



PLANNING COMMISSION MEETING

MONDAY, AUGUST 03, 2026 at 7:00 PM

COUNCIL CHAMBERS, ALBION CITY HALL, 420 W MARKET ST. ALBION, NE 68620

AGENDA

CALL TO ORDER

A copy of the open meetings act is posted and is provided for the public on the billboard of the Council Chambers

ROLL CALL

APPROVAL OF MINUTES

1. [APPROVAL OF MINUTES OF THE JULY 6, 2026 PLANNING COMMISSION MEETING](#)

OLD BUSINESS

2. [DISCUSS CITY OF ALBION ANNEXATION PRIORITIZATION](#)

NEW BUSINESS

3. [REVIEW 2026-2027 ALBION CAPITAL IMPROVEMENT PLAN FOR RECOMMENDATION TO CITY COUNCIL](#)

ITEMS TO BE PUT ON NEXT MEETING AGENDA

4. PUBLIC COMMENT FOR FUTURE CONSIDERATION

ADJOURNMENT

[***THE COUNCIL RESERVES THE RIGHT TO ENTER INTO EXECUTIVE SESSION ONLY AS PROVIDED IN R.S.N. 84-1410***](#)

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AGENDA MEMO

MEETING NAME: Albion Planning Commission

DATE: August 3, 2026

ITEM NAME: APPROVAL OF MINUTES OF THE JULY 6, 2026 PLANNING COMMISSION MEETING

PRESENTER(S):

BACKGROUND INFORMATION:

Minutes are enclosed for review.

DISCUSSION:

MOTION: To approve the minutes of the July 6, 2026 Planning Commission Meeting

BY:

2ND:

ROLL CALL: Nathan _____ Schafer _____ Thorberg _____ Ruzek _____

Fick _____ Gragert _____ Wynn _____ Martin _____ Dailey _____

SUMMARY OF DECISION:



PLANNING COMMISSION MEETING

MONDAY, JULY 06, 2026 at 7:00 PM

COUNCIL CHAMBERS, ALBION CITY HALL, 420 W MARKET ST. ALBION, NE 68620

MINUTES

CALL TO ORDER

A copy of the open meetings act is posted and is provided for the public on the billboard of the Council Chambers.

ROLL CALL

Commission members present were Chairman Tom Fick, Steven Ruzek, Todd Wynn, Gale Schafer, Don Thorberg, Brian Nathan, and Dylan Martin. Absent were Steve Gragert and Bev Dailey. City staff present was Secretary Andrew Devine.

Chairman Fick welcomed Dylan Martin, who recently filled the vacant position on the Planning Commission Board.

APPROVAL OF MINUTES

1. APPROVAL OF MINUTES OF THE MARCH 2, 2026 PLANNING COMMISSION MEETING

Commissioner Thorberg made a motion to approve the minutes of the March 2, 2026 Planning Commission meeting; seconded by Schafer. Voting Yea: Thorberg, Wynn, Ruzek, Nathan, Schafer, Fick, Martin. Voting Nay: None. Absent: Dailey, Gragert. Motion carried.

OLD BUSINESS

2. NONE

NEW BUSINESS

3. CONSIDER APPLICATION FOR ADMINISTRATIVE PLAT: LOT SPLIT #2026-01 OF RICHARD AND KAMALA RILEY TO SPLIT LOT 1, BLESSED ACRES SUBDIVISION OF THE NORTHWEST QUARTER OF SECTION 20, T20N, R6W OF THE 6TH P.M., BOONE COUNTY, NEBRASKA

Secretary Devine noted the application is to split off one Lot, which is a pond that will be shared by all property owners of the Blessed Acres Subdivision. Devine stated he can review and approve Lot Splits within city limits; however, since this is outside of city limits, but within the 1 mile jurisdiction, it must be reviewed and approved by the Planning Commission. Devine has reviewed the application and stated it conforms to regulations. Commissioners reviewed the application and map of the subdivision. Devine recommended approval of the Lot Split. Commissioner Nathan made a motion to approve the administrative plat: Lot Split #2026-01 as presented, seconded by Ruzek. Voting Yea: Nathan, Schafer, Thorberg, Ruzek, Fick, Wynn, Martin. Voting Nay: None. Absent: Gragert, Dailey. Motion carried.

4. DISCUSS CITY OF ALBION ANNEXATION PRIORITIZATION

Maps were provided of the current Corporate Limits, previously identified Annexation Priority Areas, current Water and Sewer Main Locations, and the Future Street Reservation Plan. Of the Priority 1 Areas, all except one have been annexed into Albion City Limits in the past five years. Although the Planning Commission had recommended approval of all Priority 1 areas, the City Council did not approve the area around the Fairgrounds because of the County and Fair Board disputing it. Secretary Devine stated that the city has gotten water to all Priority 1 annexed areas, but we haven't gotten sewer lines to everything yet because of lack of funds. The time frame for future annexation of Priority 1 would be approximately 24 to 60 months, Priority 2 would be approximately 5 years, and Priority 3 would be approximately 10 years. Devine asked commissioners to take into consideration not to make undeveloped property an immediate priority. Devine also indicated that it is difficult to negotiate financing of improvement when annexing a property that already has a house with a well and septic tank. Commissioners spent time reviewing and discussing the Annexation Priority Maps and Future Street Reservation Plan to consider if changes needed to be made to it since 5 years have passed since it was last studied. No action taken.

ITEMS TO BE PUT ON NEXT MEETING AGENDA

5. PUBLIC COMMENT FOR FUTURE CONSIDERATION

Next meeting: August 3, 2026 - 7:00 P.M.

Debbie Schmadeke expressed opposition to the CO2 pipeline going through the Albion, Nebraska area. She questioned if the city would have to approve it? Devine said the route hasn't been finalized yet. If the proposed route is through the Extra Territorial Jurisdiction of the city, then the city would need to take action on whether or not to approve it. Ms. Schmadeke also wondered if it would go through the Well Protection area and Devine stated it would not.

ADJOURNMENT

At 7:47 p.m. Commissioner Wynn made a motion to adjourn the meeting, seconded by Nathan. Voting Yea: Thorberg, Fick, Nathan, Wynn, Ruzek, Schafer, Martin. Voting Nay: None. Absent: Gragert, Dailey. Motion carried.

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AGENDA MEMO

MEETING NAME: Albion Planning Commission

DATE: August 3, 2026

ITEM NAME: **DISCUSS CITY OF ALBION ANNEXATION PRIORITIZATION**

PRESENTER(S):

BACKGROUND INFORMATION:

It's been 5 years since the planning commission has discussed prioritization of annexation areas and several adjacent properties have since been annexed.

No formal action at this time. This is the second discussion session and can occur over several meetings.

Things to consider for discussion (but not limited to):

- What areas have existing development (occupied buildings) are currently contiguous to Albion City Limits?
- Which of these areas currently have access to City utilities? Which areas do not?
- Which areas align with the City's strategy for expanding existing utilities?
- What types of land use do we need to focus on for future expansion of utilities?

DISCUSSION:

MOTION:

BY:

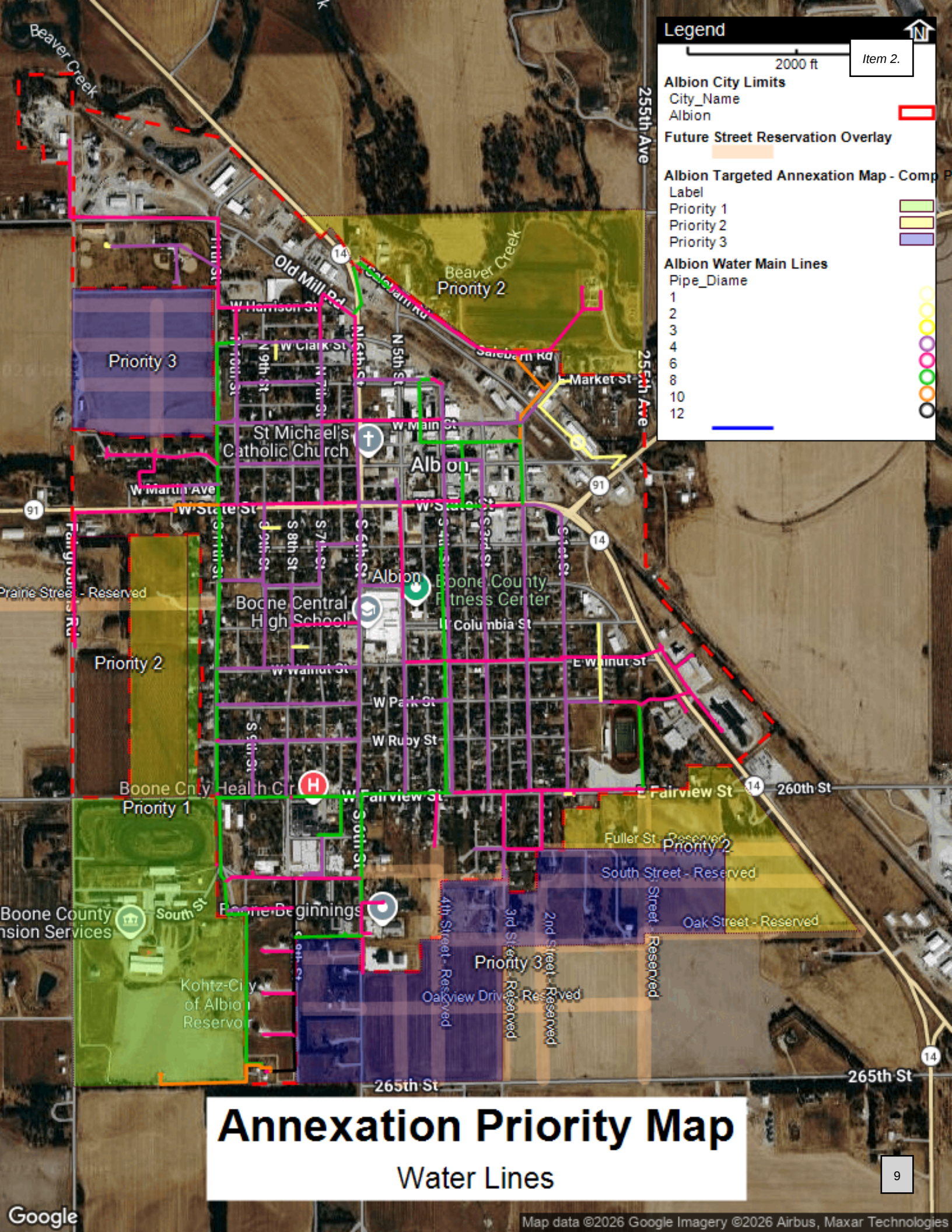
2ND:

ROLL CALL: Martin _____ Dailey _____ Nathan _____ Ruzek _____

Fick _____ Gragert _____ Wynn _____ Schafer _____ Thorberg _____

SUMMARY OF DECISION:

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Legend

2000 ft

Item 2.

Albion City Limits

City_Name
Albion

Future Street Reservation Overlay

Albion Targeted Annexation Map - Comp P

Label

- Priority 1
- Priority 2
- Priority 3

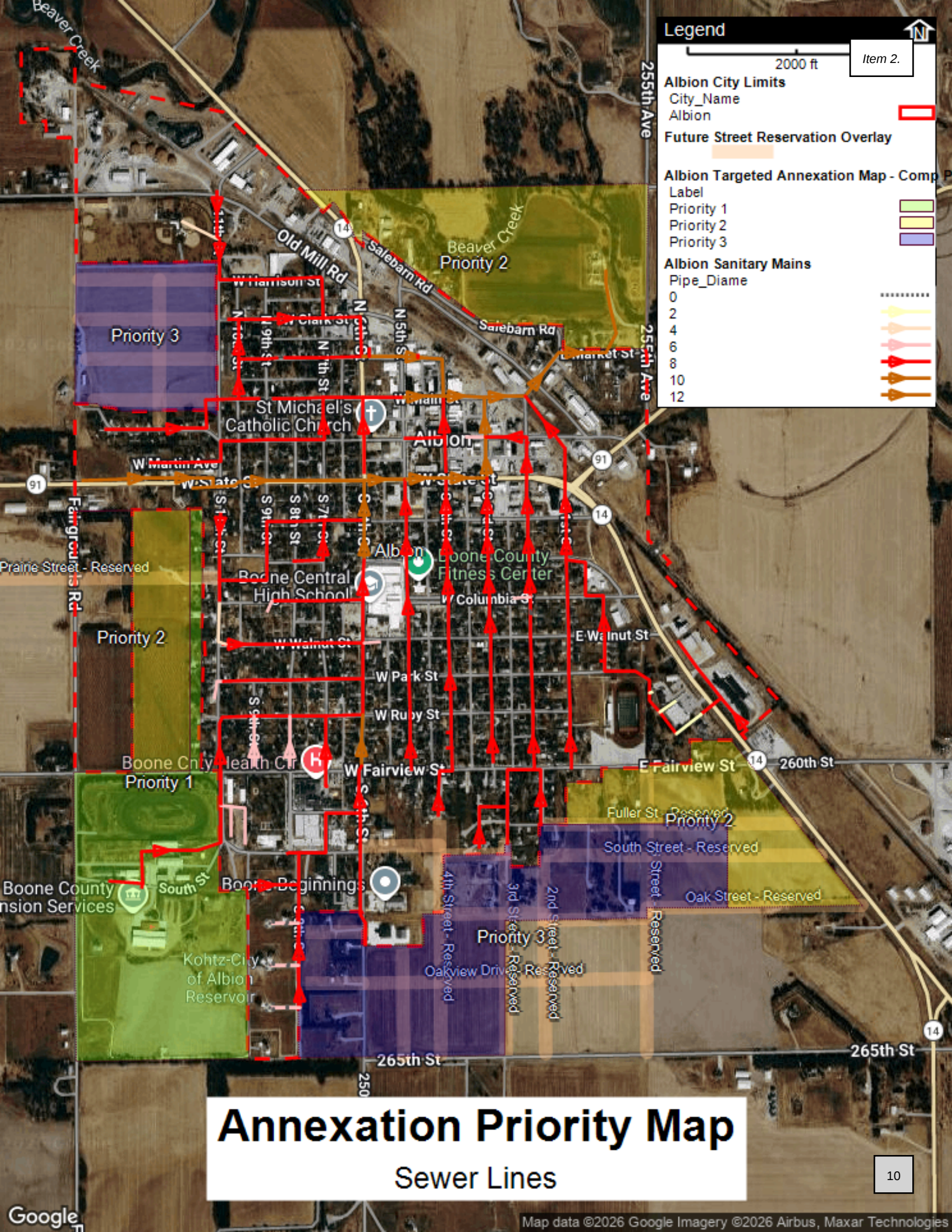
Albion Water Main Lines

Pipe_Diame

- 1
- 2
- 3
- 4
- 6
- 8
- 10
- 12

Annexation Priority Map

Water Lines



Legend

2000 ft

Item 2.

Albion City Limits

City_Name

Albion

Future Street Reservation Overlay

Albion Targeted Annexation Map - Comp P

Label

Priority 1

Priority 2

Priority 3

Albion Sanitary Mains

Pipe_Diame

0

2

4

6

8

10

12

Annexation Priority Map

Sewer Lines



AGENDA MEMO

MEETING NAME: Albion Planning Commission

DATE: August 3, 2026

ITEM NAME: **REVIEW 2026-2027 ALBION CAPITAL IMPROVEMENT PLAN FOR RECOMMENDATION TO CITY COUNCIL**

PRESENTER(S):

Andrew Devine

BACKGROUND INFORMATION:

Enclosed is the draft of the 2026-2027 Capital Improvement Plan. We generally try to adopt this plan as part of the budget process and the City Council has also reviewed this document with preliminary budget materials; however, formal recommendation by the Planning Commission is required before they can adopt the plan.

DISCUSSION:

MOTION: To recommend city council approval of the 2026-2027 Capital Improvement Plan

BY:

2ND:

ROLL CALL: Schafer _____ Gragert _____ Nathan _____ Dailey _____

Wynn _____ Thorberg _____ Fick _____ Ruzek _____ Martin _____

SUMMARY OF DECISION:

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The City's Capital Improvement Plan is developed by the City based upon critical community needs as well as citizen concerns expressed in regular surveys.

Red Flag - High Need:

<u>Sewer Rehabilitation</u>	Following video camera survey of collection lines we're starting to prioritize rehabilitation including Manholes and Sewer Main lining and are dedicating funds for these activities **Funds are currently lacking for 2026-2027 Budget Year - will likely to continue focus on Man Holes.
<u>Civil Defense Siren Improvements</u>	Creating a plan to replace two sirens with larger coverage area to cover all developed areas within the ETJ. One siren replaced in 2024-25. Another planned for 2026-27.
<u>Repair Pool Leak</u>	COMPLETE.
<u>* Playground Equipment Updates - including accessible features</u>	Eli Porter Memorial Project - COMPLETE **Park on Clark Street Project - Awarded Rural Community Recovery Program Grant - 2025-2026 - to be Complete by September 30, 2026.
<u>Water and Sewer Extensions</u>	Need to begin planning for completion of water transmission lines from Fairgrounds Road to 11th and Fairview and Well #5 site.
<u>* Assurance of safe drinking water</u>	New Well online in 2020; however, wells 2 and 3 collapsed and are decommissioned. Mayor recommends planning for new well in deeper water formation further south.

Orange Flag - Moderate to High Need:

* Recreational Walking/Running Trails	<u>**Need to plan for Link between Fuller Park and 11th and State Street.</u> Phase 1, Fuller Park and Fairgrounds Loop Completed in 2018. Phase 2, linking Clark Park Neighborhood and Sports Complex - COMPLETE - 2026.
* Campground Expansion	Added to Capital Improvement Plan in 2016. <u>20 sites with Water and Electricity added in FY '21-22.</u> <u>*Sewer to be extended following the sewer main project through South Park Subdivision - 2027-28 ?</u>
* Irrigation System for Sludge Application	Project would be more efficient method of application, could rotate crops and also potentially apply compost from grass pile on crop ground ourselves, rather than pay to have it hauled away. No Funds Available *Target for FY '27-28
* Sports Complex Improvements	*Based on 2019 input from parents and coaches. Albion Baseball/Softball - Cardinal Cage Project - nearing completion. Future Projects subject to funding: Replace aged light poles, relocate transformers, additional fencing, drainage improvements, new concession stand. Target for '27 and beyond.

Yellow Flag - Moderate Need:

* General Street Conditions/Maintenance	Annual Maintenance Program included in O&M Budget (Crack sealing every year. Significant Microsurfacing occurred 2017 & 2024) ON GOING
Street Paving - 11th to Fuller and Park View Streets	Mayor Jarecki's "Bucket-List" Item
* C-2 - Commercial Alley Paving	Prioritizing several commercial alleys a year to be funded by sales tax funds. ON GOING
* Trees in Public Spaces	Added to Parks Operation & Maintenance Budget
* Storm Water Drainage Improvements	Phases I thru III Complete - 2016-2020 Necessity of future phases to be determined

City of Albion Capital Improvement Plan - by Department

Street Department

Funds Available for Capital Projects

\$41,520	Cash Balance/Budget Suplus - 9/30/2026
\$9,000	Sale of Surplus Property
\$38,065	Excess Highway Allocation and Motor Vehicle Taxes/Fees
\$73,000	Sales Tax for Street Improvements
\$25,000	2026-2027 Transfer in from Street Equipment Reserve

\$186,585 Total Estimated Resources Available for Street Department Capital Improvements and Additions 2026-27

Projects Estimated Cost

\$33,250	2027 Crack Sealing & Maintenance Program
\$5,000	2027 Storm Sewer Maintenance Program
\$43,000	2026-27 - Street Repairs and Alley Paving

\$81,250 Total 2026-27 Maintenance Items

\$105,335 General Capital Outlay/Equipment 2026-27 (Dump Truck/Side by Side)

\$0 Remainder for Projects/Equipment - or carry forward to next fiscal year.

\$300,000	Estimated - Project 108 - 11th Street South of Fairview - 6 year Plan
\$250,000	Estimated - Project 109 - 11th Street South of Fairview - 6 year Plan
\$20,000	Estimated - Project 87 - Fuller Street back to gravel - 6 Year Plan
\$450,000	Estimated - Project 106 - Main Street and Church Street - RCP Storm Sewer - 6 year plan
\$450,000	Estimate needs revised - Project 88 - Sale Barn Road - 5th Street to Hiway 14 - Drainage structures to existing storm drainage - 6 year plan

\$1,470,000 Total Estimated Cost of Known Planned Projects & Capital Expenditures

\$250,000	2030 Asphalt Maintenance Program - Microsealing and/or Armorcoating Surfaces
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General

Funds Available for Capital Projects

\$11,750	Sales Tax Revenue - For General/City Hall Improvements/Maintenance FY26-27
\$11,584	Sinking Fund for General/City Hall Improvements/Maintenance
\$10,000	Cash Balance/Surplus from FY25-26
\$13,391	Tax Revenues from FY26-27
\$0	Potential Grant Funding - FEMA Hazard Mitigation (75/25 Grant for Sirens)

\$46,725 Total Resources Available for General Fund Capital Improvements 2025-26

Projects Estimated Cost

\$5,000	General Capital Outlay
\$40,000	Tornado Siren Replacement - behind Applied Connective (24-25)

Parks Department	
<u>Funds Available for Capital Projects</u>	
\$10,000	Cash Reserved for Cardinal Cage Project / Park on Clark-Trail Project
\$10,000	Cash Reserved for Sprinkler Improvements
\$20,000	Total Resources Available for Parks Department Capital Outlay 2026-27
<u>Project Estimated Cost</u>	
\$10,000	Estimated - Sprinkler Improvements - Clark Park
\$10,000	Estimated - Landscaping & Finishes - Clark Park
\$20,000	Total Estimated Cost of Capital Projects/Purchases - 26-27
\$0	Remainder for Projects - Allocate or Carry into 2027-28
\$750,000	Estimated - Trail Connection - Fuller to 11th and State - 2027 and Beyond
\$300,000	Estimated - Sports Complex Improvements - Replace Light Systems (27-28)
\$0	Sports Complex Improvements - New concessions stand/RR Building (27-31) - no estimate of cost yet.
Pool Department	
<u>Funds Available for Capital Projects</u>	
\$15,000	Property Tax - Used for Maintenance
\$75,000	Sales Tax Transfer for Improvements/Maintenance
\$90,000	Total Resources Available for Pool Department Capital Improvements 2024-25
<u>Projects Estimated Cost</u>	
\$75,000	Pool Equipment, Parts, Repairs - Replacement Pumps - 2026-27
\$15,000	Additional Manhole for access to spray pad piping and valves & repair spray feature - 26-27
\$90,000	Total Estimated Cost of Known Projects through 2027
\$28,000	Repaint Pool - 29-30

Library DepartmentFunds Available for Capital Projects**\$196,235** Total Resources Available for Library Department Capital Improvements 2026-27Projects Estimated Cost

\$0

Make old basement accessible Project for 2027-28 - No cost estimate yet (Library board investigating)

\$0 Total Estimated Cost of Known Projects**Fire Department**Funds Available for Capital Projects

\$10,525

Estimated Equipment Sales Tax Reserve Balance - 9/30/26

\$80,210

Cash Surplus from 2025-26 Capital Outlay

\$70,500

2026-27 Transfer in from Sales Tax for Equipment and Maintenance

\$161,235 Total Resources Available for Fire Department Capital Improvements 2026-27Projects Estimated Cost

\$161,230

Uniforms, Equipment Maintenance, Equipment Purchases (funded by sales tax/sinking funds) - unused transferred to future equipment sinking fund

\$161,230 Total Estimated Cost of Known Projects**\$5** Remainder for Equipment & Maintenance in Fire Dept Fund - Allocate or Carry into 2026-27

Water DepartmentBudgeted Funds Available for Capital Projects

\$7,110	Cash available from User Fees
\$75,000	Sale/Trade of Surplus Vac Wagon
\$75,000	DHHS HydroVac Utility Grant
\$35,000	Transfer in From Sales Tax
\$192,110	Total Resources Available for Water Department Capital Improvements 2026-27

Future Projects Estimated Cost

\$35,000	Water System Improvements/Maintenance
\$150,000	*Partial Purchase of Vac/Jet Truck (if DHHS Grant is Successful)
\$7,110	General Capital Outlay - Equipment, etc.
\$192,110	Total Capital Expenditures for 2026-27

Priority 2 Annexation Water Projects - FUTURE YEARS

\$266,300	Annexation Area 1-B Group 1B - Undeveloped Lots - N of State Street near Fairgrounds Road
\$66,000	Annexation Area 1-D -Group 3B - Undeveloped Lots on 4th South of Fairview - future 6" main
\$332,300	2027 & Beyond

\$0	Future Developments Reserve - 2027 & Beyond
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\$1,500,000	New Well/Distribution/Transmission Expansion (2027-31)
\$1,832,300	Total Estimated of Current/Future Projects

Sewer Department	
<u>Budgeted Funds Available for Capital Projects</u>	
\$45,835	Cash available from User Fees
\$75,000	Sale of Surplus Sewer Jet Truck
\$25,000	Transfer in from Sales Tax for Rehab/Improvements
\$145,835	Total Resources Available for Sewer Department Capital Improvements 2026-27
<u>Future Projects Estimated Cost</u>	
Priority System Upgrade and Rehab Projects - '26-27	
\$30,000	Manhole Projects/Sewer Inspection/Other Maintenance and Improvements
\$75,000	*Partial Purchase of Vac/Jet Truck (if DHHS Grant Successful)
\$40,835	General Capital Outlay - Equipment, etc.
\$145,835	2026-2027 - Total Planned Capital Expenditures
Priority System Upgrade and Rehab Projects - '27-30	
\$125,000	Sludge Application / Irrigation ('27-29)
\$500,000	Sewer Main Lining Rehab
\$625,000	Total Priority System Upgrade and Rehab Projects 2027-2030
Priority 2 Annexation Sanitary Projects - 2030 & Beyond	
\$334,000	Annexation Area 1-B Group 1B - Undeveloped Lots - State Street near Fairgrounds Road
\$495,000	Annexation Area 1-C Group 2B - Old Mill Road and Norco Road
\$110,000	Annexation Area 1-D Group 3B - Undeveloped Lots on 4th South of Fairview - future 8" main
\$151,700	Annexation Area 1-F Future Sanitary along Hwy 14 across front of Applied/FSA office lots
\$1,090,700	2026 & Beyond Total
\$0	Future Developments Reserve
\$1,715,700	Total Estimated Cost Current/Future Projects



AGENDA MEMO

MEETING NAME: Albion Planning Commission Meeting

DATE: August 3, 2026

ITEM NAME:

ADJOURNMENT

MOTION: To adjourn the meeting.

BY: _____ **At** _____ **p.m.**

2ND:

ROLL CALL: Thorberg _____ Martin _____ Fick _____ Gragert _____ Nathan
_____ Wynn _____ Ruzek _____ Dailey _____ Schafer _____