



8/5/2024 - PLANNING COMMISSION MEETING

MONDAY, AUGUST 05, 2024 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 1, 2024 PLANNING COMMISSION MEETING](#)

OLD BUSINESS

2. [REPORT ON RECOMMENDATION TO CITY COUNCIL TO RELOCATE THE COMMUNITY BURN SITE](#)

NEW BUSINESS

3. [CONSIDER ADMINISTRATIVE PLAT APPLICATION FOR LOT COMBINATION OF KYLE LISS, SARAH LISS, STEVEN JOHNSON, AND JILL JOHNSON FOR APPROVAL](#)
4. [REVIEW 2024-2025 ALBION CAPITAL IMPROVEMENT PLAN FOR RECOMMENDATION TO CITY COUNCIL](#)

REPORTS

5. [REPORT ON WATER AND SEWER PROJECTS](#)
6. [REPORT ON NUISANCE PROGRAM](#)

ITEMS TO BE PUT ON NEXT MEETING AGENDA

7. The Next Regular Planning Commission meeting is September 9, 2024 - 7:00pm
8. PUBLIC COMMENT FOR FUTURE CONSIDERATION

ADJOURNMENT

[ADJOURNMENT](#)

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



AGENDA MEMO

MEETING NAME: Albion Planning Commission

DATE: August 5, 2024

ITEM NAME: APPROVAL OF MINUTES OF THE JULY 1, 2024 PLANNING COMMISSION MEETING

PRESENTER(S):

BACKGROUND INFORMATION:

Minutes are enclosed for review.

DISCUSSION:

MOTION: To approve the minutes of the July 1, 2024 Planning Commission Meeting

BY:

2ND:

ROLL CALL: Dailey _____ Thorberg _____ Fick _____ Gragert _____

Wynn _____ Nathan _____ Schafer _____ Vacant _____

SUMMARY OF DECISION:



7/1/2024 - PLANNING COMMISSION MEETING

MONDAY, JULY 01, 2024 at 7:00 PM

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

MINUTES

CALL TO ORDER

A Regular Meeting of the Albion Planning Commission of the City of Albion, Nebraska was convened in open and public session at 7:00 p.m. on July 1, 2024 at the Albion City Hall, 420 West Market Street, Albion, NE. The meeting was called to order by Chairman Fick at 7:00 p.m. Chairman Fick informed the public about the location of the current copy of the Open Meetings Act posted in the Council Chambers. Notice of this meeting along with the agenda was simultaneously given in advance to all members of the Commission. 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.

ROLL CALL

Commission members present were: Bev Dailey, Steven Ruzek, Gale Schafer, Tom Fick, Steve Gragert, Todd Wynn, Don Thorberg, and Brian Nathan. City staff present were: Secretary Andrew Devine, Fire Chief Bruce Benne, and Public Works Operations Liaison Warren Myers.

APPROVAL OF MINUTES

1. APPROVAL OF MINUTES OF THE MAY 7, 2024 PLANNING COMMISSION MEETING

Commissioner Thorberg made a motion to approve the minutes of the May 7, 2024 Planning Commission meeting; seconded by Wynn. Voting Yea: Dailey, Ruzek, Thorberg, Fick, Gragert, Wynn, Nathan, Schafer. Voting Nay: None. Motion carried.

OLD BUSINESS

2. NONE

NEW BUSINESS**3. DISCUSS POTENTIAL RECOMMENDATION TO CITY COUNCIL REGARDING THE ALBION COMMUNITY BURN SITE**

Chairman Fick invited Fire Chief Benne to comment on the community burn site. Benne expressed his concern about the burn site being too close to the lumber yard, stating that the wind can change direction very quickly. Commissioner Brian Nathan, manager of the lumber yard, reported that the distance between his building and the tree pile is only 100'. He stated that when the fire is roaring, embers and ashes are blowing onto his building and the corner of his building gets hot. Benne commented that people have been putting in larger chunks of trees than our city code allows. He noted that these large pieces can stay hot for months. Benne added that although having a hole for our tree pile is safer for burning, it doesn't burn as well because of lack of air. Benne suggested piling limbs on the flat area and once it's burned, pushing the ashes into the hole. Fick questioned if it would be better to have the tree pile further west. Benne stated it might be better to switch the tree and grass piles, but it would still be an issue with it being in town. Secretary Devine stated switching places would just bring the burn pile closer to the Sale Barn and cause them smoke and ash problems. Benne stated it would be much better to have the burn site out of town. Devine distributed a map showing locations of city owned property near the Wastewater Treatment Facility that could possibly be used for a burn site. Devine reviewed the map with commissioners showing them two different potential locations for the burn site. The more favorable site already has access to a driveway and is further away from existing development. Devine noted the current burn pile and grass pile sites take up about 1 ½ acres. Each of the two sites outside of town would have close to 1 ½ acres available. Chairman Fick questioned if it would be an issue getting a permit from the State for a different location. Devine and Benne both agreed it shouldn't be a problem getting a permit. Chairman Fick invited Warren Myers to comment. Myers' concerns included placing cameras and a fire hydrant at a burn site outside of town. He also stated if the burn site was gated, citizens would likely just dump outside the gate causing city staff to have to clean it up. Fick recommended the rules for dumping be publicized. He and Commissioner Dailey both pressed for fines to be enforced to those breaking the rules. Devine noted that it isn't always conclusive on camera, however, it would help if the area was gated and the camera angled at the gate. There was discussion on ways to get water to that area in an emergency situation. Benne stated the Fire Department can easily bring 7,000 gallons of water with them, so the city wouldn't need to be concerned about getting a source of water distribution. Following discussion, the consensus was that the current location of the burn pile is causing safety issues. Commissioner Wynn made a motion to recommend that City initiate plans to relocate the community burn site to site A on the Planning Commission Map pending State approval, seconded by Dailey. Voting Yea: Fick, Wynn, Gragert, Thorberg, Dailey, Schafer, Nathan, Ruzek. Voting Nay: None. Motion carried.

ITEMS TO BE PUT ON NEXT MEETING AGENDA**4. PUBLIC COMMENT FOR FUTURE CONSIDERATION**

None.

5. Next Regular Planning Commission Meeting - Monday, August 5, 2024 - 7:00 p.m.

Chairman Fick requested reports on the Water and Sewer Extension projects as well as the Nuisance Abatement Program

ADJOURNMENT

At 7:38 p.m. Commissioner Gragert made a motion to adjourn the meeting; seconded by Schafer. Voting Yea: Nathan, Schafer, Dailey, Gragert, Thorberg, Wynn, Fick, Ruzek. Voting Nay: None. Motion carried.

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



AGENDA MEMO

MEETING NAME: Albion Planning Commission

DATE: August 5, 2024

ITEM NAME: **REPORT ON RECOMMENDATION TO CITY COUNCIL TO RELOCATE THE COMMUNITY BURN SITE**

The Mayor and Council received the recommendation positively at their July 16th meeting. Staff will continue to work towards planning for the relocation this fall/winter following the final cutting of alfalfa.

No Action Necessary



AGENDA MEMO

MEETING NAME: Albion Planning Commission

DATE: August 5, 2024

ITEM NAME: **CONSIDER ADMINISTRATIVE PLAT APPLICATION FOR LOT COMBINATION OF KYLE LISS, SARAH LISS, STEVEN JOHNSON, AND JILL JOHNSON FOR APPROVAL**

PRESENTER(S):

BACKGROUND INFORMATION:

An application for an administrative plat to combine two lots is enclosed. Administrative recommendation is to approve the application as presented.

DISCUSSION:

MOTION: To _____ the administrative plat application for lot combination of Kyle Liss, Sarah Liss, Steven Johnson, and Jill Johnson.

BY:

2ND:

ROLL CALL: Dailey _____ Thorberg _____ Fick _____ Gragert _____

Wynn _____ Nathan _____ Schafer _____ Vacant _____

SUMMARY OF DECISION:

**APPLICATION FOR ADMINISTRATIVE PLAT:
LOT SPLIT, LOT COMBINATION, OR BOUNDARY ADJUSTMENT
CITY JURISDICTION OF ALBION, NEBRASKA**

Application No. 2-2024

Address/Legal Description LOT 3 AND THE SOUTH 1/2 OF LOT 2, CUDDY'S
ARC ACRES, BOONE COUNTY, NEBRASKA

Fee \$50.00 pd 7/30/24

Albion, Nebraska 7/30, 2024

Under the Provision of Article 3 Section 9 of the Subdivision Regulation the undersigned hereby applies for approval of a lot split, lot combination, and/or boundary adjustment to (describe request including all current legal descriptions of property)

OWNER REQUESTS THE LOT COMBINATION OF LOT 3 WITH THE SOUTH 1/2 OF LOT 2 OF CUDDY'S

ARC ACRES IN BOONE COUNTY, NEBRASKA

on property described as lot(s) 2 AND 3, block -, addition CUDDY'S ARC ACRES

Three (3) full sized hard copies, two (2) 11 x 17 hard copies and a digital file of a land survey of the lots involved and the location of the structure(s) thereon together with the precise nature, location and dimensions of the proposed administrative plat is attached to this application.

Property Owner KYLE LISS

Signed Kyle Liss Digitally signed by Kyle Liss
DN: cn=Kyle Liss, o=City of Albion, ou=City of Albion, email=kyle.liss@albion-ne.org, c=US 2575 Country Club Rd, Albion, NE 68620

Applicant's Telephone No. 402-741-0886

TO BE COMPLETED BY ZONING ADMINISTRATOR

Date Application Received 7/30/24

Applicant Complies with all Requirements Specified in Article 3, Section 9

Yes ☒ No ☐

If No, state reasons N/A

Inside City Limits or Outside City Limits and Within City EJT?

If inside City Limits ☐ Approved ☐ Disapproved

If EJT, Recommendation to Planning Commission ☒ Approve ☐ Disapprove

[Signature]
Signature

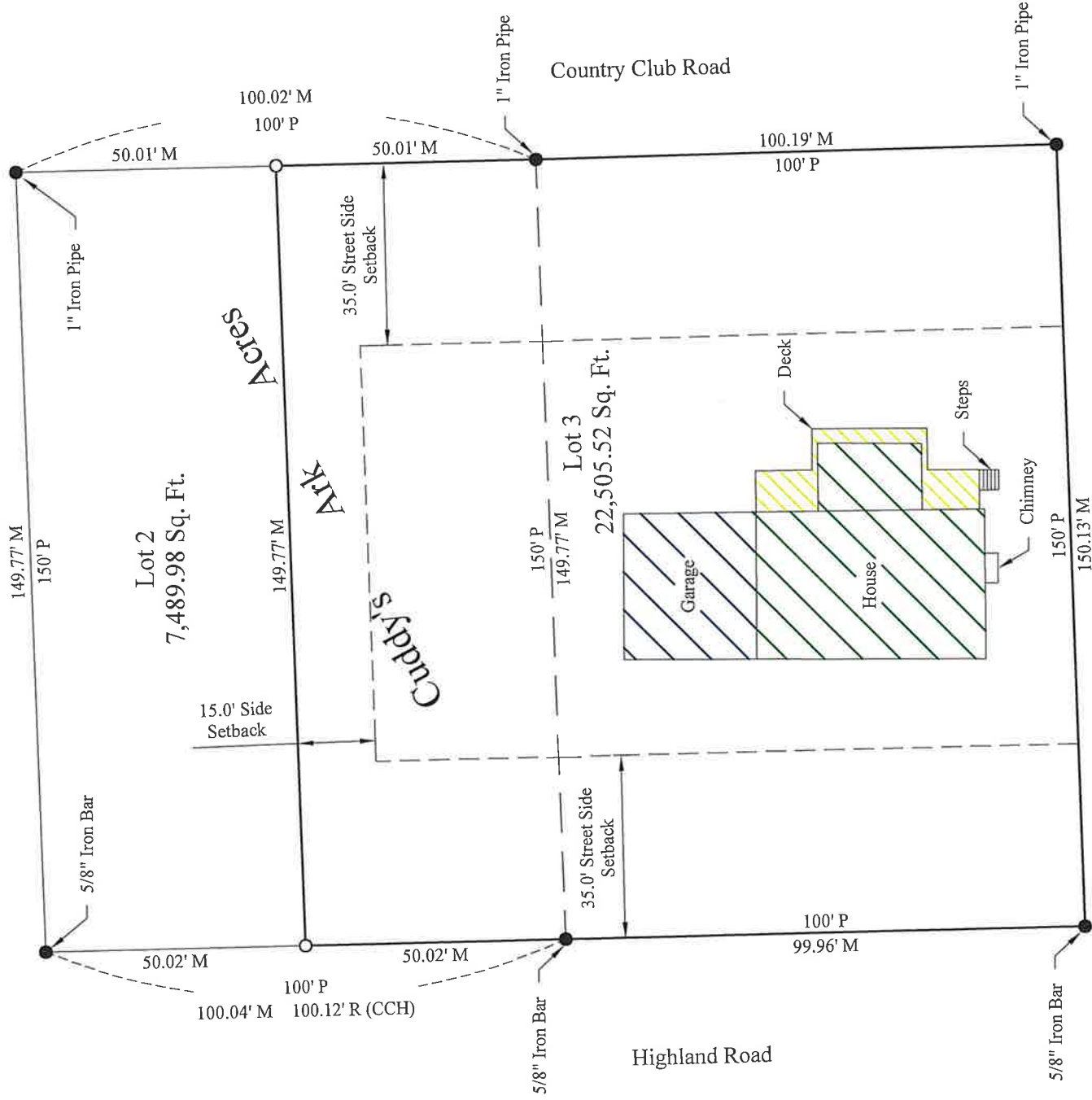
Placed on Planning Commission Agenda, Date 8/5/2024

Planning Commission Action ☐ Approve ☐ Disapprove Date

Date of Notification to Applicant

Date Survey filed with Registrar of Deeds Form No.

An Administrative Replat of Lot 3 and the South 1/2 of Lot 2, Cuddy's Ark Acres, Boone County, Nebraska.



This survey was prepared at the request of Kyle Liss, Albion, Nebraska.

LEGAL DESCRIPTION

Lot 3 and the South 1/2 of Lot 2, Cuddy's Ark Acres, Boone County, Nebraska.

SURVEYOR'S CERTIFICATE

I, Terry L. Schulz, Nebraska Registered Land Surveyor No. 550, duly registered under the Land Surveyor's Regulation Act, do hereby state that I have performed a survey of the land depicted on the accompanying plat; that said plat is a true delineation of said survey performed personally or under my direct supervision; that said survey was made with reference to known and recorded monuments marked as shown, and to the best of my knowledge and belief is true, correct and in accordance with the Land Surveyor's Regulation Act in effect at the time of this survey.

Terry L. Schulz, State of Nebraska, LS #550

7-30-2024 Date

OWNER'S CERTIFICATION

Known all men by these present: That we, Kyle and Sarah Liss and Steven T. and Jill M. Johnson, being the owners of the real estate shown and described herein, do hereby certify that we have laid out, platted, and subdivided said real estate in accordance with this plat.

This subdivision shall be known and designated as An Administrative Replat of Lot 3 and the South 1/2 of Lot 2, Cuddy's Ark Acres, Boone County, Nebraska.

Clear title to the land contained in this plat is guaranteed. Any encumbrances or special assessments are explained as follows:

executed this 30 day of July, 2024.

OWNERS

Kyle Liss
Kyle Liss

Sarah Liss
Sarah Liss

Steven T. Johnson
Steven T. Johnson

Jill M. Johnson
Jill M. Johnson

STATE OF NEBRASKA)
COUNTY OF BOONE) SS

STATE OF NEBRASKA)
COUNTY OF BOONE) SS

The foregoing instrument was acknowledged before

The foregoing instrument was acknowledged before

me on this 30th day of July, 2024,
by Kyle and Sarah Liss, Owners.

me on this 30th day of July, 2024,
by Steven T. and Jill M. Johnson, Owners.

My commission expires: Jan. 4, 2028

My commission expires: Jan. 4, 2028

Sharon Ketteler
Notary Public

Sharon Ketteler
Notary Public



RECORDERS CERTIFICATE

This plat was filed for record in the office of the Register of Deeds of Boone County

at _____ M., the _____ day of _____, 2024,

in Book _____ Page _____.

Registrar of Deeds _____

PLANNING COMMISSION APPROVAL

This survey plat is hereby approved by the Albion Planning Commission on

this _____ day of _____, 2024.

Chairperson _____

COUNTY SURVEYOR APPROVAL

This survey plat has been reviewed and accepted by me, _____,

Boone County Surveyor on this 30th day of July, 2024.

Boone County Surveyor
Boone County Surveyor

BOONE COUNTY TREASURER

There are no regular or special taxes due or delinquent against the land described on this

survey plat as of this 30th day of July, 2024.

Boone County Treasurer
Boone County Treasurer



ADVANCED CONSULTING
ENGINEERING SERVICE, INC.

Civil Engineers • Surveyors
West Point, NE 68788
Phone: (402) 372-1923

Application No. 2024-02Date of Review: 7/30/2024Applicant Name: Kyle & Sarah Liss; Steven & Jill JohnsonProperty Address/Legal Description: 2575 Country Club Road, Albion, NE
S 1/2 Lot 2 & Lot 3, CUDDY'S ARC ACRES, BOONE COUNTY, NE**Administrative Plats - Checklist**

The intent of this section is to provide for lots splits, lot combinations, and boundary adjustment which result in lots divided or combined into not more than four (4) lots without having to re-plat said lot, provided that the resulting lots shall not again be divided without re-platting. City staff shall review and approve or deny the administrative plat application for sites within the Corporate Limits of the City of Albion and the Planning Commission shall make a final determination for sites within the City's Extra Territorial Jurisdiction (ETJ).

A. Has the owner or a designated representative of the land provided:

Three (3) full sized hard copies, two (2) 11 x 17 hard copies and a digital file of a land survey of the lots involved and the location of the structure(s) thereon together with the precise nature, location and dimensions of the proposed plat shall accompany the application; and such surveys shall also include two electronic copies on a memory device in an AutoCad format or other software format specified by the city.

Yes

No

Comments: _____

B. Does the administrative plat include the following required elements:

1. A survey of the lot(s), Yes No
2. Location and setbacks of all existing structures(s), Yes No
3. Location and dimensions of the proposed administrative plat, Yes No
4. A block for Acknowledgment by Notary, Yes No
5. A block for Surveyors Certification, Yes No
6. A block for Certificate of County Register of Deeds, Yes No
7. A block of review from the Boone County Surveyor, Yes No
8. A block for approval or certification signed by the County Treasurer stating that there are no regular or special taxes due or delinquent against the platted land, Yes No
9. A block for the approval of the City, Yes No

C. Does the administrative plat include any of the following items which require disapproval:

1. A new street or alley is needed or proposed, Yes ☒ No
2. Vacations of streets, alleys, setback lines, access control or easements are required or proposed, Yes ☒ No
3. Such action will result in significant increases in service requirements, e.g., utilities, schools, traffic control, streets, etc.: or will interfere with maintaining existing service levels. Yes ☒ No
4. There is less street right-of-way than required by this Ordinance or the Comprehensive Development Plan unless such dedication can be made by separate instrument, Yes ☒ No
5. All easement requirements have not been satisfied, Yes ☒ No
6. Such action taken during an administrative plat will result in a tract without direct access to a street, Yes ☒ No
7. A substandard-sized lot or parcel will be created, Yes ☒ No
8. The lot has been previously split. Yes ☒ No

D. Have all required public improvements been installed, no new dedication of public right-of-way or easements is involved, and such subdivision complies with the ordinance requirements concerning minimum areas and dimensions of such lots. ☒ YES ☐ NO

E. Prior to the approval of the administrative plat, the subdivider shall provide a statement from the County Treasurer's office showing there are no tax liens against said land within the proposed subdivision or any part thereof. The subdivider shall also provide a statement from the City Treasurer's office showing that all special assessment installment payments are current as applied to said proposed subdivision or any part thereof. All taxes shall be paid in full on all real property dedicated to a public use. ☒ Yes ☐ No

F. Has the filing fee for the administrative plat shall be in accordance to the City's Master Fee Schedule been paid? ☒ Yes ☐ No

Signed: _____

Reviewer Name and Title _____

ADMINISTRATOR/CLERK/TREASURER



AGENDA MEMO

MEETING NAME: Albion Planning Commission

DATE: August 5, 2024

ITEM NAME: **REVIEW 2024-2025 ALBION CAPITAL IMPROVEMENT PLAN FOR RECOMMENDATION TO CITY COUNCIL**

PRESENTER(S):

Andrew Devine

BACKGROUND INFORMATION:

Enclosed is the draft of the 2024-2025 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 2024-2025 Capital Improvement Plan

BY:

2ND:

ROLL CALL: Schafer _____ Gragert _____ Nathan _____ Dailey _____

Wynn _____ Thorberg _____ Fick _____ Vacant _____

SUMMARY OF DECISION:

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
<u>Water and Sewer Extensions</u>	Extention of Services and Fire Protection to Developed Properties annexed in 2022 - contract awarded for 2024-25
<u>Civil Defense Siren Improvements</u>	One siren is completely non-functioning. Creating a plan to replace three sirens with larger coverage area to cover all developed areas within the ETJ. Applying for Hazard Mitigation Funding.
<u>Repair Pool Leak</u>	There is a significant leak at the pool. Hiring leak detection/repair firm to locate and repair this off season.
* Playground Equipment Updates - including accessible features	** Funding raised and contract approved for Eli Porter Memorial Project - to be completed FY 2024-25 **Clark Street Park Project - applied for Rural Community Recovery Program Grant to Fund improvements - 2025-2027
* Assurance of safe drinking water	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	Added to the Capital Improvement Plan in 2016 - <u>Phase I completed in 2018.</u> <u>Phase 2, linking Fuller Park, Clark Park, and Sports Complex - 2025-27 - pending Grant Application.</u>
* 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 '25-27 following the sewer main project through South Park Subdivision</u>
* Irrigation System for Sludge Application	Qualifying use of ARPA funds. 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. *Target for FY '24-25
* Sports Complex Improvements	*Based on 2019 input from parents and coaches. Albion Baseball has prioritized a batting cage project (24-25). In future should consider replacing aged light poles, relocate transformers, additional fencing, drainage improvements, new concession stand. Target for '25-27

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
* 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

*Current pending projects may have been developed based upon the previous survey.

City of Albion Capital Improvement Plan - by Department	
Street Department	
<u>Funds Available for Capital Projects</u>	
\$28,376	Cash Balance/Budget Suplus - 9/30/2024
\$21,624	Excess Highway Allocation and Motor Vehicle Taxes/Fees
\$61,365	Sales Tax for Street Improvements
\$8,750	2024-2025 Transfer in from Street Equipment Reserve
\$120,115	Total Estimated Resources Available for Street Department Capital Improvements and Additions 2024-25
<u>Projects Estimated Cost</u>	
\$30,000	2025 Crack Sealing & Maintenance Program
\$20,000	2025 Storm Sewer Maintenance Program
\$61,365	2024-25 - Street Repairs and Alley Paving
\$111,365	Total 2024 Maintenance Items
\$8,750	General Capital Outlay/Equipment 2024-25
\$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
General	
<u>Funds Available for Capital Projects</u>	
\$75,000	Potential Grant Funding - FEMA Hazard Mitigation (75/25 Grant for Sirens)
\$100,000	Total Resources Available for General Fund Capital Improvements 2024-25
<u>Projects Estimated Cost</u>	
\$100,000	Tornado Siren Replacement - behind Applied Connective (24-25)
\$185,000	City Hall Parking Improvements 26-28

Parks Department	
<u>Funds Available for Capital Projects</u>	
\$388,100	Cash Reserved for Eli Porter Memorial Project
\$100,000	Expected Donations for Albion Baseball Batting Cage Project
\$31,900	Pledges for Eli Porter Memorial Project
\$15,000	Sales Tax Transfer for Capital Projects
\$1,000,000	*Rural Community Recovery Program Grant - applied in July 2024. Potential award in October 2024 *
\$1,535,000	Total Resources Available for Parks Department Capital Outlay 2024-25
<u>Project Estimated Cost</u>	
\$100,000	Albion Baseball - Batting Cage Project
\$435,000	Accessible Park Equipment Replacement/Improvements/Updates - Eli Porter Memorial Project(24-25)
\$300,000	Estimated - Sports Complex Improvements - Replace Light Systems (26-28)
\$35,000	Estimated - Sports Complex Improvements - Central Drain System Behind Fields (24-28)
\$0	Sports Complex Improvements - New concessions stand/RR Building (26-30) - no estimate of cost yet.
\$500,000	Estimated - Clark Street Park Accessible Improvements (2025-2027) - pending plan and funding *
\$500,000	Estimated - Boone County Trail System Future Phase (2025-27) - Pending plan and funding *
\$535,000	Total Estimated Cost of Capital Projects/Purchases - 24-25
\$1,000,000	Remainder for Projects - Allocate or Carry into 2025-26
Pool Department	
<u>Funds Available for Capital Projects</u>	
\$0	City Sinking Funds reserved for Pool Project - Future Improvement and Maintenance
\$50,000	Sales Tax Transfer for Improvements/Maintenance
\$50,000	Total Resources Available for Pool Department Capital Improvements 2024-25
<u>Projects Estimated Cost</u>	
\$15,000	Additional Manhole for access to spray pad piping and valves & repair spray feature - 24-25
\$35,000	Repair Pool Leak - 24-25
\$27,000	Repaint Pool - 25-26
\$77,000	Total Estimated Cost of Known Projects through 2026

Library DepartmentFunds Available for Capital Projects**\$163,420** Total Resources Available for Library Department Capital Improvements 2024-25Projects Estimated Cost

\$163,420

Make old basement accessible Project for 2024-26 - No cost estimate yet (Library board investigating)

\$163,420 Total Estimated Cost of Known Projects**Fire Department**Funds Available for Capital Projects

\$219,894

Estimated Equipment Sales Tax Reserve Balance - 9/30/24

\$67,870

2024-25 Transfer in from Sales Tax for Equipment and Maintenance

\$287,764 Total Resources Available for Fire Department Capital Improvements 2024-25Projects Estimated Cost

\$110,993

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

\$110,993 Total Estimated Cost of Known Projects**\$176,771** Remainder for Equipment & Maintenance in Fire Dept Fund - Allocate or Carry into 2024-25

Water Department	
<u>Budgeted Funds Available for Capital Projects</u>	
\$195,960	Cash Reserves for Capital Projects
\$61,365	Sales Tax for Future Developments
\$300,000	Proposed Financing - Bonds/SRF
\$140,262	ARPA Funds for Capital Projects
\$697,587	Total Resources Available for Water Department Capital Improvements 2024-25
<u>Future Projects Estimated Cost</u>	
Priority 1 Annexation Water Projects	
\$163,000	Annexation Area 1-B Group 1A - Developed Lots - State Street near Fairgrounds Road - New 6" main - abandon 2"
\$53,000	Annexation Area 1-C - Developed lots - Norco Road North of Old Mill Road - New 6" main - abandon 2"
\$64,000	Annexation Area 1-D -Group 3A - Developed Lots on 4th South of Fairview - New 6" main - abandon 2"
\$64,000	Upsize 4" water main on Fairview Street
\$133,000	Extend 6" water main along Walnut to Loop to Fire Hall
\$30,000	Extend 6" to Albion Business Park for Fire Protection (FSA, Professional Building, Applied Connective, Haber Tire)
\$45,000	Extend 6" Water south on Fairgrounds Road (aprx 600')
\$49,000	Extend 6" water from 8th Street to campgrounds - provide redundant entry to distribution system from Well/Tower sites.
\$601,000	2024-25 Total
\$96,587	Capital Outlay For Water Equipment/Improvements
\$697,587	Total Capital Expenditures for 2024-25
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	2026 & Beyond
\$0	Future Developments Reserve - 2025 & Beyond
\$1,500,000	New Well/Distribution/Transmission Expansion (2026-30)
\$2,433,300	Total Estimated of Current/Future Projects

Sewer Department	
<u>Budgeted Funds Available for Capital Projects</u>	
\$209,293	Cash Reserves
\$31,635	Expected available Revenues for Extention Project
\$61,365	Sales Tax for Future Developments
\$250,000	Proposed Financing - Bonds/SRF
\$140,262	ARPA Funds for Improvement and Rehab Projects
\$692,555	Total Resources Available for Sewer Department Capital Improvements 2024-25
<u>Future Projects Estimated Cost</u>	
Priority 1 Annexation Sanitary Projects - 2024-25	
\$147,000	Annexation Area 1-B Group 1A - Developed Lots - State Street near Fairgrounds Road
\$80,000	Annexation Area 1-C Group 2A - Extention of Sewer North on 11th Street to Old Mill Road
\$68,000	Annexation Area 1-D Group 3A - Developed Lots on 4th South of Fairview - New 8" main
\$48,000	Extend Sewer from 8th Street west to Campground expansion
\$343,000	2024-25 Total
Priority System Upgrade and Rehab Projects - '24-25	
\$176,000	Manhole Projects/Sewer Inspection/Other Maintenance and Improvements
\$73,555	General Capital Outlay - Equipment, etc.
\$100,000	Sludge Application / Irrigation
\$349,555	2024-25 Total
\$692,555	2024-2025 - Total Planned Capital Expenditures
Priority System Upgrade and Rehab Projects - '25-27	
\$500,000	Sewer Main Lining Rehab
\$500,000	Total Priority System Upgrade and Rehab Projects 2025-2027
Priority 2 Annexation Sanitary Projects - 2026 & 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
\$2,283,255	Total Estimated Cost Current/Future Projects



AGENDA MEMO

MEETING NAME: Albion Planning Commission

DATE: August 5, 2024

ITEM NAME: **REPORT ON WATER AND SEWER PROJECTS**

The bid's came in nearly 40% under budget. The City Council awarded bids for all water and sewer projects that were prioritized on the Capital Improvement Plan.

The Projects to be completed between this fall and June of 2025 are as follows:

Group A: Water Main – upsize 2” main to 6” main from 11th and State Street to Fairgrounds Road.
 {Service to developed property recently annexed}

Group B: Sewer Main – new 8” main from 11th and State Street to Fairgrounds Road.
 {Service to developed property recently annexed}

Group C: Water Main – 6” main on north Norco Road from Old Mill Road.
 {Fire Protection to developed property recently annexed}

Group D: Sewer Main – 8” main on 11th Street from Harrison Street to Old Mill Road.
 {Service to developed property recently annexed}

Group E: Water Main – 6” main south on 4th Street from Fairview Street.
 {Service to developed property recently annexed}

Group F: Sewer Main – 8” main south on 4th street from Fairview Street.
 {Service to developed property recently annexed}

Group G: Water main – upsize 4” main to 6” main on Fairview from 1st to 2nd street.
 {Improved volume and fire protection in this area}

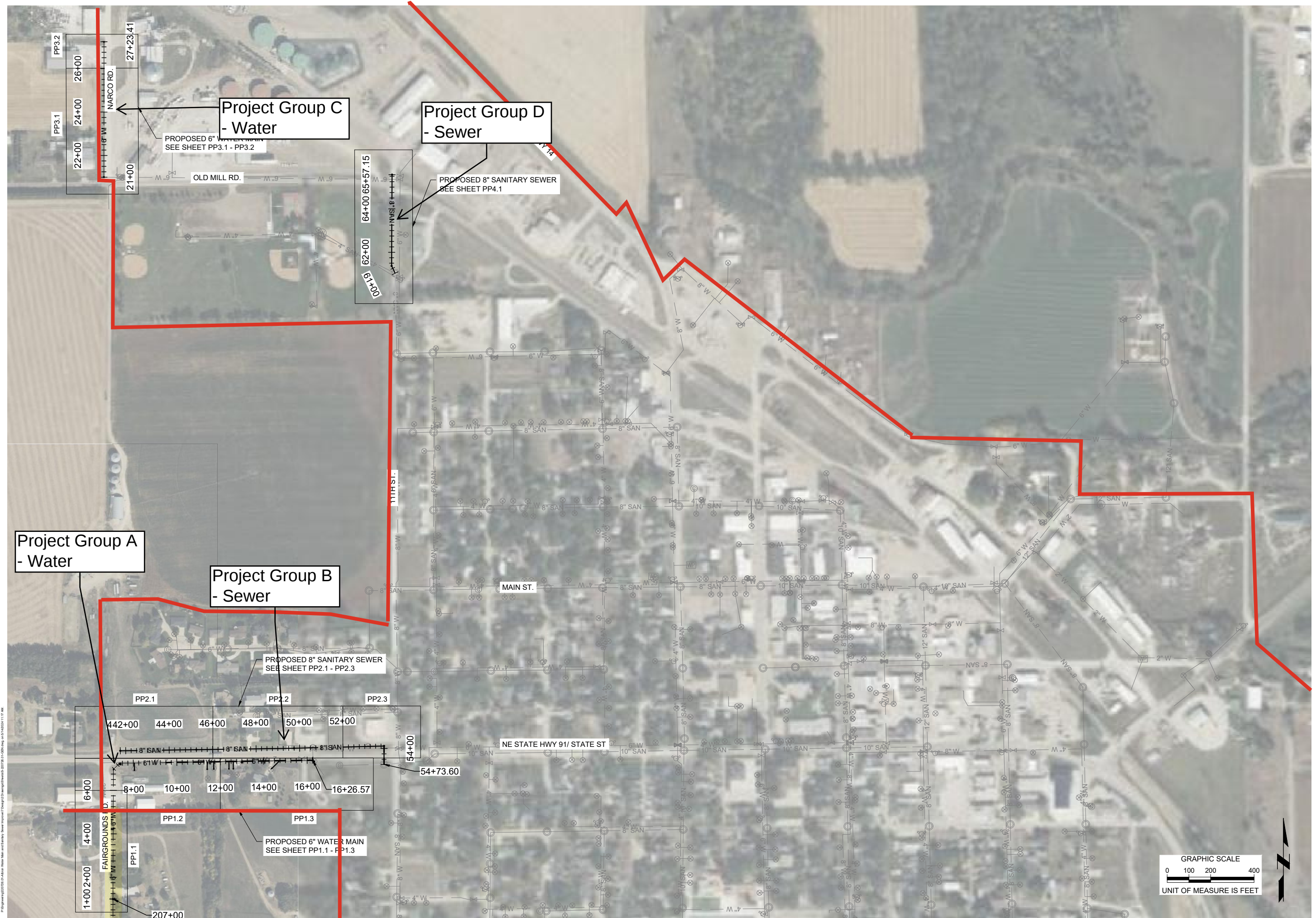
Group H: Water Main – new 6” main on Walnut from 1st Street to Hwy 14.
 {Improved volume and fire protection in this area}

Group I: Water Main – to add fire protection for FSA Office/ Professional Bldg/Applied Connective/Haber's.

Group J: Water and Sewer – Mains only through the South Park Subdivision property – to provide looped and redundant entry point from Tower/Wells to Distribution System; and, sewer main to City Campgrounds expansion.

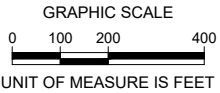
Group K: Water Main – 600’ south from Hwy 91.
 {Fire Protection and potential future expansion of distribution system}

No Action Necessary

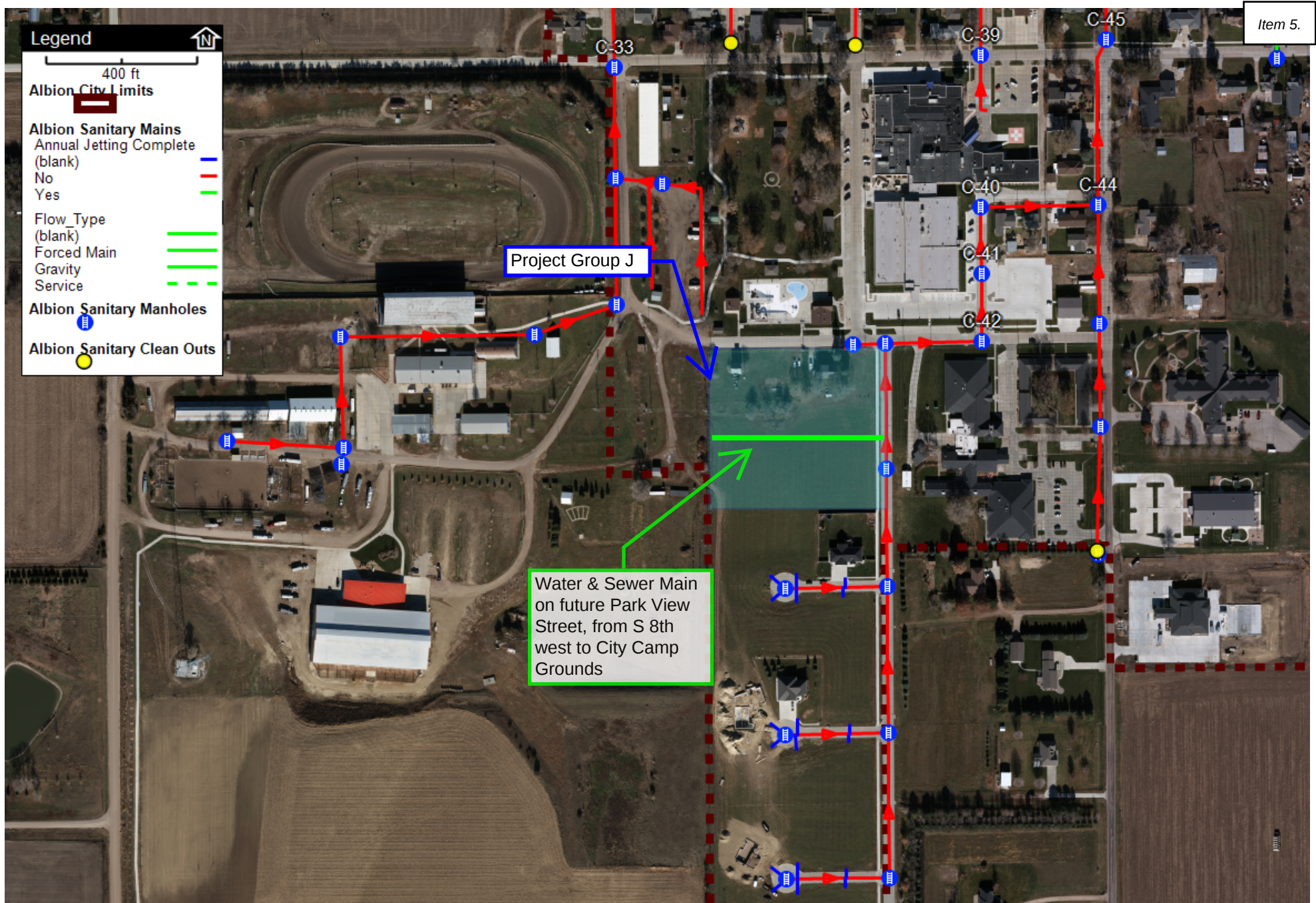




P:\Engineering\2020\2020 Albion Water Main and Sanitary Sewer Improvements\Drawings\Sheet\2020\2020 Albion Water Main and Sanitary Sewer Improvements.dwg, 11/17/2020, 11:17 AM



PROJECT NO.	220726.01
DATE	5/14/2024
DRAWN BY	ADP
FILE NAME	S-220726.01-GEN.dwg
FIELD BOOK	FIELD BOOK
FIELD CREW	FIELD CREW
SURVEY FILE NO.	SV-220726.01
PLAN IN HAND	EEJ
INITIALS	1/22/204
DATE	
70 PERCENT REVIEW	EEJ
INITIALS	3/1/2024
DATE	
95 PERCENT REVIEW	EEJ
INITIALS	4/5/2024
DATE	
REVISIONS	





AGENDA MEMO

MEETING NAME: Albion Planning Commission

DATE: August 5, 2024

ITEM NAME: **REPORT ON NUISANCE PROGRAM**

Enclosed is a written report that Warren Myers, Nuisance Officer, provided to Mayor and Council.

No Action Necessary

Nuisance Update Report

I would like to provide an update on the progress of the nuisance program since my appointment in April of 2024. Over this period, I have documented a total of 33 properties deemed as nuisances, which have been brought to the attention of the mayor and city council for review and necessary action. These properties encompass a range of issues, including abandoned property, presence of trash, excessively tall grass, and vehicles lacking proper licensing. Many of the identified nuisances have been taken care of by the property owners. City staff have had to conduct abatement mowing on 2 properties. Additionally, 8 of the identified properties are currently pending the engagement of nuisance abatement contractors, or are awaiting compliance from the property owners, with the resolution being dependent on whichever occurs first. I am grateful for the opportunity to contribute to this program. Should you have any inquiries, please do not hesitate to contact me.

Respectfully,

Warren Myers Nuisance Officer



AGENDA MEMO

MEETING NAME: Albion Planning Commission

DATE: August 5, 2024

ITEM NAME:

MOTION: To adjourn the meeting at _____ p.m.

BY:

2ND:

ROLL CALL: Nathan _____ Schafer _____ Dailey _____ Gragert _____

Thorberg _____ Wynn _____ Fick _____ Vacant _____

SUMMARY OF DECISION: