

CITY COUNCIL REGULAR MEETING AGENDA

*Meetings: First and Third Mondays - 7:00 p.m.
Monday, August 16, 2021*

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

PLEASE TURN OFF CELL PHONES DURING MEETING

Page

- I. CALL TO ORDER
- II. MOMENT OF SILENCE TO BE OBSERVED
- III. PLEDGE OF ALLEGIANCE
- IV. ROLL CALL
- V. APPROVAL OF AGENDA
(Includes any proposed additions, deletions or changes to the agenda)
 - A. AGENDA
- VI. PRESENTATIONS AND RECOGNITIONS
 - A. SHERIDAN TOWNSHIP SOLAR PROJECT UPDATE - DICK PORTER
 - B. FY 2020 AUDIT PRESENTATION-MANER COSTERISAN - BILL TUCKER
- VII. PUBLIC HEARING
- VIII. PUBLIC COMMENTS
(Persons addressing the City Council shall limit their comments to **agenda items only** and to no more than three (3) minutes. Proper decorum is required.)
- IX. CLOSED SESSION
- X. CONSENT CALENDAR (VV) (ITEMS)
(Items on Consent Calendar are voted on as one unit)
 - A. CONSUMPTION OF ALCOHOLIC BEVERAGES IN PUBLIC PLACES PERMIT ALBION MALLEABLE
[Albion Malleable Application](#)
- XI. ITEMS FOR INDIVIDUAL DISCUSSION
 - A. APPROVE BECKETT & RAEDER PROPOSAL FOR COMPREHENSIVE MASTER PLAN UPDATE

- [Output Document \(AIR-21-309\) - Pdf](#)
- 53 - 85 B. APPROVE PROPOSED M-99 (MICHIGAN AVENUE) RECONFIGURATION OPTION
[Output Document \(AIR-21-311\) - Pdf](#)
[4\) M-99 Michigan Ave – Two Lanes with Parking Both Sides and No Bike Lan...](#)
- 86 - 92 C. APPROVE CUMMINS PLANNED EQUIPMENT MAINTENANCE AGREEMENT RENEWAL
[Output Document \(AIR-21-307\) - Pdf](#)
- 93 - 98 D. APPROVE WATER METER READER REPLACEMENT
[Output Document \(AIR-21-308\) - Pdf](#)
- 99 E. APPROVE COUNCIL MEMBERS 2021 MML CONVENTION REGISTRATION
[Output Document \(AIR-21-312\) - Pdf](#)
- 100 - 101 F. APPROVE BUDGET AMENDMENT #2021-02
[Output Document \(AIR-21-313\) - Pdf](#)
- 102 G. DISCUSSION PARKING ENFORCEMENT
[Output Document \(AIR-21-306\) - Pdf](#)
- 103 H. DISCUSSION CHAPTER 66 - SOLID WASTE SECTION 66-101
[Output Document \(AIR-21-310\) - Pdf](#)
- XII. FUTURE AGENDA ITEMS
- XIII. PUBLIC COMMENTS
(Persons addressing the City Council shall limit their comments to no more than three (3) minutes. Proper decorum is required.)
- XIV. CITY MANAGER REPORT
- 104 - 106 A. [CM Report 8.16.21](#)
- 107 - 129 B. [6-30-2021 Rev & Exp](#)
[6-30-2021 Cash Summary](#)
- XV. MAYOR AND COUNCIL MEMBER COMMENTS
- XVI. MOTION TO EXCUSE ABSENT COUNCIL MEMBER (S)
- XVII. ROLL CALL
- XVIII. ADJOURN



City Clerk's Office
 112 W. Cass Street
 Albion, MI 49224
 (517) 629-7864
 Email: jadomingo@cityofalbionmi.gov

CITY OF ALBION
 DATE 08/11/2021 10:24:52 AM
 PAY MISC REVENUE-FFF-000-777.00
 Receipt #0166150
 Amount \$50.00

Consumption of Alcoholic Beverages in Public Places Permit Application

Albion Code of Ordinance # 2019-06

Fee \$ 50.00

- a. "Alcoholic liquor" means any spirituous, vinous, malt, or fermented liquor, powder, liquids, and compounds, whether or not medicated, proprietary, patented, and by whatever name called, containing 1/2 of 1% or more of alcohol by volume that are fit for use for food purposes or beverage purposes as defined and classified by the Michigan Liquor Control Commission according to alcoholic content as belonging to 1 of the varieties defined in the Michigan Liquor Control Code.
- b. "Beer" means any beverage obtained by alcoholic fermentation of an infusion or decoction of barley, malt, hops, or other cereal in potable water.
- c. "Wine" means the product made by the normal alcoholic fermentation of the juice of sound, ripe grapes, or any other fruit with the usual cellar treatment, and containing not more than 21% of alcohol by volume, including cider made from apples or pears, or both, which contains at least 1/2 of 1% of alcohol by volume, or mead or honey wine made from honey, fermented fruit juices other than grapes, and mixed wine drinks.

Application Instructions: Complete all applicable sections of this form. Type or use black ink. No application will be considered submitted or processed by the Clerk's Office until a complete application and all required documents are received.

Owner Information:

Name: Benjamin R. Wade	Phone: 517-945-3735
Email Address: ben@albionmalleable.com	
Street Address: 600 E. Erie St.	City, State, Zip: Albion, MI 49224



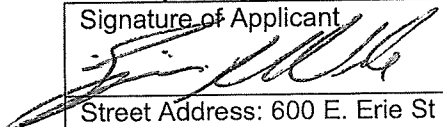
EVENT LOCATION: 420 S. Superior St, south along Ash Street	TYPE OF EVENT: Concert and celebration
DATES/TIMES OF EVENT: Festival of the Forks: 9/17 (4pm – 11pm), 9/18 (8am – 9pm), AHS All Class Reunion: 9/30 (4pm – 10pm), Albion College Homecoming: 10/22 (4pm – 11pm) and 10/23 (9am – 11pm)	
PURPOSE OF EVENT: Festival of the Forks, AHS All-Class Reunion, and Albion College Homecoming	

Required Documents:

- Location Diagram
- Detailed Description of Security Measures
- General Liability Insurance-Minimum \$300,000 for injury or death to one person or more than one person and \$100,000 in property damage with the City of Albion listed as additional insured
- Copy of special licenses for such events from the Michigan Liquor Control Commission

Declaration and Certification:



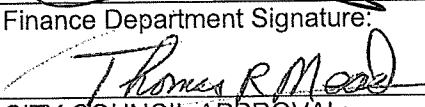
I hereby certify that I the owner of the property:

Signature of Applicant 	Phone: 517-9945-3735
Street Address: 600 E. Erie St	City, State, Zip Albion, MI 49224

CITY OF ALBION DEPARTMENT USE ONLY:

Date Paid: 8/11/21	Amount Paid: \$50.00
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Department Approval and Review:

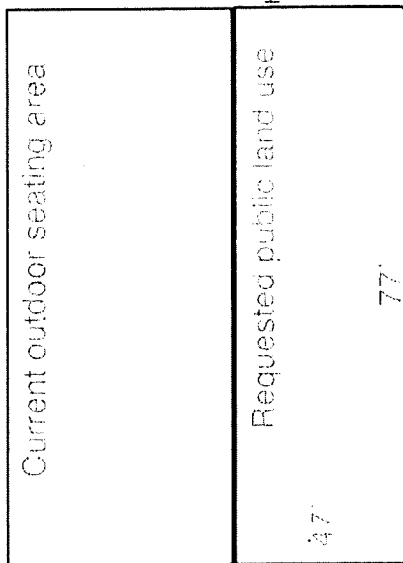
Public Safety Department Signature: 	Date: 8/11/21
Public Works Department Signature: 	Date: 8/11/21
Finance Department Signature: 	Date: 8/11/21
CITY COUNCIL APPROVAL:	DATE:

Google Maps

St



(99)



W Ash St

W Ash St

W Ash St

W Ash St

E Ash St

S Superior St

Google

Map data ©2021 20 ft



Albion Malleable Brewing Co.
420 S. Superior St.
Albion, MI 49224
(517) 343-2202
www.albionmalleable.com

RE: Albion Malleable – Consumption of Alcoholic Beverages in Public Places Permit Application,
Detailed Description of Security Measures

Albion Malleable Brewing Company is planning events that includes live music and overflow seating on Ash Street on Sept 17, 18, and 30 – as well as October 22-23. Stages will be placed on Ash Street and the street closed during the application times listed for the events. The reason for the temporary alcohol license is to allow people to sit in chairs on Ash Street as a means to accommodate a larger crowd while still encouraging social distancing outdoors.

Albion Malleable is experienced in monitoring and controlling the sale and consumption of alcohol at 420 S. Superior St. This same setup has been previously approved and events carried out without incident and with great public reception under prior permits. The special event space proposed along Ash Street on the south side of the building will have all of the precautions afforded to our internal business, including:

- Camera coverage of the service area
- Temporary fencing to mark the perimeter of service
- Trained employees selling, serving, and monitoring consumption in the area at all times

Benjamin R. Wade
Owner / Chief Brewing Officer
Albion Malleable Brewing Company
ben@albionmalleable.com
517-945-3735
26Apr2021



ALBIO-1

OP ID: AE

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 04/23/2021

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement.

PRODUCER: Crapo Agency of Mt. Pleasant... CONTACT: Michael Crapo... INSURER(S) AFFORDING COVERAGE: Grange, Accident Fund Co... NAIC #: 11136, 10166

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES.

Table with columns: INSR LTR, TYPE OF INSURANCE, ADDL INSD, SUBR WVD, POLICY NUMBER, POLICY EFF (MM/DD/YYYY), POLICY EXP (MM/DD/YYYY), LIMITS. Rows include Commercial General Liability, Automobile Liability, Umbrella Liability, and Workers Compensation.

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

BAR/RESTAURANT

CERTIFICATE HOLDER: City of Albion, 112 W Cass Street, Albion, MI 49224. CANCELLATION: SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE: Michael Crapo



Temporary Authorization Application

(For MLCC Use Only)

(Authorized by R 436.1023(2),(3), R 436.1403(2), R 436.1407, and R 436.1419)

*****This application, all required documents, and a \$70.00 inspection fee must be submitted at least ten (10) days in advance of your event for your request to be considered by the Commission.*****

Part 1 - Licensee Information

Individuals, please state your legal name. Corporations or Limited Liability Companies, please state your name as it is filed with the State of Michigan Corporation Division.

Licensee name(s): Albion Malleable Brewing Company		
Address: 420 S. Superior St		
City: Albion	Zip Code: 49224	
Contact name: Ben Wade	Phone: 517-945-3735	Email: ben@albionmalleable.com

\$70.00 Inspection Fee - Make Check Payable to **State of Michigan** *MLCC Use - Fee Code 4037*

Part 2 - Temporary Authorizations Available

A licensee may request up to twelve (12) daily authorizations for each type of temporary authorization in a calendar year. A conditional licensee **is not** eligible for a temporary permit pursuant to MCL 436.1525(6). Select all that apply to this application:

<input checked="" type="checkbox"/> Temporary Outdoor Service Permit - Complete Parts 3, 8, and 9	<input type="checkbox"/> Temporary Extended Hours Permit - Complete Parts 6 and 9
<input type="checkbox"/> Temporary Dance Permit - Complete Parts 4 and 9	<input type="checkbox"/> Temporary Specific Purpose Permit - Complete Parts 7, 8, and 9
<input type="checkbox"/> Temporary Entertainment Permit - Complete Parts 5 and 9	

Part 3 - Temporary Outdoor Service Permit Information

A Temporary Outdoor Service Permit requires a recommendation from the local law enforcement agency that has primary jurisdiction over the licensed premises. **The local law enforcement agency must complete Part 8 of this application.**

Date(s) of event: Sept 17-19	Describe event: Festival of the Forks
Date(s) of event: Sept 30	Describe event: Albion High School All-Class Reunion
Date(s) of event: Oct 22 - 23	Describe event: Albion College Homecoming

1. Check below if the event(s) listed above will include any of the following:

Dancing Contests Tournaments Classic Cars Motorcycles Concerts Festivals

2. List the exact dimensions of the proposed area: feet X feet = square feet
Submit a diagram of the outdoor area with application

Width Length

3. Describe type and height of the barrier that will be used to enclose the area: 4' tall plastic snow fence and wooden street barriers

4. Will the proposed outdoor service area be connected to the licensed premises? Yes No
If **No**, what is the distance from the licensed premises to the proposed area? feet

5. Is the entrance/exit point(s) for the proposed area through the licensed premises? Yes No

6. Are there any dedicated streets or intervening property between proposed area and the licensed premises? Yes No

7. Describe type of security that will be used for event(s) and how it will be utilized to secure and monitor to prevent sales to minors and visibly intoxicated persons:

Cameras cover the proposed area. Full service will be provided by trained Albion Malleable service staff.

Part 3 Continued - Temporary Outdoor Service Permit Information

8. Is the location of the proposed area owned, rented, or leased by the licensee?	<input type="radio"/> Yes <input checked="" type="radio"/> No
If No , submit a lease or written permission which grants the licensee the use of the proposed area. *Submit written permission from a city, township, or village if the proposed area is located on municipally-owned property*	
9. Is the proposed area located in the same local governmental unit as the licensed premises?	<input checked="" type="radio"/> Yes <input type="radio"/> No
If No , please explain:	
10. Does the licensee currently hold an Additional Bar Permit that will be utilized in the proposed area?	<input type="radio"/> Yes <input checked="" type="radio"/> No
If No , the licensee will be restricted to providing only table service in the proposed area unless a new Additional Bar Permit has been requested by the licensee and approved by the Commission. <i>This requirement applies only to Class C or B-Hotel licenses.</i>	

Part 4 - Temporary Dance Permit Information

<ul style="list-style-type: none"> Licensees that currently hold a Dance Permit at the licensed premises <u>do not</u> need to request a Temporary Dance Permit for dancing in a Temporary Outdoor Service area. The dance floor must be at least 100 square feet, be clearly marked, and shall not have tables, chairs, or other obstacles on the dance floor while customers are dancing.
1. List the dates requested for a Temporary Dance Permit:

Part 5 - Temporary Entertainment Permit Information

<ul style="list-style-type: none"> Licensees that currently hold a Entertainment Permit at the licensed premises <u>do not</u> need to request a Temporary Entertainment Permit for entertainment in a Temporary Outdoor Service area. A Temporary Entertainment Permit does not allow for topless activity on the licensed premises. 	
1. List the dates requested for a Temporary Entertainment Permit:	
2. Describe the type of entertainment provided:	
3. Will the entertainment provided under the Temporary Entertainment Permit include a contest with prizes totalling over \$250.00 in retail value?	<input type="radio"/> Yes <input type="radio"/> No
If Yes , the licensee must complete Form LCC-207 and submit with this application. <i>No alcoholic beverages may be used as part of any contest or as a prize for a contest. No licensee may provide anything of value from another licensee without prior Commission approval.</i>	

Part 6 - Temporary Extended Hours Permit Information

<ul style="list-style-type: none"> Licensees that currently hold an Extended Hours Permit in conjunction with a Dance or Entertainment Permit at the licensed premises <u>do not</u> need to request a Temporary Extended Hours Permit for use with a Temporary Outdoor Service area.
1. Select the permit type that requires a Temporary Extended Hours Permit*: <input type="checkbox"/> Dance Permit <input type="checkbox"/> Entertainment Permit
2. List the dates and hours requested for a Temporary Extended Hours Permit:

Part 7 - Temporary Specific Purpose Permit Information


<ul style="list-style-type: none"> Licensees that currently hold a Specific Purpose Permit for an approved purpose at the licensed premises <u>do not</u> need to request a Temporary Specific Purpose Permit for the same purpose for use with a Temporary Outdoor Service Permit. A Temporary Specific Purpose Permit requires a recommendation from the local law enforcement agency that has primary jurisdiction over the licensed premises. The local law enforcement agency must complete Part 8 of this application.
1. Indicate the activity that requires extended hours* (e.g. food service):
2. List the dates and hours requested for a Temporary Specific Purpose Permit:

***Hours of Operation**

Weekdays and Saturdays - Beer, wine, and spirits may be sold from 7:00 a.m. to 2:00 a.m. of the next day, provided that the sale of spirits is legal in the governmental unit where the license is desired.

Sundays - Legal hours of sale on Sundays are from 7:00 a.m. until 2:00 a.m. of the next day, provided the sale of alcoholic beverages on Sunday is legal in the governmental unit and the appropriate permit has been approved by the Commission and the permit has been issued.

The local law enforcement agency with primary jurisdiction over the event location must complete this section.

Name of law enforcement agency: <u>Albion Dept of Public Safety</u>	
Address of law enforcement agency: <u>112 W Cass St, Albion, MI 49224</u>	
Phone number of officer: <u>517-629-2473</u>	Email of officer: <u>skip@cityofalbionmi.gov</u>
I certify that I have reviewed this application and recommend the approval of the Temporary Outdoor Service Permit or Temporary Specific Purpose Permit by the Michigan Liquor Control Commission.	
<u>Scott Kipp</u> Chief	
Print Name & Title of Reviewing Officer:	Signature of Reviewing Officer
	<u>8/12/21</u>
	Date

Part 9 - Signature of Licensee

If approved, the license shall not sell, or allow the consumption of alcoholic beverage outdoors, except in the defined area, under administrative rule R 436.1419.

If approved, the licensee shall provide service of alcoholic beverages in the outdoor area only by wait staff servicing the tables, unless the licensee uses an approved additional bar in the area where customers may obtain their alcoholic beverages from a bartender using a currently authorized additional bar or receiving approval by the Commission for a new Additional Bar Permit. This requirement applies only to Class C or B-Hotel licenses.

Refrigeration trucks and/or trailers cannot include an alcoholic beverage logo and must be rented by the licensee from a non-wholesale company. If the refrigeration truck/trailer allows customer access to obtain alcoholic beverages, an Additional Bar Permit must be obtained unless an existing Additional Bar Permit will be utilized.

Pursuant to MCL 436.1525(6), a conditional license must only include any existing permits and approvals held in connection with the seller's existing license. A conditional licensee **is not** eligible for a temporary permit pursuant to MCL 436.1525(6).

Under administrative rule R 436.1003, the licensee shall comply with all state and local building, plumbing, zoning, sanitation, and health laws, rules, and ordinances as determined by the state and local law enforcements officials who have jurisdiction over the licensee. Approval of this application by the Michigan Liquor Control Commission does not waive any of these requirements. The licensee must obtain all other required state and local licenses, permits, and approvals for this business before using this license for the sale of alcoholic liquor on the licensed premises.

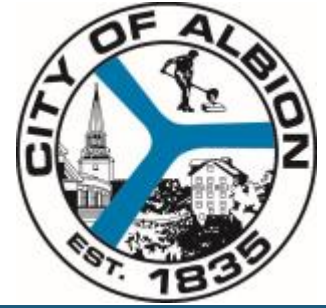
I certify that the information contained in this form is true and accurate to the best of my knowledge and belief. I agree to comply with all requirements of the Michigan Liquor Control Code and Administrative Rules. I also understand that providing **false** or **fraudulent** information is a violation of the Liquor Control Code pursuant to MCL 436.2003.

Submit this application, all required documents, and a \$70.00 inspection fee at least ten (10) days in advance of your event for your request to be considered by the Commission. Make check payable to State of Michigan.

<u>Benjamin R. Wade</u> , Chief Brewing Officer		<u>8/10/2021</u>
Print Name of Licensee & Title	Signature of Licensee	Date

Please return this completed form along with corresponding documents and fees to:
 Michigan Liquor Control Commission
 Mailing address: P.O. Box 30005, Lansing, MI 48909
 Hand deliveries or overnight packages: Constitution Hall - 525 W. Allegan, Lansing, MI 48933
 Fax to: 517-284-8557

CITY COUNCIL REGULAR MEETING AGENDA ITEM REPORT



To: City Council
Subject: APPROVE BECKETT & RAEDER PROPOSAL FOR COMPREHENSIVE MASTER PLAN UPDATE
Meeting: CITY COUNCIL - 16 Aug 2021
Department: City Manager
Staff Contact: Haley Snyder, City Manager

BACKGROUND INFORMATION:

The City of Albion released a request for proposals (RFP) seeking proposals from qualified consultants to assist the city in reviewing and updating the current 5-year Comprehensive Master Plan. The response deadline was July 28, 2021, in which the city received two (2) proposals - Beckett & Raeder and Envision Group LLC.

After reviewing both submitted proposals, Beckett & Raeder demonstrated an understanding of the scope of work that put them ahead of the competing proposal. Beckett & Raeder is familiar with the city's planning issues, as they completed the recent update to the city's DDA Plan through Project Rising Tide.

FINANCIAL IMPACT:

Estimated costs - project not to exceed \$39,006

As an RRC certified community, the City of Albion is eligible to utilize technical assistance resources available through the MEDC. The City of Albion's grant request to the MEDC's RRC Team for RRC Technical Assistance funding in the amount of \$30,000 to support the Master Plan update has been approved.

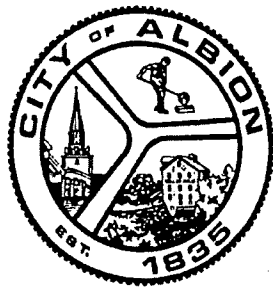
Funding Sources:

- \$30,000 RRC Technical Assistance
- \$9,006 Local funding

ATTACHMENTS:

[Department of Planning and Building Recommendation - Comprehensive Plan Consultant Proposal 7-29-21](#)

[Albion Comprehensive Plan-BRI](#)



City of Albion

Planning and Building Department Phone: (517)-629-7189

112 West Cass Street

Albion, Michigan 49224

Email: lanold@cityofalbionmi.gov

Department of Planning and Building

Recommendation to City Manager on proposal selection for Comprehensive Plan Update

July 29, 2021

Background

The City of Albion Planning Commission is conducting an update to the City's Comprehensive Plan. This update is to maintain the City's compliance with State of Michigan standards, and to provide the residents of Albion an opportunity to guide the future of the City's development.

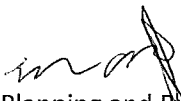
To facilitate this process, an RFP was published by the city requesting proposals for a third-party consultant. Hiring a third-party to assist with this update will provide the city increased capacity, and the opportunity for analysis from an outside perspective. The Department of Planning and Building has received two proposals to the standard requested and will provide here to the City Manager a recommendation.

Recommendation

The Department of Planning and Building is recommending the selection of Beckett & Raeder for the update of the City of Albion's Comprehensive Plan. After reviewing both submitted proposals, Beckett & Raeder demonstrated an understanding of the scope of work that put them ahead of the competing proposal.

The proposal provided by Beckett & Raeder demonstrated familiarity both with the City of Albion, and the MEDC's RRC program requirements. The short timeframe under which we are operating means that whoever we select will have to be ready to complete this work immediately; Beckett and Raeder demonstrated an understanding of our objectives, before even sitting down to speak with us. Beckett & Raeder's experience with Albion and the MEDC RRC program means that we will be able to begin meaningful work as soon as they are selected by the Planning Commission and City Council.

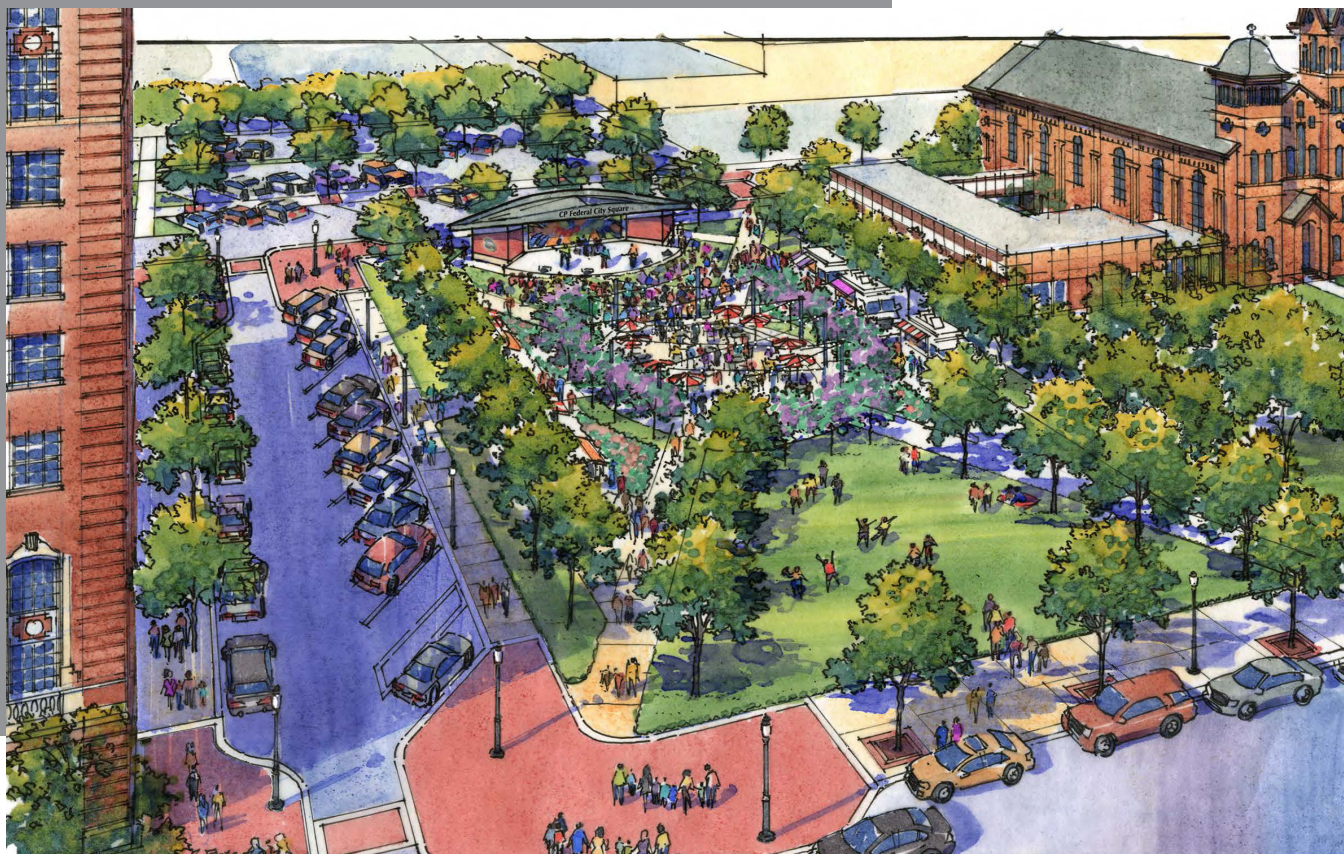
The qualifications and experience held by Beckett and Raeder give the Department of Planning Confidence in their ability to complete the work outlined and do so within the constraints of budget and time.

Ian Arnold 
 Director of Planning and Building
 City of Albion

City of Albion 5-Year Comprehensive Master Plan

Proposal for Professional Services

July 28, 2021



Blackman Park | Jackson, Michigan



innovative

<i>i. Firm Introduction</i>	<i>4</i>
<i>ii. Work Program</i>	<i>10</i>
<i>iii. Experience, Qualifications & References</i>	<i>16</i>
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<i>v. List of Clients</i>	<i>36</i>
<i>vi. Timeframe & Estimated Costs</i>	<i>38</i>

B R i
Beckett & Raeder

*Landscape Architecture
Planning, Engineering &
Environmental Services*

July 28, 2021

Ian Arnold
Director of Planning and Zoning
112 W. Cass Street
Albion, MI 49224

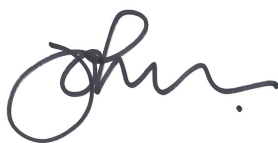
Dear Mr. Arnold,

I am pleased to submit for your consideration a proposal for professional planning services to prepare a Master Plan update for the city of Albion. We feel our team at Beckett & Raeder, Inc. (BRI) is expertly equipped with the planning skills, resources, and experience needed to successfully serve the city. BRI works statewide but specializes in master planning for communities between 1,000 to 10,000 residents in semi-rural areas. BRI is familiar with some of the city's planning issues as it completed the city's DDA Plan through Project Rising Tide. During this process, we became familiar with the organizations involved in economic development and their opportunities and challenges. Moreover, BRI assisted with a branding and communications plan to market the city's assets.

Master planning is a particular joy for Beckett & Raeder, Inc. Over the last ten years, our team has won more Daniel Burnham Awards for a Comprehensive Plan from the Michigan Chapter of the American Planning Association than any other planning firm in the state. In addition, because we serve as technical consultants to the Michigan Economic Development Corporation's RRC® program, we are attuned to best practices for leveraging development and redevelopment that achieve a high degree of alignment between its recent planning endeavors. This includes pulling in the completed work and resources of regional and state agencies to strengthen the master plan's credibility and feasibility.

We prepared a Scope of Work that complies with the requirements of PA 33 of 2008, the Michigan Planning Enabling Act (MPEA), and meets your plan objectives for a plan with clear direction on how to develop in the short- and long-term, using community input. If you have any questions, please contact us.

Sincerely,



John R. Iacoangeli, FAICP, PCP, LEED AP, CNU-A, FBCI
Principal



Michelle Bennett, AICP
Senior Associate, Project Manager



investigate

*Firm
Introduction*

Business Organization



Beckett & Raeder, Inc. is a Michigan Corporation headquartered in Ann Arbor with additional offices in Petoskey and Traverse City, Michigan. The firm includes landscape architects, planners, civil engineers, LEED accredited professionals, and support staff maintaining registrations in the States of Michigan, Ohio, Indiana, and Illinois and certification at the national level.

HISTORY

Beckett & Raeder, Inc. was established as a Michigan corporation in 1966 with its corporate office in Ann Arbor, Michigan.

SERVICES

Major areas of practice and scope of services include sustainable design, land use programming and analysis, master planning, campus planning, placemaking, site planning and civil engineering, site development, municipal engineering, storm water management, downtown revitalization and redevelopment, community planning and urban design, economic development, public/private development services, and environmental services.

OFFICERS

Deb Cooper, *President*
John Iacoangeli, *Executive Vice President / Treasurer*
Christy Summers, *Secretary*

PHILOSOPHY

All commissions accepted by the firm are accomplished under the direct supervision of one of the firm's six principals. Senior Associates, Associates, Project Landscape Architects, Planners, and Engineers are assigned to projects in accordance with their individual expertise and the requirements of the project. In keeping with the philosophy of the office, the project team is involved in all aspects of the work through its entire duration. The firm routinely engages other consultants, as the work plan requires.

LOCATIONS

Ann Arbor
535 W. William,
Suite 101
Ann Arbor, MI 48103
734.663.2622

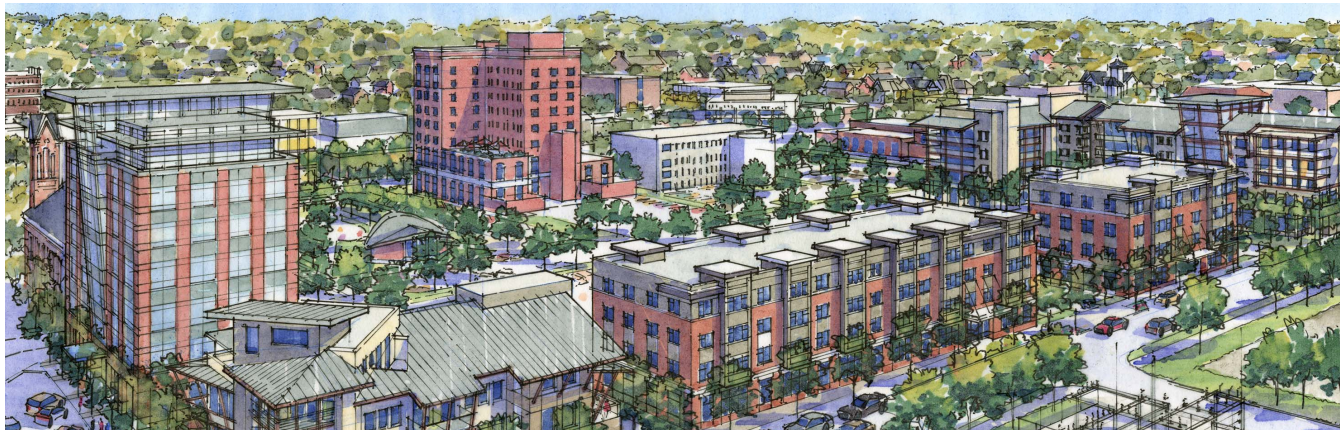
Traverse City
148 E. Front St.
Suite 207
Traverse City, MI 49684
231.933.8400

Petoskey
113 Howard Street
Petoskey, MI 49770
231.347.2523

WEBSITE
www.bria2.com
Total Employees: 22

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Michelle Bennett, AICP
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Professional Affiliations



Beckett & Raeder, Inc. is staffed by registered professional engineers, landscape architects, community planners, and environmental and ecological professionals who maintain specialized training and professional affiliations.

ACCREDITATIONS

U. S. Green Building Council
LEED Accredited Professionals
Form Based Code Institute (FBCI)
Congress for the New Urbanism Accreditation (CNU-A)

CERTIFICATIONS

Michigan Economic Development Association
Certified Economic Development Professional
Certified Stormwater Operator
Housing Development Finance Professional (HDFP)
Project Management Boot Camp
PASER Road Rating
Planning and Zoning Instructor (MAP)
Certificate of Real Estate
Certified Playground Safety Inspector (CPSI)
American Institute of Certified Planners (AICP)
National Charrette Institute Certification (NCI)
Certified Park and Recreation Professional

REGISTRATIONS

Professional Registered Engineers

- State of Michigan (PE)
- State of Ohio (PE)

Professional Landscape Architects

- State of Michigan (PLA)
- State of Ohio (PLA)
- State of Illinois (PLA)
- State of Indiana (PLA)
- Council of Landscape Architects Registration Boards

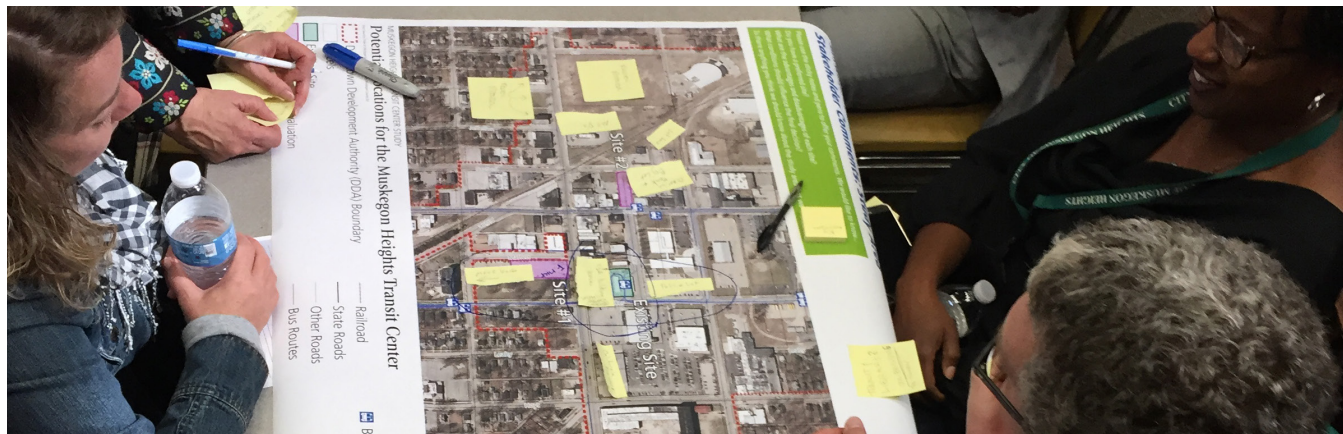
Residential Builder License

- State of Michigan

SPECIALIZED TRAINING

EPA Brownfield Redevelopment
People, Places and Placemaking
Economics of Place
Neighborhoods, Streets and Connections
Form Planning and Regulation
Collaborative Public Involvement
Applied Placemaking
Complete Streets
Geographic Information Systems
FEMA ICS-100, IS-00029, EFS 15
FEMA ICS-200, IS-00700 (NIMS)
Green Roof Design
Charrette System Training (NCI)

Services



MASTER PLANNING

- Campus Planning
- Traditional Neighborhood & Small Town Design
- Community Master Planning
- Watershed Planning
- Recreation Master Planning
- Park Master Planning
- Rural Land Planning Services
- Land Use Planning

COMMUNITY PLANNING & ZONING

- Comprehensive Master Plans Brownfield Redevelopment
- Zoning Ordinance /Codes
- Specialized Zoning Ordinance Provisions Development
- Standards and Guidelines
- Site Plan Review
- Strategic Planning
- Expert Witness Zoning Testimony
- Community Development
- Greenway Planning
- New Urbanism

ENVIRONMENTAL SERVICES

- Site Evaluation and Analysis
- Low Impact, Conservation Design
- Wetland Delineation
- Constructed Wetland Design & Installation
- Wetland Restoration
- Storm Water Management

ANALYSIS & EVALUATION

- Site Analysis
- Feasibility Studies
- Site Selection Studies
- Buildout Analysis
- Market Analysis
- Demographics
- Natural Features Interpretive Studies

PROJECT CONSTRUCTION

- Construction Administration
- Field Inspection
- Storm Water Operator
- Bridge Inspection
- Specification Writing
- Project Cost Estimating
- Construction Drawings

DOWNTOWN & ECONOMIC DEVELOPMENT

- Brownfield Redevelopment
- Grant Writing
- Downtown Management
- Downtown Master Plans
- Special Finance Districts
- Adaptive Reuse Studies
- Retail Market Analysis
- Strategic Planning/Visioning Workshops
- Physical Design Plans
- Streetscape Design & Implementation
- Wayfinding & Signage
- Tax Increment Financing & Development Plans
- DDA Creation

SITE DESIGN

- Planting Design
- Irrigation Design
- Grading Plans
- Utility Plans
- Pavement Design
- Lighting Design
- Site Design Guidelines
- Park Design

URBAN DESIGN

- Corridor Design & Planning
- Streetscape Design
- Waterfront Design

FACILITY DESIGN

- Marina Design
- Playground Design
- Athletic Facility Design
- K-12 Site Development
- Subdivision Design
- Campgrounds
- Parks Design
- Higher Education

INFRASTRUCTURE

- Storm Water Management
- Water Distribution Systems
- Sanitary Sewer Systems
- Capacity Analysis
- Capital Improvement
- Program Wellhead Design & Protection
- Pavement Evaluation
- Streets and Roads
- Onsite Sewage Treatment
- Utility Marking
- Parking

Selected Recent Awards



MICHIGAN ASSOCIATION OF PLANNING

Daniel Burnham Award for a Comprehensive Plan, 2021
City of Warren Master Plan
Warren, MI

Planning Excellence Award for Economic Development and Planning, 2021
Comstock Center Place Plan for Redevelopment and Prosperity
Township of Comstock, MI

Planning Excellence Award for Public Outreach, 2021
City of East Jordan Master Plan
East Jordan, MI

Public Outreach Award for a Comprehensive Plan, 2020
City of Sturgis Master Plan
Sturgis, MI

Daniel Burnham Award for a Comprehensive Plan, 2019
Kalamazoo County Master Plan
Kalamazoo, MI

Economic Planning and Development Award, 2018
Project Rising Tide

Urban Design Award, 2018
Jackson Downtown Streetscape
Jackson, MI

Best Practice Award, 2018
Planning for Resiliency in Michigan:
A Comprehensive Handbook

Daniel Burnham Award for a Comprehensive Plan, 2017
Trenton Resiliency Master Plan
Trenton, MI

Urban Design Award, 2017
Jackson Blackman Park Expansion
Jackson, MI

Daniel Burnham Award for a Comprehensive Plan, 2016
Jackson Community Master Plan
Jackson, MI

Implementation Award, 2016
Bear River Valley Recreation Area
Petoskey, Michigan

Daniel Burnham Award for a Comprehensive Plan, 2015
Acme Township Master Plan
Acme, MI

Innovation in Economic Planning & Development, 2015
Lakes to Land Regional Initiative: Food and Farm System Assessment

Innovation in Regional Planning, 2014
Lakes to Land Regional Planning Initiative

Daniel Burnham Award for a Comprehensive Plan, 2013
Peshawbestown Master Plan
Grand Traverse Band of Ottawa and Chippewa Indians

Daniel Burnham Award for a Comprehensive Plan, 2010
Onekama Community Master Plan
Onekama, Michigan

AMERICAN SOCIETY OF LANDSCAPE ARCHITECTS
Merit Award, Michigan Chapter, 2017, General Design
Chicago Drive Corridor
Grandville, Michigan

Merit Award, Michigan Chapter, 2017, Planning & Analysis
Peshawbestown Community Master Plan
Peshawbestown, Michigan

Merit Award, Michigan Chapter, 2016, Landscape Architectural Design
Jackson Blackman Park Expansion,
Jackson, Michigan

Merit Award, Michigan Chapter, 2016, Landscape Architectural Sustainability
Wall Street East Parking Structure,
Ann Arbor, Michigan

Selected Recent Awards

Honor Award, Michigan Chapter, 2016, Landscape Architectural Sustainability

Marshbank Park
West Bloomfield Township, Michigan

Merit Award, Michigan Chapter, 2015, Landscape Architectural Design

Munger Graduate Residences,
University of Michigan
Ann Arbor, Michigan

Merit Award, Michigan Chapter, 2014, Historic Significance

Petoskey Bayfront Park
Petoskey, Michigan

Merit Award, Michigan Chapter, 2013, Planning & Analysis

River Raisin Heritage Corridor East Master
Plan
Monroe, Michigan

Merit Award, Michigan Chapter, 2010

Outdoor Learning Center
Central Michigan University
Mt. Pleasant, Michigan

MICHIGAN RECREATION & PARK ASSOCIATION

Design Award, Outstanding Facility 2017

Silver Lake State Park
Mears, Michigan

Landscape Design Award, 2014

White Lake Bloomer Park
White Lake Charter Township, Michigan

Outstanding Park Design Award, 2013

Argo Cascades
Ann Arbor, Michigan

Design Award, Landscape Design, 2011

Bear River Valley Recreation Area
City of Petoskey, Michigan

Landscape Design Award, 2011

Marshbank Park
West Bloomfield Township, Michigan

Landscape Design Award, 2010

Outdoor Learning Center
Central Michigan University
Mount Pleasant, Michigan

IMAGIN (IMPROVING MICHIGAN'S ACCESS TO GEOGRAPHIC INFORMATION NETWORKS)

Innovation Award, 2018

Acme Township, Michigan

EDUCATION DESIGN SHOWCASE

Project of Distinction, 2017

Outstanding Design and Architecture

Lasch Family Golf Center, Michigan State
University
East Lansing, Michigan

NATIONAL TRUST FOR HISTORIC PRESERVATION

Richard H. Driehaus National Preservation Honor Award, 2014

McGregor Pool
Wayne State University
Detroit, Michigan

MICHIGAN HISTORIC PRESERVATION NETWORK

Government/Institution Award, 2016

River Raisin Heritage Corridor, East Master
Plan
Monroe, Michigan

Cultural Landscape Award, 2014

McGregor Memorial Conference
Center Reflecting Pool and Sculpture
Garden for Contribution to Historic
Preservation in Michigan
Wayne State University
Detroit, Michigan

GREAT LAKES PARK TRAINING INSTITUTE

Great Lakes Park, Facility, & Recreation Program Award, 2013

Marshbank Park
West Bloomfield Township, Michigan

WASHTENAW CONTRACTORS ASSOCIATION

Pyramid Award, 2018

University of Michigan Art & Architecture
A. Alfred Taubman Wing
Ann Arbor, Michigan

OAKLAND COUNTY

Oak Land Award, 2012

Marshbank Park
West Bloomfield Township, Michigan



imagine

Work Program



UNDERSTANDING OF REQUEST

The City of Albion seeks to engage its staff and the public in an open, transparent way to develop a community Master Plan with a strong emphasis on the MEDC Redevelopment Ready Communities® best practices and preparation of a framework for the next two decades. This planning effort looks to update and build upon the plan that was completed in 2016. Ensuring a unified vision with an implementable Master Plan is an important step in this process, and to achieve this end, we are proposing a Master Plan update process that:

- ① Offers different avenues for residents, staff, officials, organizations, and youth to engage;
- ① Updates community demographic, economic, housing, and natural resources trends;
- ① Evaluates the goals articulated in the 2016 plan;
- ① Prepares an actionable, achievable plan for the City of Albion's prosperity;
- ① Ensures consistency with RRC® Best Practices;
- ① Complies with requirements outlined in the Michigan Planning Enabling Act; and
- ① Offers a user-friendly and highly graphical final deliverable.



SUMMARY OF CHANGES FROM 2017 MASTER PLAN

- i* Update data with the 2020 decennial census
- i* Demographic discussion that ties data to planning outcomes and action plan strategies
- i* Include maps and spatial analysis for each element of the plan
- i* Youth engagement
- i* An inventory of natural features and how to incorporate green stormwater infrastructure into developed areas
- i* A discussion of Complete Streets
- i* Alignment with RRC best practices for selecting redevelopment properties
- i* Discussion of future land use categories and how they tie into community goals
- i* Condensed and specific goals with actions tied to metrics, time frames, responsible parties, and potential resources
- i* Hyperlinked digital version of the master plan
- i* Attractive graphic representation of data and planning concepts

Scope of Work

TASK 1: PROJECT INITIATION AND BACKGROUND

1.1 Kick-Off Meeting

Host a kickoff meeting to discuss the final work plan and any special considerations in the planning process. We suggest the formation of a Master Plan Steering Committee, consisting of representatives from elected officials, the Planning Commission, staff, local institutional, and business owners. This meeting will also establish basic attitudes and priorities relative to the community outreach process and methodology. As a part of the kick-off process, the BRI team will take a tour of the community with City staff.

1.2 Existing Plans and Documents

Identify with the Steering Committee, existing community and economic development plans or projects which will have a bearing on the direction of the project. Community planning documents will be reviewed including the Zoning Ordinance, Downtown Development Plan, 2017 Master Plan, 2016 Park & Recreation Master Plan, 2017 Capital Improvement Plan, Southcentral Michigan Planning Council 2021 Community Economic Development Strategy, and surrounding community plans. We request access to GIS parcel data for mapping and spatial analysis tasks.

1.3 Introduction and History

The content of this section is expected to stay the same, but the graphics and images will be updated.

TASK 2: COMMUNITY OUTREACH (1 STEERING COMMITTEE MEETING)

2.1 Community Survey

To build a longitudinal dataset, the survey questions from the previous Master Plan may be used to understand how attitudes and priorities have changed over time. Any additional questions about community preferences and behavior may be added. A survey postcard, announcing the survey with a link to complete it, will be developed. The survey summary report will be shared with the Steering Committee. The results will be scattered throughout the plan where relevant, and the full results may be saved in the appendix. A strong push to send the postcards to underrepresented groups will be necessary. This will need to be done in conjunction with the city's established networks.

2.2 Youth Engagement

If our plans are future-oriented, then engagement should focus on what our youngest generation thinks. BRI will coordinate with the school superintendent to work with up to three high school government classes. Students are first educated on local government and planning, and then in small groups complete activities that capture what it would take to keep them invested in the community. This way, BRI can compare and share how adults and teenagers view the City's future growth. Handouts may also be passed out to students to bring to their parents that promote other types of engagement. The public school system is a good conduit to families that might not otherwise get involved in this process.

2.3 Stakeholder Visioning Session

This workshop will include the local and regional stakeholders listed on page 5 of the existing Master Plan (or a condensed list). In this forum, attendees will review and rank the relevance and feasibility of existing goals and actions. The purpose of this meeting will be to refine goals so that they can be shared with the public to review in a similar style session. The workshop will be facilitated by the BRI Team as a series of brainstorming exercises. Whatever is not completed at an in person session will be followed up with through an additional session, or through a survey link to provide some anonymity to the participants.

Scope of Work

2.4 Two City Visioning Workshops

An in-person session will be held with the public. Here, we will present the major findings from the Master Plan and share the stakeholder's updated goals. The public will then be able to discuss and tweak the goal statements to reflect their priorities. This session will follow the Community Visioning Session, outlined in 2.3, which will provide a basis for any changes to the existing vision and goals. This is proposed as two sessions, one during the day and one in the evening to catch different audiences.

TASK 3: EXISTING CONDITIONS

3.1 Social Characteristics

Review the historic, existing, and forecasted demographic trends for Albion and comparative cities. Create and/or update all tables, graphics, and maps, including a demographic dashboard to determine community prosperity indicators, using the 2020 decennial U.S. Census data for all variables currently discussed. A demographic dashboard is a highly visual way to convey demographic trends in a digestible way for the reader. BRI proposes to take this analysis one step further to elaborate on how these trends affect planning and development. For example, an aging community may impact the type of development that is in demand, and this trend should be used to explore new options in the policy and implementation section.

3.2 Housing Analysis

Housing is an urgent and controversial issue across Michigan. The city's Master Plan references a Target Market Analysis (TMA) from 2016. BRI will update the census figures used, and where major trends have deviated from the TMA's, they will be called out, for instance, population projections versus housing growth, cost of housing versus what residents can afford, and what types of units are needed, and where.

3.3 Physical Characteristics

Inventory and identify current and significant natural, infrastructure, and cultural resources. Utilize GIS resources to map these attributes for use in the planning process. This section will include an inventory of the tree canopy, parkland, and nonmotorized connectivity in the City. These maps will be used to determine areas shall be protected in their natural state and how, and in urbanized areas how to integrate green stormwater infrastructure. Major needs for infrastructure will be discussed with the City Engineer to determine how that will influence planning and development and improve residents' quality of life.

3.4 Transportation and Circulation

Research and inventory of traffic volumes, road connectivity, troubled intersections, and complete street elements. Make recommendations on how to enhance its major corridors for public safety and aesthetic appeal.

3.5 Economic Development Redevelopment Site Evaluation

Discuss broader economic trends and how they are felt in Albion. This would include employment composition, educational attainment, growing and shrinking sectors. With this basis of information, specific land uses that will benefit the city can be identified and tied to existing redevelopment sites. Using an evaluation matrix, we will collaborate with the Steering Committee to determine priority redevelopment sites and strategize on appropriate redevelopment land uses.

TASK 4: POLICY AND IMPLEMENTATION

4.1 Conflict Detection

Identify and resolve any conflicts among Master Plan elements and state, regional, and neighboring local plans for consistency. Prepare the final future land use plan maps, including any adjustments

Scope of Work

made through conflict resolution and integration of Master Plan elements.

4.2 Zoning Plan

Pursuant to the Michigan Planning Enabling Act, a zoning plan and zoning map will address recommendations relative to the number of zoning districts and relocation of zoning district boundary lines based upon current land use and future growth projections.

4.3 Future Land Use Plan

Pursuant to the Michigan Planning Enabling Act, a final future land use plan and future land use map will address recommendations based upon the plans' overarching goals and objectives and the recommendations from the future land use map. Evaluate existing land use patterns, present trends, and future desired development densities through available data and land use information, utilizing all pertinent information, reports and studies on file, current assessing data, geographic information databases, and other sources to determine which areas are suitable for growth and/or preservation.

4.4 Ordinance Review

A review of the Zoning Ordinance will be conducted relative to the goals, objectives, and strategies set forth in this Master Plan. It is anticipated that recommendations for the ordinance review will be encompassed in both the zoning plan and action plan, as any identified strategies for change will be included in these actionable items.

4.5 Goals and Action Plan

The Steering Committee will refine and condense goals so that they are more specific and tied to metrics to measure progress over time. Actions will be phased along a recommended timeline for completion, emphasizing the first five years after adoption but going beyond that threshold to also incorporate long-term change up to 20-years out. Actions can be laid out in a table or in a flowchart to depict next steps should an action not provide the desired outcome.

TASK 5: PLAN ADOPTION

5.1 Final Report

Write the Master Plan in accordance with the 2008 Michigan Planning Enabling Act (MPEA). Summarize public input, existing conditions, and a strategic framework. This will be produced using InDesign.

5.2 Public Review

Post the draft Master Plan and attachments in PDF format on the City's website for public review and comment. Disseminate the draft Master Plan to adjacent municipalities, authorities, and boards as specified in the MPEA.

5.3 Public Hearing

BRI will attend a public hearing and make a presentation on the Plan to the Steering Committee. Any public input received will be documented.

Deliverables:

At the end of the project BRI will deliver to the client the following:

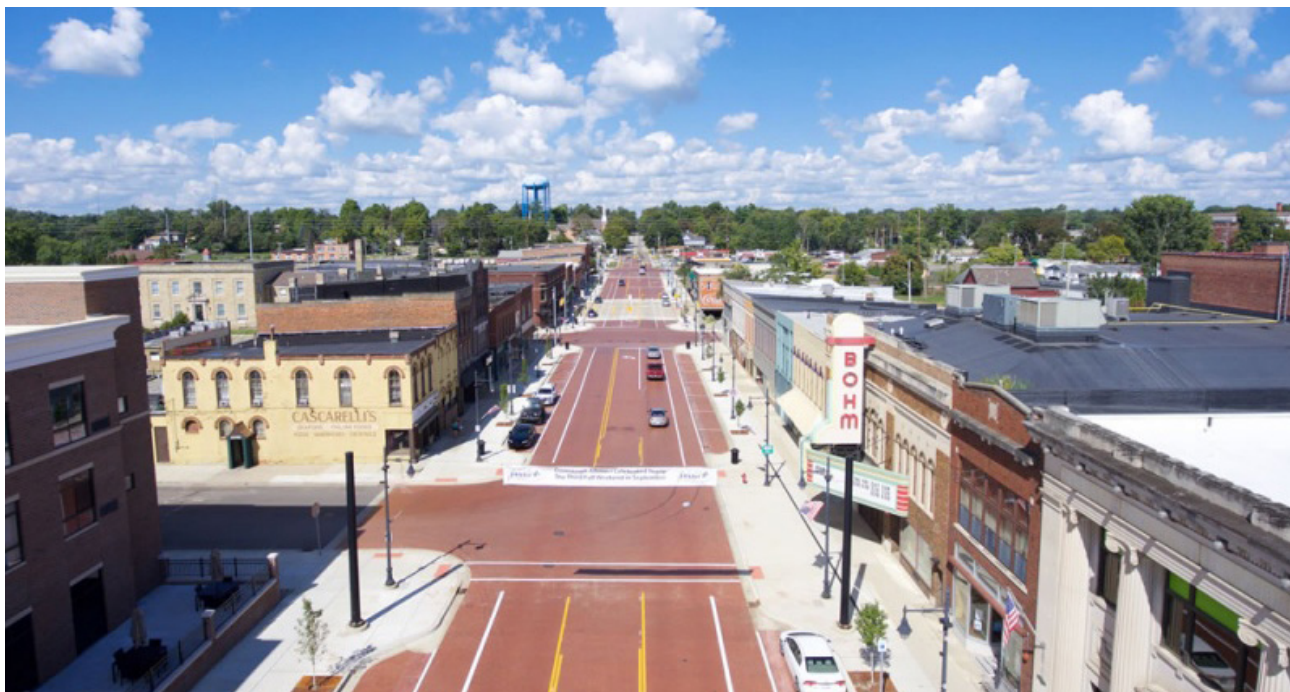
- Any input received from the community engagement compiled and summarized in a project memorandum;
- All digital information, documentation, maps, graphics, and educational materials;
- 10 hard copies and one electronic and hyperlinked copy of the final report.



inspire

*Experience,
Qualifications, &
References*

Albion DDA Downtown and TIF Plan Albion, Michigan



The City of Albion was approaching the sunset of its TIF plan amid a flurry of downtown activity as a local investment group partnered with the City's Economic Development Corporation to launch a series of major property redevelopment projects. The role of the Albion Downtown Development Authority had receded over the years due to lack of capture, and years of attrition meant that many municipal roles were blurred as tasks were assigned and completed based on capacity.

The 2020 Albion Amended and Restated Development Plan and Tax Increment Finance Plan sought to claim the DDA's place in the City's impressive redevelopment effort. Taking guidance from the City's recently-adopted Master Plan and EDC Strategy, the Plan identified public improvements needed to complement and support the private investments underway. Other projects were aimed at advancing ongoing efforts to improve walkability and access to the Kalamazoo River. The TIF calculations were carefully constructed to reflect a series of brownfield plans within the Downtown District, realistically distributing the capture to ensure progress.



Sturgis Master Plan

Sturgis, Michigan

2020 Planning Excellence Award for Community Outreach

BRI collaborated with the City of Sturgis on updating its Master Plan and creating an engaging interactive online version to share with its residents. The process followed a robust community engagement regimen that included a Spanish survey for the growing Hispanic population, a survey of employers, focus groups, youth education on development, and a visioning session. Their perspectives were detailed in the Master Plan and serve as the basis for the City's strategies.

The Master Plan had a heavy focus on future land use planning and action strategies. The proposed zones incorporated new commercial zones the City had been considering, new uses, and mixed-housing formats to avoid sprawling onto productive agricultural land. The action strategies are categorized in a "live," "work," "play" framework but also show the number of co-benefits associated with each strategy to convey their interrelatedness.

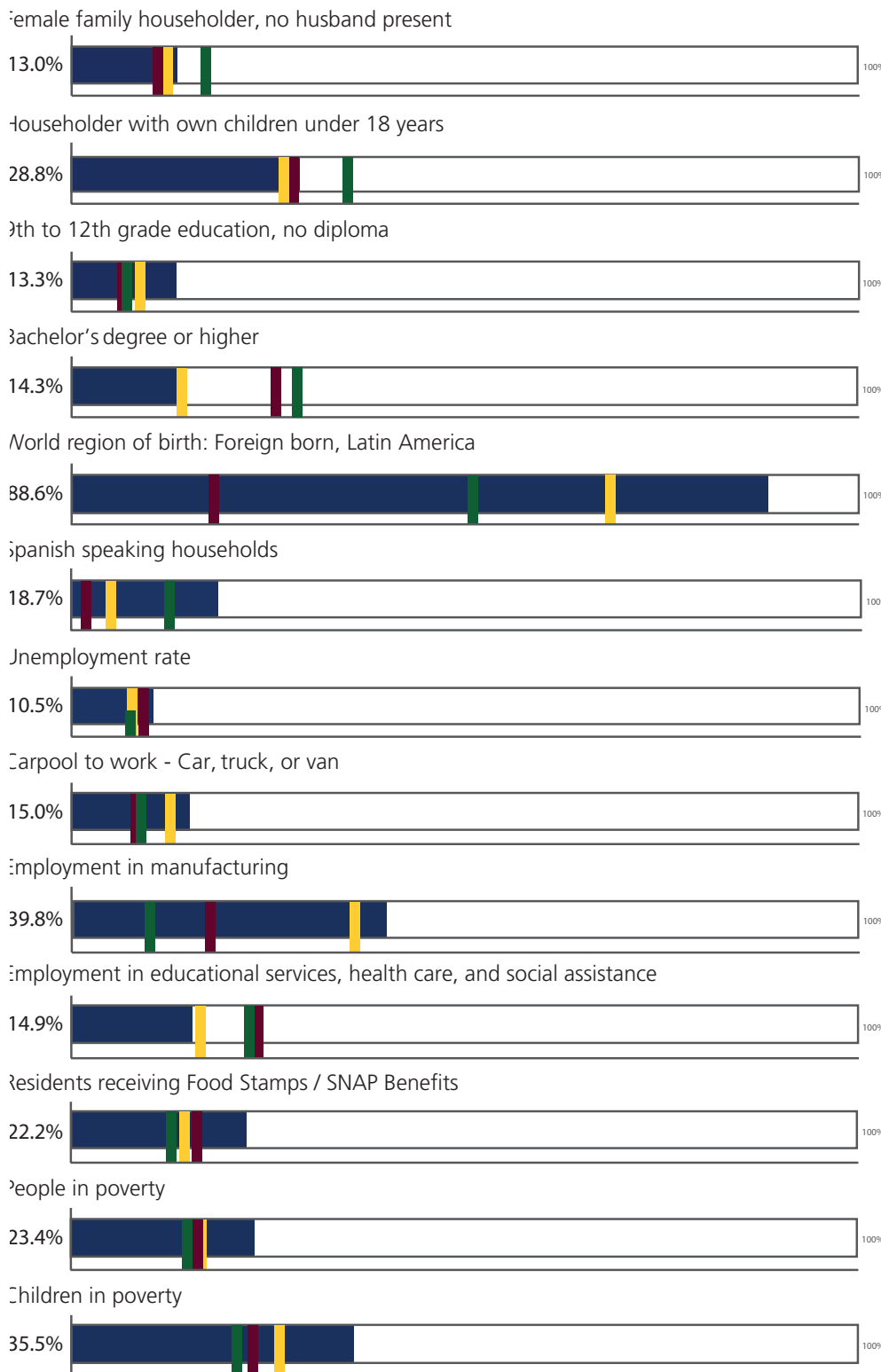
The interactive map was designed to be playful and informative so that residents could quickly learn about the City's current conditions and its plans for the future. Condensed summaries from the report text were combined with spatial analyses and illustrations to offer clarity and depth.



City of Sturgis Prosperity Index

Prosperity Index Key:

■ City of Sturgis ■ St. Joseph County ■ Michigan ■ United States



Households

Total Households
4,150
Average Household Size
2.6 People
Average Family Size
3.2 People
Median Household Value
\$80,900
Median Gross Rent
\$658

Education

Population Enrolled in School
28.1%
High School Graduate
38.0%
Bachelor's Degree or Higher
9.6%

Commuting

Workers who Commute
92.9%
Commuters who Drive Alone
78.0%
Average Commute
17.3 Minutes

Employment

Unemployment Rate
10.5%
Civilian Veterans
7.4%

Income

Median Household Income
\$36,293
Median Earnings for Workers
\$26,160
Male Full-Time Earnings
\$36,341
Female Full-Time Earnings
\$28,285
Population in Poverty
23.4%
Children in Poverty
35.5%

Top Industrial Sectors

Manufacturing
39.8%
Educational, Healthcare,
Social Assistance
14.9%
Retail Trade
9.0%

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 Planning, Engineering &
 Environmental Services*

Lakes to Land Regional Master Plan

*A Collaboration Among 16 Communities in
 Northern Michigan*

*Michigan Association of Planning 2014 Innovation
 in Regional Planning Award*

The Lakes to Land Regional Initiative began with five Northwestern Michigan townships wishing to team up in order to attain an economy of scale, and to pool grant application resources for the purpose of creating a collaborative master plan. Seeking initial assistance from the Manistee Alliance for Economic Success, the loose organization quickly garnered funding and brought Beckett & Raeder on board to facilitate the process.

Within eight months, the enterprise had tripled in size to become the largest of its kind in Michigan. It now encompasses 10 townships, 4 villages, and two cities, signaling a readiness and desire for cooperation throughout the region. All of the communities have environmental concerns that are interconnected, a delicate balance between rural character and economic development to maintain, and a seasonal economy that creates unique and challenging opportunities best faced collaboratively.

To achieve this collaboration while clearly affirming the autonomy of each community, the project embarked on an innovative new process. A leadership team consisting of at least two representatives from each community was charged with the task of encouraging as many citizens as possible to participate in the 10 public visioning sessions held throughout the region. The writing of individual master plans in accordance with the Michigan Planning has begun for each municipality which does not have an updated plan in place. In spring of 2013, a "Convention of Communities" brought everyone together to examine these plans for partnership opportunities, consistency, shared assets, and those economies of scale and grant resources.



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Planning, Engineering &
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Acme Township Master Plan

*Acme Township, Grand Traverse County, MI
2015 Daniel Burnham Master Plan Award*

The Acme Township Community Master builds upon several years of active community engagement revolving around the previous amendment to the 1999 Community Master Plan, revised in 2009; community efforts focused on the acquisition and redevelopment of the East Bay shoreline and waterfront as presented in the US-31 Placemaking Plan; and the recently adopted Acme Township Five-Year Parks and Recreation Master Plan. In order to define key community initiatives and strategies, the Acme Township Community Master Plan uses information gleaned from the placemaking plan, a community-wide mail survey conducted by Northwestern Michigan College, and meetings with regional agencies and stakeholders from the agricultural and business communities. Some of the key ideas advanced in the Acme Township Community Master Plan include:

- Focus on Infrastructure Improvement as means of directing planned growth to the existing business district along US-31 and M-72.
- The plan calls for the expansion and connection of local and regional non-motorized trails in response to community input and recommendations embedded in the Parks and Recreation Master Plan.
- There is a long term vision to reconfigure US-31 and M-72 to be safer and more convenient for business patrons, consumers, and residents.
- The plan deliberately focuses commercial and residential development in areas that already have development or vested development rights.
- Water quality is a high priority.
- The acquisition of properties along East Bay has positioned Acme Township to take advantage of recreation-based tourism as part of its economic development strategy.
- The plan supports the continuation and expansion of agricultural operations and the preservation of farmland, defining characteristics of Acme Township.
- The Community Master Plan balances policies and strategies with an eye toward creating a community that is attractive to all age groups.



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Trenton Coast Resiliency Master Plan and Zoning Ordinance

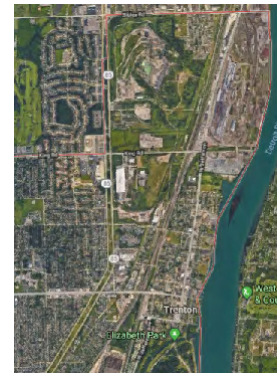
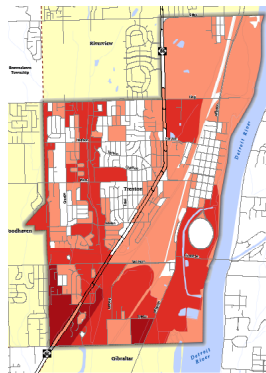
City of Trenton, Michigan

2017 Daniel Burnham Award for a Comprehensive Plan

Trenton's location along the Detroit River placed it at an important crossroads for economic prosperity in the middle of the 20th century. Home to major industry and shipping that was once a boon for the residents, the decline of these industries has served as the impetus for a new type of planning that investigates the ties among people, land, and structures through a resiliency lens. The City participated in a pilot program with the Michigan Association of Planning and the Department of Energy, Great Lakes, and the Environment to write a master plan embodying this focus, and was selected for a second round of grant funding to implement the findings via a new zoning ordinance.

Four community forums served three vital functions: connecting City officials and staff with members of the public; educating the public about resiliency planning; and inviting the public to the institutions that serve as emergency disaster centers in the community. An overview of resiliency planning was coupled with activities drawn from the efforts of the Red Cross: participants were asked to assess the City's current standing with regard to each of six resiliency characteristics, and then to share examples of previous, present, and future stressors as well as successful responses. One special community forum discussed environmental and leadership issues with the next generation: junior high students. These often-unheard voices were given the opportunity to grade adults, using interactive real-time voting technology, regarding how we are managing the city, the world, the environment, and change.

The plan contains an intensive analysis which combines a breadth of data indicating the sensitivity and vulnerability to shocks and stressors of the community's people, structures, and land. Policy recommendations that were then transformed into zoning provisions included decreased parking minimums and impervious pavement, increased vegetation and green space, increasing permitted residential density in select locations, and providing pedestrian and bicycle amenities to encourage nonmotorized transit. Trenton's longstanding working waterfront presents a particular challenge: the changing economics of industrial use have removed much of its wealth-generating power, yet its history of such use has resulted in environmental conditions which constrain redevelopment opportunities. A new "Industrial Waterfront" zoning category has been developed in partnership with the City's industrial landowners that aims to balance a shift away from uses and practices which are harmful to the environment with the rights of property owners and the health of the tax base.



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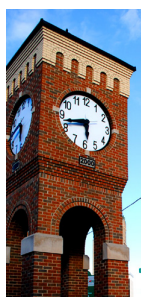
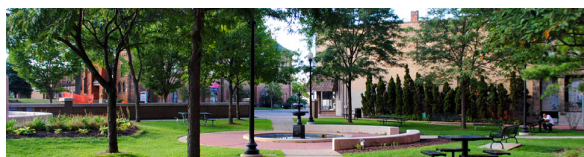
Jackson Master Plan

Jackson, Michigan
2016 Daniel Burnham Master Plan Award

When the City of Jackson decided to write a new master plan after several updates to the previous plan, the community wanted a bold, forward-thinking document that would support the considerable investment already taking place, and capitalize on the momentum from that investment to create transformational change in this mid-sized urban core community. To accomplish this successful transformation, Beckett & Raeder designed the master plan around the community-based, form-driven Placemaking process.

A series of community workshops organized by the City's electoral wards provided both a broad picture of the desired change as well as a specific and extensive list of citizen-generated priorities and strategies. A physical survey of the entire jurisdiction was conducted to delineate and characterize eight distinct districts and 32 unique neighborhoods within the City. Beckett & Raeder then performed economic and built form analyses on each of these geographies in order to determine areas of relative need and strength.

The resulting recommendations reflect the citizens' vision and present a sequential, actionable, data-justified series of steps to achieve it. Projects are geographically concentrated by phase in order to offer opportunities for synergy as well as to build community confidence by showcasing these successes.



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*Landscape Architecture
 Planning, Engineering &
 Environmental Services*

City of East Jordan
 Community Master Plan
East Jordan, Michigan



East Jordan is at a crossroads. With a strong history of manufacturing, the community desires to preserve this rich heritage while building on bright opportunities for redevelopment and reinvestment. Nestled at the south Arm of Lake Charlevoix at the confluence of the Jordan River, East Jordan is optimally located to serve as both a industrial center as well as hub of recreation-based tourism with a bustling year-round economy.

BRI assisted the City in the master planning process. The City chose a collaborative, interactive process for the community engagement portion of the plan.

The City of East Jordan recognizes the importance of having a community-supported vision for growth and investment to guide land use decisions and inform priorities. The City is ready for redevelopment and reinvestment and realizes the potential for transformational change through proper planning, regional coordination, and cooperation between the public and private sector.

Over 400 community members provided insight and guidance on the future of East Jordan through this inclusive 12-month planning process. Hundreds of community members responded to a community survey, high school students and elementary students participated in a series of visioning sessions, business leaders attended a business-after hours master plan open house, dozens of community leaders came out for a two-day design charrette focused on conceptual design ideas.

This master plan process placed a special emphasis on developing realizable visions for three priority redevelopment sites. In addition to focusing on the former EJ Foundry, a legacy redevelopment site which includes a half mile of Lake Charlevoix waterfront, community members also provided guidance on future redevelopment of the city-owned Community Center and former Boat Launch site.

BRI utilized the community feedback to provide schematic design plans for the redevelopment sites.



Lake City Area Master Plan

City of Lake City, Lake Township, and Forest Township, Michigan

BRI led the joint master planning process with the three adjoining municipalities, the city being the most urbanized area and the surrounding townships rich in natural features. Through collaboration, and the largest community engagement session to date, a plan that covered their diverging and needs was adopted. Because of their proximity to Lake Missaukee, the plan heavily features strategies to keep water quality and accessibility high. As a beloved local asset, it was imperative that new land uses did not interfere with its water bodies' health.

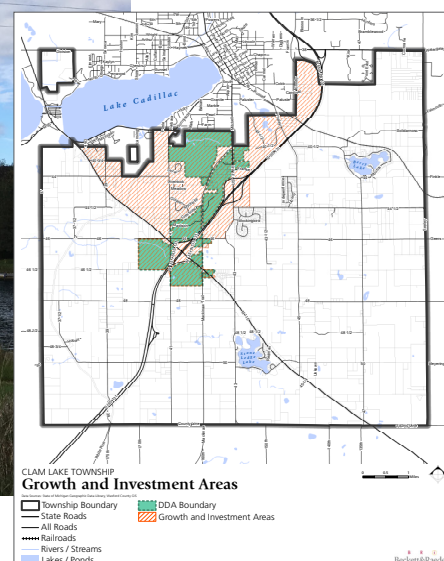
Also of great importance was how to link their local economies through coordinated land use planning, joint services provision, and working together to be a four season, destination economy. To fulfill these proposed changes included recommendations about how to increase leadership capacity, and establishing formal groups to oversee and implement new opportunities. The focus for leadership would be to improve quality of life, the downtown, recreation opportunities, and attract basic services to meet residents' needs.





Clam Lake Township Master Plan

Clam Lake Township, Michigan



When Wexford County decided to disband its planning and zoning department, Clam Lake Township hired Beckett & Raeder, Inc. to develop their first-ever Township Master Plan in 2017. Given the somewhat dispersed nature of Clam Lake, the Township decided the most effective way to gather input from diverse stakeholders and community residents was through a mailed survey to all households and businesses. A total of 348 individuals completed the survey. Low crime rate and quality schools were rated as “very important” reasons for living in Clam Lake. Most survey respondents desired to maintain the current rate of growth and development. There was strong support to preserve single family neighborhoods and support for actively preserving farmland.

Given its proximity to major transportation corridors and the employment center of Cadillac, future land use patterns in Clam Lake will need to change and adapt to changing population trends and new economic opportunities, while still preserving existing natural and community assets. Clam

Lake is a rural township with an emerging urban fringe adjacent to US-131, and given its proximity to the City of Cadillac, the Township plans to pay special attention to ensuring that future public infrastructure investments and growth are planned in a way that is mutually beneficial for both the Township and the City of Cadillac. By concentrating growth in the growth and investment zone, costs of public services can be reduced, and open space can be preserved elsewhere in the Township. As opportunities for development arise, the Township plans to collaborate with the City of Cadillac on road extensions and utilities in this zone.

Other actionable items that emerged from the planning effort included updated corridor design standards, improving access to broadband and cellular throughout the Township, water quality protection of the inland lakes, non-motorized connectivity, and development of a new Township Park at the Township Hall.

Eaton Rapids Master Plan

Eaton Rapids, Michigan



The Eaton Rapids Master Plan touched on the City's unique assets: an island downtown, an island park, new river rapids from a dam removal, beautiful historic facades downtown, a fresh batch of data from recently completed projects, and select status from Michigan Main Street. The Plan sought to build on this momentum by including wide-ranging stakeholder group of 10 commissions and organizations to help craft the City's vision and describe their role in achieving the vision. That way, the actions could be designed to be collaborative.

The priorities from broad engagement became clear. Eaton Rapids wanted to focus on filling buildings

downtown, protect its riverfront, and improve housing variety and quality. The action strategies to address each focus area were created with a lead and supporting party to ensure that there was accountability and cooperation to accomplish the City's goals over the next five years.

The plan was data-driven and incorporated Redevelopment Ready Community® Best Practices. Recently completed retail market and housing studies informed specific strategies for the Master Plan. Some of the recommendations call for sharing this data with local businesses, developers, and investors to show the demand for their goods and services and draw them into the City.

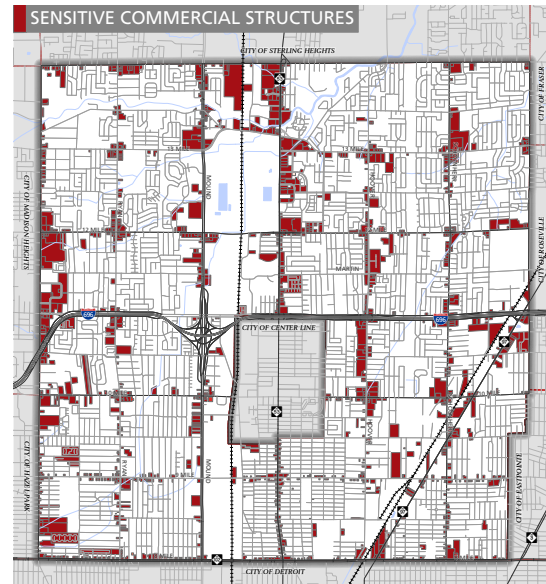
Warren Master Plan

Warren, Michigan

2021 Michigan Association of Planning Daniel Burnham Master Plan Award

The City of Warren, Michigan's third largest city, had not updated its Master Plan since 1966, and was in need of a new framework to manage its many competing and overlapping systems. The framework's utility comes from an emphasis on integration: small, neighborhood-friendly commercial nodes are moved closer to residential neighborhoods, density is increased on opportune corridors coupled with strategic transportation upgrades for nonmotorized and public transit options, and simultaneously green space is preserved for urban refuge. Not only are these changes based on best planning practices, the proposed actions came from residents who crave the convenience of walking to essential goods and services and having greater housing options.

The plan also focused on completely new areas of planning since the 1960s — historic preservation and resiliency. Guidelines for the historic commission are strengthened to commemorate buildings that predate the City's incorporation that are not adequately protected. The resiliency section takes stock of the city's most sensitive lands, structures, and people to target distribution of resources now and in the event of a catastrophe. This plan is truly comprehensive in that it protects the City's historic legacy, thoroughly examines existing conditions, and strategizes for self-preservation against future scenarios.



Project References



CITY OF TRENTON

2800 3rd Street
Trenton, MI 48183

Jim Wagner
Economic Development Consultant (Former City
Administrator)
734.552.3026
jimwags@gmail.com

CITY OF EAST JORDAN

201 Main Street
PO BOX 499
East Jordan, MI 49727

Tom Cannon
City Administrator
231.536.3381
tcannon@eastjordancity.org

CITY OF LAKE CITY

115 W. John Street
P.O. BOX I
Lake City, MI 49651

Craig Ardis
Planning Commission Chairperson
616.485.1924
craigardis@aol.com

CITY OF STURGIS

130 N Nottawa Street
Sturgis, MI 49091

Will Prichard
Administrator
269.659.7235
wprichard@sturgismi.gov

CITY OF JACKSON (CITY OF MAUMEE)

400 Conant Street
Maumee, OH 43537

Patrick Burtch, PhD
City Administrator (Former City Manager of City of
Jackson)
734.777.0624
pburtch@maumee.org

ACME TOWNSHIP

6042 Acme Rd
Williamsburg, MI 49690

Shawn Winter
Planning & Zoning Administrator
231.938.1350
swinter@acmetownship.org



integrate

*Consultant
Personnel*



John R. Iacoangeli, FAICP, PCP, LEED AP, CNU-A, FBCI Principal, Community and Economic Development

John joined Beckett & Raeder, Inc. (BRI) as a Principal in 1991 and is a Professional Certified Planner and a member of the College of Fellows of the American Institute of Certified Planners. John has over thirty-five years experience working with public and private sector clients on a variety of community and economic development based projects. He has been involved in the preparation and implementation of community master plans and zoning ordinances, downtown and neighborhood revitalization, community development, economic development, historic preservation, and natural resource-based projects for numerous communities throughout the Midwest. His area of specialization is project implementation involving federal and state grants, local municipal financing, special authority financing, and public-private partnerships.

He serves as an advisor-consultant to planning commissions and a variety of redevelopment authorities (DDA, CIA, BRA) and is a frequent instructor for the Michigan Association of Planning and the MIPlace program.

EDUCATION

Master of Public Administration, Northern Michigan University, Marquette

Bachelor of Science, Resource Management, University of Michigan, Ann Arbor

RECOGNITION

College of Fellows, American Institute of Certified Planners (FAICP)

CERTIFICATES

American Institute of Certified Planners

Professional Community Planner (PCP) State of Michigan

Certificate of Real Estate, University of Michigan and Michigan Association of Realtors

Congress for New Urbanism Accreditation (CNU-A)

Form Based Code Institute Certification

LEED Accredited Professional (BD+C)

FEMA

ICS-100, IS-00029, EFS 15.

ICS-200, IS-00700 (NIMS)

SELECTED EXPERIENCE

Lakes to Land Regional Initiative Collaborative Master Plan for sixteen communities in Benzie and Manistee Counties

Innovation in Regional Planning Award – Michigan Association of Planning, 2014

Lakes to Land Farm and Food System Assessment

Innovation in Economic Planning and Development – Michigan Association of Planning, 2015

Acme Township Placemaking & Master Plan, Acme Township, Michigan
Daniel Burnham Award for a Comprehensive Plan – Michigan Association of Planning, 2015

River Raisin Heritage Corridor East Master Plan

Monroe County Historical Society, National Park Service, City of Monroe, Monroe, Michigan

Merit Award – Michigan Chapter of American Society of Landscape Architects, 2013

Honor Award – Michigan Historic Preservation Network, 2016

Peshawbestown Master Plan, Grand Traverse Band of Chippewa and Ottawa Indians, Peshawbestown, Michigan

Daniel Burnham Award for a Comprehensive Plan – Michigan Association of Planning, 2012

Michigan State Housing Development Authority, Downtowns of Promise Strategic Planning

Flint, Saginaw, Benton Harbor, Hamtramck, Highland Park, Muskegon Heights, and Detroit's Joy-Southfield Neighborhood

Project Rising Tide, State of Michigan Michigan Economic Development Corporation for twenty-one selected communities throughout the State
Economic Planning and Development Award - Michigan Association of Planning, 2018

City of Marquette Master Plan, Historic Waterfront and Lower Harbor Master Plan, Redevelopment Plan

Marquette, MI

Dexter Strategic Plan and Placemaking, Dexter, MI



Michelle Bennett, AICP

Senior Associate, Planner

Michelle's professional planning experience has focused on master planning and zoning amendments with a resiliency lens. Her experience managing large-scale state and municipal projects and converting demographic, housing, and economic data into a digestible format for the public is critical for implementation that is equitable and sustainable. Michelle's other favorite task is training and empowering Planning Commission's to carry out planning goals.

EDUCATION

Bachelor of Arts, Urban Studies & Economics, University of California, San Diego

Master of Urban and Regional Planning, University of Michigan, Ann Arbor

CERTIFICATIONS

American Institute of Certified Planners

AFFILIATIONS

American Planning Association
Emerging Planning Professionals

TEACHING EXPERIENCE

University of Michigan, Legal Aspects of the Planning Process

Michigan Association of Planning, Planning and Zoning Essentials

Michigan Association of Planning, Environmental Planning Module

SELECTED EXPERIENCE

Sturgis Master Plan

Sturgis, MI

Excellence Award in Community Outreach – Michigan Association of Planning, 2020

Kalamazoo County Master Plan

Kalamazoo County, MI

Daniel Burnham Award for a Comprehensive Plan – Michigan Association of Planning, 2019

Trenton Coast Resiliency Master Plan

City of Trenton, MI

Daniel Burnham Award for a Comprehensive Plan – Michigan Association of Planning, 2017

Iron Mountain Master Plan

Iron Mountain, MI

Warren Master Plan

Warren, MI

Eaton Rapids Master Plan

Eaton Rapids, MI

Lincoln Park Master Plan

Lincoln Park, MI

Project Rising Tide

21 Michigan Communities

Innovation in Economic Planning and Development Award – Michigan Association of Planning, 2018

Planning for Community Resilience in Michigan: A Comprehensive Handbook

National Oceanic and Atmospheric Association

Best Practice Award – Michigan Association of Planning, 2018

Orion Township Park and Recreation Plan

Orion Township, MI

Pittsfield Township Parks and Recreation Plan

Pittsfield Township, MI

Impediments to Fair Housing Choice

Roseville, MI

Ypsilanti Sustainability Plan

Ypsilanti, MI

Dearborn Parks and Recreation Plan,

Dearborn, MI

Eaton Rapids Area Joint Recreation Plan

Eaton Rapids, Eaton Rapids Township, and Hamlin Township MI

Integrated Resource Management Plan

Nottawaseppi Huron Band of the Potawatomi Indians



Liz Gunden, AICP

Project Planner

Liz comes to Beckett & Raeder with a wealth of knowledge in urban and regional planning as well as a background in Graphic Design. She has a diverse skillset and is involved in many projects including, community master plans, park & recreation plans, zoning ordinances, community engagement strategies, downtown development plans, pattern books, data analysis, and report design. She also provides planning services, such as site plan review and analyzing zoning requests, all of which builds from Liz's previous experience of serving as a County Planner. Her combined planning and graphic design skills provide unique products that suitably serve their distinct communities.

EDUCATION

Bachelor of Arts
Major: Art
Minors: Graphic Design, Spanish
Goshen College
Goshen, Indiana

Master of Urban and Regional Planning
University of Michigan, Ann Arbor

AFFILIATIONS

Michigan Association of Planning
AICP Pilot Program

TEACHING EXPERIENCE

Architecture, Sustainability, & the City
U.S. Planning Institutions & Law

SELECTED EXPERIENCE

Sturgis Master Plan

Sturgis, Michigan

Excellence Award in Community
Outreach – Michigan Association of
Planning, 2020

Project Rising Tide

Statewide Planning Initiative providing
planning and zoning services to 10
communities throughout Michigan

Redevelopment Ready Communities Technical Assistance Services

Michigan Economic Development
Corporation

City of Lincoln Park Planning Services

City of Lincoln Park, MI

City of Rochester Master Plan

Rochester, MI - in progress

City of Roseville Analysis of Impediments

Roseville, MI

City of River Rouge Zoning Ordinance

River Rouge, MI

City of Ypsilanti Master Plan & Sustainability Plan

Ypsilanti, MI - in progress

City of Sturgis Parking Study

Sturgis, MI

Eveline Township Master Plan

Eveline Township, MI - in progress

Oscoda Township Master Plan

Oscoda Township, MI - in progress

City of Warren Master Plan

Warren, MI

Grand Traverse County Civic Center Site Design

Grand Traverse County, MI

Lake City Area Master Plan

Lake City, MI

Lake Township, MI

Forest Township, MI

Boyne City Parks & Recreation Plan

Boyne City, MI

Charlevoix County Parks & Recreation Plan

Charlevoix County, MI



Rowan Brady

Project Professional and Urban Technology

Rowan joined Beckett & Raeder, Inc. (BRI) as an Intern in 2018. After finishing his undergraduate degree in the Spring of 2019, Rowan remained at Beckett & Raeder, Inc. and is pursuing a Master's degree in Urban and Regional Planning at the University of Michigan-Ann Arbor. Rowan is a Geographic Information System (GIS) specialist and contributes data input, analysis, and mapping to many of BRI's community planning projects.

EDUCATION

In Progress: Master of Urban and Regional Planning, University of Michigan, Ann Arbor, Michigan

Bachelor of Arts, Environmental Science, University of Michigan, Ann Arbor, Michigan

AFFILIATIONS

American Planning Association

SELECTED EXPERIENCE

Michigan Economic Development Corporation, Project Rising Tide
Michigan Economic Development Corporation, Economic Development Board Training Curriculum

City of Warren Master Plan
City of Warren Zoning Atlas Digitization and Update

Michigan Department of Health and Human Services, Climate Health Adaptation Interactive Mapping Platform

City of Lincoln Park Master Plan
Lincoln Park, MI

Wexford County M-115 Corridor Study
Wexford County, MI

Clam Lake Township Zoning Ordinance
Clam Lake, MI

Clam Lake Township Master Plan
Clam Lake, MI

Banks Township Master Plan
Banks Township, MI

East Jordan Master Plan
East Jordan, MI

Hayes Township Master Plan
Hayes Township, MI

Village of Kalkaska Zoning Ordinance
Village of Kalkaska, MI

Lake City Master Plan
Lake City, MI

Traverse City and Garfield Township Recreation Authority Public Visioning
Traverse City, MI

Sugar Island Township Zoning Ordinance
Sugar Island Township, MI

City of Sturgis Master Plan
Sturgis, MI

City of Ypsilanti Sustainability Plan
Ypsilanti, MI

Grand Blanc Township Master Plan
Grand Blanc, MI

Michigan Department of Natural Resources, Park General Management Plans



Mrithula Shantha

Project Planner

Mrithula is an Urban planner and Architectural Engineer with a master's degree in Urban and Regional Planning and a certificate in Real Estate Development from the University of Michigan, Ann Arbor. She has 6 plus years' of experience building vibrant and equitable communities in the U.S., India, and Brazil. Her professional experience focuses on master planning, community engagement, affordable housing, equitable development, and policy advocacy. Mrithula is proficient in analyzing and synthesizing data to identify equitable urban solutions that satisfy clients and address the needs of low-income and marginalized communities. She is a strong advocate for cities built on the foundation of social justice.

EDUCATION

University of Michigan
Ann Arbor
Master of Urban and Regional Planning

SRM University
Chennai, India
Bachelors of Technology in Architectural Engineering

CERTIFICATIONS

Graduate Certificate in Real Estate Development

AFFILIATIONS

Michigan Association of Planning

TEACHING EXPERIENCE

University of Michigan
Quantitative Planning Methods

SELECTED EXPERIENCE

City of Trenton Redevelopment
Ready Certification
Trenton, MI

Lincoln Park Planning Services
Lincoln Park, MI

Warren Historic Plan
Warren, MI - in progress

Dixie Highway Overlay
Groveland Township, MI

Little Traverse Township Master Plan,
Little Traverse Township, MI

Master Planning for Tourism*
Michigan Association of Planning

Self Management Law, Now!
Fostering Community-Owned,
Permanently Affordable and
Sustainable Housing in Brazil*
University of Michigan, Ann Arbor

Community Needs Assessment*
Ann Arbor
Treeline Allen Creek Urban Trail Master Plan

Coastal Leadership Academy*
Michigan Coastal Management Program

Michigan Evictions Project*
Washtenaw and Lenawee Counties, MI

*Completed prior to BRI



integrate

List of Clients

List of Clients

MASTER PLANS

RELATED EXPERIENCE IN THE LAST FIVE YEARS

Ypsilanti Master Plan Update & Sustainability Plan | Bonnie Wessler, Project Manager
734.482.9707
bwessler@cityofypsilanti.com

Trenton Resiliency Master Plan, Virgil Mainai, Building Official
734.675.8504
vmaiani@trenton-mi.com

Kalamazoo County Master Plan | Lotta Jarnefelt, Director, Planning & Development Director
269.384.8115
lmjarn@kalcounty.com

Warren Master Plan | Ron Weurth, Planning Director
586.574.4687
rweurth@cityofwarren.org

River Rouge Master Plan | Karl Laub, Community Development Director
313.842.4203 ext. 224
klaub@cityofriverrouge.org

Lincoln Park Master Plan | John Meyers, Building Official
313.386.1800 (ext: 1224)
jmeyers@citylp.com

Eaton Rapids Master Plan | Aaron Desentz, City Manager
517.663.8118
adesentz@cityofeatonrapids.com

Marlette Master Plan | Ryan Rudzis, City Manager
989.635.7448
manager@cityofmarlette.com

Sandusky Master Plan | Dave Faber, City Manager
810.648.4444
dfaber@misandusky.com

MAP Master Planning for Community Resilience | Andrea Brown, Executive Director
734.913.2000
abrown@planningmi.org

Beaverton Master Plan | Heath Kaplan, City Manager
989.435.3511 ext. 4
hkapan@beavertonmi.org

Harrison Master Plan | Tracey Connelly, City Manager & Clerk
989.539.7145
Tconnelly@cityofharrison-mi.gov

Gladwin Master Plan (RRC) | Chris Shannon, City Administrator
989.426.9231 (ext: 14)
citymanager@gladwin.org

Clam Lake Township Master Plan | Amy Peterson, Clerk
231.775.5401 (ext: 3)
clerk@clamlaketownship.org

Sturgis Master Plan | Will Prichard, Community Development Director
269.659.7215
wprichard@sturgismi.gov

Fenton Township Master Plan | Thomas Broecker, Deputy Clerk
810.629.1537
tbroecker@fentontownship.org

New Buffalo Township Master Plan | Michelle Heit, Supervisor
269.469.1011 (ext:103)
mheit@newbuffalotownship.org

Acme Township Master Plan Update | Doug White, Supervisor
231.938.1350
dwhite@acmetownship.org

Roseville Master Plan | Scott Adkins, City Manager
586.445.5410
sadkins@roseville-mi.gov

Lake City Area Master Plan | Craig Ardis, City Manager
Phone number
craigardis@aol.com

Blaine Township Master Plan | Dave Long, Planning Commissioner
d.longplainepec@gmail.com

Iron Mountain Master Plan | Isaac Micheau, Treasurer
906.774.8530
clerktreasurer@cityofironmountain.com

Eveline Township Master Plan & Recreation Plan | Sandi Whiteford, Clerk
231.675.4426
evelinetwpclerk@gmail.com

Rochester Master Plan | Blaine Wing, City Manager
248.651.9061
bwing@rochestermi.org

Wayland Master Plan | Josh Eggleston, City Manager
269.792.2265
jeggleson@cityofwayland.org

Little Traverse Township Master Plan Update | William Dohm, Supervisor
231.347.9686

Plans completed within the last five years; contact no longer current

- Grand Blanc Township Master Plan
- Evert Master Plan
- East Jordan Community Master Plan Update



Timeframe & Estimated Costs

Timeframe

MONTHS						
1	2	3	4	5	6	6+
<i>Task 1: Project Initiation & Organization</i>						
<i>Task 2: Existing Conditions</i>						
<i>Task 3: Community Outreach*</i>						
			<i>Task 4: Policy & Implementation</i>			
					<i>Task 5: Plan Adoption - First Half</i>	<i>Task 5: Plan Adoption - Second Half</i>

Task 3: Community Outreach*
 Survey | Months 1-3
 Youth Engagement | Months 1-3
 Review Meeting | Month 3
 Stakeholder / Public Visioning Session | Month 4

Estimated Costs

Task	Expense	Hours	Fee
ALBION MASTER PLAN			
TASK 1.0 PROJECT INITIATION & ORGANIZATION	\$62	34	\$4,150
Kickoff Meeting and Tour	\$62	16	\$1,800
Document Review		12	\$1,300
Introduction & History			\$300
Administrative Tasks		6	\$750
TASK 2.0 EXISTING CONDITIONS	\$62	110	\$11,840
Social Characteristics		24	\$2,450
Physical Characteristics		21	\$2,150
Housing Analysis		13	\$1,350
Transportation & Circulation		13	\$1,350
Economic Development		13	\$1,350
Redevelopment Site Evaluation		18	\$2,190
Review Meetings	\$62	8	\$1,000
TASK 3.0 COMMUNITY OUTREACH	\$248	74	\$8,240
Survey		12	\$1,250
Youth Engagement	\$62	24	\$2,600
Review Meeting	\$62	8	\$1,000
Stakeholder / Public Visioning Session	\$124	30	\$3,390
TASK 4.0 POLICY AND IMPLEMENTATION	\$0	114	\$6,030
Conflict Detection		6	\$700
Zoning Plan		8	\$900
Future Land Use Plan		16	\$1,800
Ordinance Review		6	\$650
Goals and Action Plan		16	\$1,980
TASK 5.0 PLAN ADOPTION	\$1,124		\$7,250
Draft Plan		44	\$4,450
Review Meeting Draft	\$62		\$800
Noticing		2	\$200
Public Hearing	\$62		\$1,000
Plan Edits		12	\$1,200
Deliverables to the City	\$1,000	4	\$400
CORE PROPOSAL SERVICES	\$372	332	\$37,510
PROJECT EXPENSES	\$1,496		
PROJECT NOT-TO-EXCEED			\$39,006

Additional In Person Meetings

\$500

Additional Virtual Meetings

\$250



involve

Thank you.

Michelle Bennett, AICP

734.239.6614 | mbennett@bria2.com

CITY COUNCIL REGULAR MEETING

AGENDA ITEM REPORT



To: City Council
Subject: APPROVE PROPOSED M-99 (MICHIGAN AVENUE) RECONFIGURATION OPTION
Meeting: CITY COUNCIL - 16 Aug 2021
Department: City Manager
Staff Contact: Haley Snyder, City Manager

BACKGROUND INFORMATION:

The Michigan Department of Transportation (MDOT) released a notice on March 8, 2021, proposing to reconfigure a portion of M-99 (Michigan Avenue) between Ionia Street and Mingo Street. The lane reconfiguration throughout this section varies from two lanes in each direction to one lane with on-street parking. The initial proposed reconfiguration would include one 12-foot travel lane in each direction, a 12-foot center left-turn lane, and 6-foot shoulders in each direction. The on-street parking will be removed.

The initial public comment period on the proposed reconfiguration was held back in March, with a closing date of March 22nd. MDOT reviewed all of the comments received, and based on the comments, MDOT developed additional reconfiguration options for the community to consider. Per the City Council's request, the additional options were presented at the June 21st regular council meeting. MDOT hoped that the council would then engage with constituents to seek the appropriate feedback on the new options, to then be able to select one of the presented options.

Proposed Options:

- Option 1 - Three (3) lanes with bike lanes and no parking
- Option 2A - Three (3) lanes with parking on the North side and buffers on the South
- Option 2B - Three (3) lanes with parking on the South side and buffers on the North
- Option 3A - Two (2) lanes with parking on the North side and bike lanes
- Option 3B - Two (2) lanes with parking on the South side and bike lanes

City Administration recommends Option 2B - Three (3) lanes with parking and buffer on the South Side and buffers on the North side.

ATTACHMENTS:

[M-99 \(Michigan Ave.\) Safety Comparison Table 6-22-21](#)
[Albion M-99 Lane Reconfiguration Options](#)

Option Number	Improved mobility	Reduced Speeding	Increase Motorist Safety	Increases Pedestrian Safety	Increases Cyclist Safety	Improves Emergency Response	Better Corridor Consistency	Provides Parking
1) Three Lanes with Bike Lanes	✓	✓	✓	✓	✓	✓	✓	
2) Three Lanes with Parking	✓	✓	✓	✓		✓	✓	✓
3) Two Lanes with Parking and Bike Lanes		✓	✓	✓	✓		✓	✓
4) Two Lanes with Parking on both sides and no Bike Lanes		✓	✓	✓			✓	✓

Option #1

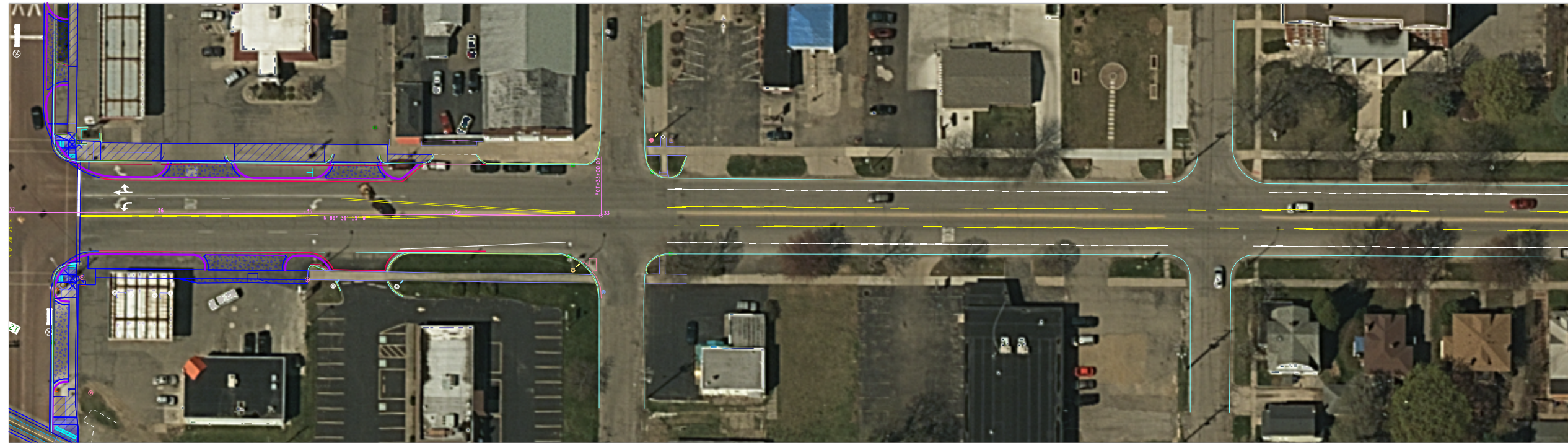
Three lanes with bike lanes and no parking



N SUPERIOR ST

N IONIA ST

N MONROE ST



N IONIA ST

N IONIA ST

N MONROE ST

FINAL ROW PLAN REVISIONS				(SUBMITTAL DATE:)			
NO.	DATE	AUTH	DESCRIPTION	NO.	DATE	AUTH	DESCRIPTION



DATE: _____
 DESIGN UNIT: _____
 TSC: _____
 FILE: _____

CS: _____
 JN: _____

DRAWING	SHEET



N BERRIEN ST

N HURON ST



N BERRIEN ST

N HURON ST

OSWEGO ST

FINAL ROW PLAN REVISIONS				(SUBMITTAL DATE:)				DRAWING	SHEET
NO.	DATE	AUTH	DESCRIPTION	NO.	DATE	AUTH	DESCRIPTION		

0 VERT. (FT)

0 HORZ. (FT)

FILE:

DATE:

DESIGN UNIT:

TSC:

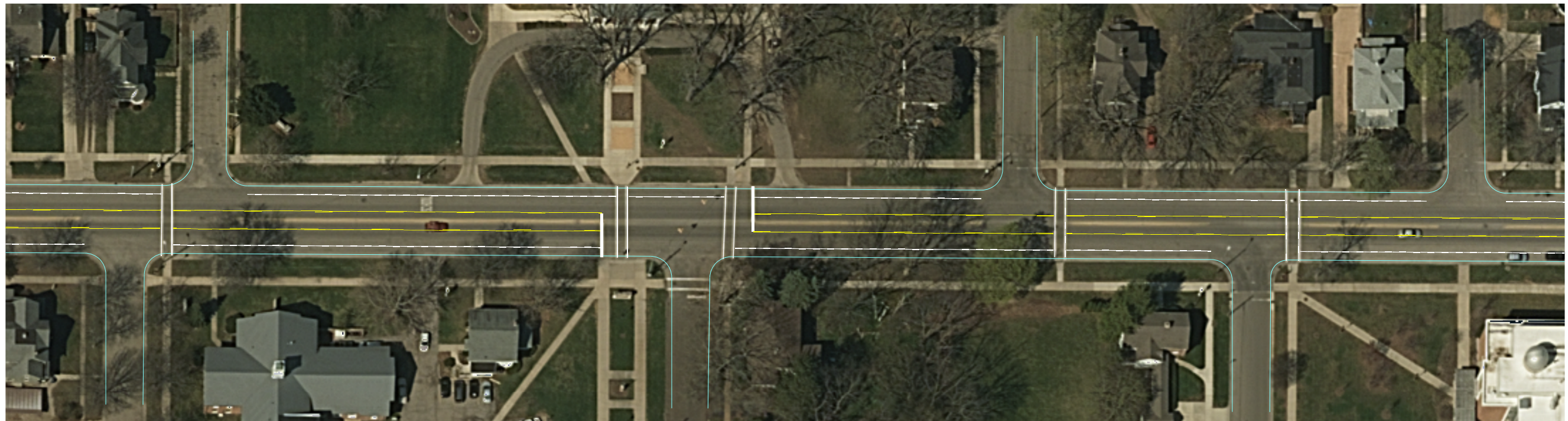
CS:

JN:

BIDWELL ST

BURR OAK ST

FITCH ST



OSWEGO ST

N INGHAM ST

N HANNAH ST

FINAL ROW PLAN REVISIONS				(SUBMITTAL DATE:)			
NO.	DATE	AUTH	DESCRIPTION	NO.	DATE	AUTH	DESCRIPTION



DATE: _____

DESIGN UNIT: _____

TSC: _____

FILE: _____

CS: _____

JN: _____

DRAWING SHEET

SECT



FITCH ST

LYNN ST

COLLEGE CT

N MINGO ST

LOMBARD ST



PARK ST

N MINGO ST

FINAL ROW PLAN REVISIONS				(SUBMITTAL DATE:)					0 VERT. (FT) 0 HORZ. (FT)	DATE:	CS:	DRAWING	SHEET
NO.	DATE	AUTH	DESCRIPTION	NO.	DATE	AUTH	DESCRIPTION			DESIGN UNIT:	JN:		

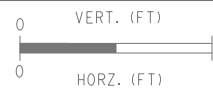
LOMBARD ST

N CLARK ST



N CLARK ST

FINAL ROW PLAN REVISIONS (SUBMITTAL DATE:)							
NO.	DATE	AUTH	DESCRIPTION	NO.	DATE	AUTH	DESCRIPTION



DATE:	CS:	DRAWING	SHEET
DESIGN UNIT:	JN:	SECT	
FILE:	TSC:		

Option #2A

Three lanes with parking on the north side and buffer on the south.



N SUPERIOR ST

N IONIA ST

N MONROE ST



N SUPERIOR ST

N IONIA ST

N MONROE ST

FINAL ROW PLAN REVISIONS				(SUBMITTAL DATE:)			
NO.	DATE	AUTH	DESCRIPTION	NO.	DATE	AUTH	DESCRIPTION



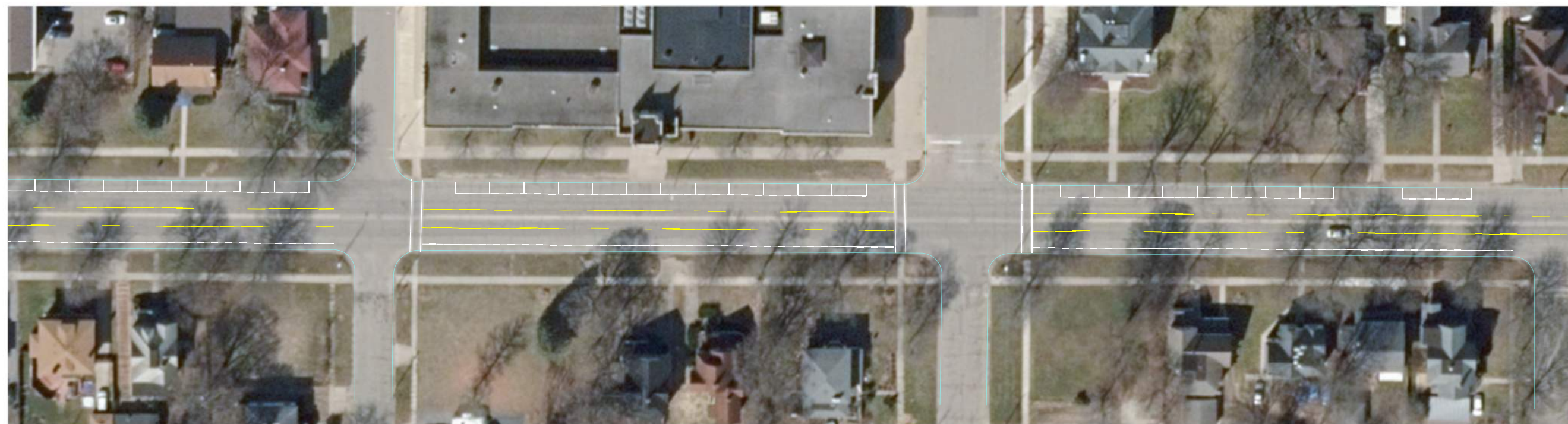
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TSC:	

DRAWING	SHEET



N BERRIEN ST

N HURON ST



N BERRIEN ST

N HURON ST

OSWEGO ST

FINAL ROW PLAN REVISIONS				(SUBMITTAL DATE:)			
NO.	DATE	AUTH	DESCRIPTION	NO.	DATE	AUTH	DESCRIPTION



DATE: _____
 DESIGN UNIT: _____
 TSC: _____

FILE: _____

CS: _____
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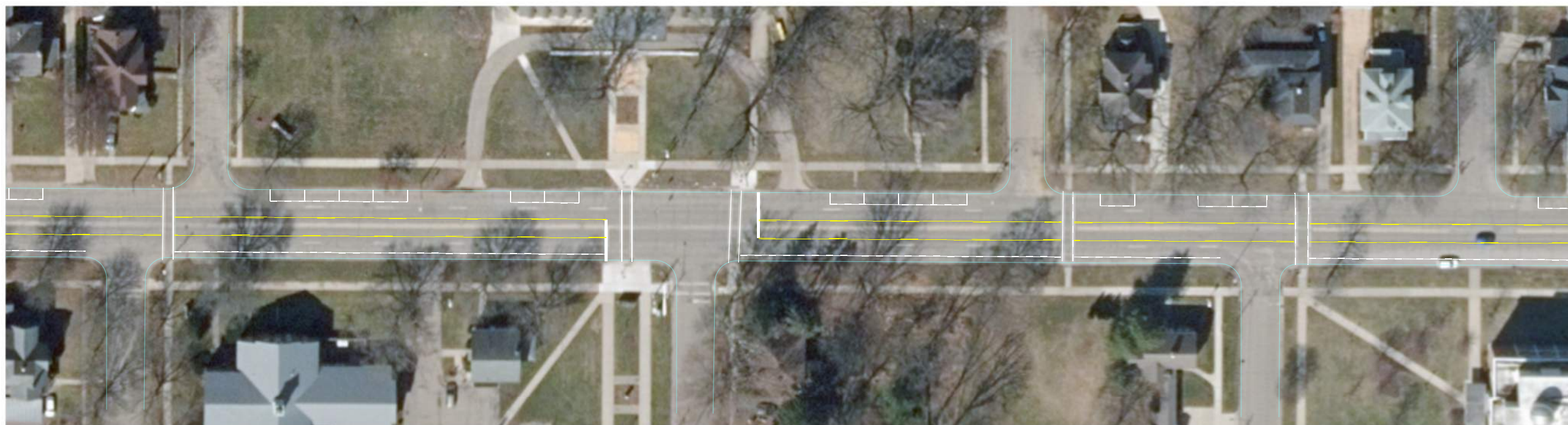
DRAWING SHEET _____
 SECT _____



BIDWELL ST

BURR OAK ST

FITCH ST



OSWEGO ST

N INGHAM ST

N HANNAH ST

FINAL ROW PLAN REVISIONS				(SUBMITTAL DATE:)			
NO.	DATE	AUTH	DESCRIPTION	NO.	DATE	AUTH	DESCRIPTION



DATE: _____
 DESIGN UNIT: _____
 TSC: _____
 FILE: _____

CS: _____
 JN: _____

DRAWING	SHEET



FITCH ST

LYNN ST

COLLEGE CT

N MINGO ST

LOMBARD ST



PARK ST

N MINGO ST

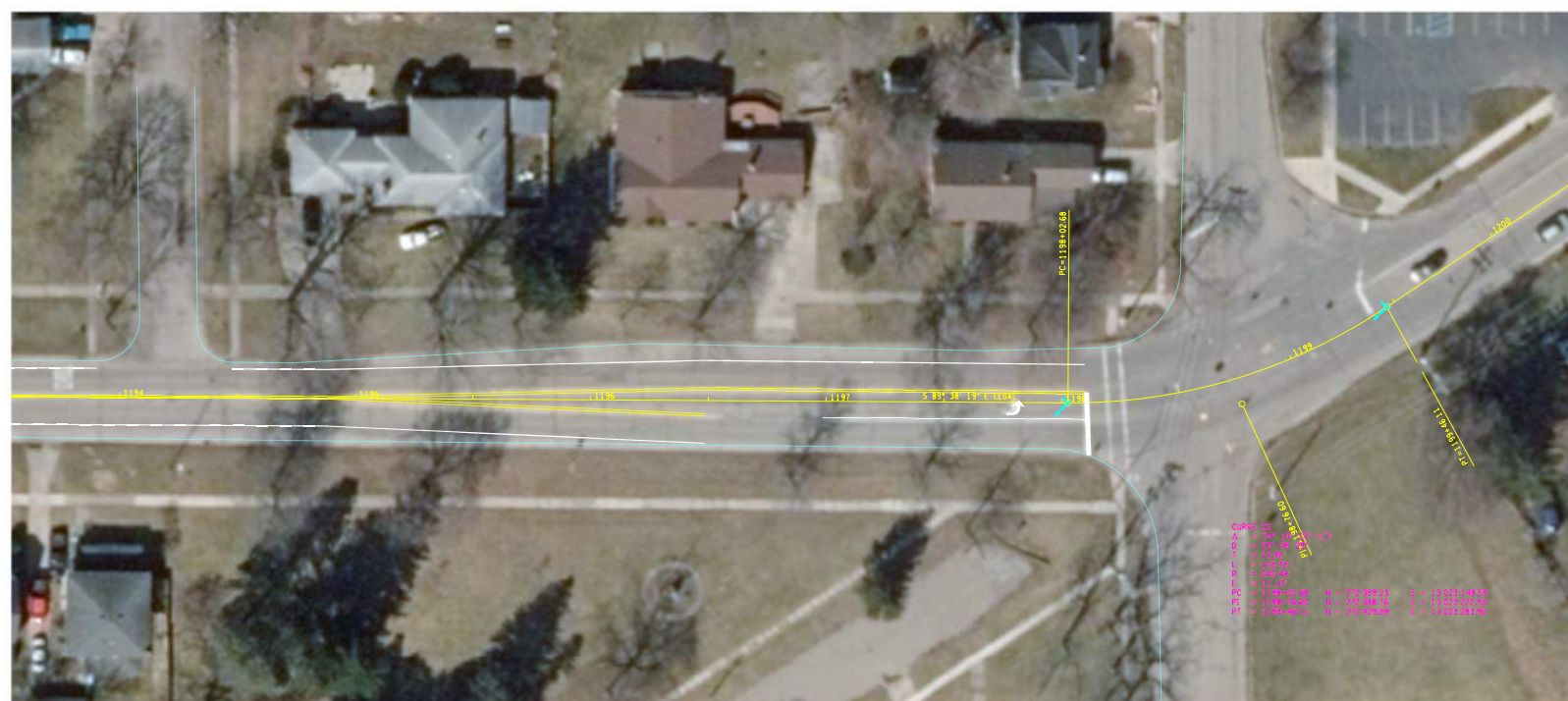
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NO.	DATE	AUTH	DESCRIPTION	NO.	DATE	AUTH	DESCRIPTION



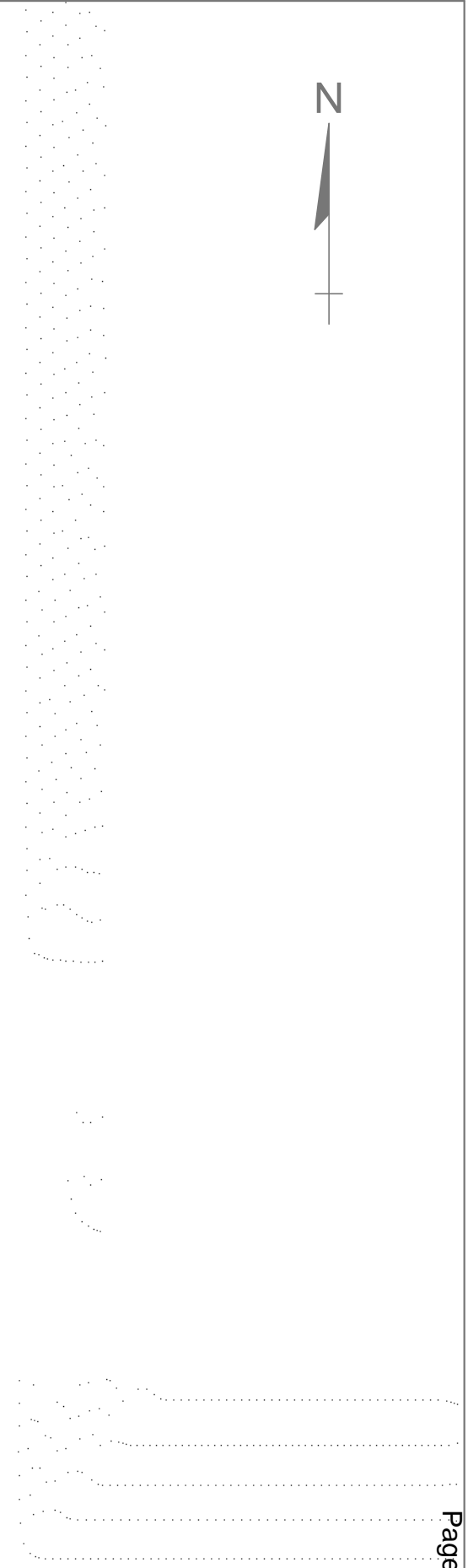
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DESIGN UNIT:	JN:
TSC:	

DRAWING	SHEET

LOMBARD ST



N CLARK ST



FINAL ROW PLAN REVISIONS				(SUBMITTAL DATE:)			
NO.	DATE	AUTH	DESCRIPTION	NO.	DATE	AUTH	DESCRIPTION



DATE: _____ CS: _____
 DESIGN UNIT: _____ JN: _____
 TSC: _____

DRAWING SHEET _____
 SECT _____

Option #2B

Three lanes with parking on the south side and buffer on the north.



N SUPERIOR ST

N IONIA ST

N MONROE ST



N SUPERIOR ST

N IONIA ST

N MONROE ST

FINAL ROW PLAN REVISIONS (SUBMITTAL DATE:)							
NO.	DATE	AUTH	DESCRIPTION	NO.	DATE	AUTH	DESCRIPTION



DATE: _____
 DESIGN UNIT: _____
 TSC: _____
 FILE: _____

CS: _____
 JN: _____

DRAWING	SHEET



N BERRIEN ST

N HURON ST



N BERRIEN ST

N HURON ST

OSWEGO ST

FINAL ROW PLAN REVISIONS				(SUBMITTAL DATE:)			
NO.	DATE	AUTH	DESCRIPTION	NO.	DATE	AUTH	DESCRIPTION



FILE:

DATE:
DESIGN UNIT:
TSC:

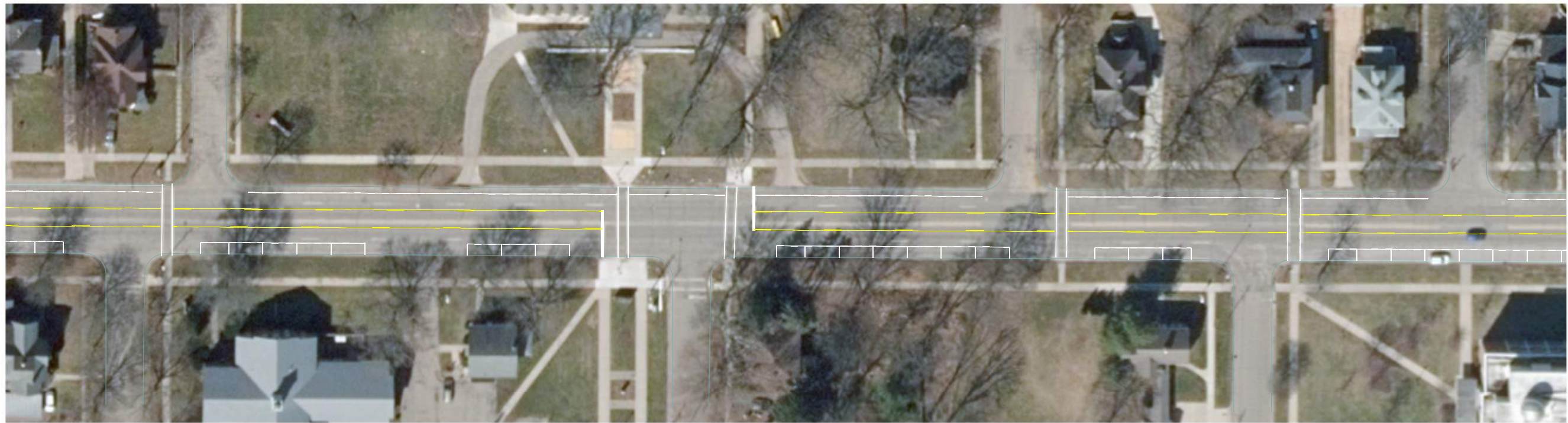
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JN:

DRAWING SHEET
SECT

BIDWELL ST

BURR OAK ST

FITCH ST



OSWEGO ST

N INGHAM ST

N HANNAH ST

FINAL ROW PLAN REVISIONS				(SUBMITTAL DATE:)			
NO.	DATE	AUTH	DESCRIPTION	NO.	DATE	AUTH	DESCRIPTION



DATE: _____
DESIGN UNIT: _____
TSC: _____
FILE: _____

CS: _____
JN: _____

DRAWING SHEET
SECT



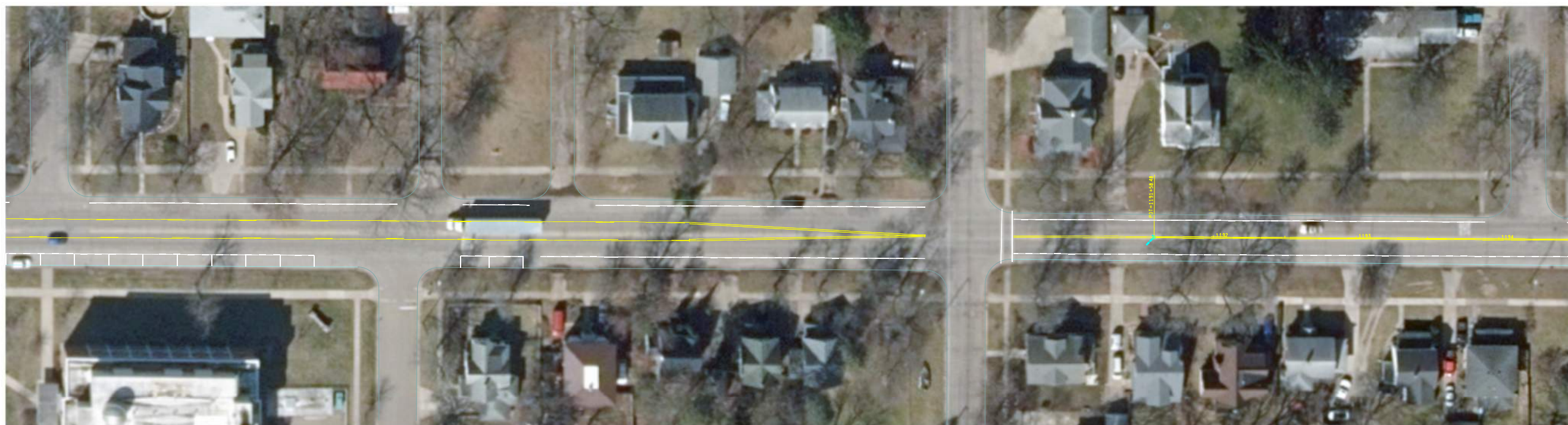
FITCH ST

LYNN ST

COLLEGE CT

N MINGO ST

LOMBARD ST



PARK ST

N MINGO ST

FINAL ROW PLAN REVISIONS				(SUBMITTAL DATE:)			
NO.	DATE	AUTH	DESCRIPTION	NO.	DATE	AUTH	DESCRIPTION



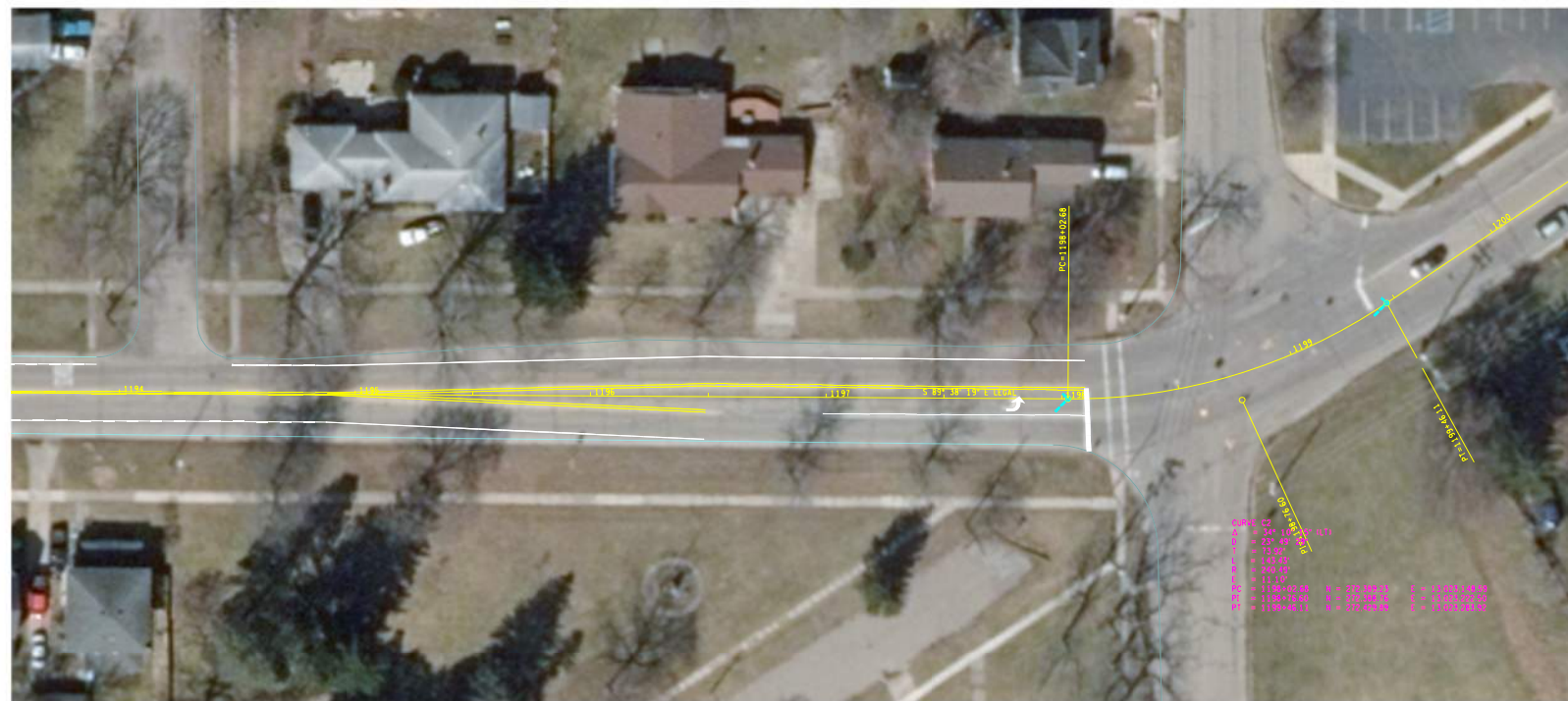
FILE:

DATE:
DESIGN UNIT:
TSC:



CS:
JN:

DRAWING	SHEET

LOMBARD ST



N CLARK ST

FINAL ROW PLAN REVISIONS				(SUBMITTAL DATE:)						DATE:	CS:	DRAWING	SHEET
NO.	DATE	AUTH	DESCRIPTION	NO.	DATE	AUTH	DESCRIPTION			DESIGN UNIT:	JN:		
								FILE:	TSC:				

Option #3A

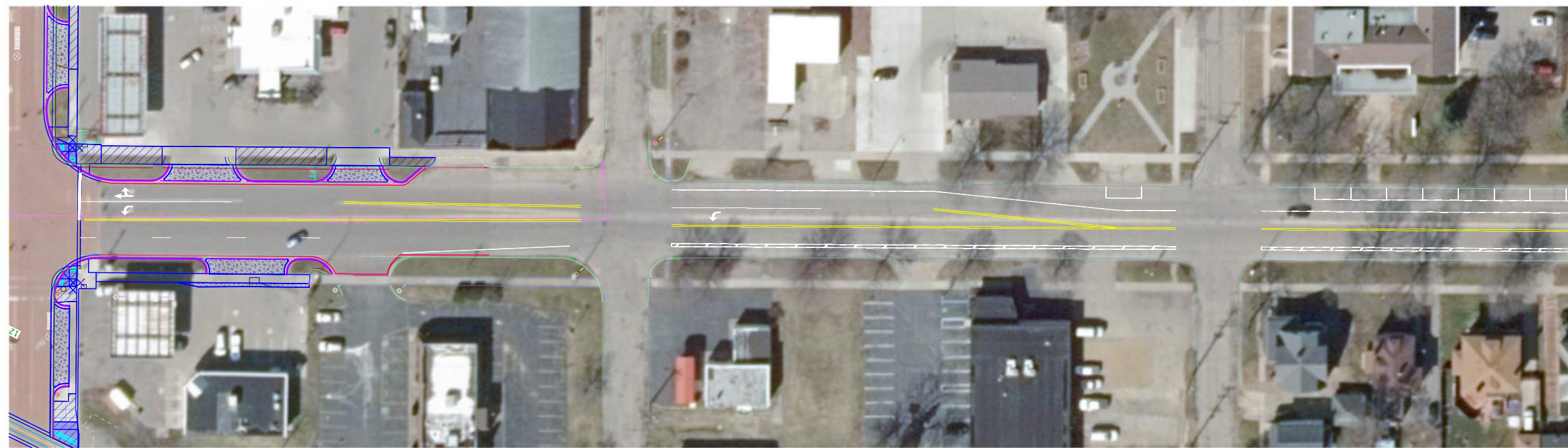
Two lanes with parking on the north side and bike lanes.



N SUPERIOR ST

N IONIA ST

N MONROE ST



N SUPERIOR ST

N IONIA ST

N MONROE ST

FINAL ROW PLAN REVISIONS				(SUBMITTAL DATE:)			
NO.	DATE	AUTH	DESCRIPTION	NO.	DATE	AUTH	DESCRIPTION



DATE:	CS:	DRAWING	SHEET
DESIGN UNIT:	JN:	SECT	
TSC:			
FILE:			



N BERRIEN ST

N HURON ST



N BERRIEN ST

N HURON ST

OSWEGO ST

FINAL ROW PLAN REVISIONS				(SUBMITTAL DATE:)			
NO.	DATE	AUTH	DESCRIPTION	NO.	DATE	AUTH	DESCRIPTION



DATE:	CS:
DESIGN UNIT:	JN:
TSC:	

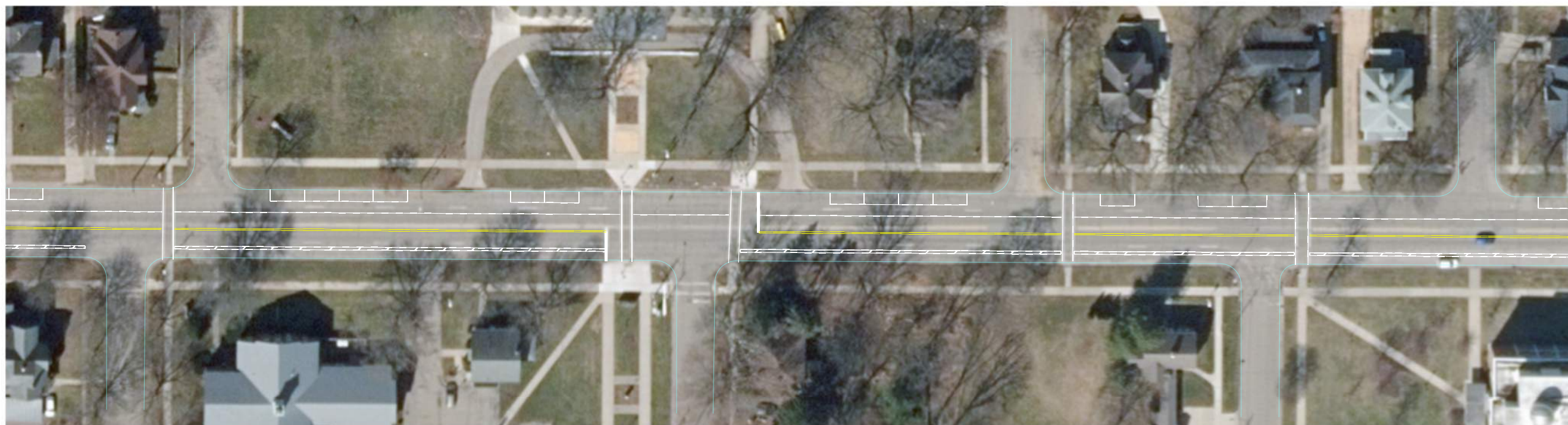
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BIDWELL ST

BURR OAK ST

FITCH ST



OSWEGO ST

N INGHAM ST

N HANNAH ST

FINAL ROW PLAN REVISIONS				(SUBMITTAL DATE:)			
NO.	DATE	AUTH	DESCRIPTION	NO.	DATE	AUTH	DESCRIPTION



DATE: _____
DESIGN UNIT: _____
TSC: _____
FILE: _____

CS: _____
JN: _____

DRAWING SHEET
SECT



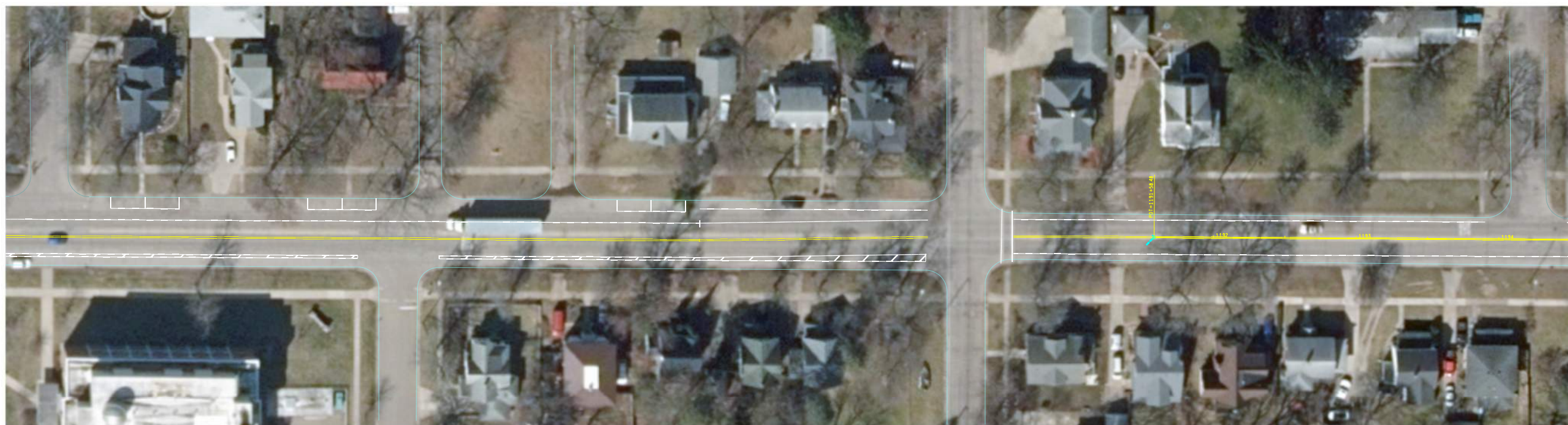
FITCH ST

LYNN ST

COLLEGE CT

N MINGO ST

LOMBARD ST



PARK ST

N MINGO ST

FINAL ROW PLAN REVISIONS				(SUBMITTAL DATE:)			
NO.	DATE	AUTH	DESCRIPTION	NO.	DATE	AUTH	DESCRIPTION



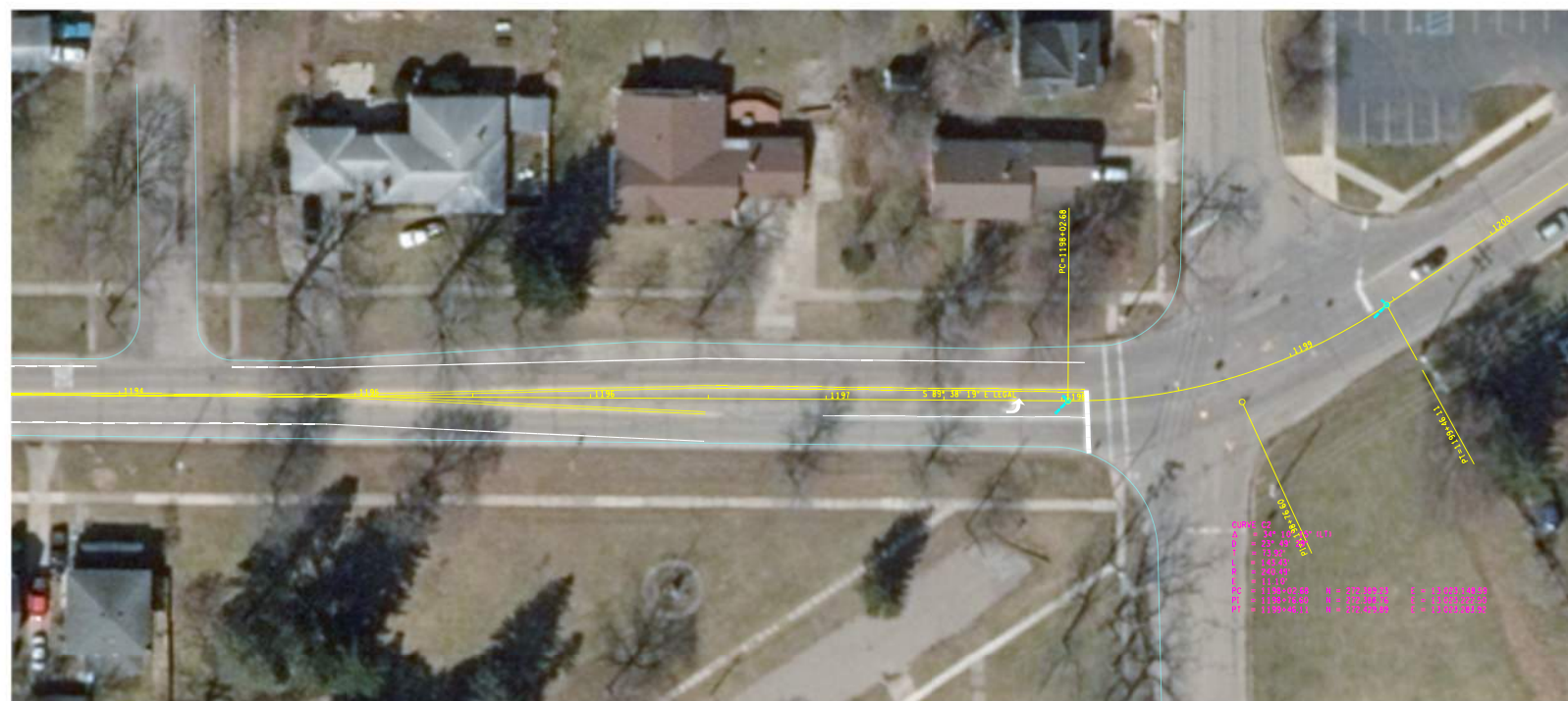
FILE:

DATE:
DESIGN UNIT:
TSC:

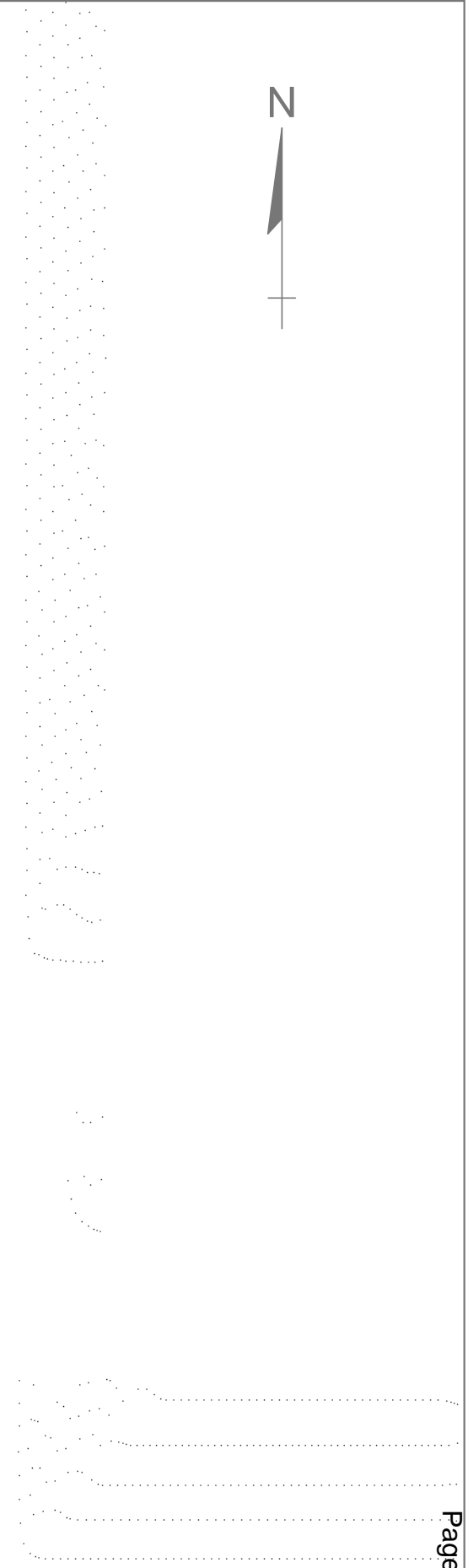
CS:
JN:

DRAWING SHEET
SECT

LOMBARD ST



N CLARK ST



FINAL ROW PLAN REVISIONS				(SUBMITTAL DATE:)			
NO.	DATE	AUTH	DESCRIPTION	NO.	DATE	AUTH	DESCRIPTION



DATE: _____
 DESIGN UNIT: _____
 TSC: _____
 FILE: _____

CS: _____
 JN: _____

DRAWING SHEET
 SECT

Option #3B

Two lanes with parking on the south side and bike lanes.



N SUPERIOR ST

N IONIA ST

N MONROE ST

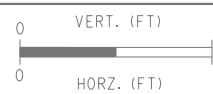


N SUPERIOR ST

N IONIA ST

N MONROE ST

FINAL ROW PLAN REVISIONS				(SUBMITTAL DATE:)			
NO.	DATE	AUTH	DESCRIPTION	NO.	DATE	AUTH	DESCRIPTION



DATE:	CS:
DESIGN UNIT:	JN:
TSC:	

DRAWING	SHEET



N BERRIEN ST

N HURON ST



N BERRIEN ST

N HURON ST

N OSWEGO ST

FINAL ROW PLAN REVISIONS				(SUBMITTAL DATE:)			
NO.	DATE	AUTH	DESCRIPTION	NO.	DATE	AUTH	DESCRIPTION



FILE:

DATE:
DESIGN UNIT:
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CS:
JN:

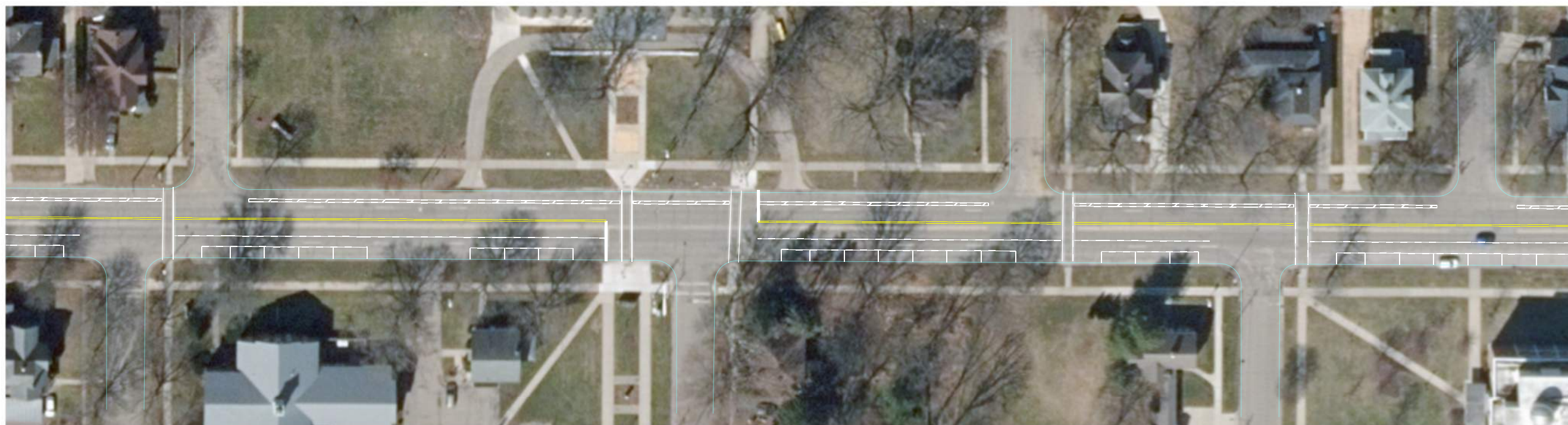
DRAWING SHEET
SECT



BIDWELL ST

BURR OAK ST

FITCH ST



OSWEGO ST

N INGHAM ST

N HANNAH ST

FINAL ROW PLAN REVISIONS				(SUBMITTAL DATE:)			
NO.	DATE	AUTH	DESCRIPTION	NO.	DATE	AUTH	DESCRIPTION



DATE: _____
DESIGN UNIT: _____
TSC: _____
FILE: _____

CS: _____
JN: _____

DRAWING	SHEET



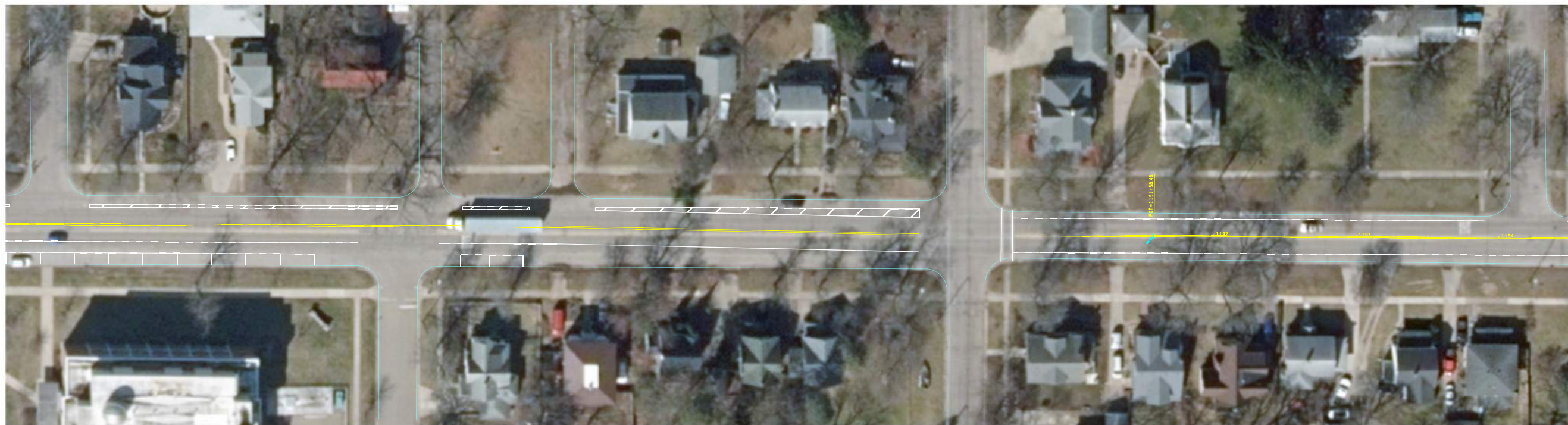
FITCH ST

LYNN ST

COLLEGE CT

N MINGO ST

LOMBARD ST



PARK ST

N MINGO ST

FINAL ROW PLAN REVISIONS				(SUBMITTAL DATE:)			
NO.	DATE	AUTH	DESCRIPTION	NO.	DATE	AUTH	DESCRIPTION



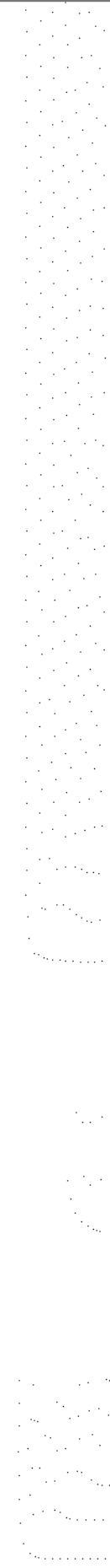
DATE:	CS:
DESIGN UNIT:	JN:
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DRAWING	SHEET

LOMBARD ST



N CLARK ST



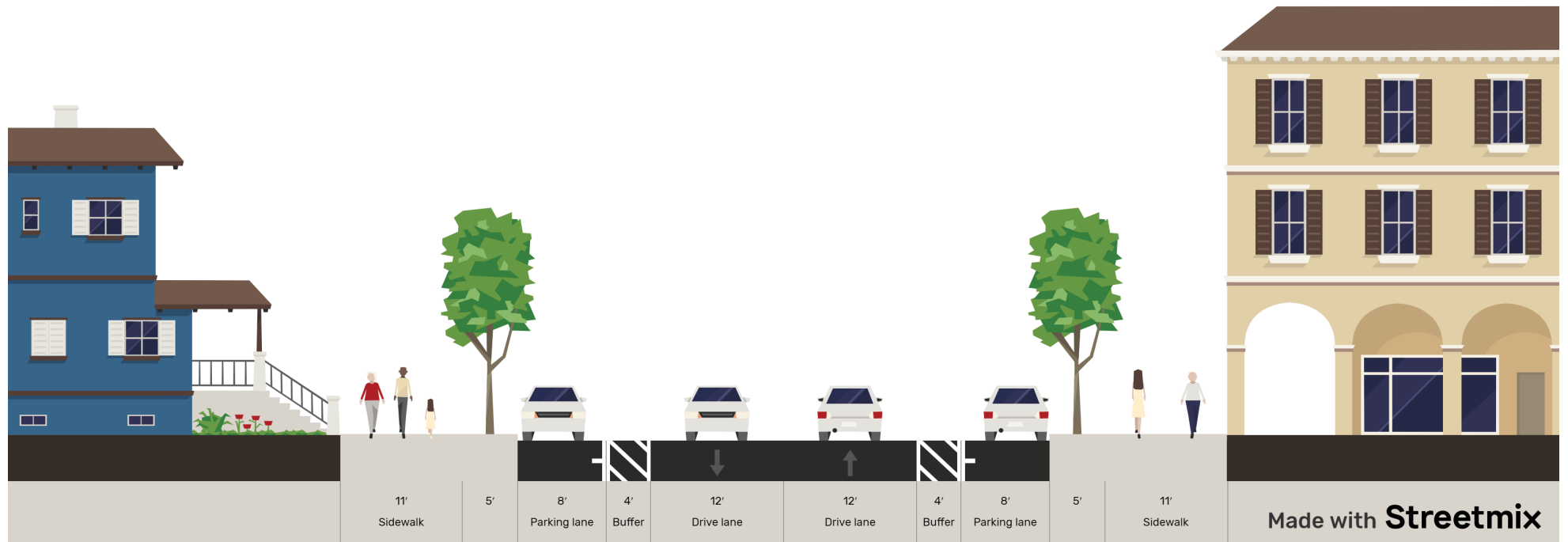
FINAL ROW PLAN REVISIONS (SUBMITTAL DATE:)			
NO.	DATE	AUTH	DESCRIPTION



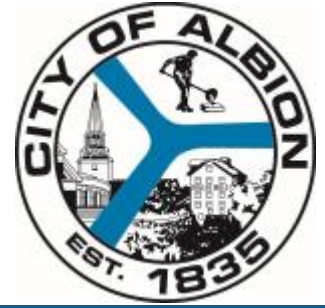
DATE: _____
 DESIGN UNIT: _____
 TSC: _____
 FILE: _____

CS: _____
 JN: _____

DRAWING	SHEET



CITY COUNCIL REGULAR MEETING AGENDA ITEM REPORT



To: City Council
Subject: APPROVAL OF CUMMINS PLANNED EQUIPMENT MAINTENANCE AGREEMENT RENEWAL
Meeting: CITY COUNCIL - 16 Aug 2021
Department: Public Services
Staff Contact: Patrick Miller, Director Public Services

ATTACHMENTS:

[City of Albion Qt#140223](#)



GRAND RAPIDS MI BRANCH
3715 CLAY S.W.
GRAND RAPIDS, MI 49548
Phone: 616-538-2250

PLANNED MAINTENANCE AGREEMENT

<u>Customer Address</u>	<u>Customer Contact</u>	<u>Quote Information</u>
ALBION, CITY OF 112 W CASS ST Albion, MI 49224	Contact: Patrick Miller Phone: 517 629-7200 Fax: 517 629-2238 Cust Id: 197214	Quote Date: 07-JUL-21 Quote Expires: 31-JAN-22 Quote Num: 140223 Quoted By: Cheryl Chapman Quote Term: 1 Year(s)

Site Information

1	MUNICIPAL BLDG	112 W CASS ST	ALBION	MI	49224
2	CLARK ST. WELL	933 CLARK ST.	ALBION	MI	49224
3	FIRE BARN	N. CLINTON ST.	ALBION	MI	49224
4	REIGER PK	ERIE ST.	ALBION	MI	49224
5	WATER TOWER	N. CLINTON ST.	ALBION	MI	49224
6	E MICHIGAN LS	E. MICHIGAN AVE	ALBION	MI	49224
7	WASTE WATER TREATMENT	1000 BROWNSWOOD AVE	ALBION	MI	49224
8	MAPLE GROVE APTS.	1041 MAPLE ST	ALBION	MI	49224

<u>Site</u>	<u>Unit Number</u>	<u>Manufacturer</u>	<u>Model</u>	<u>Prod Model</u>	<u>Serial Number</u>	<u>Type</u>
1	32KW	KOHLER	GEN SET	ROZ71	128015	ST
1	450KW	ONAN	GEN SET	DFEC-4479458	E000098455	ST
2	100KW	ONAN	GEN SET	DGDB-3383586	L990035115	ST
3	FIRE BARN	ONAN	GEN SET	GGHF-7795114	D090242411	ST
4	RIEGER PK	GENERAC	GEN SET	43KW	2102276	ST
5	WATER TOWER	OTHER	GENSET	040220	1015343220	ST
6	25KW GENERAC	GENERAC	GEN SET	QT02524JNSNA	6139048	ST
7	500DFEK	ONAN	GEN SET	DFEK-5203067	H100144344	ST
7	50KW	ONAN	GEN SET	DGCA-5007094	L010315905	ST
8	GENERAC	GENERAC	GEN SET	QT13068GNSNA	4939505	ST

<u>Site</u>	<u>Unit Number</u>	<u>Service Event</u>	<u>Qty</u>	<u>Sell Price</u>	<u>Extended Price</u>
1	32KW	FULL PM SERVICE (FS)	1	357.79	357.79
1	450KW	FULL PM SERVICE (FS)	1	871.44	871.44
2	100KW	FULL SVC W/2 HR LOAD BANK	1	1,030.17	1,030.17
3	FIRE BARN	FULL PM SERVICE (FS)	1	494.75	494.75
4	RIEGER PK	FULL PM SERVICE (FS)	1	517.77	517.77
5	WATER TOWER	FULL PM SERVICE (FS)	1	363.25	363.25
6	25KW GENERAC	FULL PM SERVICE (FS)	1	373.84	373.84
7	500DFEK	FULL PM SERVICE (FS)	1	871.44	871.44
7	50KW	FULL PM SERVICE (FS)	1	551.31	551.31
8	GENERAC	FULL PM SERVICE (FS)	1	587.57	587.57



PLANNED MAINTENANCE AGREEMENT

<u>Customer Address</u>	<u>Customer Contact</u>	<u>Quote Information</u>
ALBION, CITY OF 112 W CASS ST Albion, MI 49224	Contact: Patrick Miller Phone: 517 629-7200 Fax: 517 629-2238 Cust Id: 197214	Quote Date: 07-JUL-21 Quote Expires: 31-JAN-22 Quote Num: 140223 Quoted By: Cheryl Chapman Quote Term: 1 Year(s)

Generator Planned Equipment Maintenance Quote

Annual Full Service W/2 Hour Load Bank for Clark St. Well / November 2021
Annual Full Service for all other units / November 2021

Please select a Load Bank Testing option(s) below

Readings will be taken every 15 minutes, unless otherwise specified.

*If no selection is made, we will perform this option by default

*****2 Hour Load Bank Test*****

*25% of the EPS nameplate kW rating for 30 minutes, followed by 50% of the EPS nameplate kW rating for 30 minutes, followed by 75% of the EPS nameplate kW rating for 60 minutes for a total of 2 continuous hours

80% of the EPS nameplate kW rating for 2 continuous hours

Other - Please Specify _____

Payment Info

Please indicate whether you wish to pre-pay annually, or pay per event on a billable agreement.

Send Pre-Pay Invoice

*Pay As You Go (Billable)

*For billable services, you must establish a line of credit with Cummins Sales and Service. A credit application is available upon request. Credit application is subject to approval by the credit department.

We accept all major credit cards, please call 248-573-1925

Auto Renewal Option

Planned Equipment Maintenance Agreements are designed with an automatic renewal provision. If you do not wish to participate in the auto renew option, please check below to opt out. If you do not opt out, this Agreement will automatically renew at the end of the initial term for a period equal to the initial term (the Renewal Term). In such event, cost increases for the Renewal Term will not exceed 3%. Either party has the right to terminate this Agreement with thirty (30) days prior written notice, unless the work has already been performed.

Opt out of Automatic Renewal

*Auto Renewal Option is only available for prepaid contracts.



PLANNED MAINTENANCE AGREEMENT

<u>Customer Address</u>	<u>Customer Contact</u>	<u>Quote Information</u>
ALBION, CITY OF 112 W CASS ST Albion, MI 49224	Contact: Patrick Miller Phone: 517 629-7200 Fax: 517 629-2238 Cust Id: 197214	Quote Date: 07-JUL-21 Quote Expires: 31-JAN-22 Quote Num: 140223 Quoted By: Cheryl Chapman Quote Term: 1 Year(s)

To continue your services without interruption, please sign the quote and return via email or mail to:

Cummins Sales and Service
Attn: PEM Administration Group
21810 Clessie Court
New Hudson, MI 48165

Email: pm.service@cummins.com

In our ongoing effort to positively impact the environment, we will no longer be automatically providing countersigned agreements to our customers. We will, however, still countersign agreements when requested.
Thank you for your business!

Standard Agreement Amount	\$6,019.33
Proposal Total	\$6,019.33

THERE ARE ADDITIONAL CONTRACT TERMS AND CONDITIONS ON THE REVERSE SIDE OF THIS DOCUMENT, INCLUDING LIMITATIONS OF WARRANTIES AND LIABILITY, WHICH ARE EXPRESSLY INCORPORATED HEREIN. CUSTOMER ACKNOWLEDGES THAT THE CONTRACT TERMS AND CONDITIONS HAVE BEEN READ, FULLY UNDERSTOOD, AND ACCEPTED.

Customer Approval _____

Signature: _____

Date: _____

CUMMINS INC _____

Signature: _____

Date: _____

These Planned Maintenance Agreement Terms and Conditions, together with the Quote on the front side and the Scope of Services, are hereinafter referred to as the "Agreement" and shall constitute the entire agreement between the customer identified in the Quote ("Customer") and Cummins Inc. ("Cummins") and supersede any previous agreement or understanding (oral or written) between the parties with respect to the subject matter of this Agreement. In the event of any inconsistency between this Agreement and any purchase order, terms and conditions or other document produced or delivered by Customer, the terms and conditions of this Agreement shall take precedence

1. SCOPE OF SERVICES; PERFORMANCE OF SERVICES. Cummins shall perform the maintenance ("Services") on the equipment identified in the Quote ("Equipment") in accordance with the schedule specified in the Quote. The Services include those services defined in the "Service Event" section of the Quote. No additional services or materials are included in this Agreement unless agreed upon by the parties in writing. Unless otherwise indicated in the Quote, Cummins will provide the labor and tools necessary to perform the Services and shall keep Customer's property free from accumulation of waste materials caused by Cummins' operations. Either party may terminate this Agreement with or without cause by providing thirty (30) days written notice to the other.

2. CUSTOMER OBLIGATIONS. Customer shall provide Cummins safe access to Customer's site and arrange for all related services and utilities necessary for Cummins to perform the Services. During the performance of the Services, Customer shall fully and completely secure all or any part of any facility where the Equipment is located to remove and mitigate any and all safety issues and risks, including but not limited to facility occupants, customers, invitees, or any third party and or property damage or work interruption arising out of the Services. Customer shall make all necessary arrangement to address and mitigate the consequences of any electrical service interruption which might occur during the Services. **CUSTOMER IS RESPONSIBLE FOR OPERATING AND MAINTAINING THE EQUIPMENT IN ACCORDANCE WITH THE OWNER'S MANUAL FOR THE EQUIPMENT.**

3. PAYMENT TERMS. Unless otherwise agreed to by the parties in writing and subject to credit approval by Cummins, payments are due thirty (30) days from the date of the invoice. If Customer does not have approved credit with Cummins, as solely determined by Cummins, payments are due in advance or at the time of supply of the Services. If payment is not received when due, in addition to any rights Cummins may have at law, Cummins may charge Customer eighteen percent (18%) interest annually on late payments, or the maximum amount allowed by law. Customer agrees to pay all Cummins' costs and expenses (including all reasonable attorneys' fees) related to Cummins' enforcement and collection of unpaid invoices, or any other enforcement of this Agreement by Cummins. Unless otherwise stated, the Quote excludes all applicable local, state, or federal sales and/or use or similar taxes which Cummins is required by applicable laws to collect from Customer and shall be stated on the invoice.

4. DELAYS. Any performance dates indicated in this Agreement are estimated and not guaranteed. Cummins shall not be liable for any delays in performance however occasioned, including any that result directly or indirectly from acts of Customer or causes beyond Cummins' control, including but not limited to acts of God, accidents, fire, explosions, flood, unusual weather conditions, acts of government authority, or labor disputes.

AS A RESULT OF THE OUTBREAK OF THE DISEASE COVID-19 ARISING FROM THE NOVEL CORONAVIRUS, TEMPORARY DELAYS IN DELIVERY, LABOUR OR SERVICES FROM CUMMINS AND ITS SUB-SUPPLIERS OR SUBCONTRACTORS MAY OCCUR. AMONG OTHER FACTORS, CUMMINS' DELIVERY OBLIGATIONS ARE SUBJECT TO CORRECT AND PUNCTUAL SUPPLY FROM OUR SUB-SUPPLIERS OR SUBCONTRACTORS, AND CUMMINS RESERVES THE RIGHT TO MAKE PARTIAL DELIVERIES OR MODIFY ITS LABOUR OR SERVICE. WHILE CUMMINS SHALL MAKE EVERY COMMERCIALY REASONABLE EFFORT TO MEET THE DELIVERY, SERVICE OR COMPLETION OBLIGATIONS SET FORTH HEREIN, SUCH DATES ARE SUBJECT TO CHANGE.

5. WARRANTY. Cummins shall perform the Services in a reasonable and workmanlike manner. Parts and components supplied under this Agreement are governed by the express written manufacturer's limited warranty. No other warranty for parts or components is provided under this Agreement. All Services shall be free from defects in workmanship for a period of ninety (90) days after completion of Services. In the event of a warrantable defect in workmanship of Services supplied under this Agreement ("Warrantable Defect"), Cummins' obligation shall be solely limited to correcting the Warrantable Defect. Cummins shall correct the Warrantable Defect where (i) such Warrantable Defect becomes apparent to Customer during the warranty period; (ii) Cummins receives written notice of any Warrantable Defect within thirty (30) days following discovery by Customer; and (iii) Cummins has determined that there is a Warrantable Defect. Warrantable Defects remedied under this provision shall be subject to the remaining warranty period of the original warranty of the Services. New parts supplied during the remedy of Warrantable Defects are warranted for the balance of the warranty period still available from the original warranty of such parts. The remedies set forth in this Section 5 shall not be deemed to have failed of their essential purpose so long as Cummins is willing to correct defective Services or refund the purchase price therefor.

6. LIMITATIONS OF WARRANTIES AND LIABILITY.
THE REMEDIES PROVIDED IN THE LIMITED WARRANTY AND THIS AGREEMENT ARE THE SOLE AND EXCLUSIVE WARRANTIES AND REMEDIES PROVIDED BY CUMMINS TO THE CUSTOMER UNDER THIS AGREEMENT. EXCEPT AS SET OUT IN THE WARRANTY AND THIS AGREEMENT, AND TO THE EXTENT PERMITTED BY LAW, CUMMINS EXPRESSLY DISCLAIMS ALL OTHER REPRESENTATIONS, WARRANTIES, ENDORSEMENTS, AND CONDITIONS OF ANY KIND, EXPRESS OR IMPLIED, INCLUDING, WITHOUT LIMITATION, ANY STATUTORY OR COMMON LAW IMPLIED REPRESENTATIONS, WARRANTIES AND CONDITIONS OF FITNESS FOR A PURPOSE OR MERCHANTABILITY.

NOTWITHSTANDING ANY OTHER TERM OF THIS AGREEMENT, IN NO EVENT SHALL CUMMINS, ITS OFFICERS, DIRECTORS, EMPLOYEES, OR AGENTS BE LIABLE TO CUSTOMER OR ANY THIRD PARTY FOR ANY INDIRECT, INCIDENTAL, SPECIAL, PUNITIVE, OR CONSEQUENTIAL DAMAGES OF ANY KIND (INCLUDING WITHOUT LIMITATION DOWNTIME, LOSS OF PROFIT OR REVENUE, LOSS OF DATA, LOSS OF OPPORTUNITY, DAMAGE TO GOODWILL, AND DAMAGES CAUSED BY DELAYS) IN ANY WAY RELATED TO OR ARISING FROM CUMMINS' SUPPLY OF PARTS OR SERVICES UNDER THIS AGREEMENT. IN NO EVENT SHALL CUMMINS' LIABILITY TO CUSTOMER OR ANY THIRD PARTY CLAIMING DIRECTLY THROUGH CUSTOMER OR ON CUSTOMER'S BEHALF UNDER THIS AGREEMENT EXCEED THE TOTAL COST OF PARTS AND SERVICES SUPPLIED BY CUMMINS UNDER THIS AGREEMENT. BY ACCEPTANCE OF THIS AGREEMENT, CUSTOMER ACKNOWLEDGES CUSTOMER'S SOLE REMEDY AGAINST CUMMINS FOR ANY LOSS SHALL BE THE REMEDY PROVIDED HEREIN.

7. INDEMNITY. Customer shall indemnify, defend and hold harmless Cummins from and against any and all claims, actions, costs, expenses, damages and liabilities, including reasonable attorneys' fees, brought against or incurred by Cummins related to or arising out of this Agreement or the Services supplied under this Agreement (collectively, the "Claims"), where such Claims were caused or contributed to by, in whole or in part, the acts, omissions, fault or negligence of the Customer. Customer shall present any Claims covered by this indemnity to its insurance carrier unless Cummins directs that the defense will be handled by Cummins' legal counsel at Customer's expense.

8. CONFIDENTIALITY. Each party shall keep confidential any information received from the other that is not generally known to the public and at the time of disclosure, would reasonably be understood by the receiving party to be proprietary or confidential, whether disclosed in oral, written, visual, electronic or other form, and which the receiving party (or agents) learns in connection with this Agreement including, but not limited to: (a) business plans, strategies, sales, projects and analyses; (b) financial information, pricing, and fee structures; (c) business processes, methods and models; (d) employee and supplier information; (e) specifications; and (f) the terms and conditions of this Agreement. Each party shall take necessary steps to ensure compliance with this provision by its employees and agents.

9. GOVERNING LAW. This Agreement and all matters arising hereunder shall be governed by and construed in accordance with the laws of the State of Indiana without giving effect to any choice or conflict of law provision. The parties agree that the courts of the State of Indiana shall have exclusive jurisdiction to settle any dispute or claim arising in connection with this Agreement.

10. INSURANCE. Upon Customer's request, Cummins will provide to Customer a Certificate of Insurance evidencing Cummins' relevant insurance coverage.

11. ASSIGNMENT. This Agreement shall be binding on the parties and their successors and assigns. Customer shall not assign this Agreement without the prior written consent of Cummins.

12. INTELLECTUAL PROPERTY. Any intellectual property rights created by either party, whether independently or jointly, in the course of the performance of this Agreement or otherwise related to Cummins pre-existing intellectual property or subject matter related thereto, shall be Cummins' property. Customer agrees to assign, and does hereby assign, all right, title, and interest to such intellectual property to Cummins. Any Cummins pre-existing intellectual property shall remain Cummins' property. Nothing in this Agreement shall be deemed to have given Customer a licence or any other rights to use any of the intellectual property rights of Cummins.

13. MISCELLANEOUS. Cummins shall be an independent contractor with respect to the Services performed under this Agreement. All notices under this Agreement shall be in writing and be delivered personally, mailed via first class certified or registered mail, or sent by a nationally recognized express courier service to the addresses set forth in the Quote. No amendment of this Agreement shall be valid unless it is in writing and signed by the parties hereto. Failure of either party to require performance by the other party of any provision hereof shall in no way affect the right to require such performance at any time thereafter, nor shall the waiver by a party of a breach of any of the provisions hereof constitute a waiver of any succeeding breach. Any provision of this Agreement that is invalid or unenforceable shall not affect the validity or enforceability of the remaining terms hereof.

14. ON-CALL SERVICES. Upon Customer's request, Cummins shall provide on-call services (repair, emergency work or other) on the Equipment ("On-call Services"). Any On-call Services shall be invoiced to the Customer at the Cummins current hour rate (including traveling) and shall be governed by the terms and conditions of this Agreement.

Generator Planned Equipment Maintenance



INSPECTION

INTERVALS AVAILABLE: WEEKLY, MONTHLY, QUARTERLY, SEMI-ANNUALLY OR ANNUALLY

BATTERIES AND BATTERY CHARGER

- Visually inspect battery terminal connections
- Verify electrolyte level, vent caps of all cells in the starting battery system
- Visually inspect wiring, connections and insulation
- Record battery charging functions
- Record battery information
- Record battery condition test

FUEL SYSTEM

- Visually inspect ignition system (Natural Gas and Propane Only)
- Record primary tank fuel level
- Inspect engine fuel system for leaks
- Visually inspect all engine fuel hoses, clamps, pipes, components and fittings
- Visually inspect rupture/ containment basin
- Inspect day tank and controls (if applicable)
- Optional - fuel sample for laboratory analysis*

COOLING SYSTEM

- Record coolant level
- Visually inspect for coolant leaks
- Visually inspect drive belts condition
- Verify for proper coolant heater operation
- Record jacket water temperature
- Visually inspect fan, water pump, drives and pulleys
- Visually inspect all coolant hoses, clamps and connections
- Visually inspect radiator condition
- Visually inspect louver for damage
- Visually inspect fan hub and drive pulley for mechanical damage
- Record freeze point of antifreeze protection
- Record DCA level prior to changing coolant filter
- Optional - Coolant sample for laboratory analysis*

LUBRICATION SYSTEM

- Visually inspect engine oil leaks
- Visually inspect engine oil lines and connections
- Record oil level
- Optional - Oil sample for laboratory analysis*

GENSET CONTROLS AND ACCESSORIES

- Visually inspect all engine mounted wiring, senders and devices
- Visually inspect all control mounted components and wiring
- Verify all connecting plugs are tightened and in a good condition
- Visually inspect all accessory components and wiring
- Visually inspect and test lighting indicators

INTAKE AND EXHAUST SYSTEMS

- Visually inspect air filter and housing
- Visually inspect all engine piping and connections
- Record air cleaner restriction
- Visually inspect engine exhaust system for leaks
- Visually inspect rain cap
- Optional – Air filter replacement*
- Optional - Clean crankcase breather or replace filters*

GENERAL CONDITIONS

- Visually inspect governor linkage and oil level
- Visually inspect guards
- Visually inspect enclosure
- Visually inspect engine and generator mounts
- Verify emergency stop operation

TRANSFER SWITCH

- Visually inspect controls and time delay settings
- Verify function of exercise clock and record settings from controller
- Verify remote start control operation
- Record utility / source one voltage

AFTERTREATMENT (Upon request)

- Verify DEF level
- Record DPF restriction
- Visually inspect aftertreatment and controls

SWITCHGEAR (Upon Request)

- Inspection and Full Service quote available upon request.

FULL SERVICE

INCLUDES INSPECTION

OPERATIONAL & FUNCTIONAL REVIEW OF GENERATOR CRITICAL COMPONENTS

- Inspect engine cooling fan & fan drives for excessive wear or shaft wobble
- Check all pulleys, belt tensioners, slack adjusters & idler pulleys for travel, wear & overall condition
- Inspect / lubricate drive bearings, gear or belt drives, and other shaft connecting hardware

LUBRICATION OIL & FILTRATION SERVICE

- Change engine oil
- Change oil, fuel and water filters
- Post lube services operations of genset (unloaded) at rated temperature

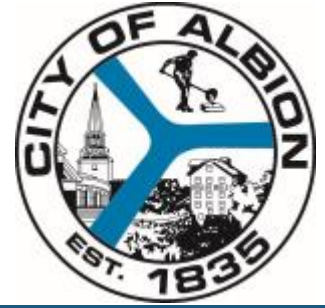
* Additional Charge

Any additional repairs, parts, or service which are required will be brought to the attention of the owner. Repairs will only be made after proper authorization from the owner is given to Cummins. Any additional repairs, maintenance or service performed by Cummins or a Planned Equipment Maintenance Agreement holder will be at current Cummins labor rates.

Arc flash boundary and available incident energy shall be identified and marked on equipment being serviced or maintained.

CITY COUNCIL REGULAR MEETING

AGENDA ITEM REPORT



To: City Council
Subject: APPROVE WATER METER READER REPLACEMENT
Meeting: CITY COUNCIL - 16 Aug 2021
Department: Public Services
Staff Contact: Patrick Miller, Director Public Services

BACKGROUND INFORMATION:

The current water meter reader has reached its end of life and needs to be replaced. The current model is so outdated, replacement parts are no longer available.

FINANCIAL IMPACT:

Total costs - \$11,100.00

- Sensus FL7502 Handheld Radio - \$8,000.00
- Sensus AG6590 Autogun - \$2,500.00
- Sensus FL6001 Communications Stand - \$600.00

ATTACHMENTS:

[S104129150-0001](#)

[AMR System TouchRead AutoGun Data Sheet](#)

[Sensus 7500 Series Handheld](#)



ETNA SUPPLY - GRAND RAPIDS
 4901 CLAY AVENUE SW
 GRAND RAPIDS, MI 49548-3038
 616 241 5414
 Fax 616 241 4786

Quotation

QUOTE DATE	QUOTE NUMBER
07/21/2021	S104129150
ETNA SUPPLY PO Box 772107 DETROIT, MI 48277-2107 P-616 248 9182 F-616 245 9940	PAGE NO.
	1 of 1

QUOTE TO:

SHIP TO:

ALBION CITY OF
 112 W CASS
 ALBION, MI 49224-1731

ALBION CITY OF
 507 N ALBION ST
 ALBION, MI 49224-1731

CUSTOMER NUMBER	JOB NAME / PO NUMBER	JOB NAME / RELEASE NUMBER	SALESPERSON	
12306	AMR UPGRADE		Kevin Dieleman	
WRITER	SHIP VIA	TERMS	EXPIRE DATE	FREIGHT EXEMPT
Kevin Dieleman		NET 25TH	08/04/2021	No
ORDER QTY	DESCRIPTION	UNIT PRICE	EXT PRICE	
	SHIPPING INSTRUCTIONS DELIVERY DATE: DELIVERY TIME: CONTACT NAME: CONTACT #: ADD'L INSTR:			
1ea	SENSUS FL7502 RADIO HANDHELD DEVICE (RFHHD) *Nonstock - Restock Policy Applies* Pn: 657208	8000.000/ea	8000.00	
1ea	SENSUS AG6590 AUTOGUN *Nonstock - Restock Policy Applies* Pn: 441993	2500.000/ea	2500.00	
1ea	SENSUS FL6001 COMMUNICATION STAND *Nonstock - Restock Policy Applies* Pn: 365581	600.000/ea	600.00	

This Quotation is controlled by ETNA's standard terms and conditions ("ETNA's Standard Terms") found at <https://www.etnasupply.com/TermsandConditionsofQuotation>. Any other terms are expressly rejected. To the extent there is a conflict between any of the terms appearing on the face of this Quotation and ETNA's Standard Terms, the terms appearing on the face of the Quotation control. TAXES ARE NOT INCLUDED ON THIS QUOTE!

Subtotal	11100.00
S&H Charges	0.00
Amount Due	11100.00

Prices are firm for 13 days. Price subject to change after 13 days.



TouchRead® Handheld Device

Model AG6590 AutoGun

The Model AG6590 AutoGun is a multifunction, versatile meter reading device designed to reach hard to read meters. The AutoGun provides fully automated on-site electronic meter interrogation from TouchRead® System equipped meters. It can be used as a standalone reading device or can be connected to a Sensus handheld device (FL6500, AR5500) or Trimble Nomad handheld device for reading Sensus and other register encoders. The AutoGun also can pull iPERL interval data when connected to handheld devices.

Design & Construction

The AutoGun's ergonomic design provides a well-balanced, easy to handle unit. The AutoGun is housed in a weather resistant molded case. Surface mounted circuitry in the specially designed watertight case allows the AutoGun to be used in rugged field conditions over a wide range of temperatures.

FEATURES

- Ergonomic design
- Bluetooth® enabled for connectivity with hand-held devices
- LCD Display
- Menu driven
- Rugged outer case

BENEFITS

- Improves meter reading accuracy
 - Automates meter reading process
 - Enables wire-free meter reading
 - Menu driven
 - Minimizes your exposure to hazardous or challenging environments
 - Retrieves iPERL interval data
-

Communications

The AutoGun uses a Bluetooth® link to communicate to handheld devices. This link transfers meter readings to the device without the use of awkward cables. A communications port is present in the event that Bluetooth communication is interrupted.

Display

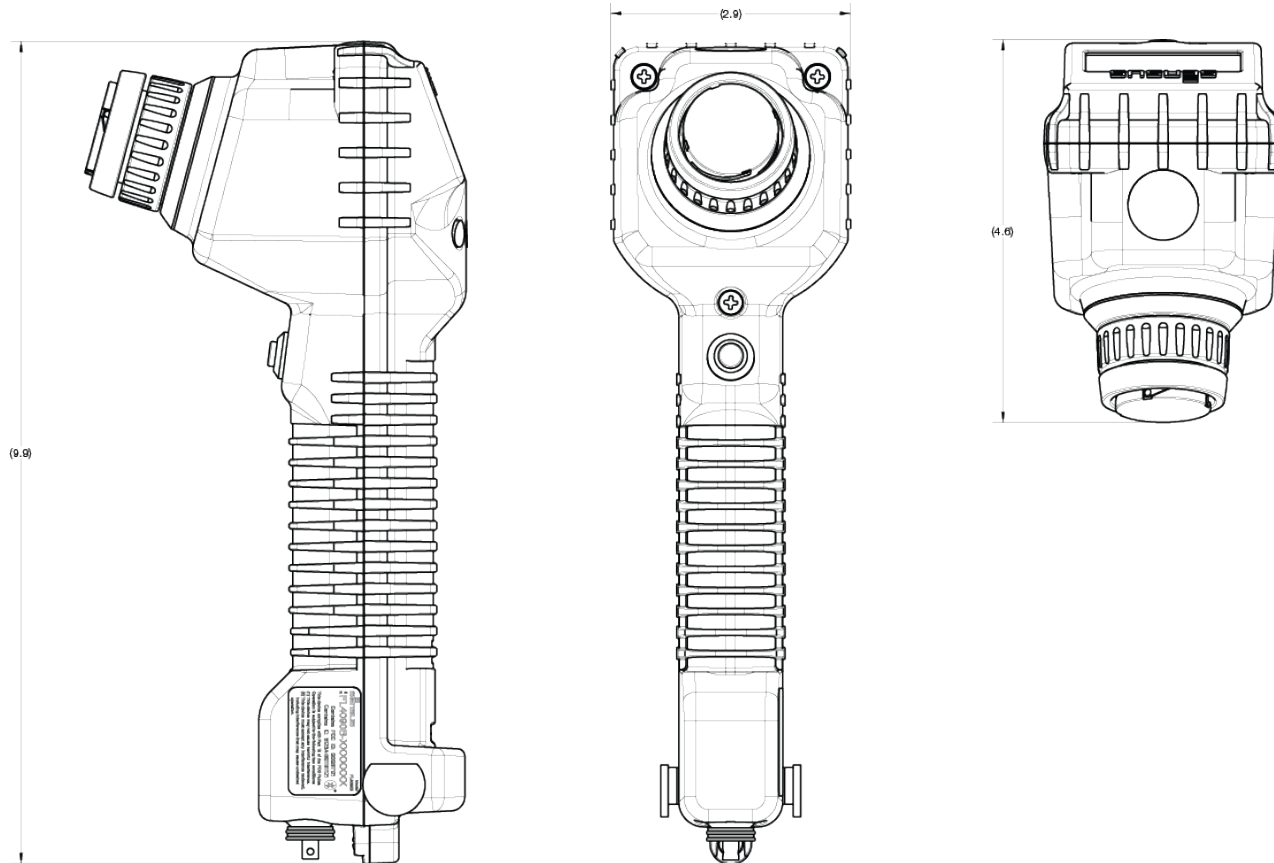
The AutoGun display is a graphical Liquid Crystal Display (LCD) that displays readings, identification numbers, and error messages. For ease of viewing, the contrast value of the LCD automatically adjusts based on the ambient temperature. A battery icon allows the user to see how much battery life remains. The AutoGun is menu driven, enabling it to be configured for individual use. The menu setup allows the user to select communications meter type and reading type.

PitProbe Extension

The AutoGun has a PitProbe extension accessory that allows the user to read meters in underground pits and vaults while avoiding back or leg strain.

TouchRead® Handheld Device

Model AG6590 AutoGun



GENERAL

Service	The AutoGun can be used as a standalone unit to read and store up to 99 electronic readings, or as a mated device that interrogates, encodes and sends data to a handheld device which collects and stores it in memory.
Physical Characteristics	Ergonomically molded gray case with slip-resistant grip.
Dimensions	10" (254mm) L x 2.9" (73.66mm) H x 4.6" (116.84mm) W
Weight	AutoGun = 0.85 lb. (386 grams) PitProbe Extension = 0.50 lb. (227 grams)
Display	4 lines x 16 character graphical LCD display
Power Supply	Rechargeable NiCad battery
Housing	Tested to withstand being dropped on any surface from a four foot height without damage. Tested to withstand three feet of water immersion.
Reading Compatibility	Able to read Sensus Encoders and Neptune Proread (ARB VI) encoders. Contact Sensus for additional reading options.
Charging	AR550X, FL650X or Wall Mount Unit



SENSUS | 637 Davis Drive | Morrisville, NC 27560 | 800.638.3748

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FieldLogic® Handheld Device

Model FL750x

The Sensus FieldLogic® FL750x Handheld Device (HHD) is primarily designed to collect and store utility meter readings with built-in capability for expanded uses. The HHD interfaces to a personal computer through Bluetooth®, Wi-Fi® or an ethernet-enabled charging stand used for uploading pre-programmed meter reading route information. The computer must be equipped with Sensus FieldLogic System software.

The FL750x provides flexibility for utilities needing a reliable electronic hand-held meter reading and programming device. They are designed for collecting meter readings as well as programming RadioRead MXUs, FlexNet™ SmartPoint™ modules, and Sensus registers. In addition to accepting meter readings via its keypad, the HHD also accepts readings from TouchRead® System and RadioRead® System equipped meters where those systems are used. All meter reader activity is stored for later analysis, including multiple data entries, bad readings, and management system analysis.

FEATURES

- Powered by Android™
- Equipped with Bluetooth and Wi-Fi
- Alphanumeric keyboard
- AC wall charger
- USB micro client sync cable
- Hand strap
- Capacitive blunt tip stylus and tether

OPTIONAL FEATURES

- Integrated GPS/GNSS for accurate position data.
- 5MP camera for taking photos and videos.
- 4G data modem adding Wide Area Network data modem capability.
- Barcode scanner for reading 1D and 2D barcodes. Easily import barcode data into apps running on the FL750x.

Model Features

The Model FL7501 accepts meter reading data entered wirelessly with the CommandLink or FMT, electronically through the TouchRead® System AutoGun, or manually on a built-in keypad. AutoGun options include cable-connected and Bluetooth (no cable required) styles.

The Model FL7502 includes all features of the Model FL7501, plus it can read Sensus RadioRead® Meter Transceiver Units [MXUs].

Ergonomic Design & Construction

The HHD's ergonomic-minded design offers a well-balanced, easy-to-handle unit. It includes a Transflective (TFT) LCD screen for ease of viewing during operation. Transflective displays appear brighter in direct sunlight, and use less power than other display technologies. Brightness can be adjusted to accommodate personal preference. The HHD can be manually carried during operation, or function in the optional HHD carrier harness.

The HHD is housed in a weather-resistant, high impact, UV-stabilized plastic. Surface-mounted circuitry in the specially designed, watertight case allows the HHD to be used in rugged field conditions over a wide range of temperatures.

Replaceable Battery

The rechargeable, self-contained Lithium Ion battery pack is field-replaceable to minimize downtime. The HHD is also equipped with a lithium battery backup to maintain date and time.

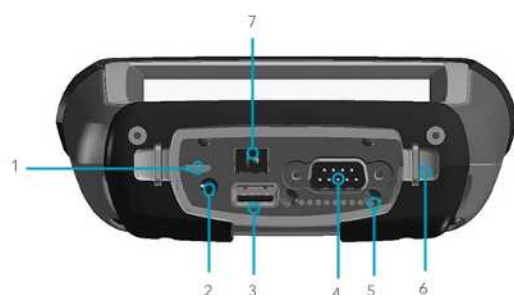
Audible Verification/Warning

The audible tone confirms completed readings, or alerts the user to faulty or out-of-limit readings. Tones can also be programmed with notes to alert the meter reader to hazardous situations or to respond to field survey questions.

FieldLogic® Handheld Device

Model FL750x

Connector I/O Module



- 1 USB Client, Micro B
- 2 Audio Jack, for Microphone, Speaker, or Stereo Output, 3.5mm
- 3 USB Host, Full Size A
- 4 9-pin Serial Port, 5VDC @ 500 mA
- 5 Docking Pin Contacts
- 6 Hand strap Attachment Point
- 7 Power Input Jack, 12-24VDC, for Power and Battery Charging

SPECIFICATIONS

Operating System	Android™ 7.1 AOSP by Google. Multiple languages available.
Dimensions	5.4" (W) x 10.2" (H) long x 1.6" (D)/138mm (W) x 255mm (H) long x 40mm (D)
Weight with battery	FL7501 - 2.01 lb. (910 g) FL7502 - 2.09 lb. (946 g)
Configurations	FL7501 or FL7502
Temperature	Operating Temperature: -22° to 140° F (-30° to 60° C). Note: Bluetooth® wireless technology is rated to -4° to 122° F (-20° to 50° C). Storage Temperature: -22° to 158° F (-30° to 70° C) Battery Charging Temperature: 32° to 104° F (0° to 40° C) Maximum Temperature for Switching the Power Supply: 104° F (40° C)
Battery	Field replaceable and rechargeable Li-Ion battery pack, 3.6VDC 12000mAh, 43.2Whr
Physical Characteristics	Case material molded of high impact, UV-stabilized plastic. Grey color standard. Reading device/programmer connection built in. Carrying harness included.
Shock Resistance	Withstands multiple 4 foot drops to concrete.
Reading Compatibility	Able to read Sensus FlexNet SmartPoint modules, Sensus RadioRead MXUs, Sensus TouchRead, approved third party TR/PL connectors, and provides the ability to perform manual read entries.
LCD Activity Indicators	Red: power applied/charging status Green: notification, application programmable Blue: application programmable
Environmental	IP68 rating, waterproof and dustproof (1.4m for 2 hours).
Certifications and Standards	FCC Class B CE Marking (applicable EMC, R&TTE, and LVD directives) Industry Canada EN60950/EN62368 Safety Bluetooth SIG qualification USB client



CITY COUNCIL REGULAR MEETING AGENDA ITEM REPORT



To: City Council
Subject: APPROVE COUNCIL MEMBERS 2021 MML CONVENTION REGISTRATION
Meeting: CITY COUNCIL - 16 Aug 2021
Department: City Manager
Staff Contact: Haley Snyder, City Manager

BACKGROUND INFORMATION:

The 2021 Michigan Municipal League (MML) Convention will be held in-person in Grand Rapids at the Amway Grand Hotel/DeVos Place - September 22-24, 2021

FINANCIAL IMPACT:

Registration Rates:

- Register on or before August 23, 2021 - \$449/person
- Amway Grand Hotel - \$164/night
- Roughly \$950 per Council Member - does not include mileage reimbursement

Total - \$2,850

SUMMARY OF PREVIOUS COUNCIL ACTION:

At the August 2nd, Regular Council Meeting, Council Members Jackson, Reid, and Williamson expressed interest in attending the convention.

CITY COUNCIL REGULAR MEETING AGENDA ITEM REPORT



To: City Council
Subject: APPROVE BUDGET AMENDMENT #2021-02
Meeting: CITY COUNCIL - 16 Aug 2021
Department: Finance
Staff Contact: Tom Mead, Finance Director

BACKGROUND INFORMATION:

Increase Training and Conference Appropriations in the City Council's 2021 Budget.

FINANCIAL IMPACT:

ATTACHMENTS:

[City Council Amendment Request 21-02](#)

Budget Amendment Request

Budget Year: 2021 - #21-02

Date: 8/16/2021

	Current Budget Amount	Proposed Increase	Proposed New Budget Amount
GL Name: <u>Training - Council</u> GL Number: <u>101-101-885.00</u>	\$0.00	\$2,000.00	\$2,000.00
GL Name: <u>Conferences - Council</u> GL Number: <u>101-101-819.00</u>	\$2,500.00	\$1,500.00	\$4,000.00
GL Name: _____ GL Number: _____			

Proposed Funding Source to Cover Amendment Increases Above:

	Current Budget Amount	Proposed Change	Proposed New Budget Amount
Additional Revenue to:			
GL Name: _____ GL Number: _____			
GL Name: _____ GL Number: _____			
Reduction in Expense to:			
GL Name: _____ GL Number: _____			
GL Name: _____ GL Number: _____			
Change in Fund Balance:	\$1,415,792.00	(\$3,500.00)	\$1,412,292.00

Reason/Explanation for Requested Amendment:

Increase Training and Conference Appropriations in the City Council's 2021 Budget

Dept Head Initials _____

Council Approved On: _____

CITY COUNCIL REGULAR MEETING AGENDA ITEM REPORT



To: City Council
Subject: DISCUSSION PARKING ENFORCEMENT
Meeting: CITY COUNCIL - 16 Aug 2021
Department: Council
Staff Contact: Shane Williamson, (6)

CITY COUNCIL REGULAR MEETING AGENDA ITEM REPORT



To: City Council
Subject: DISCUSSION CHAPTER 66 - SOLID WASTE SECTION 66-101
Meeting: CITY COUNCIL - 16 Aug 2021
Department: Public Safety
Staff Contact: Scott Kipp, Chief Public Safety/Commissioner



CITY OF ALBION
Office of the City Manager

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

MEMO

TO: Honorable Mayor and City Council

FROM: Haley Snyder, City Manager

DATE: August 11, 2021

RE: City Manager's Report – August 16, 2021

1st, 2nd, 3rd, Wild & Hartwell Streets Project Update – The fifth progress meeting for the streets project was held on Wednesday, August 4th. Minutes are attached for your reference.

Albion First Service Agreement Update – At the May 6th EDC meeting, the EDC Board appointed Jerome Harvey and Dr. Raymond Barclay to represent the EDC with the service partnership workgroup. I reached out to the EDC/DDA/Chamber service partnership workgroup to restart the conversation to try and understand the feasibility of establishing a service agreement. The Chamber Board met on Monday, August 9th, at this time, the Chamber is no longer interested in continuing the conversation. The DDA met on Wednesday, August 11th, and voted to continue the conversation with the EDC.

PROGRESS MEETING 5

PROJECT: 2021 LOCAL STREET IMPROVEMENTS PROJECT
 OWNER: CITY OF ALBION
 CONTRACTOR: BAILEY EXCAVATING
 DATE: AUGUST 4, 2021

ATTENDEES

<u>Name</u>	<u>Representing</u>	<u>Phone</u>	<u>Email</u>
Haley Snyder - A	City of Albion	517.629.7172	hsnyder@cityofalbionmi.gov
Patrick Miller	City of Albion	517.494.9524	pmiller@cityofalbionmi.gov
Mike Lohrke - A	City of Albion	517.630.1510	mlohrke@cityofalbionmi.gov
Jacob Bailey	Bailey Excavating	517.740.3030	jacobbaily@bailey-excavating.com
Aaron Neitling - A	Wightman	269.605.9304	aneitling@gowightman.com
Oliver Winter - A	Wightman	517.617.9555	owinter@gowightman.com
Kyle Owen	Wightman	269.312.4859	kowen@gowightman.com
Mickey Bittner	Wightman	269.266.2159	mbittner@gowightman.com

Schedule

1. Water Main Connections: All connections to existing mains have been completed. New main is live in all locations an old main is no longer active. Existing fire hydrants still need to be removed. All new fire hydrants are live within the project area. **Patrick requested existing fire hydrants that are no longer active be bagged until they are removed. Contractor completed this during the meeting.**
2. House Service Connections: All house service connections were completed on Friday of last week. **Mickey inquired about lead services. No lead services were found.**
3. Storm Sewer: What is the status of storm sewer materials? Estimated timeframe to begin storm sewer work? **Storm sewer pipe delivered to site yesterday. Jacob informed that about half of the storm structures were complete and the other half are currently in production. Estimated timeframe of 1-2 week to have all storm structures delivered to site.**
4. Concrete Work: Concrete work is scheduled for today and tomorrow on site. Work will take place primarily on 1st and 2nd Street. Curb & gutter and sidewalk / sidewalk ramp replacements. Hartwell Street is the next priority for concrete work. Significant curb & gutter work added on Hartwell Street. Curb & gutter grades are being adjusted to accommodate additional replacements. **T&D cancelled concrete work for today early this morning. Updated plan is that they will be on site tomorrow (Thursday) and Friday of this week. Wightman survey crew completed staking on 1st, 2nd, 3rd and Wild yesterday and will be on site tomorrow (Thursday) to stake Hartwell Street.**
5. Road Grading: Will be done concurrently with concrete work or shortly after. **Will begin on roads with no proposed storm sewer work where curb & gutter has all been completed. First roads to be graded and rebuilt will likely be 1st, 2nd and Hartwell.**



PROGRESS MEETING 5

6. HMA Paving: Is there an estimated start date for HMA paving? **No estimated date given. Michigan Paving has proposed completing leveling course on two different dates. Hartwell, 1st and 2nd Street would be paved in one mobilization. 3rd and Wild Street would be paved in a second mobilization. Jacob inquired about structure adjustments in the roadway. Structures are to be adjust after leveling course and prior to top course HMA paving. Structures are to be backfilled with concrete to leveling HMA grade prior to top course paving.**
7. Restoration: To be completed prior to or after HMA paving? **To be completed after leveling course HMA paving.**

General Comments

1. Traffic: Roadway is currently closed to through traffic. Access for local traffic has been maintained throughout the project. Has the City received any complaints regarding access for residents? **Patrick received a call recently from a resident claiming damage was done to their car white exiting their drive approach. Patrick did not know exactly where this occurred, and the resident had not approached the contractor when it happened. Site foreman for Bailey had not heard about this either. No other complaints received.**
2. Other:
 - a. Pay Estimate #3 will be sent out this week. **Pay estimate #3 was sent out yesterday (Tuesday).**
 - b. **Jacob asked about using 21AA graded crushed asphalt as roadway base material for this job. Mickey said that would be acceptable. Jacob has a large enough stockpile of this material to do the entire job.**

The next progress meeting will be scheduled for Wednesday, August 18 at 9:00 a.m. on site.

The meeting was adjourned at 9:30 am.

REVENUE AND EXPENDITURE REPORT FOR CITY OF ALBION

PERIOD ENDING 06/30/2021
 % Fiscal Year Completed: 49.59

GL NUMBER	DESCRIPTION	2020	END BALANCE	YTD BALANCE	YTD BALANCE	2021	% BDGT USED
		AMENDED BUDGET	12/31/2020 NORM (ABNORM)	06/30/2020 NORM (ABNORM)	06/30/2021 NORM (ABNORM)	ORIGINAL BUDGET	
Fund 101 - GENERAL FUND							
000 - GENERAL		4,017,045.00	4,071,372.66	1,513,186.73	1,525,557.07	4,114,150.00	37.08
209 - ASSESSING		0.00	10.00	0.00	0.00	0.00	0.00
215 - CLERK		18,801.00	18,836.41	460.50	196.50	500.00	39.30
260 - FINANCE DEPT AND/OR ABA GENERAL		750.00	618.87	184.43	351.35	1,000.00	35.14
276 - CEMETERY		63,000.00	67,744.28	27,032.56	48,318.02	63,000.00	76.70
345 - PUBLIC SAFETY		332,156.00	215,743.76	15,953.03	59,759.66	45,600.00	131.05
371 - BUILDING INSPECTION		0.00	7.00	7.00	0.00	0.00	0.00
422 - CODE ENFORCEMENT		119,512.00	97,826.00	44,739.88	49,997.67	127,000.00	39.37
758 - ALBION RIVER/BIKE TRAIL		15,000.00	45,000.00	45,000.00	0.00	290,000.00	0.00
775 - PARKS		1,750.00	1,250.00	780.00	2,555.00	26,460.00	9.66
778 - HOLLAND PARK TRANSFORMATION PROJECT		56,000.00	61,000.00	60,000.00	12,950.00	0.00	100.00
930 - TRANSFER IN		10,000.00	10,000.00	0.00	0.00	22,500.00	0.00
TOTAL REVENUES		4,634,014.00	4,589,408.98	1,707,344.13	1,699,685.27	4,690,210.00	36.24
101 - CITY COUNCIL		30,585.00	28,543.27	12,617.23	13,241.70	33,265.00	39.81
172 - CITY MANAGER		250,029.00	231,672.34	81,911.94	90,353.16	188,020.00	48.06
209 - ASSESSING		50,700.00	49,358.03	28,522.85	28,807.63	50,150.00	57.44
210 - ATTORNEY		118,800.00	108,870.01	51,519.21	55,583.00	108,800.00	51.09
215 - CLERK		176,139.00	158,138.46	62,652.77	57,620.16	132,490.00	43.49
226 - HUMAN RESOURCES		20,191.00	17,319.65	7,065.05	22,288.67	40,165.00	55.49
260 - FINANCE DEPT AND/OR ABA GENERAL		519,403.00	484,122.89	223,608.16	229,611.32	517,880.00	44.34
265 - MUNICIPAL BLDG AND/OR 201 N CLINTON ST		70,758.00	61,361.05	22,438.40	41,263.21	76,595.00	53.87
276 - CEMETERY		175,206.00	161,169.23	73,188.74	72,107.47	212,045.00	34.01
304 - CODE ENFORCEMENT		0.00	0.00	0.00	24,105.02	46,505.00	51.83
345 - PUBLIC SAFETY		2,067,820.00	2,061,330.41	848,830.02	882,704.38	2,121,911.00	41.60
422 - CODE ENFORCEMENT		242,075.00	213,285.43	67,703.23	69,312.32	230,926.00	30.01
442 - CITY MAINTENANCE		45,141.00	46,217.03	12,694.62	11,088.94	46,880.00	23.65
444 - TREE TRIMMING		69,910.00	64,534.26	41,573.74	35,804.90	53,655.00	66.73
447 - ENGINEERING		14,431.00	8,159.66	6,189.37	9,844.50	10,000.00	98.45
448 - STREET LIGHTING		158,000.00	133,878.62	78,581.57	61,450.06	150,000.00	40.97
526 - EPA LANDFILL		12,000.00	7,003.67	1,150.10	0.00	10,500.00	0.00
758 - ALBION RIVER/BIKE TRAIL		15,000.00	9,833.50	6,215.00	13,095.00	295,228.00	4.44
775 - PARKS		249,486.00	232,938.65	92,971.96	106,160.44	230,750.00	46.01
778 - HOLLAND PARK TRANSFORMATION PROJECT		56,000.00	53,468.15	26,735.00	5,396.99	0.00	100.00
895 - GENERAL APPROPRIATION		341,250.00	331,264.78	122,062.14	176,350.92	283,300.00	62.25
TOTAL EXPENDITURES		4,682,924.00	4,462,469.09	1,868,231.10	2,006,189.79	4,839,065.00	41.46
Fund 101 - GENERAL FUND:							
TOTAL REVENUES		4,634,014.00	4,589,408.98	1,707,344.13	1,699,685.27	4,690,210.00	36.24
TOTAL EXPENDITURES		4,682,924.00	4,462,469.09	1,868,231.10	2,006,189.79	4,839,065.00	41.46
NET OF REVENUES & EXPENDITURES		(48,910.00)	126,939.89	(160,886.97)	(306,504.52)	(148,855.00)	205.9

REVENUE AND EXPENDITURE REPORT FOR CITY OF ALBION

PERIOD ENDING 06/30/2021
 % Fiscal Year Completed: 49.59

GL NUMBER	DESCRIPTION	2020	END BALANCE	YTD BALANCE	YTD BALANCE	2021	% BGDG USED
		AMENDED BUDGET	12/31/2020 NORM (ABNORM)	06/30/2020 NORM (ABNORM)	06/30/2021 NORM (ABNORM)	ORIGINAL BUDGET	
Fund 202 - MAJOR STREETS FUND							
000 - GENERAL		836,677.00	811,330.29	295,708.19	315,943.40	902,334.00	35.01
487 - M-99 TRUNKLINE		28,000.00	27,304.13	0.00	0.00	50,000.00	0.00
TOTAL REVENUES		<u>864,677.00</u>	<u>838,634.42</u>	<u>295,708.19</u>	<u>315,943.40</u>	<u>952,334.00</u>	<u>33.18</u>
454 - ACT 51 NON-MOTORIZED		10,000.00	70,728.00	0.00	0.00	120,000.00	0.00
461 - MAINTENANCE		383,805.00	334,961.44	141,313.00	124,279.64	382,120.00	32.52
465 - TRAFFIC SERVICES		2,749.00	398.79	104.08	0.00	2,430.00	0.00
467 - WINTER MAINTENANCE		28,015.00	11,152.04	10,857.22	9,195.57	37,160.00	24.75
486 - I-94 TRUNKLINE		14,845.00	6,714.49	5,150.82	6,723.74	26,825.00	25.07
487 - M-99 TRUNKLINE		21,035.00	16,161.85	10,244.91	14,759.98	27,255.00	54.16
488 - M-199 TRUNKLINE		9,835.00	4,339.53	3,726.82	5,989.77	13,765.00	43.51
965 - TRANSFER OUT		573,728.00	503,000.00	0.00	0.00	653,000.00	0.00
TOTAL EXPENDITURES		<u>1,044,012.00</u>	<u>947,456.14</u>	<u>171,396.85</u>	<u>160,948.70</u>	<u>1,262,555.00</u>	<u>12.75</u>
Fund 202 - MAJOR STREETS FUND:							
TOTAL REVENUES		864,677.00	838,634.42	295,708.19	315,943.40	952,334.00	33.18
TOTAL EXPENDITURES		1,044,012.00	947,456.14	171,396.85	160,948.70	1,262,555.00	12.75
NET OF REVENUES & EXPENDITURES		<u>(179,335.00)</u>	<u>(108,821.72)</u>	<u>124,311.34</u>	<u>154,994.70</u>	<u>(310,221.00)</u>	<u>49.96</u>

REVENUE AND EXPENDITURE REPORT FOR CITY OF ALBION
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GL NUMBER	DESCRIPTION	2020	END BALANCE	YTD BALANCE	YTD BALANCE	2021	% BDGT USED
		AMENDED BUDGET	12/31/2020 NORM (ABNORM)	06/30/2020 NORM (ABNORM)	06/30/2021 NORM (ABNORM)	ORIGINAL BUDGET	
Fund 203 - LOCAL STREETS FUND							
000 - GENERAL		275,694.00	268,853.45	89,363.63	98,002.08	297,411.00	32.95
930 - TRANSFER IN		190,000.00	190,000.00	0.00	0.00	150,000.00	0.00
TOTAL REVENUES		465,694.00	458,853.45	89,363.63	98,002.08	447,411.00	21.90
461 - MAINTENANCE		332,425.00	265,421.99	109,507.85	159,772.62	362,260.00	44.10
465 - TRAFFIC SERVICES		4,862.00	653.16	548.05	854.54	4,820.00	17.73
467 - WINTER MAINTENANCE		28,362.00	15,019.10	14,064.15	27,521.81	34,350.00	80.12
965 - TRANSFER OUT		126,500.00	126,500.00	0.00	0.00	103,000.00	0.00
TOTAL EXPENDITURES		492,149.00	407,594.25	124,120.05	188,148.97	504,430.00	37.30
Fund 203 - LOCAL STREETS FUND:							
TOTAL REVENUES		465,694.00	458,853.45	89,363.63	98,002.08	447,411.00	21.90
TOTAL EXPENDITURES		492,149.00	407,594.25	124,120.05	188,148.97	504,430.00	37.30
NET OF REVENUES & EXPENDITURES		(26,455.00)	51,259.20	(34,756.42)	(90,146.89)	(57,019.00)	158.10

REVENUE AND EXPENDITURE REPORT FOR CITY OF ALBION
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GL NUMBER	DESCRIPTION	2020	END BALANCE	YTD BALANCE	YTD BALANCE	2021	% BDGT USED
		AMENDED BUDGET	12/31/2020 NORM (ABNORM)	06/30/2020 NORM (ABNORM)	06/30/2021 NORM (ABNORM)	ORIGINAL BUDGET	
Fund 208 - RECREATION FUND							
780 - RECREATION		205,611.00	199,296.15	40,631.57	29,921.43	204,950.00	14.60
TOTAL REVENUES		<u>205,611.00</u>	<u>199,296.15</u>	<u>40,631.57</u>	<u>29,921.43</u>	<u>204,950.00</u>	<u>14.60</u>
780 - RECREATION		179,793.00	153,703.77	83,650.80	16,060.41	211,213.00	7.60
TOTAL EXPENDITURES		<u>179,793.00</u>	<u>153,703.77</u>	<u>83,650.80</u>	<u>16,060.41</u>	<u>211,213.00</u>	<u>7.60</u>
Fund 208 - RECREATION FUND:							
TOTAL REVENUES		205,611.00	199,296.15	40,631.57	29,921.43	204,950.00	14.60
TOTAL EXPENDITURES		179,793.00	153,703.77	83,650.80	16,060.41	211,213.00	7.60
NET OF REVENUES & EXPENDITURES		<u>25,818.00</u>	<u>45,592.38</u>	<u>(43,019.23)</u>	<u>13,861.02</u>	<u>(6,263.00)</u>	<u>221.32</u>

REVENUE AND EXPENDITURE REPORT FOR CITY OF ALBION
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GL NUMBER	DESCRIPTION	2020	END BALANCE	YTD BALANCE	YTD BALANCE	2021	% BDGT USED
		AMENDED BUDGET	12/31/2020 NORM (ABNORM)	06/30/2020 NORM (ABNORM)	06/30/2021 NORM (ABNORM)	ORIGINAL BUDGET	
Fund 214 - CALHOUN COUNTY PARKS MILLAGE							
000	- GENERAL	0.00	0.00	0.00	2.29	0.00	100.00
754	- COUNTY PARKS MILLAGE	0.00	0.00	0.00	21,416.56	0.00	100.00
TOTAL REVENUES		<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>21,418.85</u>	<u>0.00</u>	<u>100.00</u>
Fund 214 - CALHOUN COUNTY PARKS MILLAGE:							
TOTAL REVENUES		0.00	0.00	0.00	21,418.85	0.00	100.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>21,418.85</u>	<u>0.00</u>	<u>100.00</u>

REVENUE AND EXPENDITURE REPORT FOR CITY OF ALBION

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GL NUMBER	DESCRIPTION	2020	END BALANCE	YTD BALANCE	YTD BALANCE	2021	% BDGT USED
		AMENDED BUDGET	12/31/2020 NORM (ABNORM)	06/30/2020 NORM (ABNORM)	06/30/2021 NORM (ABNORM)	ORIGINAL BUDGET	
Fund 226 - SOLID WASTE FUND							
000 - GENERAL		296,184.00	299,149.33	42,495.63	44,947.88	301,400.00	14.91
TOTAL REVENUES		<u>296,184.00</u>	<u>299,149.33</u>	<u>42,495.63</u>	<u>44,947.88</u>	<u>301,400.00</u>	<u>14.91</u>
523 - LEAF PICKUP		27,535.00	15,430.13	13,964.88	540.32	19,395.00	2.79
524 - TREE DUMP		16,935.00	11,962.95	6,381.46	453.24	28,140.00	1.61
528 - SOLID WASTE		107,270.00	114,150.07	53,966.57	51,176.89	152,750.00	33.50
965 - TRANSFER OUT		36,500.00	36,500.00	0.00	0.00	49,000.00	0.00
TOTAL EXPENDITURES		<u>188,240.00</u>	<u>178,043.15</u>	<u>74,312.91</u>	<u>52,170.45</u>	<u>249,285.00</u>	<u>20.93</u>
Fund 226 - SOLID WASTE FUND:							
TOTAL REVENUES		296,184.00	299,149.33	42,495.63	44,947.88	301,400.00	14.91
TOTAL EXPENDITURES		<u>188,240.00</u>	<u>178,043.15</u>	<u>74,312.91</u>	<u>52,170.45</u>	<u>249,285.00</u>	<u>20.93</u>
NET OF REVENUES & EXPENDITURES		107,944.00	121,106.18	(31,817.28)	(7,222.57)	52,115.00	13.86

REVENUE AND EXPENDITURE REPORT FOR CITY OF ALBION

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GL NUMBER	DESCRIPTION	2020	END BALANCE	YTD BALANCE	YTD BALANCE	2021	% BDGT USED
		AMENDED BUDGET	12/31/2020 NORM (ABNORM)	06/30/2020 NORM (ABNORM)	06/30/2021 NORM (ABNORM)	ORIGINAL BUDGET	
Fund 248 - DDA FUND							
000	- GENERAL	124,700.00	118,996.36	120.86	23.86	130,750.00	0.02
806	- ISMAN HOUSE RENOVATION	0.00	0.00	0.00	776.52	0.00	100.00
TOTAL REVENUES		124,700.00	118,996.36	120.86	800.38	130,750.00	0.61
723	- BROWNFIELD REDEVELOPMENT AUTHORITY	114,000.00	103,153.92	0.00	0.00	122,500.00	0.00
735	- DDA	5,650.00	4,224.84	2,174.88	874.98	7,800.00	11.22
806	- ISMAN HOUSE RENOVATION	0.00	0.00	0.00	786.52	0.00	100.00
TOTAL EXPENDITURES		119,650.00	107,378.76	2,174.88	1,661.50	130,300.00	1.28
Fund 248 - DDA FUND:							
TOTAL REVENUES		124,700.00	118,996.36	120.86	800.38	130,750.00	0.61
TOTAL EXPENDITURES		119,650.00	107,378.76	2,174.88	1,661.50	130,300.00	1.28
NET OF REVENUES & EXPENDITURES		5,050.00	11,617.60	(2,054.02)	(861.12)	450.00	191.36

REVENUE AND EXPENDITURE REPORT FOR CITY OF ALBION
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GL NUMBER	DESCRIPTION	2020	END BALANCE	YTD BALANCE	YTD BALANCE	2021	% BGD USED
		AMENDED BUDGET	12/31/2020 NORM (ABNORM)	06/30/2020 NORM (ABNORM)	06/30/2021 NORM (ABNORM)	ORIGINAL BUDGET	
Fund 250 - CDBG FUND							
000 - GENERAL		75.00	77.54	52.64	10.81	95.00	11.38
TOTAL REVENUES		<u>75.00</u>	<u>77.54</u>	<u>52.64</u>	<u>10.81</u>	<u>95.00</u>	<u>11.38</u>
Fund 250 - CDBG FUND:							
TOTAL REVENUES		75.00	77.54	52.64	10.81	95.00	11.38
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		<u>75.00</u>	<u>77.54</u>	<u>52.64</u>	<u>10.81</u>	<u>95.00</u>	<u>11.38</u>

REVENUE AND EXPENDITURE REPORT FOR CITY OF ALBION
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GL NUMBER	DESCRIPTION	2020	END BALANCE	YTD BALANCE	YTD BALANCE	2021	% BDGT USED
		AMENDED BUDGET	12/31/2020 NORM (ABNORM)	06/30/2020 NORM (ABNORM)	06/30/2021 NORM (ABNORM)	ORIGINAL BUDGET	
Fund 265 - DRUG LAW ENFORCEMENT FUND							
000 - GENERAL		1,555.00	28,908.38	1,556.95	415.44	433,500.00	0.10
400 - FED DRUG LAW ENFOR - REIMBUR		52,000.00	68,828.38	25,485.95	9,338.84	30,000.00	31.13
TOTAL REVENUES		<u>53,555.00</u>	<u>97,736.76</u>	<u>27,042.90</u>	<u>9,754.28</u>	<u>463,500.00</u>	<u>2.10</u>
333 - DRUG LAW ENFORCEMENT		8,918.00	9,593.26	6,470.13	1,594.52	101,800.00	1.57
400 - FED DRUG LAW ENFOR - REIMBUR		50,445.00	51,964.76	25,295.32	14,342.32	33,000.00	43.46
TOTAL EXPENDITURES		<u>59,363.00</u>	<u>61,558.02</u>	<u>31,765.45</u>	<u>15,936.84</u>	<u>134,800.00</u>	<u>11.82</u>
Fund 265 - DRUG LAW ENFORCEMENT FUND:							
TOTAL REVENUES		<u>53,555.00</u>	<u>97,736.76</u>	<u>27,042.90</u>	<u>9,754.28</u>	<u>463,500.00</u>	<u>2.10</u>
TOTAL EXPENDITURES		<u>59,363.00</u>	<u>61,558.02</u>	<u>31,765.45</u>	<u>15,936.84</u>	<u>134,800.00</u>	<u>11.82</u>
NET OF REVENUES & EXPENDITURES		<u>(5,808.00)</u>	<u>36,178.74</u>	<u>(4,722.55)</u>	<u>(6,182.56)</u>	<u>328,700.00</u>	<u>1.88</u>

REVENUE AND EXPENDITURE REPORT FOR CITY OF ALBION

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GL NUMBER	DESCRIPTION	2020	END BALANCE	YTD BALANCE	YTD BALANCE	2021	% BDGT USED
		AMENDED BUDGET	12/31/2020 NORM (ABNORM)	06/30/2020 NORM (ABNORM)	06/30/2021 NORM (ABNORM)	ORIGINAL BUDGET	
Fund 275 - ALBION BUILDING AUTHORITY FUND							
000 - GENERAL		7,883.00	7,827.30	886.86	101.59	3,836.00	2.65
265 - MUNICIPAL BLDG AND/OR 201 N CLINTON ST		1,512.00	1,638.00	1,008.00	756.00	1,512.00	50.00
271 - FIRE/AMBULANCE BUILDING		29,065.00	29,065.20	7,200.00	7,200.00	32,500.00	22.15
273 - 112 E ERIE ST		20,001.00	16,436.21	0.00	175,742.54	0.00	100.00
TOTAL REVENUES		58,461.00	54,966.71	9,094.86	183,800.13	37,848.00	485.63
260 - FINANCE DEPT AND/OR ABA GENERAL		6,776.00	6,075.96	3,037.98	3,037.98	6,950.00	43.71
265 - MUNICIPAL BLDG AND/OR 201 N CLINTON ST		2,085.00	1,130.84	107.46	97.90	2,125.00	4.61
271 - FIRE/AMBULANCE BUILDING		27,850.00	23,554.68	12,818.45	6,789.85	18,600.00	36.50
273 - 112 E ERIE ST		23,750.00	20,463.51	2,573.35	840.03	1,900.00	44.21
TOTAL EXPENDITURES		60,461.00	51,224.99	18,537.24	10,765.76	29,575.00	36.40
Fund 275 - ALBION BUILDING AUTHORITY FUND:							
TOTAL REVENUES		58,461.00	54,966.71	9,094.86	183,800.13	37,848.00	485.63
TOTAL EXPENDITURES		60,461.00	51,224.99	18,537.24	10,765.76	29,575.00	36.40
NET OF REVENUES & EXPENDITURES		(2,000.00)	3,741.72	(9,442.38)	173,034.37	8,273.00	2,091.56

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		AMENDED BUDGET	12/31/2020 NORM (ABNORM)	06/30/2020 NORM (ABNORM)	06/30/2021 NORM (ABNORM)	ORIGINAL BUDGET	
Fund 277 - ABA SEC 8 MAPLE GROVE							
000 - GENERAL		437,600.00	477,921.73	213,778.59	215,155.58	452,700.00	47.53
TOTAL REVENUES		<u>437,600.00</u>	<u>477,921.73</u>	<u>213,778.59</u>	<u>215,155.58</u>	<u>452,700.00</u>	<u>47.53</u>
701 - ABA SEC 8 MAPLE GROVE		404,650.00	361,403.72	166,903.32	202,175.60	404,600.00	49.97
TOTAL EXPENDITURES		<u>404,650.00</u>	<u>361,403.72</u>	<u>166,903.32</u>	<u>202,175.60</u>	<u>404,600.00</u>	<u>49.97</u>
Fund 277 - ABA SEC 8 MAPLE GROVE:							
TOTAL REVENUES		437,600.00	477,921.73	213,778.59	215,155.58	452,700.00	47.53
TOTAL EXPENDITURES		404,650.00	361,403.72	166,903.32	202,175.60	404,600.00	49.97
NET OF REVENUES & EXPENDITURES		<u>32,950.00</u>	<u>116,518.01</u>	<u>46,875.27</u>	<u>12,979.98</u>	<u>48,100.00</u>	<u>26.99</u>

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GL NUMBER	DESCRIPTION	2020	END BALANCE	YTD BALANCE	YTD BALANCE	2021	% BDGT USED
		AMENDED BUDGET	12/31/2020 NORM (ABNORM)	06/30/2020 NORM (ABNORM)	06/30/2021 NORM (ABNORM)	ORIGINAL BUDGET	
Fund 450 - STREET IMPROVEMENTS FUND							
000 - GENERAL		289,184.00	307,921.78	41,155.78	44,961.19	302,910.00	14.84
507 - 1ST, 2ND, 3RD, WILD,		0.00	0.00	0.00	245,927.37	0.00	100.00
930 - TRANSFER IN		0.00	123,500.00	0.00	0.00	600,000.00	0.00
TOTAL REVENUES		289,184.00	431,421.78	41,155.78	290,888.56	902,910.00	32.22
500 - STREET IMPROVEMENTS - MISC		85,000.00	74,545.51	1,537.50	51,090.54	1,000,000.00	5.11
507 - 1ST, 2ND, 3RD, WILD,		0.00	0.00	0.00	153,134.47	0.00	100.00
965 - TRANSFER OUT		50,000.00	50,000.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		135,000.00	124,545.51	1,537.50	204,225.01	1,000,000.00	20.42
Fund 450 - STREET IMPROVEMENTS FUND:							
TOTAL REVENUES		289,184.00	431,421.78	41,155.78	290,888.56	902,910.00	32.22
TOTAL EXPENDITURES		135,000.00	124,545.51	1,537.50	204,225.01	1,000,000.00	20.42
NET OF REVENUES & EXPENDITURES		154,184.00	306,876.27	39,618.28	86,663.55	(97,090.00)	89.26

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GL NUMBER	DESCRIPTION	2020	END BALANCE	YTD BALANCE	YTD BALANCE	2021	% BDGT USED
		AMENDED BUDGET	12/31/2020 NORM (ABNORM)	06/30/2020 NORM (ABNORM)	06/30/2021 NORM (ABNORM)	ORIGINAL BUDGET	
Fund 452 - MDOT RECONSTRUCTION FUND							
505 - NORTH ST RESURFACING		0.00	6,428.00	0.00	0.00	0.00	0.00
514 - IRWIN AVE - 2019 RECONSTRUCTION		1,131,025.00	1,550,372.56	207,718.77	1,880.00	0.00	100.00
515 - CLARK STREET		405,000.00	602,978.00	0.00	0.00	0.00	0.00
519 - W. ERIE STREET IMPROVEMENT - MDOT		0.00	330.89	0.00	0.00	0.00	0.00
930 - TRANSFER IN		1,000,015.00	161,322.00	0.00	0.00	0.00	0.00
TOTAL REVENUES		<u>2,536,040.00</u>	<u>2,321,431.45</u>	<u>207,718.77</u>	<u>1,880.00</u>	<u>0.00</u>	<u>100.00</u>
505 - NORTH ST RESURFACING		15,000.00	6,428.80	6,428.80	0.00	0.00	0.00
514 - IRWIN AVE - 2019 RECONSTRUCTION		1,402,000.00	1,449,952.78	353,789.00	3,160.00	0.00	100.00
515 - CLARK STREET		1,125,000.00	703,397.01	29,250.11	55,318.45	0.00	100.00
516 - SUPERIOR STREET CONSTRUCTION		10,000.00	3,421.60	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES		<u>2,552,000.00</u>	<u>2,163,200.19</u>	<u>389,467.91</u>	<u>58,478.45</u>	<u>0.00</u>	<u>100.00</u>
Fund 452 - MDOT RECONSTRUCTION FUND:							
TOTAL REVENUES		<u>2,536,040.00</u>	<u>2,321,431.45</u>	<u>207,718.77</u>	<u>1,880.00</u>	<u>0.00</u>	<u>100.00</u>
TOTAL EXPENDITURES		<u>2,552,000.00</u>	<u>2,163,200.19</u>	<u>389,467.91</u>	<u>58,478.45</u>	<u>0.00</u>	<u>100.00</u>
NET OF REVENUES & EXPENDITURES		<u>(15,960.00)</u>	<u>158,231.26</u>	<u>(181,749.14)</u>	<u>(56,598.45)</u>	<u>0.00</u>	<u>100.00</u>

REVENUE AND EXPENDITURE REPORT FOR CITY OF ALBION

PERIOD ENDING 06/30/2021
 % Fiscal Year Completed: 49.59

GL NUMBER	DESCRIPTION	2020	END BALANCE	YTD BALANCE	YTD BALANCE	2021	% BDGT USED
		AMENDED BUDGET	12/31/2020 NORM (ABNORM)	06/30/2020 NORM (ABNORM)	06/30/2021 NORM (ABNORM)	ORIGINAL BUDGET	
Fund 590 - SEWER FUND							
000 - GENERAL		1,308,960.00	1,335,943.44	670,384.20	704,211.26	1,377,500.00	51.12
TOTAL REVENUES		<u>1,308,960.00</u>	<u>1,335,943.44</u>	<u>670,384.20</u>	<u>704,211.26</u>	<u>1,377,500.00</u>	<u>51.12</u>
536 - SEWER UTILITY OPERATIONS		1,458,070.00	1,409,127.83	663,634.17	574,408.39	1,485,985.00	38.66
542 - WWTP ENERGY IMPROVEMENTS		8,200.00	7,487.05	3,960.50	5,015.85	8,250.00	60.80
906 - DEBT SERVICE - LOANS		1,700.00	1,699.80	0.00	0.00	1,700.00	0.00
965 - TRANSFER OUT		369,256.00	143,820.00	0.00	0.00	143,820.00	0.00
TOTAL EXPENDITURES		<u>1,837,226.00</u>	<u>1,562,134.68</u>	<u>667,594.67</u>	<u>579,424.24</u>	<u>1,639,755.00</u>	<u>35.34</u>
Fund 590 - SEWER FUND:							
TOTAL REVENUES		<u>1,308,960.00</u>	<u>1,335,943.44</u>	<u>670,384.20</u>	<u>704,211.26</u>	<u>1,377,500.00</u>	<u>51.12</u>
TOTAL EXPENDITURES		<u>1,837,226.00</u>	<u>1,562,134.68</u>	<u>667,594.67</u>	<u>579,424.24</u>	<u>1,639,755.00</u>	<u>35.34</u>
NET OF REVENUES & EXPENDITURES		<u>(528,266.00)</u>	<u>(226,191.24)</u>	<u>2,789.53</u>	<u>124,787.02</u>	<u>(262,255.00)</u>	<u>47.58</u>

REVENUE AND EXPENDITURE REPORT FOR CITY OF ALBION
 PERIOD ENDING 06/30/2021
 % Fiscal Year Completed: 49.59

GL NUMBER	DESCRIPTION	2020 AMENDED BUDGET	END BALANCE 12/31/2020 NORM (ABNORM)	YTD BALANCE 06/30/2020 NORM (ABNORM)	YTD BALANCE 06/30/2021 NORM (ABNORM)	2021 ORIGINAL BUDGET	% BDGT USED
Fund 591 - WATER FUND							
000 - GENERAL		902,290.00	908,141.74	452,195.16	446,385.09	951,000.00	46.94
TOTAL REVENUES		902,290.00	908,141.74	452,195.16	446,385.09	951,000.00	46.94
536 - WATER UTILITY OPERATIONS		1,163,629.00	1,139,276.44	526,405.49	376,121.32	1,210,550.00	31.07
906 - DEBT SERVICE - LOANS		4,264.00	4,264.40	0.00	0.00	4,000.00	0.00
965 - TRANSFER OUT		231,800.00	111,500.00	0.00	0.00	11,150.00	0.00
TOTAL EXPENDITURES		1,399,693.00	1,255,040.84	526,405.49	376,121.32	1,225,700.00	30.69
Fund 591 - WATER FUND:							
TOTAL REVENUES		902,290.00	908,141.74	452,195.16	446,385.09	951,000.00	46.94
TOTAL EXPENDITURES		1,399,693.00	1,255,040.84	526,405.49	376,121.32	1,225,700.00	30.69
NET OF REVENUES & EXPENDITURES		(497,403.00)	(346,899.10)	(74,210.33)	70,263.77	(274,700.00)	25.58

REVENUE AND EXPENDITURE REPORT FOR CITY OF ALBION
 PERIOD ENDING 06/30/2021
 % Fiscal Year Completed: 49.59

GL NUMBER	DESCRIPTION	2020	END BALANCE	YTD BALANCE	YTD BALANCE	2021	% BDGT USED
		AMENDED BUDGET	12/31/2020 NORM (ABNORM)	06/30/2020 NORM (ABNORM)	06/30/2021 NORM (ABNORM)	ORIGINAL BUDGET	
Fund 661 - EQUIPMENT POOL FUND							
000 - GENERAL		265,802.00	267,667.64	146,551.07	81,073.63	312,525.00	25.94
TOTAL REVENUES		<u>265,802.00</u>	<u>267,667.64</u>	<u>146,551.07</u>	<u>81,073.63</u>	<u>312,525.00</u>	<u>25.94</u>
770 - EQUIPMENT POOL		328,228.00	331,609.88	156,505.97	111,857.94	319,375.00	35.02
965 - TRANSFER OUT		17,400.00	17,400.00	0.00	0.00	17,400.00	0.00
TOTAL EXPENDITURES		<u>345,628.00</u>	<u>349,009.88</u>	<u>156,505.97</u>	<u>111,857.94</u>	<u>336,775.00</u>	<u>33.21</u>
<hr/>							
Fund 661 - EQUIPMENT POOL FUND:							
TOTAL REVENUES		265,802.00	267,667.64	146,551.07	81,073.63	312,525.00	25.94
TOTAL EXPENDITURES		345,628.00	349,009.88	156,505.97	111,857.94	336,775.00	33.21
NET OF REVENUES & EXPENDITURES		<u>(79,826.00)</u>	<u>(81,342.24)</u>	<u>(9,954.90)</u>	<u>(30,784.31)</u>	<u>(24,250.00)</u>	<u>126.95</u>

REVENUE AND EXPENDITURE REPORT FOR CITY OF ALBION
 PERIOD ENDING 06/30/2021
 % Fiscal Year Completed: 49.59

GL NUMBER	DESCRIPTION	2020	END BALANCE	YTD BALANCE	YTD BALANCE	2021	% BDGT USED
		AMENDED BUDGET	12/31/2020 NORM (ABNORM)	06/30/2020 NORM (ABNORM)	06/30/2021 NORM (ABNORM)	ORIGINAL BUDGET	
Fund 711 - CEMETERY TRUST FUND							
000 - GENERAL		6,000.00	6,748.98	3,942.02	2,032.78	6,600.00	30.80
TOTAL REVENUES		6,000.00	6,748.98	3,942.02	2,032.78	6,600.00	30.80
Fund 711 - CEMETERY TRUST FUND:							
TOTAL REVENUES		6,000.00	6,748.98	3,942.02	2,032.78	6,600.00	30.80
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		6,000.00	6,748.98	3,942.02	2,032.78	6,600.00	30.80

REVENUE AND EXPENDITURE REPORT FOR CITY OF ALBION
 PERIOD ENDING 06/30/2021
 % Fiscal Year Completed: 49.59

GL NUMBER	DESCRIPTION	2020	END BALANCE	YTD BALANCE	YTD BALANCE	2021	% BDGT USED
		AMENDED BUDGET	12/31/2020 NORM (ABNORM)	06/30/2020 NORM (ABNORM)	06/30/2021 NORM (ABNORM)	ORIGINAL BUDGET	
Fund 732 - PUBLIC SAFETY PENSION TRUST							
000 - GENERAL		443,973.00	2,237,528.59	(568,903.18)	859,348.42	1,456,500.00	59.00
TOTAL REVENUES		<u>443,973.00</u>	<u>2,237,528.59</u>	<u>(568,903.18)</u>	<u>859,348.42</u>	<u>1,456,500.00</u>	<u>59.00</u>
896 - PENSION BENEFITS		1,570,500.00	1,279,516.56	771,655.20	268,240.16	1,337,750.00	20.05
TOTAL EXPENDITURES		<u>1,570,500.00</u>	<u>1,279,516.56</u>	<u>771,655.20</u>	<u>268,240.16</u>	<u>1,337,750.00</u>	<u>20.05</u>
Fund 732 - PUBLIC SAFETY PENSION TRUST:							
TOTAL REVENUES		443,973.00	2,237,528.59	(568,903.18)	859,348.42	1,456,500.00	59.00
TOTAL EXPENDITURES		1,570,500.00	1,279,516.56	771,655.20	268,240.16	1,337,750.00	20.05
NET OF REVENUES & EXPENDITURES		<u>(1,126,527.00)</u>	<u>958,012.03</u>	<u>(1,340,558.38)</u>	<u>591,108.26</u>	<u>118,750.00</u>	<u>497.78</u>

REVENUE AND EXPENDITURE REPORT FOR CITY OF ALBION
 PERIOD ENDING 06/30/2021
 % Fiscal Year Completed: 49.59

GL NUMBER	DESCRIPTION	2020	END BALANCE	YTD BALANCE	YTD BALANCE	2021	% BDGT USED
		AMENDED BUDGET	12/31/2020 NORM (ABNORM)	06/30/2020 NORM (ABNORM)	06/30/2021 NORM (ABNORM)	ORIGINAL BUDGET	
Fund 735 - ALBION TRUST							
000 - GENERAL		7,100.00	14,820.83	7,488.56	7,392.42	7,750.00	95.39
TOTAL REVENUES		<u>7,100.00</u>	<u>14,820.83</u>	<u>7,488.56</u>	<u>7,392.42</u>	<u>7,750.00</u>	<u>95.39</u>
Fund 735 - ALBION TRUST:							
TOTAL REVENUES		7,100.00	14,820.83	7,488.56	7,392.42	7,750.00	95.39
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		<u>7,100.00</u>	<u>14,820.83</u>	<u>7,488.56</u>	<u>7,392.42</u>	<u>7,750.00</u>	<u>95.39</u>

REVENUE AND EXPENDITURE REPORT FOR CITY OF ALBION
 PERIOD ENDING 06/30/2021
 % Fiscal Year Completed: 49.59

GL NUMBER	DESCRIPTION	2020	END BALANCE	YTD BALANCE	YTD BALANCE	2021	% BDGT USED
		AMENDED BUDGET	12/31/2020 NORM (ABNORM)	06/30/2020 NORM (ABNORM)	06/30/2021 NORM (ABNORM)	ORIGINAL BUDGET	
Fund 737 - RETIREE HEALTH CARE FUND							
000 - GENERAL		210.00	220.18	189.98	11.01	250.00	4.40
TOTAL REVENUES		<u>210.00</u>	<u>220.18</u>	<u>189.98</u>	<u>11.01</u>	<u>250.00</u>	<u>4.40</u>
896 - PENSION BENEFITS		2,400.00	2,400.00	1,200.00	1,400.00	2,400.00	58.33
TOTAL EXPENDITURES		<u>2,400.00</u>	<u>2,400.00</u>	<u>1,200.00</u>	<u>1,400.00</u>	<u>2,400.00</u>	<u>58.33</u>
Fund 737 - RETIREE HEALTH CARE FUND:							
TOTAL REVENUES		210.00	220.18	189.98	11.01	250.00	4.40
TOTAL EXPENDITURES		<u>2,400.00</u>	<u>2,400.00</u>	<u>1,200.00</u>	<u>1,400.00</u>	<u>2,400.00</u>	<u>58.33</u>
NET OF REVENUES & EXPENDITURES		(2,190.00)	(2,179.82)	(1,010.02)	(1,388.99)	(2,150.00)	64.60
TOTAL REVENUES - ALL FUNDS		12,900,130.00	14,658,966.06	3,386,355.36	5,012,663.26	12,696,233.00	39.48
TOTAL EXPENDITURES - ALL FUNDS		<u>15,073,689.00</u>	<u>13,466,679.55</u>	<u>5,055,459.34</u>	<u>4,253,805.14</u>	<u>13,308,203.00</u>	<u>31.96</u>
NET OF REVENUES & EXPENDITURES		(2,173,559.00)	1,192,286.51	(1,669,103.98)	758,858.12	(611,970.00)	124.00

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FROM 06/01/2021 TO 06/30/2021

DB: Albion

FUND: 101 202 203 208 214 226 243 244 246 247 248 250 265 275 277 296 367 450 452 590 591 661 711 732 735 737

CASH AND INVESTMENT ACCOUNTS

Fund Account	Description	Beginning Balance 06/01/2021	Total Debits	Total Credits	Ending Balance 06/30/2021
Fund 101	GENERAL FUND				
001.00	CASH	(235,028.01)	391,833.68	313,256.34	(156,450.67)
002.00	CASH - INCOME TAX ACCOUNT	635,971.19	104,788.88	22,501.98	718,258.09
003.00	CERTIFICATES OF DEPOSIT	110,818.70	0.00	0.00	110,818.70
004.00	PETTY CASH	100.00	0.00	0.00	100.00
004.02	PETTY CASH - CHANGE DRAWER	400.00	0.00	0.00	400.00
005.00	HRA ACCOUNT FOR EMPLOYEES	783.68	0.00	0.00	783.68
007.00	CASH PARK FENCE	17,718.95	0.00	0.00	17,718.95
017.00	INVESTMENTS	322,622.15	0.00	0.00	322,622.15
	GENERAL FUND	853,386.66	496,622.56	335,758.32	1,014,250.90
Fund 202	MAJOR STREETS FUND				
001.00	CASH	306,370.21	109,809.85	16,544.08	399,635.98
017.00	INVESTMENTS	661,729.02	0.00	0.00	661,729.02
	MAJOR STREETS FUND	968,099.23	109,809.85	16,544.08	1,061,365.00
Fund 203	LOCAL STREETS FUND				
001.00	CASH	406,701.64	25,969.51	16,666.18	416,004.97
Fund 208	RECREATION FUND				
001.00	CASH	199,921.80	12,824.35	2,946.47	209,799.68
Fund 214	CALHOUN COUNTY PARKS MILLAGE				
001.00	CASH	21,418.85	0.00	0.00	21,418.85
Fund 226	SOLID WASTE FUND				
001.00	CASH	237,101.96	19,256.67	24,649.22	231,709.41
017.00	INVESTMENTS	358,813.17	0.00	0.00	358,813.17
	SOLID WASTE FUND	595,915.13	19,256.67	24,649.22	590,522.58
Fund 243	BROWNFIELD REDEVELOPMENT AUTHORITY				
001.00	CASH	24,092.32	0.00	0.00	24,092.32
Fund 244	ECONOMIC DEVELOPMENT FUND				
001.00	CASH	179,363.54	11,300.10	8,014.36	182,649.28
Fund 246	INCUBATOR FUND				
001.00	CASH	30,432.86	0.00	0.00	30,432.86
001.02	FARMERS MRKT SNAP	1,580.08	0.00	0.00	1,580.08
	INCUBATOR FUND	32,012.94	0.00	0.00	32,012.94
Fund 247	TIFA FUND				
001.00	CASH	248,609.79	542.86	12,555.98	236,596.67
004.00	PETTY CASH	50.00	0.00	0.00	50.00
	TIFA FUND	248,659.79	542.86	12,555.98	236,646.67
Fund 248	DDA FUND				
001.00	CASH	72,937.82	0.00	0.00	72,937.82
Fund 250	CDBG FUND				
001.01	CDBG FUND CASH	33,689.08	0.00	0.00	33,689.08
Fund 265	DRUG LAW ENFORCEMENT FUND				
001.00	CASH	40,052.71	0.00	1,021.01	39,031.70
Fund 275	ALBION BUILDING AUTHORITY FUND				
001.01	FUND CASH ACCOUNT	387,630.74	1,326.00	2,979.93	385,976.81
Fund 277	ABA SEC 8 MAPLE GROVE				
001.01	FUND CASH ACCOUNT	250,713.82	5,798.31	37,031.93	219,480.20
002.00	CASH - CAPITAL PROJECTS RESERV	179,487.01	5,892.88	0.00	185,379.89
008.00	CASH-SECURITY DEPOSIT	33,119.28	0.00	0.00	33,119.28

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FROM 06/01/2021 TO 06/30/2021

DB: Albion

FUND: 101 202 203 208 214 226 243 244 246 247 248 250 265 275 277 296 367 450 452 590 591 661 711 732 735 737

CASH AND INVESTMENT ACCOUNTS

Fund Account	Description	Beginning Balance 06/01/2021	Total Debits	Total Credits	Ending Balance 06/30/2021
	ABA SEC 8 MAPLE GROVE	463,320.11	11,691.19	37,031.93	437,979.37
Fund 296	REVOLVING LOAN FUND				
001.00	CASH	81,872.36	0.00	0.00	81,872.36
017.00	INVESTMENTS	321,707.46	0.00	0.00	321,707.46
	REVOLVING LOAN FUND	403,579.82	0.00	0.00	403,579.82
Fund 367	SIDEWALK PROGRAM FUND				
001.00	CASH	162,695.05	0.00	0.00	162,695.05
017.00	INVESTMENTS	158,127.38	0.00	0.00	158,127.38
	SIDEWALK PROGRAM FUND	320,822.43	0.00	0.00	320,822.43
Fund 450	STREET IMPROVEMENTS FUND				
001.00	CASH	665,349.43	19,236.53	153,408.22	531,177.74
017.00	INVESTMENTS	112,724.42	0.00	0.00	112,724.42
	STREET IMPROVEMENTS FUND	778,073.85	19,236.53	153,408.22	643,902.16
Fund 452	MDOT RECONSTRUCTION FUND				
001.00	CASH	132,099.80	0.00	1,780.00	130,319.80
Fund 590	SEWER FUND				
001.00	CASH	(21,802.75)	154,504.04	78,355.41	54,345.88
017.00	INVESTMENTS	421,793.70	0.00	0.00	421,793.70
	SEWER FUND	399,990.95	154,504.04	78,355.41	476,139.58
Fund 591	WATER FUND				
001.00	CASH	90,728.84	98,451.60	61,753.66	127,426.78
003.00	CERTIFICATES OF DEPOSIT	97,822.08	0.00	0.00	97,822.08
006.00	RESTRICTED CASH - BOND RESERVE	61,990.00	0.00	0.00	61,990.00
008.00	CASH-SECURITY DEPOSIT	200.00	0.00	0.00	200.00
017.00	INVESTMENTS	575,209.88	0.00	0.00	575,209.88
	WATER FUND	825,950.80	98,451.60	61,753.66	862,648.74
Fund 661	EQUIPMENT POOL FUND				
001.00	CASH	(18,842.68)	5,140.07	9,033.40	(22,736.01)
Fund 711	CEMETERY TRUST FUND				
001.00	CASH	53,202.29	950.00	0.00	54,152.29
002.04	MONROE MAUSOLEUM TRUST	8,564.71	0.00	0.00	8,564.71
003.00	CERTIFICATES OF DEPOSIT	148,246.90	0.00	0.00	148,246.90
017.00	INVESTMENTS	55,189.45	0.00	0.00	55,189.45
	CEMETERY TRUST FUND	265,203.35	950.00	0.00	266,153.35
Fund 732	PUBLIC SAFETY PENSION TRUST				
001.00	CASH	12,552.00	0.00	0.00	12,552.00
001.01	CASH - NON-ALLOCATED	8,291.52	0.00	0.00	8,291.52
017.00	INVESTMENTS	24,128,085.84	0.00	0.00	24,128,085.84
017.10	CASH & EQUIV INVESTMENTS	644,312.49	0.00	0.00	644,312.49
	PUBLIC SAFETY PENSION TRUST	24,793,241.85	0.00	0.00	24,793,241.85
Fund 735	ALBION TRUST				
017.01	INVESTMENTS - FIRE BARN BONDS	235,410.55	0.00	0.00	235,410.55
017.10	CASH & EQUIV INVESTMENTS	926,939.74	0.00	0.00	926,939.74
	ALBION TRUST	1,162,350.29	0.00	0.00	1,162,350.29
Fund 737	RETIREE HEALTH CARE FUND				
001.00	CASH	11,656.26	0.00	200.00	11,456.26
017.00	INVESTMENTS	27,596.86	0.00	0.00	27,596.86

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FROM 06/01/2021 TO 06/30/2021

DB: Albion

FUND: 101 202 203 208 214 226 243 244 246 247 248 250 265 275 277 296 367 450 452 590 591 661 711 732 735 737

CASH AND INVESTMENT ACCOUNTS

Fund Account	Description	Beginning Balance 06/01/2021	Total Debits	Total Credits	Ending Balance 06/30/2021
	RETIREE HEALTH CARE FUND	39,253.12	0.00	200.00	39,053.12
	TOTAL - ALL FUNDS	<u>33,628,925.94</u>	<u>967,625.33</u>	<u>762,698.17</u>	<u>33,833,853.10</u>