 Grass & Brush Bid's published in the Recorder on March 23rd and published in Ad-visor/chronical on March 25th, bids required to be turned in by 10:00 local time on April 11th, 2017.

This brief report does not include zoning or building permits issued to date or work being performed in numerous directions by Planning, Building, Code Enforcement Department with commercial, retail, housing, downtown district, highway business district, college, EDC, Calhoun County Treasurer, Calhoun County Land Bank Authority, zoning re-write (Austin Ave., mixed use Between downtown and highway business district, etc.), comprehensive plan, RRC, GIS System, etc...

John

John Tracy
Director of Planning, Building, Code Enforcement
City of Albion
112 W. Cass Street
Albion, Michigan 49224
Office: 517-629-7189
Fax: 517-629-7454
jtracy@cityofalbionmi.gov

Jill Domingo

From: Sheryl Mitchell
Sent: Thursday, March 30, 2017 3:51 PM
To: Jill Domingo
Subject: More Austin Aven info

Jill for the agenda

Sheryl L. Mitchell, DBA, MSA
Albion City Manager
112 West Cass Street
Albion, MI 49224

smitchell@cityofalbionmi.gov
517.629.7172 (office)
517.629.4168 (fax)

This message and all contents and attachments have been prepared on resources owned by the City of Albion, MI and may contain information that may be privileged, confidential, law enforcement sensitive, or otherwise subject to other disclosure limitations. Such information is loaned to you and should not be further disseminated without the permission of the City of Albion. If you are not the intended recipient, please be advised that any disclosure, copying, distribution, or use of the contents of this message is strictly prohibited. If you have received this e-mail in error, do not keep, use, disclose, or copy it; notify the sender immediately and delete it. Thank you for your cooperation.

From: John Tracy
Sent: Friday, March 03, 2017 4:57 PM
To: Sheryl Mitchell <smitchell@cityofalbionmi.gov>
Subject:

Sheryl,

Brief update on several existing and potential commercial and mixed use areas.

Austin Avenue 600 Block:

- 608 Austin Avenue.
 - 2016 Structure is a hazard to public safety and should be demolish. Multiple notices have been sent with no action taken. Glenn Lindsey sent to attorney for further action.
 - 10-27-16 Still waiting on date of birth.
 - 11-03-16 Attorney advised property owner moved to Hawaii and He does not have date of birth.
(Unlike some of the other Counties, Calhoun County Courts require date of birth to proceed through system)
- 610 Austin Avenue.
 - Jan. 2017 property owner informed city owner has prospective commercial tenant.
 - City advised property owner to meet with EDC.
 - Informed by EDC property owner had met with EDC reference prospective commercial business, status unknown at this time.
- 612 Austin Avenue.

- 2016 Property owner informed city they were have use planned.
- Feb. 2017, no recent update as to if moving forward with plan or terminated.
- 618 Austin Avenue.
 - 2016 Multiple notice sent to owner with no action taken.
 - Notices sent back, property owner deceased.

February 23, 2017 met with Amy Deprez and Neely Kent, information-assessment based visit to several locations:

- Industrial park.
- 600 Block of Austin Ave.
- EDC property in 600 Block, public parking?
- M-1 Zoned property north side of Austin Ave.
- On site tour of former Harvard, Hays Albion site.
- American Colloid.
- McIntosh Park area.
- Area of Albion Housing and Lincolnshire Homes.
- Brief review of commercial and residential zoned area between Cooper St. and N. Eaton St...
- Phase 3 commercial property on Bemer St...
- Former Union Steel site located on Brownswood.
- Waste water plant location.
- Consumer Powers new high-voltage line location and substation location.
- 710 W. Cass St., former commercial site located between Harris Field to N. Albion St...
- 1000 W. Erie St., former nursing home.
- City property located on Keefer Dr...

John Tracy
 Director of Planning, Building, Code Enforcement
 City of Albion
 112 W. Cass Street
 Albion, Michigan 49224
 Office: 517-629-7189
 Fax: 517-629-7454
jtracy@cityofalbionmi.gov

Jill Domingo

From: Sheryl Mitchell
Sent: Thursday, March 30, 2017 3:55 PM
To: Jill Domingo
Subject: FW: Austin Ave/Harvard Property

Jill – more for the Austin Avenue / Harvard Site agenda item #1

Sheryl L. Mitchell, DBA, MSA

Albion City Manager
112 West Cass Street
Albion, MI 49224

smitchell@cityofalbionmi.gov
517.629.7172 (office)
517.629.4168 (fax)

This message and all contents and attachments have been prepared on resources owned by the City of Albion, MI and may contain information that may be privileged, confidential, law enforcement sensitive, or otherwise subject to other disclosure limitations. Such information is loaned to you and should not be further disseminated without the permission of the City of Albion. If you are not the intended recipient, please be advised that any disclosure, copying, distribution, or use of the contents of this message is strictly prohibited. If you have received this e-mail in error, do not keep, use, disclose, or copy it; notify the sender immediately and delete it. Thank you for your cooperation.

From: Amy Deprez [mailto:Adeprez@albionedc.org]
Sent: Tuesday, March 28, 2017 10:21 AM
To: Sheryl Mitchell <smitchell@cityofalbionmi.gov>
Subject: RE: Austin Ave/Harvard Property

In response to the Harvard site:

- The Harvard site is part of a joint application for Environmental Protection Agency (EPA) Brownfield Assessment grant funds. During the last several years this site has been included in multiple site searches for industrial operations, however the unknowns associated with this environmental conditions have been a road block and caused the companies to select other locations around Michigan. The assessment grant will allow Albion to evaluate the environmental conditions and prepare a more complete site selection package for a greater chance to market the property successfully.
- The Harvard site is listed and active on Zoom Prospector, which is the State of Michigan's online property database listing available buildings, land and redevelopment sites. By listing the site on Zoom Prospector, potential developers or companies can search by specific criteria and if the Harvard site is a match it will be included in the results. This allows for wider marketing of the site to potential end users. If the EPA grant is successful and we can conduct the environmental studies, this listing will be updated to include the findings.
- The AEDC has received multiple site searches in the last several months, however the Harvard site did not meet the criteria for any of the searches. The limiting factor has been environmental issues, as well as, the lack of an industrial building already in place.

Please let me now if you would like additional information.

From: Sheryl Mitchell [mailto:smitchell@cityofalbionmi.gov]
Sent: Monday, March 27, 2017 5:26 PM

Jill Domingo

From: Sheryl Mitchell
Sent: Thursday, March 30, 2017 3:56 PM
To: Jill Domingo
Subject: FW: 608 Austin Ave., Albion

And...MORE Austin Ave

Sheryl L. Mitchell, DBA, MSA
Albion City Manager
112 West Cass Street
Albion, MI 49224

smitchell@cityofalbionmi.gov
517.629.7172 (office)
517.629.4168 (fax)

This message and all contents and attachments have been prepared on resources owned by the City of Albion, MI and may contain information that may be privileged, confidential, law enforcement sensitive, or otherwise subject to other disclosure limitations. Such information is loaned to you and should not be further disseminated without the permission of the City of Albion. If you are not the intended recipient, please be advised that any disclosure, copying, distribution, or use of the contents of this message is strictly prohibited. If you have received this e-mail in error, do not keep, use, disclose, or copy it; notify the sender immediately and delete it. Thank you for your cooperation.

From: cullen@harknesslawpllc.com [mailto:cullen@harknesslawpllc.com]
Sent: Tuesday, March 28, 2017 8:46 PM
To: Athens MI <athensmi@safebuilt.com>
Cc: John Tracy <jtracy@cityofalbionmi.gov>; Sheryl Mitchell <smitchell@cityofalbionmi.gov>
Subject: RE: 608 Austin Ave., Albion

Also filed this one today

Cullen C. Harkness
Attorney at Law
The Harkness Law Firm, PLLC
4121 Okemos Rd., Suite 17
Okemos, MI 48864
(517) 381-2461

This message and all contents and attachments contain information that may be privileged, confidential, or otherwise protected from disclosure. If you are not the intended recipient, please be advised that any disclosure, copying, distribution, or use of the contents of this message is strictly prohibited. If you have received this electronic message in error, please notify us immediately at 517-381-2461 and destroy the original message and all copies. Thank you for your cooperation.

To: John Tracy; Amy Deprez
Subject: FW: Austin Ave/Harvard Property

John and Amy,

Council Member Maurice Barnes has requested updates on the matters below.

Would you be so kind as to provide any updates by Wednesday, so I can include them in the council agenda packet for next week.

Thanks for your assistance.

Sheryl L. Mitchell, DBA, MSA
Albion City Manager
112 West Cass Street
Albion, MI 49224

smitchell@cityofalbionmi.gov
517.629.7172 (office)
517.629.4168 (fax)

This message and all contents and attachments have been prepared on resources owned by the City of Albion, MI and may contain information that may be privileged, confidential, law enforcement sensitive, or otherwise subject to other disclosure limitations. Such information is loaned to you and should not be further disseminated without the permission of the City of Albion. If you are not the intended recipient, please be advised that any disclosure, copying, distribution, or use of the contents of this message is strictly prohibited. If you have received this e-mail in error, do not keep, use, disclose, or copy it; notify the sender immediately and delete it. Thank you for your cooperation.

From: Jill Domingo
Sent: Monday, March 27, 2017 5:01 PM
To: Sheryl Mitchell <smitchell@cityofalbionmi.gov>
Subject: Austin Ave/Harvard Property

I talked to Maurice and below is the information he is asking for.

- Steps taken to notify owners of abatement violations (Austin Avenue)
- Zoning updates for Austin Avenue
- Has the EDC made attempts to attract businesses to the former Albion Malleable/Harvard site

Thanks,

Jill A. Domingo, CMC
City Clerk
City of Albion

ExchangeDefender Message Security: [Check Authenticity](#)

On Tue, Mar 28, 2017 at 2:57 PM -0400, "Athens MI" <athensmi@safebuilt.com> wrote:

Good Afternoon,

Attached is the most recent inspection report for the above property and the printed history details.

If you need additional information or have any questions, please feel free to contact us.

Thank you and have a great week.

Kim Michael
Office Manager
SAFEbuilt, Inc.
107 S. Capital Ave PO Box 190
Athens, MI 49011
Phone 269-729-9244
Fax 269-729-9254
www.cornerstonemi.net



From: Glenn Lindsey
Sent: Tuesday, March 28, 2017 10:45 AM
To: Athens MI <athensmi@safebuilt.com>
Subject: FW: 608 Austin Ave., Albion

From: John Tracy [<mailto:jtracy@cityofalbionmi.gov>]
Sent: Tuesday, March 28, 2017 10:42 AM
To: Glenn Lindsey <glindsey@safebuilt.com>
Cc: Sheryl Mitchell <smitchell@cityofalbionmi.gov>
Subject: FW: 608 Austin Ave., Albion

Attention: Glenn Lindsey,

Would you please send most recent update and history on 608 Austin Ave.
to Cullen Harkness.

John

From: cullen@harknesslawpllc.com [<mailto:cullen@harknesslawpllc.com>]
Sent: Tuesday, March 28, 2017 10:35 AM
To: John Tracy <jtracy@cityofalbionmi.gov>
Cc: Sheryl Mitchell <smitchell@cityofalbionmi.gov>; Glenn Lindsey <glindsey@safebuilt.com>
Subject: RE: 608 Austin Ave., Albion

Can you send me what notices etc we have on this one for condemnation or otherwise? Thanks.

Sincerely,

Cullen C. Harkness
Attorney at Law
The Harkness Law Firm, PLLC
4121 Okemos Rd., Suite 17
Okemos, MI 48864
(517) 381-2461

----- Original Message -----

Subject: 608 Austin Ave., Albion
From: John Tracy <jtracy@cityofalbionmi.gov>
Date: Tue, March 28, 2017 10:33 am
To: "City Attorney (cullen@harknesslawpllc.com)"
<cullen@harknesslawpllc.com>
Cc: Sheryl Mitchell <smitchell@cityofalbionmi.gov>, Glenn Lindsey
<glindsey@safebuilt.com>

Cullen,

Reference: 608 Austin Avenue, Kathy Presper Reynolds, we were unable to obtain a date of birth for Glenn Lindsey to issue a citation to go to court for the hazardous structure in a state of collapsing. Last I knew Kathy Presper Reynolds is living in Hawaii (believe in military).

I noticed your email reply to SAFEbuilt reference 702 N. Albion St., a hazardous structure with a section of wall collapsing, that you are sending a nuisance lawsuit to the court, could this be effectively done also with 608 Austin Ave.?

Subject Property: 608 Austin Avenue, Albion
Owner and mailing address of record:
Reynolds, Kathy Presper
91-1490 Kaikohola St.
Ewa Beach, HI. 96706-6261

John

John Tracy
Director of Planning, Building, Code Enforcement
City of Albion
112 W. Cass Street
Albion, Michigan 49224
Office: 517-629-7189
Fax: 517-629-7454

Jill Domingo

From: Sheryl Mitchell
Sent: Thursday, March 30, 2017 4:26 PM
To: Jill Domingo
Subject: FW: 1521 N. Eaton St. and 1508 N. Eaton St.

Jill—for the Agenda Item J – Burger King and Ponderosa

Sheryl L. Mitchell, DBA, MSA

Albion City Manager
112 West Cass Street
Albion, MI 49224

smitchell@cityofalbionmi.gov
517.629.7172 (office)
517.629.4168 (fax)

This message and all contents and attachments have been prepared on resources owned by the City of Albion, MI and may contain information that may be privileged, confidential, law enforcement sensitive, or otherwise subject to other disclosure limitations. Such information is loaned to you and should not be further disseminated without the permission of the City of Albion. If you are not the intended recipient, please be advised that any disclosure, copying, distribution, or use of the contents of this message is strictly prohibited. If you have received this e-mail in error, do not keep, use, disclose, or copy it; notify the sender immediately and delete it. Thank you for your cooperation.

From: John Tracy
Sent: Thursday, March 30, 2017 4:24 PM
To: Sheryl Mitchell <smitchell@cityofalbionmi.gov>
Subject: 1521 N. Eaton St. and 1508 N. Eaton St.

Sheryl,

Reference:

- 1521 N. Eaton Street (formerly known as Ponderosa). Previously received information from John Denton of CLK Properties that the last offer on said address had falling through. At the time of my last conversation with Mr. Denton, Mr. Denton said he was going to have Mr. Knight, owner of CLK Properties sign a contract with demolition contractor and that my office should receive confirmation within two weeks of signing, confirmation being contact by Mr. Denton and / or application from contractor for demolition permit. This time has passed without any contact back from Mr. Denton or from a contractor. I tried reaching Mr. Denton last week several times and left messages for Mr. Denton to return my calls.

Since I have not had any confirmation from Mr. Denton or a contractor, I have requested Glenn Lindsey to proceed with requesting City Attorney to proceed with obtaining a court order to demolish structure at 1521 N. Eaton Street.

- 1508 N. Eaton Street (formerly known as Burger King). Property owner had previously been cited for sign and structure in disrepair. Property owner complained he was being picked on since the signage at 1521 N. Eaton Street was allowed when it previously had an order to be taken down (Welcome to Albion / Cooper Tire Sign).

At this time since we are moving forward with 1521 N. Eaton Street seeking court order for demolition of the structure, I have requested Glenn Lindsey to proceed with City Attorney in obtaining court order for abatement of 1508 N. Eaton Street.

There is the question as to where the existing Welcome to Albion / Cooper Tire signage will end up.

John Tracy
Director of Planning, Building, Code Enforcement
City of Albion
112 W. Cass Street
Albion, Michigan 49224
Office: 517-629-7189
Fax: 517-629-7454
jtracy@cityofalbionmi.gov

CITY OF ALBION
Business Location Application
Application for Mechanical Amusement Devices

CITY OF ALBION
 DATE: 03/29/2017 05:34 AM
 RPT: MECHANICAL AMUSEMENT DEVICE
 RES: 45285930
 AMOUNT: \$175.00

Business Name:	CASCARELLIS OF ALBION
Business Address:	116 S SUPERIOR ST
Telephone:	517-629-3675
Owner Name or Company Representative:	J/M CASCARELLI
Name of Your Mechanical Amusement Device Supplier:	PIONEER Vending -
Address:	3726 Hesson Av. CINCINNATI, OH 45211
Telephone:	1-800 676 7654

MECHANICAL AMUSEMENT DEVICES

NUMBER OF DEVICES

Video Game: _____
 Pool Table: _____
 Pinball: _____
 Mechanical Crane: _____
 Other (Explain): _____

TOTAL # OF DEVICES:

2

MECHANICAL AMUSEMENT DEVICES:	1 st Device	\$ 75.00/year
	2-4 Devices	100.00/year
	5-9 Devices	250.00/year
	10 or more	500.00/year

MUSICAL DEVICE

MUSICAL DEVICES

ANNUAL FEE

Juke Box _____ \$75/Device/Year

APPLICATION FEE:	Mechanical Amusement Device(s)	\$ 100
	Juke Box(s)	75
TOTAL DUE:		\$ 175

AFTER ALL REQUIREMENTS OF THE CITY ARE MET, I REQUEST THE APPLICATION BE SUBMITTED TO THE ALBION CITY COUNCIL FOR THEIR CONSIDERATION.

Applicant's Signature: James M Casarelli Date: 3-8-17

Please remit necessary completed application with signature and fee to: City Clerk's Office, 112 W. Cass Street, Albion, MI 49224. **Make checks payable to: City of Albion**

City of Albion Use Only

DATE PAID: 3-29-17 CLERK'S SIGNATURE: Jill Domingo
 DATE APPROVED BY CITY COUNCIL: _____
 LICENSE YEAR: April 1, 2017 to March 31, 2018

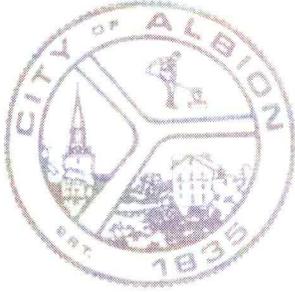
**INFORMATION
ONLY**

CURRENT JOB OPENING

City of Albion
W-3 Maintenance Man – Street Dept.

Full-time position in Street Division. \$15.56 to \$16.27 per hour plus benefits. Previous experience in concrete construction is preferred. DUTIES: Performs street construction, repair and maintenance. Plows snow, installs and maintains traffic control devices, cuts grass and foliage within right-of-ways and performs other duties as assigned. MUST be able to lift 90 lbs., work outdoors and follow written and verbal instructions. MUST possess CDL license with Air Brake endorsement. Position subject to residency within 20 miles of the City of Albion. MUST have high school diploma or equivalent. Deadline for application is Monday, April 10, 2017 at 5:00 p.m. Letters of interest should be submitted to: HR Coordinator, City of Albion, 112 W. Cass Street, Albion, MI 49224. EOE.

Posted: March 29, 2017



City of Albion

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

March 29, 2017

Erin McDonough, Chairperson
Michigan Natural Resources Trust Fund Board
Michigan Department of Natural Resources
PO Box 30425
Lansing, MI 48909-7925

Dear Ms. McDonough:

The City of Albion is pleased to support Calhoun County's Acquisition Grant Application to the Michigan Natural Resources Trust Fund. The subject property desired for acquisition that is located entirely in Albion Township, shares its northern boundary with the City of Albion. The project and its proximity to the existing Albion River Trail network makes this an ideal and most logical location for the placement of a trailhead, which will provide access and connectivity to the North Country National Scenic Trail, the Iron Belle Trail, and the Calhoun County Trail.

The development of the trailhead will immensely support recreational opportunities and serve as a key catalyst for tourism and economic development efforts aligned with the trail expansion. In addition, the proximity to the Albion College Nancy G Held Equestrian Facility, located just east of the subject property, supports the proposed future development of much desired equestrian trails.

We are most fortunate to have tremendous partners in this effort. This project is a great example of collaboration between Calhoun County, Albion Township, Albion College, and the City of Albion. The development of our Albion River Trail is identified as a priority in both the City of Albion's Recreation Master Plan and Comprehensive Plan. This unique opportunity and collaborative partnership will provide substantial exposure to the trails, the abundant natural resources and public spaces.

As City Manager for the City of Albion, I strongly support your positive consideration for funding the Acquisition Grant Application submitted by Calhoun County to the Michigan Natural Resources Trust Fund.

Sincerely,

Sheryl L. Mitchell
City Manager
City of Albion