

**AGENDA  
ALBION CITY COUNCIL  
REGULAR MEETING  
TUESDAY, FEBRUARY 14, 2023**

**7:30 P.M., COUNCIL CHAMBERS, ALBION CITY HALL, 420 W MARKET STREET,  
ALBION, NE 68620**

1. CALL TO ORDER –
  - A COPY OF THE OPEN MEETINGS ACT IS POSTED AND PROVIDED FOR THE PUBLIC ON THE BILLBOARD OF THE COUNCIL CHAMBERS
  - ROLL CALL
  - MAYOR’S COMMENTS
2. CONSIDER MINUTES OF JANUARY 10, 2023 CITY COUNCIL MEETING FOR APPROVAL
3. REVIEW ANNUAL AUDIT REPORT FOR FISCAL YEAR ENDED SEPTEMBER 30, 2022 – AMGL, CPAS
4. CONSIDER AEDC SALES TAX RELEASE REQUESTS TO RELEASE SALES TAX FUNDS FOR SUPPORT OF THE LAND PURCHASE IN INTEREST WHILE IT IS BEING DEVELOPED FOR HOUSING OR SALE
5. CONSIDER AEDC SALES TAX RELEASE REQUESTS TO RELEASE SALES TAX FUNDS FOR SPECIFIC PURPOSES, PROGRAMS, AND/OR PROJECTS
6. CONSIDER TRANSFER OF ALBION HOUSING INITIATIVE PROGRAM FUNDS AND TO RELEASE ECONOMIC DEVELOPMENT SALES TAX FUNDS TO BE PLACED IN THE RURAL WORKFORCE HOUSING FUND MATCH ACCOUNT
7. CONSIDER TRANSFER OF SALES TAX CAPITAL IMPROVEMENT FUNDS TO THE RURAL WORKFORCE HOUSING GRANT MATCH FUND
8. CONSIDER PROPOSED AMENDMENT TO SOLID WASTE AGREEMENT WITH BUD’S SANITARY
9. CONSIDER FURTHER READINGS AND ACTION ON ORDINANCE 323 (23) REPEALING SECTIONS 3-511, 3-512, 3-513, 3-514, 3-515, 3-516, 3-517, 3-518, 3-519 AND 3-601 OF THE MUNICIPAL CODE, CHANGING THE NAME OF CHAPTER THREE, ARTICLE FIVE, ADOPTING CHAPTER THREE, ARTICLE SIX OF THE MUNICIPAL CODE ESTABLISHING RULES AND REGULATIONS FOR THE OPERATION OF ALL-TERRAIN VEHICLES, UTILITY TYPE VEHICLES AND GOLF CAR VEHICLES WITHIN THE CITY LIMITS OF THE CITY OF ALBION AND ADOPTING CHAPTER THREE, ARTICLE NINE OF THE MUNICIPAL CODE ESTABLISHING PENAL PROVISIONS FOR THE VIOLATION OF THE PROVISIONS OF CHAPTER THREE.
10. CONSIDER INTRODUCTION AND ACTION ON RESOLUTION 101 (23) REGARDING TRAFFIC CONTROL SIGNAGE
11. CONSIDER INTRODUCTION AND ACTION ON RESOLUTION 102 (23) REGARDING A POLICY FOR PAYMENT OF CERTAIN CLAIMS
12. CONSIDER INTRODUCTION AND ACTION ON RESOLUTION 103 (23) WAIVING THE PAYMENT IN LIEU OF TAXES BY ALBION HOUSING AUTHORITY & ACKNOWLEDGE ANNUAL REPORT FROM ALBION HOUSING AUTHORITY
13. CONSIDER APPLICATION FOR ADDITION TO LIQUOR LICENSE OF HWY 14 BREWING CO LLC, LICENSE L-121969 & CKG-121970
14. ACKNOWLEDGEMENT OF RECEIPT OF THE CITY ADMINISTRATOR REPORT TO THE CITY COUNCIL REGARDING THE STATUS OF VARIOUS CITY DEPARTMENTS, CITY ACTIVITIES, AND CITY FINANCIAL REPORTS
15. CONSIDER BILLS FOR APPROVAL
  - REVIEW MONTHLY BILLS REPORT AND CONSIDER FOR APPROVAL AND PAYMENT
16. CONSIDER EMPLOYEE EVALUATIONS FOR APPROVAL
17. ITEMS TO BE PUT ON NEXT MEETING AGENDA  
Next Regular Meeting: MARCH 14, 2023 7:30 pm  
\* RESOLUTION 104 (23) REGARDING PARKING RESTRICTIONS
18. ADJOURN

\*\*\*THE COUNCIL RESERVES THE RIGHT TO ENTER INTO EXECUTIVE SESSION AS PROVIDED IN R.S.N. 84-1410\*\*\*

# 2023.01.27 - Mayor Annual Department Meeting:

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## Airport:

- Tony Levander attended.
- Entrance and parking area to be paved this year.
- Working on developing plans and funding for a project to add hanger space.
- The board is very active and they are in a sound financial position.
- Looking into more public/business community engagement – future fly-ins, etc.

## Fire Dept:

Bruce Benne attended.

- Membership is at 43 with 1 application pending – full roster is 45.
- Calls were up – 173 EMS (highest ever) and 32 Fire Calls.
- New Pumper delivered – it is in service and training is complete.
- County Ambulance has been relocated to the new shed by the Hospital.
- Department is in good shape as far as apparatus and equipment – oldest truck is 2011, oldest ambulance is 2009. Typically try to get about 20 years out of each. Rural may rotate a grass rig out in the next year or two.
- Hosting a FireFighter 1 class here – 18 total students; 12 from Albion.
- Sioux City Fire School is coming up in March
- Have been hosting CPR classes at the Firehall through Central Community College – the department has 6 certified instructors.
- Bruce thanked Joe Landauer and guys for the mowing and snow removal around the fire station.
- Bruce noted that department is trying to get more community involvement so that the general public has a better understanding of what the department does.
- Bruce wants to continue fire rescue training with lifeguards, but would like to move it indoors at the fitness center.

## Code Enforcement/Building Permits:

- 66 building permits issued in 2022 – no new homes;
- Contractor registration program continues to be positive communication tool and gives an opportunity to provide list of registered contractors to citizens seeking contractors for work.
- Property maintenance code continues to progress – 3 structures ordered for demolition by the Board of Health – 2 is complete, 1 is scheduled, awaiting asbestos inspection.
  - Another 5 properties are being recommended for demolition and the Board of Health will review on January 31<sup>st</sup>.
- Vacant property registration – currently about 20 properties pending registration. There were 68 properties at time of initial curbside review of town. Many have been resolved or qualified for exemption.

## 2023.01.27 - Mayor Annual Department Meeting:

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### Water:

- Warren Myers attended.
- Warren is working to monitor water loss more accurately and has installed meters at city properties. Would also like the Fire Department to estimate usage when utilizing fire hydrants.
- Would like to continue Fire Dept training on fire hydrant operation, flushing, and flow testing.
- Warren has started exercising some of the valves on the system last year, have found some that needed repair and replacement. May take a few seasons to get through all valves. Warren is utilizing GIS software to keep track of asset management and cleaning out valve boxes.
- Ron is looking into replacing pump on honey wagon which could be used for many purposes including in cleaning out valve boxes.
- Plan to continue to replace old fire hydrants and to install service valves for hydrants.
- All generators are run on a regular exercise schedule.
- Well 3 has been decommissioned – will hang on to the electric motor and vfd for now – can declare the ford power unit as surplus property.
- Lower Loup NRD is performing a nitrate study. The City has seen a slow, but steady increase in nitrates over the past 10-20 years.
- Mayor has on his bucket list for this term to develop a municipal well further south into a deeper water formation.

### Sewer:

- Corey Zoubek attended as Sewer Commissioner.
- Still learning a lot – spending time studying for Grade 1 and 2 certifications – the state misplaced his application information so he hasn't taken the test yet.
- Working on preventive maintenance schedule for lift stations.
- Sludge application is very labor intensive and difficult to manage around alfalfa cutting.
- Irrigation would be much more flexible and allow him to plan out his work more efficiently.
- Johnson Service recorded video on ¼ of the mains – Corey and Andy will work on prioritization plans for necessary repairs and additional manholes for this year.

### Library: - Staci Wright attended.

- Still need to check roof several times a year for debris, blocked drains, leaks, etc.
- Many ceiling tiles need replaced – Joe Landauer to work on this.
- Water coming in south door when rains – door likely needs reset or replaced – Chris Levander to quote.
- Many lights need replaced – Joe will review and look into replacing bad ballasts with LED's
- Library Board still pursuing access to old basement and future remodeling.

## 2023.01.27 - Mayor Annual Department Meeting:

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### Albion Family Aquatic Center:

- Currently no manager – advertising for position now.
- Water very cloudy at start up again.
- The robots for cleaning pool were very handy and helped a lot.
- Spray pad remotes were not working at end of last season – need to replace or remove and reprogram the controller.
- Backflow valving adjustment needs to be checked this year – think may be losing pool water because not sealing completely – this can contribute to chlorine loss.
- Previous list of maintenance issues that have been addressed last year:
  - Lily pad – water walks replaced.
  - Wood poles encased in PVC
  - New Rope hooks.
  - Diving Board Steps.
  - Concession equipment repaired.
- Items needing addressed:
  - Interior flooring is starting to show wear and age.
  - Gutter pieces need replaced.
  - Broken water line to yard hydrant.
  - Lounge chairs need repaired or replaced.
  - Umbrellas need replaced for next year.
  - Deck gutters – filling up – need to address where they transition from cement to yard so doesn't get backed up – also need power washed throughout season.
  - Need new clocks, shower curtains.
  - Spray pad feature piping leak.
    - Additional access to spray pad manhole for maintenance - Rutjen's not interested in project – will try to address when we have manhole replaced/installed with sewer system

### Police Department: Brent attended.

- Currently need an officer following Mike Mapel's resignation – the Mayor and he are discussing shift coverage options in the interim.
- Would like to see better marked crossings for the trail including one at 8<sup>th</sup> and Fairview.
- Considering resale/trade in of pickup in 2024.
- Brent would like to start planning for a downtown camera network;
  - City is currently working with Applied Connective on a 2 phase project for cameras at city hall, sewer plant, well 5/trail, mini-park, sports complex, Fuller Park, and Campgrounds.

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## Park Dept:

- Sports complex – soccer club requesting new storage shed and is raising funds – pad is poured – looking into prefabricated options.
- Sports complex and Fuller Park – many trees removed or blown down. Dave has started working with Andrew Tunick to replace.
- Clark Street Park – irrigation installed.
- Sports Complex – irrigation installed around tennis courts and Soccer Fields.
- Sports Complex - Light system project moved out to '23-24 at least, Dave would like transformers moved out of concession building.
- Campgrounds – 20 site expansion to the south is complete and in use.
- The idea of installing pay showers at the park to deal with “free shower” abuse by residents.
- Looking into additional features and play equipment for Fuller Park (including accessible play features) and Clark Street Park this year – the Mayor and Devine have met with consultant and representative of the Porter Family to get plans started. The city has \$100,000 reserved for this project; however, Devine thinks there will be many other funding opportunities to make this a significant project.
- Trail – City owned portion has been crack sealed by park staff last year.
- Dave would like additional camera at mini-park, outside the sports complex restrooms, and outside the Fuller Park restrooms as those are to commonly vandalized locations - **Underway**.
- Brent suggested adding a camera towards the Sports Complex entrance to see who is coming and going - **Underway**.
- In August, the Mayor voiced concern about areas between fields that grass gets trampled and won't grow – sometimes very muddy. Discussed putting sidewalk in for access to bleacher pads.

## Street Dept:

- Ron Morearty and Joe Landauer attended –
  - Shop building – Driveway by North doors – this was raised by Tillotson's – still needs drainage addressed.
  - Would like forks and platform for loader tractor.
  - Many patches and repairs made to streets completed and many more due next year – map has been prioritized.
  - Microsurfacing of all asphalt streets and Crack sealing concrete streets to be completed this year.
  - Devine would like to prioritize three commercial alleys for paving this year.
    - Subway/Carwash
    - Casey's/B&G/Schalks
    - AEDC/Wells
  - Waiting for Kayton's to have one available, then will trade the bobcat broom with one that has a bin – to limit the amount of dust/debris in the air while using.
  - Black patch inventory is good.
  - Warren has contacted Ben Edwards at Kaytons about potentially making a telehandler lease arrangement – nothing new.

Fire Dept:

Bruce Benne did attend.

- Membership is at 43 with 1 application pending – full roster is 45.
- Calls were up – 173 EMS (highest ever) and 32 Fire Calls.
- New Pumper delivered – it is in service and training is complete.
- County Ambulance has been relocated to the new shed by the Hospital.
- Department is in good shape as far as apparatus and equipment – oldest truck is 2011, oldest ambulance is 2009. Typically try to get about 20 years out of each. Rural may rotate a grass rig out in the next year or two.
- Hosting a FireFighter 1 class here – 18 total students; 12 from Albion.
- Sioux City Fire School is coming up in March
- Have been hosting CPR classes at the Firehall through Central Community College – the department has 6 certified instructors.
- Bruce thanked Joe Landauer and guys for the mowing and snow removal around the fire station.
- Bruce noted that department is trying to get more community involvement so that the general public has a better understanding of what the department does.
- Bruce wants to continue fire rescue training with lifeguards, but would like to move it indoors at the fitness center.

## **Economic and Housing Development**

Maggie Smith attended.

- Currently working on a Rural Workforce Housing Fund Grant to create a local revolving loan fund. The state provides a substantial 2 to 1 grant match for local funds.
- The City has already applied for an associated \$1 million Land Development Grant.
- AEDC is holding a membership drive.
- The Venue and Office is scheduled to get new signage in the coming weeks.
- Anticipate more usage of the Venue this summer.
- The Downtown Concert Series in partnership with the Albion Area Arts council was a big success last year and will be continued this year.
- Been working on helping potential businesses find space downtown
  - Currently not a lot of available space and the downtown economy is growing.

***Devine noted that a Tour De Nebraska biking group will be spending 2 nights in Albion June 21-23 bringing about 400 people to the community. The Chamber was initially contacted and a group has begun planning for the event.***

# PROCLAMATION

**WHEREAS:** Colorectal cancer is the second-leading cause of cancer deaths in the United States among men and women combined<sup>1</sup>;

**WHEREAS:** Colorectal cancer is one of the few cancers that can be prevented with timely screening, but 1 in 3 eligible Americans are not up to date on screening<sup>2</sup>;

**WHEREAS:** Colorectal cancer is estimated to be the number one cancer killer for those ages 20-49 by 2030<sup>3</sup>;

**WHEREAS:** Black Americans are 20% more likely to be diagnosed with colorectal cancer and about 40% more likely to die from the disease than other groups<sup>4</sup>;

**WHEREAS:** Colorectal cancer is expected to account for 11% of cancer deaths among Hispanic men and 9% of cancer deaths for Hispanic women<sup>5</sup>;

**WHEREAS:** Screening colonoscopy rates have still not returned to pre-COVID-19 levels<sup>6</sup>;

**WHEREAS:** The national goal established by the National Colorectal Cancer Roundtable is to strive to increase timely colorectal cancer screening rates to 80 percent in every community for all Americans eligible for screening;

**WHEREAS:** Observing a Colorectal Cancer Awareness Month during the month of March would provide a special opportunity to increase awareness and offer education on the importance of early detection and screening of colorectal cancer.

**NOW THEREFORE**, I, JIM JARECKI, MAYOR OF THE CITY OF ALBION, NEBRASKA do hereby proclaim March 2023 as: **COLORECTAL CANCER AWARENESS MONTH** in the City of Albion, Nebraska.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the great seal of the City to be affixed this 14th day of February in the year of our Lord two thousand and twenty-three.

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James C. Jarecki, Mayor  
City of Albion, Nebraska



- 1 <https://www.cancer.org/content/dam/cancer-org/research/cancer-facts-and-statistics/colorectal-cancer-facts-and-figures/colorectal-cancer-facts-and-figures-2020-2022.pdf>
- 2 <https://www.cancer.org/content/dam/cancer-org/research/cancer-facts-and-statistics/colorectal-cancer-facts-and-figures/colorectal-cancer-facts-and-figures-2020-2022.pdf>
- 3 <https://jamanetwork.com/journals/jamanetworkopen/fullarticle/2778204>
- 4 <https://www.cancer.org/content/dam/cancer-org/research/cancer-facts-and-statistics/colorectal-cancer-facts-and-figures/colorectal-cancer-facts-and-figures-2020-2022.pdf>
- 5 <https://www.cancer.org/content/dam/cancer-org/research/cancer-facts-and-statistics/cancer-facts-and-figures-for-hispanics-and-latinos/cancer-facts-and-figures-for-hispanics-and-latinos-2018-2020.pdf>
- 6 <https://jamanetwork.com/journals/jamanetworkopen/fullarticle/2792956>





**AGENDA MEMO**

Item #	<b>2</b>	Body	<b>ALBION CITY COUNCIL</b>
Subject	<b>2. CONSIDER MINUTES OF JANUARY 10, 2023 CITY COUNCIL MEETING FOR APPROVAL</b>	Meeting Date	<b>2/14/2023</b>

Presenter(s)	
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Background Information	Enclosed
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Discussion	
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Motion	To approve the minutes of the January 10, 2023 meeting
2nd	
Roll Call	Dailey _____ Tisthammer _____ Porter _____ Johnson _____

Motion	
Second	
Roll Call	

Motion	
2nd	
Roll Call	

Summary of Decision	
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## MINUTES

### ALBION CITY COUNCIL

### REGULAR MEETING

**TUESDAY, JANUARY 10, 2023**

A Regular Meeting of the Albion City Council of the City of Albion, Nebraska was convened in open and public session at 7:30 p.m. on January 10, 2023 at Albion City Hall, 420 West Market St., Albion, NE. Present were: Mayor James C. Jarecki, Council Members Jack Dailey, Jason Tisthammer, Jon Porter, and Marcus Johnson. City staff present were: City Administrator Andrew Devine, Deputy City Clerk Sharon Ketteler, City Attorney Darren Wright, and Police Chief Lipker. Notice of this meeting along with the agenda was simultaneously given in advance to all members of the Board. Notice of this meeting was given in advance by publication, a designated method for giving notice; a copy of proof of publication is attached to these minutes. All proceedings hereafter shown were taken while the convened meeting was open to the attendance of the public. The meeting was recorded using an audio recording device and such recording is available for inspection at the office of the City Clerk.

#### **MAYOR'S COMMENTS**

Mayor Jarecki informed the public about the location of the current copy of the Open Meetings Act posted in the Council Chambers. The Mayor reported that on January 5, 2023 he and Administrator Devine had their semi-annual review of city property and assets. The Mayor will hold his semi-annual department head meeting on January 20, 2023 and provide a report at the February city council meeting.

#### **2. CONSIDER APPROVAL OF MINUTES OF THE DECEMBER 13, 2022 CITY COUNCIL MEETING**

Councilman Porter made a motion to approve the minutes of the December 13, 2022 City Council meeting as presented, second by Johnson. **Vote: Yeas; Porter, Johnson, Dailey, Tisthammer. Nays; None. Motion carried.**

#### **3. CONSIDER INTRODUCTION AND POTENTIAL ACTION ON RESOLUTION 101(23) REGARDING PLACEMENT OF TRAFFIC CONTROL DEVICES, SPECIFICALLY SPEED BUMPS AND SOLAR-POWERED RADAR SPEED SIGNS**

Council members reviewed the resolution and maps for suggested areas to place traffic control devices within the city. Areas of concern are 10<sup>th</sup> Street between Church Street and Main Street; east of Church Street coming from Highway 91; Fairview Street coming from the west; and near Boone Central Public School. Clerk Devine stated that he hadn't received feedback from school administration, however, there are non-working electronic LED signs already by the concerned areas. Warren Myers ordered a new cord to replace the missing one and city staff will try to get the signs back in operation. Council members discussed multiple options for speed control in the other areas. Councilman Porter stated the manhole around 10<sup>th</sup> Street and Main Street needs repair. He suggested when repair work is done on the manhole, there could be street work done in that area to create a dip to allow for drainage. This would also slow down traffic. Chief Lipker suggested placing stop signs on each side of the railroad track on Church Street by Albion Locker. Council members discussed placing a stop sign on the south side of 11<sup>th</sup> Street and Fairview Street, with a "Stop Ahead" sign to the west of it. City staff will review and the item will be considered at a future meeting. **No action taken.**

4. **CONSIDER INTRODUCTION AND POTENTIAL ACTION ON RESOLUTION 102(23) REGARDING DESIGNATION OF HANDICAP PARKING, SPECIFICALLY 1 STALL ON THE NORTH SIDE OF CHURCH STREET, WEST OF 4<sup>TH</sup> STREET**

Council members reviewed the entire downtown area for locations to place ADA parking. Administrator Devine will check areas that have existing ramps to avoid cutting curbs and disturbing water flow. The item will be addressed at a future meeting. **No action taken.**

5. **DISCUSS DOWNTOWN PARKING RESTRICTIONS DURING SNOW REMOVAL – AS REQUESTED BY CITIZEN**

Jennifer Leifeld explained her request for time limits on parking in front of her business to help facilitate snow and ice removal, as well as unloading of stock. Mayor Jarecki and Administrator Devine both agreed this seems to be a problem area where vehicle owners don't cooperate in moving their automobiles. Mayor Jarecki stated he has some ideas to alleviate the problem. He will discuss it with Administrator Devine and Chief Lipker. **No action taken.**

6. **CONSIDER INTRODUCTION AND POTENTIAL ACTION ON ORDINANCE 323(23) REPEALING SECTIONS 3-511, 3-512, 3-513, 3-514, 3-515, 3-516, 3-517, 3-518, 3-519, AND 3-601 OF THE MUNICIPAL CODE, CHANGING THE NAME OF CHAPTER THREE, ARTICLE FIVE, ADOPTING CHAPTER THREE, ARTICLE SIX OF THE MUNICIPAL CODE ESTABLISHING RULES AND REGULATIONS FOR THE OPERATION OF ALL-TERRAIN VEHICLES, UTILITY TYPE VEHICLES AND GOLF CAR VEHICLES WITHIN THE CITY LIMITS OF THE CITY OF ALBION AND ADOPTING CHAPTER THREE, ARTICLE NINE OF THE MUNICIPAL CODE ESTABLISHING PENAL PROVISIONS FOR THE VIOLATION OF THE PROVISIONS OF CHAPTER THREE**

City Attorney Wright explained the changes made to the drafted ordinance per council suggestions at the November city council meeting. In Section 3-607, number (3) the use of a lap belt was added as another means for required safety equipment. The council had also suggested a requirement for the use of children's car seats in these types of vehicles. Attorney Wright stated that would be covered in Section 3-608 which declares that all other motor vehicle laws have to be followed.

Councilman Porter introduced Ordinance 323(23). Mayor Jarecki instructed Clerk Devine to read the ordinance for the first time. Councilman Porter made a motion to approve the first reading of Ordinance 323(23), second by Johnson. **Vote: Yeas; Porter, Johnson, Dailey, Tisthammer. Nays; None. Motion carried.**

7. **ACKNOWLEDGEMENT OF RECEIPT OF THE CITY ADMINISTRATOR REPORT TO THE CITY COUNCIL REGARDING THE STATUS OF VARIOUS CITY DEPARTMENTS, CITY ACTIVITIES, AND CITY FINANCIAL REPORTS**

Administrator Devine had previously provided a City Financial Report for council review. Devine added that the recent rain, ice, and snow has presented many challenges; especially to the city streets. **No action taken.**

8. **CONSIDER BILLS FOR APPROVAL**

• **CONSIDER MONTHLY BILLS FOR APPROVAL**

Councilman Johnson made a motion to approve the monthly bills for payment as presented, second by Tisthammer. **Vote: Yeas; Tisthammer, Dailey, Porter, Johnson. Nays; None. Motion carried.**

9. **CONSIDER EMPLOYEE EVALUATION FOR APPROVAL**

Councilman Porter made a motion to approve the annual employee evaluation of Sharon Ketteler, second by Johnson. **Vote: Yeas; Tisthammer, Porter, Johnson, Dailey. Nays; None. Motion carried.**

10. **ITEMS TO BE PUT ON NEXT MEETING AGENDA**

**Next Regular Meeting: February 14, 2023 at 7:30 p.m.**

- \* Resolution 101(23)
- \* Resolution 102(23)
- \* Annual Audit Report
- \* Mayor's Semi-Annual Report

11. **ADJOURN**

At 8:30 p.m. Council Member Johnson made a motion to adjourn the meeting, second by Tisthammer. **Vote: Yeas; Dailey, Tisthammer, Porter, Johnson. Nays; None. Motion carried.**

I the undersigned Clerk hereby certify that the foregoing is a true and correct copy of proceedings had and done by the Mayor and Council; that all subjects included in the foregoing proceedings were contained in the Agenda for the meeting, kept continually current and available for inspection at the office of the Clerk; that such subjects were contained in said Agenda for at least 24 hours prior to said meeting; that at least one copy of all reproducible material discussed at the meeting was available at the meeting for the examination and copying of the public; that said minutes were in written form and available for public inspection within ten working days and prior to the next convened meeting of said body; that all news media requesting notification of meetings of said body were provided advance notification of the time and place of said meeting and subjects to be discussed at said meeting.

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James Jarecki, Mayor

ATTEST:

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Sharon Ketteler, Deputy Clerk





**AGENDA MEMO**

Item # <b>3</b>	Body <b>ALBION CITY COUNCIL</b>
Subject <b>3. REVIEW ANNUAL AUDIT REPORT FOR FISCAL YEAR ENDED SEPTEMBER 30, 2022 – AMGL, CPAS</b>	Meeting Date <b>2/14/2023</b>

Presenter(s)	
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Background Information	Enclosed - as separate attachment to packet
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Discussion	
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Motion	To acknowledge and accept the annual audit report for fiscal year ended Sept 30, 2022
2nd	
Roll Call	Porter _____ Johnson _____ Dailey _____ Tisthammer _____

Motion	
Second	
Roll Call	

Motion	
2nd	
Roll Call	

Summary of Decision	
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**AGENDA MEMO**

Item #	<b>4</b>	Body	ALBION CITY COUNCIL
Subject	<b>4. CONSIDER AEDC SALES TAX RELEASE REQUESTS TO RELEASE SALES TAX FUNDS FOR SUPPORT OF THE LAND PURCHASE IN INTEREST WHILE IT IS BEING DEVELOPED FOR HOUSING OR SALE</b>	Meeting Date	<b>2/14/2023</b>

Presenter(s) \_\_\_\_\_

Background Information: Enclosed - reviewed by CAC on Feb 7th.

Discussion

Motion: To approve Albion Sales Tax Release request in the amount of \_\_\_\_\_ for support of land purchase in interest while developed for housing or sale.

2nd

Roll Call: Tisthammer \_\_\_\_\_ Porter \_\_\_\_\_ Johnson \_\_\_\_\_ Dailey \_\_\_\_\_

Motion

Second

Roll Call

Motion

2nd

Roll Call

Summary of Decision



## FUNDS REQUEST MEMORANDUM

FROM: Albion Economic Development Corporation  
DATE: January 27, 2023  
TO: Citizens Advisory Committee and Albion City Council  
AMOUNT: \$13,000 – Interest Expenses  
\$25,000.00 – Annual Expenses & Future Obligations due to Joint Agreement  
\$50,000.00 – Release of Funds for Rural Workforce Housing Match Fund

### PURPOSES:

1. Albion Economic Development Corporation's ("AEDC") real estate holding company, Albion Development Company, Inc. has purchased land for development of housing (28 20 6 LOT 2 BLOCK 4 ANDERSEN SECOND SUBDIVISION). AEDC requests \$13,000 to service the interest on the loan while working with the City of Albion to develop and sell and/or build on the lots.
  
2. AEDC requests \$22,000 for annual expenses (insurance, taxes, utility bills, etc.), which includes the \$10,000.00 for its annual commitment to Boone Beginnings Early Childhood and Family Development Center, Inc. AEDC further requests \$3,000.00 for miscellaneous expenses regarding the work of this office.
  
3. AEDC requests the release of \$25,000 from the housing initiative fund and \$25,000 in sales tax funds for their combined contribution to the Rural Workforce Housing Fund goal of \$500,000. AEDC further proposes that AEDC and the City of Albion work with one another to further the development of housing within the city limits of Albion. AEDC encourages the City of Albion to donate to the RWH fund with like intention.

ALBION ECONOMIC DEVELOPMENT CORPORATION

BY:



A handwritten signature in blue ink, appearing to read "Abby C. Jacob", is written over a horizontal line.

# RURAL WORKFORCE HOUSING FUND GRANT FAQ

## What projects are eligible?

Housing Projects Eligible for RWHF Grants Include:

- 
- New owner-occupied housing costing no more than \$325,000.
- New rental housing units costing no more than \$250,000.
- Owner-occupied or rental housing units for which the cost to substantially rehabilitate exceeds 50% of a unit's assessed value.
- Upper-story housing.
- Rehabilitation/conversion of an existing building into housing.
- And in all cases, housing that does not receive federal or state low-income housing tax credits, Community Development Block Grants, HOME funds, National Housing Trust Fund, or funds from the Affordable Housing Trust Fund.

## Who can apply?

Eligible Grantees

Grantees must be non-profit development organizations, approved by the Department director, that invest or intend to invest in workforce housing eligible activities, and that have an active board of directors with expertise in development, construction, and finance. Albion Economic Development Corporation is a 501 (c) 6 non-profit development organization and thus an eligible recipient.

## What is the grant cycle and how much match funding is required?

Grants will be awarded on a competitive basis until grant funds are no longer available. The initial competitive application cycle took place in 2017-18. A new allocation of funds allowed for two 2020 application cycles. The 2022 allocation of \$30,000,000 will be awarded through a competitive application cycle beginning soon.

*The 2022 RWHF grants require a minimum of 50% of the RWHF award in matching funds.*

Matching funds can be dollars contributed by individuals, businesses, foundations, local and regional political subdivisions, or other non-profit organizations into a single investment fund administered by the eligible nonprofit development organization.

## What factors lead to an award?

Competitive awards from the RWHF are evaluated on demonstrations of:

- Ongoing workforce housing needs as identified by a recent housing study.
- Difficulties filling employment positions or attracting workers in communities or regions with a low unemployment rate.
- A community's or region's commitment to growing its housing stock.
- A project's likelihood of occupancy in a period of 24 months.
- The ability to grow and manage an investment fund for rural workforce housing.

## What is the timeline of the grant?

January 24, 2023

Letter of intent due to the Nebraska Department of Economic Development Housing Office.

March 23, 2023

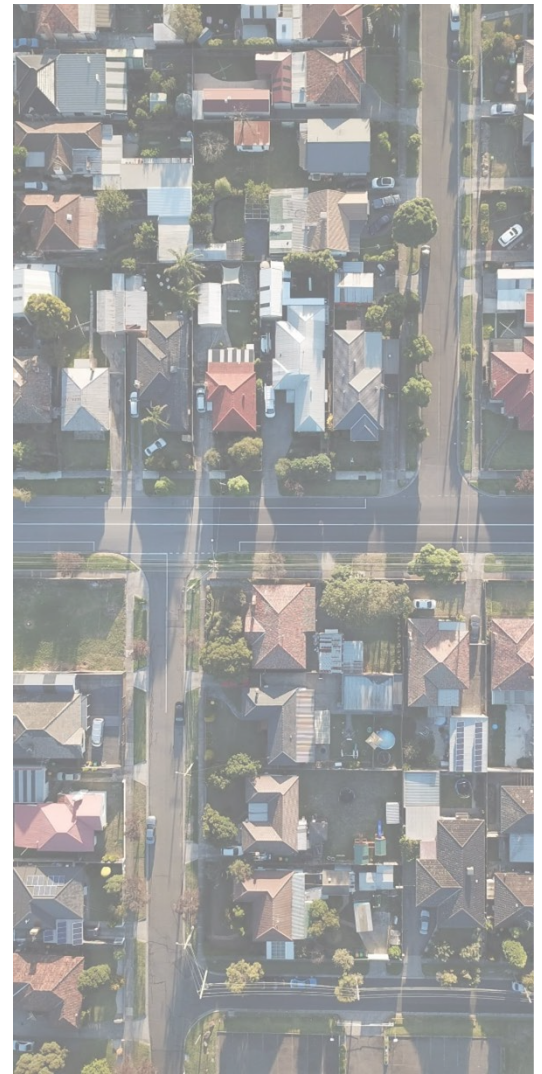
Grant submittal date. All matching funds must be pledged and documented with the application.

May 12, 2023

Award letters are distributed.

***Significant action must be taken and reported to the NDED within 24 months of the grant award drawn down.***

Source: Nebraska Department of Economic Development





# Growing THE FUTURE OF ALBION

## A GROWTH SEEKING COMMUNITY

A community seeking to grow must continually invest in its housing stock to ensure that an adequate supply is available to meet market demands for housing types, amenities, and price points.

Albion has taken on many initiatives in the last five years growing in...

- high quality childcare with Boone Beginnings
- access to unparalleled regional medical care
- an excellent county-wide school system
- and both indoor and outdoor recreational opportunities.

We are ready to share these elements of our community that we love so much. To continue to grow our community and support our workforce, Albion must move forward with housing development.

Rural Workforce Housing Funds will bring a revolving loan fund to Albion, allowing a multidimensional approach to housing that will continue for years to come.

Albion Economic Development Corporation will facilitate the process of collaborating with developers for the construction of new housing.



### AGING HOUSING STOCK

The 2020 Albion Housing Study found that over 60% of the existing housing stock was built prior to 1970. Older homes require more maintenance and updates to remain viable, safe housing. 36% of housing units were built 70 plus years ago. Albion is ready to add new structures!

### WORKERS COMMUTING IN

Approximately 73% of Albion's workforce commutes into the community (Albion Housing Study, 2020). This number indicates the strong potential for new residents if housing were readily available in Albion. Nearby communities are removing barriers to housing development. Albion must also!



### UNMET DEMAND

Albion's ability to grow is contingent on its ability to provide adequate housing opportunities. The 2020 Albion Housing Study found a 50-unit shortfall in owner-occupied structures among households with an annual combined household income over \$75,000. Albion has room to grow!



In **1970**, the average US household was **3.58 persons**.

In **2019**, the average US household was **2.52 persons**.

Even as the population of Albion has had a slight decline since 1970, the need for housing has increased due to this smaller household size.

**FOR MORE INFORMATION** on participating in the "Growing the Future of Albion" fund or questions about the fund, Rural Workforce Housing, or housing development in Albion, please contact any member of the Albion Economic Development Corporation Board or AEDC Director, Maggie Smith, at 402.395.4453 or via email at [msmith@cityofalbion-ne.com](mailto:msmith@cityofalbion-ne.com).

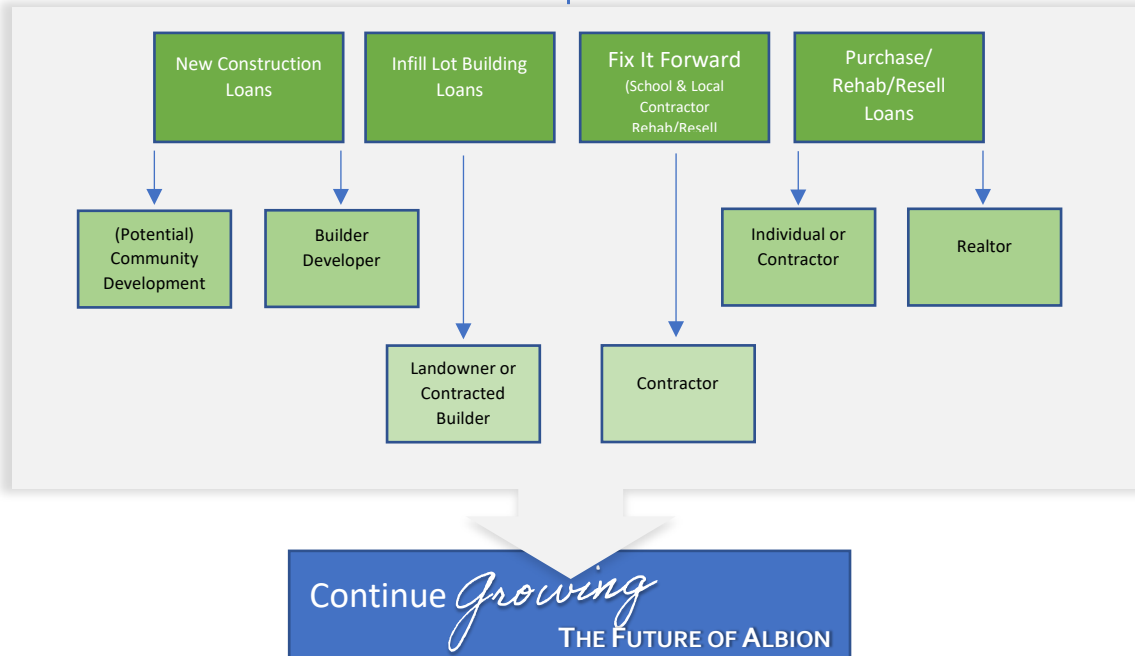
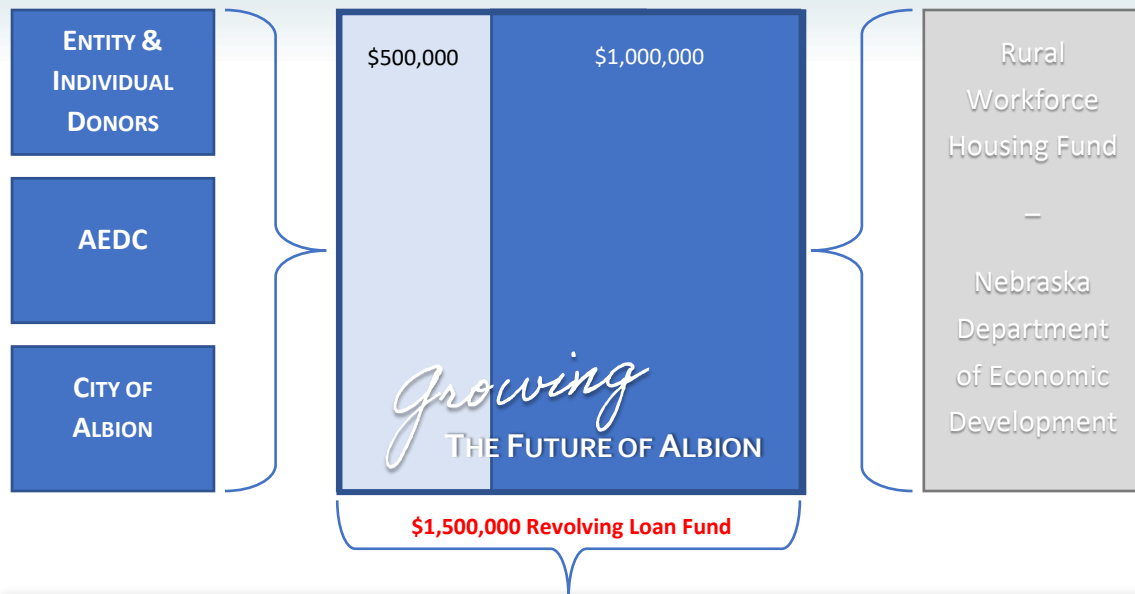
# GROWING THE FUTURE OF ALBION WITH THE RWHF

**Purpose:** The purpose of the “Growing the Future of Albion RWH Fund” is to stimulate additional single family, townhouse/duplex, and multi-family development to meet a critical shortage of workforce housing in the Albion area. Money will be also reserved in this fund for rehabilitation home projects.

**Goal:** The goal of this fund and its associated programs is to add new housing units in Albion by June 30, 2024.

**Eligibility:** Developers, contractors and home builders that are currently registered with the City of Albion Building and Zoning Department and are members in good standing of the Albion Chamber of Commerce and the Albion Economic Development Corporation are eligible to submit applications for this initiative.

**Governance and Oversight:** The Albion Economic Development Corporation Growing the Future Subcommittee will review all applications for participation in this initiative. Approval for projects and their scope will be at the discretion of this group based on qualifications, experience, financial stability, plan of action and ability to perform within the restricted timeline.



**AGENDA MEMO**

Item #	<b>5</b>	Body	<b>ALBION CITY COUNCIL</b>
Subject	<b>5. CONSIDER AEDC SALES TAX RELEASE REQUESTS TO RELEASE SALES TAX FUNDS FOR SPECIFIC PURPOSES, PROGRAMS, AND/OR PROJECTS</b>	Meeting Date	<b>2/14/2023</b>

Presenter(s)	
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Background Information	Enclosed - reviewed by CAC on Feb 7th.
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Discussion	
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Motion	To approve Albion Sales Tax Release request in the amount of _____ for specific purposes, programs, and/or projects
2nd	
Roll Call	Porter _____ Tisthammer _____ Dailey _____ Johnson _____

Motion	
Second	
Roll Call	

Motion	
2nd	
Roll Call	

Summary of Decision	
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**AGENDA MEMO**

Item #	<b>6</b>	Body	<b>ALBION CITY COUNCIL</b>
Subject	<b>6.CONSIDER TRANSFER OF ALBION HOUSING INITIATIVE PROGRAM FUNDS AND ECONOMIC DEVELOPMENT SALES TAX FUNDS TO BE PLACED IN THE RURAL WORKFORCE HOUSING FUND MATCH ACCOUNT</b>	Meeting Date	<b>2/14/2023</b>

Presenter(s)	
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Background Information	<p>Enclosed - reviewed by CAC on Feb 7th.</p> <p>Requesting \$25,000 from the Housing Fund and \$25,000 from the Economic Development Sales Tax Fund to be placed in the Rural Workforce Housing Match account.</p> <p>AEDC is applying for up to \$1,000,000 in grant funds - there is a local match requirement of which the state will match 2 to 1. AEDC's goal is to raise the full \$500,000 match by the end of March when the application and match requirement is due to be submitted.</p> <p>AEDC is also requesting an additional match from the City's capital improvement fund - on the next agenda item.</p>
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Discussion	
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Motion	To approve transfer from the Albion Housing Account to the Rural Workforce Housing Grant Match Fund in the amount of _____.
2nd	
Roll Call	Johnson _____ Porter _____ Tisthammer _____ Dailey _____

Motion	To approve release of Economic Development sales tax funds to AEDC to place in the Rural Workforce Housing Grant Match Fund in the amount of _____.
Second	
Roll Call	

Motion	
2nd	
Roll Call	

Summary of Decision	
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**AGENDA MEMO**

Item #	<b>7</b>	Body	<b>ALBION CITY COUNCIL</b>
Subject	<b>To approve transfer of \$200,000 in sales tax capital improvement funds to the Rural Workforce Housing Grant Match Fund.</b>	Meeting Date	<b>2/14/2023</b>

Presenter(s)	
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Background Information	<p>AEDC is applying for the Rural Workforce Housing Grant (Due in March 2023) and is seeking local match funds from public and private stakeholders - the State will match the local funds raised on a 2 to 1 basis, up to \$1,000,000.</p> <p>Therefore, if the community can raise the full \$500,000 locally in the local match fund, the State will match \$1,000,000 - establishing a pool of \$1,500,000 that can be utilized by AEDC as a local revolving (low-to-no interest) loan fund for a range of housing development projects including new construction, infill construction, and rehabilitation/flipping of existing residential units.</p> <p>Administration has reviewed the budget and we do have Capital Improvement Sales Tax Funds in the amount of \$200,000 available. These funds may be utilized for this purpose with the approval of the Council without a budget amendment; however, it should be noted that this will require the 2023-2024 Sports Complex Lighting project to be delayed 1-2 years as the Capital Improvement Sales Tax funds are reaccumulated.</p> <p>*The City has also already applied for an associated RWH Land Development grant in the amount of \$1,000,000 (which requires no match) that can be utilized to prepare for housing development via infrastructure costs, land acquisition costs, and demolition costs.</p> <p>Ultimately, if awarded both grants and the full \$500,000 match is raised, the community can realize a pool of \$2.5 million for housing development - and \$1.5 million of it can theoretically be utilized in perpetuity via the revolving loan structure.</p>
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Discussion	
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Motion	To approve the transfer and payment of \$200,000 in sales tax capital improvement funds to the Rural Workforce Housing Grant Match Fund.
2nd	
Roll Call	Johnson _____ Tisthammer _____ Dailey _____ Porter _____

Motion	
Second	
Roll Call	

Motion	
2nd	
Roll Call	

Summary of Decision	
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**AGENDA MEMO**

Item # <b>8</b>	Body <b>ALBION CITY COUNCIL</b>
Subject <b>Bud's Sanitary Amendment Proposal</b>	Meeting Date <b>2/14/2023</b>

Presenter(s)	
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Background Information	<p>An unintended consequence to the recent annexations of solid waste customers that Bud's previously provided direct services with now necessitates a fee structure change in the agreement between Bud's and the City in order for Bud's to maintain an equitable revenue structure.</p> <p>Bud's proposes a rate increase to the City's agreement for commercial accounts only. Administration recommends approval of the amendment as a good-faith effort to maintain equity of the current agreement due to the change in conditions caused by the annexation.</p> <p><b>**This would not directly change the City's utility rate schedule as all utility rates to consumers are evaluated in June/July/August as part of annual budget preparation.</b></p> <p>We don't expect a direct pass through of this agreement change at this time; however, it should be noted that financial resources for added solid waste services - grass pile maintenance, tree pile maintenance, and annual clean up days may need to be reviewed.</p>
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Discussion	
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Motion	To approve an amendment to item twelve (12) of the Solid Waste Agreement with Bud's Sanitary Service to increase commercial service rates that the City pays Bud's Sanitary Service by \$7.00 per month; with no direct change to the City's Consumer Utility Rate schedule.
2nd	
Roll Call	Tisthammer _____ Porter _____ Johnson _____ Dailey _____

Motion	
Second	
Roll Call	

Motion	
2nd	
Roll Call	

Summary of Decision	
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Buds Sanitary Service, LLC  
PO Box 178  
Newman Grove, NE 68758

RE: Proposal Requesting increase due to annexation

Dear Council:

Please be advised as of February 1, 2023 we would propose a \$7.00 per month increase for all businesses due to the recent implement of annexed properties into City limits. We feel this is a favorable option, as it allows for an overall increase in the higher producing customers with the larger receptacles, while allowing for proportional increases for future annexes of property owners with commercial trash service.

Bud's currently has all of these annexed businesses on its current billing and the loss of these will be significant per year. Because of this, we are proposing this increase to offset our anticipated losses due to this annexation.

We appreciate your continued patronage with our company.

Bud's Sanitary Service, LLC  
*Daryl & Holly Guthard*

\*Proposal amends section 12 of the current agreement to increase the commercial service rate by \$7.00 per month.

**AGENDA MEMO**

Item # <b>9</b>		Body	<b>ALBION CITY COUNCIL</b>
Subject	<b>CONSIDER FURTHER READINGS AND ACTION ON ORDINANCE 323 (23) REPEALING SECTIONS 3-511, 3-512, 3-513, 3-514, 3-515, 3-516, 3-517, 3-518, 3-519 AND 3-601 OF THE MUNICIPAL CODE, CHANGING THE NAME OF CHAPTER THREE, ARTICLE FIVE, ADOPTING CHAPTER THREE, ARTICLE SIX OF THE MUNICIPAL CODE ESTABLISHING RULES AND REGULATIONS FOR THE OPERATION OF ALL-TERRAIN VEHICLES, UTILITY TYPE VEHICLES AND GOLF CAR VEHICLES WITHIN THE CITY LIMITS OF THE CITY OF ALBION AND ADOPTING CHAPTER THREE, ARTICLE NINE OF THE MUNICIPAL CODE ESTABLISHING PENAL PROVISIONS FOR THE VIOLATION OF THE PROVISIONS OF CHAPTER THREE.</b>	Meeting Date	<b>2/14/2023</b>

Presenter(s)	
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Background Information	Recommend adding an effective date of May 1, 2023.
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Discussion	
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**Mayor instructs the Clerk to read the Ordinance for the 2nd time.**

Motion	To _____ the second reading of Ordinance 323 (23) {*with or without suspension of rules requiring reading of ordinance at three separate meetings}
2nd	
Roll Call	Porter _____ Johnson _____ Dailey _____ Tisthammer _____

**Mayor {may} instruct the Clerk to read the Ordinance for the 3rd time.**

Motion	{*To approve the third reading of ordinance 322(22) and move for final passage and adoption.}
Second	
Roll Call	Tisthammer _____ Dailey _____ Johnson _____ Porter _____

Motion	
2nd	
Roll Call	

Summary of Decision	
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**ORDINANCE NO. 323 (23)**

AN ORDINANCE OF THE CITY OF ALBION, NEBRASKA, REPEALING SECTIONS 3-511, 3-512, 3-513, 3-514, 3-515, 3-516, 3-517, 3-518, 3-519 AND 3-601 OF THE MUNICIPAL CODE, CHANGING THE NAME OF CHAPTER THREE, ARTICLE FIVE, ADOPTING CHAPTER THREE, ARTICLE SIX OF THE MUNICIPAL CODE ESTABLISHING RULES AND REGULATIONS FOR THE OPERATION OF ALL-TERRAIN VEHICLES, UTILITY TYPE VEHICLES AND GOLF CAR VEHICLES WITHIN THE CITY LIMITS OF THE CITY OF ALBION AND ADOPTING CHAPTER THREE, ARTICLE NINE OF THE MUNICIPAL CODE ESTABLISHING PENAL PROVISIONS FOR THE VIOLATION OF THE PROVISIONS OF CHAPTER THREE.

BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF ALBION, NEBRASKA, AS FOLLOWS:

SECTION 1: Sections 3-511 through 3-519 of the Municipal Code of the City of Albion are hereby repealed.

SECTION 2: The title of Chapter Three, Article Five is hereby changed to "Motorcycles, Minibikes, Snowmobiles and Mopeds".

SECTION 3: Chapter Three, Article Six is hereby repealed in its entirety.

SECTION 4: Chapter Three, Article Six is hereby adopted and shall be titled "All-Terrain Vehicles, Utility Type Vehicles and Golf Car Vehicles".

SECTION 5: Section 3-601, Definitions, is hereby adopted and should read as follows:

SECTION 3-601: DEFINITIONS

A. *All-Terrain Vehicle*: All-Terrain Vehicle (ATV) shall mean any motorized off-highway vehicle which (i) is fifty inches or less in width, (ii) has a dry weight of twelve hundred pounds or less, (iii) travels on three or more nonhighway tires, and (iv) is designed for operator use only with no passengers or is specifically designed by the original manufacturer for the operator and one passenger. (Neb. Rev. Stat § 60-6,355)

B. *Utility Type Vehicle*: Utility Type Vehicle (UTV) shall mean any motorized off-highway vehicle which (A) is seventy-four inches in width or less, (B) is not more than one hundred eighty inches, including the bumper, in length, (C) has a dry weight of two thousand pounds or less, (D) travels on four or more nonhighway tires. Utility-type vehicle does not include all-terrain vehicles, golf car vehicles, or low-speed vehicles. (Neb. Rev. Stat § 60-6,355)

C. *Golf Car Vehicle*: Golf Car Vehicle shall mean a vehicle that has at least four wheels, has a maximum level ground speed of less than twenty miles per hour, has a

maximum payload capacity of one thousand two hundred pounds, has a maximum gross vehicle weight of two thousand five hundred pounds, has a maximum passenger capacity of not more than four persons, and is designed and manufactured for operation on a golf course for sporting and recreational purposes. (Neb. Rev. Stat § 60-116.01)

D. *Low-Speed Vehicle*: Low-Speed Vehicle shall mean a (1) four-wheeled motor vehicle (a) whose speed attainable in one mile is more than twenty miles per hour and not more than twenty-five miles per hour on a paved, level surface, (b) whose gross vehicle weight rating is less than three thousand pounds, and (c) that complies with 49 C.F.R. part 571, as such part existed on January 1, 2022, or (2) three-wheeled motor vehicle (a) whose maximum speed attainable is not more than twenty-five miles per hour on a paved, level surface, (b) whose gross vehicle weight rating is less than three thousand pounds, and (c) which is equipped with a windshield and an occupant protection system. A motorcycle with a sidecar attached is not a low-speed vehicle. (Neb. Rev. Stat § 60-119.01)

SECTION 6: Section 3-602, Operator's License, is hereby adopted and should read as follows:

#### SECTION 3-602: OPERATOR'S LICENSE

It shall be unlawful for any person to drive, operate or be in physical control of an All-Terrain Vehicle, Utility Type Vehicle of Golf Car Vehicle upon any road, street, highway, or alley within the City without having in full force and effect a valid Class O operator's license issued by the Nebraska Department of Motor Vehicles as provided by the laws of the State or to operate an All-Terrain Vehicle, Utility Type Vehicle of Golf Car Vehicle upon any road, street, highway or alley without carrying the operator's license while operating the said vehicle. This provision shall not apply to vehicles operated on public ways as part of parades which have been authorized by the State of Nebraska, County of Boone, or City of Albion. (Neb. Rev. Stat § 60-6,356(3))

SECTION 6: Section 3-603, Liability Insurance, is hereby adopted and should read as follows:

#### SECTION 3-603: LIABILITY INSURANCE

Any person operating an All-Terrain Vehicle, Utility Type Vehicle of Golf Car Vehicle shall have liability insurance coverage for the vehicle while operating it within the City. Such liability insurance shall be issued by an insurance company authorized to do business in the State of Nebraska and shall be within the limits stated in the Neb. Rev. Stat. §60-509, as amended from time to time. The person operating the vehicle shall provide proof of insurance coverage to any law enforcement officer requesting such proof within five days of such request. This provision shall not apply to vehicles operated on public ways as part of parades which have been authorized by the State of Nebraska, County of Boone, or City of Albion. (Neb. Rev. Stat § 60-6,356(3))

SECTION 7: Section 3-604, Registration, is hereby adopted and should read as follows:

**SECTION 3-604: REGISTRATION**

Any person operating an All-Terrain Vehicle, Utility Type Vehicle or Golf Car Vehicle within city limits shall have a certified copy of the registration of the vehicle obtained by providing the City Clerk with the make and serial number, or if none, other identifying items, the name, phone number and address of the owner, the name and address of the person registering the vehicle and an annual registration fee as set by resolution. The registration must be in writing and shall expire on December 31<sup>st</sup> of the year issued. The City Clerk is authorized to require use of a uniform registration form. The City Clerk shall file the registration and provide the registrant with a certified copy bearing the file time and date and the signature of the City Clerk. The copy provided to the registrant shall be present on the vehicle at all times it is being operated on the public ways of the City. This provision shall not apply to vehicles operated on public ways as part of parades which have been authorized by the State of Nebraska, County of Boone, or City of Albion.

SECTION 8: Section 3-605, Hours of Operation, is hereby adopted and should read as follows:

**SECTION 3-605: HOURS OF OPERATION**

Any person operating an All-Terrain Vehicle, Utility Type Vehicle or Golf Car Vehicle within city limits shall do so only between the hours of sunrise and sunset. Operation outside of these hours is strictly prohibited. This provision shall not apply to vehicles operated on public ways as part of parades which have been authorized by the State of Nebraska, County of Boone, or City of Albion. (Neb. Rev. Stat § 60-6,356(3))

SECTION 9: Section 3-606, Required Equipment; All Types, is hereby adopted and should read as follows:

**SECTION 3-606: REQUIRED EQUIPMENT; ALL TYPES**

Every All-Terrain Vehicle, Utility Type Vehicle or Golf Car Vehicle while being operated on the public ways of the City, shall be equipped with (1) a brake system maintained in good operating condition; (2) a lighted headlight and taillight; and (3) a bicycle safety flag which extends not less than 5 feet above the ground and is attached to the rear of the vehicle; the bicycle safety flag shall be triangular in shape with an area of not less than 30 square inches and shall be day-glow in color. This provision shall not apply to vehicles operated on public ways as part of parades which have been authorized by the State of Nebraska, County of Boone, or City of Albion. (Neb. Rev. Stat § 60-6,356(3), 60-6,358)

SECTION 10: Section 3-607, Required Safety Equipment, is hereby adopted and should read as follows:

## SECTION 3-607: REQUIRED SAFETY EQUIPMENT

It shall be unlawful for any person to operate or be a passenger on an All-Terrain Vehicle, Utility-Type Vehicle or Golf Car Vehicle without at least one of the following pieces of safety equipment: (1) a protective helmet of the type and design manufactured for use by operators or such vehicles and secured properly on the person's head with a chin strap while the vehicle is in motion; (2) a three-point safety belt system which is properly adjusted and fastened; or (3) a lap belt safety system which is properly adjusted and fastened. This provision shall not apply to vehicles operated on public ways as part of parades which have been authorized by the State of Nebraska, County of Boone, or City of Albion.

SECTION 11: Section 3-608, Subject to Laws, is hereby adopted and should read as follows:

## SECTION 3-608: SUBJECT TO LAWS

Except as otherwise specifically stated in this article, the operation of an All-Terrain Vehicle, Utility-Type Vehicle or Golf Car Vehicle shall be subject to all of the requirements of state statutes and requirements of city ordinances for the operation of any motor vehicle in the State or City, specifically including those statutes dealing with the rules of the road, child restraint systems and the operation of a motor vehicle by any person impaired by alcohol or drugs.

SECTION 12: Section 3-610, ATVs and UTVs: Required Equipment, is hereby adopted and should read as follows:

## SECTION 3-610: ATVS AND UTVS: REQUIRED EQUIPMENT

In addition to any equipment required by Section 3-606, every All-Terrain Vehicle and Utility-Type Vehicle while being operated on the public ways of the City, shall be equipped with (1) an adequate muffler system in good working condition; and (2) a United States Forest Service qualified spark arrester. This provision shall not apply to vehicles operated on public ways as part of parades which have been authorized by the State of Nebraska, County of Boone, or City of Albion. (Neb. Rev. Stat § 60-6,358)

SECTION 13: Section 3-611, ATVs and UTVs: Modifications Prohibited, is hereby adopted and should read as follows:

## SECTION 3-611: ATVS AND UTVS: MODIFICATIONS PROHIBITED

It shall be unlawful for any person to operate an All-Terrain Vehicle or Utility-Type Vehicle which has been modified by (1) the equipping of the exhaust system of the vehicle with a cutout, bypass, or similar device, and/or (2) the removal or modification of the spark arrester except when in use in closed-course competition events. This provision shall not

apply to vehicles operated on public ways as part of parades which have been authorized by the State of Nebraska, County of Boone, or City of Albion. (Neb. Rev. Stat § 60-6,359)

SECTION 14: Section 3-612, ATVs and UTVs: Speed, is hereby adopted and should read as follows:

SECTION 3-612: ATVS AND UTVS: SPEED

Any person operating an All-Terrain Vehicle or Utility-Type Vehicle shall not exceed 30 mph when the posted speed limit is 30 mph or more and shall not exceed any posted speed limit which is 30 mph or less.

SECTION 15: Section 3-620, Golf Car Vehicles: Speed, is hereby adopted and should read as follows:

SECTION 3-620: GOLF CAR VEHICLES: SPEED

Any person operating a Golf Car Vehicle shall not operate it on any street with a posted speed limit of more than twenty-five miles per hour. Any person operating a Golf Car Vehicle shall not exceed 20 mph when the posted speed limit is 20 mph or more and shall not exceed any posted speed limit which is 20 mph or less.

SECTION 16: Section 3-621, Golf Car Vehicles: Highways, is hereby adopted and should read as follows:

SECTION 3-621: GOLF CAR VEHICLES: HIGHWAYS

No person shall operate a Golf Car Vehicle at any time on a state or federal highway regardless of whether or not said highway is also a public street. A golf car vehicle shall only be operated on such a highway in order to cross a portion of the highway system and only in the manner provided under Neb. Rev. Stat. §60-6,381(3). (Neb. Rev. Stat. §60-6,381(2)(a))

SECTION 17: Section 3-690, Violations, is hereby adopted and should read as follows:

SECTION 3-690: VIOLATIONS

Any person, firm, association, or corporation who shall violate any of the provisions of Chapter Three, Article Six hereof, shall in addition to the penalties prescribed in Section 3-901, have the registration revoked for the vehicle operated in violation of said article. Furthermore, the violator shall also be prohibited from registering said vehicle with the City for a period of one year from the date of violation.

SECTION 18: Chapter Three, Article Nine is hereby adopted and shall be titled "Penal Provisions".

SECTION 19: Section 3-901, Violation: Penalty, is hereby adopted and should read as follows:

SECTION 3-901: VIOLATION: PENALTY

Any person, firm, association, or corporation violating any of the provisions of Chapter Three hereof, shall, upon conviction, be deemed guilty of a misdemeanor, and be fined in a sum not more than \$500.00 for each offense, and each day's maintenance of the same shall constitute a separate offense.

SECTION 20: This ordinance shall go into full force and effect on May 1, 2023. Publication to be done in pamphlet form.

INTRODUCED BY: \_\_\_\_\_

SECONDED BY: \_\_\_\_\_

PASSED AND APPROVED THIS \_\_\_\_ DAY OF \_\_\_\_\_, 2022.

PUBLISHED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2022.

CITY OF ALBION, NEBRASKA

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Clerk (Seal)



**AGENDA MEMO**

Item #	<b>10</b>	Body	<b>ALBION CITY COUNCIL</b>
Subject	<b>CONSIDER INTRODUCTION AND ACTION ON RESOLUTION 101 (23) REGARDING TRAFFIC CONTROL SIGNAGE</b>	Meeting Date	<b>2/14/2023</b>

Presenter(s)	
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Background Information	Enclosed - based upon discussion at last month's meeting - the resolution is drafted to include stopsigns at the RR crossing east of 2nd street for eastbound and westbound traffic on Church Street with a stop ahead sign for westbound traffic; and, a stopsign at 11th and Fairview for eastbound traffic, including a stop ahead warning sign.
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Discussion	
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Motion	To introduce and approve resolution 101 (23) regarding traffic control signs
2nd	
Roll Call	Porter _____ Tisthammer _____ Johnson _____ Dailey _____

Motion	
Second	
Roll Call	

Motion	
2nd	
Roll Call	

Summary of Decision	
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**A RESOLUTION OF THE CITY OF ALBION, NEBRASKA REGARDING PLACEMENT OF TRAFFIC CONTROL SIGNS IN ORDER TO REGULATE TRAFFIC AND PARKING**

**WHEREAS**, the City Council is authorized by Section 3-115 of the City of Albion Municipal Code to provide for, by resolution, the placing of stop signs, restricted parking, or other signs, signals, standards or mechanical devices in any street or alley for the purpose of regulating or prohibiting traffic and parking thereon; and,

**WHEREAS**, the City Council of the City of Albion, Nebraska has determined that in order to regulate traffic in a safe and orderly manner, the yield signs located on the East and West sides of the railroad track intersection of Church Street should be replaced with stop signs so as to regulate eastbound and westbound traffic on Church Street; and,

**WHEREAS**, the City Council of the City of Albion, Nebraska has determined that in order to regulate traffic in a safe and orderly manner, an additional stop ahead sign should be placed at a minimum of one-hundred fifty (150) feet east of the railroad track intersection of Church Street so as to provide advance stop warning to westbound traffic on Church Street; and,

**WHEREAS**, the City Council of the City of Albion, Nebraska has determined that in order to regulate traffic in a safe and orderly manner, an additional stop sign should be placed on the southwest corner of the Eleventh Street and Fairview Street intersection so as to regulate eastbound traffic on Fairview Street; and,

**WHEREAS**, the City Council of the City of Albion, Nebraska has determined that in order to regulate traffic in a safe and orderly manner, an additional stop ahead sign should be placed at a minimum of one-hundred fifty (150) feet west of the Eleventh Street and Fairview Street intersection so as to provide advance stop warning to eastbound traffic on Church Street.

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**THEREFORE, BE IT NOW RESOLVED BY THE MAYOR AND THE CITY COUNCIL OF THE CITY OF ALBION, NEBRASKA, THAT** the yield signs located on the East and West sides of the railroad track intersection of Church Street shall be replaced with stop signs so as to regulate eastbound and westbound traffic on Church Street; and,

**THEREFORE, BE IT ALSO NOW RESOLVED BY THE MAYOR AND THE CITY COUNCIL OF THE CITY OF ALBION, NEBRASKA, THAT** an additional stop ahead sign shall be placed at a minimum of one-hundred fifty (150) feet east of the railroad track intersection of Church Street so as to provide advance stop warning to westbound traffic on Church Street; and,

**THEREFORE, BE IT ALSO NOW RESOLVED BY THE MAYOR AND THE CITY COUNCIL OF THE CITY OF ALBION, NEBRASKA, THAT** an additional stop sign shall be placed on the southwest corner of the Eleventh Street and Fairview Street intersection so as to regulate eastbound traffic on Fairview Street; and,

**THEREFORE, BE IT ALSO NOW RESOLVED BY THE MAYOR AND THE CITY COUNCIL OF THE CITY OF ALBION, NEBRASKA, THAT** an additional stop ahead sign shall be placed at a minimum of one-hundred fifty (150) feet west of the Eleventh Street and Fairview Street intersection so as to provide advance stop warning to eastbound traffic on Church Street; and,

Introduced by: \_\_\_\_\_ ;

Seconded by: \_\_\_\_\_ ;

VOTE: YEAS: \_\_\_\_\_ ;

NAYS: None; ABSENT: None.

Passed and approved this \_\_\_<sup>th</sup> day of \_\_\_\_\_, 2023.

CITY OF ALBION, NEBRASKA

BY: \_\_\_\_\_  
Mayor, James Jarecki

ATTEST:

\_\_\_\_\_  
City Clerk, Andrew L. Devine

**AGENDA MEMO**

Item # <b>11</b> Subject <b>11. CONSIDER INTRODUCTION AND ACTION ON          RESOLUTION 103 (23) REGARDING A POLICY FOR PAYMENT          OF CERTAIN CLAIMS</b>	Body <b>ALBION CITY COUNCIL</b> Meeting Date <b>2/14/2023</b>
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Presenter(s)	
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Background Information	<p>Enclosed - This is our current policy and practice for paying mid-month claims which are due and payable between council meetings.</p> <p>The League is recommending that all municipalities formally adopt their policy in resolution form.</p> <p>*This resolution does not change current practice and maintains dual signature requirement of Mayor/Clerk and/or Council President.</p>
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Discussion	
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Motion	To introduce and approve resolution 103 (23) regarding policy for payment of certain claims
2nd	
Roll Call	Johnson _____ Tisthammer _____ Porter _____ Dailey _____

Motion	
Second	
Roll Call	

Motion	
2nd	
Roll Call	

Summary of Decision	
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## RESOLUTION NO. 102 (23)

### A RESOLUTION OF THE CITY OF ALBION, NEBRASKA ESTABLISHING A POLICY FOR PAYMENT OF CERTAIN CLAIMS

WHEREAS, certain payroll payments and other recurring monthly expenses are required to be paid within certain time frames to maintain good financial ratings and customer relations with the city's creditors, employees and residents of the city, and,

WHEREAS, it is advisable and necessary that the Mayor and Administrator/City Clerk/Treasurer be authorized and directed to make such regular payments prior to approval of the City Council, and,

WHEREAS, if such payments are made prior to the next regular council meeting, the City Council shall approve and affirm such payments at the next regular council meeting.

BE IT THEREFORE RESOLVED AS FOLLOWS:

1. That the Mayor and City Administrator/Clerk/Treasurer, in order to maintain the cities' credit standing and rating, be and hereby is authorized and directed to make payment of the following claims on a regular basis prior to the time that such claims would become delinquent and prior to the next regular city council meeting as follows:

A. All payroll claims, including deductions thereon, which become due and payable prior to the next regular meeting of the Mayor and Council; and,

B. All electric, natural gas, and other utility bills which may become due and payable prior to the next regular meeting of the Mayor and Council; and,

C. All regular insurance and bond payments which become due and payable prior to the next regular meeting of the Mayor and Council, and,

D. All City utility deposit and/or account balance refunds due at the time of utility account closure and payable prior to the next regular meeting of the Mayor and Council; and,

E. All approved employee expense reimbursement reports payable prior to the next regular meeting of the Mayor and Council; and,

F. All approved cash-on-hand replenishment transactions that are required to maintain day-to-day operations.

2. That at the next regular meeting, after the payment of such claims, the Council shall review and affirm such payments made by the Mayor and City Administrator/Clerk/Treasurer subsequent to the last Council meeting but prior to the current council meeting.

3. That this resolution shall become effective immediately upon passage and approval by the Mayor and Council of the City of Albion.

Dated this \_\_\_\_\_ of February 2023.

CITY OF ALBION, NEBRASKA

\_\_\_\_\_  
James C. Jarecki, Mayor

ATTEST:

\_\_\_\_\_  
Sharon Ketteler, Deputy Clerk



**AGENDA MEMO**

Item #	<b>12</b>	Body	<b>ALBION CITY COUNCIL</b>
Subject	<b>12. CONSIDER INTRODUCTION AND ACTION ON RESOLUTION 104 (23) WAIVING THE PAYMENT IN LIEU OF TAXES FOR THE ALBION HOUSING AUTHORITY</b>	Meeting Date	<b>2/14/2023</b>

Presenter(s)	
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Background Information	Enclosed - Last approved and adopted in 2018, this waiver is set to expire Sept 30, 2023 and is due for renewal.
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Discussion	
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Motion	To introduce and approve resolution 104 (23) waiving the payment in lieu of taxes for the Albion Housing Authority
2nd	
Roll Call	Dailey _____ Johnson _____ Porter _____ Tisthammer _____

Motion	
Second	
Roll Call	

Motion	
2nd	
Roll Call	

Summary of Decision	
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**RESOLUTION NO. 103 (23)**

A RESOLUTION OF THE CITY OF ALBION AMENDING THE COOPERATION AGREEMENT BETWEEN THE HOUSING AUTHORITY OF THE CITY OF ALBION, NEBRASKA AND THE CITY OF ALBION, NEBRASKA TO WAIVE THE PAYMENT IN LIEU OF TAXES.

WHEREAS, the Housing Authority of the City of Albion, Nebraska (hereinafter Housing Authority) and the City of Albion, Nebraska (hereinafter City) entered into a Cooperation Agreement dated October, 21, 1963.

WHEREAS, said agreement provided that during the term of the agreement, the Housing Authority was to make annual payments in lieu of taxes after the end of each fiscal year in an amount equal to ten percent of the "Shelter Rent" charged by the Housing Authority during such fiscal year.

WHEREAS, the Housing Authority has made a request that the City waive said payment in lieu of taxes in order to aid the Housing Authority with the cost of maintaining their facility.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND THE CITY COUNCIL OF THE CITY OF ALBION, NEBRASKA:

That the payment in lieu of taxes herein referred to is waived for fiscal years Oct 1, 2023 through Sep 30, 2028. The Housing Authority shall have no responsibility to pay said payment under the terms of the agreement for the stated fiscal years only and any further waiver of payment must be approved by the City Council.

Introduced by \_\_\_\_\_.

Seconded by \_\_\_\_\_.

Passed by the vote of \_\_\_ to \_\_\_ on this 14th day of February, 2023.

ATTEST:

\_\_\_\_\_  
Mayor, City of Albion

\_\_\_\_\_  
City Clerk



ANNUAL REPORT

**HOUSING AUTHORITY OF THE CITY  
OF ALBION**

**ALBION, NEBRASKA  
FISCAL YEAR ENDING  
SEPTEMBER 30, 202**

The Board of Commissioners meet at 8:00 a.m. the second Thursday of each month at the Housing Authority community room. The annual meeting was held in January 2023. The board members are:

Chairperson: Dennis Michael (2027)  
Co-Chairperson: Larry Swerczek (2025)  
Commissioners: Elizabeth Meyer (2024)  
Kristine Schrad (2025)  
Bryce Spann (2023)

Tracy Lipker is the Executive Director of Harmony Homes. Loren Pearson is the maintenance and Pat Zaruba assists in maintenance when needed. A tenant cleans the rest of the time. Tracy is also in charge of the Capital Fund Program and applies for the government grants. The money received from these grants is used for modernization projects.

The 2020 Capital Fund Grant was approved in June 2020 in the amount of \$76138.00. Funds have been used for replacement of vinyl laminate flooring, apartment fixtures on unit turn arounds, new kitchen cabinets, environmental review, rock sign for property, boiler room repair, new copier for the office, property insurance, landscaping around apartment buildings, concrete work, and repair. Remaining funds will go towards replacing additional storm doors, paint, flooring, and appliance updates. The grant was fully expended in April 2022.

The 2021 Capital Fund Grant was approved in June of 2021 in the amount of \$78301.00. . Items on the plan were expanding the laundry room and adding additional commercial washers and dryers as tenant usage has become greater. operational expenses, boiler replacement and repair, LED lighting upgrades, landscaping, exterior signage and flagpole, flooring, and paint in unit turn arounds. The grant was fully expended in December 2022.

The 2022 Capital Fund Grant was approved in June of 2022 in the amount of \$95701.00. The new 5 year rolling plan was approved in the grant. Items in the plan include operations, insurance, landscaping, updating apartments as needed, floors, refrigerator, AC units, boilers, paint. Sewer lines, bathroom fixtures and exterior work, siding, gutters, tuck pointing, roofs. Exterior exhaust fans as needed.

The 2023 Capital Fun Grant amount will be released in the coming months and the application process will begin.

The REAC Physical Inspection was done December 2017, with a score of 98%. Therefore, we did not need one until 2020. We volunteered to be a part of the NSPIRE Inspection, however, COVID put a halt to all PHA inspections until the end of 2020. We were notified in October of 2022 our volunteered NSPIRE Inspection would take place in November. These are not scored as we volunteered. Inspections went well. We upgraded fire / CO2 detectors in all bedrooms on the property.

The Public Housing Assessment System (PHAS) Score Report was just released. Albion Housing received a Total Score of 98% out of 100%, resulting in High Performer status.

Lutz, CPAs did our annual audit. The most recent audit was done in January of 2023. We undergo an audit at the end of each FYE. We had a good audit. Monthly paperwork is sent to the Fee Accountant, Loucks & Schwartz to be verified.

As part of the ongoing environmental process, the housing authority under went radon testing in 2018 in each apartment. Mitigation was done to each building (13 total). Impacted units were retested and new numbers were sent to the state. Everything went well.

The Albion Housing Authority had a Level II Energy Audit in December 2019 and also included a GPNA at this time. The energy audit went well, we now have a list of items we can add to the 5 year plan. Updating bathroom fans with additional insulation was the primary find along with LED lighting in apartments. This audit is good for 5 years. As for the GPNA, we didn't have any major issues. We had already had Precision Concrete Cutting take away any trip hazards.

We renewed our Environmental Review in 2020, NENEDD did the review and Mayor Jarecki signed off on it in September 2020. This is good for 5 years.

Payment in Lieu of Taxes was waived. Tracy met with the City Council in 2018. This is something we will revisit every 5 years. Albion Housing is asking the City Council for consideration of another 5-year waiver as the current one expires in February 2023.

We feel that Harmony Homes provides a safe and beautiful place for the residents. I am happy to say that Albion Housing Authority has full occupancy and has been since April 1995. We have had move outs but have been able to fill the vacancies immediately. The vacancies were due to several going to the nursing home and moving to other locations and purchasing of a first home. We continue to take names for the waiting list. Applications are available at the office.

The AHA is a member of Nebraska NAHRO (National Association of Housing and Redevelopment Officials). Albion ED, Tracy Lipker was appointed Secretary of NAHRO, this for the State of Nebraska NAHRO. She continues to serve as a Board Member for the NE NAHRO and on the Executive Board of Commissioners for the Central Nebraska Joint Housing Authority.

There have been many changes in the Housing Authority, with the EPIC, PHAS, PIC, Agency 5-year plan, Agency 1 year plan, and the new 50058, DUNS, Core reports, Federal Reporting and HOTMA. The Housing Authority industry is changing daily. The paper work has more than tripled in the last few years. The government is making monthly changes and the systems in Washington D.C. do not always work, causing interruptions in the reporting to Washington.

The Omaha HUD Office is a good support system, but they do not even have the answers when the systems fail to work. Networking with other agencies, zoom meetings and online trainings assist in the day-to-day activities.

According to the guidelines from HUD, the maximum a person can make for (1) is \$44,950 and for two people \$51,350. New income guidelines will be released in May 2023. Residents who are age 62 and over, or handicapped or disabled, still receive deductions from medical expenses. There can be exception to the income guideline with a HUD Wavier. We do have a flat rate rent on our apartments of \$406.00 for a one bedroom and \$536.00 flat rate rent on our two bedrooms units effective at recertification time, September 2022 for existing tenants. The new rates of \$447/589 were effective beginning January 1, 2023, for new tenants, existing tenants will convert to this come September 2022 during their annual recertification, some tenants are sooner due to the timing of the recerts. Due to 2014 regulations, each housing authority in the United States, had to comply with base rents to be 80% of the Fair Market Rent Value in the county of the PHA.

The housing authority rents the community room to the public for a minimal fee. Albion Area Arts council hosts their book clubs their regular basis, bible study groups, Albion Music Club and Community members rent it for birthday parts, hosting parties, graduations and family gatherings. If anyone is interested in renting the community room, the reservation calendar is available by calling the office.

The Albion Housing Authority is the Adopt-a-Class Sponsor for the St. Michael's 3<sup>rd</sup> grade class. The tenants enjoy the times they get together with the 3<sup>rd</sup> graders. Some of the things we have done together are student – tenant interviews, apartment tour, popcorn bar, Christmas caroling, ice cream sundaes, bingo, end of school year hot dog bbq.

The residents of the Albion Housing have many opportunities to attend social events of their choice. We offer weekly Bible Study, Bingo, Birthday Parties, monthly Residents Meetings, Crafts, Movies and popcorn, cards, potlucks, Mother's Day Tea, Father's Day barbecue and special parties for the holidays. The tenants celebrate their annual Thanksgiving dinner for all of the Thursday before Thanksgiving. They have gathering for New Years, Valentines, and St. Patty's Day, Fourth of July, and Halloween, where they invite the community to come and trick or treat in the Community Room. Many of the residents use the pool room in the evenings, weekends, and each Monday afternoon for pool time. In 2016 we purchased a NuStep machine for the exercise room, in 2022 we purchased an Exercise bike. This helps the tenants with their cardio and physical exercise. This has helped saved numerous tenants from having to find transportation to get their cardio workout in at rehab. We keep the room locked at all times but the resident's apartment key unlocks the pool room and laundry room. We bring in monthly health and safety speakers such as Fire safety, Police, Fitness, Home Health Care, and Hospice

just to name a few. Our residents are very proud of their home and enjoy showing it off to their friends and relatives when they come to visit. We also offer a yearly onsite flu vaccine to tenants.

We appreciate the work the City Of Albion does for us on cleaning the parking lot after a snow storm, as we don't want to take the chance of one of the residents falling. Thank you very much!

We will continue to strive to be a **High Performer** and keep our goals set high as we have done in the past. Our mission statement is: The Albion Housing Authority is to promote adequate and affordable housing, economic opportunity and a suitable living environment free from discrimination. The Albion Housing Authority is committed to providing quality services in an efficient and creative manner.

The past few years has been a challenging for all, we do have our community room open and continue to keep informed all along of information provided to our area and DHM's. Sanitizing solution stations have been installed, masks and sanitizer were provided to tenants. We are back to hosting potlucks, cards and daily coffee.

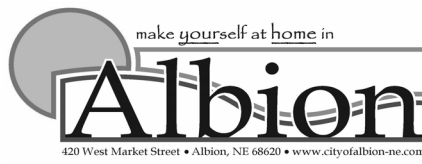
The new laundry room expansion was completed in 2022. We now have 6 washers and 6 dryers all free of use to the tenants in a secured facility with a large folding table and dry racks. This is adjacent to the exercise room where new furniture for their comfort while waiting for laundry has been installed. The new facility is being enjoyed by all!

Respectfully Submitted,

*Tracy Lipker*

Tracy Lipker  
Executive Director  
Albion Housing Authority

Seal of Albion Housing Authority



**AGENDA MEMO**

Item #	<b>13</b>	Body	<b>ALBION CITY COUNCIL</b>
Subject	<b>13. CONSIDER APPLICATION FOR ADDITION TO LIQUOR LICENSE OF HWY 14 BREWING CO LLC, LICENSE L-121969 &amp; CKG-121970</b>	Meeting Date	<b>2/14/2023</b>

Presenter(s)	
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Background Information	<p>Hwy 14 is expanding their business and has applied to the NLCC to add the expansion area to their liquor license.</p> <p>Recommend approval.</p> <p>Full application available for review at city hall</p>
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Discussion	
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Motion	To recommend approval of APPLICATION FOR ADDITION TO LIQUOR LICENSE OF HWY 14 BREWING CO LLC, LICENSE L-121969 & CKG-121970
2nd	
Roll Call	Dailey _____ Tisthammer _____ Porter _____ Johnson _____

Motion	
Second	
Roll Call	

Motion	
2nd	
Roll Call	

Summary of Decision	
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**AGENDA MEMO**

Item #	<b>14</b>	Body	ALBION CITY COUNCIL
Subject	<b>14.ACKNOWLEDGEMENT OF RECEIPT OF THE CITY ADMINISTRATOR REPORT TO THE CITY COUNCIL REGARDING THE STATUS OF VARIOUS CITY DEPARTMENTS, CITY ACTIVITIES, AND CITY FINANCIAL REPORTS</b>	Meeting Date	<b>2/14/2023</b>

Presenter(s)	
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Background Information	Enclosed -
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Discussion	
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Motion	
2nd	
Roll Call	

Motion	
Second	
Roll Call	

Motion	
2nd	
Roll Call	

Summary of Decision	
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Street

The crew has done a good job on snow removal – icing and re-icing has been an issue. Special thanks to Aaron Allgood and Bygland's their on-call work for the city in snow removal.

As temperatures moderate, we're dealing with thawing and refreezing – which causes issues with potholes in streets and alleys. Crews are addressing as practicable.

Water

An odd contaminant associated with rubber production industry has been indicated in Well 5 – although it's not at threatening levels we are monitoring as this is very out of place. We're told that there have been no other cases in the State.

Sewer

Nothing new outside of the Mayors report.

Parks/Rec

Project

Planning for the Eli Porter Memorial Play area improvements at Fuller park and Clark park is underway! We've held a kick-off meeting and will have more to report in the future as plans start to develop.

Trees

If anyone is interested in donating funds/trees we will be open to accept these into the foreseeable future.

Pool

We need a pool manager and/or managers. Duties are from May until closure (mid/late August) Need to be responsible, 19+ years of age, and obtain CPR and Pool Manager certification.

Jeff Steele to come clean this fall and prepare for Spring repainting as scheduled and budgeted.

General Administration / Other:ACE

As the Chairperson for the ACE board of directors, over the past 18 months, I have been involved in several strategic planning sessions for the organization as well as proposal reviews with existing and potential new wholesale gas suppliers. The ACE board and staff are dedicated to find ways to maintain competitive natural gas prices while continuing to serve as the ONLY supplier who also that provides advocacy for the citizen/consumer in the Nebraska Choice Gas Program.

Camera Project

Applied has started phase 1 of the new camera system project to incorporate existing cameras and also add new cameras at:  
City Hall, the Mini-Park, Fuller Park, and the Campground.

Property Maintenance Code Update

Two of the three structures ordered for demolition by the City Board of Health in June have been demolished. The third demotion is pending asbestos inspection.

Warren has posted notices of unsafe structures for 6 other properties and the Board of Health has issued 4 new demolition orders.

AEDC/City Housing Initiative

Maggie is progressing on project management work for the City's website/social media presence including integration of City meeting Agenda, Minutes, Ordinances/Codes, Citizen Requests, and Permitting.

Maggie has also started researching other community housing projects and visiting other communities to see how their programs are structured.

Rural Workforce Housing Program has been at the forefront the last 30-60 days and a deadline for AEDC application is approaching.

Maggie will be working on developing a community housing specific survey with NENEDD.

Planning Commission Vacancy

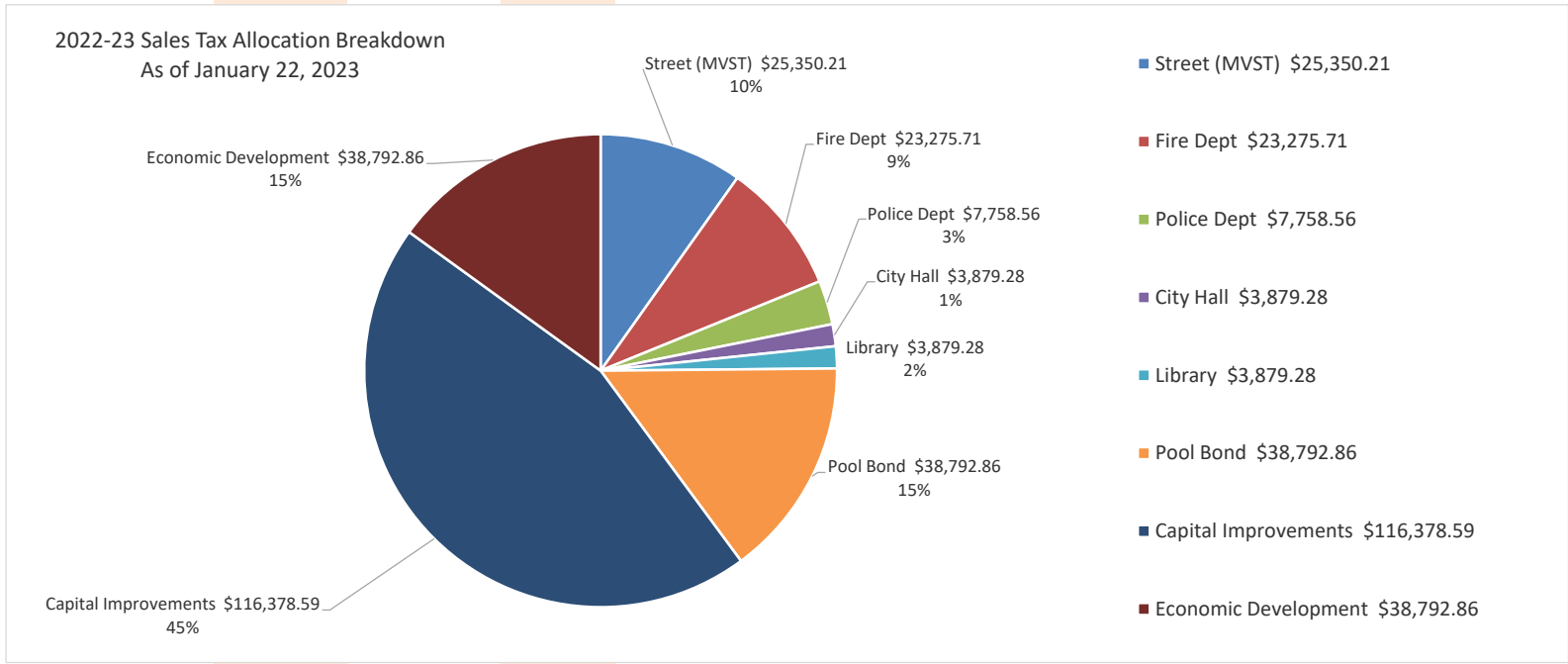
Mike Pugh resigned due to relocating to Florida for a career opportunity. **\*Please direct any interested parties to City Hall or to the Mayor.**

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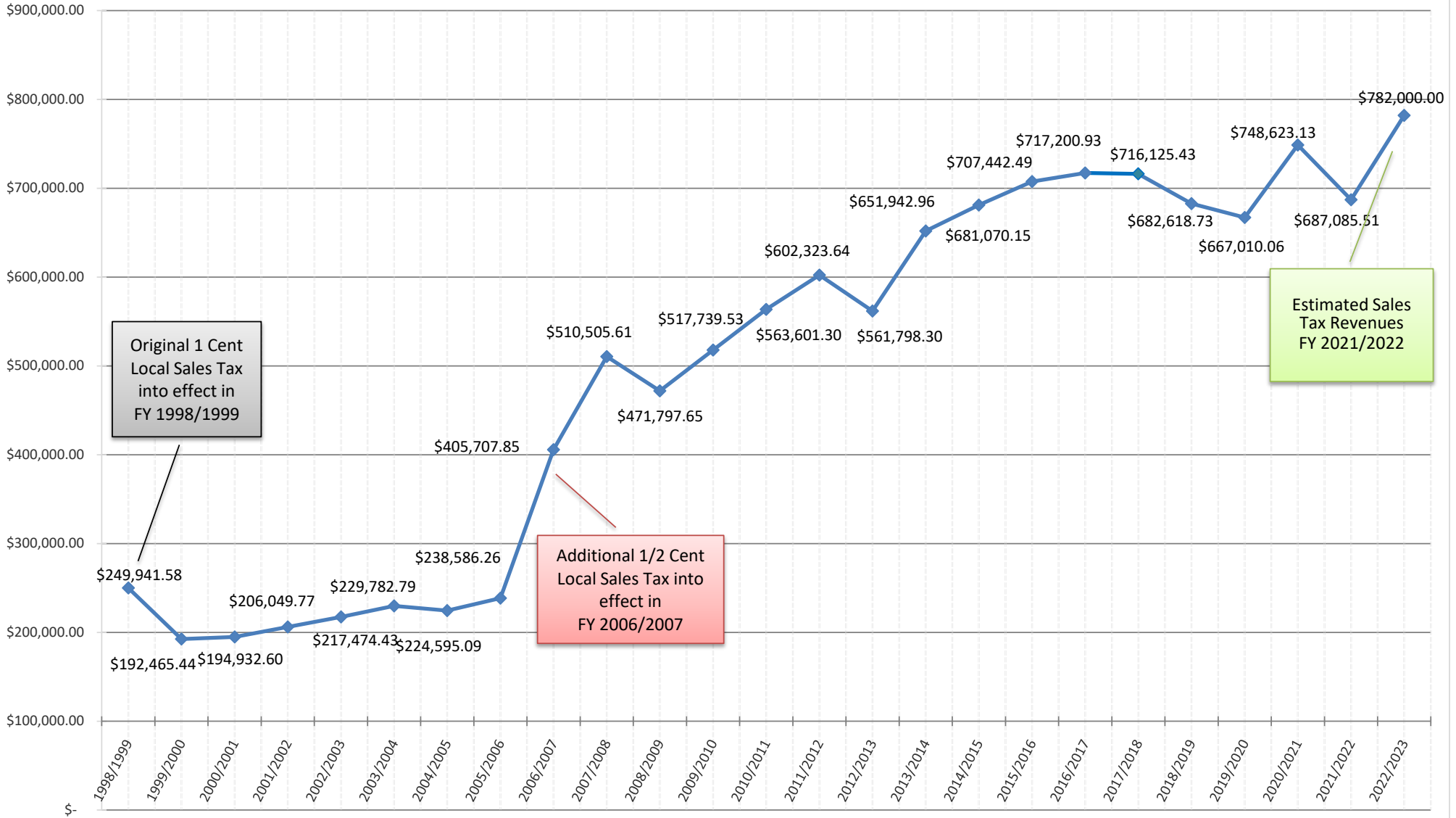
Attached is the current month Sales Tax Report – showing the monthly trend of sales tax receipts.

Also attached is an unaudited Treasurer's Report/Budget Performance Report and an unaudited Balance Sheet Comparison Report.

	Total Sales Tax	Motor Vehicle Sales Tax to Streets (LB904)	Refunds to Taxpayers (State Incentives)	MVST	1/2 Cent Allocation Breakdown - per 2016 Election					1 Cent Allocation Breakdown - per 2018 Election		Total Settlement	Month Received
				Street	Fire Dept	Police Dept	City Hall	Library	Pool Bond	Capital Improvements	Economic Development		
<b>2022/23</b>				<b>ALL MVST</b>	<b>\$0.0015</b>	<b>\$0.0005</b>	<b>\$0.00025</b>	<b>\$0.00025</b>	<b>\$0.0025</b>	<b>\$0.0075</b>	<b>\$0.0025</b>	<b>\$0.015</b>	
<b>AUG</b>	\$ 68,911.34	\$ 5,671.29	\$ 40.58	\$ 5,671.29	\$ 6,319.95	\$ 2,106.65	\$ 1,053.32	\$ 1,053.32	\$ 10,533.25	\$ 31,599.74	\$ 10,533.24	\$ 68,870.76	<b>OCT</b>
<b>SEPT</b>	\$ 68,023.77	\$ 7,114.06	\$ -	\$ 7,114.06	\$ 6,090.97	\$ 2,030.32	\$ 1,015.16	\$ 1,015.16	\$ 10,151.62	\$ 30,454.86	\$ 10,151.62	\$ 68,023.77	<b>NOV</b>
<b>OCT</b>	\$ 58,669.07	\$ 5,994.63	\$ -	\$ 5,994.63	\$ 5,267.44	\$ 1,755.81	\$ 877.91	\$ 877.91	\$ 8,779.07	\$ 26,337.22	\$ 8,779.08	\$ 58,669.07	<b>DEC</b>
<b>NOV</b>	\$ 62,512.20	\$ 6,570.23	\$ 31.55	\$ 6,570.23	\$ 5,597.35	\$ 1,865.78	\$ 932.89	\$ 932.89	\$ 9,328.92	\$ 27,986.77	\$ 9,328.92	\$ 62,543.75	<b>JAN</b>
<b>DEC</b>			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	<b>FEB</b>
<b>JAN</b>			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	<b>MAR</b>
<b>FEB</b>			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	<b>APR</b>
<b>MAR</b>			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	<b>MAY</b>
<b>APR</b>			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	<b>JUNE</b>
<b>MAY</b>			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	<b>JULY</b>
<b>JUNE</b>			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	<b>AUG</b>
<b>JULY</b>			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	<b>SEPT</b>
				<b>Street (MVST)</b>	<b>Fire Dept</b>	<b>Police Dept</b>	<b>City Hall</b>	<b>Library</b>	<b>Pool Bond</b>	<b>Capital Improvements</b>	<b>Economic Development</b>	<b>Total</b>	
<b>YTD Total</b>	<b>\$ 258,116.38</b>	<b>\$ 25,350.21</b>	<b>\$ 72.13</b>	<b>\$ 25,350.21</b>	<b>\$ 23,275.71</b>	<b>\$ 7,758.56</b>	<b>\$ 3,879.28</b>	<b>\$ 3,879.28</b>	<b>\$ 38,792.86</b>	<b>\$ 116,378.59</b>	<b>\$ 38,792.86</b>	<b>\$ 232,757.14</b>	



Annual City of Albion Sales Tax Totals - FY Oct 1 through Sep 30



**CITY SALES TAX**

<b>Month / Fiscal Year</b>	<b>1998/1999</b>	<b>1999/2000</b>	<b>2000/2001</b>	<b>2001/2002</b>	<b>2002/2003</b>
<b>JULY</b>	\$ 13,108.97				
<b>AUG</b>	\$ 16,670.53	\$ 16,442.42	\$ 16,609.36	\$ 15,652.73	\$ 17,650.31
<b>SEPT</b>	\$ 16,443.31	\$ 16,834.21	\$ 14,298.52	\$ 16,000.31	\$ 18,958.94
<b>OCT</b>	\$ 14,882.92	\$ 16,600.55	\$ 14,724.90	\$ 18,658.03	\$ 18,326.56
<b>NOV</b>	\$ 13,771.34	\$ 15,874.77	\$ 15,183.73	\$ 16,302.42	\$ 17,218.99
<b>DEC</b>	\$ 18,637.46	\$ 20,634.90	\$ 19,310.35	\$ 21,610.02	\$ 21,823.14
<b>JAN</b>	\$ 14,155.37	\$ 12,431.14	\$ 13,629.59	\$ 16,031.65	\$ 18,426.71
<b>FEB</b>	\$ 12,606.99	\$ 13,882.39	\$ 14,030.50	\$ 13,905.88	\$ 15,269.48
<b>MAR</b>	\$ 15,818.90	\$ 17,321.41	\$ 16,377.39	\$ 18,719.84	\$ 19,366.36
<b>APR</b>	\$ 16,903.24	\$ 13,323.82	\$ 18,397.35	\$ 14,464.42	\$ 17,309.45
<b>MAY</b>	\$ 15,082.24	\$ 15,614.24	\$ 16,976.13	\$ 16,467.08	\$ 18,588.49
<b>JUNE</b>	\$ 20,098.72	\$ 17,904.96	\$ 18,010.97	\$ 18,080.81	\$ 20,524.62
<b>JULY</b>	\$ 61,761.59	\$ 15,600.63	\$ 17,383.81	\$ 20,156.58	\$ 14,011.38
<b>Annual Totals</b>	\$ 249,941.58	\$ 192,465.44	\$ 194,932.60	\$ 206,049.77	\$ 217,474.43

% column indicates the percentage of growth/decline over same period in the previous year

**CITY SALES TAX**

Month / Fiscal Year	2003/2004	2004/2005	2005/2006	2006/2007	2007/2008	2008/2009	2009/2010	2010/2011
<b>JULY</b>								
<b>AUG</b>	\$ 18,850.20	\$ 18,354.70	\$ 19,978.29	\$ 25,206.38	\$ 34,465.12	\$ 49,999.70	\$ 33,416.25	\$ 42,871.34
<b>SEPT</b>	\$ 19,227.50	\$ 18,997.69	\$ 18,320.53	\$ 23,064.50	\$ 40,780.22	\$ 46,904.47	\$ 51,258.08	\$ 62,178.91
<b>OCT</b>	\$ 18,479.41	\$ 18,204.20	\$ 16,830.86	\$ 27,910.78	\$ 35,850.96	\$ 43,671.87	\$ 35,635.70	\$ 46,699.35
<b>NOV</b>	\$ 16,910.65	\$ 17,852.74	\$ 18,481.57	\$ 32,714.36	\$ 33,706.06	\$ 30,120.69	\$ 37,124.81	\$ 47,833.81
<b>DEC</b>	\$ 24,558.71	\$ 26,711.90	\$ 25,447.88	\$ 45,656.08	\$ 42,740.16	\$ 53,127.13	\$ 59,946.87	\$ 55,815.37
<b>JAN</b>	\$ 17,934.15	\$ 16,071.55	\$ 18,369.62	\$ 37,444.10	\$ 43,537.98	\$ 31,689.28	\$ 38,762.95	\$ 45,717.44
<b>FEB</b>	\$ 15,919.31	\$ 15,387.59	\$ 16,676.43	\$ 33,497.11	\$ 35,651.78	\$ 29,206.87	\$ 34,922.99	\$ 35,535.76
<b>MAR</b>	\$ 19,012.73	\$ 17,866.57	\$ 19,089.20	\$ 37,078.50	\$ 53,262.99	\$ 35,996.74	\$ 44,394.96	\$ 44,602.56
<b>APR</b>	\$ 20,311.76	\$ 18,564.76	\$ 19,950.18	\$ 31,337.57	\$ 49,830.19	\$ 35,651.11	\$ 45,065.11	\$ 44,183.75
<b>MAY</b>	\$ 18,053.98	\$ 18,852.81	\$ 23,093.27	\$ 41,256.20	\$ 36,371.67	\$ 31,987.49	\$ 41,823.95	\$ 45,787.62
<b>JUNE</b>	\$ 21,338.66	\$ 18,845.44	\$ 23,137.59	\$ 35,360.86	\$ 44,305.14	\$ 43,421.38	\$ 47,745.37	\$ 47,914.63
<b>JULY</b>	\$ 19,185.73	\$ 18,885.14	\$ 19,210.84	\$ 35,181.41	\$ 60,003.34	\$ 40,020.92	\$ 47,642.49	\$ 44,460.76
<b>Annual Totals</b>	\$ 229,782.79	\$ 224,595.09	\$ 238,586.26	\$ 405,707.85	\$510,505.61	\$ 471,797.65	\$ 517,739.53	\$ 563,601.30

% column indicates the percentage of growth/decline over same period in the previous year

**CITY SALES TAX**

Month / Fiscal Year	2011/2012	2012/2013	2013/2014	2014/2015	2015/2016	2016/2017	2017/2018
<b>JULY</b>							
<b>AUG</b>	\$ 48,917.92	\$ 42,466.87	\$ 46,864.18	\$ 60,463.17	\$ 56,241.45	\$ 65,760.21	\$ 61,293.39
<b>SEPT</b>	\$ 43,182.62	\$ 47,583.25	\$ 53,964.91	\$ 54,052.75	\$ 64,983.21	\$ 58,829.71	\$ 59,484.22
<b>OCT</b>	\$ 44,407.78	\$ 40,416.46	\$ 49,875.52	\$ 57,543.64	\$ 55,658.43	\$ 56,993.16	\$ 59,818.82
<b>NOV</b>	\$ 60,904.38	\$ 37,958.57	\$ 54,442.80	\$ 55,510.02	\$ 55,813.91	\$ 53,103.45	\$ 61,092.99
<b>DEC</b>	\$ 61,724.40	\$ 49,002.96	\$ 66,289.24	\$ 68,139.10	\$ 69,719.04	\$ 67,127.66	\$ 69,916.58
<b>JAN</b>	\$ 51,590.07	\$ 42,876.94	\$ 46,007.27	\$ 54,950.70	\$ 57,975.74	\$ 54,429.72	\$ 52,455.18
<b>FEB</b>	\$ 48,039.95	\$ 42,322.57	\$ 50,579.15	\$ 42,876.37	\$ 48,361.67	\$ <b>56,369.21</b>	\$ 50,601.83
<b>MAR</b>	\$ 55,334.08	\$ 50,172.58	\$ 50,345.04	\$ <b>63,504.01</b>	\$ 62,135.89	\$ 49,997.58	\$ 55,072.94
<b>APR</b>	\$ 46,992.21	\$ 46,604.30	\$ <b>57,135.28</b>	\$ 54,526.18	\$ 56,556.84	\$ <b>69,303.54</b>	\$ 58,107.12
<b>MAY</b>	\$ 50,154.46	\$ 52,631.74	\$ 55,345.23	\$ 52,693.92	\$ 60,737.07	\$ 63,185.20	\$ 58,413.87
<b>JUNE</b>	\$ 51,354.31	\$ 56,515.13	\$ 61,889.14	\$ 58,399.96	\$ 60,652.92	\$ 62,079.12	\$ 70,459.67
<b>JULY</b>	\$ 39,721.46	\$ 53,246.93	\$ 59,205.20	\$ 58,410.33	\$ 58,606.32	\$ 60,022.37	\$ 59,408.82
<b>Annual Totals</b>	\$ 602,323.64	\$ 561,798.30	\$ 651,942.96	\$ 681,070.15	\$ 707,442.49	\$ 717,200.93	\$ 716,125.43

% column indicates the percentage of growth/decline over same period in the previous year

**CITY SALES TAX**

Month / Fiscal Year	2018/2019	2019/2020	2020/2021	2021/2022	2022/2023	%
JULY						
AUG	\$ 60,373.59	\$ 59,591.99	\$ 54,509.48	\$ 64,702.83	<b>\$ 68,870.76</b>	6.4%
SEPT	\$ 55,027.57	\$ 53,009.40	\$ 59,304.68	<b>\$ 70,310.80</b>	\$ 68,023.77	-3.3%
OCT	\$ 55,217.47	\$ 57,187.61	<b>\$ 65,327.80</b>	\$ 53,435.62	\$ 58,669.07	10%
NOV	\$ 59,300.13	\$ 53,575.54	\$ 50,353.10	\$ 48,497.47	<b>\$ 62,512.20</b>	29%
DEC	\$ 57,809.78	<b>\$ 73,290.60</b>	\$ 61,861.46	\$ 66,767.87		
JAN	\$ 53,255.88	\$ 47,695.44	<b>\$ 71,577.64</b>	\$ 46,098.54		
FEB	\$ 47,821.03	\$ 53,323.80	\$ 39,087.45	\$ 49,087.97		
MAR	\$ 54,812.16	\$ 52,103.29	\$ 75,201.52	\$ 49,633.73		
APR	\$ 53,143.56	\$ 45,694.24	\$ 68,904.35	\$ 59,807.16		
MAY	<b>\$ 70,876.04</b>	\$ 43,510.01	\$ 64,020.41	\$ 55,474.16		
JUNE	\$ 56,297.29	\$ 66,266.55	<b>\$ 73,269.83</b>	\$ 57,061.36		
JULY	\$ 58,684.23	\$ 61,761.59	\$ 65,205.41	<b>\$ 66,208.00</b>		
Annual Totals	\$ 682,618.73	\$ 667,010.06	\$ 748,623.13	\$ 687,085.51	\$ 258,075.80	
					<b>2022/2023 YTD</b>	<b>8.9%</b>
% column indicates the percentage of growth/decline over same period in the previous year						



**City of Albion**  
**Balance Sheet Prev Month / Year Comparison**  
As of January 31, 2022

	Current		Previous Month		Previous Year		
	Jan 31, 23	Dec 31, 22	\$ Change	% Change	Jan 31, 22	\$ Change	% Change
<b>ASSETS</b>							
<b>Current Assets</b>							
<b>Checking/Savings</b>							
<b>Cash Transaction Accounts</b>							
10000 · NOW Acct - Boone Co	298,861.69	262,564.91	36,296.78	13.82%	539,926.26	-241,064.57	-44.65%
10005 · NOW Acct - Cornerstone	87,104.23	146,517.74	-59,413.51	-40.55%	213,806.02	-126,701.79	-59.26%
<b>Cash/CD Reserve Accounts</b>							
10007 · T-Bill General Fund Reserve	559,549.44	558,032.81	1,516.63	0.27%	408,680.19	150,869.25	36.92%
10018 · CD - General - BCB - 4/18/21	116,059.23	116,059.23	0.00	0.0%	115,308.50	750.73	0.65%
10025 · CD - General - CSB - 4/18/21	109,336.90	109,254.29	82.61	0.08%	109,009.51	327.39	0.3%
10026 · CD - General - CSB - 6/18/20	111,105.06	111,007.13	97.93	0.09%	110,608.04	497.02	0.45%
10040 · CD - General - BCB - 7/26/20 f	107,504.78	107,498.55	6.23	0.01%	106,862.65	642.13	0.6%
10041 · CD - General - BCB - 7/26/20 g	107,504.78	107,498.55	6.23	0.01%	106,862.65	642.13	0.6%
10042 · CD - General - BCB - 7/26/20 h	107,504.78	107,498.55	6.23	0.01%	106,862.65	642.13	0.6%
10043 · CD - General - BCB - 7/26/21 a	108,253.00	107,899.44	353.56	0.33%	107,552.77	700.23	0.65%
10044 · CD - General - BCB - 7/26/21 b	108,253.00	107,899.44	353.56	0.33%	107,552.77	700.23	0.65%
10045 · CD - General - BCB - 7/26/20 a	107,630.57	107,037.03	593.54	0.56%	106,456.33	1,174.24	1.1%
10046 · CD - General - BCB - 7/26/20 b	107,630.57	107,037.03	593.54	0.56%	106,456.33	1,174.24	1.1%
10047 · CD - General - BCB - 7/26/20 c	107,630.57	107,037.03	593.54	0.56%	106,456.33	1,174.24	1.1%
10048 · CD - General - BCB - 7/26/20 d	107,630.57	107,037.03	593.54	0.56%	106,456.33	1,174.24	1.1%
10049 · CD - General - BCB - 7/26/20 e	107,630.57	107,037.03	593.54	0.56%	106,456.33	1,174.24	1.1%
10050 · CD - CURRB DSR - BCB - 4/10/24	220,315.37	220,315.37	0.00	0.0%	214,315.98	5,999.39	2.8%
<b>Restricted Use Accounts</b>							
10008 · Pool Project Fund - CSB	121,421.24	121,286.33	134.91	0.11%	120,870.28	550.96	0.46%
10030 · T-Bill Mmkt - Econ. Dev.	32,108.79	32,021.76	87.03	0.27%	63,530.36	-31,421.57	-49.46%
10035 · Premier Cornerstone - Ec Dev	89,553.32	71,369.00	18,184.32	25.48%	76,789.45	12,763.87	16.62%
10036 · Housing Program Fund	114,766.82	127,345.80	-12,578.98	-9.88%	0.00	114,766.82	100.0%
10105 · Fire Department Sales Tax Fund	208,161.79	207,597.58	564.21	0.27%	204,574.68	3,587.11	1.75%
10130 · SuperNOW - Library Mem Fund	6,125.03	8,636.34	-2,511.31	-29.08%	149,733.98	-143,608.95	-95.91%
10132 · Library - TBill Memorial Account	159,224.79	159,224.79	0.00	0.0%	0.00	159,224.79	100.0%
<b>Cash on Hand</b>							
10200 · Cash on Hand - General	100.00	100.00	0.00	0.0%	65.00	35.00	53.85%
10210 · Cash on Hand - Pool	0.00	0.00	0.00	0.0%	0.00	0.00	0.0%
10250 · Cash on Hand - Water	135.00	135.00	0.00	0.0%	135.00	0.00	0.0%
<b>Custodial Cash Accounts</b>							
10300 · County Treas Cash - Street	15,152.57	15,152.57	0.00	0.0%	18,889.68	-3,737.11	-19.78%
10400 · County Treas Cash - Debt Svc	1,788.09	1,788.09	0.00	0.0%	2,570.78	-782.69	-30.45%
<b>Total Checking/Savings</b>	<b>3,328,042.55</b>	<b>3,341,888.42</b>	<b>-13,845.87</b>	<b>-0.41%</b>	<b>3,416,788.85</b>	<b>-88,746.30</b>	<b>-2.6%</b>

**City of Albion**  
**Balance Sheet Prev Month / Year Comparison**  
As of January 31, 2022

	Current		Previous Month		Previous Year		
	Jan 31, 23	Dec 31, 22	\$ Change	% Change	Jan 31, 22	\$ Change	% Change
<b>Accounts Receivable</b>							
1110 · Accounts receivable	2,224.82	2,018.03	206.79	10.25%	5,336.88	-3,112.06	-58.31%
<b>Total Accounts Receivable</b>	2,224.82	2,018.03	206.79	10.25%	5,336.88	-3,112.06	-58.31%
<b>Other Current Assets</b>							
12000 · Accounts Receivable - Water	69,116.88	69,116.88	0.00	0.0%	60,484.81	8,632.07	14.27%
12010 · Accounts Receivable - Sewer	73,184.04	73,184.04	0.00	0.0%	70,688.15	2,495.89	3.53%
12020 · Accounts Receivable - Solid Was	-146.83	-146.83	0.00	0.0%	357.99	-504.82	-141.02%
12040 · A/R Offset - General	-2,078.24	-2,078.24	0.00	0.0%	-1,625.00	-453.24	-27.89%
12045 · A/R Offset - Park	0.00	0.00	0.00	0.0%	-250.00	250.00	100.0%
12100 · Unbilled Revenue - Water	17,347.00	17,347.00	0.00	0.0%	15,097.00	2,250.00	14.9%
12110 · Unbilled Revenue - Sewer	18,341.00	18,341.00	0.00	0.0%	17,441.00	900.00	5.16%
12150 · Accrued Interest Recv. - Water	414.28	414.28	0.00	0.0%	553.73	-139.45	-25.18%
12160 · Accrued Interest Recv. - Sewer	3,042.33	3,042.33	0.00	0.0%	2,962.85	79.48	2.68%
12170 · Accrued Interest Recv. - Solid	69.27	69.27	0.00	0.0%	78.28	-9.01	-11.51%
12200 · Inventory - Water	65,763.59	65,763.59	0.00	0.0%	28,326.96	37,436.63	132.16%
12300 · Prepaid Insurance - Water	0.00	0.00	0.00	0.0%	1,232.66	-1,232.66	-100.0%
12310 · PREPAID INSURANCE - SEWER	0.00	0.00	0.00	0.0%	1,931.38	-1,931.38	-100.0%
12320 · PREPAID INSURANCE - SOLID WASTE	0.00	0.00	0.00	0.0%	369.20	-369.20	-100.0%
1299 · Undeposited Funds	192.91	17,907.44	-17,714.53	-98.92%	10.00	182.91	1,829.1%
<b>Total Other Current Assets</b>	245,246.23	262,960.76	-17,714.53	-6.74%	197,659.01	47,587.22	24.08%
<b>Total Current Assets</b>	3,575,513.60	3,606,867.21	-31,353.61	-0.87%	3,619,784.74	-44,271.14	-1.22%
<b>Fixed Assets</b>							
15000 · Land - Water	34,020.00	34,020.00	0.00	0.0%	34,020.00	0.00	0.0%
15010 · Constr. in Progress - Water	0.00	0.00	0.00	0.0%	852.50	-852.50	-100.0%
15020 · Distribution System - Water	2,025,726.16	2,025,726.16	0.00	0.0%	2,029,745.16	-4,019.00	-0.2%
15030 · Buildings - Water	24,966.61	24,966.61	0.00	0.0%	24,966.61	0.00	0.0%
15040 · Equipment - Water	421,577.21	421,577.21	0.00	0.0%	437,577.01	-15,999.80	-3.66%
15050 · Accum Depr - Water	-1,041,120.23	-1,041,120.23	0.00	0.0%	-981,895.23	-59,225.00	-6.03%
15100 · Land - Sewer	369,439.25	369,439.25	0.00	0.0%	369,439.25	0.00	0.0%
15120 · Distribution System - Sewer	258,253.10	258,253.10	0.00	0.0%	258,253.10	0.00	0.0%
15130 · Buildings - Sewer	4,150,169.53	4,150,169.53	0.00	0.0%	4,150,169.53	0.00	0.0%
15140 · Equipment - Sewer	126,071.40	126,071.40	0.00	0.0%	124,353.06	1,718.34	1.38%
15150 · Accum Depr - Sewer	-1,905,880.33	-1,905,880.33	0.00	0.0%	-1,738,160.03	-167,720.30	-9.65%
15230 · Buildings - Solid Waste	1,011.06	1,011.06	0.00	0.0%	1,011.06	0.00	0.0%
15240 · Equipment - Solid Waste	3,950.67	3,950.67	0.00	0.0%	3,950.67	0.00	0.0%
15250 · Accum Depr - Solid Waste	-1,867.03	-1,867.03	0.00	0.0%	-1,076.90	-790.13	-73.37%
15300 · Fixed Assets - General	114,317.94	114,317.94	0.00	0.0%	77,917.47	36,400.47	46.72%
15310 · Fixed Assets - Park	646,442.68	646,442.68	0.00	0.0%	610,743.39	35,699.29	5.85%
15320 · Fixed Assets - Police	47,464.99	47,464.99	0.00	0.0%	54,939.65	-7,474.66	-13.61%
15330 · Fixed Assets - Fire	1,264,562.29	1,264,562.29	0.00	0.0%	1,139,468.50	125,093.79	10.98%
15340 · Fixed Assets - Library	115,271.86	115,271.86	0.00	0.0%	119,230.48	-3,958.62	-3.32%
15350 · Fixed Assets - Pool	2,737,929.11	2,737,929.11	0.00	0.0%	2,873,201.40	-135,272.29	-4.71%
15360 · Fixed Assets - Streets	3,240,624.70	3,240,624.70	0.00	0.0%	3,347,919.59	-107,294.89	-3.21%
<b>Total Fixed Assets</b>	12,632,930.97	12,632,930.97	0.00	0.0%	12,936,626.27	-303,695.30	-2.35%
<b>TOTAL ASSETS</b>	<b>16,208,444.57</b>	<b>16,239,798.18</b>	<b>-31,353.61</b>	<b>-0.19%</b>	<b>16,556,411.01</b>	<b>-347,966.44</b>	<b>-2.1%</b>

**City of Albion**  
**Balance Sheet Prev Month / Year Comparison**  
As of January 31, 2022

	Current		Previous Month		Previous Year		
	Jan 31, 23	Dec 31, 22	\$ Change	% Change	Jan 31, 22	\$ Change	% Change
<b>LIABILITIES &amp; EQUITY</b>							
<b>Liabilities</b>							
<b>Current Liabilities</b>							
<b>Accounts Payable</b>							
2010 · Accounts payable	-166.73	-166.73	0.00	0.0%	-166.73	0.00	0.0%
<b>Total Accounts Payable</b>	<b>-166.73</b>	<b>-166.73</b>	<b>0.00</b>	<b>0.0%</b>	<b>-166.73</b>	<b>0.00</b>	<b>0.0%</b>
<b>Other Current Liabilities</b>							
A/P OFFSET	166.73	166.73	0.00	0.0%	166.73	0.00	0.0%
20000 · Accounts Payable - Water	32,620.19	32,620.19	0.00	0.0%	2,702.56	29,917.63	1,107.01%
20010 · Accounts Payable - Sewer	42,474.00	42,474.00	0.00	0.0%	2,154.61	40,319.39	1,871.31%
20020 · Accounts Payable - Solid Waste	29,579.74	29,579.74	0.00	0.0%	12,892.10	16,687.64	129.44%
20100 · Accrued Payroll - Water	1,285.30	1,285.30	0.00	0.0%	888.49	396.81	44.66%
20110 · Accrued Payroll - Sewer	1,151.14	1,151.14	0.00	0.0%	812.27	338.87	41.72%
20120 · Accrued Payroll - Solid Waste	277.80	277.80	0.00	0.0%	203.91	73.89	36.24%
20200 · Accrued Vacation - Water	4,713.27	4,713.27	0.00	0.0%	5,293.97	-580.70	-10.97%
20210 · Accrued Vacation - Sewer	3,226.63	3,226.63	0.00	0.0%	4,179.13	-952.50	-22.79%
20220 · Accrued Vacation - Solid Waste	1,509.47	1,509.47	0.00	0.0%	1,155.36	354.11	30.65%
20400 · Payroll Tax W/H - Water	123.06	123.06	0.00	0.0%	146.56	-23.50	-16.03%
20410 · Payroll Tax W/H - Sewer	113.97	113.97	0.00	0.0%	130.62	-16.65	-12.75%
20420 · Payroll Tax W/H - Solid Waste	20.80	20.80	0.00	0.0%	32.82	-12.02	-36.62%
20600 · Customer Deposits - Water	38,402.00	38,442.00	-40.00	-0.1%	38,544.78	-142.78	-0.37%
20700 · Accrued Interest Payable	2,831.32	2,831.32	0.00	0.0%	2,984.03	-152.71	-5.12%
20710 · Accrued Interest Payable -Sewer	12,566.46	12,566.46	0.00	0.0%	13,510.73	-944.27	-6.99%
20800 · HEALTH INSURANCE LIABILITY	-10,658.15	-7,930.81	-2,727.34	-34.39%	289.54	-10,947.69	-3,781.06%
20801 · HSA Liabilities	-699.84	-1,307.54	607.70	46.48%	-1,384.76	684.92	49.46%
2100 · Payroll Liabilities	3,753.65	5,094.96	-1,341.31	-26.33%	2,439.71	1,313.94	53.86%
<b>2140 · Accrued sales taxes</b>							
20500 · Sales Tax Payable - Water	42.04	506.08	-464.04	-91.69%	74.46	-32.42	-43.54%
20510 · Sales Tax Payable - Sewer	713.74	4,301.28	-3,587.54	-83.41%	402.41	311.33	77.37%
54007 · Sales Tax Collected	-469.72	-368.74	-100.98	-27.39%	-270.35	-199.37	-73.75%
2140 · Accrued sales taxes - Other	174.26	157.37	16.89	10.73%	140.13	34.13	24.36%
<b>Total 2140 · Accrued sales taxes</b>	<b>460.32</b>	<b>4,595.99</b>	<b>-4,135.67</b>	<b>-89.98%</b>	<b>346.65</b>	<b>113.67</b>	<b>32.79%</b>
2141 · Lodging Tax	24.60	310.99	-286.39	-92.09%	0.82	23.78	2,900.0%
53005-1 · Dog License - State Fee	28.06	23.18	4.88	21.05%	26.84	1.22	4.55%
53005-2 · Dog License - City Fee	0.66	0.54	0.12	22.22%	0.51	0.15	29.41%
53050 · KENO PROCEEDS - STATE SHARE	1.18	696.01	-694.83	-99.83%	1.53	-0.35	-22.88%
55555 · RETURNED CHECKS		-178.54	178.54	100.0%		0.00	0.0%
<b>Total Other Current Liabilities</b>	<b>163,972.36</b>	<b>172,406.66</b>	<b>-8,434.30</b>	<b>-4.89%</b>	<b>87,519.51</b>	<b>76,452.85</b>	<b>87.36%</b>
<b>Total Current Liabilities</b>	<b>163,805.63</b>	<b>172,239.93</b>	<b>-8,434.30</b>	<b>-4.9%</b>	<b>87,352.78</b>	<b>76,452.85</b>	<b>87.52%</b>
<b>Long Term Liabilities</b>							
25030 · N/P - DEQ - Well 4 Project	170,716.22	170,716.22	0.00	0.0%	182,034.05	-11,317.83	-6.22%
25033 · Bonds - Water Well 2019	401,860.77	401,860.77	0.00	0.0%	421,973.83	-20,113.06	-4.77%
25042 · BONDS - Swimming Pool	1,805,000.00	1,805,000.00	0.00	0.0%	1,980,000.00	-175,000.00	-8.84%
25044 · Bonds - 2018 GO VP - Fairview Street	1,065,000.00	1,065,000.00	0.00	0.0%	1,145,000.00	-80,000.00	-6.99%
25045 · Bonds - 2019 CURRB, WWTF Project	1,605,000.00	1,605,000.00	0.00	0.0%	1,780,000.00	-175,000.00	-9.83%
<b>Total Long Term Liabilities</b>	<b>5,047,576.99</b>	<b>5,047,576.99</b>	<b>0.00</b>	<b>0.0%</b>	<b>5,509,007.88</b>	<b>-461,430.89</b>	<b>-8.38%</b>
<b>Total Liabilities</b>	<b>5,211,382.62</b>	<b>5,219,816.92</b>	<b>-8,434.30</b>	<b>-0.16%</b>	<b>5,596,360.66</b>	<b>-384,978.04</b>	<b>-6.88%</b>

**City of Albion**  
**Balance Sheet Prev Month / Year Comparison**  
As of January 31, 2022

	Current		Previous Month		Previous Year		
	Jan 31, 23	Dec 31, 22	\$ Change	% Change	Jan 31, 22	\$ Change	% Change
<b>Equity</b>							
Department and General Fund Equity Balances	10,967,369.52	10,967,369.52	0.00	0.0%	10,558,189.57	409,179.95	3.88%
<b>Sinking Fund Balances</b>							
13005 · Fire Dept Sinking Fund	10,136.98	10,136.98	0.00	0.0%	130,577.98	-120,441.00	-92.24%
13010 · Street Equipment Sinking Fund	26,169.62	26,169.62	0.00	0.0%	17,557.62	8,612.00	49.05%
13017 · Sewer Dept Equip Sinking	10,000.00	10,000.00	0.00	0.0%	10,000.00	0.00	0.0%
13018 · Sewer and Waste Water Improvmnt	183,030.97	183,030.97	0.00	0.0%	170,867.97	12,163.00	7.12%
13019 · Water Tower Maintenance Sinking	44,238.00	44,238.00	0.00	0.0%	38,228.00	6,010.00	15.72%
13020 · New Pool Sinking Fund	96,362.16	96,362.16	0.00	0.0%	142,762.16	-46,400.00	-32.5%
13021 · Police Dept - Equipment Sinking	20,591.00	20,591.00	0.00	0.0%	20,591.00	0.00	0.0%
13022 · Library Equipment Sinking	130,987.45	130,987.45	0.00	0.0%	31,251.51	99,735.94	319.14%
13023 · City Hall Sinking Fund	11,583.65	11,583.65	0.00	0.0%	39,583.65	-28,000.00	-70.74%
3010 · Unrestrict (retained earnings)	-393.06	-393.06	0.00	0.0%	0.00	-393.06	-100.0%
Net Income	-503,014.34	-480,095.03	-22,919.31	-4.77%	-199,559.11	-303,455.23	-152.06%
<b>Total Equity</b>	<b>10,997,061.95</b>	<b>11,019,981.26</b>	<b>-22,919.31</b>	<b>-0.21%</b>	<b>10,960,050.35</b>	<b>37,011.60</b>	<b>0.34%</b>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>16,208,444.57</b>	<b>16,239,798.18</b>	<b>-31,353.61</b>	<b>-0.19%</b>	<b>16,556,411.01</b>	<b>-347,966.44</b>	<b>-2.1%</b>

**City of Albion**  
**Profit & Loss Budget Performance**  
October 2022 through January 2023

	<u>Oct 22</u>	<u>Nov 22</u>	<u>Dec 22</u>	<u>Jan 23</u>	<u>Oct '22 - Jan 23</u>
<b>Enterprise Funds</b>					
<b>Sewer</b>	19,472.77	-10,103.44	-125,306.39	-11,946.22	-127,883.28
<b>Solid Waste</b>	6,160.25	-2,620.45	20,606.57	-15,449.64	8,696.73
<b>Water</b>	27,796.38	-24,609.34	10,735.17	-29,205.48	-15,283.27
<b>Total Enterprise Funds</b>	<u>53,429.40</u>	<u>-37,333.23</u>	<u>-93,964.65</u>	<u>-56,601.34</u>	<u>-134,469.82</u>
<b>Governmental Funds</b>					
<b>Municipal Lottery</b>	1,001.39	870.71	917.68	1,321.82	4,111.60
<b>Economic Development</b>	-3,552.27	-6,332.71	17,525.06	-7,396.76	243.32
<b>General</b>	-8,589.46	-4,916.34	-32,637.55	-30,897.23	-77,040.58
<b>Park</b>	-34,407.13	-14,395.02	551.45	5,037.24	-43,213.46
<b>Pool</b>	387.66	-4,241.71	260.27	1,879.28	-1,714.50
<b>Police</b>	-16,699.96	-33,459.88	-23,567.90	3,720.77	-70,006.97
<b>Fire</b>	4,302.98	-7,853.24	654.71	1,996.97	-898.58
<b>Library</b>	-8,109.37	-8,635.67	-12,519.54	-1,893.09	-31,157.67
<b>Debt Service</b>	-285,487.41	10,262.42	9,136.50	16,082.20	-250,006.29
<b>Street</b>	43,772.55	40,463.37	36,222.25	34,063.27	154,521.44
<b>Sales Tax</b>	-83,519.70	10,662.44	9,449.50	10,024.93	-53,382.83
<b>Total Governmental Funds</b>	<u>-390,900.72</u>	<u>-17,575.63</u>	<u>5,992.43</u>	<u>33,939.40</u>	<u>-368,544.52</u>
<b>TOTAL</b>	<u><b>-337,471.32</b></u>	<u><b>-54,908.86</b></u>	<u><b>-87,972.22</b></u>	<u><b>-22,661.94</b></u>	<u><b>-503,014.34</b></u>

**City of Albion**  
**Profit & Loss Budget Performance**  
October 2022 through January 2023

	<b>Annual Budget</b>	<b>Difference to Annual Budget</b>	
<b>Enterprise Funds</b>			
<b>Sewer</b>	-3,780.00	-124,103.28	*Annual debt payment made in December
<b>Solid Waste</b>	-25,660.00	34,356.73	
<b>Water</b>	-16,681.00	1,397.73	
<b>Total Enterprise Funds</b>	-46,121.00	-88,348.82	
<b>Governmental Funds</b>			
<b>Municipal Lottery</b>	250.00	3,861.60	
<b>Economic Development</b>	4,850.00	-4,606.68	*reconcile on quarterly basis with AEDC and Housing Program Fund
<b>General</b>	-69,385.00	-7,655.58	
<b>Park</b>	-347,517.00	304,303.54	*Capital Improvements to Parks expected in 2023-2024.
<b>Pool</b>	-12,460.00	10,745.50	
<b>Police</b>	-13,025.00	-56,981.97	
<b>Fire</b>	-18,763.00	17,864.42	
<b>Library</b>	-952.00	-30,205.67	
<b>Debt Service</b>	-1,090.00	-248,916.29	Debt payments were made in October. Budget to reconcile throughout the year as property tax and sales tax revenues come in.
<b>Street</b>	-120,389.00	274,910.44	Maintenance budgeted for 2023.
<b>Sales Tax</b>	-56,860.00	3,477.17	
<b>Total Governmental Funds</b>	-635,341.00	266,796.48	
<b>TOTAL</b>	<b>-681,462.00</b>	<b>178,447.66</b>	

**AGENDA MEMO**

Item # <b>15</b> Subject <b>CONSIDER BILLS FOR APPROVAL</b> <b>•CONSIDER MONTHLY BILLS FOR APPROVAL</b>	Body <b>ALBION CITY COUNCIL</b> Meeting Date <b>2/14/2023</b>
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Presenter(s)	
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Background Information	Enclosed -
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Discussion	
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Motion	To approve and affirm payment of all monthly bills as presented.
2nd	
Roll Call	Johnson _____ Porter _____ Dailey _____ Tisthammer _____

Motion	
Second	
Roll Call	

Motion	
2nd	
Roll Call	

Summary of Decision	
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**AGENDA MEMO**

Item # <b>16</b>	Subject <b>CONSIDER EMPLOYEE EVALUATIONS FOR APPROVAL</b>	Body <b>ALBION CITY COUNCIL</b>	Meeting Date <b>2/14/2023</b>
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Presenter(s)	
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Background Information	Enclosed - Mayor and Council packets only
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Discussion	
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Motion	To approve the 6 month evaluations and associated step raises for Corey Zoubek, Ron Morearty, and Margaret Smith.
2nd	
Roll Call	Tisthammer _____ Porter _____ Johnson _____ Dailey _____

Motion	
Second	
Roll Call	

Motion	
2nd	
Roll Call	

Summary of Decision	
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**AGENDA MEMO**

Item #	<b>17 and 18</b>	Body	<b>ALBION CITY COUNCIL</b>
Subject	<b>Next Meeting Items Adjournment</b>	Meeting Date	<b>2/14/2023</b>

Presenter(s)	
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Background Information	The next regular meeting is March 14, 2023 *Resolution for Traffic Control/Parking - Downtown ADA Parking Spaces
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Discussion	
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Motion	At _____ pm, Council member _____ made a motion to adjourn the meeting.
2nd	
Roll Call	Dailey _____ Tisthammer _____ Porter _____ Johnson _____

Motion	
Second	
Roll Call	

Motion	
2nd	
Roll Call	

Summary of Decision	
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