



CITY OF ALBION CITY COUNCIL MEETING AGENDA

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

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

COUNCIL-MANAGER
GOVERNMENT

Council members and
other officials normally in
attendance.

AGENDA COUNCIL MEETING

Monday, December 21, 2015

7:00 P.M.

PLEASE TURN OFF CELL PHONES DURING MEETING

- **Joseph V. Domingo**
Mayor

- **Maurice Barnes, Jr.**
Council Member
1st Precinct

- **Lenn Reid**
Council Member
2nd Precinct

- **Garrett Brown**
Council Member
3rd Precinct

- **Rebecca Decker**
Council Member
4th Precinct

- **Cheryl Krause**
Council Member
5th Precinct

- **Andrew French**
Council Member
Mayor Pro Tem
6th Precinct

- **Sheryl Mitchell**
City Manager

- **The Harkness Law Firm**
Atty Cullen Harkness

- **Jill Domingo**
City Clerk

- 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. Certificate of Service for Retiring Board Members
 - B. Calhoun County Land Bank-A Year in Review
Krista Trout-Edwards
 - C. Big Read-Jessica Roberts
- VII. PUBLIC HEARING
 - A. Amendment to Brownfield Plan
- VIII. CITIZEN'S COMMENTS (Persons addressing the City Council shall limit their comments to agenda items only and to no more than five (5) minutes. Proper decorum is required.)
- IX. CONSENT CALENDAR (VV)
(Items on Consent Calendar are voted on as one unit)
 - A. Approval of Budget Study Session Minutes-Nov. 30, 2015
 - B. Approval Regular Session Minutes-Dec. 7, 2015
- X. ITEMS FOR INDIVIDUAL DISCUSSION
 - A. Request Approval 2nd Reading Ordinance # 2015-08
Vehicles for Hire (RCV)
 - B. Request Approval Resolution # 2015-36, An Amendment to the Brownfield Plan (RCV)
 - C. Request Approval Resolution # 2015-37, FY 2015 Budget



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

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

Prior to the posted meeting time
City Hall at least five (5) days

Amendments (RCV)

D. Request Approval Resolution # 2015-38, FY 2016 Budget
Appropriations (RCV)

E. Request Approval Resolution # 2015-39, Capitalization
Policy (RCV)

F. Request Approval for Letters of Understanding between
City of Albion and AFSCME, POAM, POLC and TPOAM to
Extend Current Contract through No Later Than February
29, 2016

G. Request Approval of Grant from Greenfields
Outdoor Fitness and Purchase of Outdoor Equipment
for Holland Park.(RCV)

H. Request Approval Boards & Commissions Appointments
and Re-Appointments (VV)

- Albion District Library, James Behling, Initial Appointment, Term to Expire 12-31-2017 (Partial Term)
- Albion District Library, Jessica Roberts, Initial Appointment, Term to Expire 12-31-2019
- Building Board of Appeals, Lia Jenson-Abbott, Initial Appointment, Term to Expire 12-31-2019
- DDA, Peggy Sindt, Reappointment, Term to Expire 12-31-2019
- LOCC, Scott Brown, Reappointment, Term to Expire 12-31-2020
- LOCC, Elaine Rice, Reappointment, Term to Expire 12-31-2020
- Planning Commission, Scott Brown, Reappointment, Term to Expire 12-31-2018
- Planning Commission, Thomas Pitt, Reappointment, Term to Expire 12-31-2018
- Public Safety Pension Board, Jan Lazar, Reappointment, Term to Expire 12-31-2019
- ZBA, Duane Ruff, Reappointment, Term to Expire 12-31-2018
- ZBA, Ron Rice, Reappointment, Term to Expire 12-31-2018
- ZBA, Richard Decker, Initial Appointment, Term to Expire 12-31-2018
- ZBA (Alternate), Barb Benavidez, Initial Appointment, Term to Expire 12-31-2016



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

- ZBA (Alternate), Scott Brown, Initial Appointment, Term to Expire 12-31-2017

***The Mayor has appointment Sherry Grice to the Albion Housing Commission with a Term to Expire 12-31-2018

I. City Manager Report

J. Future Agenda Items

K. Motion to Excuse Absent Council Member (s)

XI. CITIZENS COMMENTS (Persons addressing the City Council shall limit their comments to no more than five (5) minutes. Proper decorum is required.)

XII. ADJOURNMENT

CITY OF ALBION

Certificate of Appreciation

Presented To:

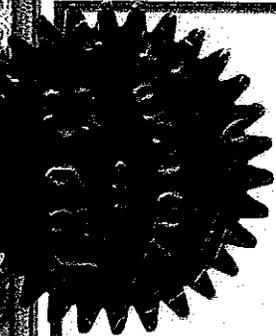
Glen Culp

For your Professional and Personal Dedication and Years of Service on
the Board of Review.

Awarded this 21st day of December, 2015



Joe Domingo, Mayor &
Albion City Council



CITY OF ALBION

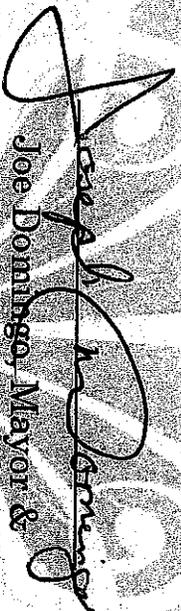
Certificate of Appreciation

Presented To:

John Kondelik

For your Professional and Personal Dedication and Years of Service on
the Albion District Library Board.

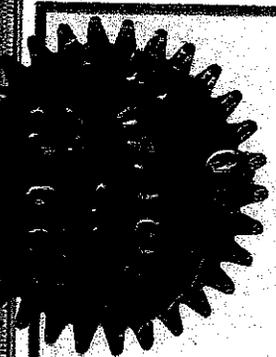
Awarded this 21st day of December, 2015



Joseph M. Dominga

Joe Dominga, Mayor &

Albion City Council



CITY OF ALBION

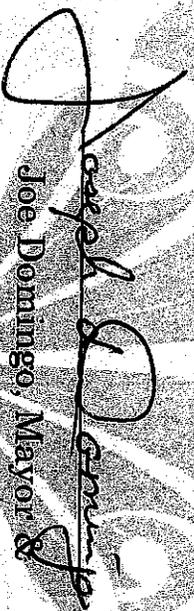
Certificate of Appreciation

Presented To:

William Walsh

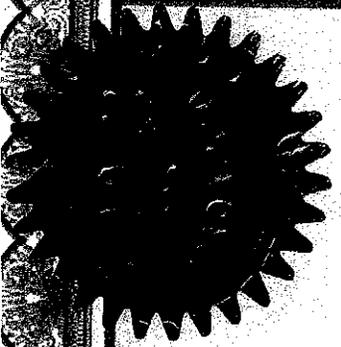
For your Professional and Personal Dedication and Years of Service on
the Local Officers Compensation Committee.

Awarded this 21st day of December, 2015



Joe Dominguez, Mayor

Albion City Council



City of Albion
Budget Study Session
November 30, 2015

I. CALL TO ORDER

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

II. ROLL CALL

Maurice Barnes (1), Lenn Reid (2), Rebecca Decker (4), Cheryl Krause (5), Andrew French (6) and Mayor Joseph Domingo. Garrett Brown (3) arrived at 7:03 p.m.

STAFF PRESENT:

Sheryl Mitchell, City Manager; Tom Mead, Finance Director; Jill Domingo, City Clerk, Scott Kipp, Chief of Public Safety and Cullen Harkness, City Attorney.

III. Budget Discussion

• **A. Overview:**

City Manager Mitchell stated the funds being discussed on tonight's agenda are the remaining funds for the 2016 budget process. The meeting scheduled for Thursday, December 3, 2015 - Budget Wrap Up is cancelled.

• **B. Fund 244-Economic Development:**

Finance Director Mead highlighted the following items for the Economic Development Fund:

- Revenue for the Economic Development fund is rent from Ossur.
- A significant loss of revenue due to an EPA grant ending in 2015.
- A transfer in from the TIFA fund is made each year to balance the revenue and expenses. The 2016 amount will be \$30,135.00
- This fund does not carry a fund balance.
- No big changes for revenue and expenses.

• **C. Fund 246-Business Incubator:**

Finance Director Mead highlighted the following items for the Business Incubator Fund:

- Department 729 has been created for rent from Sinclair Designs.
- Salaries & Wages were overlooked for this Fund in 2015, because the wages were not a significant amount, it was determined to make the corrections for the 2016 budget.
- No major changes in revenue and expenses.
- Department 731-Food Hub has also been added. This fund had several grants in 2015 for the renovation of the building and new equipment purchases for the Food Hub. These will be dropping off and will be replaced with rental income once the Food Hub is up and running.
- Per an agreement, the ABA is currently paying the utility bills for this property but once the Food Hub is open, they will be taking those bills over.
- The TIFA fund will transfer in \$15,600 to balance the revenue and expenses.
- The contractual service account 731 has been used for the renovation of the building.
- The Building & Grounds Fund has been increased due to some work needing to be done on the Incubator Building.

Comments were received from Council Member Decker, Mayor Domingo and EDC Director Sindt.

- **D. Fund 247-TIFA:**

Finance Director Mead highlighted the following items for the TIFA Fund:

- This fund receives revenue from the tax capture of properties in the TIFA district. These are mainly industrial and commercial properties.
- The industrial and commercial property values have remained steady.
- Finance Director Mead stated inquiries need to be done to determine why the base has changed on the TIFA district as generally the base doesn't change.
- The TIFA fund will receive \$214,000 in revenue for 2016 and will have a strong year.
- TIFA transfers money to the EDC and the Incubator Fund to help balance these two accounts. \$45,000 will be transferred for the 2016 budget.
- This fund has a healthy fund balance.

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

- **E. Fund 265-Drug Law Enforcement:**

Finance Director Mead highlighted the following items for the Drug Law Enforcement Fund:

- This is a special revenue fund and is unique.
- The revenues for this fund have been split in two accounts: drug forfeitures and federal drug reimbursements.

- This fund is beneficial to Public Safety as equipment pertaining to drug forfeiture can be purchased using this fund and not have to be expensed through the Public Safety fund.
- This fund is difficult to budget for the following reasons:
 - A. All proceeds for a drug forfeiture must be split with all jurisdictions involved in the forfeiture and
 - B. Unsure of when actual funds will be received depending on the type of forfeiture. Federal forfeitures take a long time and can take up to 6 months before receiving actual reimbursement.

Comments were received from Council Members French, Decker and Krause; Chief Kipp and City Attorney Harkness.

• **F. Fund 296-Revolving Loan:**

Finance Director Mead highlighted the following items for the Revolving Loan Fund:

- The revenue for this fund is received from interest income.
- The purpose of this fund is to loan money out to businesses as a supplemental loan. Only 1/3 of the total requested amount can be used from this fund. Generally a bank would be the primary lender and this would be secondary.
- The rate is 2/3 of prime up to 4%.
- These are federal funds and are closely regulated by the federal government and have several reporting requirements.
- The administrative fees for this fund are being paid from the TIFA fund due to requirements placed on this fund by the federal government.

Comments were received from Council Member Decker and EDC Director Sindt.

• **G. Fund 732-Public Safety Pension Trust:**

Finance Director Mead highlighted the following items for the Public Safety Pension Trust Fund:

- Market fluctuates and has been volatile.
- This is 140% funded and that is more than most municipalities have.
- This is a defined pension account.

Comments were received from Council Member French who would like to see a split in this fund between the market loss/gain and the officers who are drawing a pension.

Additional comments were received from Council Member Krause would like the cost of officers that are eligible to retire for the next ten years.

- **H. Fund 101-General Fund Revisions:**

Finance Director Mead highlighted the following items for the General Fund Revisions:

- Due to the increase in the Solid Waste millage, a smaller amount was needed from the general fund to support solid waste.
- Account 101-000-673 are the payments received from the State to help recover funds for local municipalities due to the personal property tax reform. We received \$37,000 for 2014 and 2015. \$18,000 has been budgeted for 2016.
- The City Council salaries and wages have been increased to \$24,500.00. This will also increase the benefits a small amount.
- 101-172-959 is a new account and will be used for City Manager reimbursement for events attended representing the City.
- Account 101-210-801-City Attorney Fees should have been corrected from \$89,500 to \$85,000.
- The transfer in for the cemetery fund should be \$17,000 not \$5,000 which will add an additional \$12,000 to the general fund balance.
- In the original budget presented, 25% of the Code Enforcement wages were being charged to solid waste and due to the limited funds in solid waste the 25% was changed to the general fund. Due to the increase in millage for solid waste, 20% of the Code Enforcement wages have been moved back into the solid waste fund.
- After the above revisions the general fund is estimated to have an ending balance of approximately \$14,000 which will go to the overall fund balance.
- In 2016, \$10,000 will be transferred from solid waste to the general fund to reimburse for trash removal.
- \$1,260.00 was added to On Call Pay-Account 101-775-707.
- The general fund balance at the end of 2016 will be \$1,080,378.00 which is 30.9%.

Comments were received from Council Members French, Decker, Brown and Krause.

- **I. Fund 228-Solid Waste Revisions:**

Finance Director Mead highlighted the following items for the Solid Waste Revisions:

- A 1 mill increase was approved for the solid waste fund taking it from 2 mills to 3 mills which will increase revenue to \$220,000.
- Chargebacks were also increased for this fund.
- Leaf pickup and the tree dump accounts remained the same.

- Contractual Services account was increased to \$44,500 to accommodate code enforcement issues and demolition costs.
- This fund will have a \$25,000 surplus for 2016.

IV. CITIZENS COMMENTS

No comments were received.

V. ADJOURNMENT

Krause moved, French supported, CARRIED, to Adjourn the Study Session (7-0, vv)

Mayor Domingo adjourned the Budget Study Session at 8:08 p.m.

Date

Jill Domingo
City Clerk

City of Albion
City Council Meeting
December 7, 2015

I. CALL TO ORDER

Mayor Domingo opened the regular session at 6:00 p.m.

II. ROLL CALL

Maurice Barnes (1), Lenn Reid (2), Garrett Brown (3), Rebecca Decker (4), Cheryl Krause (5) and Andrew French (6) and Mayor Joseph Domingo.

STAFF PRESENT:

Sheryl Mitchell, City Manager; Jill Domingo, City Clerk; Cullen Harkness, City Attorney; Jim Lenardson, Director of Public Services; Tom Mead, Finance Director and Scott Kipp, Chief of Public Safety.

III. MOMENT OF SILENCE TO BE OBSERVED

IV. PLEDGE OF ALLEGIANCE

V. EXECUTIVE SESSION

The City Manager requests an Executive Session under the Open Meetings Act (Section 15.268 (c) P. A. 267 of 1976, as amended) for strategy and negotiation sessions connected the negotiation of a collective bargaining agreement when either negotiating party requests a closed hearing.

French moved, Brown supported, CARRIED, to Adjourn to Executive Session (7-0,vv)

Council resumed regular session at 7:15 p.m.

VI. MAYOR AND COUNCIL MEMBER'S COMMENTS

Comments were received from Mayor Domingo.

VII. PUBLIC HEARINGS

A. FY 2016 Budget

Mayor Domingo opened the public hearing at 7:16 p.m.
No public or council comments were received.

Mayor Domingo closed the public hearing at 7:17 p.m.

B. Five Year Parks & Recreation Master Plan 2016-2020

Mayor Domingo opened the public hearing at 7:18 p.m.

Comments were received from Carl Gibson, Calhoun County Senior Services who was expressed concern about the long term care of our parks and asked if a long term maintenance plan was in place.

City Manager Mitchell stated the maintenance for the parks come from the general fund. She stated we also partner with local entities such as Starr Commonwealth, Michigan Works and Albion College all of whom help with the maintenance of the seventeen (17) parks in the City.

City Manager Mitchell would also like to thank the members of the Citizens Advisory Committee:

Alena Farooq
Tamara Crupi
Gregg Strand
Greg Polhasek
Joanne Konkle
Elizabeth Schultheiss
Lenn Reid
Larry Williams

Mayor Domingo closed the public hearing at 7:21 p.m.

VIII. CITIZENS COMMENTS

Comments were received from Jeff Codas, 925 Hall St; Carrie Nichols, 815 Huntington Blvd; Sonya Brown, 713 Orchard Dr.; Donna Cahill, 912 N. Superior St.; Jess Roberts, 915 S. Superior St.; Susan Harden, 1100 Maple St.; Marcola Lawler, 918 N. Berrien St.; Darlene Corey, 809 E. Broadwell; Harry Wilson, 511 Albion Rd.; Wesley Dalton, Albion College; Alfredia Dysart-Drake, 1016 S. Superior St.; Lonnie Brewer, Hillside Rd.; Donnie Brewer, 918 N. Clinton St.; Connor Neely, Albion College and Mike Bearman, 11016 29 Mile Rd.

All comments pertained to Agenda Item K-Resolution # 2015-34, A Resolution Disapproving the Proposed Annexation of Albion Public Schools by Marshall Public Schools in the Absence of Specific Guarantees, Assurances and Answers.

IX. CONSENT CALENDAR (VV)

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

A. Approval Regular Session Minutes-November 16, 2015

Approval Budget Study Session Minutes-November 23, 2015

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

X. ITEMS FOR INDIVIDUAL DISCUSSION

- A. Request Approval to Close City Hall on December 18th, 2015 from 11:30 to 1:00 for Employee Christmas Party (VV)

Comments were received from City Manager Mitchell.

French moved, Krause supported, CARRIED, to Approve City Hall Closure on December 18th, 2015 from 11:30 to 1:00 for Employee Christmas Party. (7-0, vv)

- B. Request Approval of 2016 Fee Schedule (RCV)

City Manager Mitchell stated a change to the payment extension/modification will be a \$10.00 flat fee.

Comments were received from Council Member French and Mayor Domingo.

French moved, Krause supported, CARRIED, To Approve the 2016 Fee Schedule with the change to the payment extension/modification fee to a \$10.00 flat fee as presented. (7-0, rcv)

- C. Request Approval 1st Reading Ordinance # 2015-08, Vehicles for Hire Ordinance (RCV)

Comments were received from Council Members Brown and French and City Attorney Harkness.

French moved, Brown supported, CARRIED, To Approve Ordinance # 2015-08, Vehicle for Hire Ordinance as presented. (7-0, rcv)

- D. Request Approval of 2015 TPOAM Contract (RCV)

French moved, Barnes supported, CARRIED, To **Remove** Approval of 2015 TPOAM Contract from the Agenda. (7-0, rcv)

- E. Request Approval of Parks & Recreation Five Year Master Plan 2016-2020 (RCV)

Krause moved, French supported, CARRIED, To Approve Parks & Recreation Five Year Master Plan 2016-2020 as presented. (7-0, rcv)

F. Request Approval to Authorize Purchase and Financing of Recreation Department Vehicle (RCV)

Comments were received from City Manager Mitchell and Scott Evans, CEO, Homestead Savings Bank.

Barnes moved, French supported, CARRIED, To Approve Purchase and Financing of Recreation Department Vehicle as presented. (7-0, rcv)

G Discussion-Albion Housing Providing Bus Shelters for Kids in the Winter Months

Council Member Barnes asked Albion Housing if they would consider providing bus shelters for kids in the winter months. Albion Housing responded they did not have the funds to provide this service.

Council Member Barnes asked if the school district would provide these shelters for the kids.

City Manager Mitchell stated Marshall Schools said they would look into providing them throughout the City.

H. Request Approval Resolution # 2015-31, 90/10 Health Insurance (RCV)

Comments were received from City Manager Mitchell.

French moved, Barnes supported, CARRIED, to Approve Resolution # 2015-31, 90/10 Health Insurance as presented. (7-0, rcv)

I. Request Approval Resolution # 2015-32, A Resolution for Proposed Ballot Language to Amend Chapter 10, Section 22 of the City of Albion Charter (RCV)

Comments were received from Council Member French ; City Manager Mitchell, and City Attorney Harkness.

French moved, Brown supported, CARRIED, to Approve Resolution # 2015-32, A Resolution for Proposed Ballot Language to Amend Chapter 10, Section 22 of the City of Albion Charter as presented. (7-0, rcv)

J. Request Approval Resolution # 2015-33, To Prohibit Truck Traffic on Barnes St. (Between Clark and Mingo Streets) (RCV)

Comments were received from Council Member Krause, Chief Kipp and Mayor Domingo.

French moved, Brown supported, CARRIED, to Approve Resolution # 2015-33, To Prohibit Truck Traffic on Barnes St. (Between Clark and Mingo Streets) as presented. (7-0, rcv)

- K. Request Approval Resolution # 2015-34, Resolution Disapproving the Proposed Annexation of Albion Public Schools by Marshall Public Schools in the Absence of Specific Guarantees, Assurances and Answers (RCV)

Comments were received from Council Members Krause, Barnes, French, Reid, Brown and Decker and Mayor Domingo.

Brown moved, Decker supported, CARRIED, to Approve Resolution # 2015-34, Resolution Disapproving the Proposed Annexation of Albion Public Schools by Marshall Public Schools in the Absence of Specific Guarantees, Assurances and Answers as presented. (4-3, rcv) (Barnes, French and Krause dissenting)

L. City Manager Report

City Manager Mitchell highlighted the following items:

- The City has received a \$294,000 grant from the DNR for the Albion River Trail
- ADPS will be doing the county wide "Shop with a Cop" this Saturday and approximately 15 children from Albion will be participating
- Tuesday, December 8th will be the last day for our French Intern, Marie Macone. City Manager Mitchell thanked Marie for all her hard work and her positive and cheerful personality.
- The Council is invited to Business After Hours from 5-6:30 on Tuesday, December 8th, 2015 at Homestead Bank to welcome Scott & Connie Evans.

Comments were received from Marie Macone, French Intern, who thanked Sheryl and the Albion Community for all they did for her during her internship.

M. Future Agenda Items

No future agenda items were requested.

N. Motion to Excuse Absent Council Member (s)

No action needed as all members were present.

- XI. CITIZEN'S COMMENTS (Persons addressing the City Council shall limit their comments to agenda items and to no more than five (5) minutes. Proper decorum is required.)

Comments were received from Vivian Davis, 901 Huntington Blvd.; Mike Bearman, 11016 29 Mile Rd. and Sonja Brown, 713 Orchard Dr.

All comments pertained to Agenda Item K-Resolution # 2015-34, A Resolution Disapproving the Proposed Annexation of Albion Public Schools by Marshall Public Schools in the Absence of Specific Guarantees, Assurances and Answers.

XII. ADJOURNMENT

Brown moved, Decker supported, CARRIED, to ADJOURN Regular Session. (7-0, vv).

Mayor Domingo adjourned the Regular Session at 9:10 p.m.

Date

Jill Domingo
City Clerk

CITY OF ALBION
ORDINANCE #2015-08

AN ORDINANCE TO AMEND SECTION(S) 94-1, 94-2, 94-5, 94-6, 94-38, 94-69, 94-96, 94-97, 94-98, 94-132, 94-133 AND TO ADD SECTION(S) 94-39, 94-40, 94-41, 94-42, 94-43, 94-44, 94-102, 94-103, 94-135, 94-136, 94-137, 94-138, 94-139, 94-140, VEHICLES FOR HIRE

Purpose and Finding:

There has been growing popularity of taxi transportation services within the City. The current ordinance is outdated and does not address specific concerns that arise with increased popularity of vehicles for hire, making a more comprehensive ordinance warranted and necessary.

THE CITY OF ALBION ORDAINS:

Sec. 94-1. Definitions.

The following words, terms and phrases, when used in this chapter, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Limousine means a chauffeur-driven motor vehicle for hire which transports individuals based on an hourly or daily rate which is not equipped with a taximeter.

Shuttle bus means a motor vehicle which transports individuals between preestablished fixed points for established fixed fees, not including taxicabs, limousines, publicly owned, church or school buses or motor vehicles exclusively used for funerals.

Taxicab means a motor vehicle regularly engaged in the business of carrying passengers for hire, having a seating capacity of less than nine (9) persons and not operated on a fixed route. Hearses, ambulances, hotel or motel courtesy cars or buses, sight-seeing buses, school buses, motor coach buses, vehicles transporting the employees of a single employer under a contract with the employer and car pools shall not be considered taxicabs. A vehicle operated as a Class A or Class B limousine and possessing a certificate of authority issued by the State of Michigan pursuant to the Limousine Transportation Act, Act 271 of 1990, as amended, shall, likewise, not be considered to be a taxicab.

Taximeter means an instrument or device which mechanically calculates rates of fare based on distance driven and waiting time.

Vehicle for Hire Company License means a license issued by the City of Albion authorizing the holder thereof to conduct a taxicab, limousine, or shuttlebus business in the City of Albion and any accompanying license certificate or document.

Vehicle for Hire Driver's License means the permission granted by the City of Albion to a person to drive a taxicab, limousine, or shuttlebus upon the streets of the City of Albion and any accompanying license certificate, identification card or document.

Vehicle for hire means a limousine, taxicab or shuttle bus. This term does not include hearses, ambulances or wreckers, publicly owned buses or limousines licensed by the State of Michigan.

Sec. 94-2. – Compliance with Other Laws and Ordinances.

All persons and/or vehicles for hire licensed pursuant to the provisions of this Chapter shall comply with all applicable Federal, State and local laws, ordinances, rules, and regulations.

Sec. 94-5. – Vehicle Inspection

Each vehicle for hire operating under this Chapter shall be kept in a clean, safe, and sanitary manner and condition. All vehicles for hire shall be subject to inspection at all times by the City to ensure that the safety and mechanical devices are in safe and proper working order and that their general condition is clean and sanitary.

All persons engaged in the vehicle for hire business in the City of Albion operating under the provisions of this Chapter shall pass a safety equipment inspection performed by a state-certified mechanic/automotive technician for each vehicle to be licensed. Such inspection shall be required before initial licensing and within forty-five (45) days of the annual license renewal. Certification must be submitted on the form provided by the City Clerk prior to issuance of the license. The City reserves the right to require recertification at any time it has reasonable grounds to believe that any of the equipment on any vehicle is no longer in safe operating condition.

Sec. 94-6. Lost Articles.

Each holder of a vehicle for hire license shall maintain a Lost and Found Department, and each vehicle for hire driver operating under the authority of the person or company holding such license shall forthwith turn over to such lost and found department all lost articles found within said vehicle for hire, and failure to turn over such lost articles found in said vehicle for hire within twenty-four (24) hours after the same are found, shall be a violation of this Chapter. The holder of such license shall keep a list and description of such articles found in its vehicle or vehicles for hire, together with the date such article was turned over to it and shall make a report to the Police Department ever thirty (30) days of all articles and full descriptions thereof, together with the dates found.

Sec. 94-38 Grounds for Denial, Suspension or Revocation of a Vehicle for Hire License.

Any violation of this Chapter, of Chapter 58 of this Code, or of the laws of this State or any other State relating to the operation of a motor vehicle may be considered sufficient grounds for the denial of a license or the suspension or revocation of a license or certificate issued pursuant to the provisions of this Chapter. A determination by the Clerk, following the investigation required by Section 94-41, that Applicant should not be issued a license is also a ground for denial, suspension, or revocation.

Sec. 94-39. – Vehicle for Hire Company License Required.

No person shall operate a taxicab, limousine or shuttlebus company or operate or permit a vehicle owned or controlled by that person to be operated as a taxicab, limousine, or shuttlebus upon the streets, highways or thoroughfares of the city of Albion without first having obtained a Vehicle for Hire Company License as herein provided, except as provided in Section 94-44.

Sec. 94-40. – Application for Vehicle for Hire Company License.

Any person desiring to operate or conduct a vehicle for hire business in the City of Albion shall pay an application fee as determined by the City Clerk and, after paying the application fee, shall file an application for a Vehicle for Hire License with the City Clerk. The application shall be in a form provided or prescribed by the City Clerk and shall require such information to be provided under oath or affirmation as the City Clerk deems necessary to a fair determination of the applicant's ability to provide vehicle for hire service to the public in a safe, fair, honest, and competent manner and to comply with the provisions of this Code and other applicable Federal, State and local laws, or ordinances, rules, and regulations. The applicant may also be required to furnish such other information under oath as the Clerk may deem necessary.

Sec. 94-41. – Investigation.

The City Clerk shall cause an investigation to be made as to the applicant's fitness and ability to serve the public in a safe, fair, honest and competent manner of the applicant's ability to comply with this Code. This investigation may include, but is not limited to, the following:

- (1) The applicant's financial status.
- (2) The applicant's training and/or experience in the vehicle for hire business and/or transporting passengers.
- (3) The applicant's criminal history, if any.
- (4) The applicant's driving record.

Sec. 94-42. Issuance of Vehicle for Hire Company License.

Upon completion of the investigation provided for herein, the Clerk shall issue a Vehicle for Hire Company License if it appears that the applicant will serve the public in a safe, fair, honest and competent manner and will comply with the provisions of this Code and all other applicable Federal, State, and local laws, ordinances, rules, and regulations.

Sec. 94-43. Transfer Prohibited.

No Vehicle for Hire Company License may be sold, assigned, mortgaged, or otherwise transferred.

Sec. 94-44. Reciprocity.

Someone operating a vehicle for hire not licensed under this chapter but who is licensed in another municipality may transport fares to a destination within the City of Albion without obtaining an Albion vehicle for hire license, but may not pick up persons within the City for transport to a destination within the City or to a destination outside the City unless licensed as provided for by this Chapter.

Sec. 94-69. – Insurance.

No person shall drive or operate or allow or permit a vehicle for hire to be driven or operated within the City of Albion unless the vehicle for hire is covered by a valid and effective policy of No-Fault vehicle insurance as required by the law of the State of Michigan. The holder of each vehicle for hire company license shall also have in effect a general operations liability insurance policy, in a form acceptable to the City Attorney, which insures the owner and operator of the vehicle for hire company and the owner and operator of each vehicle for hire operated by the company against any and all claims for bodily injury or property damage arising out of the operation of the vehicle for hire company in the amount of One Hundred Thousand Dollars (\$100,000.00) for each injury and Three Hundred Thousand Dollars (\$300,000.00) for property damage. A single-limit policy in an amount not less than Three hundred Thousand Dollars (\$300,000.00) maybe substituted for the policy described above. A certificate indicating that such insurance is in effect shall be filed with the City Clerk prior to the issuance of any vehicle for hire license. Such certificate shall also indicate that the insurance evidenced thereby shall not be cancelled or revoked unless ten (10) days prior notice of such revocation is given to the City of Albion. The form and sufficiency of such insurance and any certification thereof shall be subject to the approval of the City Attorney.

Sec. 94-96. – Required.

No person shall drive or operate a vehicle for hire upon the streets, highways, or thoroughfares of the City of Albion, and no person who owns or controls a vehicle for

Sec. 94-139. Transporting Baggage.

Drivers of taxicabs license hereunder shall transport and deliver baggage, packages and other types of personal property accompanying persons. Drivers of taxicabs may, at their discretion, transport and deliver baggage, packages and other types of personal property, not accompanied by passengers, provided that the property transported does not exceed two hundred (200) pounds in weight.

This Ordinance shall take effect thirty days after the second reading, thus being January 20, 2016.

First Reading: December 7, 2015
2015

Second Reading & Adoption: December 21,

Ayes: 7

Ayes: _____

Nays: 0

Nays: _____

Absent: 0

Absent: _____

Jill Domingo, City Clerk

Joseph V. Domingo, Mayor

Resolution Number 2015-36

CITY OF ALBION RESOLUTION APPROVING AN AMENDMENT TO A BROWNFIELD PLAN FOR THE CITY OF ALBION PURSUANT TO AND IN ACCORDANCE WITH THE PROVISIONS OF ACT 381 OF THE PUBLIC ACTS OF THE STATE OF MICHIGAN OF 1996, AS AMENDED

At a regular meeting of the City Council of the City of Albion, Calhoun County, Michigan, held in the Council Chambers of said City on the 21st day of, December, 2015, at 7 p.m.

PRESENT:

ABSENT:

MOTION BY:

SUPPORTED BY:

WHEREAS, the Brownfield Redevelopment Authority (the "Authority") of the City of Albion, pursuant to and in accordance with the provisions of the Brownfield Redevelopment Financing Act, being Act 381 of the Public Acts of the State of Michigan of 1996, as amended (the "Act"), has prepared and recommended for approval by the City Council, an amendment to a Brownfield Plan (the "Plan") pursuant to and in accordance with Section 13 of the Act; and

WHEREAS, the Authority has, at least ten (10) days before the meeting of the City Council at which this resolution has been considered, provided notice to and fully informed all taxing jurisdictions (the "Taxing Jurisdictions") which are affected by the Financing Plan about the fiscal and economic implications of the proposed Financing Plan, and the Council has previously provided to the Taxing Jurisdictions a reasonable opportunity to express their views and recommendations regarding the Financing Plan and in accordance with Sections 13(13) and 14(1) of the Act; and

WHEREAS, the Council has made the following determinations and findings:

- A. The Plan constitutes a public purpose under the Act;
- B. The Plan meets all of the requirements for a Brownfield Plan set forth in Section 13 of the Act;
- C. The proposed method of financing the costs of the eligible activities, as described in the Plan, is feasible and the Authority has the ability to arrange the financing;
- D. The costs of the eligible activities proposed in the Plan are reasonable and necessary to carry out the purposes of the Act;
- E. The amount of captured taxable value estimated to result from the adoption of the Plan is reasonable; and

WHEREAS, as a result of its review of the Plan and upon consideration of the views and recommendations of the Taxing Jurisdictions, the Council desires to proceed with approval of the Plan.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. **Plan Approved.** Pursuant to the authority vested in the Council by the Act, and pursuant to and in accordance with the provisions of Section 14 of the Act, the Plan is hereby approved, in the form attached as Exhibit "A" to this Resolution.
2. **Severability.** Should any section, clause or phrase of this Resolution be declared by the Courts to be invalid, the same shall not affect the validity of this Resolution as a whole nor any part thereof other than the part so declared to be invalid.
3. **Repeals.** All resolutions or parts of resolutions in conflict with any of the provisions of this Resolution are hereby repealed.

AYES:

NAYES:

ABSTAINED:

RESOLUTION DECLARED ADOPTED.

STATE OF MICHIGAN

CITY OF ALBION

COUNTY OF CALHOUN

I, the undersigned, the duly qualified and acting Clerk of the City of Albion, County of Calhoun, State of Michigan, do hereby certify that the foregoing is a true and complete copy of a resolution adopted by the City Council of the City of Albion at a regular meeting held on the 21st day of December, 2015, the original of which resolution is on file in my office.

IN WITNESS WHEREOF, I have hereunto set my official signature, this 21st day of December, 2015.

Jill Domingo, Clerk
CITY OF ALBION

INTERLOCAL AGREEMENT

THIS INTERLOCAL AGREEMENT (the "Agreement") dated December 2, 2015, is entered into between the **CITY OF ALBION DOWNTOWN DEVELOPMENT AUTHORITY** (the "DDA"), whose address is 112 W. Cass Street., Albion, Michigan 49224; and the **ALBION BROWNFIELD REDEVELOPMENT AUTHORITY** (the "ABRA"), whose address is 309 N. Superior St., Albion, Michigan 49224. The DDA and the ABRA shall be referred to, collectively, as the "Parties".

WHEREAS, the Urban Cooperation Act, Public Act 7 of 1967 ("Act 7") provides that a public agency may enter into interlocal agreements with other public agencies to exercise jointly any power, privilege, or authority that the agencies share in common and that each might exercise separately; and

WHEREAS, the DDA is an authority established pursuant to Act 197 of the Public Acts of 1975, as amended ("Act 197"); and

WHEREAS, the ABRA is an authority established pursuant to Act 381 of the Public Acts of 1996 ("Act 381"); and

WHEREAS, the DDA and ABRA are each considered a "public agency" under Act 7; and

WHEREAS, the ABRA has the authority to reimburse the cost of "Eligible Activities" and other reimbursable costs through the capture "Tax Increment Revenue" on "Eligible Property" pursuant to and as described in Act 381; and

WHEREAS, the DDA has the authority to pay for certain activities and capture tax increment revenues generated by the levy of certain taxes on property pursuant to and as described in Act 7; and

WHEREAS, Downtown Albion Hotel, LLC has completed a Brownfield Plan (the "Brownfield Plan"), which is included with this Agreement as Attachment A, for redevelopment of certain property (the "Property"); and

WHEREAS, the DDA and the ABRA now wish to enter into this Agreement to transfer the tax increment revenues, which are generated by the redevelopment of the Property and capturable by the DDA pursuant to Act 197, to the ABRA for reimbursement of Act 381 "Eligible Activities" and any other reimbursable costs pursuant to the Brownfield Plan.

NOW THEREFORE, the DDA and ABRA agree to the following:

1. **Transfer and Use of Tax Increment Revenues.** Only upon affirmative vote by the ABRA and the City of Albion City Council approving the Brownfield Plan shall the tax increment revenues captured by the DDA that are generated by redevelopment of the Property be transferred to the ABRA to reimburse approved costs pursuant to the Brownfield Plan and in accordance with Act 381.
2. **Limitation to Tax Increment Revenues from the Property.** The DDA shall only transfer to the ABRA the tax increment revenues generated by the Property to reimburse approved costs identified in the approved Brownfield Plan and authorized by Act 381. Upon conclusion or dissolution of the Brownfield Plan, all tax increment revenues generated by the Property shall be captured by the DDA as authorized by Act 197.
3. **ABRA as Agent under This Agreement.** The Parties designate the ABRA as the agent to receive and disburse all tax increment revenues generated by the Property until such time as all obligations of the approved Brownfield Plan have been satisfied.
4. **Effective Date.** The Agreement shall commence upon its approval by the DDA and ABRA boards, its execution by their authorized representatives, and its filing with the Calhoun County Clerk and Secretary of State of the state of Michigan, as required by Act 7.
5. **Severability.** To the extent that any provisions contained in this Agreement are deemed unenforceable, to the extent possible the remaining terms shall remain in effect.

6. **Term.** The parties agree that the transfer of tax increment revenue from the Property to reimburse approved costs pursuant to Act 381 shall begin once tax increment revenues are collected from the Property, which will only occur after official approval of the Brownfield Plan by the City of Albion City Council. This Agreement extends until all obligations under this Agreement are met.

The Parties have executed this Agreement on the dates set forth below.

**CITY OF ALBION DOWNTOWN DEVELOPMENT
AUTHORITY**

By: _____

Title: _____

Date: _____

**CITY OF ALBION BROWNFIELD REDEVELOPMENT
AUTHORITY**

By: Ray Campbell

Title: Secretary

Date: December 3, 2015

Attachment A

Brownfield Plan

ALBION BROWNFIELD REDEVELOPMENT AUTHORITY

BROWNFIELD PLAN

107, 111, 117, 119, & 121 West Center Street,
108, 112, 118, & 120 West Porter Street, and
200, 206, 208, 210, 212, & 216 South Superior Street,
Albion, Michigan 49224

PREPARED BY

Albion Brownfield Redevelopment Authority
309 Superior Street
P.O. Box 725
Albion, Michigan 49224
Contact Person: Peggy Sindt
Email: psindt@albionedc.org
Phone: (517) 629-3926

AKT Peerless
22725 Orchard Lake Road
Farmington, Michigan, 48336
Contact Person: Bret Stuntz
Email: Stuntzb@aktpeerless.com
Phone: (248) 614-1333

PROJECT #

8724B

REVISION DATE

December 2, 2015

**BRA APPROVAL
CITY APPROVAL**

Table of Contents



1.0 INTRODUCTION 4

2.0 GENERAL PROVISIONS 5

 2.1 DESCRIPTION OF ELIGIBLE PROPERTY (SECTION 13 (L)(H))..... 5

 2.2 BASIS OF ELIGIBILITY (SECTION 13 (1)(H) , SECTION 2 (M)), SECTION 2(R) 6

 2.3 SUMMARY OF ELIGIBLE ACTIVITIES AND DESCRIPTION OF COSTS (SECTION 13 (1)(A),(B))... 7

 2.4 ESTIMATE OF CAPTURED TAXABLE VALUE AND TAX INCREMENT REVENUES (SECTION 13(1)(C)); IMPACT OF TAX INCREMENT FINANCING ON TAXING JURISDICTIONS (SECTION 13(1)(G), SECTION 2(E)) 9

 2.5 PLAN OF FINANCING (SECTION 13(1)(D)); MAXIMUM AMOUNT OF INDEBTEDNESS (SECTION 13(1)(E)) 9

 2.6 DURATION OF BROWNFIELD PLAN (SECTION 13(1)(F)) 10

 2.7 EFFECTIVE DATE OF INCLUSION IN BROWNFIELD PLAN 10

 2.8 DISPLACEMENT/RELOCATION OF INDIVIDUALS ON ELIGIBLE PROPERTY (SECTION 13(1)(I-L)) 10

 2.9 LOCAL SITE REMEDIATION REVOLVING FUND (“LSRRF”) (SECTION 8, SECTION 13(1)(M))... 10

 2.10 OTHER INFORMATION 11

ATTACHMENTS

Attachment A Site Maps and Photographs

- Figure 1 – Scaled Property Location Map
- Figure 2 – Eligible Property Boundary Map

Attachment B Legal Descriptions

Attachment C Tables

- Table 1 –Eligible Activities
- Table 2 – Tax Increment Financing Estimates
- Table 3 – Reimbursement Allocation Schedule

Attachment DOriginal Brownfield Plan

PROJECT SUMMARY

PROJECT NAME Downtown Albion Redevelopment Project -
Redevelopment and Reuse of Properties Located at 107,
111, 117, 119 & 121 West Center Street, 108, 112, 118,
& 120 West Porter Street, and 200, 206, 208, 210, 212,
& 216 South Superior Street, Albion, Michigan

DEVELOPER Downtown Albion Hotel, LLC
1100 S Washington Ave, Ste. 3
Saginaw, Michigan 48601
Gary Glaza
(989) 799-5700

ELIGIBLE PROPERTY LOCATION The Eligible Property is located at 107, 111, 117, 119 &
121 West Center Street, 108, 112, 118, & 120 West
Porter Street, and 200, 206, 208, 210, 212, & 216 South
Superior Street, Albion, Michigan. Parcel ID Numbers
21-000-886-00, 51-000-885-00, 51-000-884-00, 51-000-
883-00, 51-000-881-00, 51-000-895-00, 51-000-896-00,
51-000-897-00, 51-000-898-00, 51-000-888-00, 51-000-
890-00, 51-000-891-00, 51-000-892-00, 51-000-893-00,
51-000-894-00, respectively.

TYPE OF ELIGIBLE PROPERTY Facility, Blighted, and Adjacent & Contiguous

SUBJECT PROJECT DESCRIPTION

The project (Project) consists of the redevelopment of the subject property, which is located at 107, 111, 117, 119 & 121 West Center Street, 108, 112, 118, & 120 West Porter Street, and 200, 206, 208, 210, 212, & 216 South Superior Street in the City of Albion. The Project will include the demolition of the existing structures and construction of a new 67,000 sq. ft. hotel with 72 rooms, a restaurant, and ballroom. This Project will ultimately put these underutilized properties back to productive use and will radically improve the downtown area of Albion inviting other similar developments to follow.

In addition to the economic benefits of this development to Albion and the surrounding downtown, environmental activities are anticipated that would provide a safer and healthier downtown to the public and environment alike.

The Project is seeking approval of Tax Increment Financing (TIF). Construction is expected to begin in spring of 2016.

ELIGIBLE ACTIVITIES

Baseline Environmental Assessment (BEA) Activities {Phase I Environmental Site Assessment (ESA), Phase II ESAs, and BEA}, Due Care Activities, Additional Response Activities, Preparation of a Brownfield Plan and Act 381 Work Plan, Demolition, Lead and Asbestos Survey and Abatement, Site Preparation, and Infrastructure Improvements.

REIMBURSABLE COSTS

\$1,276,275 (Est. Eligible Activities, Contingency, Interest)
\$ 60,000 (BRA Administrative Fees)
\$ 115,341 (State Revolving Fund)
\$ 818,912 (LSRRF)
\$2,270,528

DURATION OF BROWNFIELD PLAN

Maximum of 30 years of tax increment revenue capture; expected duration is 12 years.

ESTIMATED TOTAL CAPITAL INVESTMENT

\$9.2 million

INITIAL TAXABLE VALUE

\$113,252

LIST OF ACRONYMS AND DEFINITIONS

AUTHORITY	Albion Brownfield Redevelopment Authority
BEA	Baseline Environmental Assessment (Michigan process to provide new property owners and/or operators with exemptions from environmental liability)
BFP OR PLAN	Brownfield Plan
DEVELOPER	Downtown Albion Hotel, LLC
ELIGIBLE PROPERTY	Subject property for which eligible activities are identified under a Brownfield Plan.
ESA	Environmental Site Assessment
ABRA	Albion Brownfield Redevelopment Authority
LSRRF	Local Site Remediation Revolving Fund
MDEQ	Michigan Department of Environmental Quality
MEDC	Michigan Economic Development Corporation
MSF	Michigan Strategic Fund (agency that approves use of school tax revenue to support non-environmental Brownfield activities)
PHASE I ESA	An environmental historical review and site inspection (no soil and/or groundwater sampling and analysis)
PHASE II ESA	Environmental subsurface investigation (includes soil and/or groundwater sampling and analysis)
SUBJECT PROPERTY	The Eligible Property, located at 107, 111, 117, 119 & 121 West Center Street, 108, 112, 118, & 120 West Porter Street, and 200, 206, 208, 210, 212, & 216 South Superior Street, in Albion, Michigan. It comprises 15 parcels.
RCC	Residential Cleanup Criteria
TIF	Tax Increment Financing (TIF describes the process of using TIR—i.e., TIF is the use of TIR to provide financial support to a project)
TIR	Tax Increment Revenue (new property tax revenue, usually due to redevelopment and improvement that is generated by a property after approval of a Brownfield Plan)

BROWNFIELD PLAN

107, 111, 117, 119 & 121 West Center Street,
108, 112, 118, & 120 West Porter Street, and
208, 210, 212, & 216 South Superior Street,
Albion, Michigan 49224

1.0 Introduction

Albion, Michigan (the "City"), established the Albion Brownfield Redevelopment Authority (the "Authority") on December 4, 2000, pursuant to Michigan Public Act 381 of 1996, as amended ("Act 381"). The primary purpose of Act 381 is to encourage the redevelopment of eligible property by providing economic incentives through tax increment financing for certain eligible activities.

The main purpose of the Brownfield Plan is to promote the redevelopment of and investment in certain "Brownfield" properties within the City. Inclusion of subject property within the Brownfield Plan will facilitate financing of environmental response and other eligible activities at eligible properties, and will also provide tax incentives to eligible taxpayers willing to invest in revitalization of eligible sites, commonly referred to as "Brownfields." By facilitating redevelopment of Brownfield properties, the Brownfield Plan is intended to promote economic growth for the benefit of the residents of the City and all taxing units located within and benefited by the Authority.

The identification or designation of a developer or proposed use for the Eligible Property that is the subject of this Brownfield Plan shall not be integral to the effectiveness or validity of this Brownfield Plan. This Brownfield Plan is intended to apply to the Eligible Property identified in this Brownfield Plan and, if tax increment revenues are proposed to be captured from that Eligible Property, to identify and authorize the eligible activities to be funded by such tax increment revenues. Any change in the proposed developer or proposed use of the Eligible Property shall not necessitate an amendment to this Brownfield Plan, affect the application of this Brownfield Plan to the Eligible Property, or impair the rights available to the Authority under this Brownfield Plan.

The Original Brownfield Plan for the Downtown Albion Redevelopment Project (the "Project") was prepared to redevelop thirteen parcels on the city block bound by West Center, South Superior, West Porter and South Clinton Streets. The Original Brownfield Plan was approved by the Authority on November 6, 2014 and by the Albion City Council on December 15, 2014. Refer to Attachment D for a copy of the Original Brownfield Plan. This Brownfield Plan, Amendment #1 is being prepared to add the remaining two parcels (200 and 206 South Superior Street) located on the same city block.

This Brownfield Plan, Amendment #1 is intended to be a living document, which may be modified or amended in accordance with the requirements of Act 381, as necessary to achieve the purposes of Act 381. The applicable sections of Act 381 are noted throughout the Amended Brownfield Plan for reference purposes.

This Amended Brownfield Plan contains information required by Section 13(1) of Act 381.

- Pawn store

A Phase II Environmental Site Assessment (ESA) was conducted at 208 S. Superior St. in 2013. In addition, a Phase II ESA was conducted at 118 and 120 W. Porter St. in 2014. These three parcels were determined to be facilities.

107 W. Center St., 111 W. Center St., 117 W. Center St., 119 W. Center St., and 121 W. Center St.; 108 W. Porter St.; and 212 S. Superior St. and 216 S. Superior St. were determined to be blighted, because these parcels have had their utilities, plumbing, heating, or sewerage permanently disconnected, destroyed, removed, or rendered ineffective so that the properties are unfit for their intended uses.

200 S. Superior St. is adjacent and contiguous to 107 W. Center St. 206 and 210 S. Superior St. are adjacent and contiguous with 208 S. Superior St. 112 W. Porter St. is adjacent and contiguous with 118 W. Porter St.

2.3 Summary of Eligible Activities and Description of Costs (Section 13 (1)(a),(b))

The "eligible activities" that are intended to be carried out at the subject property are considered "eligible activities" as defined by Sec 2 of Act 381, because they include BEA Activities (Phase I ESA, Phase II ESAs, and BEAs), due care activities, additional response activities, preparation of Brownfield and Act 381 work plans, lead and asbestos survey and abatement, demolition, site preparation, and infrastructure improvements (see Table 1).

A summary of the eligible activities and the estimated cost of each eligible activity intended to be paid for with Tax Increment Revenues from the subject property is shown in the table below.

Estimated Cost of Reimbursable Eligible Activities

Description of Eligible Activity		Estimated Cost*	
1.	BEA Activities	\$	50,000
2.	Due Care Activities	\$	100,000
3.	Additional Response Activities	\$	50,000
4.	Demolition	\$	100,000
5.	Lead and Asbestos Activities	\$	50,000
6.	Site Preparation	\$	401,234
7.	Infrastructure Improvements	\$	148,766
Total Environmental and Non-Environmental Eligible Activities		\$	900,000
8.	15% Contingency on Eligible Activities	\$	135,000
9.	Brownfield Plan & Act 381 WP Preparation Activities	\$	20,000
Total Eligible Activities Cost with 15% Contingency		\$	1,055,001
10.	BRA Administration Fee	\$	60,000
11.	State Revolving Fund	\$	115,341
12.	Local Site Remediation Revolving Fund (LSRRF)**	\$	818,912
13.	Interest (calculated at 5%, simple)***	\$	221,274
Total Eligible Costs for Reimbursement		\$	2,270,528

*Estimated costs are subject to approval by MSF and MDEQ. Any costs not approved by the MSF or MDEQ may become local only costs paid out of captured tax increment revenues from locally levied millages (to the extent available).

** LSRRF deposits will be made in accordance with Act 381.

***Interest is calculated annually at 5% simple interest on unreimbursed eligible activities, in accordance with ABRA policy.

A detailed breakout of the eligible activities and the estimated cost of each eligible activity intended to be paid for with Tax Increment Revenues from the subject property is shown in Attachment C, Table 1.

It is currently anticipated that construction will begin in Spring of 2016 and be completed within 1.5 years.

The Developer desires to be reimbursed for the costs of eligible activities. Tax increment revenue generated by the subject property will be captured by the Authority and used to reimburse the cost of the eligible activities completed on the subject property after approval of this Brownfield Plan and an associated Reimbursement Agreement. The projections in this Brownfield Plan assume that tax increment revenue otherwise capturable by the Downtown Development Authority (DDA) on the subject property parcels will be utilized for reimbursement of Brownfield eligible activities, in accordance with Act 381 and with a development agreement to be executed between Developer and the DDA.

The costs listed in the table above are estimated costs and may increase or decrease depending on the nature and extent of environmental contamination and other unknown conditions encountered on the subject property. The actual cost of those eligible activities encompassed by this Brownfield Plan that will qualify for reimbursement from tax increment revenues of the Authority from the subject property shall be governed by the terms of a Reimbursement Agreement with the Authority (the "Reimbursement Agreement"). Eligible activities will also be reimbursed with tax increment revenue generated by the subject property and captured by the DDA. Reimbursement with tax increment revenues of the DDA from the subject property shall be governed by the terms of a Development Agreement with the DDA (the "Development Agreement"). No costs of eligible activities will be qualified for reimbursement except to the extent permitted in accordance with the terms and conditions of the Reimbursement Agreement and/or the Development Agreement.

In accordance with this Brownfield Plan, the associated Reimbursement Agreement, and the Development Agreement, the amount advanced by the Developer will be repaid by the Authority and the DDA, together with interest at the rate set at 5% simple interest, solely from the tax increment revenues realized from the Eligible Property. Payments will be made to the full extent incremental property tax revenues are or become available for such purpose under the Act and/or by the DDA. Based on the projected cost of eligible activities, interest reimbursement in this Brownfield Plan is estimated at \$221,274. However, if the actual cost of eligible activities turns out to be lower than the above estimates, interest reimbursement may be lower, subject to the 5% simple interest calculation

Tax increment revenues will first be used to pay or reimburse administrative expenses described in the table above. The amount of school tax revenues, which will be used to reimburse the costs of implementing eligible activities at this site, will be limited to the cost of eligible activities approved by the MDEQ and the MSF, together with the interest rate provided above. In the event that the use of school tax revenues to reimburse specific eligible activities is not approved by the MDEQ or MSF, these specific activities will be reimbursed with local-only TIF (to the extent available).

2.4 Estimate of Captured Taxable Value and Tax Increment Revenues (Section 13(1)(c)); Impact of Tax Increment Financing On Taxing Jurisdictions (Section 13(1)(g), Section 2(e))

This Brownfield Plan anticipates the capture of tax increment revenues to reimburse the Developer for the costs of eligible activities under this Brownfield Plan in accordance with the Reimbursement Agreement. A table of estimated tax increment revenues to be captured is attached to this Brownfield Plan as Attachment C, Table 2. Tax increment revenue capture is expected to begin in 2017.

For as long as the subject property is located within the DDA, only tax increment revenues generated by school taxes (school operating and state education tax millages) and intermediate school district millages are available for capture by the Authority. The DDA captures all other local millages as authorized by the DDA act.

It also should be noted that although DDA-captured revenue is shown in Attachment C, Table 2 and, in accordance with the Development Agreement will be used to reimburse Brownfield Eligible Activities, the DDA-captured revenue is not governed by Act 381 or this Brownfield Plan. The Michigan Economic Development Corporation (MEDC), however, has indicated that use of DDA-captured tax increment revenue to reimburse Brownfield eligible activities identified in this Brownfield Plan is a precondition for showing "local commitment" to the project that is required for the MEDC to recommend approval to the MSF for the use of state school tax increment revenue to partially reimburse eligible activities.

All reimbursement will be in accordance with the Reimbursement Agreement and the Development Agreement.

The total estimated cost of the eligible activities and other costs (including administrative fees, contingency, interest, and LSRRF deposits) to be reimbursed through the capture of tax increment revenue is projected to be \$2,270,528. The estimated effective initial taxable value for this Brownfield Plan is \$113,252, and is based on land and real property tax only. Redevelopment of the subject property is expected to initially generate incremental taxable value in 2017 with the first significant increase in taxable value of approximately \$2,854,668.

It is estimated that the Authority will capture the 2017 through 2028 tax increment revenues to reimburse, with the DDA, the cost of the eligible activities, reimburse interest, State Brownfield Redevelopment Fund, LSRRF and pay Authority administrative fees (the DDA will not pay administrative fees); Authority administrative fees may be paid only out of local tax increment revenue captured by the Authority—i.e., ISD).

The captured incremental taxable value and associated tax increment revenue will be based on the actual increased taxable value from all taxable improvements on the subject property and the actual millage rates levied by the various taxing jurisdictions during each year of the plan. An estimate of incremental tax revenue capture is shown in Attachment C, Table 2. The actual tax increment captured will be based on taxable value set through the property assessment process by the local unit of government and equalized by the County and the millage rates set each year by the taxing jurisdictions.

2.5 Plan of Financing (Section 13(1)(d)); Maximum Amount of Indebtedness (Section 13(1)(e))

Eligible activities are to be financed by the Developer. The Authority and the DDA will reimburse the Developer for the cost of approved eligible activities, but only from tax increment revenues generated

from the subject property as available, and subject to the Reimbursement Agreement and Development Agreement.

All reimbursements authorized under this Brownfield Plan shall be governed by the Reimbursement Agreement. Reimbursements by the DDA of eligible activities authorized by or in this Brownfield Plan shall be governed by the Development Agreement. The Authority shall not incur any note or bonded indebtedness to finance the purposes of this Brownfield Plan. The inclusion of eligible activities and estimates of costs to be reimbursed in this Brownfield Plan is intended to: (1) authorize the Authority to fund such reimbursements; (2) provide the DDA with relevant information necessary to form and approve the Development agreement to fund such reimbursements; and (3) does not obligate the Authority or the City (or the DDA) to fund any reimbursement or to enter into the Reimbursement Agreement and/or Development Agreement providing for the reimbursement of any costs for which tax increment revenues may be captured under this Brownfield Plan, or which are permitted to be reimbursed under this Brownfield Plan. The amount and source of any tax increment revenues that will be used for purposes authorized by this Brownfield Plan, and the terms and conditions for such use and upon any reimbursement of the expenses permitted by the Brownfield Plan, will be provided solely under the Reimbursement Agreement contemplated by this Brownfield Plan.

2.6 Duration of Brownfield Plan (Section 13(1)(f))

In no event shall the duration of the Brownfield Plan exceed 35 years following the date of the resolution approving the Brownfield Plan, nor shall the duration of the tax capture exceed the lesser of the period authorized under subsection (4) and (5) of Section 13 of Act 381 or 30 years. Further, in no event shall the beginning date of the capture of tax increment revenues be later than five years after the date of the resolution approving the Brownfield Plan.

2.7 Effective Date of Inclusion in Brownfield Plan

The subject property will become a part of this Brownfield Plan on the date this Brownfield Plan is approved by the City of Albion. The date of tax capture shall commence during the year construction begins or the immediate following year—as increment revenue becomes available, but the beginning date of tax capture shall not exceed five years beyond the date of the governing body resolution approving the Brownfield Plan amendment.

2.8 Displacement/Relocation of Individuals on Eligible Property (Section 13(1)(i-l))

There are no persons or businesses residing on the Eligible Property, except Albion Interfaith Ministries (AIM) on 118 W. Porter St. AIM intends to voluntarily relocate shortly, so no occupied residences will be acquired or cleared; therefore there will be no displacement or relocation of persons or businesses under this Brownfield Plan.

2.9 Local Site Remediation Revolving Fund (“LSRRF”) (Section 8, Section 13(1)(m))

Pursuant to Act 381, the Authority may establish a Local Site Remediation Revolving Fund (LSRRF). The Authority could capture incremental local and state school taxes to fund the LSRRF, to the extent allowed by law. The rate and schedule of incremental tax capture for the LSRRF under Brownfield Plans is determined on a case-by-case basis. Considerations may include, but not be limited to the following: total capture duration, total annual capture, project economic factors, level of existing LSRRF funding, projected need for LSRRF funds, and amount of school tax capture available in accordance with Act 381.

The amount of tax increment revenue authorized under this Brownfield Plan for capture and deposit in an LSRRF, should the Authority establish one, is estimated at \$818,912.

2.10 Other Information

The tax capture breakdown of tax increment revenues anticipated to become available for use in this Brownfield Plan is summarized below.

There are 65.0142 non-homestead mills available for capture, with school millage equaling 24.0000 mills (37%) and local millage equaling 41.0142 mills (63%). None of the project will include homestead residential property. The requested tax capture for MSF and MDEQ eligible activities breaks down as follows:

Tax Capture

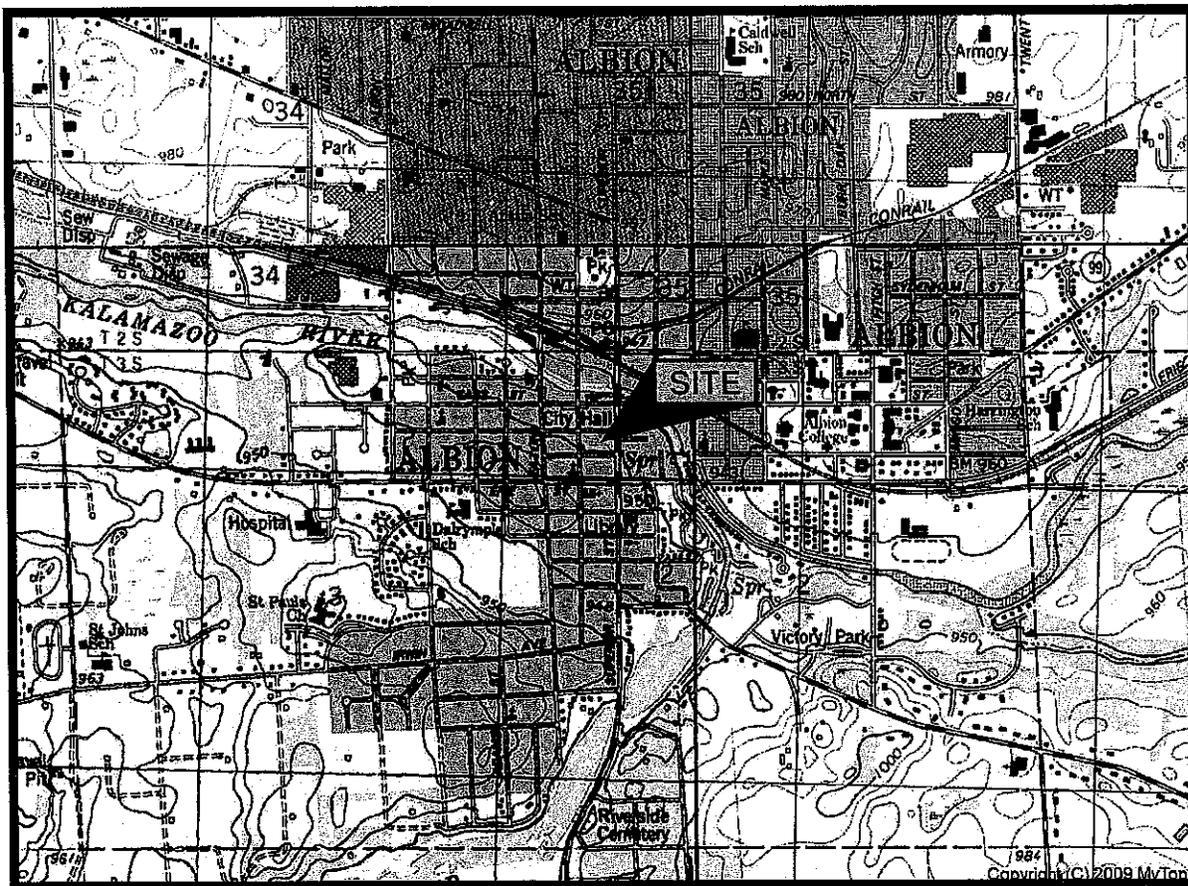
State to Local Tax Capture	Eligible Activities, Interest, Contingency
MSF/MDEQ School tax capture (36.9%)	\$471,137
MSF/MDEQ Local tax capture (63.1%)	\$805,138
Local-Only tax capture	\$0
Total	\$1,276,275

Attachments

Attachment A
Site Maps

SOUTHWEST ALBION QUADRANGLE

MICHIGAN - CALHOUN COUNTY
7.5 MINUTE SERIES (TOPOGRAPHIC)



T.3 S.-R.4 W.

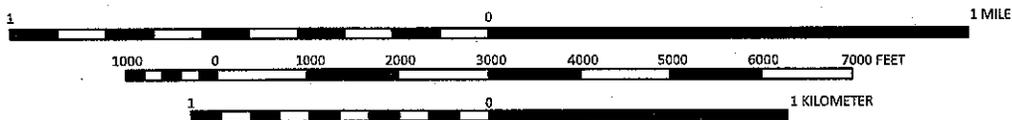


IMAGE TAKEN FROM 1995 U.S.G.S. TOPOGRAPHIC MAP



AKTPEERLESS

ILLINOIS MICHIGAN OHIO GEORGIA
www.aktpeerless.com

SCALED PROPERTY LOCATION MAP

BOUNDED BY CENTER, SUPERIOR, PORTER,
AND CLINTON STREETS
ALBION, MICHIGAN
PROJECT NUMBER : 87248-1-25

DRAWN BY: DDB
DATE: 05/28/2015

FIGURE 1



AKTPEERLESS

ILLINOIS MICHIGAN OHIO GEORGIA
www.aktpeerless.com

ELIGIBLE PROPERTY BOUNDARY
 BOUNDED BY CENTER, SUPERIOR, PORTER,
 AND CLINTON STREETS
 ALBION, MICHIGAN
 PROJECT NUMBER : 8724B-1-25

LEGEND

----- = PARCEL LINE
 894 = PARCEL NUMBER

DRAWN BY: DDB
 DATE: 05/28/2015

0 50 100
 SCALE: 1" = 100'

FIGURE 2

Attachment B
Legal Description(s)

ALBION BROWNFIELD REDEVELOPMENT PROJECT

Subject Property Parcel Information

	Address	Parcel ID	Legal Description
1	107 W Center St	51-000-886-00	ORIGINAL PLAT, BLK 52, W 22.5 FT OF E 39 FT OF N 56 FT OF LOT 4 (111 W CENTER ST)
2	111 W Center St	51-000-885-00	ORIGINAL PLAT, BLK 52, ALL OF LOT 3 AND 4, EXC THE E 39 FT OF LOT 4 (111 W CENTER ST)
3	117 W Center St	51-000-884-00	ALBION CITY, ORIGINAL PLAT BLK 52 N 52' OF E 25' OF LOT 2 (117 W CENTER ST.)
4	119 W Center St	51-000-883-00	ALBION CITY, ORIGINAL PLAT, BLK 52 W 23 FT OF E 48 FT OF N 48 FT OF LOT 2. (119 W CENTER)
5	121 W Center St	51-000-881-00	ALBION CITY, ORIGINAL PLAT BLK 52 LOTS 1 & 2 EXC E 48 FT OF N 48 FT LOT 2. & S 4' OF N 52' OF E 25' OF LOT 2 (121 W CENTER
6	108 W Porter	51-000-895-00	ORIGINAL PLAT, BLK 52, W 47 FT OF LOT 9. (108 W PORTER ST)
7	112 W Porter St	51-000-896-00	LBION CITY, ORIGINAL PLAT BLK 52, E 39.5' OF LOT 10, AND 99' N AND S. (110 W. PORTER ST.)
8	118 W Porter St	51-000-897-00	ORIGINAL PLAT, BLK 52; LOT 10, EXC E 39.5' AND LOT 11 AND 12, EXC W 25 FT 3 IN OF S 80 FT OF LOT 12 (118 W PORTER ST
9	120 W Porter St	51-000-898-00	ORIGINAL PLAT, BLK 52, W 25 FT 3 IN OF S 80 FT OF LOT 12 (118 W PORTER ST)
	200 S Superior St	51-000-898-00	ORIGINAL PLAT, BLK. 52. LOT 5. EXC THE S 3.1 FT (200 S SUPERIOR ST)
	206 S Superior St	51-000-890-00	ORIGINAL PLAT, BLK 52 N 41 FT LOT 6 AND THAT PART LOT 5 LYING OF CTR OF S BRICK WALL OF HANNAH BLOCK AND BEG 16 1/2 FT W OF SE COR LOT 4, N 49 FT, W 21 FT, S 49 FT, E 21 FT TO BEG (206 S SUPERIOR ST)
10	208 S Superior St	51-000-891-00	ORIGINAL PLAT, BLK 52. S 6.35 FT OF LOT 6 AND N 15 3/4 FT OF ALLEY ADJ TO LOT 6 ON SOUTH (208 S SUPERIOR ST
11	210 S Superior St	51-000-892-00	ORIGINAL PLAT, BLK 52, N 1/2 OF LOT 7, N 1 FT OF S 1/2 OF LOT 7 AND S .75 FT OF ALLEY ADJACENT TO LOT 7 ON NORTH (210 S SUPERIOR ST
12	212 S Superior St	51-000-893-00	ORIGINAL PLAT, BLK 52 S 23.3 FT OF LOT 7 AND N 1 FT OF N SIDE OF LOT 8 (212 S SUPERIOR ST
13	216 S Superior St	51-000-894-00	ORIGINAL PLAT, BLK 52, LOT 8, EXC 1 FT OFF N SIDE (214 S SUPERIOR ST)

Subject property also contains land within public rights-of-way that is located between and adjacent to the parcels listed above.

Attachment C

Tables

Table 1. Eligible Activities
Downtown Albion Hotel Project
Albion, MI
AKT Peerless Project No. 8724B
As of November 2, 2015

ELIGIBLE ACTIVITIES COST SUMMARY				
				Estimated Cost of Eligible Activity
BEA Activities				\$ 50,000
Due Care Activities				\$ 100,000
Additional Response Activities				\$ 50,000
TOTAL ENVIRONMENTAL ELIGIBLE ACTIVITIES				\$ 200,000
Demolition				\$ 100,000
Lead and Asbestos Activities				\$ 50,000
Site Preparation Activities				\$ 401,234
Eligible Infrastructure Improvement Activities				\$ 148,766
TOTAL NON-ENVIRONMENTAL ELIGIBLE ACTIVITIES				\$ 700,000
Total Environmental and Non-Environmental Eligible Activities				\$ 900,000
15% Contingency on Eligible Activities				\$ 135,000
Brownfield Plan & Act 381 WP Preparation Activities				\$ 20,000
Total Eligible Activities Cost with 15% Contingency				\$ 1,055,001
Interest (calculated at 5%, simple)				\$ 221,274
Total Eligible Activities Cost, with Contingency & Interest				\$ 1,276,275
BRA Administration Fee				\$ 60,000
State Revolving Fund				\$ 115,341
Local Site Remediation Revolving Fund (LSRRF)				\$ 818,912
Total Eligible Costs for Reimbursement				\$ 2,270,528

Table 2. Tax Increment Revenue Estimates
 Downtown Albion Hotel Project
 Albion, MI
 AKT Peerless Project No. 87248
 As of November 2, 2015

Estimated TV Increase rate: 1.02

Plan Year	Calendar Year											
	1	2	3	4	5	6	7	8	9	10	11	12
Calendar Year	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028
Initial Taxable Value \$	113,252	113,252	113,252	113,252	113,252	113,252	113,252	113,252	113,252	113,252	113,252	113,252
Estimated New TV \$	2,967,520	3,027,278	3,087,824	3,149,580	3,212,572	3,276,823	3,342,360	3,409,207	3,477,391	3,546,939	3,617,878	3,690,235
Incremental Difference (New TV - Initial TV) \$	2,854,268	2,914,026	2,974,572	3,036,328	3,099,320	3,163,571	3,229,108	3,295,955	3,364,139	3,433,687	3,504,626	3,576,983
State Education Tax (SET)	6.0000	Incremental \$ 27,128	\$ 27,464	\$ 27,847	\$ 28,278	\$ 28,756	\$ 29,281	\$ 29,853	\$ 30,474	\$ 31,144	\$ 31,864	\$ 32,635
School Operating Tax	18.0000	Incremental \$ 51,364	\$ 52,452	\$ 53,542	\$ 54,654	\$ 55,788	\$ 56,944	\$ 58,124	\$ 59,327	\$ 60,555	\$ 61,806	\$ 63,083
School Total	24.0000	Incremental \$ 78,492	\$ 79,916	\$ 81,389	\$ 82,932	\$ 84,544	\$ 86,224	\$ 87,977	\$ 89,791	\$ 91,659	\$ 93,589	\$ 95,578
CISD OPERATING	0.2519	Incremental \$ 719	\$ 734	\$ 749	\$ 765	\$ 781	\$ 797	\$ 813	\$ 830	\$ 847	\$ 865	\$ 883
CISD VOC ED	1.4538	Incremental \$ 4,050	\$ 4,236	\$ 4,374	\$ 4,474	\$ 4,599	\$ 4,734	\$ 4,874	\$ 5,019	\$ 5,170	\$ 5,326	\$ 5,488
CISD SPECIAL ED	4.5000	Incremental \$ 12,846	\$ 13,114	\$ 13,386	\$ 13,663	\$ 13,947	\$ 14,236	\$ 14,531	\$ 14,832	\$ 15,139	\$ 15,452	\$ 15,771
CITY OPERATING	11.9736	Incremental \$ 34,181	\$ 34,891	\$ 35,616	\$ 36,356	\$ 37,110	\$ 37,879	\$ 38,664	\$ 39,464	\$ 40,281	\$ 41,114	\$ 41,963
STREET	3.0000	Incremental \$ 8,564	\$ 8,742	\$ 8,924	\$ 9,109	\$ 9,298	\$ 9,491	\$ 9,687	\$ 9,888	\$ 10,092	\$ 10,301	\$ 10,514
SOLID WASTE	2.0000	Incremental \$ 5,709	\$ 5,828	\$ 5,949	\$ 6,073	\$ 6,199	\$ 6,327	\$ 6,458	\$ 6,592	\$ 6,728	\$ 6,867	\$ 7,009
RECREATION DEPT	1.5000	Incremental \$ 4,282	\$ 4,371	\$ 4,462	\$ 4,554	\$ 4,648	\$ 4,745	\$ 4,844	\$ 4,944	\$ 5,045	\$ 5,151	\$ 5,259
COUNTY OPERATING	5.3779	Incremental \$ 15,952	\$ 16,171	\$ 16,397	\$ 16,628	\$ 16,864	\$ 17,104	\$ 17,350	\$ 17,601	\$ 17,857	\$ 18,118	\$ 18,384
KCC - SUMMER	1.8068	Incremental \$ 5,188	\$ 5,365	\$ 5,547	\$ 5,734	\$ 5,926	\$ 6,123	\$ 6,324	\$ 6,529	\$ 6,738	\$ 6,951	\$ 7,168
VETERANS	0.1000	Incremental \$ 253	\$ 258	\$ 263	\$ 269	\$ 274	\$ 280	\$ 285	\$ 291	\$ 297	\$ 303	\$ 309
SENIOR CITIZEN	0.7452	Incremental \$ 2,127	\$ 2,172	\$ 2,217	\$ 2,263	\$ 2,310	\$ 2,357	\$ 2,406	\$ 2,456	\$ 2,507	\$ 2,559	\$ 2,612
MEDICAL CARE	0.2482	Incremental \$ 709	\$ 725	\$ 741	\$ 758	\$ 776	\$ 794	\$ 813	\$ 833	\$ 853	\$ 874	\$ 895
KCC	1.8068	Incremental \$ 5,158	\$ 5,335	\$ 5,517	\$ 5,704	\$ 5,896	\$ 6,093	\$ 6,294	\$ 6,500	\$ 6,711	\$ 6,926	\$ 7,146
ALBN DIST LIB OP	2.2500	Incremental \$ 6,423	\$ 6,570	\$ 6,721	\$ 6,877	\$ 7,037	\$ 7,199	\$ 7,365	\$ 7,534	\$ 7,707	\$ 7,884	\$ 8,065
SCH BLDG/SITE SF	4.0000	Incremental \$ 11,419	\$ 11,656	\$ 11,898	\$ 12,145	\$ 12,397	\$ 12,654	\$ 12,916	\$ 13,183	\$ 13,455	\$ 13,732	\$ 14,014
Local Total	41.0142	Incremental \$ 118,492	\$ 120,416	\$ 122,389	\$ 124,412	\$ 126,484	\$ 128,604	\$ 130,773	\$ 132,991	\$ 135,259	\$ 137,578	\$ 139,948
DEBT SERVICE	1.5200	New TV \$ 4,511	\$ 4,601	\$ 4,693	\$ 4,787	\$ 4,883	\$ 4,981	\$ 5,080	\$ 5,182	\$ 5,285	\$ 5,391	\$ 5,499
SCHOOL DEBT	3.4200	New TV \$ 10,150	\$ 10,355	\$ 10,560	\$ 10,772	\$ 10,987	\$ 11,207	\$ 11,431	\$ 11,659	\$ 11,893	\$ 12,131	\$ 12,373

Table 3. Reimbursement Allocation Schedule
 Downtown Albion Hotel Project
 Albion, MI
 AKT Peerless Project No. 87249
 As of November 5, 2015

Developer Maximum Reimbursement	Proportionality	School & Local Taxes	Local Only Taxes	Total
State	36.9%	\$ 471,137		\$ 471,137
Local	68.1%	\$ 805,198	\$ -	\$ 805,198
TOTAL		\$ 1,276,275	\$ -	\$ 1,276,275
MDEQ	22.7%	\$ 290,337		
MSF	77.3%	\$ 985,938		

Estimated Capture

Administrative Fees	\$ 60,000
State Revolving Fund	\$ 115,341
LSRRF	\$ 818,912

Estimated Total Years of Plan:	12
-----------------------------------	----

	Plan Year	End Plan										
		1	2	3	4	5	6	7	8	9	10	11
Total State Incremental Revenue	\$ 68,512	\$ 69,937	\$ 71,390	\$ 72,872	\$ 74,384	\$ 75,926	\$ 77,499	\$ 79,103	\$ 80,739	\$ 82,408	\$ 84,111	\$ 85,848
State Brownfield Revolving Fund (3 mills of SET)	\$ 8,564	\$ 8,742	\$ 8,924	\$ 9,109	\$ 9,298	\$ 9,491	\$ 9,687	\$ 9,888	\$ 10,092	\$ 10,301	\$ 10,514	\$ 10,731
State TIR Available for Reimbursement	\$ 59,948	\$ 61,195	\$ 62,466	\$ 63,763	\$ 65,086	\$ 66,435	\$ 67,811	\$ 69,215	\$ 70,647	\$ 72,107	\$ 73,597	\$ 75,117
Total Local Incremental Revenue	\$ 117,082	\$ 119,516	\$ 122,000	\$ 124,539	\$ 127,116	\$ 129,751	\$ 132,439	\$ 135,181	\$ 137,977	\$ 140,830	\$ 143,739	\$ 146,707
BRA Administrative Fee	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000	\$ 5,000
Local TIR Available for Reimbursement	\$ 112,082	\$ 114,516	\$ 117,000	\$ 119,539	\$ 122,116	\$ 124,751	\$ 127,439	\$ 130,181	\$ 132,977	\$ 135,830	\$ 138,739	\$ 141,707

DEVELOPER	Beginning Balance													
DEVELOPER Reimbursement Balance	\$ 1,276,275	\$ 1,104,245	\$ 928,934	\$ 749,068	\$ 565,773	\$ 378,521	\$ 187,985	\$ 29,824	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
MDEQ Reimbursement Balance	\$ 290,337	\$ 251,203	\$ 211,230	\$ 170,404	\$ 128,707	\$ 86,120	\$ 42,628	\$ 5,558	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Eligible Activities Reimbursement	\$ 240,000	\$ 39,135	\$ 39,972	\$ 40,826	\$ 41,698	\$ 42,586	\$ 43,380	\$ 2,403	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
STATE	\$ 88,598	\$ 13,697	\$ 13,921	\$ 14,210	\$ 14,505	\$ 14,806	\$ 15,113	\$ 2,403	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
LOCAL	\$ 151,404	\$ 25,497	\$ 26,051	\$ 26,616	\$ 27,192	\$ 27,780	\$ 28,267	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Interest Reimbursement	\$ 50,937	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,112	\$ 34,667	\$ 5,558	\$ -	\$ -	\$ -	\$ -	\$ -
STATE	\$ 18,582	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 13,024	\$ 5,598	\$ -	\$ -	\$ -	\$ -	\$ -
LOCAL	\$ 31,755	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,112	\$ 21,643	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total MDEQ TIR Reimbursement	\$ 39,135	\$ 39,972	\$ 40,826	\$ 41,698	\$ 42,586	\$ 43,498	\$ 37,069	\$ 5,558	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
MSF Reimbursement Balance	\$ 985,938	\$ 853,043	\$ 717,904	\$ 578,664	\$ 437,066	\$ 292,451	\$ 144,757	\$ 18,875	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Eligible Activities Reimbursement	\$ 815,001	\$ 132,895	\$ 135,739	\$ 138,639	\$ 141,598	\$ 144,616	\$ 147,855	\$ 8,159	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
STATE	\$ 300,858	\$ 46,811	\$ 47,774	\$ 48,756	\$ 49,758	\$ 50,779	\$ 51,822	\$ 8,159	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
LOCAL	\$ 514,143	\$ 86,585	\$ 88,465	\$ 90,384	\$ 92,340	\$ 94,336	\$ 92,033	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Interest Reimbursement	\$ 170,997	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 34,399	\$ 117,723	\$ 18,875	\$ -	\$ -	\$ -	\$ -	\$ -
STATE	\$ 63,104	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 44,226	\$ 18,875	\$ -	\$ -	\$ -	\$ -	\$ -
LOCAL	\$ 107,836	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 34,399	\$ 73,497	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total MSF TIR Reimbursement	\$ 132,895	\$ 135,739	\$ 138,639	\$ 141,598	\$ 144,616	\$ 147,694	\$ 129,882	\$ 18,875	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

LOCAL SITE REMEDIATION FUND	LSRRF Year	0	1	2	3	4	5
LSRRF Deposits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
STATE	\$ 107,178	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
LOCAL	no maximum	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Attachment D
Original Brownfield Plan

ALBION BROWNFIELD REDEVELOPMENT AUTHORITY

BROWNFIELD PLAN

107, 111, 117, 119, & 121 West Center Street,
108, 112, 118, & 120 West Porter Street, and
208, 210, 212, & 216 South Superior Street,
Albion, Michigan 49224

PREPARED BY Albion Brownfield Redevelopment Authority
309 Superior Street
P.O. Box 725
Albion, Michigan 49224
Contact Person: Peggy Sindt
Email: psindt@albionedc.org
Phone: (517) 629-3926

AKT Peerless
22725 Orchard Lake Road
Farmington, Michigan, 48336
Contact Person: Bret Stuntz
Email: Stuntzb@aktpeerless.com
Phone: (248) 614-1333

PROJECT # 8724B

REVISION DATE October 30, 2014

BRA APPROVAL November 6, 2014
CITY APPROVAL

1.0 INTRODUCTION	4
2.0 GENERAL PROVISIONS	4
2.1 DESCRIPTION OF ELIGIBLE PROPERTY (SECTION 13 (L)(H)).....	4
2.2 BASIS OF ELIGIBILITY (SECTION 13 (1)(H) , SECTION 2 (M)), SECTION 2(R)	6
2.3 SUMMARY OF ELIGIBLE ACTIVITIES AND DESCRIPTION OF COSTS (SECTION 13 (1)(A),(B)) ...	7
2.4 ESTIMATE OF CAPTURED TAXABLE VALUE AND TAX INCREMENT REVENUES (SECTION 13(1)(C)); IMPACT OF TAX INCREMENT FINANCING ON TAXING JURISDICTIONS (SECTION 13(1)(G), SECTION 2(E))	8
2.5 PLAN OF FINANCING (SECTION 13(1)(D)); MAXIMUM AMOUNT OF INDEBTEDNESS (SECTION 13(1)(E))	9
2.6 DURATION OF BROWNFIELD PLAN (SECTION 13(1)(F))	10
2.7 EFFECTIVE DATE OF INCLUSION IN BROWNFIELD PLAN	10
2.8 DISPLACEMENT/RELOCATION OF INDIVIDUALS ON ELIGIBLE PROPERTY (SECTION 13(1)(I-L))	10
2.9 LOCAL SITE REMEDIATION REVOLVING FUND ("LSRRF") (SECTION 8, SECTION 13(1)(M))...	10
2.10 OTHER INFORMATION	10

ATTACHMENTS

Attachment A	Site Maps and Photographs
• Figure 1 – Scaled Property Location Map	
• Figure 2 – Eligible Property Boundary Map	
Attachment B	Legal Descriptions
Attachment C	Tables
• Table 1 –Eligible Activities	
• Table 2 – Tax Increment Financing Estimates	

PROJECT SUMMARY

PROJECT NAME Downtown Albion Redevelopment Project -
Redevelopment and Reuse of Properties Located at 107,
111, 117, 119 & 121 West Center Street, 108, 112, 118,
& 120 West Porter Street, and 208, 210, 212, & 216
South Superior Street, Albion, Michigan

DEVELOPER SSP Associates
1100 S Washington Ave
Saginaw, Michigan 48601
Gary Glaza
(989) 799-5700

ELIGIBLE PROPERTY LOCATION The Eligible Property is located at 107, 111, 117, 119 &
121 West Center Street, 108, 112, 118, & 120 West
Porter Street, and 208, 210, 212, & 216 South Superior
Street, Albion, Michigan. Parcel ID Numbers 21-000-
886-00, 51-000-885-00, 51-000-884-00, 51-000-883-00,
51-000-881-00, 51-000-895-00, 51-000-896-00, 51-000-
897-00, 51-000-898-00, 51-000-891-00, 51-000-892-00,
51-000-893-00, 51-000-894-00, respectively.

TYPE OF ELIGIBLE PROPERTY Facility, Blighted, and Adjacent & Contiguous

**SUBJECT PROJECT
DESCRIPTION**

The project (Project) consists of the redevelopment of the subject property, which is located at 107, 111, 117, 119 & 121 West Center Street, 108, 112, 118, & 120 West Porter Street, and 208, 210, 212, & 216 South Superior Street in the City of Albion. The Project will include the demolition of the existing structures and construction of a new 67,000 sq. ft. hotel with 72 rooms, a restaurant, and ballroom. This Project will ultimately put these underutilized properties back to productive use and will radically improve the downtown area of Albion inviting other similar developments to follow.

In addition to the economic benefits of this development to Albion and the surrounding downtown, environmental activities are anticipated that would provide a safer and healthier downtown to the public and environment alike.

The Project is seeking approval of Tax Increment Financing (TIF). Construction is expected to begin in spring of 2015.

ELIGIBLE ACTIVITIES

Baseline Environmental Assessment (BEA) Activities {Phase I Environmental Site Assessment (ESA), Phase II ESAs, and BEA}, Due Care Activities, Additional Response Activities, Preparation of a Brownfield Plan and Act 381 Work Plan, Demolition, Lead and Asbestos Survey and Abatement, Site Preparation, and Infrastructure Improvements.

REIMBURSABLE COSTS

\$1,247,121 (Est. Eligible Activities, Contingency, Interest)
\$ 60,000 (BRA Administrative Fees)
\$ 115,038 (State Revolving Fund)
\$ 715,135 (LSRRF)
\$2,137,294

**DURATION OF BROWNFIELD
PLAN**

Maximum of 30 years of tax increment revenue capture; expected duration is 12 years.

**ESTIMATED TOTAL CAPITAL
INVESTMENT**

\$9.2 million

INITIAL TAXABLE VALUE

\$41,700

LIST OF ACRONYMS AND DEFINITIONS

AUTHORITY	Albion Brownfield Redevelopment Authority
BEA	Baseline Environmental Assessment (Michigan process to provide new property owners and/or operators with exemptions from environmental liability)
BFP OR PLAN	Brownfield Plan
DEVELOPER	SSP Associates
ELIGIBLE PROPERTY	Subject property for which eligible activities are identified under a Brownfield Plan.
ESA	Environmental Site Assessment
ABRA	Albion Brownfield Redevelopment Authority
LSRRF	Local Site Remediation Revolving Fund
MDEQ	Michigan Department of Environmental Quality
MEDC	Michigan Economic Development Corporation
MSF	Michigan Strategic Fund (agency that approves use of school tax revenue to support non-environmental Brownfield activities)
PHASE I ESA	An environmental historical review and site inspection (no soil and/or groundwater sampling and analysis)
PHASE II ESA	Environmental subsurface investigation (includes soil and/or groundwater sampling and analysis)
SUBJECT PROPERTY	The Eligible Property, located at 107, 111, 117, 119 & 121 West Center Street, 108, 112, 118, & 120 West Porter Street, and 208, 210, 212, & 216 South Superior Street, in Albion, Michigan. It comprises 13 parcels.
RCC	Residential Cleanup Criteria
TIF	Tax Increment Financing (TIF describes the process of using TIR—i.e., TIF is the use of TIR to provide financial support to a project)
TIR	Tax Increment Revenue (new property tax revenue, usually due to redevelopment and improvement that is generated by a property after approval of a Brownfield Plan)

BROWNFIELD PLAN

107, 111, 117, 119 & 121 West Center Street,
108, 112, 118, & 120 West Porter Street, and
208, 210, 212, & 216 South Superior Street,
Albion, Michigan 49224

1.0 Introduction

Albion, Michigan (the "City"), established the Albion Brownfield Redevelopment Authority (the "Authority") on December 4, 2000, pursuant to Michigan Public Act 381 of 1996, as amended ("Act 381"). The primary purpose of Act 381 is to encourage the redevelopment of eligible property by providing economic incentives through tax increment financing for certain eligible activities.

The main purpose of this Brownfield Plan is to promote the redevelopment of and investment in certain "Brownfield" properties within the City. Inclusion of subject property within this Brownfield Plan will facilitate financing of environmental response and other eligible activities at eligible properties, and will also provide tax incentives to eligible taxpayers willing to invest in revitalization of eligible sites, commonly referred to as "Brownfields." By facilitating redevelopment of Brownfield properties, this Brownfield Plan is intended to promote economic growth for the benefit of the residents of the City and all taxing units located within and benefited by the Authority.

The identification or designation of a developer or proposed use for the Eligible Property that is the subject of this Brownfield Plan shall not be integral to the effectiveness or validity of this Brownfield Plan. This Brownfield Plan is intended to apply to the Eligible Property identified in this Brownfield Plan and, if tax increment revenues are proposed to be captured from that Eligible Property, to identify and authorize the eligible activities to be funded by such tax increment revenues. Any change in the proposed developer or proposed use of the Eligible Property shall not necessitate an amendment to this Brownfield Plan, affect the application of this Brownfield Plan to the Eligible Property, or impair the rights available to the Authority under this Brownfield Plan.

This Brownfield Plan is intended to be a living document, which may be modified or amended in accordance with the requirements of Act 381, as necessary to achieve the purposes of Act 381. The applicable sections of Act 381 are noted throughout the Brownfield Plan for reference purposes.

This Brownfield Plan contains information required by Section 13(1) of Act 381.

2.0 General Provisions

The following sections detail information required by Act 381.

2.1 Description of Eligible Property (Section 13 (l)(h))

The Eligible Property ("subject property") is located at 107, 111, 117, 119 & 121 West Center Street, 108, 112, 118, & 120 West Porter Street, and 208, 210, 212, & 216 South Superior Street in Albion, Michigan.

The subject property is situated in the city block bounded by W. Center, S. Superior, W. Porter, and S. Clinton Streets. The subject property consists of thirteen parcels that contain approximately 1.25 acres. The subject property is located in an area of Albion ("City") that is characterized by commercial properties.

The table below describes each of the thirteen parcels located within the eligible property. See Figure 2 Eligible Property Boundary for a detailed map of the property.

Eligible Property Information

Address	Parcel ID	Acreage	Owner on Record	Basis of Eligibility
107 W Center St	51-000-886-00	0.029	City of Albion	Blighted
111 W Center St	51-000-885-00	0.177	City of Albion	Blighted
117 W Center St	51-000-884-00	0.03	City of Albion	Blighted
119 W Center St	51-000-883-00	0.026	City of Albion	Blighted
121 W Center St	51-000-881-00	0.219	City of Albion	Blighted
108 W Porter	51-000-895-00	0.103	Albion Building Authority	Blighted
112 W Porter St	51-000-896-00	0.088	Albion Building Authority	Adj. & Contig.
118 W Porter St	51-000-897-00	0.267	Albion Interfaith Ministries	Facility
120 W Porter St	51-000-898-00	0.054	Albion Interfaith Ministries	Facility
208 S Superior St	51-000-891-00	0.053	Proactis Development Strategies	Facility
210 S Superior St	51-000-892-00	0.054	Proactis Development Strategies	Adj. & Contig.
212 S Superior St	51-000-893-00	0.052	City of Albion	Blighted
216 S Superior St	51-000-894-00	0.101	City of Albion	Blighted

The subject property is zoned Business (B-1). It currently contains twelve vacant parcels (118 W. Porter is currently occupied but will soon be vacated). The parcels with addresses 208 and 210 South Superior Street each contain a vacant three-story mixed-use building. The parcel with the address 118 West Porter Street is occupied by a single-story 4,505 sq. ft. building used for commercial purposes by Albion Interfaith Ministries.

The Albion City Block Redevelopment (Project) consists of the redevelopment of the subject property, which is located at 107, 111, 117, 119 & 121 West Center Street, 108, 112, 118, & 120 West Porter Street, and 208, 210, 212, & 216 South Superior Street in the City of Albion. The Project will include the

HOTEL BLOCK OWNERSHIP AS OF 12-16-2016

ADDRESS	CURRENT OWNER	NOTES
107 W. Center	Downtown Albion Hotel LLC	
111 W. Center	Downtown Albion Hotel LLC	
117 W. Center	Downtown Albion Hotel LLC	
119 W. Center	Downtown Albion Hotel LLC	
121 W. Center	Downtown Albion Hotel LLC	
108 W. Porter	Downtown Albion Hotel LLC	
112 W. Porter	Downtown Albion Hotel LLC	
118 W. Porter	Downtown Albion Hotel LLC	
120 W. Porter	Downtown Albion Hotel LLC	
200 S. Superior	Calhoun County Land Bank	
206 S. Superior	Sam Friia Trust	
208 S. Superior	Downtown Albion Hotel LLC	
210 S. Superior	Downtown Albion Hotel LLC	
212 S. Superior	Downtown Albion Hotel LLC	

Sale pending to Downtown Albion Hotel LLC, will close in January
 Sale pending to Downtown Albion Hotel LLC, will close by end of 2015

demolition of the existing structures and construction of a new 67,000 sq. ft. hotel with 72 rooms, a restaurant, and a ballroom. This Project will ultimately put thirteen underutilized properties back to productive use and will radically improve the downtown area of Albion inviting other similar development to follow.

In addition to the economic benefits of this development to Albion and the surrounding downtown, environmental activities are anticipated that would provide a safer and healthier downtown to the public and environment alike.

The Project is seeking approval of Tax Increment Financing (TIF). Construction is expected to begin in spring of 2015.

Attachment A includes site maps of the Eligible Property, refer to: Figure 1, Scaled Property Location Map and Figure 2, Eligible Property Boundary Map. The legal descriptions of the parcel(s) included in the Eligible Property are presented in Attachment B.

The parcel(s) and all tangible real and personal property located thereon will comprise the Eligible Property and is referred to herein as the "subject property."

2.2 Basis of Eligibility (Section 13 (1)(h) , Section 2 (m)), Section 2(r)

The subject property is considered "Eligible Property" as defined by Act 381, Section 2 because: (a) the subject property was previously or is currently utilized as a commercial property; (b) it is located within Albion, a qualified local governmental unit, or "Core Community" under Act 381; and (c) each of the parcels comprised by the subject property has been determined to be a "facility", blighted, or is adjacent and contiguous.

Historical use of the property consists of the following:

Since 1888 the property was occupied by various commercial businesses including:

- Printing shops
- Auto garages
- Auto Services/Sales
- Acme Quality Paints
- Sherwin-Williams
- Pawn store

A Phase II Environmental Site Assessment (ESA) was conducted at 208 S. Superior St. in 2013. In addition, a Phase II ESA was conducted at 118 and 120 W. Porter St. in 2014. These three parcels were determined to be facilities.

107 W. Center St., 111 W. Center St., 117 W. Center St., 119 W. Center St., and 121 W. Center St.; 108 W. Porter St.; and 212 S. Superior St. and 216 S. Superior St. were determined to be blighted, because these parcels have had their utilities, plumbing, heating, or sewerage permanently disconnected, destroyed, removed, or rendered ineffective so that the properties are unfit for their intended uses.

210 S. Superior St. is adjacent and contiguous with 208 S. Superior St. 112 W. Porter St. is adjacent and contiguous with 118 W. Porter St.

2.3 Summary of Eligible Activities and Description of Costs (Section 13 (1)(a),(b))

The “eligible activities” that are intended to be carried out at the subject property are considered “eligible activities” as defined by Sec 2 of Act 381, because they include BEA Activities (Phase I ESA, Phase II ESAs, and BEAs), due care activities, additional response activities, preparation of Brownfield and Act 381 work plans, lead and asbestos survey and abatement, demolition, site preparation, and infrastructure improvements (see Table 1).

A summary of the eligible activities and the estimated cost of each eligible activity intended to be paid for with Tax Increment Revenues from the subject property is shown in the table below.

Estimated Cost of Reimbursable Eligible Activities

ELIGIBLE ACTIVITIES COST SUMMARY			
			Estimated
BEA Activities			\$ 50,000
Due Care Activities			\$ 100,000
Additional Response Activities			\$ 50,000
Environmental Insurance			\$ -
TOTAL ENVIRONMENTAL ELIGIBLE ACTIVITIES			\$ 200,000
Demolition			\$ 100,000
Lead and Asbestos Activities			\$ 50,000
Site Preparation Activities			\$ 400,000
Eligible Infrastructure Improvement Activities			\$ 150,000
TOTAL NON-ENVIRONMENTAL ELIGIBLE ACTIVITIES			\$ 700,000
Total Environmental and Non-Environmental Eligible Activities			\$ 900,000
15% Contingency on Eligible Activities			\$ 135,000
Brownfield Plan & Act 381 WP Preparation Activities			\$ 20,000
Total Eligible Activities Cost with 15% Contingency			\$ 1,055,000
Interest (calculated at 5%, simple)			\$ 192,121
Total Eligible Activities Cost, with Contingency & Interest			\$ 1,247,121
BRA Administration Fee			\$ 60,000
State Revolving Fund			\$ 115,038
Local Site Remediation Revolving Fund (LSRRF)			\$ 715,135

Estimated costs are subject to approval by MSF and MDEQ. Any costs not approved by the MSF or MDEQ may become local only costs paid out of captured tax increment revenues from locally levied millages (to the extent available).

Interest is calculated annually at 5% simple interest on unreimbursed eligible activities, in accordance with ABRA policy.

LSRRF deposits will be made in accordance with Act 381.

A detailed breakout of the eligible activities and the estimated cost of each eligible activity intended to be paid for with Tax Increment Revenues from the subject property is shown in Attachment C, Table 1.

It is currently anticipated that construction will begin in Spring of 2015 and be completed within 1.5 years.

The Developer desires to be reimbursed for the costs of eligible activities. Tax increment revenue generated by the subject property will be captured by the Authority and used to reimburse the cost of the eligible activities completed on the subject property after approval of this Brownfield Plan and an associated Reimbursement Agreement. The projections in this Brownfield Plan assume that tax increment revenue otherwise capturable by the Downtown Development Authority (DDA) on the subject property parcels will be utilized for reimbursement of Brownfield eligible activities, in accordance with Act 381 and with a development agreement to be executed between Developer and the DDA.

The costs listed in the table above are estimated costs and may increase or decrease depending on the nature and extent of environmental contamination and other unknown conditions encountered on the subject property. The actual cost of those eligible activities encompassed by this Brownfield Plan that will qualify for reimbursement from tax increment revenues of the Authority from the subject property shall be governed by the terms of a Reimbursement Agreement with the Authority (the "Reimbursement Agreement"). Eligible activities will also be reimbursed with tax increment revenue generated by the subject property and captured by the DDA. Reimbursement with tax increment revenues of the DDA from the subject property shall be governed by the terms of a Development Agreement with the DDA (the "Development Agreement"). No costs of eligible activities will be qualified for reimbursement except to the extent permitted in accordance with the terms and conditions of the Reimbursement Agreement and/or the Development Agreement.

In accordance with this Brownfield Plan, the associated Reimbursement Agreement, and the Development Agreement, the amount advanced by the Developer will be repaid by the Authority and the DDA, together with interest at the rate set at 5% simple interest, solely from the tax increment revenues realized from the Eligible Property. Payments will be made to the full extent incremental property tax revenues are or become available for such purpose under the Act and/or by the DDA. Based on the projected cost of eligible activities, interest reimbursement in this Brownfield Plan is estimated at \$192,121. However, if the actual cost of eligible activities turns out to be lower than the above estimates, interest reimbursement may be lower, subject to the 5% simple interest calculation

Tax increment revenues will first be used to pay or reimburse administrative expenses described in the table above. The amount of school tax revenues, which will be used to reimburse the costs of implementing eligible activities at this site, will be limited to the cost of eligible activities approved by the MDEQ and the MSF, together with the interest rate provided above. In the event that the use of school tax revenues to reimburse specific eligible activities is not approved by the MDEQ or MSF, these specific activities will be reimbursed with local-only TIF (to the extent available).

2.4 Estimate of Captured Taxable Value and Tax Increment Revenues (Section 13(1)(c)); Impact of Tax Increment Financing On Taxing Jurisdictions (Section 13(1)(g), Section 2(e))

This Brownfield Plan anticipates the capture of tax increment revenues to reimburse the Developer for the costs of eligible activities under this Brownfield Plan in accordance with the Reimbursement Agreement. A table of estimated tax increment revenues to be captured is attached to this Brownfield Plan as Attachment C, Table 2. Tax increment revenue capture is expected to begin in 2016.

For as long as the subject property is located within the DDA, only tax increment revenues generated by school taxes (school operating and state education tax millages) and intermediate school district millages are available for capture by the Authority. The DDA captures all other local millages as authorized by the DDA act.

It also should be noted that although DDA-captured revenue is shown in Attachment C, Table 2 and, in accordance with the Development Agreement will be used to reimburse Brownfield Eligible Activities, the DDA-captured revenue is not governed by Act 381 or this Brownfield Plan. The Michigan Economic Development Corporation (MEDC), however, has indicated that use of DDA-captured tax increment revenue to reimburse Brownfield eligible activities identified in this Brownfield Plan is a precondition for showing "local commitment" to the project that is required for the MEDC to recommend approval to the MSF for the use of state school tax increment revenue to partially reimburse eligible activities.

All reimbursement will be in accordance with the Reimbursement Agreement and the Development Agreement.

The total estimated cost of the eligible activities and other costs (including administrative fees, contingency, interest, and LSRRF deposits) to be reimbursed through the capture of tax increment revenue is projected to be \$2,137,294. The estimated effective initial taxable value for this Brownfield Plan is \$41,700, and is based on land and real property tax only. Redevelopment of the subject property is expected to initially generate incremental taxable value in 2016 with the first significant increase in taxable value of approximately \$2,854,668 beginning in 2016.

It is estimated that the Authority will capture the 2016 through 2027 tax increment revenues to reimburse, with the DDA, the cost of the eligible activities, reimburse interest, State Brownfield Redevelopment Fund, LSRRF and pay Authority administrative fees (the DDA will not pay administrative fees); Authority administrative fees may be paid only out of local tax increment revenue captured by the Authority—i.e., ISD).

The captured incremental taxable value and associated tax increment revenue will be based on the actual increased taxable value from all taxable improvements on the subject property and the actual millage rates levied by the various taxing jurisdictions during each year of the plan are shown in Attachment C, Table 2. The actual tax increment captured will be based on taxable value set through the property assessment process by the local unit of government and equalized by the County and the millage rates set each year by the taxing jurisdictions.

2.5 Plan of Financing (Section 13(1)(d)); Maximum Amount of Indebtedness (Section 13(1)(e))

Eligible activities are to be financed by the Developer. The Authority and the DDA will reimburse the Developer for the cost of approved eligible activities, but only from tax increment revenues generated from the subject property as available, and subject to the Reimbursement Agreement and Development Agreement.

All reimbursements authorized under this Brownfield Plan shall be governed by the Reimbursement Agreement. Reimbursements by the DDA of eligible activities authorized by or in this Brownfield Plan shall be governed by the Development Agreement. The Authority shall not incur any note or bonded indebtedness to finance the purposes of this Brownfield Plan. The inclusion of eligible activities and estimates of costs to be reimbursed in this Brownfield Plan is intended to: (1) authorize the Authority to fund such reimbursements; (2) provide the DDA with relevant information necessary to form and approve the Development agreement to fund such reimbursements; and (3) does not obligate the Authority or the City (or the DDA) to fund any reimbursement or to enter into the Reimbursement Agreement and/or Development Agreement providing for the reimbursement of any costs for which tax increment revenues may be captured under this Brownfield Plan, or which are permitted to be

reimbursed under this Brownfield Plan. The amount and source of any tax increment revenues that will be used for purposes authorized by this Brownfield Plan, and the terms and conditions for such use and upon any reimbursement of the expenses permitted by the Brownfield Plan, will be provided solely under the Reimbursement Agreement contemplated by this Brownfield Plan.

2.6 Duration of Brownfield Plan (Section 13(1)(f))

In no event shall the duration of the Brownfield Plan exceed 35 years following the date of the resolution approving the Brownfield Plan, nor shall the duration of the tax capture exceed the lesser of the period authorized under subsection (4) and (5) of Section 13 of Act 381 or 30 years. Further, in no event shall the beginning date of the capture of tax increment revenues be later than five years after the date of the resolution approving the Brownfield Plan.

2.7 Effective Date of Inclusion in Brownfield Plan

The subject property will become a part of this Brownfield Plan on the date this Brownfield Plan is approved by the City of Albion. The date of tax capture shall commence during the year construction begins or the immediate following year—as increment revenue becomes available, but the beginning date of tax capture shall not exceed five years beyond the date of the governing body resolution approving the Brownfield Plan amendment.

2.8 Displacement/Relocation of Individuals on Eligible Property (Section 13(1)(i-l))

There are no persons or businesses residing on the Eligible Property, except Albion Interfaith Ministries (AIM) on 118 W. Porter St. AIM intends to voluntarily relocate shortly, so no occupied residences will be acquired or cleared; therefore there will be no displacement or relocation of persons or businesses under this Brownfield Plan.

2.9 Local Site Remediation Revolving Fund (“LSRRF”) (Section 8, Section 13(1)(m))

Pursuant to Act 381, the Authority may establish a Local Site Remediation Revolving Fund (LSRRF). The Authority could capture incremental local and state school taxes to fund the LSRRF, to the extent allowed by law. The rate and schedule of incremental tax capture for the LSRRF under Brownfield Plans is determined on a case-by-case basis. Considerations may include, but not be limited to the following: total capture duration, total annual capture, project economic factors, level of existing LSRRF funding, projected need for LSRRF funds, and amount of school tax capture available in accordance with Act 381.

The amount of tax increment revenue authorized under this Brownfield Plan for capture and deposit in an LSRRF, should the Authority establish one, is estimated at \$715,135.

2.10 Other Information

The tax capture breakdown of tax increment revenues anticipated to become available for use in this Brownfield Plan is summarized below.

There are 61.6363 non-homestead mills available for capture, with school millage equaling 24.0000 mills (38.9%) and local millage equaling 37.6363 mills (61%). None of the project will include homestead residential property. The requested tax capture for MSF and MDEQ eligible activities breaks down as follows:

Tax Capture

State to Local Tax Capture	Eligible Activities, Interest, Contingency
MSF/MDEQ School tax capture (38.9%)	\$485,605
MSF/MDEQ Local tax capture (61.1%)	\$761,516
Local-Only tax capture	\$0
Total	\$1,247,121

Attachments

Attachment A
Site Maps

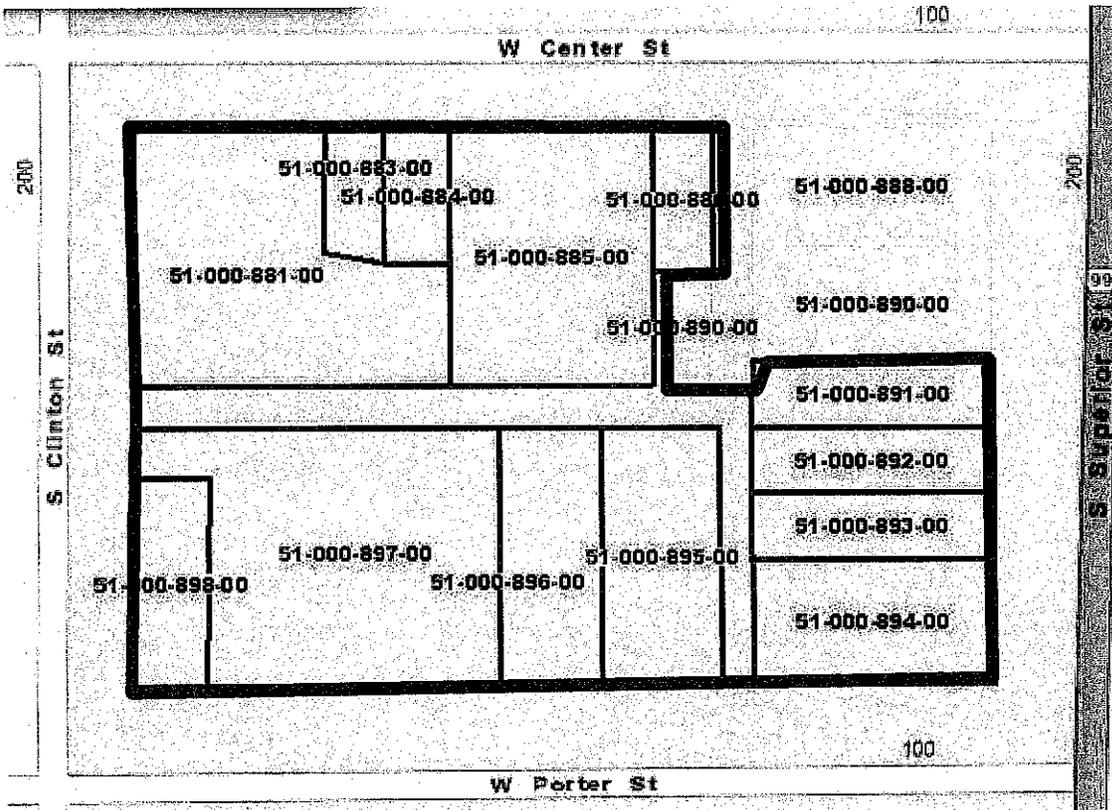


AKT PEERLESS

SITE LOCATION MAP

13 parcels bounded by S. Superior, W. Porter, W. Center, and S. Clinton, Albion, MI

Figure 1



ELIGIBLE PROPERTY BOUNDARY MAP

13 parcels bounded by S. Superior, W. Porter, W. Center, and S. Clinton, Albion, MI

Figure 2

Eligible Property Boundary:



Attachment B
Legal Description(s)

ALBION BROWNFIELD REDEVELOPMENT PROJECT

Subject Property Parcel Information

	Address	Parcel ID	Legal Description
1	107 W Center St	51-000-886-00	ORIGINAL PLAT, BLK 52, W 22.5 FT OF E 39 FT OF N 56 FT OF LOT 4 (111 W CENTER ST)
2	111 W Center St	51-000-885-00	ORIGINAL PLAT, BLK 52, ALL OF LOT 3 AND 4, EXC THE E 39 FT OF LOT 4 (111 W CENTER ST)
3	117 W Center St	51-000-884-00	ALBION CITY, ORIGINAL PLAT BLK 52 N 52' OF E 25' OF LOT 2 (117 W CENTER ST.)
4	119 W Center St	51-000-883-00	ALBION CITY, ORIGINAL PLAT. BLK 52 W 23 FT OF E 48 FT OF N 48 FT OF LOT 2. (119 W CENTER)
5	121 W Center St	51-000-881-00	ALBION CITY, ORIGINAL PLAT BLK 52 LOTS 1 & 2 EXC E 48 FT OF N 48 FT LOT 2. & S 4' OF N 52' OF E 25' OF LOT 2 (121 W CENTER)
6	108 W Porter	51-000-895-00	ORIGINAL PLAT, BLK 52, W 47 FT OF LOT 9. (108 W PORTER ST)
7	112 W Porter St	51-000-896-00	LBION CITY, ORIGINAL PLAT BLK 52, E 39.5' OF LOT 10. AND 99' N AND S. (110 W. PORTER ST.)
8	118 W Porter St	51-000-897-00	ORIGINAL PLAT, BLK 52; LOT 10, EXC E 39.5' AND LOT 11 AND 12, EXC W 25 FT 3 IN OF S 80 FT OF LOT 12 (118 W PORTER ST)
9	120 W Porter St	51-000-898-00	ORIGINAL PLAT, BLK 52, W 25 FT 3 IN OF S 80 FT OF LOT 12 (118 W PORTER ST)
10	208 S Superior St	51-000-891-00	ORIGINAL PLAT, BLK 52, S 6.35 FT OF LOT 6 AND N 15 3/4 FT OF ALLEY ADJ TO LOT 6 ON SOUTH (208 S SUPERIOR ST)
11	210 S Superior St	51-000-892-00	ORIGINAL PLAT, BLK 52, N 1/2 OF LOT 7, N 1 FT OF S 1/2 OF LOT 7 AND S .75 FT OF ALLEY ADJACENT TO LOT 7 ON NORTH (210 S SUPERIOR ST)
12	212 S Superior St	51-000-893-00	ORIGINAL PLAT, BLK 52 S 23.3 FT OF LOT 7 AND N 1 FT OF N SIDE OF LOT 8 (212 S SUPERIOR ST)
13	216 S Superior St	51-000-894-00	ORIGINAL PLAT, BLK 52, LOT 8, EXC 1 FT OFF N SIDE (214 S SUPERIOR ST)

Subject property also contains land within public rights-of-way that is located between and adjacent to the parcels listed above.

Attachment C

Tables

Table 1
Eligible Activities
Downtown Albion Project
Brownfield Plan as of 10/30/2014

ELIGIBLE ACTIVITIES COST SUMMARY				
				Estimated
BEA Activities				\$ 50,000
Due Care Activities				\$ 100,000
Additional Response Activities				\$ 50,000
Environmental Insurance				\$ -
TOTAL ENVIRONMENTAL ELIGIBLE ACTIVITIES				\$ 200,000
Demolition				\$ 100,000
Lead and Asbestos Activities				\$ 50,000
Site Preparation Activities				\$ 400,000
Eligible Infrastructure Improvement Activities				\$ 150,000
TOTAL NON-ENVIRONMENTAL ELIGIBLE ACTIVITIES				\$ 700,000
Total Environmental and Non-Environmental Eligible Activities				\$ 900,000
15% Contingency on Eligible Activities				\$ 135,000
Brownfield Plan & Act 381 WP Preparation Activities				\$ 20,000
Total Eligible Activities Cost with 15% Contingency				\$ 1,055,000
Interest (calculated at 5%, simple)				\$ 192,121
Total Eligible Activities Cost, with Contingency & Interest				\$ 1,247,121
BRA Administration Fee				\$ 60,000
State Revolving Fund				\$ 115,038
Local Site Remediation Revolving Fund (LSRRF)				\$ 715,135

Table 2
Tax Increment Financing Estimates
Downtown Abilene Project
Brownfield Plan as of 10/30/2014

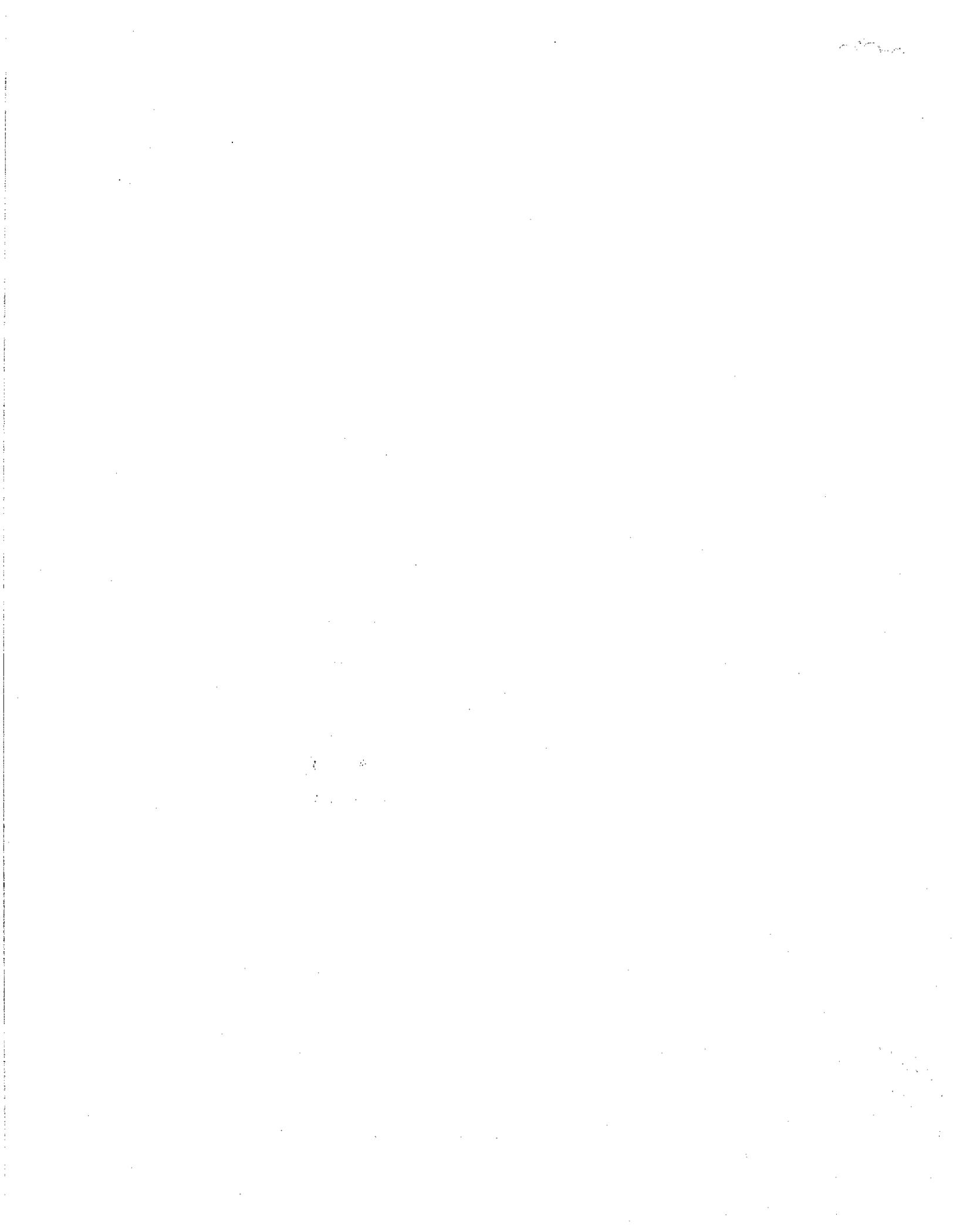
	41,700	41,700	41,700	41,700	41,700	41,700	41,700	41,700	41,700	41,700	41,700	41,700	41,700	41,700
Land and Real Property Value	\$ 41,700	\$ 41,700	\$ 41,700	\$ 41,700	\$ 41,700	\$ 41,700	\$ 41,700	\$ 41,700	\$ 41,700	\$ 41,700	\$ 41,700	\$ 41,700	\$ 41,700	\$ 41,700
Proposed Variable Personal Income of 2%	\$ 2,861,588	\$ 2,861,588	\$ 2,861,588	\$ 2,861,588	\$ 2,861,588	\$ 2,861,588	\$ 2,861,588	\$ 2,861,588	\$ 2,861,588	\$ 2,861,588	\$ 2,861,588	\$ 2,861,588	\$ 2,861,588	\$ 2,861,588
Incremental Offenses (Projected - Existing)	\$ 2,694,468	\$ 2,532,961	\$ 2,971,481	\$ 3,021,549	\$ 3,029,422	\$ 3,156,114	\$ 3,210,281	\$ 3,255,316	\$ 3,301,937	\$ 3,419,728	\$ 3,468,816	\$ 3,595,570	\$ 3,693,272	\$ 3,892,976
School Taxes - Millage														
SCHOOL OPERATING	18.0000	\$ 51,384	\$ 57,437	\$ 57,430	\$ 54,175	\$ 55,882	\$ 55,810	\$ 57,801	\$ 56,130	\$ 60,333	\$ 61,551	\$ 63,801	\$ 66,073	\$ 68,327
STATE EDUCATION	6.0000	\$ 17,128	\$ 17,476	\$ 17,910	\$ 18,191	\$ 18,581	\$ 18,837	\$ 19,320	\$ 19,712	\$ 20,111	\$ 20,514	\$ 20,984	\$ 21,387	\$ 21,972
Total School Taxes	24.0000	\$ 68,512	\$ 74,913	\$ 75,340	\$ 72,366	\$ 74,463	\$ 74,647	\$ 77,121	\$ 75,842	\$ 80,444	\$ 82,065	\$ 84,785	\$ 87,460	\$ 90,300
Local Taxes (Captured by BSA) - Millage														
CITY OPERATING	0.3528	\$ 715	\$ 784	\$ 749	\$ 764	\$ 779	\$ 795	\$ 811	\$ 828	\$ 844	\$ 861	\$ 879	\$ 897	\$ 915
CSD VOC ED	1.8333	\$ 4,150	\$ 4,231	\$ 4,320	\$ 4,428	\$ 4,497	\$ 4,563	\$ 4,681	\$ 4,798	\$ 4,879	\$ 4,971	\$ 5,072	\$ 5,173	\$ 5,274
CSD SPECIAL ED	4.8000	\$ 20,645	\$ 21,057	\$ 21,873	\$ 22,644	\$ 23,010	\$ 23,228	\$ 24,490	\$ 24,784	\$ 25,063	\$ 25,389	\$ 25,700	\$ 26,081	\$ 26,491
Total Local Taxes (Captured by BSA)	6.9921	\$ 25,510	\$ 26,872	\$ 26,482	\$ 27,716	\$ 28,294	\$ 28,670	\$ 29,961	\$ 30,370	\$ 30,726	\$ 31,123	\$ 31,552	\$ 31,944	\$ 32,356
Local Taxes (Captured by DD) - Millage														
CITY OPERATING	11.5728	\$ 34,181	\$ 34,874	\$ 35,982	\$ 36,302	\$ 37,035	\$ 37,790	\$ 38,556	\$ 39,337	\$ 40,134	\$ 40,946	\$ 41,775	\$ 42,621	\$ 43,483
STREET	3.0000	\$ 6,584	\$ 6,718	\$ 6,915	\$ 6,996	\$ 7,180	\$ 7,468	\$ 7,854	\$ 8,256	\$ 8,664	\$ 9,082	\$ 9,510	\$ 9,948	\$ 10,396
SOUP SERVICE	2.0000	\$ 3,709	\$ 3,823	\$ 3,943	\$ 4,068	\$ 4,197	\$ 4,330	\$ 4,468	\$ 4,611	\$ 4,759	\$ 4,911	\$ 5,067	\$ 5,227	\$ 5,391
EDUCATION DIST	1.5000	\$ 4,182	\$ 4,260	\$ 4,418	\$ 4,510	\$ 4,660	\$ 4,724	\$ 4,850	\$ 4,983	\$ 5,121	\$ 5,263	\$ 5,410	\$ 5,561	\$ 5,716
COUNTY OPERATING	6.0000	\$ 27,318	\$ 27,478	\$ 27,800	\$ 28,121	\$ 28,541	\$ 28,977	\$ 29,419	\$ 29,867	\$ 30,311	\$ 30,761	\$ 31,217	\$ 31,679	\$ 32,146
NCC - SUMMER	1.8000	\$ 1,128	\$ 1,262	\$ 1,333	\$ 1,472	\$ 1,520	\$ 1,570	\$ 1,618	\$ 1,666	\$ 1,714	\$ 1,762	\$ 1,810	\$ 1,858	\$ 1,906
VETERANS	0.1000	\$ 765	\$ 781	\$ 797	\$ 797	\$ 797	\$ 797	\$ 797	\$ 797	\$ 797	\$ 797	\$ 797	\$ 797	\$ 797
SEASON CERTIFIC	0.7411	\$ 2,127	\$ 2,170	\$ 2,214	\$ 2,258	\$ 2,302	\$ 2,346	\$ 2,390	\$ 2,434	\$ 2,478	\$ 2,522	\$ 2,566	\$ 2,610	\$ 2,654
MEDICAL CARE	0.2481	\$ 709	\$ 723	\$ 738	\$ 753	\$ 768	\$ 783	\$ 798	\$ 813	\$ 828	\$ 843	\$ 858	\$ 873	\$ 888
NCC	1.8000	\$ 2,158	\$ 2,262	\$ 2,366	\$ 2,470	\$ 2,574	\$ 2,678	\$ 2,782	\$ 2,886	\$ 2,990	\$ 3,094	\$ 3,198	\$ 3,302	\$ 3,406
ADMIN COST LIB CP	2.2500	\$ 6,423	\$ 6,563	\$ 6,681	\$ 6,811	\$ 6,940	\$ 7,069	\$ 7,208	\$ 7,347	\$ 7,486	\$ 7,625	\$ 7,764	\$ 7,903	\$ 8,042
Total Local Taxes (Captured by DD)	31.4513	\$ 97,113	\$ 98,849	\$ 101,404	\$ 103,009	\$ 104,614	\$ 106,219	\$ 107,824	\$ 109,429	\$ 111,034	\$ 112,639	\$ 114,244	\$ 115,849	\$ 117,454
State Millage (not captured)														
DEBT SERVICE	1.3000	\$ 3,711	\$ 3,786	\$ 3,861	\$ 3,942	\$ 4,023	\$ 4,104	\$ 4,186	\$ 4,271	\$ 4,357	\$ 4,446	\$ 4,536	\$ 4,627	\$ 4,718
SCHOOL DEBT	3.4000	\$ 9,708	\$ 9,903	\$ 10,104	\$ 10,309	\$ 10,518	\$ 10,731	\$ 10,948	\$ 11,170	\$ 11,395	\$ 11,627	\$ 11,861	\$ 12,101	\$ 12,346
Total Taxes (Capturable)	67.8183	\$ 205,134	\$ 205,571	\$ 207,148	\$ 208,787	\$ 210,481	\$ 212,230	\$ 213,984	\$ 215,743	\$ 217,507	\$ 219,276	\$ 221,050	\$ 222,829	\$ 224,613
Non-Capturable Taxes														
AMCO Environmental Activities														
School Taxes		\$ 13,637	\$ 13,914	\$ 14,196	\$ 14,484	\$ 14,778	\$ 15,078	\$ 15,383	\$ 15,693	\$ 16,008	\$ 16,328	\$ 16,653	\$ 16,983	\$ 17,318
Local Taxes		\$ 79,814	\$ 80,920	\$ 82,108	\$ 83,279	\$ 84,434	\$ 85,574	\$ 86,700	\$ 87,813	\$ 88,913	\$ 90,001	\$ 91,077	\$ 92,141	\$ 93,193
Unreimbursed Environmental Activities (School Taxes)	\$ 99,451	\$ 79,814	\$ 80,920	\$ 81,703	\$ 82,108	\$ 82,461	\$ 82,814	\$ 83,167	\$ 83,520	\$ 83,873	\$ 84,226	\$ 84,579	\$ 84,932	\$ 85,285
Unreimbursed Environmental Activities (Local Taxes)	\$ 346,248	\$ 128,245	\$ 99,441	\$ 71,140	\$ 50,116	\$ 28,770	\$ 7,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Unreimbursed Environmental Activities	\$ 240,000													
MSP Non-Environmental Expenses														
School Taxes		\$ 46,311	\$ 47,250	\$ 48,189	\$ 49,128	\$ 50,067	\$ 51,006	\$ 51,945	\$ 52,884	\$ 53,823	\$ 54,762	\$ 55,701	\$ 56,640	\$ 57,579
Local Taxes		\$ 79,814	\$ 80,920	\$ 82,108	\$ 83,279	\$ 84,434	\$ 85,574	\$ 86,700	\$ 87,813	\$ 88,913	\$ 90,001	\$ 91,077	\$ 92,141	\$ 93,193
Unreimbursed Non-Environmental Activities (School Taxes)	\$ 312,245	\$ 271,035	\$ 228,785	\$ 195,976	\$ 168,589	\$ 146,202	\$ 128,815	\$ 116,428	\$ 104,041	\$ 91,654	\$ 79,267	\$ 66,880	\$ 54,493	\$ 42,106
Unreimbursed Non-Environmental Activities (Local Taxes)	\$ 421,658	\$ 418,513	\$ 397,699	\$ 375,362	\$ 352,025	\$ 328,688	\$ 305,351	\$ 282,014	\$ 258,677	\$ 235,340	\$ 212,003	\$ 188,666	\$ 165,329	\$ 142,000
Total Unreimbursed Non-Environmental Activities	\$ 813,000													
Interest on Rights Activities														
School Taxes		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Local Taxes		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Unreimbursed Interest (School Taxes)	\$ 74,801	\$ 74,801	\$ 74,801	\$ 74,801	\$ 74,801	\$ 74,801	\$ 74,801	\$ 74,801	\$ 74,801	\$ 74,801	\$ 74,801	\$ 74,801	\$ 74,801	\$ 74,801
Unreimbursed Interest (Local Taxes)	\$ 319,212	\$ 319,212	\$ 319,212	\$ 319,212	\$ 319,212	\$ 319,212	\$ 319,212	\$ 319,212	\$ 319,212	\$ 319,212	\$ 319,212	\$ 319,212	\$ 319,212	\$ 319,212
Total Unreimbursed Interest	\$ 394,013													
Level Site Remediation Revolving Fund														
School Taxes (capped at \$93,425)		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Local Taxes		\$ 2,899	\$ 3,047	\$ 3,195	\$ 3,343	\$ 3,491	\$ 3,639	\$ 3,787	\$ 3,935	\$ 4,083	\$ 4,231	\$ 4,379	\$ 4,527	\$ 4,675
Total Developer Return	\$ 162,287	\$ 165,724	\$ 169,248	\$ 172,772	\$ 176,297	\$ 180,000	\$ 183,815	\$ 187,640	\$ 191,475	\$ 195,320	\$ 199,175	\$ 203,040	\$ 206,915	\$ 210,800

*The base value of the Properties, less Land and Fall Property only no personal property was included

AKTPEERLESS

	Millage	Percentage
Local	61%	39%
State	39%	61%

	Millage	Percentage
DMQ	23%	77%
MSP	77%	23%



RESOLUTION 2015 - 37

FY 2015 Budget Amendment

The City of Albion adopted the Fiscal Year 2015 budget on a fund basis. The State of Michigan Uniform Budgeting Act requires the legislative body to amend the budget when a deviation occurs. Estimated Revenues and Expenditures for the following funds require budget amendments.

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

Resolved: The estimated revenues and expenditures for Fiscal Year 2015 are amended as follows:

Fund	Description	Revenues		Fund Balance		Expenditures	
		2015 Approved	2015 Proposed	Impact (Incr/Decr)	Proposed Ending Bal.	2015 Approved	2015 Proposed
GENERAL FUND							
101	General Fund	3,617,430	3,644,153	4,369	1,077,705	3,581,110	3,639,784
SPECIAL REVENUE FUNDS							
202	Major Streets	569,046	586,553	41,007	283,810	569,046	545,546
203	Local Streets	292,286	327,313	3,071	76,173	286,804	324,242
450	Street Improvements	238,250	224,296	(3,850)	270,779	337,050	228,146
367	Sidewalk Program	146,625	146,925	22,800	242,394	136,000	124,125
452	MDOT Reconstruction	880,000	707,851	0	4,467	880,000	707,851
208	Recreation	157,138	152,005	13,132	14,784	157,138	138,873
226	Solid Waste	185,715	152,869	(78,710)	24,783	185,715	231,579
250	CDBG	50	73	(87,327)	85,624	0	87,400
265	Drug Law Enforcement	63,750	72,430	(9,475)	22,595	63,750	81,905
275	Albion Building Authority	145,206	288,016	(19,956)	64,885	145,206	307,972
277	ABA Sec 8 Maple Grove	391,930	393,680	57,330	396,720	308,625	336,350
DEBT SERVICE FUNDS							
364	Go Bond for Water Project	140,800	144,444	6,124	27,377	138,620	138,320
370	201 N Clinton St	8,888	8,837	(130)	0	8,967	8,967
371	111 Center St	1,652	1,372	(3,184)	0	4,836	4,556
369	ABA Bond	129,291	131,291	3,213	21,699	128,078	128,078
374	DPW Building Debt	15,000	15,000	0	295	15,000	15,000
363	Energy/425/Gen. Bonds	186,140	185,644	2,694	35,410	182,950	182,950
ENTERPRISE FUNDS							
590	Sewer	1,160,450	1,348,355	(150,704)	4,531,101	1,396,680	1,499,059
591	Water	886,000	855,371	(257,715)	5,254,346	1,102,107	1,113,086
INTERNAL SERVICE FUND							
661	Equipment Pool	272,130	273,006	(17,131)	181,794	289,630	290,137
OTHER FUNDS							
244	Economic Development	141,600	138,671	(83)	8,157	136,600	138,754
246	Incubator	216,726	271,557	(7,129)	18,193	81,092	278,686
247	TIFA	221,050	202,484	33,413	124,110	154,367	169,071
296	Revolving Loan	13,400	14,309	4,316	678,107	9,352	9,993
248	DDA	21,550	25,600	(9,100)	40,050	7,300	34,700

TRUST FUNDS							
711	Cemetery Trust	17,000	3,625	(13,400)	293,772	17,000	17,025
732	Public Safety Pension	600,300	(1,449,750)	(1,461,550)	20,174,636	16,350	11,800
735	Albion Trust	75,000	33,500	(131,500)	1,070,548	100,000	165,000
737	Retiree Health	130	180	(4,720)	50,248	1,850	4,900

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

I hereby certify that the above resolution was adopted on December 21, 2015, in a regular session of the Albion City Council and that this is a true copy of that resolution.

Ayes _____

Nays _____

Absent _____

Jill Domingo, City Clerk

Resolution #2015-38

Fiscal Year 2016 Budget Appropriation

History: The City of Albion published notice of a public hearing on the proposed budget in the Albion Recorder on November 25, 2015, and a public hearing on the proposed budget for Fiscal Year 2016 was held on December 7, 2015.

The City of Albion adopts the Fiscal Year 2016 Budget, commencing on January 1, 2016 and ending on December 31, 2016, on a department and total fund basis.

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

Resolved: The revenues and expenditures for Fiscal Year 2016, based on a proposed general levy of 11.9736 mills, are appropriated as follows:

Fund # Fund Revenues Expenditures

GENERAL FUND

101 **GENERAL FUND REVENUES**

Property Tax Related	902,000
Income Tax	985,000
Sales & Use Tax	1,053,000
Charges for Services	194,400
All Other	376,220

GENERAL FUND APPROPRIATIONS

101-101	City Council	36,925
101-172	City Manager	74,530
101-209	Assessing	49,950
101-210	Attorney	96,500
101-215	Clerk	104,525
101-226	Human Resources	34,571
101-260	Finance/Treasurer	266,345
101-265	Municipal Building	74,475
101-276	Cemetery	150,885
101-345	Public Safety	1,864,754
101-422	Code Enforcement	159,435
101-442	City Maintenance	214,015
101-444	Tree Trimming	9,497
101-447	Engineering	5,845
101-526	EPA Landfill	11,000
101-775	Parks	182,395
101-778	Holland Park Transformation	5,000
101-895	General Appropriation	155,800
	Total General Fund	3,510,620
		3,496,447

<u>Fund #</u>	<u>Fund</u>	<u>Revenues</u>	<u>Expenditures</u>
SPECIAL REVENUE FUNDS			
202	Major Street	572,097	567,858
203	Local Street	325,557	322,528
450	Street Improvement	212,000	-
367	Sidewalk Program	138,150	135,000
452	MDOT Reconstruction Fund	-	-
208	Recreation	128,710	133,727
226	Solid Waste	215,400	190,282
250	CDBG	75	71,900
265	Drug Law Enforcement	67,500	66,850
275	Albion Building Authority	53,675	65,615
277	Maple Grove	405,290	391,350
	Total Special Revenue Funds	2,118,454	1,945,110
DEBT SERVICE FUNDS			
364	GO Bonds	136,675	135,616
370	ABA - 201 N. Clinton Street	-	-
371	ABA - 111 Center Street	-	-
369	ABA-Maple Grove/Amb-Fire Bond	131,090	129,491
374	DPW Building Dept	15,000	15,000
363	Energy Bond	186,144	184,350
	Total Debt Service Funds	468,909	464,457
ENTERPRISE FUNDS			
590	Sewer	1,896,770	2,105,455
591	Water	859,000	979,389
	Total Enterprise Funds	2,755,770	3,084,844
INTERNAL SERVICE FUND			
661	Equipment Fund	273,026	302,205
	Total Internal Service Fund	273,026	302,205
OTHER FUNDS			
244	EDC	107,535	107,535
246	Business Incubator	93,015	93,015
247	TIFA	214,050	179,025
296	Revolving Loan	10,417	4,909
248	DDA	219,700	217,500
	Total Other Funds	644,717	601,984

<u>Fund #</u>	<u>Fund</u>	<u>Revenues</u>	<u>Expenditures</u>
TRUST FUNDS			
711	Cemetery Trust	3,400	17,025
732	Public Safety Pension Trust	1,200,300	14,100
735	Albion Trust	30,000	65,000
737	Retiree Health Care	160	3,350
Total Trust Funds		1,233,860	99,475
TOTAL ALL FUNDS		\$ 11,005,356	\$ 9,994,522

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

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

Chemical Bank Shoreline
1301 N. Eaton Street
Albion, MI 49224

Comerica Bank
PO Box 7500
Detroit, MI 48275

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

Michigan Class Investment Pool
Administered by MBIA Asset Management
3135 S. State Street, Suite 108
Ann Arbor, MI 48108

Merit Bank
100 E. Michigan Avenue
Jackson, MI 49201

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

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

Multi-Bank Securities, Inc.
24280 Woodward Avenue
Pleasant Ridge, MI 48069

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

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

I hereby certify that the above resolution was adopted on December 21, 2015, in a Regular Session of the Albion City Council and this is a true copy of that resolution.

Ayes _____

Nays _____

Absent _____

Jill Domingo, City Clerk

Resolution #2015-39

Capital Assets Policy

Purpose and Finding: The City of Albion currently adheres to the policies set forth by the Governmental Accounting Standards Board (GASB). This includes (GASB) Statement No. 34, Basic Financial Statements – and Management’s Discussion and Analysis – for State and Local Governments. Statement No. 34 requires that governments depreciate their exhaustible capital assets, including infrastructure. As such, the City’s auditors, Abraham & Gaffney, P.C., have recommended the adoption of a Capital Assets Policy which sets forth definitions, procedures, and guidelines for the depreciation of capital assets of the city. A proposed capital assets policy, based upon various (GASB) publications as well as the capital asset policy for the City of Albion, Michigan, has been submitted to the council for consideration and adoption.

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

RESOLVED, that the City of Albion Capital Assets Policy dated December 2015 is hereby adopted and is effective on December 22, 2015;

BE IT FURTHER RESOLVED that the City of Albion shall manage its capital assets pursuant to the City of Albion Capital Assets Policy and pursuant to (GASB) standards;

I hereby certify that the above resolution was adopted on December 21, 2015, in a regular session of the Albion City Council, and this is a true copy of that resolution.

Ayes _____

Nays _____

Absent _____

Jill Domingo, Albion City Clerk

CAPITAL ASSETS POLICY

For the City of Albion (Calhoun County, Michigan)

Policy effective December 22, 2015

Section I. Capital Asset Definitions and Guidelines

I. (1) Overview

The Governmental Accounting Standards Board's (GASB) Statement No. 34, *Basic Financial Statements – and Management's Discussion and Analysis – for State and Local Governments*, will require that governments depreciate their exhaustible capital assets, including infrastructure.

Capital assets are tangible and intangible assets that are used in operations and that have initial useful lives that extend beyond a single reporting period. They include land, land improvements, easements, buildings and improvements, equipment, and works of art and historical treasures.

Capital assets include infrastructure assets which are long-lived capital assets that normally are stationary in nature and can be preserved for a significantly greater number of years than most capital assets. Infrastructure assets include roads, bridges, tunnels, drainage systems, water and sewer systems, dams and lighting systems. A government with the primary responsibility for managing infrastructure assets reports that asset, even if a third part maintains it under contract.

Capital assets are reported in the statement of net assets at historical cost. The cost of a capital asset should include capitalized interest and ancillary charges (i.e., freight and transportation charges) necessary to place the assets into use. Donated capital assets should be reported at their estimated fair market value at the time of donation, plus ancillary charges, if any.

Capital assets should be depreciated over their estimated useful lives unless they are either inexhaustible (assets in which service potential is used up so slowly that the estimated useful life is extraordinary long, such as land and land improvements) or are infrastructure assets reported using the modified approach.

Depreciable assets are reported net of accumulated depreciation in the Statement of Net Assets. Accumulated depreciation may be reported on the face of the statement or disclosed in the Notes to Financial Statements. Capital assets that are not being depreciated, such as land or infrastructure assets reported using the modified approach, should be reported separately.

While this document is not all encompassing, it is intended to provide useful information that we have identified. Therefore, it is a document that can be updated on a periodic basis.

I. (2) Capital Asset Classifications

Capital assets are assets purchased or constructed by the City of Albion (the "City") that have a useful life of three (3) or more years and that have a value equal to or greater than the established capitalization threshold. The following class of asset categories, capitalization thresholds and useful lives are used for the City:

Class of Asset Categories, Capitalization Thresholds and Useful Lives

Class of Asset	Capitalization Threshold	Useful Life
Land	\$5,000	Note 1
Land Improvements	\$5,000	20 years
Buildings	\$5,000	40 years
Building Improvements	\$5,000	20 years
Machinery and Equipment: (Note 4)		
Office Equipment	\$5,000	5 years
Furniture	\$5,000	10 Years
Computers	\$3,000	4 years
Vehicles	\$5,000	5 years
Heavy Equipment	\$5,000	10 - 20 years
Small Equipment and Tools	\$5,000	3 - 10 years
Other	\$5,000	3 - 10 years
Infrastructure:		
Bridges (including culverts)	\$5,000	30 years
Roads	\$5,000	20 years
Traffic Control Systems	\$5,000	40 years
Dams and Drainage Systems	\$5,000	50 years
Sewer Systems	\$5,000	40 years
Water Systems	\$5,000	40 years
Works of Art, Historical Treasures, and Library Books	\$5,000	Note 2
Construction Work in Progress		Note 3
<p>Note 1 – Not Depreciated</p> <p>Note 2 – Depreciation is not required for Works of Art and Historical Treasures that are inexhaustible. If collection/items are exhaustible, then depreciate over estimated useful life.</p> <p>Note 3 – Depreciation is not required on Construction Work in Progress. Upon completion, the asset will be recorded in appropriate asset classification and depreciation will begin in accordance with the threshold.</p> <p>Note 4 – For control and accountability purposes, capital assets costing less than \$5,000 may be recorded in the capital assets inventory.</p>		

I. (3) Capital Asset Acquisition Cost

Capital assets shall be recorded at their historical costs, or estimated historical cost if the actual historical cost is unknown. The cost of a capital asset shall include any ancillary costs that are necessary to place the asset in its intended condition for use. These include the vendor's invoice (plus the value of any trade-in, if reflected on the invoice), initial installation cost (excluding in-house City labor costs), modifications, attachments, accessories or apparatus necessary to make the asset usable and render it into service. Historical costs include charges such as freight and transportation costs, site preparation costs and professional fees. The costs of capital assets for governmental activities shall not include capitalized interest.

I. (4) Capital Asset Donations

Donations are defined as voluntary contributions of resources to a governmental entity by a non-governmental entity. Donated capital assets shall be reported at fair market value at the time of acquisition plus ancillary charges, if any. Fair market value is the amount at which an asset could be exchanged in a current transaction between willing parties.

Governmental funds will have to meet the standards of GASB Statement No. 33, *Accounting and Financial Reporting for Non-Exchange Transactions*. Donations must be recorded and reported at fair market value on the date of acquisition. Recipients of donated capital assets will recognize the donation and related revenue when the transaction is complete and the assets are received, providing all eligibility requirements have been met. Promises of capital asset donations should be recognized as receivables and revenues (net of estimated uncollectible amounts) when all applicable eligibility requirements have been met, providing that the promise is verifiable and the resources are measurable and probable of collection.

In some cases, donated capital assets are given with the stipulation (time requirement) that the assets cannot be sold, disbursed or consumed until a specified number of years have passed or a specific event has occurred. For such cases, the capital asset should be reported in the Statement of Net Assets as "Net Assets – Restricted" as long as the restrictions or time requirements remain in effect.

Modified Accrual Basis of Accounting – Do not report revenue from the donation of a capital asset when using the modified accrual basis of accounting, except in the following situation: If the City receives a donation of a capital asset and intends to sell the asset immediately, revenue shall be recognized in the period the asset is donated, and the capital asset shall be reported in the same fund used to report the revenue as "Assets Held for Sale". Intent to sell should be evidenced by a sale of or contract to sell the capital asset before the financial statements are issued. Revenue shall be measured at the amount at which the capital asset is sold or its contract price. If the City does not intend to sell the donated capital asset immediately or does not meet the criteria to sell as stated above, the donation shall not be reported in the operations of the governmental funds. Revenue from donations of financial resources such as cash, securities or capital assets shall be recognized when the City has an enforceable legal claim to the donation and when it is probable the donation will be received, regardless of when

the financial resources are actually received. Revenue shall be measured at the fair value of the financial resource donated.

Full Accrual Basis of Accounting – In accordance with GASB Statement No. 33, *Accounting and Financial Reporting for Non-Exchange Transactions*, entities currently using proprietary fund accounting (i.e., water and sewer enterprise funds) must recognize capital asset donations as revenues and not as contributed capital.

I. (5) Leased Equipment

Equipment shall be capitalized if the lease agreement meets any one of the following criteria:

- The lease transfers ownership of the property to the lessee by the end of the lease term.
- The lease contains a bargain purchase option.
- The lease term is equal to 75 percent or more of the estimated economic life of the leased property.
- The present value of the minimum lease payments at the inception of the lease, excluding executory costs, equals at least 90 percent of the fair market value of the leased property.

Leases that do not meet any of the above requirements shall be recorded as an operating lease and reported in the Notes to Financial Statements, if material.

I. (6) Depreciating Capital Assets

Capital assets shall be depreciated over their estimated useful lives in accordance with this policy, unless they are inexhaustible.

The straight-line depreciation method (historical cost less estimated residual value, divided by useful life) is the method that shall be used by the City for depreciating capital assets. Depreciation shall be calculated on an annual basis. A full year of depreciation shall be included in the year of completion or acquisition of the asset. Depreciation expense shall not be included in the year of disposition. Exception: Due to the material amount involved, depreciation expense for depreciable capital assets costing more than \$1 million dollars shall be recorded in the first and last years based on number of months such asset was in service. Accumulated depreciation will be summarized and posted to the accounting general ledger for both the utility enterprise funds and the entity-wide financial statements.

Depreciation need not be calculated for individual assets. Instead, depreciation may be calculated for classes of assets, networks of assets and subsystems of network assets. A network of assets is defined as all assets that provide a particular type of service for a government. A subsystem of network assets is composed of all assets that make up a similar portion or segment of a network of assets. For example, a water distribution system of the City could be a network of assets. Pumping stations, storage facilities and distribution networks could be

considered subsystems of that network. Similarly, the City's storm sewer system could be a network, with catch basins, storm drains and inlets considered a subsystem.

I. (7) Useful Lives of Capital Assets

To estimate the useful lives of its capital assets, the City shall consider an asset's present condition, use of the asset, construction type, maintenance policy and how long it is expected to meet service and technology requirements. Sources of useful life information include internal information (i.e., historical records and replacement schedules), general guidelines obtained from professional or industry organizations, information for comparable assets of other governments, and use of period of probable usefulness as prescribed by the Local Finance Law.

The City shall use as its policy guidelines for useful lives of its capital assets the information contained in the table in Section I. (2), entitled *Capital Asset Classifications*, above.

I. (8) Residual Value

Residual value is the estimated fair market value of a capital asset or infrastructure remaining at the end of its useful life. In order to calculate depreciation for an asset, the estimated residual value must be established before depreciation can be calculated. The use of historical sales information is a valuable method for determining the estimated residual value. Proceeds from sale of assets shall be netted against residual value in computing net gain or loss from sale.

The City generally purchases assets with the intent to use such assets until its usefulness is exhausted. Therefore, the City policy shall generally be to estimate residual value as zero for all capital assets.

I. (9) Sale of Capital Assets

When an asset is sold, a gain or loss shall be recognized when:

- Cash is exchanged and the amount paid does not equal the net book value of the asset.
- Cash is not exchanged and the asset is fully depreciated or has as residual value.

When an asset is sold, a gain or loss shall not be reported when:

- Cash exchanged equals the net book value, and the asset does not have a residual value.
- Cash is not exchanged and the asset is fully depreciated and has as no residual value.

To compute a gain or loss from sale of capital assets, proceeds received shall be subtracted from the asset's net book value. Examples:

	<u>Gain</u>	<u>Loss</u>
Asset's historical cost	\$10,000	\$10,000
Less: Accumulated Depreciation	<u>7,000</u>	<u>7,000</u>
Net Book Value	\$ 3,000	\$ 3,000
Less: Proceeds Received	<u>5,000</u>	<u>2,000</u>
Gain/Loss from Sale of Asset	Gain \$ 2,000	Loss \$ 1,000

Section II. Capital Asset Categories

II. (1) Land

Land Definition:

Land is the surface or crust of the earth, which can be used to support structures, and may be used to grow crops, grass, shrubs and trees. Land is characterized as having an unlimited life (indefinite).

Depreciation Methodology:

Land is an inexhaustible asset and, therefore, is not depreciated.

Capitalization Threshold:

The capitalization threshold for land is \$5,000.

Examples of Expenditures to be Capitalized as Land:

- Purchase price or fair market value at time of acquisition
- Commissions
- Professional fees (title searches, architect, legal, engineering, appraisal, surveying, environmental assessment, etc.)
- Accrued and unpaid taxes at date of purchase
- Other costs incurred in acquiring the land
- Right-of-way

II. (2) Land Improvements

Land Improvements Definition:

Land improvements consist of betterments, site preparation and site improvements (other than buildings) that ready land for its intended use. Land improvements include such items as excavation, non-infrastructure utility installation, driveways, sidewalks, parking lots, flagpoles, retaining walls, fences, and outdoor lighting. They can be exhaustible or non-exhaustible.

Non-Exhaustible Land Improvements:

Expenditures for improvements that do not require maintenance or replacement. Expenditures to bring land into condition to commence erection of structures, and expenditures for land improvements that do not deteriorate with use or over the passage of time are additions to the cost of land and are generally not exhaustible and therefore not depreciated.

Exhaustible Land Improvements:

Expenditures for improvements that are part of the site, such as parking lots, landscaping and fencing, are usually exhaustible and are depreciated.

Depreciation Methodology:

Land improvements that are inexhaustible assets are not depreciated. Exhaustible land improvements are depreciated on a straight-line basis over 20 years. The straight-line depreciation method (historical cost less residual value, divided by useful life) will be used for exhaustible land improvements.

Capitalization Threshold:

The capitalization threshold for land improvements is \$5,000.

Examples of Expenditures to be Capitalized as Land Improvements:

- Site improvements such as excavation, fill, grading and utility installation
- Removal, relocation, or reconstruction of property of others (railroad, telephone and power lines)
- Fencing
- Landscaping
- Parking lots
- Skating rinks, basketball courts, tennis courts, etc.
- Retaining walls

II. (3) Buildings

Building Definition:

A building is a structure that is permanently attached to the land, has a roof, is partially or completely enclosed by walls, and is not intended to be transportable or moveable.

Depreciation Methodology:

The straight-line depreciation method (historical cost less residual value, divided by useful life) will be used for buildings.

Capitalization Threshold:

The capitalization threshold for buildings is \$5,000.

Examples of Expenditures to be Capitalized as Buildings:

Purchased Buildings:

- Original purchase price
- Expenses for modeling, reconditioning or altering a purchased building to make it ready to use for the purpose for which it was acquired
- Environmental compliance (i.e., asbestos or lead abatement)
- Professional fees (legal, architect, inspections, title searches, etc.)
- Payment of unpaid or accrued taxes on the building to date of purchase
- Cancellation or buyout of existing leases
- Other costs required to place the asset into operation

Constructed Buildings:

- Completed project costs
- Interest accrued during construction
- Cost of excavation, grading or filling of land *for a specific building*
- Expenses incurred for the preparation of plans, specifications, blueprints, etc.
- Professional fees (architect, engineer, management fees for design and supervision, legal)
- Costs of temporary buildings used during construction
- Unanticipated costs, such as rock blasting, piling, or relocation of an underground stream channel
- Permanently attached fixtures or machinery that cannot be removed without impairing the use of the building
- Additions to buildings (expansions, extensions, or enlargements)

II. (4) Building Improvements

Building Improvements Definition:

Building improvements are capital events that materially extend the useful life of a building or increase the value of a building, or both. A building improvement should be capitalized as a betterment and recorded as an addition of value to the existing building if the expenditure for the improvement is at the capitalization threshold, or the expenditure increases the useful life or value of the building.

Depreciation Methodology:

The straight-line depreciation method (historical cost less residual value, divided by useful life) will be used for building improvements and their components.

Capitalization Threshold:

The capitalization threshold for building improvements is \$5,000.

Examples of Expenditures to be Capitalized as Building Improvements:

- Conversion of attics, basements, etc. to useable office, clinic, research or classroom space
- Structures attached to the building such as covered patios, sunrooms, garages, carports, enclosed stairwells, etc.

- Installation or upgrade of heating and cooling systems, including ceiling fans and attic vents
- Original installation/upgrade of wall or ceiling covering such as carpeting, tiles, paneling or parquet
- Structural changes such as reinforcement of floors or walls, installation or replacement of beams, rafters, joists, steel grids, or other interior framing
- Swimming pools
- Installation or upgrade of window or door frame, upgrading of windows or doors, built-in closet and cabinets
- Interior renovation associated with casings, baseboards, light fixtures, ceiling trim, etc.
- Exterior renovation such as installation or replacement of siding, roofing, masonry, etc.
- Installation or upgrade of plumbing and electrical wiring
- Installation or upgrade of phone or closed circuit television systems, networks, fiber optic cable, wiring required in the installation of equipment (that will remain in the building)

Note: For a replacement to be capitalized, it must be a part of a major repair or rehabilitation project, which increases the value, and/or useful life of the building. A replacement may also be capitalized if the new item/part is of significantly improved quality and higher value compared to the old item/part such as replacement of an old shingle roof with a new fireproof tile roof. Replacement or restoration to original utility level would not. Determinations must be made on a case-by-case basis.

Other Costs Associated with the Above Improvements Not to Capitalize:

The following are examples of expenditures not to capitalize as improvements to buildings. Instead, these items should be recorded as maintenance expenditures:

- Adding, removing and/or moving of walls relating to renovation projects that are not considered major rehabilitation projects and do not increase the value of the building
- Improvement projects of minimal or no added life expectancy and/or value to the building
- Plumbing or electrical repairs
- Cleaning, pest extermination, or other periodic maintenance
- Maintenance-type interior renovation, such as repainting, touch-up plastering, replacement of carpet, tile, or panel sections; sink and fixture refinishing, etc.
- Maintenance-type exterior renovation such as repainting, replacement of deteriorated siding, roof, or masonry sections
- Replacement of a part or component of a building with a new part of the same type and performance capabilities, such as replacement of an old boiler with a new one of the same type and performance capabilities
- Any other maintenance-related expenditure which does not increase the value of the building

II. (5) Machinery and Equipment

Machinery and Equipment Definition:

Machinery and equipment are fixed or movable tangible assets to be used for operations, the benefits of which extend three or more years from the date acquired and rendered into service. Improvements or additions to existing personal property that constitute a capital outlay or increase the value or life of the asset should be capitalized as a betterment and recorded as an addition of value to the existing asset. Note: Costs of extended warranties and/or maintenance agreements, which can be separately identified from the cost of the equipment, should not be capitalized.

Categories of Machinery and Equipment:

- Office equipment
- Furniture
- Computers
- Vehicles
- Heavy Equipment
- Small Equipment and Tools
- Other

Note: Due to the low cost and value of individual furniture pieces (which may be material in the aggregate), it will be assumed that historical cost of this class of asset is 75% of insurance appraisal value, if the historical cost is unknown.

Depreciation Methodology:

The straight-line depreciation method (historical cost less residual value, divided by useful life) will be used for machinery and equipment.

Capitalization Threshold:

The capitalization threshold for machinery and equipment is \$5,000. However, for control and accountability purposes, capital assets costing less than \$5,000 may be recorded in the capital assets inventory.

Examples of Expenditures to be Capitalized as Machinery and Equipment:

- Original contract or invoice price, including freight charges, handling and storage charges, in-transit insurance charges, charges for testing and preparation for use, and costs of reconditioning used items when purchases
- Parts and labor associated with the construction of equipment
- Dump trucks and passenger cars
- Heavy construction equipment such as front-end loaders and backhoes
- Lawn maintenance equipment, compressors and tool kits
- Computer hardware and software

II. (6) Infrastructure

Infrastructure Definition:

Infrastructure are assets that are long-lived capital assets that normally are stationary in nature and can be preserved for a significantly greater number of years than most capital assets. Infrastructure assets are often linear and continuous in nature.

Infrastructure Classifications:

- Bridges, including culverts
- Roads
- Traffic control systems
- Dams and drainage systems
- Water systems
- Sewer systems

Prospective Reporting Policy Guidelines:

Prospective recording and reporting of general infrastructure assets in the City's accounting records and Statements of Net Assets is required under GASB 34, which went into effect in 2003. In some cases, the City had to perform extensive research to determine what values should be assigned to infrastructure acquired prior to 2003. For the later years prior to 2003, most of this information was readily available and determined to be reasonably accurate. For the earlier years prior to 2003, the City had to determine if the net undepreciated cost of the infrastructure, if any, was significant to the Statement of Net Assets. The City feels that all significant infrastructure has been accounted for, and reported, as required.

Infrastructure Improvements:

Infrastructure improvements are capital events that materially extend the useful life or increase the value of the infrastructure, or both. Infrastructure improvements should be capitalized as a betterment and recorded as an addition of value to the infrastructure if the improvement or addition of value is at the capitalization threshold or increases the life or value of the asset.

Jointly Funded Infrastructure:

Infrastructure paid for jointly by multiple governmental entities should be capitalized by the entity responsible for future maintenance.

Maintenance Costs:

Maintenance costs are recurring costs that allow an asset to continue to be used during its originally established useful life. Maintenance costs are expensed in the period incurred.

Preservation Costs:

Preservation costs are generally considered to be those outlays that extend the useful life of an asset beyond its original estimated useful life, but do not increase the capacity or efficiency of the asset. Preservation costs should be capitalized under the depreciation approach.

Additions and Improvements:

Additions and improvements are those capital outlays that generally increase the capacity or efficiency of the asset. A change in capacity increases the level of service provided by an asset. For example, additional lanes can be added to a highway or the weight capacity of a bridge could be increased. A change in efficiency maintains the same service level, but at a reduced cost. The cost of additions and improvements should be capitalized.

Depreciation Methodology:

The straight-line depreciation method (historical cost less residual value, divided by useful life) will be used for infrastructure assets.

Capitalization Threshold:

The capitalization threshold for infrastructure assets is \$5,000.

Examples of Expenditures to be Capitalized as Infrastructure:

- Roads, streets, curbs, gutters, sidewalks, fire hydrants
- Bridges, culverts, trestles
- Dams, drainage facilities
- Water mains and distribution lines
- Fiber optic and telephone distribution systems (between buildings)
- Light system (traffic, outdoor, street, etc.)
- Signage
- Sewer systems
- Water systems, including reservoirs

II. (7) Works of Art, Historical Treasures, etc.

Works of Art, Historical Treasures, etc. Definition:

Works of art and historical treasures are collections or individual items of significance that are owned which are not held for financial gain, but rather for public exhibition, education or research in furtherance of public service.

Exhaustible Collections or Items:

Exhaustible collections or items are those whose useful lives are diminished by display or educational or research applications.

Inexhaustible Collections or Items:

Inexhaustible collections or items are those whose economic benefit or service potential is used up so slowly that the estimated useful lives are extraordinary long. Because of their cultural, aesthetic, or historical value, the holder of the asset applies efforts to protect and preserve the asset in a manner greater than that for similar assets without such cultural, aesthetic, or historical value. Depreciation is not required for these collections or items.

Depreciation Methodology:

The straight-line depreciation method (historical cost less residual value, divided by useful life) will be used for exhaustible collections or items. Inexhaustible collections or items are not depreciated.

Capitalization Threshold:

Works of art and historical treasures acquired or donated will be capitalized at a threshold of \$5,000.

If a collection is held for financial gain and not capitalized, disclosures must be made in the Notes to Financial Statements that provide a description of the collection and the reasons these assets are not capitalized. When donated collection items are added to non-capitalized collections, program expense equal to the amount of revenues should be recognized.

Examples of Expenditures to be Capitalized as Works of Art, Historical Treasures, etc.:

- Collection of rare books, manuscripts
- Maps, documents and recordings
- Works of art such as paintings, sculptures and designs
- Artifacts, memorabilia, exhibits
- Unique or significant structures such as monuments or statutes

II. (8) Construction Work in Progress

Construction Work in Progress Definition:

Construction work in progress reflects the economic construction activity status of buildings and other structures, infrastructure (roads, water system, etc.), additions, alterations, reconstruction, installation, and maintenance and repairs, which are substantially incomplete.

Depreciation Methodology:

Depreciation is not applicable while assets are accounted for as construction work in progress. Upon asset completion and placement into service, the value of such asset is removed from the construction work in progress account and transferred to the appropriate capital asset classification account. Depreciation then begins based upon depreciation life of the appropriate asset category. See appropriate capital asset category when asset is capitalized.

Capitalization Threshold:

Construction work in progress assets should be capitalized to their appropriate capital asset categories upon the earlier occurrence of execution of substantial completion contract documents, occupancy, or when the asset is placed into service (generally \$5,000).

Policy approved by the Albion City Council on _____

Policy drafted by City of Albion Finance Director/Treasurer Tom Mead in December 2015, based on the Capital Asset Policy of the Village of Mount Kisco (Westchester County), NY, and on other GASB 34 professional publications.



City of Albion

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

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

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

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

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

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

Name: James H. BEALING
(First) (Middle) (Last)

Home Address: 12860 Maple St. Telephone #: 269-830-7855

Place of Employment: Retired.

Business Address: — Telephone #: —

E-Mail: Shehling@worldway.com Fax: —

Title/Type of Work: Retired School Official & Teacher

Length of Residence in City: 73 yrs Own/Rent: — US Citizen: Y — N —

Educational Background: Albion H.S. 1959
Albion College B.S. Degree 1963
~~303rd~~ M.S. Western Mich 1966

Community Activities: Albion Jaycees (Past)
Civic Foundation (Past)
Library Finance Committee

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

1) Albion Dist Library

3) _____ 4) _____

Additional information on experience, qualifications, etc.:

12 years as Finance Director for Schools 17+ mill Bndgs
Currently on Library Finance Committee

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

I wish to help with the Library becoming
more financially stable. It is an important
resource to our community.

Relationship to City Officials/Department Heads: Are you, your spouse, or other close family members related to any City Officials or Department Heads? If yes, please explain: _____

NO

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

NO

Convictions: Have you ever been convicted of any criminal violation? Have you ever been convicted of a felony while holding public office or public employment? If yes, please explain: _____

NO

REFERENCES:

Name: Phillip Kowale Relationship: Friend

Telephone #: 517-629-9694

Name: Katie Shelters Relationship: Friend

Telephone #: 517 629-4695

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

CONSENT AND CERTIFICATION

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

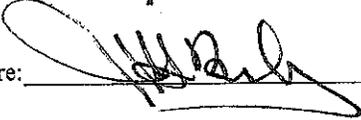
I hereby authorize the City of Albion to verify all the information I have provided on my application. I also agree to execute any additional written authorizations necessary for the City to obtain access to and copies of records pertaining to this information. I release the City of Albion and agencies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

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

I, JAMES H. BEHLING, certify that the information provided
(Please Print)

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

Date of Birth: 7/5/1941

Signature: 

Date: 11/11/2015

City of Albion

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

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

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

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

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

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

Name: Jessica Forbes Roberts
(First) (Middle) (Last)

Home Address: 915 S. Superior Str. Telephone #: 517.629.3514

Place of Employment: Albion College

Business Address: 611 E. Porter Str. Telephone #: 517.629.0463

E-Mail: jroberts@albion.edu Fax: N/A

Title/Type of Work: Associate Professor of English

Length of Residence in City: ten years Own/Rent: own US Citizen: Y X N

Educational Background: B.A. Dartmouth College (1997), M.A. & Ph.D. University of Michigan (1999 & 2004)

Community Activities: Director of Albion's Big Read, member of Holland Park committee (Fall 2014), active presence in Community School, member of Albion Philanthropic Women

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

- 1) Albion District Library Board 2) _____
- 3) _____ 4) _____

Additional information on experience, qualifications, etc.:

My experience as a grants writer, teacher, community organizer, creative problem solver, and lover of books makes me a strong candidate for the Library's board. I recently served as the director of Albion's Big Read, a massive community reading initiative rooted in a partnership among Albion College, the Albion District Library, and the Albion Public Schools. As the director of that program, I cultivated many local partnerships and worked collaboratively with folks from all over our community. Together we were able to design and execute a program that brought hundreds of residents together by way of a shared reading experience. That program offers some insight into the my ability to engage in authentic and productive collaboration as well as into my deeply held belief that books are one of the richest resources we have for nurturing and strengthening community.

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

My desire to serve on the Albion District Library Board is born out my deep conviction that public libraries play an essential role in local communities and are, in fact, necessary for a democracy to function. Our residents, like the residents in any town, need access to the resources that our library supplies: books, computers, films, games, warm space on cold days, cool space on hot days, programming that is engaging and educative. Were I to join the Board, I would aim to help the library identify and cultivate partnerships in the community that would bring more people to the library and the library to more people. I would be particularly interested in developing more ties with Albion College, particularly with the Academic Affairs division, and in identifying significant grants like the NEAs Big Read grant that might both facilitate robust collaborations among the District Library, the college, and other local organizations and that might draw regional and national attention to the work that we are doing here.

Relationship to City Officials/Department Heads: Are you, your spouse, or other close family members related to any City Officials or Department Heads? If yes, please explain: _____

_____ No, though my husband is a member of the Board of Education.

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

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

REFERENCES:

Name: Gregg Strand Relationship: colleague at Albion College, collaborator

Telephone #: 517.414.5864

Name: Joni Parks Relationship: collaborator at Albion Community School

Telephone #: 517.629.9421

Application for Membership

Page 3 of 3

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

CONSENT AND CERTIFICATION

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

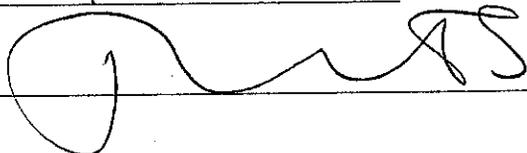
I hereby authorize the City of Albion to verify all the information I have provided on my application. I also agree to execute any additional written authorizations necessary for the City to obtain access to and copies of records pertaining to this information. I release the City of Albion and agencies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

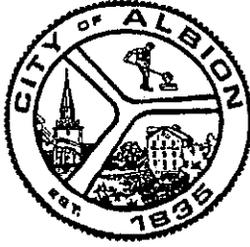
I certify that I can and will, upon request, substantiate all statements made by me on this application; that such statements are true, complete and correct to the best of my knowledge. I understand that a false statement, dishonest answer, misrepresentation or omission to any question will be sufficient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

I, Jessica Forbes Roberts, certify that the information provided
(Please Print)

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

Date of Birth: 10/27/1975

Signature:  Date: 12/7/15



City of Albion

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

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

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

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

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

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

Name: Lia M Jensen-Abbott
(First) (Middle) (Last)

Home Address: 412 South Clinton Street Albion, MI 49224 Telephone #: 517-629-2950
Place of Employment: Albion College

Business Address: 611 East Porter Street Telephone #: 517-629-0698

E-Mail: ljensen@albion.edu Fax: N/A

Title/Type of Work: Staff Lecturer, Music Department

Length of Residence in City: 10 years Own/Rent: Own US Citizen:
Y N

Educational Background: B.M. University of Nebraska-Lincoln, MM, MA both from Penn State University, Performer Diploma, Indiana University-Bloomington, DMA University of Nebraska-Lincoln

Community Activities: Music director St. James' Episcopal Church

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

- 1) Building Board of Appeals _____ 2) _____
- 3) _____ 4) _____

Additional information on experience, qualifications, etc.:

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

I was asked to consider volunteering to serve on this board. I am interested and very much invested in this community as a 10 year resident, and I hope that I can help make a difference for underprivileged people in this town.

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

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

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

REFERENCES:

Name: Rebecca Decker Relationship: Friend
 Telephone #: 517-629-4981
 Name: Jack Reed Relationship: Marshall City Mayor, Family Friend

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

CONSENT AND CERTIFICATION

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

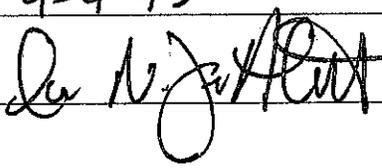
I hereby authorize the City of Albion to verify all the information I have provided on my application. I also agree to execute any additional written authorizations necessary for the City to obtain access to and copies of records pertaining to this information. I release the City of Albion and agencies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

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

I, Lia Jensen - Abbott, certify that the information provided
(Please Print)

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

Date of Birth: 9-4-73

Signature:  Date: 10/28/15



City of Albion

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

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

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

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

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

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

Name: PEGGY (MARGARET) SINDT
(First) (Middle) (Last)

Home Address: 7100 CONDUIT RD, HOMER Telephone #: 629-3926

Place of Employment: ALBION EDC

Business Address: 309 N. SUPERIOR, ALBION Telephone #: 629-3926

E-Mail: psindt@albionedc.org Fax: _____

Title/Type of Work: PRESIDENT + CEO

Length of Residence in City: FORMER - ABOUT 18 YRS Own/Rent: OWN US Citizen: Y N
NDW IN ALBION TOWNSHIP FOR ABOUT 25 YRS.

Educational Background: B.A. ALBION COLLEGE, MBA THE UNIVERSITY OF MICHIGAN

Community Activities: DDA BOARD, HOMESTEAD BOARD, LAND BANK BOARD, LOCAL ECONOMIC DEVELOPMENT

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

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

Additional information on experience, qualifications, etc.:

20 YEARS OF LOCAL ECONOMIC DEVELOPMENT WORK; PREVIOUS REAL ESTATE WORK

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

THE WORK OF THE DDA + EDC ARE CLOSELY RELATED AND BOTH ARE IMPORTANT TO COMMUNITY GROWTH. I BELIEVE MY EXPERIENCE AS A STAFF MEMBER CAN BE USEFUL TO DDA.

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

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

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

REFERENCES:

Name: JOE DOMINGO Relationship: MAYOR

Telephone #: 517-499-1333

Name: JOYCE SPICER Relationship: BOARD CHAIR

Telephone #: 629-8413

HERM Mc CALL
Sim\Forms\Application-CityBoard-Commission

BOARD VICE CHAIR

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

CONSENT AND CERTIFICATION

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

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

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

I, MARGARET M. SINDT, certify that the information provided
(Please Print)

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

Date of Birth: 10-26-51

Signature: Margaret M. Sindt

Date: 11-12-15

2000



City of Albion

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

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

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

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

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

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

Name: SCOTT Alan Brown
 (First) (Middle) (Last)

Home Address: 504 Lincoln ST. Telephone #: 517 763 8300

Place of Employment: Great Lakes Region Organizing Committee

Business Address: 1118 Centennial Way, Lansing 48917 Telephone #: 517 763 8300

E-Mail: labarers@gmail.com Fax: na

Title/Type of Work: Researcher

Length of Residence in City: 9 yrs Own/Rent: Own US Citizen: Y X N

Educational Background: H.S. diploma, some college

Community Activities: President of Albion Innovation

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

- 1) Local Officers Compensation Committee
- 3) _____ 4) _____

Additional information on experience, qualifications, etc.:

Former Chair: Calhoun County Road Commission

Former Member: Calhoun County Building Authority

Current Member Albion: DDA, Planning, Building Board appeals

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

I believe in serving the community I live in and I offer my experience to you.

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

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

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

REFERENCES:

Name: Eusebio Salis Relationship: Friend

Telephone #: 517 414 2142

Name: Mark Schaver Relationship: Friend

Telephone #: 269-209-3940

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

CONSENT AND CERTIFICATION

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

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

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

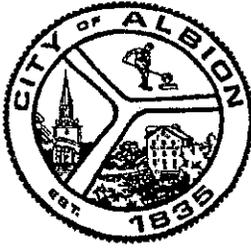
I, Scott Alan Brown, certify that the information provided
(Please Print)

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

Date of Birth: 9-21-1968

Signature: Scott A. Brown

Date: 9-24-15



City of Albion

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

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

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

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

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

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

Name: Elaine Hilborn Rice
(First) (Middle) (Last)

Home Address: 910 Irwin Ave. Telephone #: 517-629-5372

Place of Employment: Retired

Business Address: _____ Telephone #: _____

E-Mail: ehr1946@gmail.com Fax: _____

Title/Type of Work: _____

Length of Residence in City: 60+ yrs. Own/Rent: Own US Citizen: Y N

Educational Background: High School graduate +
Licensed Insurance Agent

Community Activities: Church, Chamber

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

- 1) Local Officers Comp Comm.
- 3) _____ 4) _____

Additional information on experience, qualifications, etc.:

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

Relationship to City Officials/Department Heads: Are you, your spouse, or other close family members related to any City Officials or Department Heads? If yes, please explain:

NA

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

NA

Convictions: Have you ever been convicted of any criminal violation? Have you ever been convicted of a felony while holding public office or public employment? If yes, please explain:

NA

REFERENCES:

Name: Jeremy Williams Relationship: Minister
 Telephone #: 517-629-8425

Name: Mike Tymkew Relationship: Friend
 Telephone #: 517-629-3936

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

CONSENT AND CERTIFICATION

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

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

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

I, Elaine Hilborn Rice, certify that the information provided
(Please Print)

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

Date of Birth: 11/28/1946

Signature: Elaine H. Rice Date: 10/26/15



City of Albion

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

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

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

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

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

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

Name: SCOTT Alan Brown
(First) (Middle) (Last)

Home Address: 504 Lincoln ST. Telephone #: 517 763 8300

Place of Employment: Great Lakes Region Organizing Committee

Business Address: 1118 Centennial Way, Lansing 48917 Telephone #: 517 763 8300

E-Mail: laborers@gmail.com Fax: na

Title/Type of Work: Researcher

Length of Residence in City: 9 yrs Own/Rent: own US Citizen: Y N

Educational Background: H.S. diploma, some college

Community Activities: President of Albion Innovation

9-30-15

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

- 1) Planning Commission 2) _____
- 3) _____ 4) _____

Additional information on experience, qualifications, etc.:

Former Chair: Calhoun County Road Commission
Former Member: Calhoun County Building Authority
Current Member Albion: DDA, Planning, Building Board appeals

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

I believe in serving the community I live in
and I offer my experience to you.

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

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

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

REFERENCES:

Name: Eusebio Solis Relationship: Friend

Telephone #: 517 414 2142

Name: Mark Schauer Relationship: Friend

Telephone #: 269-209-3940

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

CONSENT AND CERTIFICATION

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

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

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

I, Scott Alan Brown, certify that the information provided
(Please Print)

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

Date of Birth: 9-21-1968

Signature: Scott A. Brown

Date: 9-29-15



City of Albion

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

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

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

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

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

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

Name: Thomas W Pitt
(First) (Middle) (Last)

Home Address: 115 Crandall St. Telephone #: 517 8122145

Place of Employment: Decker Mfg.

Business Address: 703 N. Clark St. Telephone #: 517 629 3955

E-Mail: tomp@deckernut.com Fax: _____

Title/Type of Work: Controller

Length of Residence in City: 25 year Own/Rent: _____ US Citizen: Y N

Educational Background: BA Albion College 1988
MBA University of Phoenix 2001

Community Activities: Albion Community Ambulance ^{governor} Albion Tap Fire Dept Fire Fighter / E
Albion Community Foundation - Treasurer Friends of the Bohm - Board member
Delta Tau Delta Fraternity - advisor

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

- 1) Planning Commission 3)
- 3) _____ 4) _____

Additional information on experience, qualifications, etc.:

1 term on Planning Commission
Redevelopment Ready Community Committee

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

During my first term, we started the Master Plan process along with the RRC I'd like to continue on the commission to complete that process

Relationship to City Officials/Department Heads: Are you, your spouse, or other close family members related to any City Officials or Department Heads? If yes, please explain: N/A

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

Convictions: Have you ever been convicted of any criminal violation? Have you ever been convicted of a felony while holding public office or public employment? If yes, please explain: N/A

REFERENCES:

Name: Bernie Koukle II Relationship: Employer
 Telephone #: 517 629 3955

Name: Jack Williamson Relationship: Friend
 Telephone #: 517 937 6413

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

CONSENT AND CERTIFICATION

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

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

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

I, Thomas Pitt, certify that the information provided
(Please Print)

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

Date of Birth: 11/8/65

Signature: [Handwritten Signature]

Date: 2/29/15



City of Albion

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

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

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

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

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

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

Name: Janet (Jan) _____ Lazar
(First) (Middle) (Last)

Home Address: 5465 Jessalee Circle Dr, LL, MI 48823 & 4709 Harvest Bend Sarasota, FL 34235
Telephone 517-290-2270

Place of Employment: self

Business Address: 5465 Jessalee Circle Dr Suite 203 East Lansing, MI 48823
Telephone 517-290-2270

E-mail: jllazar13@gmail.com

Title Type of Work: Financial and Management Consultant

Length of Residence in City: X Own Rent: US Citizen: Y

Educational Background:
BA, Math & Political Science.
MA, Political Philosophy
MPA, Public Administration.
CFP (Certified Financial Planner)

Community Activities: volunteer on PS Act 345 Board and Albion Trust

Application for Membership

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

1) PS Act 345 Pension Board 2)

Additional information on experience, qualifications, etc.:
see resume

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

I have served on the Board for many years, following serving as a paid consultant to the Board. I am committed to maintaining a strong and secure financial resources for full payment of the pension benefit earned by the members and beneficiaries of the Public Safety Department.

Relationship to City Officials/Department Heads: Are you, your spouse, or other close family members related to any City Officials or Department Heads? If yes, please explain.

NO

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

NO

Convictions: Have you ever been convicted of any criminal violation? Have you ever been convicted of a felony while holding public office or public employment? If yes, please explain.

NO

REFERENCES:

Name: Jason Kern Relationship: fellow trustee
Telephone #: PS department

Name: Tom Mead Relationship: fellow trustee
Telephone #: Finance Dept

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

CONSENT AND CERTIFICATION

I consent to the release of information on, among my ability and fitness for the position to which I seek appointment by me, employers, schools, law enforcement agencies, and other individuals and organizations in the City of Albion and its Board of Managers.

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

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

I, Janet Jean Latour, certify that the information provided on this application is to the best of my knowledge, true and correct.

Date of Birth: 8-25-1946

Signature: *Janet Jean Latour*

Date: 10/17/17

Signature: Application to City Board or Commission

JANET (JAN) LAZAR, M.A., M.P.A., C.F.P.

MAJOR ACCOMPLISHMENTS

- * Design and administer pension and benefit programs
- * Serve as consultant to or Trustee of several public sector pension plans
- * Evaluate the adequacy of financial operations and internal controls
- * Develop practical operational systems to increase efficiency and improve internal controls
- * Prepare recommended policies for implementation and oversight of finance and operations
- * Evaluate, design and implement fiscal recovery programs for distressed communities
- * Successfully negotiate contract modifications to reduce health care and pension costs
- * Written articles on a variety of public and private sector financial issues and conduct training programs for public officials to facilitate implementation of improved, more cost effective systems

PROFESSIONAL CONSULTING SERVICES

- * Pension Plan Administrator and or Pension System Trustee
 - Defined Benefit Plans including Act 345, Charter and Ordinance Plans
 - Defined Contribution Plans
- * Pension Plan Benefit design and negotiation
- * Health care evaluation and design
- * Compensation comparison studies and presentations
 - including elected official compensation commission analysis and presentations
- * Personnel policies, manual preparation and training
- * Pension design and evaluations
- * Organizational analysis/Operational Review/ Procedural Analysis & Design
- * Staff training and education programs
- * Strategic planning and goal setting
- * Expert Witness/ Advisor
- * Temporary executive assignments:
 - City Manager/ Labor Negotiator/ Finance Director/ Treasurer/ Purchasing Director
 - Income Tax Administrator

CURRENT PROFESSIONAL ACTIVITIES

The Mercer Group, Inc.-Consultant/Senior Vice- President

1999-present

Manager of the Michigan office-I have performed numerous operational analyses, financial operational structure and procedural reviews, internal control analysis, benefit and compensation reviews, management analyses, organization structure reviews and executive search projects. I work either individually, or as part of an interdisciplinary team, for public sector entities across the country.

Benefit, Evaluation & Retirement Services, Inc.-President

January 1993 to present

Evaluate, design and negotiate employee benefits, retirement plans and overall compensation packages, provide both individual and group financial advisory services, education and investment management. I work with a broad range of individuals and organizations in both the public and private sectors to assist them in evaluation, costing, design and implementation of more cost effective plans.

Lansing Community College -Faculty

1983 to 2006

I teach investments for individuals, financial planning for bankers and personal financial planning at the local community college, as well as having taught local government.

Michigan Municipal League-Consultant

1993-2004

As a special consultant and trainer for the Michigan Municipal League, I performed evaluations of benefit programs, specializing in benefit design and pension planning and administration, and management consulting services in related areas including assisting communities with negotiation of contractual changes related to benefit changes. I also conduct Finance Officer searches. Other management consulting I provide for communities includes services related to governmental finance administration issues, including, for example, heading up a successful negotiation of a multimillion dollar tax tribunal settlement between a major industry and the community in which it is located, review of organizational procedures, develop policy recommendations for a wide range of financial issues, design implementation strategies, and train clients and assist clients in implementation of new or revised procedures and practices.

OTHER PROFESSIONAL EXPERIENCE

Deputy Emergency Financial Manager/Interim City Administrator/Finance Director
City of Highland Park 8/2002 to 4/2005
Pension Consultant 1/2002-8/2002

I served, on a consultant basis, as the Deputy Emergency Financial Manager/Interim City Administrator/Chief Labor Spokesperson/Finance Director for the City of Highland Park by appointment of the State appointed Emergency Financial Manager (EFM) placed in charge of the city by the Governor of Michigan due to severe, recurring financial problems and non-compliance with legal requirements occurring in the city. The EFM appointed me to act as City Administrator and undertake oversight of the operation of the City, administration of its five pension plans, serving as Chief Spokesperson for labor negotiations, administration of the City Income Tax and other city operations, most of which had been suspended or severely reduced.

I completed development of a proposed Recovery Plan for presentation to the State of Michigan to provide recommended solutions to restore city services and end its financial emergency.

In being asked to run the City administration, I was asked to deal with two of the City pension plans which are either out of funds, or severely mismanaged, and three others are under funded, poorly managed and not in compliance with State, federal and local law. I brought these plans in to compliance with legal requirements and renegotiated benefits in the open plans as well as initiating legal actions necessary to resolve long standing violations.

Interim City Manager / Chief Labor Spokesperson/ Purchasing Director
City of Williamston 5/2000-3/2001

I served, on a consultant basis, as the interim City Manager for Williamston, a small city in Ingham County. Issues dealt with include: the full range of city operations; a detachment election; 425 agreement negotiation; selection of a new City Attorney & new Police Chief; financial problems; development issues in two industrial parks; and evaluating and implementing updated and current practices in a growth community while trying to stabilize City operations for a significantly changed Council, handling completion of labor contract negotiations, etc.

Interim City Administrator/Purchasing Director
City of Grand Ledge 3/99 to 6/99

Labor Negotiator
City of Grand Ledge 3/99-7/99

I served as the interim administrator, developed the budget, negotiated three labor agreements, and handled a variety of projects for the city. I also discovered and resolved some serious pension problems in both the Defined Benefit and Defined Contribution Plans. I was responsible for oversight of a wide range of functions as the Treasurer's position was also vacant.

Interim City Manager / Chief Labor Spokesperson
City of Albion 12/98-5/99

I served, on a consultant basis, as the interim manager for the City of Albion, a mid-sized industrial core city in Calhoun County, handling completion of labor contract negotiations, several legal suits, staff recruiting and selection, etc.

Interim Finance Director/Treasurer/Clerk/Income tax Administrator/Pension Administrator/Pension Trustee
City of Albion-7/96-6/97 and 9/97-1/98

I served, on a consulting contractual basis, as Interim Finance Director/Treasurer/Clerk for the City, overseeing all financial functions, recruiting staff, assisting the City Manager in the successful development and community approval of both a G.O. and a Revenue Bond issue. I handled the sale of both issues, achieving a lower than projected rate and cost of issuance. I also developed and negotiated with the State Treasurer a proposal for the State of Michigan collection of Albion local income tax, which was adopted as a statewide option for all local income tax jurisdictions, by the State legislature and through which Albion costs were reduced and revenues increased significantly. I also served as the Chair of the Act 345 Pension Board and as the City delegate to MRS, and designed and implemented at the City request an early retirement plan for exempt employees and a conversion to a defined contribution plan for new hires and management personnel. I also handled the recruitment and interviewing of candidates for a permanent Finance Director.

Management/Financial Consultant - 1984 to 1993, President, J.H. Janart & Associates

Management consultant for governmental units and not-for-profit organizations as well as financial consultant providing individual financial planning services to organizations and individuals. Consulting projects included budgeting, evaluating financial options, and developing and conducting training programs, as well as providing individual financial analysis and planning services.

Director of Budget and Management/Deputy Finance Director, City of Lansing - 1976 to 1/1993

Senior executive responsible for preparation and presentation of the executive budget, development and implementation of financial management policies and responsibility for on-going operational activities in all areas of financial management, and serve on all labor negotiation teams; participated in retirement system administration and benefit plan design, negotiation of fringe benefits, and oversight of property and income tax operations, as well as general accounting operations.

Mental Health Administrator/Mental Health Specialist, Illinois Department of Mental Health - 1969 to 1975

Held progressively responsible positions as program and administrative team leader for units for adult emotionally disturbed and for developmentally disabled clients. Served as administrator supervising 27 technical and professional staff; responsible for staff selection and training as well as program development, and as Human Rights officer for Jacksonville State Hospital from 1973 - 1975.

Graduate Teaching Assistant, Northern Illinois University - 1968

As graduate assistant, I was instructor-grader for undergraduate and graduate sections of political philosophy.

EDUCATION

B.A. - 1968 Political Science Math - Cum Laude Northern Illinois University
M.A. - 1969 Political Science - Northern Illinois University
M.P.A. - 1974 Public Administration - Northern Illinois University
CFP - 1987 College for Financial Planning - Denver, Colorado

HONORS

October 1993	Michigan Municipal Financial Officers' Association	Awarded Honorary Life Membership
November 1984	Government Finance Officers' Association (formerly MFOA)	Distinguished Budget Presentation Award 1983, 1984, 1985, 1986, 1987, 1988, 1989, 1990, 1991, 1992, 1993
September 1981	M.F.O.A.	Professional Achievement Recognition Award 1981, 1982, 1983, 1986
June-August 1969	Northern Illinois University	National Science Fellowship

PUBLICATIONS

"Public pensions-Can these promises be kept?", Michigan Municipal Review, Michigan Municipal League, Ann Arbor, Michigan, May, 2005

"Retiree health care-An unlimited promise", Michigan Municipal Review, Michigan Municipal League, Ann Arbor, Michigan, May, 2005

"Defined Contribution or Defined Benefit Plans, For Whom Are They Best Suited?", Michigan Municipal Review, Michigan Municipal League, Ann Arbor, Michigan, March, 1995

"Are Employee Benefits a Concern for Your Community?", Michigan Municipal Review, Michigan Municipal League, Ann Arbor, Michigan, July 1994

Effective Budgetary Presentations, The Cutting Edge, Gerard Miller, Editor, Book Crafters, Inc., Chelsea, MI, 1982 (Contributor)

Capital Budgeting: Blueprint for Change, Gerard Miller, Editor, Book Crafters, Inc., Chelsea, MI, 1984 (Contributor)

Systems that Work. Girard Miller, Editor, Book Craters, Inc., Chelsea, MI, 1985 (Contributor)

Empowering State and Local Governments, Aronson, J. Richard and Hilley, John L., Editors, The Brookings Institution, Washington, D.C., 1986, 4th ed. (Book Review for Government Finance Review, October 1986, pp. 15-16)

Financing City Government in Texas. A Revenue Manual for City Officials, Robert F. Bland, Ph.D., Texas Municipal League, Austin, TX, 1986 (pp. 1) (Book Review for Government Financial Review)

America's Ailing Cities, Fiscal Health, and the Design of Urban Policy, Fadd, Helen, and Yinger, John, Baltimore, MD: Johns Hopkins University Press, 1989, (313 pp) (Book Review for Government Finance Review, December 1989)

Missouri v. Jenkins: A Round Table, Forum on U.S. Supreme Court decision of April 8, 1990 (Comments for Government Finance Review, August 1990, p. 23)

PROFESSIONAL ASSOCIATIONS

ICMA 1998-2007

Women's Economic Club of Lansing 2004 to 2008- Charter Member

MPIRE A 1996 to 2008;

MERS 1996-1998; employer delegate 1996 & 1997

Michigan MCOA Member 1978 to present
Executive Board - 1979-1983
President - 1981-1982
Vice-President - 1980-1981
Legislative Committee - 1978 to present, Chairman - 1981

Michigan Municipal League 1977 to 1993
Finance and Taxation Committee - 1981-1992
Executive Board - Ex Officio - 1981-1983

Government Finance Officers Association of the U.S. & Canada (Formerly MCOA)
Committee on Government Budgeting & Management - 1983-1992
Chairperson - 1987-1991
Sub-Committee on Professional roles and Concepts - Chairperson - 1984
Joint CORBA Budgeting Committee Task Force on Fringe Benefits - 1990-1992

State Treasurer's Advisory Committee - 1982 to 2004

OTHER PROFESSIONAL ACTIVITIES

G.F.O.A. Economic Development Task Force - 1987 to 1992

G.F.O.A. Think Tank - November, 1987

Advance Finance Officers Institute - August, 1987

G.F.O.A. Focal Team 1990 to 1998

G.F.O.A. Women's Network- Charter Member

COMMUNITY ACTIVITIES

Michigan Capital Area Girl Scout Council

Board of Directors - 1990 to 2000

Treasurer - 1993 to 1999

Boatshead Professional Theater

Board of Directors - 1990 to 2005

Treasurer - 1992 to 1999

Zonta - Michigan Capital Area - Charter Member-1982-2005

1984 to 2004; Treasurer 1986 & 87 - Director-1995-97

Ingham-Eaton Mental Health Citizens Advisory Board - 1976-1977

Open Door Crisis Center - President Board of Directors - 1978

*Re-appointment
Zoning Board of Appeals
Term to Expire -
12-31-2018*



City of Albion

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

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

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

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

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

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

Name: Quame A Ruff
(First) (Middle) (Last)

Home Address: 505 Crandall Telephone #: 517 629 8043

Place of Employment: Retired

Business Address: _____ Telephone #: _____

E-Mail: DANDNRUFF@ATT.NET Fax: _____

Title/Type of Work: _____

Length of Residence in City: 8 yrs Own/Rent: Own US Citizen: Y N

Educational Background: high school grad.

Community Activities: _____

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

- 1) Zoning board of appeals
- 3) _____ 4) _____

Additional information on experience, qualifications, etc.:

worked as carpenter of Ruff & Keger Builders for 25 yrs

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

To insure that current and future business have a fair opportunity to thrive in our community

Relationship to City Officials/Department Heads: Are you, your spouse, or other close family members related to any City Officials or Department Heads? If yes, please explain: _____

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

Convictions: Have you ever been convicted of any criminal violation? Have you ever been convicted of a felony while holding public office or public employment? If yes, please explain: _____

REFERENCES:

Name: _____ Relationship: _____

Telephone #: _____

Name: _____ Relationship: _____

Telephone #: _____

Convictions: Have you ever been convicted of any criminal violation? Have you ever been convicted of a felony while holding public office or public employment? If yes, please explain: _____

No

REFERENCES:

Name: Ron Rice Relationship: Friend

Telephone #: _____

Name: _____ Relationship: _____

Telephone #: _____

Application for Membership

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

CONSENT AND CERTIFICATION

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

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

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

I, Duane Ruff, certify that the information provided
(Please Print)

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

Date of Birth: 5-19-34

Signature: Duane Ruff

Date: 10-19-15

ZBA
Term to Expire



City of Albion

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

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

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

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

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

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

Name: Ronald CLARE RICE
(First) (Middle) (Last)

Home Address: 910 IRWIN AVE Telephone #: _____

Place of Employment: retired

Business Address: _____ Telephone #: _____

E-Mail: rrrice1941@gmail.com Fax: _____

Title/Type of Work: _____

Length of Residence in City: 30 Own/Rent: OWN US Citizen: Y yes N

Educational Background: Some college

Community Activities: Chamber board 20yrs Church board 10yrs
ZBA 10yrs plus

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

- 1) ZBA 2) _____
- 3) _____ 4) _____

Additional information on experience, qualifications, etc.:

Course in Citizen Planning (MSU)

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

To help keep the zoning laws current AND enforced

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

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

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

REFERENCES:

Name: Charles Hiatt Relationship: Bus. Assoc.

Telephone #: 517 629 2151 Office

Name: Art Kale Relationship: Bus Assoc.

Telephone #: 517 629 4774

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

CONSENT AND CERTIFICATION

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

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

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

I, Ronald C Rice, certify that the information provided
(Please Print)

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

Date of Birth: 16 June 1941

Signature: Ronald C Rice

Date: 10/11/15



City of Albion

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

*2BA
Jump to
expire -
12-31-18*

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

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

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

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

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

Name: Richard Forest Decker
(First) (Middle) (Last)

Home Address: 601 Burr Oak Telephone #: 517 392-7615

Place of Employment: City of Albion

Business Address: 112 W. Cass St. Telephone #: 517 629-3933

E-Mail: richarddecker13@gmail.com Fax: _____

Title/Type of Work: Public Safety Officer

Length of Residence in City: 24 yrs Own/Rent: _____ US Citizen Y N

Educational Background: Associates Degree,
Tansing Community College, 1984

Community Activities: Due to the nature of my
work, I find it advisable not to
engage in many public activities

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

- 1) Zoning 2) _____
- 3) _____ 4) _____

Additional information on experience, qualifications, etc.:

As a PSO, I deal with a wide array of issues on a daily basis, trying to find solutions to the public's problems.

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

Provide fair and equitable service for all citizens, protect the interests of the city and the public

Relationship to City Officials/Department Heads: Are you, your spouse, or other close family members related to any City Officials or Department Heads? If yes, please explain:

Married to council person Decker

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

No business relationship

Convictions: Have you ever been convicted of any criminal violation? Have you ever been convicted of a felony while holding public office or public employment? If yes, please explain:

No convictions

REFERENCES:

Name: Ken Snyder Relationship: Friend

Telephone #: 517 629-1234

Name: _____ Relationship: _____

Telephone #: _____

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

CONSENT AND CERTIFICATION

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

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

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

I, Richard F. Decker, certify that the information provided
(Please Print)

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

Date of Birth: August 30, 1956

Signature: Richard F. Decker Date: 10/09/2015

Joining ~~now~~
of Appeals (alternate)
Term to
Expire - 12-31-2016



City of Albion

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

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

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

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

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

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

Name: BARBARA HARRIETT BENAVIDEZ
(First) (Middle) (Last)

Home Address: 1008 HALL ST. Telephone #: 517-629-8485

Place of Employment: Retired

Business Address: _____ Telephone #: _____

E-Mail: _____ Fax: _____

Title/Type of Work: _____

Length of Residence in City: 59 yrs. Own/Rent: OWN US Citizen Y N

Educational Background: 12th GRADE

Community Activities: VFW AUX - Bld. Board of Appeals - City Council -
PTA in schools - Melting Pot - Festival of Forks - Various others
over the
years

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

- 1) ZBA (alternate) 2) _____
- 3) _____ 4) _____

Additional information on experience, qualifications, etc.:

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

I believe in community involvement.

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

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

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

REFERENCES:

Name: _____ Relationship: _____

Telephone #: _____

Name: _____ Relationship: _____

Telephone #: _____

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

CONSENT AND CERTIFICATION

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

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

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

I, BARBARA BENAVIDEZ, certify that the information provided
(Please Print)

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

Date of Birth: 1-21-1939

Signature: Barbara Benavidez Date: 10-23-15



City of Albion

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

ZBA
(alternate)
Term to Expire
12-31-2017

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

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

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

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

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

Name: SCOTT Alan Brown
(First) (Middle) (Last)

Home Address: 504 Lincoln ST. Telephone #: 517 763 8300

Place of Employment: Great Lakes Region Organizing Committee

Business Address: 1118 Centennial Way, Lansing 48917 Telephone #: 517 763 8300

E-Mail: laborers@gmail.com Fax: na

Title/Type of Work: Researcher

Length of Residence in City: 7 yrs Own/Rent: Own US Citizen: Y N

Educational Background: H.S. Diploma, some college

Community Activities: President of Albion Innovation

9-30-15

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

- 1) Planning Commission 2) _____
- 3) _____ 4) _____

Additional information on experience, qualifications, etc.:

Former Chair: Calhoun County Road Commission
Former Member: Calhoun County Building Authority
Current Member Albion: DDA, Planning, Building Board appeals

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

I believe in serving the community I live in
and I offer my experience to you.

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

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

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

REFERENCES:

Name: Eusebio Solis Relationship: Friend

Telephone #: 517 414 2142

Name: Mark Schaver Relationship: Friend

Telephone #: 269-209-3940

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

CONSENT AND CERTIFICATION

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

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

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

I, Scott Alan Brown, certify that the information provided
(Please Print)

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

Date of Birth: 9-21-1968

Signature: Scott A. Brown Date: 9-29-15



City of Albion

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

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

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

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

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

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

Name: Sherry COLLEEN Grice
(First) (Middle) (Last)

Home Address: 812 North BERRIEN Telephone #: 517-240-8891
Albion, MI 49224

Place of Employment: Retired, MSU Extension, 4-H Youth Program

Business Address: 315 West Green, Marshall Telephone #: 269-781-0784
MI

E-Mail: _____ Fax: _____

Title/Type of Work: MSU Extension 4-H Youth Educator

Length of Residence in City: 56 years Own/Rent: Own US Citizen: Y N

Educational Background: Michigan State University Bachelor of Arts Degree - Urban & Metropolitan Studies

Kellogg Community College - Associate of Arts - Transfer to Michigan State University

Community Activities: 4-H programming (34 years). Work in collaboration or partnership with community leaders in identifying needs and opportunities for youth programs in the Albion community.

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

- 1) Albion Housing Commission
- 2) _____
- 3) _____
- 4) _____

Additional information on experience, qualifications, etc:

MSU Extension (34 years) Manage Volunteers, provided leadership to the 4-H program, knowledge of and utilized local resources for the benefit of the youth including human, financial, material and physical resources.

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

As a retiree of MSU Extension and resident of Albion (56 years), I would like to offer my expertise in the area of positive youth development & as an educator to assist in providing quality housing for families and individuals within the Albion community.

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

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

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

REFERENCES:

Name: Eddie Ruth Williams Relationship: NONE

Telephone #: 517-950-4126

Name: Donisha Brewer Relationship: NONE

Telephone #: 517-936-4394

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

CONSENT AND CERTIFICATION

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

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

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

I, Sherry Grice, certify that the information provided
(Please Print)

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

Date of Birth: 8/26/50

Signature: Sherry Grice Date: 12/4/15

