



CITY OF ALBION DOWNTOWN DEVELOPMENT AUTHORITY

REGULAR MEETING

WEDNESDAY, MARCH 8, 2017

MAYOR'S OFFICE

7:30 A.M.

MIKE TYMKEW-CHAIRPERSON

AGENDA

- I. Call To Order (Reminder: turn off cell phones)
- II. Roll Call of the DDA
- III. Approval of Prior Meeting Minutes
 - February 8, 2017 Regular Meeting
- IV. Correspondence
- V. Order of Business
 - A. Update on Books and More-Jim & Staci Stuart
 - B. Ismon House Update
 - C. Signage for Downtown Construction
 - D. Miscellaneous Items
 - E. Excuse Absent Board Members
- VI. Citizen Comments (Persons addressing the DDA shall limit their comments to no more than 5 minutes. Proper decorum is required.)
- VII. Adjournment

City Of Albion
 Albion Downtown Development Authority
 Regular Meeting Minutes – February 8, 2017

I. CALL TO ORDER

Chairperson Mike Tymkew called the meeting to order at 7:30 a.m.

II. ROLL CALL

X	Scott Brown	X	Linda LaNoue
	Garrett Brown	X	Don Masternak
X	Joe Domingo	X	Mike Tymkew
X	Alfredia Dysart-Drake	X	Nidia Wolf
X	Scott Evans	X	Jennifer Yawson
X	Marcola Lawler		

Administration: Sheryl L. Mitchell, City Manager and Jill Domingo, City Clerk.

III. Approval of Prior Meeting Minutes

A. January 11, 2017 Regular Meeting Minutes

Board Member Brown asked to make the following correction to the January 11, 2017 minutes: Mayor Garrett Brown was present via phone at 7:50 a.m.

Board Member Masternak was present at the January 11, 2017 meeting and asked to have his name added to the roll call.

Motion by S Brown, supported by Yawson to approve prior regular meeting minutes with the above corrections.

(MOTION carried, voice vote)

IV. Correspondence – City Manager introduced the new appointments and reappointments to the DDA Board-Marcola Lawler-reappointment; Don Masternak, reappointment; Joe Domingo, new appointment and Linda LaNoue, new appointment.

V. Order of Business

A. Update on Ismon House 2nd Floor Renovation-Shirley Zeller

Shirley Zeller updated the DDA Board on the Ismon House with the following:

- The third floor of the Ismon House has been extremely successful with rentals being booked 2-3 times per week.
- The Ismon House Board has an RFP for bids with a due date of February 28, 2017 for reconstruction of the 2nd floor of The Ismon House.

- The renovation of the 2nd floor will include a one bedroom apartment. The Board is currently working with Albion College for a college student to live in the one bedroom apartment free of charge to in turn act as a caretaker to show the property and take care of rentals.
- The Ismon House Board sent out the RFP to get an estimate of the cost of the renovation and how much money will need to be raised. This will not be as big of a project as the third floor renovation and a rough cost estimate would be \$100,000-\$125,000.
- The second floor which can hold up to 50 people can be used for meetings and small receptions.
- The Ismon House Board has requested to be added to the March meeting agenda for the DDA for approval of the second floor renovation project.

Comments were received from Board Members Tymkew, Domingo and S Brown.

B. M-99/Superior Street Reconstruction Presentation, Brandan Maurer, MDOT

Brandan Maurer updated the DDA Board on the M-99/Superior St. Project as follows:

- Reconstruction of M-99
 - ❖ Replacement of the subbase
 - ❖ Replacement of the concrete base
 - ❖ Replacement of the bricks
 - ❖ Replacement of the curb & gutter
- Utility Work
 - ❖ Replacement of the storm sewer
 - ❖ Replacement of the water main
- Safety Upgrades
 - ❖ Upgrade to the Superior St/Michigan Ave traffic signal
 - ❖ 4 to 3 lane conversion
 - ❖ Pedestrian bump outs
- Construction Schedule:
 - Notifications**
 - ❖ Weekly e-mails shall be sent containing the latest construction information
 - ❖ Biweekly on-site public open houses to be held to discuss construction activities
 - Stage 1**
 - ❖ May 2017 to September 2017
 - ❖ Open to traffic prior to the Festival of the Forks
 - ❖ M-99 (Superior St) traffic detoured
 - Stage 2**
 - ❖ June 2017 to November 2017
 - ❖ M-99 (N Superior St) traffic detoured
 - ❖ I-94BL (E Michigan Ave) traffic detoured
 - ❖ 1-94 BL (E Michigan Ave), Cass St & Erie St. to remain open as long as possible
 - Detour Areas:**
 - ❖ M-99 (S Superior St)
 - ❖ 1-94BL (E Michigan Ave)

Why must traffic be detoured?

- ❖ The bricks must be locked in place between two concrete headers so they do not shift before the road can be opened to traffic.
- ❖ The concrete headers are located at the beginning and end of the project, at each side street, at the railroad tracks and at the bridge

What is a 4 to 3 lane conversion?

- ❖ NB/SB Lane
- ❖ Center Left-Turn Lane
- ❖ Shoulder (available for bike use)
- ❖ Parking

What are the benefits of a 4 to 3 lane conversion?

- ❖ Reduces rear end crashes
- ❖ Outside lane traffic hidden by inside lane vehicle
- ❖ Lateral offset from parked vehicles to travel lane
- ❖ 19-47% overall crash reduction

What are the benefits of pedestrian bump outs?

- ❖ Shorter pedestrian crossing length
- ❖ Increased pedestrian visibility at intersections through improved sight lines
- ❖ Reduction in illegally parked vehicles at intersections
- ❖ Increased pedestrian waiting space
- ❖ Traffic “calming”

Questions/Comments from the DDA Board were as follows:

- **What type of brick will be used?** *The brick must match the historic nature of the current brick.*
- **What will happen to the old bricks?** *Brandon was unsure at this point what will be done but he can check and get an answer back to the Board.*
- **Will snow still be able to be piled in the center lane?** *Yes, you will just lose use of the center turn lane.*
- **Is auditory available on the downtown signals?** *That can be looked into but there are several factors that should be considered- 1]. Auditory equipment runs 24/7 2]. Would need to have additional signal funding as you would need significant upgrades. 3]. Auditory can be disturbing to residents/businesses in the area.*
- **What types of signs will MDOT provide for the construction process?** *MDOT will provide all business are open and all detour signs. They must be careful not to create sign pollution. They cannot do signs for actual businesses. They will look into signs that designate public parking as MDOT does have standard signs available and it is something that can be added into the contract. They would like a map of the downtown public parking.*
- **What about foot traffic?** *You will be able to walk from one side of the street to the other to all businesses and will be open at all times and must be ADA compliant. Ramps will also be provided.*
- **Will the curb height change?** *No, it is difficult to change curb height due to drainage points.*
- **Is the bump-out in front of the Bohm necessary?** *Yes although parking is available on either side of the bump outs.*

- **Who will receive email notifications pertaining to the project?** *The City and a list of residents who are interested. You may give your email to Brandon to be added to the list.*
- **Would someone from the contractor's team be able to come to the April 12th DDA meeting for an update before the construction begins?** *Brandon will set this up with the contractor.*
- **What type of work will be done in April?** *The preliminary work will be done such as temporary signs, signal upgrades and wires.*
- *A bi-weekly open house will also be held with staff from the construction company so residents may come in and share positives and concerns. The location for these meetings has not yet been determined.*

Comments were received from Board Members Tymkew, S. Brown, LaNoue, Yawson, Domingo and Wolf, City Manager Mitchell and Staci Stuart.

C. Signage for Downtown Construction

The DDA Board would like to see the following for the downtown construction signage:

- Large signs stating all businesses are open.
- Signs to indicate where public parking is
- Will work with MDOT to share signs
- The sidewalks will be open for this construction so not as many signs will be necessary as the last time it was done. The public will be able to access businesses from the front entrance through much of the construction.
- Discussion of whether or not addresses should be placed on the rear of the buildings. Due to access to the front entrance of the building, the Board did not feel it necessary to put addresses on the rear of the buildings. Board Member Evans asked if the addresses that were already there from the previous construction could be removed.

City Manager Mitchell asked for direction from the DDA Board for signage.

The Board consensus was to work with the signs MDOT would provide and to create a flyer instead of signs.

Board Member Yawson asked about the removal of signals on Clark St. and Michigan Avenue and Eaton and Watson streets.

Brandon Maurer, MDOT stated signals at both locations will be removed and the Clark St and Michigan Avenue intersection will be a four way stop. Eaton Street will be straight through with a stop sign on Watson Street.

Comments were received from Board Members Tymkew, Lawler, Evans, LaNoue, Dysart-Drake, Domingo, Yawson and Wolf; City Manager Mitchell; Jim and Staci Stuart.

D. Miscellaneous Items

Board Member Wolf stated the Car Show will be held on Thursday, June 29th, 2017. She inquired as to whether the DDA would incur a \$200.00 fee for trash pickup in accordance with the new single hauler contract.

City Manager Mitchell stated this fee has never been passed on before and didn't foresee it being passed on to the DDA for the car show.

E. Excuse Absent Board Members

Motion by S Brown, supported by Yawson to excuse Board Member Brown.

(MOTION carried, voice vote)

VI. Citizens Comments (Persons addressing the DDA shall limit their comments to no more than 5 minutes. Proper decorum is required.)

Staci Stuart, Owner Books & More asked if any type of painting/marketing will be done to the back parking lot behind City Hall and Books and More.

City Manager Mitchell stated the City is looking into having the parking lot marked.

Board Member Dysart-Drake stated the MML training was very good and they had a great turn out.

Board Member Yawson asked if the Albion Downtown Hotel and the Albion Malleable Brewery were still on schedule.

City Manager Mitchell stated that both the above businesses were on schedule. The Albion Downtown Hotel is hoping to open in early 2018 while Albion Malleable Brewery is hoping to open in the fall. They are currently awaiting state approval. The Peabody Project located at 400 S. Superior Street is moving forward and will be applying for MEDC grant in the next six weeks. The Paint Spot has been sold and the new owners currently have a new and used furniture store in Marshall.

The next DDA meeting will be held Wednesday, March 8th, 2017. Jim & Staci Stuart have asked to have an update on Books and More added to the agenda.

VII. ADJOURNMENT

Motion by Yawson, supported by Evans to adjourn the meeting of the DDA.

(MOTION CARRIED, voice vote).

Meeting adjourned the meeting at 8:30 a.m.

Recorded by Jill Domingo



JOIN US AT THE ISMON HOUSE FOR
ACCESSORY TRADE AND SPRING LUNCH
SATURDAY, APRIL 8, 2017 – 2:00 P.M. TO 4:00P.M.

ACCESSORY TRADE MEANS IF YOU BRING 10 ITEMS (SCARVES, JEWELRY, PURSES, ETC)
YOU WILL TRADE WITH SOMEONE AND HAVE 10 NEW ITEMS
JUST IN TIME FOR EASTER AND SPRING.

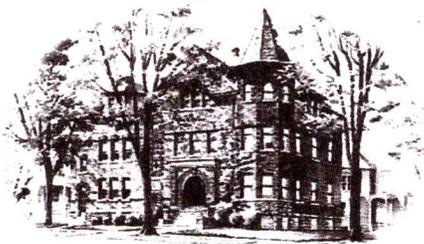
SPRING LUNCH MEANS JUST THAT – TEA AND CRUMPETS – SERVED BY SPECIAL “MEN”
IN THE COMMUNITY

LOOKS LIKE A FUN AFTERNOON FOR ALL AND A NEW LOOK WITH NEW ACCESSORIES.

PRICE - \$25/PER PERSON

RSVP TO seztowne@gmail.com OR 517-945-6911 BY APRIL 1





**BOARD MEETING
FRIENDS OF THE MARY SHELDON ISMON HOUSE
WEDNESDAY, MARCH 1, 2017
AT THE ISMON HOUSE**

MARY SHELDON ISMON HOUSE

Albion's Community Gathering Place

300 S. Clinton Street

P.O. Box 186

Albion, Michigan

Reservations: 517-629-8211

Call to Order

Approval of agenda

Secretary's Report

- Minutes of Meeting – November 11, 2016

Treasurer's Report

Rental Update - Marjorie and Harley Ulbrich

Report of Property Committee – Bill Zeller

Unfinished Business

- Follow-up on annual appeal and newsletter-sz/ck
- Paint for 1st floor
- Sound panels for 3rd floor

New Business

- 2nd floor bid reviews
- Event on April 8
- Maggie LeNoue proposal
- Rates (?) for board for 3rd floor

Other Business

Next meeting date – TBD

Adjourn

The Friends of the Ismon House

300 S. Clinton Street

P.O. Box 186

Albion, Michigan 49224

Board of Directors

Shirley Zeller, *President*

Carol Gnich, *Vice-President*

Gwen Tabb, *Secretary*

Harry Wilson, *Treasurer*

Cheryl Krause

Marcola Lawler

Scott Marvin

Don Masternak

Sheryl Mitchell

Jeannette Smiley

Harley Ulbrich

Marjorie Ulbrich

Ken Wheat

William Zeller

Friends of Ismon House
Minutes
November 2,, 2016

CALL TO ORDER: Shirley Zeller called the meeting to order at 5:35 p.m.
Present were Shirley Zeller, Bill Zeller, Gwen Tabb, Bill Zeller, Cheryl Krause, Carol Gnich, Marcola Lawler, Don Masternak, Jeanette Smiley, Scott Marvin, Marjorie Ulbrich, Ken Wheat, Harley Ulbrich, Sheryl Mitchell
Absent: Bill Warren
Guest Harry Wilson

SECRETARY'S REPORT: Minutes were presented from the September 13, 2016 meeting. Secretary's report will be placed on file.

TREASURERS REPORT: Ending balance \$7, 322.97. State grant coming soon. Treasurers report will be placed on file.

RENTAL UPDATE: September receipts \$1,888, October \$875, and 16 rentals for November AND they all have paid! Several people have commented on the noise level and asked for buffers to be placed on the 3rd floor.

PROPERTY COMMITTEE: The committee met and took a tour of the building. They determined there were improvements that needed to be made and things that needed to be fixed.

IMPROVEMENTS

- coat hanger 3rd floor
- clock placed on every floor
- greenery from Paint Spot in basement

- chair and table storage, carts remodeled to store chairs

FIXED

Winterize west side of building
Cut overhanging trees
ABLE induced motor and winterized the furnace
Sprinkler system, fixed connections, covers on the electrical boxes
Gas range may need a new ignitor, someone coming to assist
Elevator inspector came, working to eliminate prob. Will continue to look. Elevator control room is adequate, oil is not too hot. Should not keep room door open. Cold weather elevator doesn't stick

- 1st floor storage proposed for chairs with

counter and outlets

UNFINISHED BUSINESS: 2 carts were purchased for \$98 each. There's a refrigerator upstairs now too. State grant here soon.

Draft of Annual Letter in our packet, please review and email any changes to Shirley. Stuffing party to come.

NEW BUSINESS: Bill Warren has resigned from the Board and as Treasurer due to poor health. Harry Wilson gave a brief bio of himself and was introduced to the Board. He has agreed to join the Board and serve as our Treasurer.

Margie moved that Harry be added as a Board member and Treasurer.

Cheryl Second

Approved

1st floor storage room bid received for \$1,499, Bill can do it for \$100.

Carol moved Bill build storage room according to specifications given to the Board.

Second Gwen

Approved

STATS: Round tables 39, White chairs 301, Building Occupancy 334, Purple chairs 33, 8 ft tables 14, 6 ft tables 13, old chairs 65 (soft bottom) We have 1 chair extra!!

We received a quote from David for \$888 to do needed work on the west side of the building.

Harley moved we accept the bid and have the work completed.

Second Don

Approved

Paint Spot went out of business, Shirley purchased semi-gloss paint for \$202 for the main floor. It's the same color we have now.

Occupancy Loads differ from what we've been advertising, we'll change it.

Apartment on 2nd floor, insurance company states renter would have to carry rental insurance and liability insurance. We'll proceed with bids on the 2nd floor. Sheryl suggested we advise DDA of our intent. Next DDA meeting Dec. 10.

Shirley and Bill will host a Holiday party for the Board in early December.

ADJOURNMENT 7:04

Sweetwater®

Music Instruments & Pro Audio

5501 US HWY 30 W
Fort Wayne, IN 46818
(800) 222-4700
Sweetwater.com

Quote Number 3927939
Quote Date 12/01/16
Delivery Method FedEx Ground (Business)
Customer Number 101110

Quote To: James Shellberg
Sonic Landscapes LLC
237 N Jackson St
Jackson, MI 49201-1203

Ship to: James Shellberg
Sonic Landscapes LLC
237 N Jackson St
Jackson, MI 49201-1203

Qty.	Item	Description	Retail Price	Your Price	Total
24	SPC40217	Primacoustic z840-1205-08 Nimbus Cloud **Special Order**	\$150.00	\$139.99	\$3,359.76
1	London16Bg	Primacoustic London 16 Room Kit, Beige	\$1,550.00	\$1,499.99	\$1,499.99
1	SPC136511	Primacoustic 3" Broadband 24x48x3 Beveled **Special Order**	\$529.99	\$529.99	\$529.99

A Note from Our President:

Hi, I'm Chuck Surack, owner of Sweetwater.

I want to take the time to personally thank you for your business with Sweetwater. I am so grateful for every customer, and I encourage you to continue to pursue your love of music.

I want you to know that your satisfaction is our first priority. If you have any questions or concerns, please do not hesitate to contact us. 24-hour support is available at Sweetwater.com/sweetcare, or contact our SweetCare Center by phone at (800) 222-4700 (available Mon-Fri 9AM-6PM, Sat 10AM-4PM). Of course, you can call your Sales Engineer anytime. If you need to get in touch with me directly, my email is chuck_surack@sweetwater.com.



Your Sales Engineer Is Jeffrey Green:

jeffrey_green@sweetwater.com
(260) 432-8176 x1272
(800) 222-4700 x1272

Sweetwater's Return Guidelines:

It's our goal to earn your trust and create a relationship with you for the long term by standing behind what we sell. We promise to deal with you fairly and reasonably; we hope you will be fair and reasonable with us as well. So, if for some reason you are not satisfied with your purchase, we will gladly accept your timely return of eligible items.

To make a return, simply contact your Sales Engineer to start the process.

For additional information on returns, please visit Sweetwater.com/help.

Subtotal:	\$5,389.74
Shipping & Handling:	\$278.65
Tax:	\$0.00
Total:	\$5,668.39



Shirley Zeller <seztowne@gmail.com>

Sound panels

6 messages

Ken Wheat <kenlmelectric@gmail.com>
To: Shirley Zeller <seztowne@gmail.com>

Thu, Jan 5, 2017 at 7:37 AM

Shirley,

Here is the quote for the sound panels for the 2nd floor. This is without any labor. I can install them. You said something about a grant for the 1st floor. Is there any way you can check and see if we can get another one? I will also talk with the supplier to see if less panels will work.

—
Thank You

Ken Wheat
L.M. Electric Inc.
Office:517-531-4276
Email:kenlmelectric@gmail.com

 **quote_3927939.pdf**
785K

Shirley Zeller <seztowne@gmail.com>
To: Ken Wheat <kenlmelectric@gmail.com>

Mon, Jan 16, 2017 at 11:52 AM

Have you had a chance to talk to Sweetwater about using less panels. That seems like a lot. Also, you were going to give me the name of someone who does painting. Do you have that? Thanks for all you do.

[Quoted text hidden]

—
Shirley E Zeller
seztowne@gmail.com
517-945-6911

Ken Wheat <kenlmelectric@gmail.com>
To: Shirley Zeller <seztowne@gmail.com>

Mon, Jan 16, 2017 at 4:38 PM

He believes that if we install the cloud panels. That should have the most effect on sound. There is 24 of them on the quote. We can always go with less and add more if needed.

Shirley,

Bryan got back with me last night with his quote for painting the 1st floor.

\$1,750.00 Per coat of paint. \$500.00 for filling in nail pops and small wall repairs. The paint will be supplied by the Ismon House.

[Quoted text hidden]

Ken Wheat <kenlmelectric@gmail.com>
To: Shirley Zeller <seztowne@gmail.com>

Tue, Jan 17, 2017 at 7:21 AM

BID FORM

NAME OF BIDDER David Bontrager

STREET ADDRESS 29301 N Drives

CITY, STATE, ZIP Homer MI 49215

TEL/FAX NO. 517-568 3487 E-mail: _____

We, the undersigned, will furnish all labor, materials, equipment, services, facilities and all other items required for the **Mary Sheldon Ismon House** as defined by the Drawings and Specifications herein attached and referenced. This **BASE BID** amount is being submitted in accordance with the Documents and Specifications prepared by:



DESIGN

4997 HOLLOWAY ROAD ADRIAN, MICHIGAN 49221 P. 517.424.4050

as identified by Project No.1424B for the amount of:

_____ DOLLARS (\$) 199,925.00

BONDS

A **Bid Bond** (5% of bid amount) in the amount of \$_____ has **been attached** and forms part of this proposal. The method selected by the Bidder for the Bid Bond will be _____.

ADDENDA

We acknowledge receipt of the following Addenda that are included in our bid:

Addendum No. _____, Dated _____ Addendum No. _____, Dated _____

Addendum No. _____, Dated _____ Addendum No. _____, Dated _____

Addendum No. _____, Dated _____ Addendum No. _____, Dated _____

PREPARATION OF BIDS

Proposals shall be based upon these Instructions, the AIA A201 (2007) - General Conditions as Part of these Construction Documents, and the General and Supplemental Conditions which may also be included herein.

WORK AND OCCUPANCY COORDINATION

We have reviewed and, by initialing below, indicate that we will fully comply with the requirements of Section 01010 - "Summary of the Work" pertaining to work and occupancy- as applicable. Initial: D.B.

CHANGES TO WORK

For additions or deletions to work performed during the course of the Project upon the authorization of Owner - Bidder agrees to accept the following fees:
For additions or deletions to work performed by our own forces, an add/deduct of _____ % of cost/credit will be included.

For additions or deletions to work performed by subcontractors, an add/deduct of _____ % of cost/credit will be included.

TIME OF COMPLETION

If awarded the Contract, we agree to complete the work described in the Contract Documents within _____ days after award, based on straight time performance of work.

PROPOSAL GUARANTEE

The price stated in this Proposal is guaranteed for a period of not less than sixty (60) days, and, if authorized to proceed within that period, we agree to complete the work covered by this proposal at said price.

ALTERNATES:

Refer to **Section 00920 - ALTERNATES** to be attached to this Bid Form (if applicable).

INFORMATION REQUIRED

Bidder to state if individual, partnership, or corporation: Individual

1. If partnership, list names of all partners:

2. If corporation:

(A) Give state of incorporation: _____

(B) Give states in which qualified to do business: _____

BonTrager Construction
NAME OF BIDDER

David BonTrager
BY

owner
TITLE

2-27-17
DATE

29301 N Drive S Homer M; 49245
HOME OFFICE ADDRESS OF BIDDER

END OF SECTION 00300

Please enclose three (3) copies of this Form as your Bid. Attach copies of Specification Section(s) 00910 and/or 00920 as Applicable.

ALTERNATES

No 1 apartment \$67,460.⁰⁰

No 2 \$132,515.⁰⁰

No 1 95 days To Finish after O.K.

No 2 150 days To Finish after O.K.



Shirley Zeller, Board Chair
Ismon House
720 Burr Oak Street
Albion, MI, 49224

February 8, 2017

Subject: Ismon House invitation to be listed

Dear Shirley Zeller:

Ismon House is invited to be listed on the "General Guide to Albion." (Please see enclosed January/February issue and preview of March/April issue.) The Guide is produced seven times a year. Every Albion College student and staff receives a copy of the General Guide to Albion in their mailbox, and Marshall Public School students each get a copy from their teacher. The Morning Star distributes the General Guide to Albion homes and nearby areas. The Ad-Visor & Chronicle distributes the Guide to homes in Marshall and Albion.

Each new General Guide is featured at the top of an Albion E-news and in a Chamber e-blast. We also have a matching Albion Google calendar with links to official sources for all events at www.GeneralGuide.net The General Guide - Spring Forward Edition will have a print run of 15,000 copies with full distribution, thanks to our main sponsor. With the websites and in print, we promote local events, community engagement, Albion and Michigan artistic scenes, along with a list of business phone numbers and websites. In other editions, the General Guide covers Education, Literacy, Parks, Outdoor Activities, Giving, Local Food, and History.

The General Guide is a complimentary addition to Albion Design's Annual Web Marketing Program, which includes links to your website from five Connected Cities of Mid-Michigan websites: AlbionMich.com, BattleCreekMich.com, MarshallMich.com, HomerMich.com and JacksonMich.com. The complete basic Web Marketing Program is \$300 annually. Your business will have links from the community websites, some marketing consultation, and a free listing in the General Guide for one year. If you would like your business included, please fax this signed proposal to 517-629-9793. To assure your business listings both online and in print in the March/April Spring Forward edition of the General Guide, please respond Tuesday, February 14, 2017.

Any changes to your print listing need to be made earlier, even if you are not sure of your participation. We may be printing your business as shown for a free trial, due to our short notice for this issue. We apologize for any inconvenience. Benefits to your business include public exposure on the General Guide flier, the web, and in social media. We could not collect and share this valuable information without support from the business community. Thank you for helping the Albion/Marshall region.

Sincerely,

Maggie LaNoue, President
Albion Design & Marketing

Approved by _____ Date _____

TREASURERS REPORT 2016

Starting Balance: 45642.69

Revenue:

Rental Income	20070
Donations	21553
Grants	142581.29
Misc	124
Loan (Homestead)	10000
Interest	19.79

Total 239990.71

Expenditures:

Gas (SEMCO)	1380.22
Electricity (Consumers Energy)	2191.01
Code Inspections	1160.68
Maintenance and Supplies	743.9
AT&T (telephone, alarms, yellow pages)	2349.77
Fire Protection / extinguisher services	718.68
City of Albion administrative costs	156181.08
Water / Sewer	536.7
Building / Equipment Repair / Replacement (chairs, tables, etc.)	50028.88
Loan Payments	2178.15
Construction	
Professional Fees / Consultants	7636.63
Marketing / Advertising	465.6
Miscellaneous (postage, printing, etc.)	3595.4

Total 229166.7

Ending Balance: 10824.01

ISMON HOUSE BUDGET

2016

Revenues:*

Rental Income	\$12,000
Donations	6,000
Grants	15,000
Fund Raisers	13,000
Loan (Homestead)	50,000
Interest	<u>500</u>
Total	\$96,600

Expenditures:

Gas (SEMCO)	\$1,500
Electricity (Consumers Energy)	1,700
Code Inspections	1,000
Maintenance and supplies	700
AT&T (telephone, alarms, yellow pages)	2,500
Fire Protection/extinguisher services	1,200
City of Albion administrative costs	500
Water/Sewer	1,200
Building/Equipment Repair/Replacement (chairs, tables, etc)	10,000
Loan Payments	20,000
Portion of state grant payable to City/DDA	30,000
Professional Fees/Consultants	10,000
Marketing/advertising	400
Miscellaneous (postage, printing, etc.)	<u>2,000</u>
Total	\$67,540

BALANCE \$29,060

*Does not include \$120,000 grant from MHSD and \$50,000 from City/DDA.

Approved – Friends of the Ismon House Board
January 26, 2016

**INFORMATION
ONLY**

The Albion College Albion Area Alumni Chapter
Together with Albion's Sister City Program
cordially invite you to

Une Soirée avec un Chef Francais Authentique !

Please join us 5PM to 9PM on March 31, 2017 at
The Food Hub of Albion
112 E. Erie St. Albion, MI 49224

Chef Arnaud Dupuy, sous-chef at Alain Ducasse's Plaza Athénée Restaurant in Paris
demonstrates and teaches
French cooking techniques. Enjoy a group dining experience including
three courses of sampling and wine pairings.

Tickets may be purchased for \$100
Checks payable to The Sister City of Albion

This event is a fundraiser for continuing the
educational exchange and friendships
that have benefited many over the past 20 Years

Répondez s'il vous plaît by March 20
langehome.2@gmail.com