



# 8/8/2023 - ALBION CITY COUNCIL - REGULAR MEETING

TUESDAY, AUGUST 08, 2023 at 7:30 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

### MAYOR'S COMMENTS

[REPORT FROM MAYOR'S ANNUAL DEPARTMENT MEETING HELD AUGUST 1, 2023](#)

### APPROVAL OF MINUTES

1. [APPROVAL OF MINUTES OF THE JULY 18, 2023 CITY COUNCIL MEETINGS](#)

### OLD BUSINESS

2. [CONSIDER CITIZEN REQUEST FOR CITY-WIDE OBSERVATION OF MEMORIAL DAY](#)

### NEW BUSINESS

3. [CONSIDER APPROVAL OF AGREEMENT WITH JEO CONSULTING GROUP, INC FOR DESIGN, PLANS, SPECIFICATIONS, AND BIDDING OF WATER AND SEWER IMPROVEMENTS TO SERVICE RECENTLY ANNEXED PROPERTY](#)
4. [CONSIDER AEDC REQUEST TO RELEASE \\$39,050 IN ECONOMIC DEVELOPMENT SALES TAX FUNDS FOR CONTINUATION OF INFRASTRUCTURE BEYOND LEVANDER FUNERAL HOME](#)
5. [CONSIDER ALBION AIRPORT AUTHORITY REQUEST FOR CITY TAX ALLOCATION FOR FISCAL YEAR 2023-2024](#)
6. [BUDGET WORKSHOP – DISCUSS DRAFT OF 2022-23 BUDGET, FINAL PREPARATION BY ACCOUNTANT, AND SETTING BUDGET ADOPTION HEARING DATE AND TIME](#)

### RESOLUTIONS

7. [CONSIDER AMENDMENT TO RESOLUTION 114\(23\) REGARDING CITY UTILITY RATES](#)
8. [CONSIDER RESOLUTION 115\(23\) PROHIBITING THE CARRYING OF CONCEALED HANDGUNS INTO OR ONTO THE PLACE OR PREMISES OF CERTAIN FACILITIES CONTROLLED BY THE CITY OF ALBION](#)

9. [CONSIDER RESOLUTION 116\(23\) REGARDING COST OF LIVING ADJUSTMENT FOR NON-TEMPORARY CITY EMPLOYEES EFFECTIVE OCTOBER 1, 2023](#)
10. [CONSIDER RESOLUTION 117\(23\) REGARDING PLACEMENT OF TRAFFIC CONTROL SIGNS IN ORDER TO REGULATE TRAFFIC AND PARKING ALONG WALNUT STREET BETWEEN 5<sup>TH</sup> AND 6<sup>TH</sup> STREETS](#)
11. [CONSIDER RESOLUTION SERIES 118\(23\) REGARDING DECLARATION OF NUISANCES AT 631 W MAIN STREET AND 819 WEST MAIN STREET](#)

#### **ORDINANCES**

12. **NONE**

#### **REPORTS**

13. [NUISANCE REPORT](#)
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 ANNUAL EMPLOYEE EVALUATIONS FOR APPROVAL](#)

#### **ITEMS TO BE PUT ON NEXT MEETING AGENDA**

17. **Special Meeting: Sept. 5, 2023 - 7:30am - Budget Hearing**
18. **Next Regular Meeting: September 12, 2023 - 7:30pm - Budget Adoption**
19. **Public Comment for Future Consideration**

#### **ADJOURN**

#### [ITEMS TO BE PUT ON NEXT MEETING AGENDA](#)

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

# 2023.08.01 - Mayor Annual Department Meeting:

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## **Airport:**

- Tony Levander attended.
- Entrance and parking area paving project is underway and to be completed soon.
- Working on developing plans and funding for a project to add hanger space – will need to revise the overall airport layout plan including beacon and weather station locations.
- 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 resignation pending a member moving away – full roster is 45.
- EMS calls are trending up currently about 110 so far this year.
- Have had 15-16 Fire Calls this year, so they're on pace for an average year.
- Have sent personnel to help with wildfires across the state, along with other area departments – considering forming a Mutual Aid Strike Team for future situations.
- 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 Board has ordered a new grass rig to replace the 2013 model – delivery expected in August-September 2024.
- Hosting a mini fire school including propane emergencies and rope rescue training on August 12th.
- Planning to repaint the training tower this next year and adding concrete pad near training facility in the near future.
- Plan to replace bunker/wildland gear this coming year.
- Currently 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.

## **Code Enforcement/Building Permits:**

- Warren Myers attended.
- 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.
- Ron Morearty recommended utilizing the contractor registration list to communicate sidewalk requirements to contractors.
- Property maintenance code continues to progress –
  - One residential structure demolition on West Ruby Street is pending – should be done by Mid-August;
  - Two accessory building demolitions are pending.
- 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.
- Warren has reviewed and revised application forms for building permits, demolition permits, sign permits, and curb cuts – all are currently available online as well.

# 2023.08.01 - 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 and has been in contact with Fire Dept training officer.
- 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.
- Plan to continue to replace old fire hydrants and to install service valves for hydrants 2-3 completed or currently underway.
- 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.
- Warren hopes to get 2” main adjacent to Bob’s Storage replaced and moved into city ROW soon – have had materials on hand for some time.
- Mayor has on his bucket list for this term to develop a municipal well further south into a deeper water formation and add transmission main.

## Sewer:

- Corey Zoubek attended as Sewer Commissioner.
- Still learning a lot – spending time studying for Grade 1 and 2 certifications – plans to retake certification test this fall.
- Working on preventive maintenance schedule for lift stations – plans to contract with Speed Services on an annual basis.
- 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.
  - Corey has quote for pivot system - waiting for some feedback from JEO on pump sizing and installation – Devine will contact JEO directly to work out a scope of service.
- Johnson Service recorded video on ½ of the mains – Corey and Andy will work on prioritization plans for necessary repairs and additional manholes for this year.
- Corey has contacted Johnson Service/Midlands regarding replacing collapsing lamp holes with man holes.



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### Library: -

- Staci Wright attended.
- Successful summer reading program – 40 kids.
- Afterschool program – received grant for STEM program which will be geared towards 4<sup>th</sup> grade and up.
- Still need to check roof several times a year for debris, blocked drains, leaks, etc. Drain on south side above door is leaking. Guys to rent lift to check and fix the problem.
- Water coming in south door when rains due to the drain, but the door also needs replaced – Chris Levander to complete, waiting on materials.
- BJ Leffler is currently replacing interior lighting with LED lights.
- Library Board recently had the air ducts cleaned and the main restroom renovated – Staci reported that it is very nice.
- Recently had a bat issue – but that seems to have been resolved.
- Added a dehumidifier, which seems to have corrected moisture issues on lower level.
- The elevator will have battery pack replaced at time of service.
- Library Board still pursuing access to old basement and future remodeling.

### Albion Family Aquatic Center:

- Management unable to attend.
- One spray pad remote not working – need to replace this off season.
- There is a significant leak, which affected chemical balance some this year – Speed Services is assisting and plans to repair after the pool is closed for the season.
- Requesting a new computer and another convection oven for concessions.
- Other items needing addressed:
  - Check valves on pumps need replaced.
  - Valves in main pit need to be replaces.
  - Pop/Candy cooler leaking – condensation?
  - Old ice cream freezer not cold enough for frozen goods – need to add a freezer for next year.
  - Ladders need reattached to pool walls.
  - Interior flooring is starting to show wear and age – Warren has an idea for cleaning with power scrubber.
  - Gutter corner pieces need replaced.
  - Emergency exit signs are broken and need replaced.
  - Umbrellas and awnings need replaced for next year.
  - Spray pad feature piping leak.
    - Additional access to spray pad manhole for maintenance – no luck finding contractor to complete – will try to address when we have manhole replaced/installed with sewer system

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## Police Department:

- Brent attended.
- No applications for vacant officer position – the agreement with Sheriff’s department is working well.
  - 25 other comparable agencies are also looking for officers. Competitive wages may be an issue in attracting talent.
- Considering resale/trade in of pickup in 2024. Would like to replace with a Durango instead of a pickup due to interior storage.
- Training:
  - Recertifying firearms soon.
  - Joe has re-certified as a taser instructor.
- Brent would like to start planning for a downtown camera network;
  - Applied Connective has completed stage 1 of a 2 phase project for cameras at city hall, sewer plant, well 5/trail, mini-park, sports complex, Fuller Park, and Campgrounds.

## Street Dept:

- Ron Morearty and Joe Landauer attended –
  - Shop building – Driveway by North doors – this was raised by Tillotson’s – still needs drainage addressed.
  - Many patches and repairs made to streets completed and many more due next year – map has been prioritized.
  - Microsurfacing of ½ asphalt streets to be done this fall and crack sealing concrete streets already completed.
  - The following three alleys were prioritized for this summer.
    - Subway/Carwash – to be completed soon.
    - Casey’s/B&G/Schalks – complete.
    - AEDC/Wells – complete.
  - Eliminated mini-excavator lease and leasing a 49 hp tractor for alleys instead.
  - Black patch inventory is good.
  - Storm drain boxes were cleaned out by Johnson Service when they were here.
  - Staff has purchased a culver washer that can be connected to a fire hose for culvert maintenance.
  - Joe reported that is currently painting near the school.
  - Warren has contacted Ben Edwards at Kaytons about potentially making a telehandler lease arrangement – nothing new – can rent lift from lumber yard if/when needed.
  - Can use forks and platform for the Case loader tractor – can use bobcat forks. Will order a platform.
  - Plan to also utilize a liquid de-icer this winter – can order by tote which would be easy to put in back of ¾ ton pickup and set up for application. Mayor recommended contacting Ag Spray in Columbus for parts asap so have them ready by Winter.
  - Brent located additional mobile radios for use in equipment during snow removal/emergency response.

## **Park Dept:**

- Dave Inman attended.
- Sports complex – new storage shed for soccer club has been installed. Old shed to be demolished.
- Sports complex and Fuller Park – many trees removed or blown down. Dave has started working with Andrew Tunick to replace. 6 so far this year.
- Sports Complex - Light system project moved out to '24-25 at least, Loup power to replace transformers soon.
- 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.
- Will a load of field clay in 2024.
- Mini-park plantings were redone this year by Andrew Tunink.
- Dave added drainage improvements in mini-park as well.
- 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.

## **Economic and Housing Development**

Maggie Smith attended.

- AEDC awarded a Rural Workforce Housing Fund Grant to create a local revolving loan fund. The state providing a substantial 2 to 1 grant match for local funds.
  - Application process is now open.
- The City applied for an associated \$1 million Land Development Grant, but was not awarded.
- AEDC has worked on downtown façade improvement projects recently.
- The AEDC partnership with the Albion Area Arts Council is going well.
  - The Downtown Concert Series in partnership with the Albion Area Arts council was a big success last year and this year.
  - Recent art showing at the office generated much foot traffic, which was beneficial for Maggie to make contacts/network.
- New pavement behind building and alleyway has improved curb appeal of the event space and AEDC building.
- AEDC is working to take a more active role in community social media with success in attracting residents.
- The new City/Community website is now live and is much more user friendly.
- Potentially looking to attract telecommuters and investigate options for improving community internet / fiber growth.



# AGENDA MEMO

**MEETING NAME:** Albion City Council

**DATE:** August 8, 2023

**ITEM NAME:** APPROVAL OF MINUTES OF THE JULY 18, 2023 CITY COUNCIL MEETINGS

**PRESENTER(S):**

**BACKGROUND INFORMATION:**

Minutes are enclosed for Mayor and Council Review.

**DISCUSSION:**

**MOTION:** To approve the minutes of the JULY 18, 2023 City Council Meeting

**BY:**

**2ND:**

**ROLL CALL:** Tisthammer \_\_\_\_\_ Johnson \_\_\_\_\_ Dailey \_\_\_\_\_ Porter \_\_\_\_\_

**SUMMARY OF DECISION:**



## ALBION CITY COUNCIL - REGULAR MEETING

TUESDAY, JULY 18, 2023 at 7:30 PM

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

# MINUTES

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 July 18, 2023 at Albion City Hall, 420 West Market St., Albion, NE. 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.

### 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

#### PRESENT

Councilmember Jason Tisthammer  
 Councilmember Jack Dailey  
 Councilmember Marcus Johnson  
 Councilmember Jon Porter

City staff present were: City Administrator Andrew Devine, City Attorney Darren Wright, Deputy Clerk Sharon Ketteler, Economic Development and Housing director Maggie Smith, Water Commissioner/Building Inspector Warren Myers, and Lieutenant Joe Predmore.

### MAYOR'S COMMENTS

Mayor Jarecki thanked the Mansfield Foundation for donating \$70,000 towards Albion's Housing Development Project. The Mayor also noted he would like to schedule the Semi-Annual Department Head meeting prior to the August City Council meeting.

### APPROVAL OF MINUTES

#### 1. APPROVAL OF MINUTES OF THE JUNE 13, 2023 AND JUNE 27, 2023 CITY COUNCIL MEETINGS

The minutes of the June 13, 2023 and June 27, 2023 meetings were distributed to the Mayor and Council in the agenda packets.

Motion: To approve the minutes of the June 13, 2023 and June 27, 2023 City Council Meetings.

Motion made by Councilmember Johnson, Seconded by Councilmember Porter.

Voting Yea: Councilmember Tisthammer, Councilmember Dailey, Councilmember Johnson, Councilmember Porter. Nay: None. Motion carried.

**OLD BUSINESS****2. NONE****NEW BUSINESS****3. CONSIDER APPROVAL OF APPOINTMENT OF KATE KUSEK JOHNSON AND TRINA HELLBUSCH TO THE ALBION LIBRARY BOARD**

Clerk Devine noted that the Albion Library Board approved these two appointments.

Motion: To approve the appointment of Kate Kusek Johnson and Trina Hellbusch to the Albion Library Board.

Motion made by Councilmember Porter, Seconded by Councilmember Dailey.

Voting Yea: Councilmember Tisthammer, Councilmember Dailey, Councilmember Johnson, Councilmember Porter. Nay: None. Motion carried.

**4. CONSIDER CITIZEN REQUEST FOR CITY-WIDE OBSERVATION OF MEMORIAL DAY**

Requester was not available. No action taken.

**5. CONSIDER REQUEST OF STREET CLOSURE ON AUGUST 19, 2023 FOR FUNDRAISER**

Rose Buhlman explained the High School Tour Group would like to have a duck race fundraiser for school kids 2025 trip to Greece. They are asking to close 4th Street between Church Street and Main Street on August 19, 2023 between 1:00 p.m. and 4:00 p.m. She stated that the firemen have agreed to provide the water.

Motion: To approve street closure of 4th Street between Church Street and Main Street on August 19, 2023 between 1:00 p.m. and 4:00 p.m. for a duck race fundraiser for school kids 2025 trip to Greece.

Motion made by Councilmember Porter, Seconded by Councilmember Johnson.

Voting Yea: Councilmember Tisthammer, Councilmember Dailey, Councilmember Johnson, Councilmember Porter. Nay: None. Motion carried.

**6. CONSIDER RIGHT OF WAY TELECOMMUNICATION PERMIT OF GREAT PLAINS COMMUNICATION FOR INSTALLATION OF NEW TELECOMMUNICATIONS INFRASTRUCTURE IN CITY RIGHT OF WAY**

Councilmembers reviewed the application and map where installation of new telecommunications infrastructure would be placed.

Motion: To approve Right of Way Telecommunication Permit of Great Plains Communication for installation of new telecommunications infrastructure in City Right of Way.

Motion made by Councilmember Porter, Seconded by Councilmember Johnson.

Voting Yea: Councilmember Tisthammer, Councilmember Dailey, Councilmember Johnson, Councilmember Porter. Nay: None. Motion carried.

**7. BUDGET WORKSHOP – PRELIMINARY REVIEW OF 2022-23 BUDGET PERFORMANCE AND DRAFT OF 2023-24 BUDGET**

Treasurer Devine provided multiple budget spreadsheets and reviewed the Preliminary Budget Summary with council members. All departments are estimated to perform better than budgeted for 2022-2023. Governmental Funds are estimated to perform \$177,458 better than budgeted highly due to Capital Improvement projects that won't be completed and billed out this fiscal year, mainly the Park Improvement Project and micro surfacing of asphalt streets. Business Type Funds are estimated to perform approximately \$2,422 lower than budgeted. Because of rising costs and expected equipment maintenance, it will be necessary to raise our utility rates by 5% this year. A rate increase of utilities has also been recommended by the Auditor for the past few years. The projected certified valuation is estimated to be about a 17% increase from last year. In the preliminary draft, the total tax levy would be estimated to be approximately .36 cents, which is about half a cent less than last year, and lower than our peer groups. The proposed property tax asking is looking to increase about 11%; highly due to inflationary costs, minimum wage increases, required step raises, and cost of living. Mayor Jarecki suggested a 7% cost of living adjustment due to inflationary costs and minimum wage increase to keep our pay rate competitive. Devine stated that although our health insurance rates went up this year, it is still below what the rate was two years ago before we switched to the Municipal League's health insurance plan. Devine provided a list of the City's Capital Improvement Plans. As currently prepared, the Street Department would be receiving approximately 24% of the Capital Improvement Sales Tax Allocation for future development of the South Park Subdivision Project. The Parks Department would receive approximately 53% for accessible Park equipment improvements. And the Water and Sewer Departments would each receive approximately 11% for future subdivision development reserve. The City's accountant from AMGL will be present at the August City Council meeting for the Budget Workshop. He will then develop the final budget for the public hearing on September 5, 2023. The Budget adoption will take place at the September 12, 2023 City Council meeting.

No action taken.

**RESOLUTIONS**

**8. CONSIDER RESOLUTION SERIES 113 (23) 1-6 DECLARING NUISANCES**

Chief Lipker provided the council with 6 nuisance reports for review. The reports were reviewed by the Mayor and Council.

Motion: To introduce and approve Resolution Series 113(23) 1-6 as presented.

Motion made by Councilmember Johnson, Seconded by Councilmember Porter.

Voting Yea: Councilmember Tisthammer, Councilmember Dailey, Councilmember Johnson, Councilmember Porter. Nay: None. Motion carried.

## 9. CONSIDER RESOLUTION 114(23) REGARDING CITY UTILITY RATES

Clerk Devine stated that he is recommending a 5% increase in Water and Sewer rates based on known costs and needs; and also on recommendation from the auditor. Clerk Devine also recommended a 5% increase in Solid Waste rates to help cover the increased contract rates that were approved by the council in February, 2023. The senior citizen rate will only increase by 2%.

A Water and Sewer rate comparison provided by Nebraska Rural Water Association in 2019 showed that Albion rates are below average compared to other towns our size with similar systems.

Motion: To introduce and approve Resolution 114(23) Regarding City Utility Rates.

Motion made by Councilmember Johnson, Seconded by Councilmember Porter.

Voting Yea: Councilmember Tisthammer, Councilmember Dailey, Councilmember Johnson, Councilmember Porter. Nay: None. Motion carried.

## ORDINANCES

### 10. CONSIDER INTRODUCTION OF ORDINANCE 324(23) GRANTING FRANCHISE TO EAGLE BROADBAND INVESTMENTS, LLC TO MAINTAIN A CABLE COMMUNICATIONS SYSTEM IN THE CITY OF ALBION, NEBRASKA; SETTING FORTH CONDITIONS ACCOMPANYING THE GRANT OF THE FRANCHISE; PROVIDING FOR REGULATION AND USE OF THE SYSTEM; AND PRESCRIBING PENALTIES FOR THE VIOLATION OF ITS PROVISIONS

Attorney Wright explained that Eagle Broadband is the only company that hasn't yet made the switch from Occupation Tax Franchise Fees to Right of Way Fees. The City sent a request of changes to Eagle Broadband for the new agreement, which would remove Franchise Fees items and change over to Right of Way. Eagle Broadband has agreed to these terms.

Councilman Johnson made a motion to introduce Ordinance 324(23) and suspend the statutory rule requiring reading of ordinance on three different days, seconded by Dailey. Voting Yea: Tisthammer, Dailey, Johnson, Porter. Nay: None. Motion carried. Mayor Jarecki instructed Clerk Devine to read Ordinance 324(23) three separate times.

Motion: To approve the readings of Ordinance 324(23) and to move for final passage and adoption.

Motion made by Councilmember Dailey, Seconded by Councilmember Johnson.

Councilman Johnson called the question.

Mayor Jarecki declares: "Ordinance 324(23) having been read by title three different times, the rules have been suspended, the question is "Shall Ordinance 324(23) finally pass?"

Voting Yea: Councilmember Tisthammer, Councilmember Dailey, Councilmember Johnson, Councilmember Porter. Nay: None. Motion carried.



## REPORTS

### 11. 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 report for council review. Devine added that he will be attending an ACE Executive meeting on Thursday, July 20, 2023 where they will be reviewing new contract proposals for the next three years. Devine is chairman for the ACE Board. Mr. Devine also thanked everyone for memorials, notes, and concern after the passing of his brother. No action taken.

### 12. NUISANCE REPORT

Pam Wright asked for an update regarding the status of nuisance and demolition of property at 934 W. Ruby Street. Clerk Devine stated that the City has a contractor lined up to demo the house, but they can't do it until Bud's Sanitation reopens their construction and demolition waste site. It has been closed due to the mud and employee availability. We've had communication with the property owner that they've had an asbestos inspector there. Building Inspector, Warren Myers, added that the property owners have a different contractor hired to demo the house. If the asbestos inspection report doesn't come back by the time Bud's Sanitation construction waste site opens, the City's contractor will proceed with the demolition. One of the nuisances that the council has declared in Resolution113(23) is of this property. No action taken.

### 13. CONSIDER BILLS FOR APPROVAL

\*REVIEW MONTHLY BILLS REPORT AND CONSIDER FOR APPROVAL AND PAYMENT

Motion: To approve bills report for payment and affirm all paid claims as presented, except for bill submitted by Speed Services.

Motion made by Councilmember Porter, Seconded by Councilmember Tisthammer.  
Voting Yea: Councilmember Tisthammer, Councilmember Dailey, Councilmember Johnson, Councilmember Porter. Nay: None. Motion carried.

Motion: To approve bill submitted by Speed Services for payment.

Motion made by Councilmember Johnson, Seconded by Councilmember Dailey.  
Voting Yea: Councilmember Tisthammer, Councilmember Dailey, Councilmember Johnson. Nay: None. Abstain: Councilmember Porter. Motion carried.

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

**14. Next Regular Meeting:**

August 8, 2023 - 7:30p.m.

- \*Budget Workshop
- \*Airport Authority Tax Allocation Request
- \*COLA Resolution
- \* Evaluation
- \* Department Head Meeting Report

**15. Public Comment for Future Consideration**

**ADJOURN**

Motion: To adjourn the meeting.

Time meeting adjourned: 8:27 p.m.

Motion made by Councilmember Porter, Seconded by Councilmember Dailey.

Voting Yea: Councilmember Tisthammer, Councilmember Dailey, Councilmember Johnson, Councilmember Porter. Nay: 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.

\_\_\_\_\_  
James Jarecki, Mayor

ATTEST:

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



# AGENDA MEMO

**MEETING NAME:** Albion City Council

**DATE:** August 8, 2023

**ITEM NAME:** **CONSIDER CITIZEN REQUEST FOR CITY-WIDE OBSERVATION OF MEMORIAL DAY**

**PRESENTER(S):**

BLAKE TROMBLEY

**BACKGROUND INFORMATION:**

Mr. Trombley is requesting the City Council to consider a means by which Taps can be played at a reasonable level for the City of Albion to hear annually on Memorial Day at 9pm for the purposes of reflection and thankfulness by our citizenry.

A Mayoral Proclamation might also be an appropriate means to address this concept.

**DISCUSSION:**

**MOTION:**

**BY:**

**2ND:**

**ROLL CALL:** Porter \_\_\_\_\_ Tisthammer \_\_\_\_\_ Dailey \_\_\_\_\_ Johnson \_\_\_\_\_

**SUMMARY OF DECISION:**



# AGENDA MEMO

**MEETING NAME:** Albion City Council

**DATE:** August 8, 2023

**ITEM NAME:** **CONSIDER APPROVAL OF AGREEMENT WITH JEO CONSULTING GROUP, INC FOR DESIGN, PLANS, SPECIFICATIONS, AND BIDDING OF WATER AND SEWER IMPROVEMENTS**

**PRESENTER(S):**

**ANDREW**

**BACKGROUND INFORMATION:**

Enclosed is an agreement for the design, plans, specifications, and bidding of Water and Sewer projects associated with recent annexations. This scope includes improvements to annexed areas that already had building improvements upon them prior to annexation and now require access to city services.

**DISCUSSION:**

**MOTION:** To approve agreement with JEO Consulting Group, Inc for design, plans, specifications, and bidding of water and sewer improvements.

**BY:**

**2ND:**

**ROLL CALL:** Tisthammer \_\_\_\_\_ Porter \_\_\_\_\_ Johnson \_\_\_\_\_ Dailey \_\_\_\_\_

**SUMMARY OF DECISION:**



July 20, 2023

Mayor and City Council  
City of Albion  
108 N Oak Street  
Paxton, NE 69155

RE: Albion, Nebraska  
Water Main and Sanitary Sewer Improvements  
JEO Project No. 220726.01

Dear Mayor and City Council:

Enclosed is JEO’s standard short form agreement for services on the above referenced project. Please review, and if acceptable, execute a copy and return one (1) for our files.

The Professional Services Agreement (PSA) is the standard terms that are applicable to the entire agreement with JEO’s fees for services. Exhibit A defines the Scope of Work that JEO expects to perform as part of basic services and examples of the types of work that may be required as additional services along with estimated timeframe. Exhibit B defines general conditions of the agreement including the level of insurance provided by JEO.

As noted in the PSA, JEO’s fees for services are as follows:

Preliminary Design:	\$ 70,000	Lump Sum
Final Design:	\$ 61,000	Lump Sum
<u>Bidding:</u>	<u>\$ 8,000</u>	<u>Lump Sum</u>
 Total Base Services Estimated:	 \$ 139,000	

We propose that Michael Schultes will be JEO’s Project Manager on this project. We ask that you also designate a representative for JEO to work with that has the authority to give direction and act on your behalf during the project.

This agreement will be open for acceptance for 30 days unless changed by us in writing.

If you have any questions, please contact us at your convenience. JEO is excited about the opportunity to work with you on this project.

Sincerely,  
  
Michael E. Schultes  
Project Manager  
Encl.



**AGREEMENT  
BETWEEN OWNER AND ENGINEER  
FOR  
PROFESSIONAL SERVICES**

THIS IS AN AGREEMENT effective as of the date signed by the Owner (“Effective Date”) between City of Albion, Nebraska (“Owner”) and JEO Consulting Group, Inc. (“Engineer”).

Owner’s project, of which Engineer’s services under this Agreement are a part, is generally identified as follows:

Water Main and Sanitary Sewer Improvements Albion, Nebraska  
JEO Project # 220726.01

Owner and Engineer further agree as follows:

**ARTICLE 1 - SERVICES OF ENGINEER**

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**1.01 Scope**

A. Engineer shall provide, or cause to be provided, the services set forth herein and in Exhibit A.

**ARTICLE 2 - OWNER’S RESPONSIBILITIES**

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**2.01 Owner Responsibilities**

A. Owner responsibilities are outlined in Section 3 of Exhibit B and

**ARTICLE 3 - Compensation**

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**3.01 Compensation**

A. Owner shall pay Engineer as set forth in Exhibit A and per the terms in Exhibit B.

B. The fee for the Project is:

Preliminary Design:	\$ 70,000	Lump Sum
Final Design:	\$ 61,000	Lump Sum
Bidding:	\$ 8,000	Lump Sum
<hr/>		
Total Base Services:	\$ 139,000	

C. The Standard Hourly Rates Schedule shall be adjusted annually (as of approximately January 1st) to reflect equitable changes in the compensation payable to Engineer. The current hourly rate schedule can be provided upon request.

**ARTICLE 4 - EXHIBITS AND SPECIAL PROVISIONS**

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**4.01 Exhibits**

Exhibit A – Scope of Services and Location Maps  
Exhibit B – General Conditions

**5.01 Agreement**

This Agreement (consisting of pages 1 to 2 inclusive, together with the Exhibits identified as included above) constitutes the entire agreement between Owner and Engineer and supersedes all prior written or oral understandings. This Agreement may only be amended, supplemented, modified, or canceled by a duly executed written instrument.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement.

Owner: <b>City of Albion, Nebraska</b>	Engineer: <b>JEO Consulting Group, Inc.</b>
Signature:	Signature:
By:	By: Michael E. Schultes, PE Email: <a href="mailto:mschultes@jeo.com">mschultes@jeo.com</a> Office mobile: 402.469.0414
Title:	Title: Project Manager
Date Signed:	Date Signed:
<u>Address for giving notices:</u> City of Albion 420 West Market Street Albion, NE 68620	<u>Address for giving notices:</u> JEO Consulting Group, Inc 2727 West 2 <sup>nd</sup> Street #471 Hastings, NE 68901

**1. SCOPE OF SERVICES:** JEO Consulting Group, Inc. (JEO) shall perform the services described in Exhibit A. JEO shall invoice the owner for these services at the fee stated in Exhibit A.

**2. ADDITIONAL SERVICES:** JEO can perform work beyond the scope of services, as additional services, for a negotiated fee or at fee schedule rates.

**3. OWNER RESPONSIBILITIES:** The owner shall provide all criteria and full information as to the owner's requirements for the project; designate and identify in writing a person to act with authority on the owner's behalf in respect to all aspects of the project; examine and respond promptly to JEO's submissions; and give prompt written notice to JEO whenever the owner observes or otherwise becomes aware of any defect in work.

Unless otherwise agreed, the owner shall furnish JEO with right-of-access to the site in order to conduct the scope of services. Unless otherwise agreed, the owner shall also secure all necessary permits, approvals, licenses, consents, and property descriptions necessary to the performance of the services hereunder. While JEO shall take reasonable precautions to minimize damage to the property, it is understood by the owner that in the normal course of work some damage may occur, the restoration of which is not a part of this agreement.

**4. TIMES FOR RENDERING SERVICES:** JEO's services and compensation under this agreement have been agreed to in anticipation of the orderly and continuous progress of the project through completion. Unless specific periods of time or specific dates for providing services are specified in the scope of services, JEO's obligation to render services hereunder shall be for a period which may reasonably be required for the completion of said services.

If specific periods of time for rendering services are set forth or specific dates by which services are to be completed are provided, and if such periods of time or date are changed through no fault of JEO, the rates and amounts of compensation provided for herein shall be subject to equitable adjustment. If the owner has requested changes in the scope, extent, or character of the project, the time of performance of JEO's services shall be adjusted equitably.

**5. INVOICES:** JEO shall submit an invoice for 50% of the cost of the total fee outlined in the agreement for the facility planning services 8 months after the date the agreement is signed by the owner and 100% after 15 months provided no project funding is in place. Should project funding be in place prior to 8 or 15 months from the date of the signed agreement, the total fee for the facility planning service shall be due at the time the project funding is secured and funds are available.

The above terms are offered with the expectation that any improvement project resulting from these planning services will be designed by JEO under a separate agreement. Should JEO's services for a project resulting from these planning services be replaced by another entity, the full balance of the planning services shall be due at that time.

Invoices, based on the above terms, are due and payable within 30 days of receipt. Invoices are considered past due after 30 days.

Owner agrees to pay a finance charge on past due invoices at the rate of 1.0% per month, or the maximum rate of interest permitted by law.

If the owner fails to make any payment due to JEO for services and expenses within 30 days after receipt of JEO's statement, JEO may, after giving 7 days' written notice to the owner, suspend services to the owner under this agreement until JEO has been paid in full all amounts due for services, expenses, and charges.

**6. STANDARD OF CARE:** The standard of care for all services performed or furnished by JEO under the agreement shall be the care and skill ordinarily used by members of JEO's profession practicing under similar circumstances at the same time and in the same locality. JEO makes no warranties, express or implied, under this agreement or otherwise, in connection with JEO's services.

JEO shall be responsible for the technical accuracy of its services and documents resulting therefrom, and the owner shall not be responsible for discovering deficiencies therein. JEO shall correct such deficiencies without additional compensation except to the extent such action is directly attributable to deficiencies in owner furnished information.

**7. REUSE OF DOCUMENTS:** Reuse of any materials (including in part plans, specifications, drawings, reports, designs, computations, computer programs, data, estimates, surveys, other work items, etc.) by the owner on a future extension of this project, or any other project without JEO's written authorization shall be at the owner's risk and the owner agrees to indemnify and hold harmless JEO from all claims, damages, and expenses including attorney's fees arising out of such unauthorized use.

**8. ELECTRONIC FILES:** Copies of Documents that may be relied upon by the owner are limited to the printed copies (also known as hard copies) that are signed or sealed by JEO. Files in electronic media format of text, data, graphics, or of other types that are furnished by JEO to the owner are only for convenience of the owner. Any conclusion or information obtained or derived from such electronic files shall be at the user's sole risk.

a. Because data stored in electronic media format can deteriorate or be modified inadvertently or otherwise without authorization of the data's creator, the party receiving electronic files agrees that it shall perform acceptance tests or procedures within 30 days, after which the receiving party shall be deemed to have accepted the data thus transferred. Any errors detected within the 30 day acceptance period shall be corrected by the party delivering the electronic files. JEO shall not be responsible to maintain documents stored in electronic media format after acceptance by the owner.

b. When transferring documents in electronic media format, JEO makes no representations as to long term compatibility, usability, or readability of documents resulting from the use of software application packages, operating systems, or computer hardware differing from those used by JEO at the beginning of the project.

c. The owner may make and retain copies of documents for information and reference in connection with use on the project by the owner.

d. If there is a discrepancy between the electronic files and the hard copies, the hard copies govern.

e. Any verification or adaptation of the documents by JEO for extensions of the project or for any other project shall entitle JEO to





further compensation at rates to be agreed upon by the owner and JEO.

**9. SUBCONSULTANTS:** JEO may employ consultants as JEO deems necessary to assist in the performance of the services. JEO shall not be required to employ any consultant unacceptable to JEO.

**10. INDEMNIFICATION:** To the fullest extent permitted by law, JEO and the owner shall indemnify and hold each other harmless and their respective officers, directors, partners, employees, and consultants from and against any and all claims, losses, damages, and expenses (including but not limited to all fees and charges of engineers, architects, attorneys, and other professionals, and all court or arbitration or other dispute resolution costs) to the extent such claims, losses, damages, or expenses are caused by the indemnifying parties' negligent acts, errors, or omissions. In the event claims, losses, damages, or expenses are caused by the joint or concurrent negligence of JEO and the owner, they shall be borne by each party in proportion to its negligence.

**11. INSURANCE:** JEO shall procure and maintain the following insurance during the performance of services under this agreement:

- a. Workers' Compensation: Statutory
- b. Employer's Liability
  - i. Each Accident: \$500,000
  - ii. Disease, Policy Limit: \$500,000
  - iii. Disease, Each Employee: \$500,000
- c. General Liability
  - i. Each Occurrence (Bodily Injury and Property Damage): \$1,000,000
  - ii. General Aggregate: \$2,000,000
- d. Auto Liability
  - i. Combined Single: \$1,000,000
- e. Excess or Umbrella Liability
  - i. Each Occurrence: \$1,000,000
  - ii. General Aggregate: \$1,000,000
- f. Professional Liability:
  - i. Each Occurrence: \$1,000,000
  - ii. General Aggregate: \$2,000,000
- g. All policies of property insurance shall contain provisions to the effect that JEO and JEO's consultants' interests are covered and that in the event of payment of any loss or damage the insurers shall have no rights of recovery against any of the insureds or additional insureds thereunder.
- h. The owner shall require the contractor to purchase and maintain general liability and other insurance as specified in the Contract Documents and to cause JEO and JEO's consultants to be listed as additional insured with respect to such liability and other insurance purchased and maintained by the contractor for the project.
- i. The owner shall reimburse JEO for any additional limits or coverages that the owner requires for the project.

**12. TERMINATION:** This agreement may be terminated by either party upon 7 days prior written notice. In the event of termination, JEO shall be compensated by owner for all services performed up to and including the termination date. The effective date of termination may be set up to thirty (30) days later than otherwise provided to allow JEO to demobilize personnel and equipment from the site, to complete tasks whose value would otherwise be lost, to prepare notes

as to the status of completed and uncompleted tasks, and to assemble project materials in orderly files.

**13. GOVERNING LAW:** This agreement is to be governed by the law of the state in which the project is located.

**14. SUCCESSORS, ASSIGNS, AND BENEFICIARIES:** The owner and JEO each is hereby bound and the partners, successors, executors, administrators and legal representatives of the owner and JEO are hereby bound to the other party to this agreement and to the partners, successors, executors, administrators and legal representatives (and said assigns) of such other party, with respect to all covenants, agreements and obligations of this agreement.

a. Neither the owner nor JEO may assign, sublet, or transfer any rights under or interest (including, but without limitation, monies that are due or may become due) in this agreement without the written consent of the other, except to the extent that any assignment, subletting, or transfer is mandated or restricted by law. Unless specifically stated to the contrary in any written consent to an assignment, no assignment shall release or discharge the assignor from any duty or responsibility under this agreement.

b. Unless expressly provided otherwise in this agreement: Nothing in this agreement shall be construed to create, impose, or give rise to any duty owed by the owner or JEO to any contractor, contractor's subcontractor, supplier, other individual or entity, or to any surety for or employee of any of them.

c. All duties and responsibilities undertaken pursuant to this agreement shall be for the sole and exclusive benefit of the owner and JEO and not for the benefit of any other party.

**15. PRECEDENCE:** These standards, terms, and conditions shall take precedence over any inconsistent or contradictory language contained in any proposal, contract, purchase order, requisition, notice to proceed, or like document regarding JEO's services.

**16. SEVERABILITY:** Any provision or part of the agreement held to be void or unenforceable shall be deemed stricken, and all remaining provisions shall continue to be valid and binding upon the owner and JEO, who agree that the agreement shall be reformed to replace such stricken provision or part thereof with a valid and enforceable provision that comes as close as possible to expressing the intention of the stricken provision.

**17. NON-DISCRIMINATION CLAUSE:** Pursuant to Neb. Rev. Stat. § 73-102, the parties declare, promise, and warrant that they have and will continue to comply fully with Title VI of the Civil Rights Act of 1964, as amended (42 U.S.C.A § 1985, et seq.) and the Nebraska Fair Employment Practice Act, Neb. Rev. Stat. § 48-1101, et seq., in that there shall be no discrimination against any employee who is employed in the performance of this agreement, or against any applicant for such employment, because of age, color, national origin, race, religion, creed, disability or sex.

**18. E-VERIFY:** JEO shall register with and use the E-Verify Program, or an equivalent federal program designated by the United States Department of Homeland Security or other federal agency authorized to verify the work eligibility status of a newly hired employee pursuant to the Immigration Reform and Control Act of 1986, to determine the work eligibility status of new employees physically performing services within the state where the work shall be performed. Engineer shall require the same of each consultant.



**SCOPE OF SERVICES  
WATER MAIN AND SANITARY SEWER IMPROVEMENTS  
ALBION, NEBRASKA  
JEO PROJECT # 220726.01**

**1. PROJECT DESCRIPTION:**

**i. Water Main and Sanitary Sewer Improvements Albion, Nebraska:**

Provide engineering design, bidding, and construction administration services for the water main and sanitary sewer improvements to the following annexation areas as noted in the Technical Memorandum dated November 2, 2022:

- 1-B: Located on either side of W State St (Highway 91) between S 11<sup>th</sup> St and Fairgrounds Rd.
  - Water Main: 1750 LF of 6" water main starting at the existing 10" main on the south side of W State St west of S 11th Street then running west on the south side of W State St to the intersection at Fairgrounds Rd and then south along Fairgrounds Rd.
  - Sanitary Sewer: 1300 LF of 8" gravity sewer main starting at the existing sanitary MH at the southwest corner of W State St and S 11th St then extending north under W State St and then west to Fairgrounds Road.
- 1-C: Located north of Old Mill Rd and south of Highway 14 between N 6<sup>th</sup> St and Norco Rd.
  - Water Main: 650 LF of 6" water main starting at the existing 6" main at intersection of Old Mill Rd and Norco Rd and then running north along Norco Rd.
  - Sanitary Sewer: 475 LF of 8" gravity sewer main starting at existing sanitary MH located on 11th Street between W Harrison and Old Mill Road and then extending north to the north side of Old Mill Rd.
- 1-D: Located just south of W Fairview St to Memorial Dr from S 4<sup>th</sup> St to S 6<sup>th</sup> St.
  - Water Main: 485 LF of 6" main starting at the existing 8" main in the intersection of S 4<sup>th</sup> St and W Fairview Rd then running south along S 4<sup>th</sup> St to the south end of the existing cul-de-sac.
  - Sanitary Sewer: 525 LF of 8" gravity sewer main starting at existing sanitary MH located just east of the intersection of W Fairview St and S 4th St and extending west along W Fairview to S 4th Street and then south to the end of the cul-de-sac.
- 1-F: Located at the intersection of Highway 14 and E Walnut Street.
  - Sanitary Sewer: 455 LF of 8" gravity sewer main starting at the northwest property line of the Albion Professional Plaza along Highway 14 then extending southeast to the existing 8" gravity main that connects to the lift station.

**2. SCOPE OF SERVICES:**

**i. Preliminary Design Phase:**

- A. Project Kick-off
  - a. JEO will conduct a Kick-off Meeting with Owner **(1-meeting)**. The meeting review to include:
    - i. Review the scope, schedule, and project requirements.
    - ii. Review the proposed water main and sanitary sewer alignments.
    - iii. Review the existing water mains, sanitary sewers and services in the area that may be affected and need connection to the new water main and sanitary sewers.
- B. Project Management
  - a. Provide project management oversight over all facets and phases of the project. Project management shall include the following services:

- i. Coordination of design disciplines including facilitating communication and transfer of documents between disciplines to minimize errors in the plans and specifications as well as ensure a timely project design.
    - ii. Provide timely and coordinated communication to and from the Owner for requests for information, providing progress updates, scheduling meetings, and receiving and providing feedback.
    - iii. Provide oversight, monitor staff, and ensure proper staffing levels are maintained to ensure scope of services and schedule are met.
    - iv. Work with design disciplines to identify potential risks and how to mitigate those risks.
    - v. Review billed hours by design team and prepare invoice statements for Owner.
- C. Topographic Survey
  - a. Once Owner has provided confirmation of the proposed water and sanitary sewer alignment and both Owner and JEO are comfortable with the proposed improvement locations, JEO will initiate the topo survey of the improvements to include:
    - i. Contact Diggers Hotline to request utility locates for the project area.
    - ii. Commence the topographic survey for the proposed improvements and
    - iii. Conduct legal research to obtain property line locations.
  - b. Process and draft the topo survey in AutoCAD to be used as the base plan for the project.
- D. 30% Preliminary Plan Set
  - a. Prepare a 30% preliminary plan set to include:
    - i. Cover sheet
    - ii. Plan of preliminary alignment
      1. Water
      2. Sanitary Sewer
  - b. Perform an internal quality assurance and quality control (QA/QC) review of the 30% complete plan. Revise the plans according to comments received.
- E. 70% Preliminary Plan Set
  - a. Following 30% review comments, JEO will prepare 70% preliminary plan and specifications. Plans and specifications to include:
    - i. Cover Sheet
    - ii. General location maps.
    - iii. Symbols sheet.
    - iv. Survey control sheets.
    - v. Water Main Plan and Profile sheets with corresponding technical specifications.
    - vi. Sanitary Sewer Plan and Profile sheets with corresponding technical specifications.
    - vii. Design Detail sheets.
    - viii. Front end specifications complete with bidding and contract documentation.
    - ix. Special Provisions and Technical Sections.
  - b. Prepare a preliminary opinion of costs.
  - c. Perform an internal quality assurance and quality control (QA/QC) review of the 70% complete plans and specifications.
  - d. Revise plans and specifications based on the QA/QC comments.
  - e. Present completed 70% preliminary design to Owner and review with the Owner's designated representative(s) **(1-meeting)**.

**ii. Final Design Phase:****F. 90% Preliminary Plan Set**

- a. Prepare 90% complete plans and specifications. Plans and specifications to include:
  - i. Revised and advanced plan sheets from the 70% complete set.
  - ii. Completion of the technical and special provisions section of the specifications.
  - iii. Perform an internal quality assurance and quality control (QA/QC) review of the 90% complete plans and specifications.
  - iv. Revise the plans and specification in accordance with the review comments.
- b. Prepare 90% opinion of probable costs.
- c. Meet with Owner to review 95% plan, specifications and OPC. Meeting can be with City's designated representative or with the City Council (**1 meeting**).
- d. Prepare up to 4 legal descriptions for proposed easements. Descriptions will be provided to the City and the City will be responsible for placing the legal descriptions in legal form for the easements, securing the necessary signatures, and filing at the courthouse.

**G. Final Plan Set**

- a. Finalize construction drawings and specifications.
- b. Prepare a list of final construction quantities and furnish an Engineer's Opinion of Cost.
- c. Provide completed final documents (Plans, Specifications, and Contract Documents) to Owner.

**H. Permitting Phase**

- a. Submit final plans, specifications, and bid documents to:
  - i. Nebraska Department of Environment and Energy (NDEE). Owner to pay any required review fees. Review fee may be in the form of a reimbursable JEO expense if JEO initiates payment.
  - ii. Nebraska Department of Transportation (NDOT). Owner to pay any required review fees. Review fee may be in the form of a reimbursable JEO expense if JEO initiates payment.
  - iii. NPDES/SWPPP Permit to disturb more than 1 acre of soil.
- b. Incorporate regulatory agency comments into final design plans and specifications with revised documents or prepare addendum as appropriate.

**iii. Bidding and Negotiation Phase:**

- A. Scope includes one project bid for all components. Bid includes one bid for all areas with different bid groups and possible different awards of up to 4 groups to different contractors.
  1. If City decides to issue multiple plan sets for multiple different bids, additional bidding services will be billed hourly as an additional service.
- B. Furnish copies of plans, specifications, and contract documents of the project to prospective bidders, material suppliers, and other interested parties upon their request and payment of the purchase cost established for the documents.
- C. Respond to inquiries from prospective bidders and prepare any addenda required.
- D. Assist the Owner in securing construction bids for the project.
- E. Assist the Owner at the bid opening. (1 meeting)
- F. Tabulate and analyze construction bids and report on them to the Owner, together with advice and assistance to the Owner in award of construction contract.
- G. Write a Recommendation Letter to the Owner for project award approval.
- H. Prepare Contract Documents for execution by Contractor and the Owner, and approval by Owner and Owner's legal and insurance counsel.

**iv. Meetings Included in the Scope of Services**

- A. Kick-off Meeting. (1-meeting)
- B. 70% Review Meeting with City's Designated Representative(s) or at a City Council meeting. (1-meeting).
- C. 90% Review Meeting with City's Designated Representative(s) or at a City Council meeting. (1-meeting).
- D. Assist the Owner at the bid opening. (1-meeting)

**3. ADDITIONAL SERVICES NOT INCLUDED, BUT COULD BE NEGOTIATED IF NEEDED OR PROVIDED ON AN HOURLY BASIS**

- A. Environmental permitting, assessments, or wetland delineation.
- B. Analysis of the existing and proposed impacts to pressure, flow, and fire flows to the existing water system due to the proposed improvements to the annexation areas.
- C. Analysis of existing and proposed and impacts to the sanitary sewers and lift station capacities due to the proposed improvements to the annexation areas.
- D. SWPPP monitoring services.
- E. Title searches.
- F. Geotechnical investigation and reporting.
- G. Additional bidding services for more than 1 bid package.
- H. Construction administration services.
- I. RPR services (construction observation services).
- J. Construction staking.
- K. Materials testing during construction is the responsibility of the owner. JEO will assist the owner in hiring a testing company if desired.
- L. Property appraisals or zoning modifications.
- M. Land Acquisition Services.
- N. As-built and Record Drawings.
- O. All permitting costs are the responsibility of the Owner.
- P. Meetings not outlined in the scope of services.
- Q. Any other item not outlined in the scope of services.

**4. Estimated Time Frame**

- E. Preliminary Design Phase – 120 calendar days from authorization to proceed.
- F. Final Design Phase – 90 calendar days following acceptance of Preliminary Design Phase.
- G. Permitting Phase - 30 to 45 calendar days following the acceptance of the Final Design Phase.
- H. Bidding & Negotiation Phase – 30 to 60 calendar days from date of advertising.
- I. Construction Administration Phase – after construction contract award and during construction.

Figure 2: Water Service for Annexation Area 1-B



**AREA 1-B, GROUP A**  
Water main

Figure 3: Sanitary Sewer Main for Annexation Area 1-B



**AREA 1-B, GROUP A**  
Sanitary Sewer



Figure 4: Water Service for Annexation Area 1-C



Figure 5: Sanitary Sewer Main for Annexation Area 1-C



EXHIBIT A

Figure 6: Water and Sanitary Sewer Mains for Annexation Area 1-D



AREA 1-D, GROUP A -  
Water main and  
Sanitary Sewer

Figure 7: Sanitary Sewer Main for Annexation Area 1-F



AREA 1-F, GROUP A  
Sanitary Sewer





# AGENDA MEMO

**MEETING NAME:** Albion City Council

**DATE:** August 8, 2023

**ITEM NAME:** **CONSIDER AEDC REQUEST TO RELEASE \$39,050 IN ECONOMIC DEVELOPMENT SALES TAX FUNDS FOR CONTINUATION OF INFRASTRUCTURE BEYOND LEVANDER FUNERAL HOME**

**PRESENTER(S):**

**BACKGROUND INFORMATION:**

AEDC REQUEST IS ATTACHED – CAC TO REVIEW AND MAKE RECOMMENDATION AT THEIR AUGUST 7<sup>TH</sup> MEETING

**DISCUSSION:**

**MOTION:** To approve economic development sales tax fund release to AEDC in the amount of \$39,050 for continuation of infrastructure beyond the Levander Funeral Home

**BY:**

**2ND:**

**ROLL CALL:** Dailey \_\_\_\_\_ Johnson \_\_\_\_\_ Porter \_\_\_\_\_ Tisthammer \_\_\_\_\_

**SUMMARY OF DECISION:**

## FUNDS REQUEST MEMORANDUM

**FROM:** Albion Economic Development Corporation  
**DATE:** August 7, 2023  
**TO:** Citizens Advisory Committee and Albion City Council  
**AMOUNT:** \$39,050.00 – Release of Funds for Continuation of Infrastructure beyond Levander Funeral Home

**PURPOSES:**

1. AEDC requests the release of \$39,050 from LB840 funds for the support of the Levander Funeral Home infrastructure project. Levander Funeral Home is building a new facility on South 6<sup>th</sup> Street. Levander's are required to extend the infrastructure for water and sewer through their property to support future development of Albion to the south. The Levander quote is \$78,100 total and includes only the sewer and water mains along the frontage and does not include any of the necessary piping needed to connect the new building to the main line. AEDC wishes to encourage future development in south Albion by supporting the installation of infrastructure after the point where Levander Funeral Home will tie in.

ALBION ECONOMIC DEVELOPMENT CORPORATION

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





# AGENDA MEMO

**MEETING NAME:** Albion City Council

**DATE:** August 8, 2023

**ITEM NAME:** **CONSIDER ALBION AIRPORT AUTHORITY REQUEST FOR CITY TAX ALLOCATION FOR FISCAL YEAR 2023-2024**

**PRESENTER(S):**

**BACKGROUND INFORMATION:**

Enclosed for Mayor and Council Review.

This years request is \$30,575 – which is \$575 (2%) higher than last year.

**DISCUSSION:**

**MOTION:** To approve the Albion Airport Authority request for City Tax Allocation of \$30,575 for fiscal year 2023-2024

**BY:**

**2ND:**

**ROLL CALL:** Dailey \_\_\_\_\_ Tisthammer \_\_\_\_\_ Johnson \_\_\_\_\_ Porter \_\_\_\_\_

**SUMMARY OF DECISION:**

RESOLUTION #1-2023

WHEREAS, Nebr. State Statute 77-3443(3) requires all political subdivisions subject to city levy authority to submit a preliminary request for levy allocation to the City Council; and

WHEREAS, the Albion City Council is the levy authority for the Albion Airport Authority;

NOW THEREFORE BE IT RESOLVED by the Albion Airport Authority Board, that the following is said Boards' request for tax allocation for Fiscal Year 2023-2024:

<u>FUND</u>	<u>TAX REQUEST</u>
General	<u>\$30,575</u>

Motion by Rick Schack to adopt Resolution #1-2023.  
Seconded by Bob Sandman.

Voting yes were: 5  
Voting no were: 0  
Motion carried.

Dated this 13<sup>th</sup> day of July, 2023.

Ron Levander  
Board Chairperson



# AGENDA MEMO

**MEETING NAME:** Albion City Council

**DATE:** August 8, 2023

**ITEM NAME:** BUDGET WORKSHOP – DISCUSS DRAFT OF 2022-23 BUDGET, FINAL PREPARATION BY ACCOUNTANT, AND SETTING BUDGET ADOPTION HEARING DATE AND TIME

**PRESENTER(S):**

CITY ADMINISTRATOR DEVINE

**BACKGROUND INFORMATION:**

ENCLOSED FOR REVIEW AND DISCUSSION

**DISCUSSION:**

**MOTION:** TO SET THE BUDGET ADOPTION HEARING FOR SEPTEMBER 5<sup>TH</sup>, 2023 AT 7:30AM AND THE BUDGET ADOPTION AT THE REGULAR MEETING OF SEPTEMBER 12, 2023 AT 7:30PM

**BY:**

**2ND:**

**ROLL CALL:** Dailey \_\_\_\_\_ Johnson \_\_\_\_\_ Porter \_\_\_\_\_ Tisthammer \_\_\_\_\_

**SUMMARY OF DECISION:**

The Municipal Fiscal year is October 1st through September 30th.

\*Estimates as of August 3, 2023

**Three Reports of Key Provisions are included:**

**1) Proposed Budget Summary by Department - Pages 2-14**

\*Identifies Major Revenue and Expenditure Areas in each department / fund, and includes previous year budget comparison.

\*Also identifies **ESTIMATED** current year budget performance by department and applies any available surplus to 2023-24 proposed budget.

\*Combined, all operations are estimated to perform better than budget for current fiscal year - 2022-23 - by \$385,036.

\*Governmental Funds as a whole are estimated to perform \$387,458 better than budgeted - due to budgeted Capital Projects and Street Microsurfacing not completed - available surplus to apply to 2023-24 budget. (Microsurfacing to be completed fall 2023)

\*Business-Type Funds (Utilities) are estimated to perform \$2,422 under budget -therefore no available surplus to apply to 2023-24 budget and cash reserves.

**2) Property Tax Summary - Page 15**

\*The preliminary budget would put the total levy at \$0.3614/\$100 - which is 1/2 a cent less than last year - and is low among peer group across the state. In past years we've tried to maintain a levy in the \$0.42 range.

\*Property tax asking to be \$70,837 (11.74%) more than last year.

\*\*Mostly due to inflationary cost factors and required wage increases.

\*Certified valuation estimated to be 16.87% higher than last year. To be certified in August.

**3) Capital Project Plans by Department - Pages 16-20**

\*Lists Major Projects and Purchases that are either already planned or proposed for 2023-24 and beyond.

\*\*Capital Improvement Sales Tax Funds proposed to be split between Parks (53% - Eli Porter Memorial Project); Streets (24% - Future South Park Subdivision Development); Water (11% - Future Subdivision Development); and Sewer (11% - Future Subdivision Development).

***Note: \$140,262 ARPA Funds received July 2021; another \$140,262 received August 11, 2022.***

Preliminary 2022-2023 Budget - By Department

<b>Column Descriptions:</b>					
*2022-23 BUDGET: Council Adopted Budget for Fiscal Year Oct 1 , 2022 to Sep 30, 2023.					
** Estimated 2022-2023: Estimated Performance for FY 2022-2023 utilizing current performance, forecast of last quarter, and historical data.					
*** Difference: Illustrates difference in the budgeted v. estimated year end department Revenue, Expenditure, and overall performance.					
**** Proposed 2023-24: Proposed Department Budgets - utilizing any expected surplus/cash reserve from current/previous years.					
<b>TOTAL EXPECTED 2022-23 BUDGET SURPLUS/CASH RESERVE FOR ALL CITY DEPARTMENTS TO CARRY FORWARD INTO 2023-24:</b>					<b>\$ 385,036.00</b>
General Administration	2022-23 BUDGET	Estimated 2022-23	Difference	Proposed 2023-24	
Property Tax Revenue	\$ -	\$ -		\$	57,975.00
In Lieu of Tax & Pro Rate	\$ 90,110.00	\$ 87,930.00		\$	88,100.00
Municipal Equalization (State Aid)	\$ -	\$ -		\$	-
CDBG Grant Income	\$ -	\$ 4,900.00		\$	-
Building Permit Fees	\$ 7,500.00	\$ 13,040.00		\$	12,500.00
Other Revenue	\$ 23,070.00	\$ 35,892.00		\$	34,570.00
Franchise Fee Revenue	\$ 195,550.00	\$ 222,170.00		\$	225,910.00
Nuisance Abatement Income (placeholder)	\$ 20,000.00	\$ -		\$	35,000.00
Transfer In - Sinking Fund for Capital Outlay/Maintenance	\$ -	\$ -			
Transfer In - Solid Waste	\$ 20,400.00	\$ 20,400.00		\$	9,865.00
Transfer In - Sales Tax	\$ 10,230.00	\$ 11,310.00		\$	11,310.00
<b>Total Department Revenue</b>	<b>\$ 366,860.00</b>	<b>\$ 395,642.00</b>	<b>\$ 28,782.00</b>	<b>\$</b>	<b>475,230.00</b>
Operation & Maintenance	\$ 192,435.00	\$ 172,480.00		\$	170,705.00
Capital Outlay	\$ -	\$ 18,285.00		\$	-
Nuisance Abatement Expense (placeholder)	\$ 20,000.00	\$ 35,000.00		\$	20,000.00
Transfers of Cash Reserves to Other Departments	\$ -	\$ -		\$	-
Payroll & Benefits	\$ 223,810.00	\$ 270,028.00		\$	284,525.00
<b>Total Expenditures</b>	<b>\$ 436,245.00</b>	<b>\$ 495,793.00</b>	<b>\$ 59,548.00</b>	<b>\$</b>	<b>475,230.00</b>
<i>Applied Cash Reserves</i>	<i>\$ 67,605.00</i>	<i>\$ 67,605.00</i>		<i>\$</i>	<i>-</i>
<b>Net Department Budget / Performance</b>	<b>\$ (1,780.00)</b>	<b>\$ (32,546.00)</b>	<b>\$ (30,766.00)</b>	<b>\$</b>	<b>-</b>
			<b>(FY Budget Deficit)*</b>		*due to insurance claim timing

Item 6.

<b>Economic Development / Housing Initiative</b>	<b>2022-23 BUDGET</b>		<b>Estimated 2022-23</b>	<b>Difference</b>	<b>Proposed 2023-24</b>
Donations	\$	-	\$ 377,500.00		\$ -
Misc Revenue	\$	-	\$ 1,050.00		\$ 1,500.00
Interest Income	\$	-	\$ 2,010.00		\$ 2,000.00
Transfer In - Sales Tax - for Housing Program Support	\$	30,775.00	\$ 30,775.00		\$ 37,725.00
Transfer in (from Housing Fund)	\$	66,660.00	\$ 66,660.00		\$ 67,240.00
<b>Total Department Revenue</b>	<b>\$</b>	<b>97,435.00</b>	<b>\$ 477,995.00</b>	<b>\$ 380,560.00</b>	<b>\$ 108,465.00</b>
Operation & Maintenance	\$	-	\$ 1,520.00		\$ 3,500.00
Transfers Out	\$	-	\$ 492,500.00		\$ -
Payroll & Benefits	\$	92,585.00	\$ 92,360.00		\$ 104,965.00
<b>Total Expenditures</b>	<b>\$</b>	<b>92,585.00</b>	<b>\$ 586,380.00</b>	<b>\$ 493,795.00</b>	<b>\$ 108,465.00</b>
Applied Cash Reserves	\$	-	\$ -		\$ -
<b>Net Department Budget</b>	<b>\$</b>	<b>4,850.00</b>	<b>\$ (108,385.00)</b>	<b>\$ (113,235.00)</b>	<b>\$ -</b>
				<b>(FY Budget Deficit)*</b>	*Initial Funding Donations received in FY '21-'22
<b>Special Revenue Fund - Use to be determined</b>	<b>2022-23 BUDGET</b>		<b>Estimated 2022-23</b>	<b>Difference</b>	<b>Proposed 2023-24</b>
ARPA Special Revenue Funds {Water/Sewer Projects}	\$	140,262.00	\$ 140,262.00		\$ (280,524.00)



Item 6.

Street Department	2022-23 BUDGET	Estimated 2022-23	Difference	Proposed 2023-24
Property Tax Revenue	\$ 51,810.00	\$ 51,330.00		\$ 45,000.00
State Highway Allocation	\$ 249,113.00	\$ 255,720.00		\$ 271,668.00
Motor Vehicle Sales Tax	\$ 46,000.00	\$ 69,370.00		\$ 50,000.00
Motor Vehicle Fee	\$ 17,000.00	\$ 17,280.00		\$ 17,000.00
Transfer in - From Sales Tax Capital Improvements	\$ 306,780.00	\$ 339,350.00		\$ 180,000.00
Transfer in - From General Administration	\$ -	\$ -		\$ -
Transfer in - from Equipment Sinking Fund	\$ -	\$ -		\$ 25,000.00
Debt Issuance	\$ -	\$ -		\$ -
Other Revenue	\$ 63,500.00	\$ 61,030.00		\$ 62,200.00
<b>Total Department Revenue</b>	<b>\$ 734,203.00</b>	<b>\$ 794,080.00</b>	<b>\$ 59,877.00</b>	<b>\$ 650,868.00</b>
Operation & Maintenance	\$ 138,811.00	\$ 143,581.00		\$ 151,911.00
Capital Outlay (Telehandler)	\$ 70,553.00	\$ 28,980.00		\$ 36,329.00
Street Capital Improvements	\$ 125,000.00	\$ 120,000.00		\$ 230,000.00
Street Maintenance Program	\$ 250,000.00	\$ 39,720.00		\$ 260,000.00
Transfer to Sinking Fund	\$ -	\$ -		\$ -
Transfer to G.O. Bond Fund	\$ 116,528.00	\$ 116,528.00		\$ 114,428.00
Payroll & Benefits	\$ 153,700.00	\$ 157,875.00		\$ 165,985.00
<b>Total Expenditures</b>	<b>\$ 854,592.00</b>	<b>\$ 606,684.00</b>	<b>\$ (247,908.00)</b>	<b>\$ 958,653.00</b>
<i>Applied Cash Reserves</i>	<i>\$ 153,518.00</i>	<i>\$ 153,518.00</i>		<i>\$ 307,785.00</i>
<b>Net Department Budget / Performance</b>	<b>\$ 33,129.00</b>	<b>\$ 340,914.00</b>	<b>\$ 307,785.00</b> <b>(FY Budget Surplus)</b>	<b>\$ -</b>

Item 6.

<b>Parks Department</b>	<b>2022-23 BUDGET</b>	<b>Estimated 2022-23</b>	<b>Difference</b>	<b>Proposed 2023-24</b>
Property Tax Revenue	\$ 63,065.00	\$ 62,480.00		\$ 117,338.00
Camping Fees	\$ 20,000.00	\$ 32,120.00		\$ 30,000.00
Transfer in (from Sales Tax)	\$ -	\$ -		\$ 82,625.00
Transfer in (from General Fund)	\$ -	\$ -		\$ -
Donations (Eli Porter Memorial Park)	\$ -	\$ 15,000.00		\$ 200,000.00
Other Revenue	\$ 11,500.00	\$ 7,830.00		\$ 11,500.00
<b>Total Department Revenue</b>	<b>\$ 94,565.00</b>	<b>\$ 117,430.00</b>	<b>\$ 22,865.00</b>	<b>\$ 441,463.00</b>
Operation & Maintenance	\$ 117,250.00	\$ 64,860.00		\$ 102,410.00
Capital Outlay (Eli Porter Memorial Park)	\$ 271,632.00	\$ 55,000.00		\$ 375,000.00
Transfer to Sinking	\$ 10,000.00	\$ 7,150.00		\$ 10,000.00
Payroll	\$ 43,200.00	\$ 45,550.00		\$ 46,440.00
<b>Total Expenditures</b>	<b>\$ 442,082.00</b>	<b>\$ 172,560.00</b>	<b>\$ (269,522.00)</b>	<b>\$ 533,850.00</b>
<i>Applied Cash Reserves</i>	<i>\$ 347,517.00</i>	<i>\$ 147,517.00</i>		<i>\$ 92,387.00</i>
<b>Net Department Budget</b>	<b>\$ -</b>	<b>\$ 92,387.00</b>	<b>\$ 92,387.00</b>	<b>\$ -</b>
			<b>(FY Budget Surplus)</b>	

Item 6.

Pool Department	2022-23 BUDGET	Estimated 2022-23	Difference	Proposed 2023-24
Property Tax Revenue	\$ 20,365.00	\$ 20,170.00		\$ 22,700.00
Tranfer in from General Fund	\$ -	\$ -		
Admission Fees	\$ 35,000.00	\$ 30,970.00		\$ 31,700.00
Transfer In From Municipal Lottery	\$ 10,050.00	\$ 11,730.00		\$ 11,300.00
Transfer In From Sinking Fund - for Improvements/Maintenance	\$ 25,825.00	\$ 24,145.00		\$ 73,490.00
Sale of Surplus Property	\$ -			
Other Revenue	\$ 9,350.00	\$ 7,960.00		\$ 11,000.00
<b>Total Department Revenue</b>	<b>\$ 100,590.00</b>	<b>\$ 94,975.00</b>	<b>\$ (5,615.00)</b>	<b>\$ 150,190.00</b>
Operation & Maintenance	\$ 26,200.00	\$ 43,545.00		\$ 38,990.00
Capital Outlay and Maintenance	\$ 43,650.00	\$ 34,730.00		\$ 59,200.00
Payroll	\$ 43,200.00	\$ 51,860.00		\$ 52,000.00
<b>Total Expenditures</b>	<b>\$ 113,050.00</b>	<b>\$ 130,135.00</b>	<b>\$ 17,085.00</b>	<b>\$ 150,190.00</b>
Applied Cash Reserves	\$ 12,460.00	\$ 12,460.00		\$ -
<b>Net Department Budget</b>	<b>\$ -</b>	<b>\$ (22,700.00)</b>	<b>\$ (22,700.00)</b>	<b>\$ -</b>
			<b>(FY Budget Deficit)</b>	

Item 6.

<b>Police Department</b>	2022-23 BUDGET	Estimated 2022-23	Difference	<b>Proposed 2023-24</b>
Property Tax Revenue	\$ 311,250.00	\$ 308,340.00		\$ 270,410.00
Transfer in - From Sales Tax (Building/Equip/Maint)	\$ 20,450.00	\$ 22,620.00		\$ 22,620.00
Transfer In - from Sinking Fund (Building/Equip/Maint)	\$ -			
Other Revenue	\$ 3,750.00	\$ 2,820.00		\$ 19,050.00
<b>Total Department Revenue</b>	<b>\$ 335,450.00</b>	<b>\$ 333,780.00</b>	<b>\$ (1,670.00)</b>	<b>\$ 312,080.00</b>
Operation & Maintenance	\$ 31,350.00	\$ 57,220.00		\$ 41,660.00
Capital Outlay - (Possible Vehicle Trade)	\$ 21,000.00	\$ -		\$ 44,000.00
Transfer to Building/Equipment/Maintenance Sinking Fund	\$ -	\$ -		\$ -
Payroll & Benefits	\$ 296,125.00	\$ 243,860.00		\$ 272,145.00
<b>Total Expenditures</b>	<b>\$ 348,475.00</b>	<b>\$ 301,080.00</b>	<b>\$ (47,395.00)</b>	<b>\$ 357,805.00</b>
Applied Cash Reserves	\$ 13,025.00	\$ 13,025.00		\$ 45,725.00
<b>Net Department Budget</b>	<b>\$ -</b>	<b>\$ 45,725.00</b>	<b>\$ 45,725.00</b>	<b>\$ -</b>
			<b>(FY Budget Surplus)</b>	

Item 6.

Fire Department	2022-23 BUDGET	Estimated 2022-23	Difference	Proposed 2023-24
Property Tax Revenue	\$ 2,115.00	\$ 2,100.00		\$ 2,500.00
MFO Funds		\$ 10,000.00		\$ -
Sale of Surplus Property	\$ -	\$ -		\$ -
* Transfer in - From Sales Tax	\$ 61,360.00	\$ 67,870.00		\$ 67,870.00
Transfer in - From Equipment Reserve	\$ -	\$ -		\$ -
Rural Reimbursement	\$ 61,790.00	\$ 52,745.00		\$ 56,885.00
Possible Grant Revenue	\$ -			
Other Revenue	\$ 1,460.00	\$ 9,860.00		\$ 260.00
<b>Total Department Revenue</b>	<b>\$ 126,725.00</b>	<b>\$ 142,575.00</b>	<b>\$ 15,850.00</b>	<b>\$ 127,515.00</b>
Operation	\$ 61,825.00	\$ 69,490.00		\$ 76,785.00
Possible Grant Expenditure	\$ -	\$ -		\$ -
* Equipment Purchases, Maintenance, or Transfer to Equipment Reserve	\$ 81,178.00	\$ 61,410.00		\$ 78,683.00
Payroll	\$ 2,485.00			\$ 2,485.00
<b>Total Expenditures</b>	<b>\$ 145,488.00</b>	<b>\$ 130,900.00</b>	<b>\$ (14,588.00)</b>	<b>\$ 157,953.00</b>
<i>Applied Cash Reserves</i>	<i>\$ 18,763.00</i>	<i>\$ 18,763.00</i>		<i>\$ 30,438.00</i>
<b>Net Department Budget</b>	<b>\$ -</b>	<b>\$ 30,438.00</b>	<b>\$ 30,438.00</b> <b>(FY Budget Surplus)</b>	<b>\$ -</b>

Item 6.

Library	2022-23 BUDGET	Estimated 2022-23	Difference	Proposed 2023-24
Property Tax Revenue	\$ 71,973.00	\$ 71,300.00		\$ 98,494.00
Transfer in - From Sales Tax	\$ 10,230.00	\$ 11,310.00		\$ 11,310.00
Transfer in - From Sinking Fund	\$ 88,235.00	\$ 25,215.00		\$ -
Transfer In - From Solid Waste	\$ 18,000.00	\$ 18,000.00		\$ -
Other Revenue	\$ 3,625.00	\$ 9,669.00		\$ 8,500.00
<b>Total Department Revenue</b>	<b>\$ 192,063.00</b>	<b>\$ 135,494.00</b>	<b>\$ (56,569.00)</b>	<b>\$ 118,304.00</b>
Operation & Maintenance	\$ 27,980.00	\$ 40,350.00		\$ 35,680.00
Collection Additions	\$ 12,000.00	\$ 13,220.00		\$ 13,000.00
Capital Outlay/Transfer to Sinking Fund	\$ 88,235.00	\$ 11,455.00		\$ -
Payroll	\$ 64,800.00	\$ 68,140.00		\$ 72,905.00
<b>Total Expenditures</b>	<b>\$ 193,015.00</b>	<b>\$ 133,165.00</b>	<b>\$ (59,850.00)</b>	<b>\$ 121,585.00</b>
Applied Cash Reserves	\$ 952.00	\$ 952.00		\$ 3,281.00
<b>Net Department Budget</b>	<b>\$ -</b>	<b>\$ 3,281.00</b>	<b>\$ 3,281.00</b>	<b>\$ -</b>
			(FY Budget Surplus)	

Item 6.

Water Department	2022-23 BUDGET	Estimated 2022-23	Difference	Proposed 2023-24
Water Revenues (Recommend 5% Rate increase)	\$ 292,900.00	\$ 292,710.00		\$ 307,345.00
Transfer in - From Sinking Fund	\$ -	\$ -		\$ -
Transfer in - From Sales Tax	\$ -	\$ -		\$ 38,362.00
DHHS Security Grant	\$ -	\$ -		\$ -
SRF Funding/Bond Proceeds	\$ -	\$ -		\$ 300,000.00
Transfer in from ARPA Special Revenue Account	\$ -	\$ -		\$ 140,262.00
Other Revenue	\$ 21,400.00	\$ 20,260.00		\$ 24,850.00
<b>Total Department Revenue</b>	<b>\$ 314,300.00</b>	<b>\$ 312,970.00</b>	<b>\$ (1,330.00)</b>	<b>\$ 810,819.00</b>
Operation & Maintenance	\$ 146,200.00	\$ 153,450.00		\$ 153,110.00
Capital Projects & Purchases	\$ 29,976.00	\$ -		\$ 695,855.00
Future Development Capital Improvement	\$ -	\$ -		\$ 38,362.00
Tower Maintenance (transfer unused to sinking fund)	\$ 10,000.00	\$ 1,180.00		\$ 10,000.00
Transfer to Tower Maintenance Sinking Fund	\$ -	\$ 8,820.00		\$ -
2013-14 Well Loan Payments	\$ 16,640.00	\$ 16,637.00		\$ 16,523.00
2018-19 Well Loan Payments	\$ 28,415.00	\$ 28,402.00		\$ 28,314.00
Payroll & Benefits	\$ 99,750.00	\$ 113,780.00		\$ 122,415.00
<b>Total Expenditures</b>	<b>\$ 330,981.00</b>	<b>\$ 322,269.00</b>	<b>\$ (8,712.00)</b>	<b>\$ 1,064,579.00</b>
<i>Applied Cash Reserves</i>	<i>\$ 16,681.00</i>	<i>\$ 16,681.00</i>		<i>\$ 7,382.00</i>
<b>Net Department Budget</b>	<b>\$ -</b>	<b>\$ 7,382.00</b>	<b>\$ 7,382.00</b>	<b>\$ (246,378.00)</b>
			(FY Budget Surplus)	

Item 6.

Sewer Department	2022-23 BUDGET	Estimated 2022-23	Difference	Proposed 2023-24
Sale of Surplus Property / Material Sales	\$ 500.00	\$ 220.00		\$ 500.00
Sewer Use Revenue (Recommend 5% Rate Increase)	\$ 419,966.00	\$ 420,040.00		\$ 440,620.00
Transfer in - From Sales Tax	\$ -			\$ 38,363.00
Transfer In - From Sewer Sinking Fund	\$ -	\$ -		\$ 56,500.00
Transfer in from ARPA Special Revenue Account	\$ 100,000.00	\$ -		\$ 140,262.00
Bond Proceeds	\$ -	\$ -		\$ 950,000.00
Other Revenue	\$ 9,335.00	\$ 31,110.00		\$ 12,000.00
<b>Total Department Revenue</b>	<b>\$ 529,801.00</b>	<b>\$ 451,370.00</b>	<b>\$ (78,431.00)</b>	<b>\$ 1,638,245.00</b>
Operation & Maintenance	\$ 67,030.00	\$ 67,767.00		\$ 73,975.00
Sewer System Maintenance and Improvements	\$ 130,000.00	\$ 78,000.00		\$ 1,270,262.00
Capital Outlay	\$ 24,329.00	\$ -		\$ 20,000.00
Future Development Capital Improvement	\$ -	\$ -		\$ 38,363.00
WWTF Financing Payments	\$ 216,422.00	\$ 216,572.00		\$ 217,960.00
Payroll & Benefits	\$ 95,800.00	\$ 110,810.00		\$ 119,140.00
<b>Total Expenditures</b>	<b>\$ 533,581.00</b>	<b>\$ 473,149.00</b>	<b>\$ (60,432.00)</b>	<b>\$ 1,739,700.00</b>
<i>Applied Cash Reserves</i>	<i>\$ 3,780.00</i>	<i>\$ 3,780.00</i>		
<b>Net Department Budget</b>	<b>\$ -</b>	<b>\$ (17,999.00)</b>	<b>\$ (17,999.00)</b>	<b>\$ (101,455.00)</b>
			<b>(FY Budget Deficit)</b>	



Item 6.

<b>Solid Waste Department</b>	2022-23 BUDGET	Estimated 2022-23	Difference	<b>Proposed 2023-24</b>
Garbage Use Revenue	\$ 236,900.00	\$ 242,090.00		\$ 255,195.00
Grant Income (Tire Collection)	\$ 13,685.00	\$ 13,160.00		\$ -
Other Revenue	\$ 1,850.00	\$ 1,930.00		\$ 2,000.00
<b>Total Department Revenue</b>	<b>\$ 252,435.00</b>	<b>\$ 257,180.00</b>	<b>\$ 4,745.00</b>	<b>\$ 257,195.00</b>
Operation & Maintenance	\$ 6,110.00	\$ 6,285.00		\$ 7,630.00
Contract Costs (Solid Waste, Grass Pile, Tree Pile, Clean up Days)	\$ 204,435.00	\$ 202,170.00		\$ 218,000.00
Transfers Out (General/Library)	\$ 38,400.00	\$ 38,400.00		\$ 9,865.00
Capital Outlay (Or Transfer to Sinking)	\$ -	\$ -		\$ -
Payroll & Benefits	\$ 29,150.00	\$ 27,790.00		\$ 29,895.00
<b>Total Expenditures</b>	<b>\$ 278,095.00</b>	<b>\$ 274,645.00</b>	<b>\$ (3,450.00)</b>	<b>\$ 265,390.00</b>
Applied Cash Reserves	\$ 25,660.00	\$ 25,660.00		\$ 8,195.00
<b>Net Department Budget</b>	<b>\$ -</b>	<b>\$ 8,195.00</b>	<b>\$ 8,195.00</b>	<b>\$ -</b>
			<b>(FY Budget Surplus)</b>	

Item 6.

<b>G.O. Bond Fund</b>	2022-23 BUDGET	Estimated 2022-23	Difference	<b>Proposed 2023-24</b>
Property Tax Revenue	\$ 76,985.00	\$ 78,123.00		\$ 53,282.00
In Lieu of Tax and Pro Rate	\$ 13,150.00	\$ 12,610.00		\$ 12,650.00
Transfer in - Sales Tax	\$ 130,445.00	\$ 141,305.00		\$ 113,120.00
Transfers in (Street)	\$ 116,528.00	\$ 116,528.00		\$ 114,428.00
Miscellaneous	\$ -	\$ -		\$ -
Bond Proceeds -	\$ -	\$ -		\$ -
<b>Total Department Revenue</b>	<b>\$ 337,108.00</b>	<b>\$ 348,566.00</b>	<b>\$ 11,458.00</b>	<b>\$ 293,480.00</b>
2018 Street Construction Bonds	\$ 116,528.00	\$ 116,528.00		\$ 114,428.00
2017 Pool Bonds - Refunded	\$ 221,670.00	\$ 221,670.00		\$ 218,695.00
<b>Total Expenditures</b>	<b>\$ 338,198.00</b>	<b>\$ 338,198.00</b>	<b>\$ -</b>	<b>\$ 333,123.00</b>
<i>Applied Cash Reserves</i>	\$ 1,090.00	\$ 1,090.00		\$ 39,643.00
<b>Net Department Budget</b>	<b>\$ -</b>	<b>\$ 11,458.00</b>	<b>\$ 11,458.00</b> (FY Budget Surplus)	<b>\$ -</b>

<b>Municipal Lottery (Keno) Fund</b>	2022-23 BUDGET	Estimated 2022-23	Difference	<b>Proposed 2023-24</b>
Keno Revenue	\$ 10,500.00	\$ 12,160.00		\$ 11,500.00
<b>Total Department Revenue</b>	<b>\$ 10,500.00</b>	<b>\$ 12,160.00</b>	<b>\$ 1,660.00</b>	<b>\$ 11,500.00</b>
Operating Expenses	\$ 200.00	\$ 100.00		\$ 200.00
Transfers Out	\$ 10,050.00	\$ 11,730.00		\$ 11,630.00
<b>Total Expenditures</b>	<b>\$ 10,250.00</b>	<b>\$ 11,830.00</b>	<b>\$ 1,580.00</b>	<b>\$ 11,830.00</b>
<i>Applied Cash Reserves</i>	\$ -	\$ -		\$ 330.00
<b>Net Department Budget</b>	<b>\$ -</b>	<b>\$ 330.00</b>	<b>\$ 330.00</b> (FY Budget Surplus)	<b>\$ -</b>

Sales Tax Fund	2022-23 BUDGET	Estimated 2022-23	Difference	Proposed 2023-24
Sales Tax Revenue - One Cent (Capital Projects)	\$ 306,780.00	\$ 339,350		\$ 339,350.00
Sales Tax Revenue - One Cent (ED)	\$ 102,260.00	\$ 113,120		\$ 113,120.00
Sales Tax Revenue - 1/2 Cent (Fire)	\$ 61,360.00	\$ 67,870		\$ 67,870.00
Sales Tax Revenue - 1/2 Cent (Police)	\$ 20,450.00	\$ 22,620		\$ 22,620.00
Sales Tax Revenue - 1/2 Cent (City Hall)	\$ 10,230.00	\$ 11,310		\$ 11,310.00
Sales Tax Revenue - 1/2 Cent (Library)	\$ 10,230.00	\$ 11,310		\$ 11,310.00
Sales Tax Revenue - 1/2 Cent (Pool Bond)	\$ 102,260.00	\$ 113,120		\$ 113,120.00
Motor Vehicle Sales Tax Revenue	\$ 46,000.00	\$ 69,370		\$ 50,000.00
Interest Income	\$ 2,100.00	\$ 8,080		\$ 8,080.00
<b>Total Department Revenue</b>	<b>\$ 661,670.00</b>	<b>\$ 756,150.00</b>	<b>\$ 94,480.00</b>	<b>\$ 736,780.00</b>
Transfer to Economic Development (from Fund Balance)	\$ 102,260.00	\$ 169,580		\$ 200,000.00
Motor Vehicle Sales Tax to Street Dept	\$ 46,000.00	\$ 69,370		\$ 50,000.00
Transfer to G.O. Bond Fund	\$ 28,185.00	\$ 28,185		\$ -
Transfer to General Adm - Housing Program Support	\$ 30,775.00	\$ 30,775		\$ 37,725.00
Transfer to Street Fund for Improvements	\$ 306,780.00	\$ 339,350		\$ 339,350.00
Transfer to Park - Capital Projects	\$ -	\$ -		\$ -
Transfer to Library - Capital Projects, Equip, Maint.	\$ 10,230.00	\$ 11,310		\$ 11,310.00
Transfer to Police - Capital Projects, Equip, Maint.	\$ 20,450.00	\$ 22,620		\$ 22,620.00
Transfer to General (City Hall) - Capital Projects, Equip, Maint.	\$ 10,230.00	\$ 11,310		\$ 11,310.00
Transfer to GO Debt - Pool Bond	\$ 102,260.00	\$ 113,120		\$ 113,120.00
Transfer to Fire Dept - Equipment Reserve	\$ 61,360.00	\$ 67,870		\$ 67,870.00
<b>Total Expenditures</b>	<b>\$ 718,530.00</b>	<b>\$ 863,490</b>	<b>\$ 144,960</b>	<b>\$ 853,305.00</b>
Applied Cash Reserves	\$ 56,860.00	\$ 56,860.00		\$ 116,525.00
<b>Net Department Budget</b>	<b>\$ -</b>	<b>\$ (50,480.00)</b>	<b>\$ (50,480.00)</b>	<b>\$ -</b>
			(FY Budget Deficit)	

Item 6.

2012 Valuation	\$	89,306,518	(*Certified by assessor on 8/20/12)
2013 Valuation	\$	86,899,170	(*Certified by assessor on 8/19/13)
2014 Valuation	\$	82,247,660	(*Certified by assessor on 8/20/14)
2015 Valuation	\$	93,897,991	(*Certified by assessor on 8/17/15)
2016 Valuation	\$	141,392,375	(*Certified by assessor on 8/12/16)
2017 Valuation	\$	146,367,760	(*Certified by assessor on 8/17/17)
2018 Valuation	\$	152,234,739	(*Certified by assessor on 8/14/18)
2019 Valuation	\$	154,760,624	(*Certified by assessor on 8/15/19)
2020 Valuation	\$	155,467,077	(*Certified by assessor on 8/14/20)
2021 Valuation	\$	164,559,746	(*Certified by assessor on 8/12/21)
2022 Valuation	\$	166,858,324	(*Certified by assessor on 8/15/22)
2023 Valuation	\$	186,601,194	(*Estimated by assessor May 2023)

DEPT	Property Tax Required 2022-23	Proposed 2022-2023 Request (with 1% Fee)	2022-23 LEVY	Property Tax Required 2023-24	Proposed 2023-2024 Request (with 1% Fee)	Proposed 2023-24 LEVY	Property Tax Request Difference	
General Admin.	\$ -	\$ -	\$ -	\$ 57,975	\$ 58,554.75	\$ 0.0314	\$ 58,555	
Street	\$ 51,810	\$ 52,328	\$ 0.0314	\$ 45,000	\$ 45,450.00	\$ 0.0244	\$ (6,878)	
Park	\$ 63,065	\$ 63,696	\$ 0.0382	\$ 117,338	\$ 118,511.38	\$ 0.0635	\$ 54,816	
Pool	\$ 20,365	\$ 20,569	\$ 0.0123	\$ 22,700	\$ 22,927.00	\$ 0.0123	\$ 2,358	
Police	\$ 311,250	\$ 314,363	\$ 0.1884	\$ 270,410	\$ 273,114.10	\$ 0.1464	\$ (41,248)	
Fire	\$ 2,115	\$ 2,136	\$ 0.0013	\$ 2,500	\$ 2,525.00	\$ 0.0014	\$ 389	
Library	\$ 71,973	\$ 72,693	\$ 0.0436	\$ 98,494	\$ 99,478.94	\$ 0.0533	\$ 26,786	
<b>SUB TOTAL</b>	<b>\$ 520,578</b>	<b>\$ 525,784</b>	<b>\$ 0.3195</b>	<b>\$ 614,417</b>	<b>\$ 620,561</b>	<b>\$ 0.3326</b>	<b>\$ 94,777</b>	2023 Levy if use 2022 Tax RQ
G.O. Bond Fund	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 0.3234
Pool Bonds	\$ 76,985	\$ 77,755	\$ 0.0466	\$ 53,282	\$ 53,815	\$ 0.0288	\$ (23,940)	Percent Change in Tax Request
<b>TOTAL</b>	<b>\$ 597,563</b>	<b>\$ 603,539</b>	<b>\$ 0.3668</b>	<b>\$ 667,699</b>	<b>\$ 674,376</b>	<b>\$ 0.3614</b>	<b>\$ 70,837</b>	<b>11.74%</b>

Property Valuation	Total Annual Tax Obligation Proposed	Monthly Tax Obligation to Support all Services and Debt Listed Above	Monthly Tax Obligation for Bonds for Current Year					
\$ 100,000.00	\$ 361.40	\$ 30.12	\$ 2.40	<table border="1"> <tr> <td colspan="2">\$ (0.0054) Rate Difference</td> </tr> <tr> <td colspan="2"><b>-1.46% CITY LEVY CHANGE</b></td> </tr> </table>	\$ (0.0054) Rate Difference		<b>-1.46% CITY LEVY CHANGE</b>	
\$ (0.0054) Rate Difference								
<b>-1.46% CITY LEVY CHANGE</b>								
\$ 150,000.00	\$ 542.10	\$ 45.17	\$ 3.60					
\$ 200,000.00	\$ 722.80	\$ 60.23	\$ 4.81					
\$ 250,000.00	\$ 903.50	\$ 75.29	\$ 6.01					
\$ 300,000.00	\$ 1,084.20	\$ 90.35	\$ 7.21					

\*Subject to change with modifications to budget and/or ACTUAL VALUATION

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. The following areas of City Capital Improvement Planning were ranked as the highest priority and/or concern of citizens as compiled by the 2016 Community Survey

<b>Red Flag - High Need:</b>	
* Recreational Walking/Running Trails	Added to the Capital Improvement Plan in 2016 - construction of phase I to be complete FY 2017-18. <b>Objective Complete 2018</b> Future Phase TBD - tentatively added to plan for 2023-24
* Campground Expansion	Added to Capital Improvement Plan in 2016. <b>20 sites with Water and Electricity added in FY '21-22.</b>
* Storm Water Drainage Improvements	<b>Phases I thru III Complete - 2016-2020</b> Necessity of future phases to be determined
* Boone Beginnings Infrastructure	<b>Complete in 2021</b>
<b>Orange Flag - Moderate to High Need:</b>	
* West Ball Field Improvements	*Based on 2017 input from parents and coaches due to volume of participants/teams. Complete Spring 2018. <b>Objective Complete - 2018.</b>
* 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. <b>*Target for FY '22-23</b>
* Sports Complex Improvements	*Based on 2019 input from parents and coaches. Replace aged light poles, additional fencing, drainage improvements, new concession stand. <b>Target for '23-24</b>
* Assurance of safe drinking water	<b>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.</b>
<b>Yellow Flag - Moderate Need:</b>	
* General Street Conditions/Maintenance	Maintenance program included in 2021-22 O&M Budget (Crack sealing every year. Significant Microsurfacing occurred 2017 & <b>scheduled for 2023) ON GOING</b>
* Outdoor Basketball Facilities	Multipurpose court project complete in 2017. <b>Objective Complete.</b>
* Tennis Court Improvement	Multipurpose court project complete in 2017. <b>Objective Complete.</b>
* Trees in Public Spaces	Added to Parks Operation & Maintenance Budget
* Playground Equipment Updates - including accessible features	\$100,000 available in 2021-22 plan, carried to 2022-23. Project may increase with additional community donations. Final plans tbd this fall/winter pending final funding amount. <b>*Project still pending for '22-23 - need organization and planning among City staff, stakeholders/donors.</b>

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

<b>City of Albion Capital Improvement Plan - by Department</b>	
<b>Street Department</b>	
<u>Funds Available for Capital Projects</u>	
\$97,785	Cash Balance/Budget Suplus - 9/30/2023
\$25,000	2023-2024 Transfer in from Street Equipment Reserve
\$180,000	Transfer in from Sales Tax - for Future Development - South Park Subdivision Project
<b>\$302,785</b>	<b>Total Estimated Resources Available for Street Department Capital Improvements and Additions 2023-24</b>
<u>Projects Estimated Cost</u>	
\$38,764	General Capital Outlay/Equipment 2023-24
<b>\$264,021</b>	<b>Remainder for Projects/Equipment - Allocate to Other Maintenance Items listed below</b>
\$180,000	Project 104 - Parkview Street and associated infrastructure - New South Park Subdivision Project - 2023-2024? (Carried over from 2017-18 & 2018-19 & 2019-20)
\$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
	Needs Estimates - Project 107 (1-16) - Paving of Commercial Alleys - 6 year plan
<b>\$1,650,000</b>	<b>Total Estimated Cost of Known Planned Projects &amp; Capital Expenditures</b>
<b>**Other Maintenance Items</b>	
\$30,000	2024 Crack Sealing & Maintenance Program
\$20,000	2024 Storm Sewer Maintenance Program
\$50,000	2024 - Street Repairs - Priority to 11th Street - North of Church and South of Fairview
<b>\$100,000</b>	<b>Total 2024 Maintenance Items</b>
\$250,000	2025 Asphalt Maintenance Program - Microsealing Surfaces
<b>General</b>	
<u>Funds Available for Capital Projects</u>	
	<b>\$0</b> Total Resources Available for General Fund Capital Improvements 2023-24
<u>Projects Estimated Cost</u>	
\$185,000	City Hall Parking Improvements 24-26
<b>Parks Department</b>	
<u>Funds Available for Capital Projects</u>	
	<b>\$175,000</b> Total Resources Available for Parks Department Capital Outlay 2023-24 (Designated for Eli Porter Memorial Project in Fuller Park)
<u>Project Estimated Cost</u>	
\$375,000	Estimated - Accessible Park Equipment Replacement/Improvements/Updates (23-24) {Pending \$200,000 in Donations for Eli Porter Memorial Park}
\$300,000	Estimated - Sports Complex Improvements - Replace Light Systems (24-26)
\$35,000	Estimated - Sports Complex Improvements - Central Drain System Behind Fields (24-26)
\$0	Sports Complex Improvements - New concessions stand/RR Building (24-26) - no estimate of cost yet.
\$250,000	Estimated - Boone County Trail System Future Phase (2026-28) - Pending plan and fundraising
<b>\$375,000</b>	<b>Total Estimated Cost of Capital Projects/Purchases - 23-24</b>
<b>-\$200,000</b>	<b>Remainder for Projects - Allocate or Carry into 2023-24</b>

Item 6.

<b>Pool Department</b>	
<u>Funds Available for Capital Projects</u>	
\$96,326	City Sinking Funds reserved for Pool Project - Future Improvement and Maintenance
<b>\$96,326</b>	<b>Total Resources Available for Pool Department Capital Improvements 2023-24</b>
<u>Projects Estimated Cost</u>	
\$15,000	Additional Manhole for access to spray pad piping and valves & repair spray feature - 23-24
\$15,000	New Awnings, Shade Structures, Umbrellas - 23-24
\$27,000	Repaint Pool - 25-26
<b>\$57,000</b>	<b>Total Estimated Cost of Known Projects through 2025</b>
<b>\$39,326</b>	<b>Recommend to leave in Sinking Fund for future improvements/replacements</b>
<b>Library Department</b>	
<u>Funds Available for Capital Projects</u>	
<b>\$130,987</b>	<b>Total Resources Available for Library Department Capital Improvements 2023-24</b>
<u>Projects Estimated Cost</u>	
\$130,987	Make old basement accessible Project for 2024-26 - No cost estimate yet (Library board investigating)
<b>\$130,987</b>	<b>Total Estimated Cost of Known Projects</b>
<b>\$0</b>	<b>Remainder for Projects - Allocate or Carry into next FY via sinking fund</b>
<b>Fire Department</b>	
<u>Funds Available for Capital Projects</u>	
\$211,326	Estimated Equipment Sales Tax Reserve Balance - 9/30/23
\$30,438	Estimated Cash Balance - 9/30/2023
\$67,870	2023-24 Transfer in from Sales Tax for Equipment and Maintenance
<b>\$309,634</b>	<b>Total Resources Available for Fire Department Capital Improvements 2023-24</b>
<u>Projects Estimated Cost</u>	
\$78,683	Uniforms, Equipment Maintenance, Equipment Purchases (funded by sales tax/sinking funds) - unused transferred to future equipment sinking fund
<b>\$78,683</b>	<b>Total Estimated Cost of Known Projects</b>
<b>\$230,951</b>	<b>Remainder for Equipment &amp; Maintenance in Fire Dept Fund - Allocate or Carry into 2024-25</b>

<b>Water Department</b>	
<u>Budgeted Funds Available for Capital Projects</u>	
\$250,000	Cash Reserves for Capital Projects
\$38,362	Sales Tax for Future Developments
\$300,000	Proposed Financing - Bonds/SRF
\$140,262	ARPA Funds for Capital Projects
<b>\$728,624</b>	<b>Total Resources Available for Water Department Capital Improvements 2023-24</b>
<u>Future Projects Estimated Cost</u>	
<b>Priority 1 Annexation Water Projects</b>	
\$318,100	Annexation Area 1-B Group 1A - Developed Lots - State Street near Fairgrounds Road - New 6" main - abandon 2"
\$170,200	Annexation Area 1-C - Developed lots - Norco Road North of Old Mill Road - New 6" main - abandon 2"
\$196,500	Annexation Area 1-D -Group 3A - Developed Lots on 4th South of Fairview - New 6" main - abandon 2"
<b>\$684,800</b>	<b>2023-24 Total</b>
<b>Priority 2 Annexation Water Projects</b>	
\$266,300	Annexation Area 1-B Group 1B - Undeveloped Lots - State Street near Fairgrounds Road
\$66,000	Annexation Area 1-D -Group 3B - Undeveloped Lots on 4th South of Fairview - future 6" main
<b>\$332,300</b>	<b>2025 &amp; Beyond</b>
<b>\$38,362</b>	<b>Future Developments Reserve - 2024 &amp; Beyond</b>
<b>\$1,500,000</b>	<b>New Well/Distribution/Transmission Expansion (2024-26)</b>
<b>\$2,555,462</b>	<b>Total Estimated of Current/Future Projects</b>
<b>-\$1,826,838</b>	<b>Remainder for Projects</b>



Item 6.

<b>Sewer Department</b>	
<u>Budgeted Funds Available for Capital Projects</u>	
\$100,000	Cash Reserves for Capital Projects
\$38,363	Sales Tax for Future Developments
\$950,000	Proposed Financing - Bonds/SRF
\$140,262	ARPA Funds for Capital Projects
<b>\$1,228,625</b>	<b>Total Resources Available for Sewer Department Capital Improvements 2023-24</b>
<u>Future Projects Estimated Cost</u>	
<b>Priority System Upgrade and Rehab Projects - '23-24</b>	
\$80,000	Manhole Projects/Sewer Inspection/Other Maintenance and Improvements
\$20,000	General Capital Outlay - Equipment, etc.
\$140,262	Sludge Application / Irrigation
<b>\$240,262</b>	<b>2023-24 Total</b>
<b>Priority System Upgrade and Rehab Projects - '24-26</b>	
\$500,000	Sewer Main Lining Rehab
<b>\$500,000</b>	<b>Total Priority System Upgrade and Rehab Projects 2024-2026</b>
<b>Priority 1 Annexation Sanitary Projects - 2023-24</b>	
\$468,400	Annexation Area 1-B Group 1A - Developed Lots - State Street near Fairgrounds Road
\$195,300	Annexation Area 1-C Group 2A - Extention of Sewer North on 11th Street to Old Mill Road
\$202,200	Annexation Area 1-D Group 3A - Developed Lots on 4th South of Fairview - New 8" main
\$151,700	Annexation Area 1-F Future Sanitary along Hwy 14 across front of Applied/FSA office lots
<b>\$1,017,600</b>	<b>2023-24 Total</b>
<b>Priority 2 Annexation Sanitary Projects - 2025 &amp; Beyond</b>	
\$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
<b>\$939,000</b>	<b>2025 &amp; Beyond Total</b>
\$38,363	Future Developments Reserve
\$2,735,225	Total Estimated Cost Current/Future Projects
-\$1,506,600	Remainder for Projects - Allocate or Carry into 2024-25
<b>***Funds Available - Unallocated***</b>	
\$140,262	<b>2020-2021 - ARPA Special Revenue Funds - can be used for Water/Sewer Projects (Now-2026)</b>
\$140,262	<b>2021-2022 - ARPA Special Revenue Funds - can be used for Water/Sewer Projects (Now-2026)</b>



# AGENDA MEMO

**MEETING NAME:** Albion City Council

**DATE:** August 8, 2023

**ITEM NAME:** **CONSIDER AMENDMENT TO RESOLUTION 114(23) REGARDING CITY UTILITY RATES**

**PRESENTER(S):**

CITY ADMINISTRATOR DEVINE

**BACKGROUND INFORMATION:**

The City Council approved this Resolution last month with a typo on the effective date. The effective date on the draft approved was October 1, 2021 and should have been October 1, 2023.

**DISCUSSION:**

**MOTION: TO INTRODUCE AND APPROVE AMENDED RESOLUTION 114(23) REGARDING CITY UTILITY RATES AMENDING THE EFFECTIVE DATE TO OCTOBER 1, 2023**

**BY:**

**2ND:**

**ROLL CALL:** Tisthammer \_\_\_\_\_ Dailey \_\_\_\_\_ Johnson \_\_\_\_\_ Porter \_\_\_\_\_

**SUMMARY OF DECISION:**

**RESOLUTION NO. 114 (23) - AMENDED**

**A RESOLUTION OF THE CITY OF ALBION, NEBRASKA SETTING UTILITY RATES EFFECTIVE OCTOBER 1, 2023**

WHEREAS the City Ordinances of the City of Albion, Nebraska provide that the rates for utilities may be established by resolution;

WHEREAS the Mayor and City Council have determined that it is best to establish the rates in one resolution for all utilities – water, sewer and solid waste;

WHEREAS the Mayor and City Council have determined that water, sewer, and solid waste rates shall to be reviewed annually in July and/or August and, if necessary, adjusted by resolution until a subsequent resolution is passed by the City Council; and,

WHEREAS the Mayor and City Council have determined that the Consumer Price Index rate on July 1<sup>st</sup> of each year as well as actual cost of operation for each utility shall be considered when reviewing and adjusting these rates.

THEREFORE, BE IT RESOLVED by the Mayor and City Council of the City of Albion, Nebraska that the following rates are established as the utility rates for the City of Albion effective October 1, 2023:

- 1. WATER – Attachment #1
- 2. SEWER – Attachment #2
- 3. GARBAGE – Attachment #3

These rates shall be reviewed annually in July or August, and shall continue to be the rates until a subsequent resolution, passed by the City Council, changes any of the rates.

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

Second by: \_\_\_\_\_

Passed this 8th day of AUGUST, 2023.

\_\_\_\_\_  
Mayor, James Jarecki

ATTEST:

{SEAL}

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



# AGENDA MEMO

**MEETING NAME:** Albion City Council

**DATE:** August 8, 2023

**ITEM NAME:** **CONSIDER RESOLUTION 115(23) PROHIBITING THE CARRYING OF CONCEALED HANDGUNS INTO OR ONTO THE PLACE OR PREMISES OF CERTAIN FACILITIES CONTROLLED BY THE CITY OF ALBION**

**PRESENTER(S):**

CITY ADMINISTRATOR DEVINE/CITY ATTORNEY WRIGHT

**BACKGROUND INFORMATION:**

LB77, effective September 10, 2023, permits persons other than a minor or prohibited person to carry a concealed handgun anywhere in Nebraska, with or without a permit; however, the city may prohibit carrying concealed handguns into or onto a place or premises.

Draft resolution enclosed for Mayor and City Council review which would prohibit concealed carry at City Hall, Library, Parks/Sports Complex, Pool, Public Works Facilities, and Fire Station

**DISCUSSION:**

**MOTION:** To Introduce and approve Resolution 115(23) as presented.

**BY:**

**2ND:**

**ROLL CALL:** Tisthammer \_\_\_\_\_ Dailey \_\_\_\_\_ Johnson \_\_\_\_\_ Porter \_\_\_\_\_

**SUMMARY OF DECISION:**

**RESOLUTION NO. 115 (23)**

**A RESOLUTION OF THE CITY OF ALBION, NEBRASKA PROHIBITING THE CARRYING OF CONCEALED HANDGUNS INTO OR ONTO THE PLACE OR PREMISES OF CERTAIN FACILITIES CONTROLLED BY THE CITY OF ALBION**

WHEREAS, the Nebraska legislature recently adopted LB 77 which provided for changes to the regulations concerning the carrying of concealed weapons in the state of Nebraska; and

WHEREAS, Nebraska Revised Statutes Section 28-1202.01 now permits a person, other than a minor or a prohibited person to carry a concealed handgun anywhere in Nebraska, with or without a permit, except as further provided in said statute; and

WHEREAS, Nebraska Revised Statutes Section 28-1202.01(2) provides an exception for any place or premises where the person, persons, entity, or entities in control of the place or premises or employer in control of the place or premises has prohibited the carrying of concealed handguns into or onto the place or premises, provided under 28-1202.01(5) that conspicuous notice of said prohibition has been posted; and

WHEREAS, employees of the City of Albion working in its facilities have expressed apprehension over safety concerns with the possibility of handguns being present in those facilities; and

WHEREAS, the Mayor and Council of the City of Albion, Nebraska believe that in the interest of providing a safe and comfortable environment for both patrons and staff entering these locations, that the prohibition of the carrying of concealed handguns in those locations should be prohibited.

BE IT RESOLVED BY THE MAYOR AND COUNCIL OF THE CITY OF ALBION, NEBRASKA that the carrying of concealed handguns be and hereby is prohibited in the following locations owned and controlled by the City of Albion:

- Albion City Hall
- Albion Public Works Facilities
- Albion Police Station
- Albion Fire Station
- Albion Family Aquatic Center
- Albion Public Library
- Fuller Park
- Clark Street Park
- Albion Sports Complex

BE IT FURTHER RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF ALBION, NEBRASKA, that signs notifying the public of this prohibition shall be conspicuously posted at all public entrances to these facilities.

BE IT FURTHER RESOLVED BY THE MAYOR AND COUNCIL OF THE CITY OF ALBION, NEBRASKA, that any previous resolution, or part thereof, in conflict with this resolution is hereby repealed and terminated.

This Resolution is effective immediately upon approval by the City Council and shall remain in effect until a subsequent resolution terminating this resolution is approved.

Passed and Approved this \_\_\_\_\_ day of \_\_\_\_\_ 2023.

City of Albion, Nebraska

{SEAL}

\_\_\_\_\_  
Mayor, James Jarecki

ATTEST:

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



# AGENDA MEMO

**MEETING NAME:** Albion City Council

**DATE:** August 8, 2023

**ITEM NAME:** **CONSIDER RESOLUTION 116(23) REGARDING COST OF LIVING ADJUSTMENT FOR NON-TEMPORARY CITY EMPLOYEES EFFECTIVE OCTOBER 1, 2023**

**PRESENTER(S):**

MAYOR JARECKI / CITY ADMINISTRATOR DEVINE

**BACKGROUND INFORMATION:**

The Albion Pay Policy cites review of the annual CPI as a guide for Annual Cost of Living Adjustments in order to remain competitive between periods of comparability studies (completed every 5 years, with the next due for FY 2024-25).

The Cost of Living Adjustments since the last comparability review have been:

- FY2022-23:** 9% (CPI 9.1%)
- FY2021-22:** 5% (CPI 5.4%)
- FY2020-21:** 0% (CPI 0.6%)
- FY2019-20:** 2% (CPI 1.8%)

Due to increased wage pressure Mayor recommends COLA for FY2023-24 of 7% to remain competitive in the market.

**DISCUSSION:**

**MOTION:**

**BY:**

**2ND:**

**ROLL CALL:** Tisthammer \_\_\_\_\_ Dailey \_\_\_\_\_ Johnson \_\_\_\_\_ Porter \_\_\_\_\_

**SUMMARY OF DECISION:**

**RESOLUTION NO. 116 (23)**

**A RESOLUTION OF THE MAYOR AND COUNCIL OF THE CITY OF ALBION, NEBRASKA, APPROVING THE 2022-2023 COST OF LIVING ADJUSTMENT FOR ALL NON-TEMPORARY CITY EMPLOYEES EFFECTIVE OCTOBER 1, 2023.**

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

**WHEREAS**, the City of Albion Personnel Manual - 2015 Revision – as adopted by Resolution 108(15) states that at its discretion, the City Council may award cost-of-living increases to employees as part of the annual budget adopted in September of each year; and,

**WHEREAS**, the Consumer Price Index is a method previously recognized by the Albion City Council for considering whether a Cost of Living Adjustment is necessary; and,

**WHEREAS**, the Consumer Price Index for all consumers for June 2023 and as published in July 2022, is 3.0%.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and City Council of the City of Albion that all non-temporary employees receive a Cost of Living Adjustment in the amount of 7.0 % effective October 1, 2023; and,

**BE IT FURTHER RESOLVED** by the Mayor and City Council of the City of Albion that such increases be reflected in the 2023-24 annual budget as to be adopted in September of 2023.

**Introduced by:** \_\_\_\_\_

**Second by:** \_\_\_\_\_

**PASSED AND APPROVED** this 8th day of August, 2023.

**CITY OF ALBION, NEBRASKA**

[SEAL]

By: \_\_\_\_\_  
Mayor

ATTEST:

By: \_\_\_\_\_  
Clerk





# AGENDA MEMO

**MEETING NAME:** Albion City Council

**DATE:** August 8, 2023

**ITEM NAME:** **CONSIDER RESOLUTION 117(23) REGARDING PLACEMENT OF TRAFFIC CONTROL SIGNS IN ORDER TO REGULATE TRAFFIC AND PARKING ALONG WALNUT STREET BETWEEN 5<sup>TH</sup> AND 6<sup>TH</sup> STREETS**

**PRESENTER(S):**

**BACKGROUND INFORMATION:**

The Boone Central School District is planning to put angled parking along the north side of Walnut Street between 5<sup>th</sup> and 6<sup>th</sup> Street.

The Boone Central School District has requested that the City designate the south side of Walnut Street between 5<sup>th</sup> and 6<sup>th</sup> Streets as no parking due to safety concerns and bus traffic issues.

**DISCUSSION:**

**MOTION: TO INTRODUCE AND APPROVE RESOLUTION 117(23) REGARDING PLACEMENT OF TRAFFIC CONTROL SIGNS IN ORDER TO REGULATE TRAFFIC AND PARKING**

**BY:**

**2ND:**

**ROLL CALL:** Tisthammer \_\_\_\_\_ Johnson \_\_\_\_\_ Porter \_\_\_\_\_ Dailey \_\_\_\_\_

**SUMMARY OF DECISION:**

**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 it is in the public interest to prohibit parking along the south side of Walnut Street from 5<sup>th</sup> Street to 6<sup>th</sup> Street;

**THEREFORE, BE IT RESOLVED BY THE MAYOR AND THE CITY COUNCIL OF THE CITY OF ALBION, NEBRASKA**, that parking shall be prohibited along the south side of Walnut Street from 5<sup>th</sup> Street to 6<sup>th</sup> Street and signs shall be placed indicating the public of the same.

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

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

**VOTE: YEAS:** \_\_\_\_\_ **i**

**NAYS: None; ABSENT: None.**

Passed and approved this 8<sup>th</sup> day of August, 2023.

CITY OF ALBION, NEBRASKA

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

ATTEST:

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



# AGENDA MEMO

**MEETING NAME:** Albion City Council

**DATE:** August 8, 2023

**ITEM NAME:** **CONSIDER RESOLUTION SERIES 118(23) REGARDING DECLARATION OF NUISANCES AT 631 W MAIN STREET AND 819 WEST MAIN STREET**

**PRESENTER(S):**

**BACKGROUND INFORMATION:**

Please see nuisance report.

**DISCUSSION:**

**MOTION: TO INTRODUCE AND APPROVE RESOLUTION SERIES 118(23) 1-2 REGARDING DECLARATION OF NUISANCES**

**BY:**

**2ND:**

**ROLL CALL:** Porter \_\_\_\_\_ Dailey \_\_\_\_\_ Tisthammer \_\_\_\_\_ Johnson \_\_\_\_\_

**SUMMARY OF DECISION:**

**RESOLUTION NO. 118(23)-1**

**OF DECLARED NUISANCE**

The Mayor and City Council of the City of Albion, Nebraska assembled at a regular meeting of the Albion City Council at the City Hall Building, 420 W Market Street, in Albion, Nebraska on this 8th day of AUGUST, 2023 hereby resolve as follows:

WHEREAS, the City of Albion desires to declare Nuisances pursuant to Chapter 2, Article 6 of the Albion Municipal Code Book, as adopted by Ordinance 217(12);

NOW THEREFORE BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF ALBION, NEBRASKA, that the City Nuisance Officer has submitted an inspection report and other evidence as presented pertaining to the following property located within the nuisance jurisdiction of the City of Albion, Nebraska, to the City Council at its regular meeting on AUGUST 8, 2023, Albion, NE;

**Nuisance Case # AP-23-080011**

**Property Address: 631 W MAIN STREET, ALBION, NE, 68620**

**Legal Description of Property: E 60' OF LOTS 18, 19, 20, BLOCK 10, CLARK CONNELLY & STOUTS**

**ADDITION ALBION, BOONE COUNTY NEBRASKA;** and,

BE IT FURTHER RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF ALBION, NEBRASKA that the City Council found at said meeting that the following property is declared to have nuisances upon it contrary to the City Ordinances of the City of Albion and that that said nuisance declaration is ratified by this resolution:

**Nuisance Case # AP-23-080011**

**Property Address: 631 W MAIN STREET, ALBION, NE, 68620**

**Legal Description of Property: E 60' OF LOTS 18, 19, 20, BLOCK 10, CLARK CONNELLY & STOUTS**

**ADDITION ALBION, BOONE COUNTY NEBRASKA;** and,

BE IT FINALLY RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF ALBION, NEBRASKA, that the City shall proceed as determined under the administrative and penal court procedures as outlined in Section 2-603 of Chapter 2, Article 6 of the Albion Municipal Code.

INTRODUCED AND PASSED THIS 8TH DAY OF AUGUST, 2023

{SEAL}

CITY OF ALBION, NEBRASKA

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

Attest:

\_\_\_\_\_  
Andrew Devine, City Clerk

**RESOLUTION NO. 118(23)-2**

**OF DECLARED NUISANCE**

The Mayor and City Council of the City of Albion, Nebraska assembled at a regular meeting of the Albion City Council at the City Hall Building, 420 W Market Street, in Albion, Nebraska on this 8th day of AUGUST, 2023 hereby resolve as follows:

WHEREAS, the City of Albion desires to declare Nuisances pursuant to Chapter 2, Article 6 of the Albion Municipal Code Book, as adopted by Ordinance 217(12);

NOW THEREFORE BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF ALBION, NEBRASKA, that the City Nuisance Officer has submitted an inspection report and other evidence as presented pertaining to the following property located within the nuisance jurisdiction of the City of Albion, Nebraska, to the City Council at its regular meeting on AUGUST 8, 2023, Albion, NE;

**Nuisance Case # AP-23-080010**

**Property Address: 819 W MAIN STREET, ALBION, NE, 68620**

**Legal Description of Property: LOT 3, BLOCK 8, CLARK CONNELLY & STOUTS ADDITION ALBION, BOONE**

**COUNTY NEBRASKA;** and,

BE IT FURTHER RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF ALBION, NEBRASKA that the City Council found at said meeting that the following property is declared to have nuisances upon it contrary to the City Ordinances of the City of Albion and that that said nuisance declaration is ratified by this resolution:

**Nuisance Case # AP-23-080010**

**Property Address: 819 W MAIN STREET, ALBION, NE, 68620**

**Legal Description of Property: LOT 3, BLOCK 8, CLARK CONNELLY & STOUTS ADDITION ALBION, BOONE**

**COUNTY NEBRASKA;** and,

BE IT FINALLY RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF ALBION, NEBRASKA, that the City shall proceed as determined under the administrative and penal court procedures as outlined in Section 2-603 of Chapter 2, Article 6 of the Albion Municipal Code.

INTRODUCED AND PASSED THIS 8TH DAY OF AUGUST, 2023

{SEAL}

CITY OF ALBION, NEBRASKA

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

Attest:

\_\_\_\_\_  
Andrew Devine, City Clerk



# AGENDA MEMO

**MEETING NAME:** Albion City Council

**DATE:** August 8, 2023

**ITEM NAME:** **NUISANCE REPORT**

**PRESENTER(S):**

ALBION POLICE DEPARTMENT

**BACKGROUND INFORMATION:**

The Albion PD has provided inspection reports for council review and consideration – reports are available at City Hall and will be available at the City Council meeting during consideration of Resolutions.

The Albion PD continues to verbally address tall grass and weeds, encouraging voluntary compliance by property owners.

The City Council approved 6 nuisance declarations at the July 18, 2023 City Council meeting. Those are pending abatement. If not abated within 30 days of notice, the Albion Police department will cause abatement and bill property owners accordingly.

**DISCUSSION:**

**MOTION:**

**BY:**

**2ND:**

**ROLL CALL:** Dailey \_\_\_\_\_ Johnson \_\_\_\_\_ Porter \_\_\_\_\_ Tisthammer \_\_\_\_\_

**SUMMARY OF DECISION:**



## AGENDA MEMO

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**MEETING NAME:** Albion City Council

**DATE:** August 8, 2023

**ITEM NAME:** **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**

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**PRESENTER(S):**

Andrew Devine

**BACKGROUND INFORMATION:**

Enclosed for Review

**DISCUSSION:**

**MOTION:** No Action Required – Discussion Item Only

**BY:**

**2ND:**

**ROLL CALL:** Dailey \_\_\_\_\_ Johnson \_\_\_\_\_ Porter \_\_\_\_\_ Tisthammer \_\_\_\_\_

**SUMMARY OF DECISION:**

### Public Works

The City will be working with JEO to further evaluate plans for extending Water and Sewer infrastructure into annexed areas, including assistance with creating improvement districts to finance the construction of new utilities. Existing funding options include a combination of special assessments, capital improvement sales tax, and possibly some future utility revenues.

### Street

We also received one proposal for microsurfacing half of Albion's asphalt roadways. Sta-Bilt Construction will be scheduling the project in late summer/early fall.

Staff working on plan to clean out storm sewers. Have been in contact with the State of Nebraska regarding storm sewers in highway right-of-way.

### 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. **No new information.**

### Sewer

We have received estimates for pivot irrigation for sludge application – currently waiting for JEO to provide guidance on connection to existing sludge pump system, permitting requirements, and clean water connections. To be funded by ARPA funds.

**New Manholes – old lamphole/cleanouts are collapsing and to be replaced with new manholes.**

**Sewer lining – based upon video inspection we need to start prioritizing lining sewers starting in fiscal year 2023-2024.**



Parks/Rec

Eli Porter Memorial Project

After review of initial design, JoAnn Porter and I have asked for some revisions. Will have more to present to the council in the near future. The initial project budget based on the initial design is in the area of \$350,000. The City currently has \$100,000 of capital improvement funds committed to this project. **Proposing to up that allocation to \$175,000 for 2023-2024 fiscal year.**

**Working on developing a fund-raising campaign including researching potential grants. Plan to include this project on the 2023 Big Give.**

Pool

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**The last day at the pool is scheduled for August 6<sup>th</sup> and there will be a Dog-a-POOL-ooza dog-swim event at the end of the day.**

\*There is a significant piping leak at the pool; however, we do have drain-tile surrounding the pool tub which is carrying/pumping the water away. Jon Porter/Speed Services is assisting in evaluating and solving this issue. It is causing a high use of chemicals, but we are able to continue operating. Will continue to monitor this issue.

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General Administration / Other:

Property Maintenance Code Update

The Albion Board of Health has issued 4 new demolition orders in January 2023. **All residential structures have been demolished, two accessory building demolitions pending.**

New City Website is now up and running at [www.albionne.com](http://www.albionne.com)  
Kudos to Maggie Smith for the legwork on getting it done.  
Please check it out and provide any feedback you have.

**AEDC/City Housing Initiative**

**Working on including infrastructure reserve for new future subdivision developments in the Capital Improvements Plan as well as budgeting Capital Improvement Sales tax funds for allocation toward the same within the upcoming budget. We already had the paving identified on the Streets Capital Improvements Plan – added Future Development Line items in the Water and Sewer sections of the Capital Improvements Plan.**

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

**Planning Commission Vacancy**

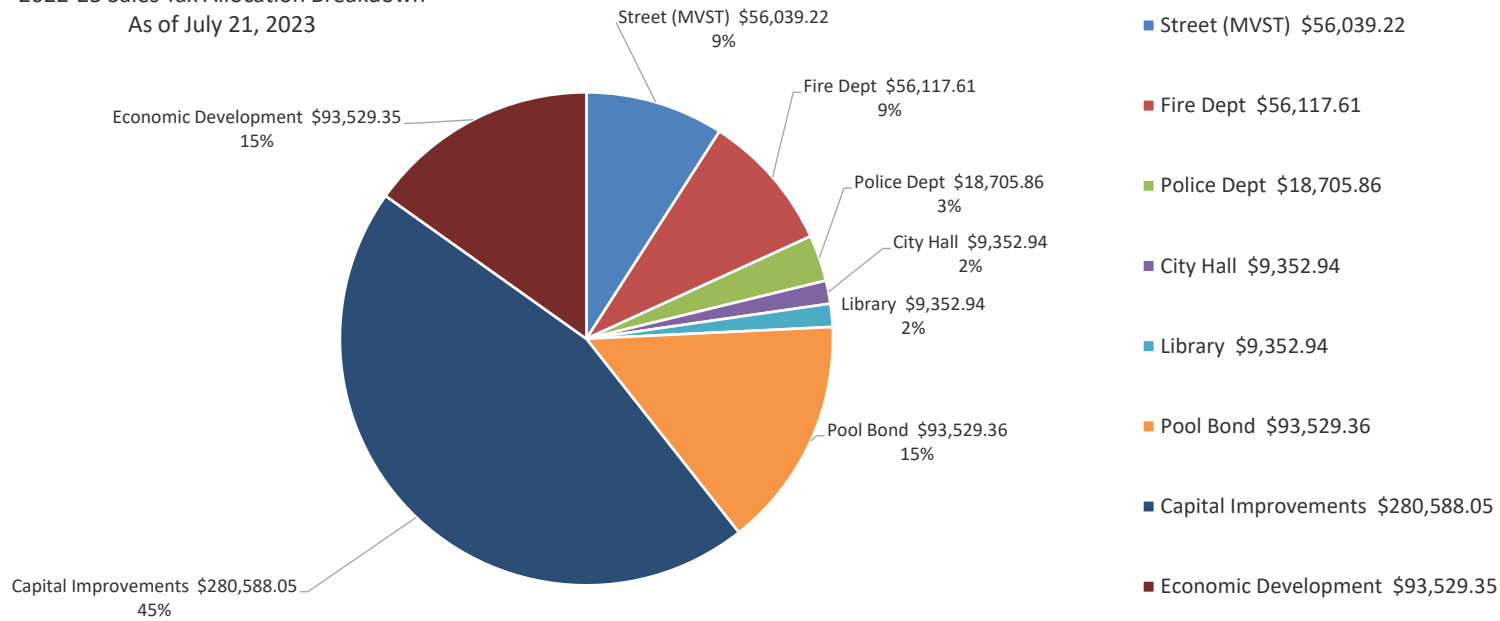
Mike Pugh resigned due to relocating to Florida for a career opportunity. Makenzie Harris' resignation is expected as she will also be moving. **\*Please direct any interested parties to City Hall or to the Mayor.**

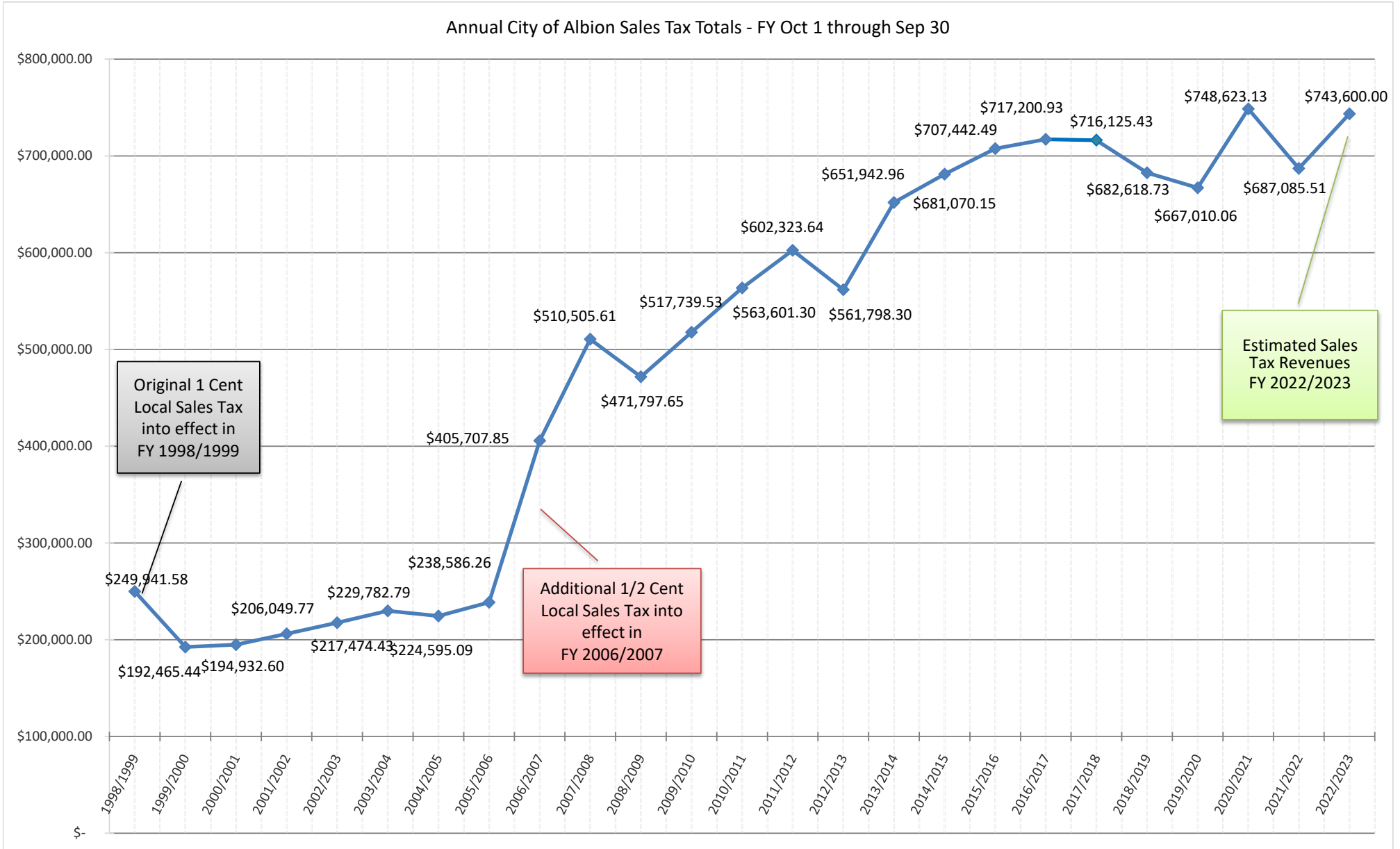
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Attached is the current month Sales Tax Report – showing the monthly trend of sales tax receipts.  
Also attached is an unaudited Treasurer's Report/Budget Performance Report and an unaudited Balance Sheet Comparison Report.

	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			Month Received
				Street	Fire Dept	Police Dept	City Hall	Library	Pool Bond	Capital Improvements	Economic Development	Total Settlement	
2022/23				ALL MVST	\$0.0015	\$0.0005	\$0.00025	\$0.00025	\$0.0025	\$0.0075	\$0.0025	\$0.015	
AUG	\$ 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	OCT
SEPT	\$ 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	NOV
OCT	\$ 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	DEC
NOV	\$ 62,543.75	\$ 6,570.23	\$ 31.55	\$ 6,570.23	\$ 5,594.20	\$ 1,864.73	\$ 932.37	\$ 932.37	\$ 9,323.66	\$ 27,970.98	\$ 9,323.66	\$ 62,512.20	JAN
DEC	\$ 64,307.39	\$ 2,212.80	\$ -	\$ 2,212.80	\$ 6,209.46	\$ 2,069.82	\$ 1,034.91	\$ 1,034.91	\$ 10,349.10	\$ 31,047.29	\$ 10,349.10	\$ 64,307.39	FEB
JAN	\$ 63,080.82	\$ 2,535.72	\$ -	\$ 2,535.72	\$ 6,054.51	\$ 2,018.17	\$ 1,009.09	\$ 1,009.09	\$ 10,090.85	\$ 30,272.54	\$ 10,090.85	\$ 63,080.82	MAR
FEB	\$ 52,279.12	\$ 5,608.50	\$ -	\$ 5,608.50	\$ 4,667.06	\$ 1,555.69	\$ 777.84	\$ 777.84	\$ 7,778.44	\$ 23,335.31	\$ 7,778.44	\$ 52,279.12	APR
MAR	\$ 60,331.14	\$ 6,383.95	\$ -	\$ 6,383.95	\$ 5,394.72	\$ 1,798.24	\$ 899.12	\$ 899.12	\$ 8,991.20	\$ 26,973.59	\$ 8,991.20	\$ 60,331.14	MAY
APR	\$ 54,930.88	\$ 8,178.80	\$ -	\$ 8,178.80	\$ 4,675.21	\$ 1,558.40	\$ 779.20	\$ 779.20	\$ 7,792.01	\$ 23,376.05	\$ 7,792.01	\$ 54,930.88	JUNE
MAY	\$ 64,210.18	\$ 5,769.24	\$ -	\$ 5,769.24	\$ 5,844.09	\$ 1,948.03	\$ 974.02	\$ 974.02	\$ 9,740.16	\$ 29,220.47	\$ 9,740.15	\$ 64,210.18	JULY
JUNE			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	AUG
JULY			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	SEPT
				Street (MVST)	Fire Dept	Police Dept	City Hall	Library	Pool Bond	Capital Improvements	Economic Development	Total	
<b>YTD Total</b>	<b>\$ 617,287.46</b>	<b>\$ 56,039.22</b>	<b>\$ 72.13</b>	<b>\$ 56,039.22</b>	<b>\$ 56,117.61</b>	<b>\$ 18,705.86</b>	<b>\$ 9,352.94</b>	<b>\$ 9,352.94</b>	<b>\$ 93,529.36</b>	<b>\$ 280,588.05</b>	<b>\$ 93,529.35</b>	<b>\$ 561,176.11</b>	

2022-23 Sales Tax Allocation Breakdown  
As of July 21, 2023





**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>	<b>\$ 249,941.58</b>	<b>\$ 192,465.44</b>	<b>\$ 194,932.60</b>	<b>\$ 206,049.77</b>	<b>\$ 217,474.43</b>

% 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	\$ 64,307.39	-4%
JAN	\$ 53,255.88	\$ 47,695.44	<b>\$ 71,577.64</b>	\$ 46,098.54	\$ 63,080.82	37%
FEB	\$ 47,821.03	\$ 53,323.80	\$ 39,087.45	\$ 49,087.97	\$ 52,279.12	7%
MAR	\$ 54,812.16	\$ 52,103.29	\$ 75,201.52	\$ 49,633.73	\$ 60,331.14	22%
APR	\$ 53,143.56	\$ 45,694.24	\$ 68,904.35	\$ 59,807.16	\$ 54,930.88	-8%
MAY	<b>\$ 70,876.04</b>	\$ 43,510.01	\$ 64,020.41	\$ 55,474.16	\$ 64,210.18	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	\$ 617,215.33	
					<b>2022/2023 YTD</b>	<b>9.5%</b>
<p>% column indicates the percentage of growth/decline over same period in the previous year</p>						



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

Item 14.

	Oct 22	Nov 22	Dec 22	Jan 23	Feb 23	Mar 23	Apr 23	May 23	Jun 23
<b>Enterprise Funds</b>									
<b>Sewer</b>	19,449.28	-10,103.44	-125,329.96	-11,820.59	52,400.39	-12,528.73	53,625.90	-45,039.93	29,495.09
<b>Solid Waste</b>	6,257.49	-2,620.45	20,618.28	-15,434.14	23,260.50	-16,974.50	2,921.43	-15,932.26	11,498.05
<b>Water</b>	27,844.63	-24,609.34	10,747.03	-29,220.98	18,239.55	-14,980.34	14,831.94	-11,435.06	2,608.31
<b>Total Enterprise Funds</b>	<u>53,551.40</u>	<u>-37,333.23</u>	<u>-93,964.65</u>	<u>-56,475.71</u>	<u>93,900.44</u>	<u>-44,483.57</u>	<u>71,379.27</u>	<u>-72,407.25</u>	<u>43,601.45</u>
<b>Governmental Funds</b>									
<b>Municipal Lottery</b>	-2,127.09	870.71	917.68	-1,788.39	1,208.21	1,059.62	-2,267.83	1,707.49	1,173.02
<b>Economic Development</b>	-3,552.27	-6,332.71	17,525.06	-7,396.76	-232,298.82	-6,531.53	67,913.91	-78,533.99	-2,543.44
<b>General</b>	-8,711.46	-4,916.34	-32,637.55	-30,897.75	14,990.21	31,178.90	-828.15	42,973.25	4,876.13
<b>Park</b>	-34,407.13	-14,395.02	551.45	5,037.24	-83.38	1,618.00	-23,613.52	26,444.66	-8,833.79
<b>Pool</b>	3,516.14	-4,241.71	260.27	4,989.49	-1,139.13	619.93	2,170.32	7,785.21	-31,011.09
<b>Police</b>	-16,699.96	-33,459.88	-23,567.90	3,719.72	-2,000.61	-17,518.09	3,450.41	128,469.84	-892.30
<b>Fire</b>	4,302.98	-7,853.24	654.71	1,996.97	9,000.74	-20,694.90	-11,213.62	5,219.67	-10,295.41
<b>Library</b>	-8,109.37	-8,635.67	-12,519.54	-1,460.87	-967.08	-12,786.48	7,098.00	22,282.66	1,443.81
<b>Debt Service</b>							35,464.11	73,700.56	41,647.26
<b>Street</b>	-285,487.41	10,262.42	9,136.50	16,082.20	14,519.21	19,509.31			
<b>Sales Tax</b>	43,772.55	40,463.37	36,222.25	34,063.27	42,104.44	30,155.63	-27,024.90	62,264.90	-43,787.67
<b>Total Governmental Funds</b>	<u>-391,022.72</u>	<u>-17,575.63</u>	<u>5,992.43</u>	<u>34,372.14</u>	<u>-206,676.07</u>	<u>37,405.38</u>	<u>59,687.43</u>	<u>261,953.51</u>	<u>-70,370.10</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>-22,103.57</b></u>	<u><b>-112,775.63</b></u>	<u><b>-7,078.19</b></u>	<u><b>131,066.70</b></u>	<u><b>189,546.26</b></u>	<u><b>-26,768.65</b></u>

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

Item 14.

	Jul 23	Oct '22 - Jul 23	Annual Budget	Difference to Annual Budget	
<b>Enterprise Funds</b>					
Sewer	-6,613.98	-56,465.97	-3,780.00	-52,685.97	*Annual debt payment made in December
Solid Waste	-23,338.61	-9,744.21	-25,660.00	15,915.79	
Water	-33,318.32	-39,292.58	-16,681.00	-22,611.58	
<b>Total Enterprise Funds</b>	<b>-63,270.91</b>	<b>-105,502.76</b>	<b>-46,121.00</b>	<b>-59,381.76</b>	
<b>Governmental Funds</b>					
Municipal Lottery	-2,880.51	-2,127.09	250.00	-2,377.09	
Economic Development	62,914.62	-188,835.93	4,850.00	-193,685.93	*Budgeted Capital Improvements moved to '23-24 - \$200,000 to ED for housing
General	-14,125.74	1,901.50	-69,385.00	71,286.50	
Park	5,081.79	-42,599.70	-347,517.00	304,917.30	*Budgeted Capital Improvements moved to '23-24 - \$200,000 to ED for housing
Pool	-15,049.87	-32,100.44	-12,460.00	-19,640.44	
Police	-15,517.40	25,983.83	-13,025.00	39,008.83	
Fire	-4,882.82	-33,764.92	-18,763.00	-15,001.92	
Library	-7,017.37	-20,671.91	-952.00	-19,719.91	
Debt Service	10,619.05	-54,546.79	-1,090.00	-53,456.79	Debt payments were made in October. Budget to reconcile throughout the year as property tax and sales tax revenues come in.
Street	48.30	218,282.14	-120,389.00	338,671.14	Maintenance budgeted for Fall 2023.
Sales Tax	10,639.86	-127,924.41	-56,860.00	-71,064.41	
<b>Total Governmental Funds</b>	<b>29,829.91</b>	<b>-256,403.72</b>	<b>-635,341.00</b>	<b>378,937.28</b>	
<b>TOTAL</b>	<b>-33,441.00</b>	<b>-361,906.48</b>	<b>-681,462.00</b>	<b>319,555.52</b>	

City of Albion  
Balance Sheet Prev Month / Year Comparison  
As of July 31, 2023

Item 14.

	Current		Previous Month		Previous Year		
	Jul 31, 23	Jun 30, 23	\$ Change	% Change	Jul 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	359,677.81	472,593.97	-112,916.16	-23.89%	579,856.06	-220,178.25	-37.97%
10005 · NOW Acct - Cornerstone	341,435.33	341,362.84	72.49	0.02%	206,199.34	135,235.99	65.59%
<b>Cash/CD Reserve Accounts</b>							
10007 · T-Bill General Fund Reserve	366,494.04	365,274.82	1,219.22	0.33%	410,821.64	-44,327.60	-10.79%
10018 · CD - General - BCB - 4/18/21	116,435.39	116,435.39	0.00	0.0%	115,682.23	753.16	0.65%
10025 · CD - General - CSB - 4/18/21	109,417.78	109,417.78	0.00	0.0%	109,171.74	246.04	0.23%
10026 · CD - General - CSB - 6/18/20	111,200.95	111,200.95	0.00	0.0%	110,909.29	291.66	0.26%
10040 · CD - General - BCB - 7/26/20 f	107,824.64	107,504.78	319.86	0.3%	107,180.60	644.04	0.6%
10041 · CD - General - BCB - 7/26/20 g	107,824.64	107,504.78	319.86	0.3%	107,180.60	644.04	0.6%
10042 · CD - General - BCB - 7/26/20 h	107,824.64	107,504.78	319.86	0.3%	107,180.60	644.04	0.6%
10043 · CD - General - BCB - 7/26/21 a	108,601.93	108,253.00	348.93	0.32%	107,899.44	702.49	0.65%
10044 · CD - General - BCB - 7/26/21 b	108,601.93	108,253.00	348.93	0.32%	107,899.44	702.49	0.65%
10045 · CD - General - BCB - 7/26/20 a	108,217.67	107,630.57	587.10	0.55%	107,037.03	1,180.64	1.1%
10046 · CD - General - BCB - 7/26/20 b	108,217.67	107,630.57	587.10	0.55%	107,037.03	1,180.64	1.1%
10047 · CD - General - BCB - 7/26/20 c	108,217.67	107,630.57	587.10	0.55%	107,037.03	1,180.64	1.1%
10048 · CD - General - BCB - 7/26/20 d	108,217.67	107,630.57	587.10	0.55%	107,037.03	1,180.64	1.1%
10049 · CD - General - BCB - 7/26/20 e	108,217.67	107,630.57	587.10	0.55%	107,037.03	1,180.64	1.1%
10050 · CD - CURRB DSR - BCB - 4/10/24	223,369.36	223,369.36	0.00	0.0%	217,286.81	6,082.55	2.8%
<b>Restricted Use Accounts</b>							
10008 · Pool Project Fund - CSB	122,206.09	122,071.31	134.78	0.11%	120,982.75	1,223.34	1.01%
10030 · T-Bill Mmkt - Econ. Dev.	50,372.08	40,485.26	9,886.82	24.42%	107,143.17	-56,771.09	-52.99%
10035 · Premier Cornerstone - Ec Dev	51,836.60	51,788.93	47.67	0.09%	50,548.15	1,288.45	2.55%
10036 · Housing Program Fund	143,949.61	87,716.47	56,233.14	64.11%	70,078.49	73,871.12	105.41%
10105 · Fire Department Sales Tax Fund	212,031.55	211,326.18	705.37	0.33%	205,646.62	6,384.93	3.11%
10130 · SuperNOW - Library Mem Fund	2,819.18	3,351.98	-532.80	-15.9%	13,240.59	-10,421.41	-78.71%
10132 · Library - TBill Memorial Account	157,577.17	156,547.29	1,029.88	0.66%	126,965.94	30,611.23	24.11%
<b>Cash on Hand</b>							
10200 · Cash on Hand - General	100.00	100.00	0.00	0.0%	100.00	0.00	0.0%
10210 · Cash on Hand - Pool	150.00	150.00	0.00	0.0%	150.00	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>3,467,914.73</b>	<b>3,507,441.38</b>	<b>-39,526.65</b>	<b>-1.13%</b>	<b>3,538,904.11</b>	<b>-70,989.38</b>	<b>-2.01%</b>

City of Albion  
Balance Sheet Prev Month / Year Comparison  
As of July 31, 2023

Item 14.

	Current		Previous Month		Previous Year		
	Jul 31, 23	Jun 30, 23	\$ Change	% Change	Jul 31, 22	\$ Change	% Change
<b>Accounts Receivable</b>							
1110 · Accounts receivable	2,784.24	2,874.14	-89.90	-3.13%	5,141.04	-2,356.80	-45.84%
<b>Total Accounts Receivable</b>	<b>2,784.24</b>	<b>2,874.14</b>	<b>-89.90</b>	<b>-3.13%</b>	<b>5,141.04</b>	<b>-2,356.80</b>	<b>-45.84%</b>
<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	435.00	494.00	-59.00	-11.94%	390.00	45.00	11.54%
<b>Total Other Current Assets</b>	<b>245,488.32</b>	<b>245,547.32</b>	<b>-59.00</b>	<b>-0.02%</b>	<b>198,039.01</b>	<b>47,449.31</b>	<b>23.96%</b>
<b>Total Current Assets</b>	<b>3,716,187.29</b>	<b>3,755,862.84</b>	<b>-39,675.55</b>	<b>-1.06%</b>	<b>3,742,084.16</b>	<b>-25,896.87</b>	<b>-0.69%</b>
<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>	<b>12,632,930.97</b>	<b>12,632,930.97</b>	<b>0.00</b>	<b>0.0%</b>	<b>12,936,626.27</b>	<b>-303,695.30</b>	<b>-2.35%</b>
<b>TOTAL ASSETS</b>	<b>16,349,118.26</b>	<b>16,388,793.81</b>	<b>-39,675.55</b>	<b>-0.24%</b>	<b>16,678,710.43</b>	<b>-329,592.17</b>	<b>-1.98%</b>

City of Albion  
Balance Sheet Prev Month / Year Comparison  
As of July 31, 2023

Item 14.

	Current		Previous Month		Previous Year		
	Jul 31, 23	Jun 30, 23	\$ Change	% Change	Jul 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	36,056.00	36,434.00	-378.00	-1.04%	36,519.78	-463.78	-1.27%
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	-8,464.40	-6,890.03	-1,574.37	-22.85%	-203.76	-8,260.64	-4,054.1%
20801 · HSA Liabilities	-699.74	-315.14	-384.60	-122.04%	-1,903.97	1,204.23	63.25%
2100 · Payroll Liabilities	1,462.98	2,378.74	-915.76	-38.5%	2,766.80	-1,303.82	-47.12%
<b>2140 · Accrued sales taxes</b>							
20500 · Sales Tax Payable - Water	77.10	605.42	-528.32	-87.27%	76.98	0.12	0.16%
20510 · Sales Tax Payable - Sewer	981.05	4,778.69	-3,797.64	-79.47%	599.10	381.95	63.75%
54007 · Sales Tax Collected	0.66	1,026.34	-1,025.68	-99.94%	649.77	-649.11	-99.9%
2140 · Accrued sales taxes - Other	855.90	704.45	151.45	21.5%	318.03	537.87	169.13%
<b>Total 2140 · Accrued sales taxes</b>	<b>1,914.71</b>	<b>7,114.90</b>	<b>-5,200.19</b>	<b>-73.09%</b>	<b>1,643.88</b>	<b>270.83</b>	<b>16.48%</b>
2141 · Lodging Tax	290.94	195.00	95.94	49.2%	144.79	146.15	100.94%
53005-1 · Dog License - State Fee	309.88	305.00	4.88	1.6%	292.80	17.08	5.83%
53005-2 · Dog License - City Fee	7.59	7.47	0.12	1.61%	7.05	0.54	7.66%
53050 · KENO PROCEEDS - STATE SHARE	0.35	619.80	-619.45	-99.94%	0.97	-0.62	-63.92%
55555 · RETURNED CHECKS	0.00	0.00	0.00	0.0%	0.00	0.00	0.0%
<b>Total Other Current Liabilities</b>	<b>163,538.19</b>	<b>172,509.62</b>	<b>-8,971.43</b>	<b>-5.2%</b>	<b>86,522.23</b>	<b>77,015.96</b>	<b>89.01%</b>
<b>Total Current Liabilities</b>	<b>163,371.46</b>	<b>172,342.89</b>	<b>-8,971.43</b>	<b>-5.21%</b>	<b>86,355.50</b>	<b>77,015.96</b>	<b>89.19%</b>
<b>Long Term Liabilities</b>							
25030 · N/P - DEQ - Well 4 Project	170,716.22	170,716.22	0.00	0.0%	176,403.29	-5,687.07	-3.22%
25033 · Bonds - Water Well 2019	401,860.77	401,860.77	0.00	0.0%	411,954.87	-10,094.10	-2.45%
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>5,493,358.16</b>	<b>-445,781.17</b>	<b>-8.12%</b>
<b>Total Liabilities</b>	<b>5,210,948.45</b>	<b>5,219,919.88</b>	<b>-8,971.43</b>	<b>-0.17%</b>	<b>5,579,713.66</b>	<b>-368,765.21</b>	<b>-6.61%</b>

**City of Albion**  
**Balance Sheet Prev Month / Year Comparison**  
As of July 31, 2023

Item 14.

	Current		Previous Month		Previous Year		
	Jul 31, 23	Jun 30, 23	\$ Change	% Change	Jul 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%	10,573,839.29	393,530.23	3.72%
<b>Sinking Fund Balances</b>							
13005 · Fire Dept Sinking Fund	10,136.98	10,136.98	0.00	0.0%	10,136.98	0.00	0.0%
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 Improvmt	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%	158,217.45	-27,230.00	-17.21%
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	-361,906.48	-331,202.36	-30,704.12	-9.27%	-82,787.35	-279,119.13	-337.15%
<b>Total Equity</b>	<b>11,138,169.81</b>	<b>11,168,873.93</b>	<b>-30,704.12</b>	<b>-0.28%</b>	<b>11,098,996.77</b>	<b>39,173.04</b>	<b>0.35%</b>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>16,349,118.26</b>	<b>16,388,793.81</b>	<b>-39,675.55</b>	<b>-0.24%</b>	<b>16,678,710.43</b>	<b>-329,592.17</b>	<b>-1.98%</b>



# AGENDA MEMO

**MEETING NAME:** Albion City Council Meeting

**DATE:** August 8, 2023

**ITEM NAME:** **CONSIDER BILLS FOR APPROVAL**

**\*REVIEW MONTHLY BILLS REPORT AND CONSIDER FOR APPROVAL AND PAYMENT**

**PRESENTER(S):**

Administrator Devine/Deputy Clerk Ketteler

**BACKGROUND INFORMATION:**

Enclosed for affirmation and approval

**DISCUSSION:**

**MOTION:** To approve bills report for payment and affirm all paid claims as presented, except for bills submitted by Speed Services.

**BY:**

**2ND:**

**ROLL CALL:** Porter \_\_\_\_\_ Tisthammer \_\_\_\_\_ Dailey \_\_\_\_\_ Johnson \_\_\_\_\_

**MOTION:** To approve bills submitted by Speed Services for payment.

**BY:**

**2ND:**

**ROLL CALL:** Dailey \_\_\_\_\_ Tisthammer \_\_\_\_\_ Johnson \_\_\_\_\_ Porter \_\_\_\_\_

**SUMMARY OF DECISION:**

City of Albion  
Bills Report  
August 8, 2023

Ty...	Date	Num	Name	Memo	Account	Amount
<b>Enterprise Funds</b>						
<b>Sewer</b>						
BIII	08/08/2023		Albion Thriftyway	Ticket # 1897 - Coffee	65000 - Miscellaneous	-7.42
BIII	08/08/2023		Albion Thriftyway	Ticket # 2585 - Cleaners, Trash Bags, Zip Loc Bags	60010 - Janitor Supply	-40.91
BIII	08/08/2023	Inv # 199902	Applied Connective Technologies	SECURITY MANAGED SERVICES	62001 - Telephone/Internet	-35.70
BIII	08/08/2023	Inv # 199588	Applied Connective Technologies	HIGH SPEED INTERNET SERVICE	62001 - Telephone/Internet	-58.95
BIII	08/08/2023		Bomgaars Supply Inc.	Inv.# 29825963 - Water	65000 - Miscellaneous	-4.49
BIII	08/08/2023		Bomgaars Supply Inc.	Inv.# 29826642 - Sunbrite, Kimeosol, Sweeper Nozzle, Hose Shut-Off Valves, Dispos, Gloves	60002 - Shop Supplies	-31.43
BIII	08/08/2023		Bomgaars Supply Inc.	Inv.# 29828373 - Sharpie Markers, Spring Clamps, Scratch Awl, Utility Knife & Blades, Square	60002 - Shop Supplies	-50.92
BIII	08/08/2023	Inv# 63707	Cedar Valley Ins. Agency, Inc.	WC Policy Installment	63000 - Insurance	-871.75
BIII	08/08/2023	Inv# 63707	Cedar Valley Ins. Agency, Inc.	Installment	63000 - Insurance	-2,559.51
BIII	08/08/2023	Inv # 5169463775	Cintas	Stocked Medicine Cabinet	65000 - Miscellaneous	-10.00
BIII	08/08/2023		Frontier	private data line - Acc't 402-196-0497-040804-2	62001 - Telephone/Internet	-10.64
BIII	08/08/2023		Frontier	ACCT#402-395-9910-022513-2	62001 - Telephone/Internet	-87.67
BIII	08/08/2023	Inv # 5095870	Jackson Services	Uniforms + Good Life Garment Plan-Morearty	70506 - Uniforms	-2.52
BIII	08/08/2023	Inv # 5095870	Jackson Services	Uniforms + Good Life Garment Plan-Myers	70506 - Uniforms	-1.51
BIII	08/08/2023	Inv # 5095870	Jackson Services	Uniforms + Good Life Garment Plan-Zoubek	70506 - Uniforms	-5.05
BIII	08/08/2023	Inv # 5095870	Jackson Services	Shop Towels	60010 - Janitor Supply	-4.34
BIII	08/08/2023	Inv # 5100963	Jackson Services	Uniforms + Good Life Garment Plan-Morearty	70506 - Uniforms	-2.52
BIII	08/08/2023	Inv # 5100963	Jackson Services	Uniforms + Good Life Garment Plan-Myers	70506 - Uniforms	-1.51
BIII	08/08/2023	Inv # 5100963	Jackson Services	Uniforms + Good Life Garment Plan-Zoubek	70506 - Uniforms	-5.05
BIII	08/08/2023	Inv # 5106253	Jackson Services	Uniforms + Good Life Garment Plan-Morearty	70506 - Uniforms	-2.52
BIII	08/08/2023	Inv # 5106253	Jackson Services	Uniforms + Good Life Garment Plan-Myers	70506 - Uniforms	-1.51
BIII	08/08/2023	Inv # 5106253	Jackson Services	Uniforms + Good Life Garment Plan-Zoubek	70506 - Uniforms	-5.05
BIII	08/08/2023	Inv.#	Kayton International Inc.	Lease Case IH Max 125 Tractor 7/1-7/31/23	60015 - Equipment Rent	-375.00
BIII	08/08/2023	Inv # 71317	Loup Power District		62000 - Utilities	-1,754.78
BIII	08/08/2023	Inv # 71352	Loup Power District	Irrigation Well - 6/14/23 - 7/14/23	62000 - Utilities	-43.40
BIII	08/08/2023	Inv.# 0795358-IN	MARC	Foaming Super-Zyme 05	60014 - Chemicals	-251.25
BIII	08/08/2023	Inv.# 0795358-IN	MARC	Mosquito Briquet Dunks	60014 - Chemicals	-265.00
BIII	08/08/2023	Inv.# 0795358-IN	MARC	Shipping of Chemicals	60007 - Freight	-43.83
BIII	08/08/2023	Inv.# 0043403-IN	MC2	Trojan Lamp	61003 - Equipment Maintenance	-1,508.00
BIII	08/08/2023	Inv.# 0043403-IN	MC2	Shipping of Trojan Lamp	60007 - Freight	-542.55
BIII	08/08/2023	Inv.# 1145292	Midwest Laboratories	wastewater analysis	66016 - Lab Costs	-375.44
BIII	08/08/2023	Inv # 6598	Utilities Section of the LONM	Utilities Section Membership Dues Sept 1, 2023-Aug 31, 2024	64000 - Dues	-375.50
<b>Total Sewer</b>						<b>-9,335.72</b>
<b>Solid Waste</b>						
BIII	08/08/2023	Inv # 199902	Applied Connective Technologies	SECURITY MANAGED SERVICES	62001 - Telephone/Internet	-9.52
BIII	08/08/2023	Inv # 199588	Applied Connective Technologies	HIGH SPEED INTERNET SERVICE	62001 - Telephone/Internet	-11.79
BIII	08/08/2023		Bud's Sanitary Service	July 2023	66009 - Landfill	-15,399.75
BIII	08/08/2023	Inv# 63707	Cedar Valley Ins. Agency, Inc.	WC Policy Installment	63000 - Insurance	-186.80
BIII	08/08/2023	Inv# 63707	Cedar Valley Ins. Agency, Inc.	Installment	63000 - Insurance	-465.36
<b>Total Solid Waste</b>						<b>-16,073.22</b>
<b>Water</b>						
BIII	08/08/2023		Albion Thriftyway	Ticket # 1897 - Coffee	65000 - Miscellaneous	-7.42
BIII	08/08/2023	113-9933535-725...	Amazon Capital Services	Pickup Tool Box	60004 - Parts	-40.68
BIII	08/08/2023	Inv # 199902	Applied Connective Technologies	SECURITY MANAGED SERVICES	62001 - Telephone/Internet	-35.70
BIII	08/08/2023	Inv.# 199588	Applied Connective Technologies	HIGH SPEED INTERNET SERVICE	62001 - Telephone/Internet	-58.95
BIII	08/08/2023		Bomgaars Supply Inc.	Inv.# 29825963 - Water	65000 - Miscellaneous	-4.48
BIII	08/08/2023	Inv# 63707	Cedar Valley Ins. Agency, Inc.	WC Policy Installment	63000 - Insurance	-560.41
BIII	08/08/2023	Inv# 63707	Cedar Valley Ins. Agency, Inc.	Installment	63000 - Insurance	-1,628.78
BIII	08/08/2023	Inv # 5169463775	Cintas	Stocked Medicine Cabinet	65000 - Miscellaneous	-10.00
BIII	08/08/2023		Frontier	395.1215	62001 - Telephone/Internet	-9.33
BIII	08/08/2023		Frontier	Acc't # 4023952446 022712 2	62001 - Telephone/Internet	-99.39
BIII	08/08/2023		Frontier	private data line - Acc't 402-196-0496-040804-2	62001 - Telephone/Internet	-10.64
BIII	08/08/2023	Inv # 5095870	Jackson Services	Uniforms + Good Life Garment Plan-Morearty	70506 - Uniforms	-2.52
BIII	08/08/2023	Inv # 5095870	Jackson Services	Uniforms + Good Life Garment Plan-Myers	70506 - Uniforms	-5.05
BIII	08/08/2023	Inv # 5095870	Jackson Services	Uniforms + Good Life Garment Plan-Zoubek	70506 - Uniforms	-2.52
BIII	08/08/2023	Inv # 5095870	Jackson Services	Shop Towels	60010 - Janitor Supply	-4.33
BIII	08/08/2023	Inv # 5100963	Jackson Services	Uniforms + Good Life Garment Plan-Morearty	70506 - Uniforms	-2.52
BIII	08/08/2023	Inv # 5100963	Jackson Services	Uniforms + Good Life Garment Plan-Myers	70506 - Uniforms	-5.05
BIII	08/08/2023	Inv # 5100963	Jackson Services	Uniforms + Good Life Garment Plan-Zoubek	70506 - Uniforms	-2.52
BIII	08/08/2023	Inv # 5106253	Jackson Services	Uniforms + Good Life Garment Plan-Morearty	70506 - Uniforms	-2.52



City of Albion  
**Bills Report**  
 August 8, 2023

10:37 AM

08/04/23

Accrual Basis

Ty...	Date	Num	Name	Memo	Account	Amount
Bill	08/08/2023	Inv.# 5106253	Jackson Services	Uniforms + Good Life Garment Plan-Myers	70506 · Uniforms	-5.05
Bill	08/08/2023	Inv.# 5106253	Jackson Services	Uniforms + Good Life Garment Plan-Zoubek	70506 · Uniforms	-2.52
Bill	08/08/2023	Inv.# 71317	Loup Power District		62000 · Utilities	-2,121.83
Bill	08/08/2023	Inv.# 0795357-IN	MARC	Blue Spray Paint	60002 · Shop Supplies	-144.00
Bill	08/08/2023	Inv.# 0795357-IN	MARC	Shipping of Blue Paint	60007 · Freight	-16.58
Bill	08/08/2023	Inv.# 0878088-IN	Municipal Supply, Inc.	1 1/2" X 6" Erie Adapter	60004 · Parts	-136.00
Bill	08/08/2023	Inv.# 0878088-IN	Municipal Supply, Inc.	Shipping of Erie Adapter	60007 · Freight	-20.53
Bill	08/08/2023	Inv.# 0879849-IN	Municipal Supply, Inc.	8"X6" SS Tapping Sleeve w/MJ	60004 · Parts	-1,258.13
Bill	08/08/2023	Inv.# 0879849-IN	Municipal Supply, Inc.	6" MJ Gate Valve O/L	60004 · Parts	-1,897.32
Bill	08/08/2023	Inv.# 0879849-IN	Municipal Supply, Inc.	5' Foreign Valve Box w/Lid	60004 · Parts	-1,284.00
Bill	08/08/2023	Inv.# 0879849-IN	Municipal Supply, Inc.	Mueller 5 1/4" 3-Way 5 1/2' Bur	60004 · Parts	-6,600.00
Bill	08/08/2023	Inv.# 0879849-IN	Municipal Supply, Inc.	6" MJ Bolt Pack Set	60004 · Parts	-140.82
Bill	08/08/2023	Inv.# 0879849-IN	Municipal Supply, Inc.	6" MJ Restraint Gland for PVC	60004 · Parts	-178.28
Bill	08/08/2023		Municipal Supply, Inc.	Shipping of parts	60007 · Freight	-100.00
Bill	08/08/2023		NE Rural Water Assoc.	Morearty - Confined Space Class, 8/2/23 & 8/3/23	64001 · Travel/Training	-160.00
Bill	08/08/2023	Inv.# 3131	Speed Services, LLC	Replace/repair broken curb stop valve at 614 A St.	61004 · Maintenance - Distrib. System	-1,650.00
Bill	08/08/2023		U.S. Cellular - Myers	Acc't # 852820801 - Myers	62001 · Telephone/Internet	-40.00
Bill	08/08/2023	Inv.# 6598	Utilities Section of the LONM	Utilities Section Membership Dues Sept. 1, 2023-Aug. 31, 2024	64000 · Dues	-375.50
Bill	08/08/2023	Inv# 9940649938	Verizon-Fire	ACC'T#983740330-00002 - PHONE	62001 · Telephone/Internet	-65.28
Bill	08/08/2023		Verizon-Wynn	Acc't # 283742819-00001 - Wynn	62001 · Telephone/Internet	-40.00
Total Water						-18,728.65
Total Enterprise Funds						-44,137.59
<b>Governmental Funds</b>						
<b>Economic Development</b>						
Bill	08/08/2023		Verizon - Smith	Acc't # 583122137-00001 - Smith	62001 · Telephone/Internet	-40.00
Total Economic Development						-40.00
<b>General</b>						
Bill	08/08/2023	Inv.# 57484	Albion News/Boone County Tribune	Legal - Notice of 7/18/23 CC Meeting	66002 · Printing/Legal	-10.05
Bill	08/08/2023	Inv.# 57484	Albion News/Boone County Tribune	Legal - 6/27/23 Special CC Proceedings	66002 · Printing/Legal	-15.68
Bill	08/08/2023	Inv.# 57484	Albion News/Boone County Tribune	Legal - 6/13/23 CC Proceedings	66002 · Printing/Legal	-61.43
Bill	08/08/2023	Inv.# 57484	Albion News/Boone County Tribune	Legal- Liquor License Renewal-Hwy 14 Brewing	66002 · Printing/Legal	-12.15
Bill	08/08/2023	Inv.# 57484	Albion News/Boone County Tribune	Legal- Liquor License Renewal-The J	66002 · Printing/Legal	-12.15
Bill	08/08/2023	Inv.# 57484	Albion News/Boone County Tribune	Legal- Liquor License Renewal-Time Out	66002 · Printing/Legal	-12.15
Bill	08/08/2023	Inv.# 57484	Albion News/Boone County Tribune	Legal- Liquor License Renewal-Veteran's Club	66002 · Printing/Legal	-11.73
Bill	08/08/2023	Inv.# 57484	Albion News/Boone County Tribune	Legal - Notice of 8/7/23 PC Meeting	66002 · Printing/Legal	-9.22
Bill	08/08/2023	Inv.# 57484	Albion News/Boone County Tribune	Legal - Notice of 8/8/23 CC Meeting	66002 · Printing/Legal	-10.05
Bill	08/08/2023	Inv.# 57484	Albion News/Boone County Tribune	Legal - 7/18/23 CC Proceedings	66002 · Printing/Legal	-60.78
Bill	08/08/2023	Inv.# 57484	Albion News/Boone County Tribune	Legal - Salaries	66002 · Printing/Legal	-153.36
Bill	08/08/2023		Albion Thriftyway	Ticket # 0947 - Coffee	60001 · Office supplies	-21.58
Bill	08/08/2023	Inv.# 199902	Applied Connective Technologies	SECURITY MANAGED SERVICES	62001 · Telephone/Internet	-26.18
Bill	08/08/2023	Inv.# 199588	Applied Connective Technologies	HIGH SPEED INTERNET SERVICE	62001 · Telephone/Internet	-43.22
Bill	08/08/2023		Bird & Wright, P.C.		70507 · Attorney Fees	-1,300.00
Bill	08/08/2023		Bongaars Supply Inc.	Inv.# 29824876 - Dehumidifier	60001 · Office supplies	-209.99
Bill	08/08/2023	Inv.# 8049	Bygland Dirt Contracting, Inc.	Demolition of house @ 818 W Market St., Albion, NE (Leetch Properties)	95000 · Nuisance Abatement Expense	-9,000.00
Bill	08/08/2023	Inv# 63707	Cedar Valley Ins. Agency, Inc.	WC Policy Installment	63000 · Insurance	-747.21
Bill	08/08/2023	Inv# 63707	Cedar Valley Ins. Agency, Inc.	Installment	63000 · Insurance	-2,094.13
Bill	08/08/2023	Inv.# 5095870	Jackson Services	Uniforms + Good Life Garment Plan-Myers	70506 · Uniforms	-2.02
Bill	08/08/2023	Inv.# 5095870	Jackson Services	Inventory Maintenance, Service Charge & Market Based Fuel Charge	65000 · Miscellaneous	-10.25
Bill	08/08/2023	Inv.# 5095870	Jackson Services	Mats	60010 · Janitor Supply	-24.40
Bill	08/08/2023	Inv.# 5100963	Jackson Services	Uniforms + Good Life Garment Plan-Myers	70506 · Uniforms	-2.02
Bill	08/08/2023	Inv.# 5100963	Jackson Services	Service Charge, Market Based Fuel Charge	65000 · Miscellaneous	-8.55
Bill	08/08/2023	Inv.# 5106253	Jackson Services	Uniforms + Good Life Garment Plan-Myers	70506 · Uniforms	-2.02
Bill	08/08/2023	Inv.# 5106253	Jackson Services	Service Charge & Market Based Fuel Charge	65000 · Miscellaneous	-8.55
Bill	08/08/2023	Inv.# 5106253	Jackson Services	Mats	60010 · Janitor Supply	-24.40
Bill	08/08/2023	Inv.#193192	League of NE Municipalities	9/1/2023 - 8/31/2024 League Dues	64000 · Dues	-7,508.00
Bill	08/08/2023	Inv.# 71317	Loup Power District		62000 · Utilities	-329.44
Bill	08/08/2023		NE Notary Association	Sharon Notary Renewal (Includes \$15,000 Bond, State Fee, \$10,000 E&O Policy, NNA Membership, Not...	64000 · Dues	-155.80

City of Albion  
Bills Report  
August 8, 2023

Ty...	Date	Num	Name	Memo	Account	Amount
Bill	08/08/2023		U. S. Cellular - Devine	Account # 854681732 - Devine	62001 - Telephone/Internet	-40.00
Bill	08/08/2023		Verizon-Ketleler	Acc't # 883728637-00001 - Ketteler	62001 - Telephone/Internet	-40.00
Total General						-21,966.51
<b>Park</b>						
Bill	08/08/2023		Albion Thriftyway	Ticket # 1897 - Coffee	65000 - Miscellaneous	-7.43
Bill	08/08/2023		Albion Thriftyway	Ticket # 6517 - Clorax Bleach for Mini Park Fountain	61006 - Maintenance Mini Park	-10.39
Bill	08/08/2023	114-9820720-584...	Amazon Capital Services	(2) Swing-N-Slide Plastic Infant Swing w/ Nylon Rope	61005 - Maintainance Fuller Park	-80.92
Bill	08/08/2023	Inv.# 200197	Applied Connective Technologies	Issues with internet at park	62001 - Telephone/Internet	-172.50
Bill	08/08/2023	Inv.# 199902	Applied Connective Technologies	SECURITY MANAGED SERVICES	62001 - Telephone/Internet	-40.46
Bill	08/08/2023	Inv.# 199588	Applied Connective Technologies	HIGH SPEED INTERNET SERVICE	62001 - Telephone/Internet	-70.73
Bill	08/08/2023		Bomgaars Supply Inc.	Inv.# 29815887 - PVC Pipe, Cell Core 4inX10'	60004 - Parts	-49.99
Bill	08/08/2023		Bomgaars Supply Inc.	Inv.# 29820908- Spring Snaps to repair swings	61005 - Maintainance Fuller Park	-20.82
Bill	08/08/2023		Bomgaars Supply Inc.	Inv.# 29824494 - Trash Bags	60010 - Janitor Supply	-34.19
Bill	08/08/2023		Bomgaars Supply Inc.	Inv.# 29824494 - Paint Supplies	61005 - Maintainance Fuller Park	-49.05
Bill	08/08/2023		Bomgaars Supply Inc.	Inv.# 29824983 - Corner Braces, Orange Safety Flags, Lubricant	60002 - Shop Supplies	-74.25
Bill	08/08/2023		Bomgaars Supply Inc.	Inv.# 29825586 - Paint Supplies	61005 - Maintainance Fuller Park	-21.98
Bill	08/08/2023		Bomgaars Supply Inc.	Inv.# 29825963 - Water	65000 - Miscellaneous	-4.49
Bill	08/08/2023		Casey's Business MasterCard	Card 0946 - Park P/U - Auth # 882044- Mileage 46889	60011 - Fuel	-86.00
Bill	08/08/2023		Casey's Business MasterCard	Card 0946 - Park P/U - Auth # 273815- Mileage 46576	60011 - Fuel	
Bill	08/08/2023	Inv# 63707	Cedar Valley Ins. Agency, Inc.	WC Policy Installment	63000 - Insurance	-560.41
Bill	08/08/2023	Inv# 63707	Cedar Valley Ins. Agency, Inc.	Installment	63000 - Insurance	-1,628.78
Bill	08/08/2023	Inv.# 6169463775	Cintas	Stocked Medicine Cabinet	65000 - Miscellaneous	-10.00
Bill	08/08/2023	Inv. 140037	Edgehill Motors Inc	(2) sets of regular 72" blades	60006 - Blades	-140.00
Bill	08/08/2023	Inv. 140037	Edgehill Motors Inc	(1) set of Gator 72" blades	60006 - Blades	-80.00
Bill	08/08/2023	Inv.# 5095870	Jackson Services	Shop Towels	60010 - Janitor Supply	-4.34
Bill	08/08/2023	Inv.# 6516	Jarecki Greenhouse	Flowers for Downtown Planters (Jarecki's paid for 1/2 of soil)	65000 - Miscellaneous	-550.08
Bill	08/08/2023	Inv.# 71317	Loup Power District		62000 - Utilities	-1,197.34
Bill	08/08/2023	Inv.# 3150	Speed Services, LLC	Pump out south campground toilet	61014 - Campground Maintenance	-350.00
Bill	08/08/2023		Verizon-Inman	Account #883747975-00001-Inman	62001 - Telephone/Internet	-40.00
Total Park						-5,284.15
<b>Pool</b>						
Bill	08/08/2023	Inv# 0235009-IN	ACCO of NE	ACCO Liquid Chlorinating Solution -L	60014 - Chemicals	-1,591.20
Bill	08/08/2023	Inv# 0235009-IN	ACCO of NE	ACCO 07-L	60014 - Chemicals	-1,294.80
Bill	08/08/2023	Inv# 0235009-IN	ACCO of NE	Fuel Charge	65000 - Miscellaneous	-35.00
Bill	08/08/2023	Inv# 0235009-IN	ACCO of NE	Shipping of chemicals	60007 - Freight	-95.00
Bill	08/08/2023	Inv# 0235065-IN	ACCO of NE	(4) Injection Check Valves 1/4"	61008 - Pool Maintenance	-81.20
Bill	08/08/2023	Inv# 0235065-IN	ACCO of NE	(4) Pumping Tubes #5	61008 - Pool Maintenance	-89.60
Bill	08/08/2023	Inv# 0235065-IN	ACCO of NE	Shipping of Injection Check Valve & Pumping Tube	60007 - Freight	-15.44
Bill	08/08/2023		Albion Thriftyway	Ticket # 1422 - Ice Cream Bars & Sandwiches, Popcorn	66019 - Concessions - Expense	-263.20
Bill	08/08/2023		Albion Thriftyway	Ticket # 1423 - String Cheese	66019 - Concessions - Expense	-19.90
Bill	08/08/2023		Albion Thriftyway	Ticket # 5309 - Water	66019 - Concessions - Expense	-13.98
Bill	08/08/2023		Albion Thriftyway	Ticket # 5429 - String Cheese, Ice Pops, Popcorn Salt	66019 - Concessions - Expense	-44.79
Bill	08/08/2023		Albion Thriftyway	Ticket # 6250 - String Cheese, Ice Cream Bars & Sandwiches, Ice Pops, Corn Dogs	66019 - Concessions - Expense	-86.96
Bill	08/08/2023	111-1623812-761...	Amazon Capital Services	Toner Cartridge	60001 - Office supplies	-39.99
Bill	08/08/2023	111-9123494-971...	Amazon Capital Services	Storage Container	60019 - Pool Supplies	-13.79
Bill	08/08/2023	111-9123494-971...	Amazon Capital Services	Storage Container	60019 - Pool Supplies	-23.60
Bill	08/08/2023	111-1634252-427...	Amazon Capital Services	Fly Trap	60019 - Pool Supplies	-10.99
Bill	08/08/2023	Inv.# 199902	Applied Connective Technologies	SECURITY MANAGED SERVICES	62001 - Telephone/Internet	-11.90
Bill	08/08/2023	Inv.# 199588	Applied Connective Technologies	HIGH SPEED INTERNET SERVICE	62001 - Telephone/Internet	-19.65
Bill	08/08/2023		Bomgaars Supply Inc.	Inv.# 29825185 - Fly Trap, Toilet Bowl Cleaner	60010 - Janitor Supply	-16.97
Bill	08/08/2023	Inv# 63707	Cedar Valley Ins. Agency, Inc.	WC Policy Installment	63000 - Insurance	-809.48
Bill	08/08/2023	Inv# 63707	Cedar Valley Ins. Agency, Inc.	Installment	63000 - Insurance	-2,326.83
Bill	08/08/2023		Gragerts Shur Save	Ticket# 7109 - Water, Pop	66019 - Concessions - Expense	-55.18
Bill	08/08/2023		Gragerts Shur Save	Ticket# 8198 - Water	66019 - Concessions - Expense	-11.18
Bill	08/08/2023		Gragerts Shur Save	Ticket# 9193 - Water	66019 - Concessions - Expense	-11.18
Bill	08/08/2023		Gragerts Shur Save	Ticket# 9614 - Water	66019 - Concessions - Expense	-11.67
Bill	08/08/2023	Inv. #5095864	Jackson Services	Bar Mop	60010 - Janitor Supply	-7.50
Bill	08/08/2023	Inv. #5095864	Jackson Services	Mats	60010 - Janitor Supply	-18.60
Bill	08/08/2023	Inv. #5095864	Jackson Services	Inventory Maintenance, Service Charge, & Market Based Fuel Charge	60010 - Janitor Supply	-11.25
Bill	08/08/2023	Inv. #5100957	Jackson Services	Bar Mop	60010 - Janitor Supply	-7.50
Bill	08/08/2023	Inv. #5100957	Jackson Services	Mats	60010 - Janitor Supply	-18.60
Bill	08/08/2023	Inv. #5100957	Jackson Services	Inventory Maintenance, Service Charge, & Market Based Fuel Charge	60010 - Janitor Supply	-11.25

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08/04/23

Accrual Basis

City of Albion  
Bills Report  
August 8, 2023

Ty...	Date	Num	Name	Memo	Account	Amount
Bill	08/08/2023	Inv. #5106247	Jackson Services	Bar Mop	60010 · Janitor Supply	-7.50
Bill	08/08/2023	Inv. #5106247	Jackson Services	Mats	60010 · Janitor Supply	-18.60
Bill	08/08/2023	Inv. #5106247	Jackson Services	Inventory Maintenance, Service Charge, & Market Based Fuel Charge	60010 · Janitor Supply	-11.25
Bill	08/08/2023	Inv.# 71317	Loup Power District		62000 · Utilities	-2,052.96
Bill	08/08/2023	Inv.# 3151	Speed Services, LLC	Cleaned & serviced water heater unit	61008 · Pool Maintenance	-265.00
Bill	08/08/2023	Inv.# 3156	Speed Services, LLC	Plumbing repairs to repair failed waterproof seal between 2nd surge & lift pump tank	61008 · Pool Maintenance	-715.00
Total Pool						-10,138.49
<b>Police</b>						
Bill	08/08/2023	Inv.# 52230	911 Custom	High Speed Gear Duty Pistol Taco U-Mount Pouch	60003 · Equipment	-108.00
Bill	08/08/2023	Inv.# 52230	911 Custom	High Speed Gear Duty Handcuff Taco U-Mount	60003 · Equipment	-88.00
Bill	08/08/2023	Inv.# 52230	911 Custom	High Speed Gear Tourniquet Taco Molle	60003 · Equipment	-42.00
Bill	08/08/2023	inv.# 736	Albion Car Wash	6/1/23-6/30/23	60012 · Car Wash	-39.00
Bill	08/08/2023	113-9435718-118...	Amazon Capital Services	Sticky Notes	60001 · Office supplies	-9.95
Bill	08/08/2023	113-9435718-118...	Amazon Capital Services	Non-Marring Wedge	60003 · Equipment	-26.99
Bill	08/08/2023	113-9435718-118...	Amazon Capital Services	Floor Phone Holder	60003 · Equipment	-29.84
Bill	08/08/2023	113-9435718-118...	Amazon Capital Services	Car Organizer	60003 · Equipment	-67.18
Bill	08/08/2023	113-9435718-118...	Amazon Capital Services	USB Card Reader	60001 · Office supplies	-14.98
Bill	08/08/2023	113-9435718-118...	Amazon Capital Services	Air Wedge Bag Pump	60003 · Equipment	-20.95
Bill	08/08/2023	Inv.# 199902	Applied Connective Technologies	SECURITY MANAGED SERVICES	62001 · Telephone/Internet	-26.18
Bill	08/08/2023	Inv.# 199588	Applied Connective Technologies	HIGH SPEED INTERNET SERVICE	62001 · Telephone/Internet	-43.22
Bill	08/08/2023	Inv# 63707	Bomgaars Supply Inc.	Inv.# 29824747 - Steering Wheel Cover, Fuel Injection Clean, Meyers Refill, Cleaning Wipes, Bulb	61003 · Equipment Maintenance	-95.61
Bill	08/08/2023	Inv# 63707	Cedar Valley Ins. Agency, Inc.	WC Policy Installment	63000 · Insurance	-996.28
Bill	08/08/2023	Inv.#	Cedar Valley Ins. Agency, Inc.	Installment	63000 · Insurance	-3,024.87
Bill	08/08/2023	Inv.#	DAS State ACCTG	July 2023 User Fee- Radios on the State Radio System	61003 · Equipment Maintenance	-69.00
Bill	08/08/2023	Inv.# 71317	Loup Power District		62000 · Utilities	-80.43
Bill	08/08/2023	Inv.# 22303718	Qualification Targets, Inc.	Targets	60003 · Equipment	-467.48
Bill	08/08/2023		Verizon-Lipker	ACCT#523868262-00001- LIPKER	62001 · Telephone/Internet	-40.00
Bill	08/08/2023		Verizon-Predmore	ACCT#489224726-00001 - PREDMORE	62001 · Telephone/Internet	-40.00
Total Police						-5,329.96
<b>Fire</b>						
Bill	08/08/2023	Inv.# 57486	Albion News/Boone County Tribune	Legal - Notice of July Meeting	66002 · Printing/Legal	-2.93
Bill	08/08/2023	Inv.# 199902	Applied Connective Technologies	SECURITY MANAGED SERVICES	62001 · Telephone/Internet	-26.18
Bill	08/08/2023	Inv.# 199588	Applied Connective Technologies	HIGH SPEED INTERNET SERVICE	62001 · Telephone/Internet	-43.22
Bill	08/08/2023	Inv# 63707	Cedar Valley Ins. Agency, Inc.	WC Policy	63000 · Insurance	-554.00
Bill	08/08/2023	Inv# 63707	Cedar Valley Ins. Agency, Inc.	Installment	63000 · Insurance	-4,886.33
Bill	08/08/2023		Frontier	Acc't 402-196-0503-040804-2	62001 · Telephone/Internet	-12.71
Bill	08/08/2023		Frontier	Acc't 402-196-0501-040804-2	62001 · Telephone/Internet	-27.48
Bill	08/08/2023	Inv.# 71317	Loup Power District		62000 · Utilities	-264.11
Bill	08/08/2023	Inv# 9940649938	Verizon-Fire	ACC'T#983740330-00002 - PHONE	62001 · Telephone/Internet	-65.28
Total Fire						-5,882.24
<b>Library</b>						
Bill	08/08/2023	Inv.# 57553	Albion News/Boone County Tribune	Local Ad- Curbside Delivery	66002 · Printing/Legal	-28.80
Bill	08/08/2023	Inv.# 57553	Albion News/Boone County Tribune	Local Ad- Summer Reading Program	66002 · Printing/Legal	-78.34
Bill	08/08/2023	Inv.# 57553	Albion News/Boone County Tribune	Local Ad- Meet the Author	66002 · Printing/Legal	-76.32
Bill	08/08/2023	Inv.# 57553	Albion News/Boone County Tribune	Local Ad- Curbside Delivery	66002 · Printing/Legal	-28.80
Bill	08/08/2023	Inv.# 57553	Albion News/Boone County Tribune	Local Ad- Curbside Delivery	66002 · Printing/Legal	-28.80
Bill	08/08/2023	Inv.# 57553	Albion News/Boone County Tribune	Notice of Aug. Meeting	66002 · Printing/Legal	-2.09
Bill	08/08/2023	Inv.# 199881	Applied Connective Technologies	Security Managed Services - Base Level	61001 · Computer Maint	-40.00
Bill	08/08/2023	Inv.# 199881	Applied Connective Technologies	Ninja RMM w/ Webroot, TeamViewer Enterprise, Patch Management & Reporting Module	61001 · Computer Maint	-10.00
Bill	08/08/2023	Inv.# 199902	Applied Connective Technologies	SECURITY MANAGED SERVICES	62001 · Telephone/Internet	-26.18
Bill	08/08/2023	Inv.# 199588	Applied Connective Technologies	HIGH SPEED INTERNET SERVICE	62001 · Telephone/Internet	-43.22
Bill	08/08/2023	Inv# 63707	Cedar Valley Ins. Agency, Inc.	WC Policy Installment	63000 · Insurance	-373.61
Bill	08/08/2023	Inv# 63707	Cedar Valley Ins. Agency, Inc.	Installment	63000 · Insurance	-1,163.40
Bill	08/08/2023		Gragerts Shur Save	Ticket# 8634 - Coffee Creamer	60001 · Office supplies	-11.38
Bill	08/08/2023		Gragerts Shur Save	Ticket# 8634 - Pop, Choc.Syrup, Dixie Bowl, Napkins, Forks, Spoons, Sups, Straws	66117 · After School Program Suppli...	-44.84
Bill	08/08/2023		Ingram Book Company	Inv.# 76909219 - Books	66017-1 · Books & Magazines	-51.39
Bill	08/08/2023		Ingram Book Company	Inv.# 76909218 - Books	66017-1 · Books & Magazines	-127.53

City of Albion  
**Bills Report**  
 August 8, 2023

Ty...	Date	Num	Name	Memo	Account	Amount
Bill	08/08/2023	Inv # 71317	Loup Power District		62000 - Utilities	-424.32
Bill	08/08/2023		Vyve Broadband	Phone/Internet	62001 - Telephone/Internet	-84.95
Total Library						-2,643.97
<b>Street</b>						
Bill	08/08/2023		Albion Thriftyway	Ticket # 1897 - Coffee	65000 - Miscellaneous	-7.43
Bill	08/08/2023	Inv # IN-246883	Barco Products	(1) Pedestrian Symbol	60008 - Traffic Control	-69.95
Bill	08/08/2023	Inv # IN-246883	Barco Products	(4) "No Trucks"	60008 - Traffic Control	-239.60
Bill	08/08/2023	Inv # IN-246883	Barco Products	(4) "Weight Limit 10 Tons"	60008 - Traffic Control	-179.80
Bill	08/08/2023	Inv # IN-246883	Barco Products	Shipping of Signs	60007 - Freight	-87.01
Bill	08/08/2023		Bomgaars Supply Inc.	Inv.# 29824467 - Wet/Dry Vac, Grinder, Grinding Wheels	60002 - Shop Supplies	-227.45
Bill	08/08/2023		Bomgaars Supply Inc.	Inv.# 29824905 - Spot Sprayer	60002 - Shop Supplies	-189.99
Bill	08/08/2023		Bomgaars Supply Inc.	Inv.# 29824906 - Discharge Hose	60002 - Shop Supplies	-1.19
Bill	08/08/2023		Bomgaars Supply Inc.	Inv.# 29824893 - Disposable Gloves	60002 - Shop Supplies	-24.99
Bill	08/08/2023		Bomgaars Supply Inc.	Inv.# 29825963 - Water	65000 - Miscellaneous	-4.49
Bill	08/08/2023		Bomgaars Supply Inc.	Inv.# 29826751 - Bulk Bolts	60002 - Shop Supplies	-1.37
Bill	08/08/2023		Bomgaars Supply Inc.	Inv.# 29827986 - Paint Pail, Putty Knife	60002 - Shop Supplies	-6.48
Bill	08/08/2023	Inv # 3723	C&J Construction	Wells Drug Intersection: 6" Concrete W/Rebar 24" O.C.	60025 - Street Improvments	-11,600.00
Bill	08/08/2023	Inv # 3723	C&J Construction	Labor to tear out old concrete and haul away	60025 - Street Improvments	-1,500.00
Bill	08/08/2023		Casey's Business MasterCard	Card 9948 - Newer Chev P/U - Auth. # 727586 - Mileage 10384	60011 - Fuel	-93.50
Bill	08/08/2023		Casey's Business MasterCard	Card 9948 - Newer Chev P/U - Auth. # 432091 - Mileage 10554	60011 - Fuel	-94.00
Bill	08/08/2023	Inv# 63707	Cedar Valley Ins. Agency, Inc.	WC Policy Installment	63000 - Insurance	-1,120.82
Bill	08/08/2023	Inv# 63707	Cedar Valley Ins. Agency, Inc.	Installment	63000 - Insurance	-3,490.24
Bill	08/08/2023	Inv # 5169463775	Cintas	Stocked Medicine Cabinet	65000 - Miscellaneous	-10.01
Bill	08/08/2023	Inv # 5095870	Jackson Services	Uniforms + Good Life Garment Plan-Landauer	70506 - Uniforms	-10.09
Bill	08/08/2023	Inv # 5095870	Jackson Services	Uniforms + Good Life Garment Plan-Morearty	70506 - Uniforms	-5.05
Bill	08/08/2023	Inv # 5095870	Jackson Services	Uniforms + Good Life Garment Plan-Myers	70506 - Uniforms	-1.51
Bill	08/08/2023	Inv # 5095870	Jackson Services	Uniforms + Good Life Garment Plan-Zoubek	70506 - Uniforms	-2.52
Bill	08/08/2023	Inv # 5095870	Jackson Services	Shop Towels	60002 - Shop Supplies	-4.34
Bill	08/08/2023	Inv # 5100963	Jackson Services	Uniforms + Good Life Garment Plan-Landauer	70506 - Uniforms	-10.09
Bill	08/08/2023	Inv # 5100963	Jackson Services	Uniforms + Good Life Garment Plan-Morearty	70506 - Uniforms	-5.05
Bill	08/08/2023	Inv # 5100963	Jackson Services	Uniforms + Good Life Garment Plan-Myers	70506 - Uniforms	-1.51
Bill	08/08/2023	Inv # 5100963	Jackson Services	Uniforms + Good Life Garment Plan-Zoubek	70506 - Uniforms	-2.52
Bill	08/08/2023	Inv # 5106253	Jackson Services	Uniforms + Good Life Garment Plan-Landauer	70506 - Uniforms	-10.09
Bill	08/08/2023	Inv # 5106253	Jackson Services	Uniforms + Good Life Garment Plan-Morearty	70506 - Uniforms	-5.05
Bill	08/08/2023	Inv # 5106253	Jackson Services	Uniforms + Good Life Garment Plan-Myers	70506 - Uniforms	-1.51
Bill	08/08/2023	Inv # 5106253	Jackson Services	Uniforms + Good Life Garment Plan-Zoubek	70506 - Uniforms	-2.52
Bill	08/08/2023	Inv #	Kayton International Inc.	Lease Case IH Max 125 Tractor 7/1-7/31/23	60015 - Equipment Rent	-375.00
Bill	08/08/2023	Inv # 71317	Loup Power District		62000 - Utilities	-2,976.82
Bill	08/08/2023	Inv # 0795356-IN	MARC	Weed Killer	66026 - Mosquito/Fertilizer/Lawn Care	-700.00
Bill	08/08/2023	Inv # 0795356-IN	MARC	Saturate Concentrate 05 Herbicide	66026 - Mosquito/Fertilizer/Lawn Care	-242.50
Bill	08/08/2023	Inv # 0795356-IN	MARC	Mosquito Briquet Dunks	66026 - Mosquito/Fertilizer/Lawn Care	-265.00
Bill	08/08/2023	Inv # 0795356-IN	MARC	60" Screw-in Pine Handle	60002 - Shop Supplies	-37.20
Bill	08/08/2023	Inv # 0795356-IN	MARC	Shipping of herbicides, mosquito briquets, pine handle	60007 - Freight	-105.00
Bill	08/08/2023		Verizon-Landauer	Acc't # 483729214-00001 - Landauer	62001 - Telephone/Internet	-40.00
Bill	08/08/2023		Verizon - Morearty	Acc't # 588802976-00001 - Morearty	62001 - Telephone/Internet	-40.00
Total Street						-23,791.69
Total Governmental Funds						-75,077.01
<b>Unclassified</b>						
Bill	08/08/2023		Casey's Business MasterCard	Card 9922 - Sewer P/U - Auth.# - Mileage	60011 - Fuel	
Total unclassified						0.00
<b>TOTAL</b>						<b>-119,214.60</b>



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08/04/23

Accrual Basis

**City of Albion**  
**Class QuickReport**  
 July 19 through August 8, 2023

Item 15.

Type	Date	Num	Name	Memo	Account	Amount
<b>Enterprise Funds</b>						
<b>Sewer</b>						
Check	08/01/2023	Debit	Clearly Communications	Acc't #SBN102508	62001 · Telephone/Internet	-15.20
Total Sewer						-15.20
<b>Solid Waste</b>						
Check	07/24/2023	18376	Amber Wynn	252 miles @ .655 to Omaha - Recycling Meetings	64001 · Travel/Training	-165.06
Check	07/24/2023	18376	Amber Wynn	Meals at Recycling Meetings	64001 · Travel/Training	-54.70
Check	07/24/2023	18376	Amber Wynn	Lodging for Recycling Meetings	64001 · Travel/Training	-366.60
Check	08/01/2023	Debit	Clearly Communications	Acc't #SBN102508	62001 · Telephone/Internet	-7.01
Total Solid Waste						-593.37
<b>Water</b>						
Check	08/01/2023	Debit	Clearly Communications	Acc't #SBN102508	62001 · Telephone/Internet	-15.20
Check	08/08/2023	18421	Ron Morearty	213 miles @ .655 to Wahoo, NE - Rural Water Confined Space Training	64001 · Travel/Training	-139.52
Check	07/28/2023	18378	Shaylee Lynn Photography	bal of meter dep/112 S 4th St	66021 · Meter Deposit Return	-35.71
Total Water						-190.43
Total Enterprise Funds						-799.00
<b>Governmental Funds</b>						
<b>General</b>						
Check	07/24/2023	18377	Andy Devine	262 miles @ .655 to Lincoln - ACE Executive Committee Mtg	64001 · Travel/Training	-165.06
Check	08/01/2023	18380	Andy Devine	August 2023 - per employment contract	64002 · Automobile Expense	-500.00
Check	08/01/2023	Debit	Clearly Communications	Acc't #SBN102508	62001 · Telephone/Internet	-15.20
Check	07/31/2023	18379	Void		65000 · Miscellaneous	
Total General						-680.26
<b>Park</b>						
Check	08/01/2023	Debit	Clearly Communications	Acc't #SBN102508	62001 · Telephone/Internet	-9.35
Total Park						-9.35
<b>Pool</b>						
Check	08/01/2023	Debit	Clearly Communications	Acc't #SBN102508	62001 · Telephone/Internet	-9.35
Total Pool						-9.35
<b>Police</b>						
Check	08/01/2023	Debit	Clearly Communications	Acc't #SBN102508	62001 · Telephone/Internet	-17.92
Total Police						-17.92
<b>Fire</b>						
Check	08/01/2023	Debit	Clearly Communications	Acc't #SBN102508	62001 · Telephone/Internet	-17.92
Total Fire						-17.92

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08/04/23

Accrual Basis

**City of Albion**  
**Class QuickReport**  
 July 19 through August 8, 2023

Item 15.

Type	Date	Num	Name	Memo	Account	Amount
<b>Library</b>						
Check	08/01/2023	Debit	Clearly Communications	Acc't #SBN102508	62001 · Telephone/Internet	-9.35
Check	07/24/2023		Dollar General		65000 · Miscellaneous	-16.45
Total Library						-25.80
Total Governmental Funds						-760.60
<b>TOTAL</b>						<b>-1,559.60</b>



# AGENDA MEMO

**MEETING NAME:** Albion City Council

**DATE:** August 8, 2023

**ITEM NAME:** **CONSIDER ANNUAL EMPLOYEE EVALUATIONS FOR APPROVAL**

**PRESENTER(S):**

Andrew Devine / Mayor Jarecki

**BACKGROUND INFORMATION:**

Enclosed for Review – Mayor and Council Packets only

**DISCUSSION:**

**MOTION:** To approve the annual evaluations for Maggie Smith, Amber Wynn, Ron Morearty, Corey Zoubek, Warren Myers, and Andrew Devine

**BY:**

**2ND:**

**ROLL CALL:** Dailey \_\_\_\_\_ Johnson \_\_\_\_\_ Porter \_\_\_\_\_ Tisthammer \_\_\_\_\_

**SUMMARY OF DECISION:**





# AGENDA MEMO

**MEETING NAME:** Albion City Council

**DATE:** August 8, 2023

**ITEM NAME:** **ITEMS TO BE PUT ON NEXT MEETING AGENDA**

Next Regular Meeting: September 12, 2023 7:30 pm – Budget Adoption

Special Meeting: September 6, 2023 7:30am – Budget Hearing

**ITEM NAME:** **ADJOURN**

**MOTION:**

At \_\_\_\_\_ Council Member \_\_\_\_\_ made a motion to adjourn the meeting.

**2ND:**

**ROLL CALL:** Tisthammer \_\_\_\_\_ Dailey \_\_\_\_\_ Johnson \_\_\_\_\_ Porter \_\_\_\_\_