
ALBION ECONOMIC DEVELOPMENT CORPORATION/TIFA/BRA
BOARD OF DIRECTORS' MEETING AGENDA

Thursday, March 5, 2026 – 7:30 a.m.
115 N. Superior St. Albion, MI 49224

- 1. Call to Order**
- 2. Roll Call**
- 3. Public Comment**
(Persons addressing the Board shall limit their comments to no longer than 3 minutes.)
- 4. Approval of Agenda**
- 5. Consent Agenda**
 - a. Review & Approve Meeting Minutes from February 5th, 2026*
- 6. Brownfield Redevelopment – ACE Investment Properties**
 - a. Review & Approve Resolution for ACE Brownfield Plan and ESAs*
- 7. AEDC Financials**
 - a. Discuss AEDC Treasurer's Report^
 - b. Review & Approve AEDC Financials through January 31st, 2026*
- 8. AEDC President's Report***
 - a. Update for ARC Amended Brownfield Plan
 - b. Update for Team 1 Plastics Tax Abatement Public Hearing
 - c. Discuss Match on Main Scoring Process
 - d. Discuss and consider approval for AEDC to move to the Ludington Center
- 9. Board of Directors' Discussion and Comments**

▪ City of Albion	▪ Greater Albion Chamber of Commerce
▪ Albion Township	▪ Albion College
▪ Sheridan Township	▪ Kellogg Community College
▪ Parma Township	▪ Board At-Large
- 10. Motion to Excuse Absent Members**
- 11. Adjournment**
- 12. Tour of Ludington Center Space Immediately Following**

*Indicates agenda items with attached supporting materials.

^Indicates supporting materials to be handed out at meetings.

ALBION ECONOMIC DEVELOPMENT CORPORATION 2026 MISSION & VISION STATEMENTS

MISSION:

To support business growth, create quality jobs, and strengthen Albion's economy through strategic partnerships, investment, and community-focused development.

VISION:

Albion will be a thriving, welcoming, and economically resilient city where residents, businesses, and investors have the opportunities and support they need to succeed.

ALBION ECONOMIC DEVELOPMENT CORPORATION/TIFA/BRA
BOARD OF DIRECTORS' MEETING MINUTES

115 N. Superior St, Albion, MI 49224

February 5th, 2026

Board Members Present: Ian Barbour; Andrew French; Jerome Harvey; Bruce Nelson; Chrissy Pfeil;
Victoria Snyder; Jim Stuart; Tim Zeller

Board Members Absent: Hanna Isaacs; Ben Wallace; Trevor White

EDC Staff: Deborah Kelly; Reagan Konkle

Guests: Dave Van Haaren – Triterra

Community: Staci Stuart

Public Comment: N/A

Meeting called to order by Nelson at 7:33 a.m.

Motion made by Stuart, supported by French, to approve the agenda as presented. 8-0

Motion made by Stuart, supported by Snyder, to approve the consent agenda, including:
Meeting Minutes [January 8th, 2026]. 8-0

Van Haaren gave presentation on Brownfield Plan for Albion Reinvestment Corp. (ARC).
Motion made by Snyder, supported by Zeller, to approve the Amended Brownfield Plan. 8-0

Kelly gave Treasurer's Report and led discussions on finances through December 31st, 2025.
Motion made by Snyder, supported by French, to approve the December Treasurer's Report. 8-0

Kelly gave EDC President's Report.

Motion made by Snyder, supported by Zeller, to approve an Industrial Facilities Tax Exemption Certificate for Team 1 Plastics, Inc. for a 12-year exemption for their \$1.2M building expansion, per the AEDC Evaluation Points System 8-0

Motion made by Snyder, supported by Zeller, to approve revised AEDC Organizational Items, including Mission & Vision, 2026 Strategic Goals & Action Plan, Bylaws, and Employee Handbook 8-0

Motion made by Snyder, supported by French, to approve Officer Nomination Committee Resolution 8-0

Motion made by Stuart, supported by Zeller, to approve Finance Committee Resolution 8-0

Motion made by French, supported by Pfeil, to approve Revolving Loan Fund Committee Resolution 8-0

Kelly made recommendations to table PWEAA Grant Resolution due to unfinished application.
Board reached a consensus to table the item.

Motion made by Stuart, supported by Zeller, to authorize financial consulting services in an amount not to exceed \$10,000. 8-0

Kelly gave update that Board Member Wallace was reinstated by City Council this week.

Stuart, French, Snyder gave updates on continued road repair projects resuming in Spring.

Kelly gave update that EDC is supporting KCC in upcoming Job Fairs.

Motion made by Snyder, supported by Nelson, to excuse absent members Wallace, White. 8-0

Motion made by Zeller, seconded by Snyder, to adjourn the meeting. 8-0

Meeting adjourned at 8:56 a.m.

**RESOLUTION OF THE BOARD OF DIRECTORS OF
ALBION ECONOMIC DEVELOPMENT CORPORATION
ACE BROWNFIELD PLAN AND ESAs**

The undersigned certifies that the undersigned is the duly elected and qualified Secretary of Albion Economic Development Corporation, a Michigan municipal corporation (AEDC) and the following resolution was duly adopted by the Board of Directors of the AEDC during the meeting held on **March 5th, 2026**:

BE IT RESOLVED THAT the Albion Economic Development Corporation (AEDC) authorizes funding in an amount not to exceed Ninety-Five Thousand Dollars (\$95,000) for all necessary environmental assessment work and the drafting of a Brownfield Plan for ACE Investment Properties, as detailed in the revised contracts provided by Triterra.

BE IT ALSO RESOLVED THAT Deborah A. Kelly, President & CEO of AEDC is hereby authorized to execute the revised contracts and any related documents on behalf of the AEDC and the City of Albion Brownfield Redevelopment Authority.

The undersigned further certifies that the above Resolutions remain in full force and binding upon the AEDC, that the Board of Directors has the power and authority to authorize the acts set forth in this Resolution, and that the Resolution has not been amended or revoked as of the date of this Certificate. Any party receiving a copy of this Resolution may rely on the continuing effect of this Resolution until such party receives actual written notice stating otherwise.

At a regular meeting of the Albion Economic Development Board of Directors on **March 5, 2026**, a motion was made by _____ and supported by _____ to approve this resolution.

Roll Call:

Barbour	Snyder
French	Stuart
Harvey	Wallace
Isaacs	White
Nelson	Zeller
Pfeil	

DATED: 3/5/2026

Timothy Zeller, Secretary

City BRA Project Summary for ACE Investment Properties BRA Funding Request – REVISED as of February 25, 2026

Developer: Joe Verbecke, ACE Investment Properties

Summary of the Rental Rehab Project:

10 apartments total - 60% of these units will be "rent controlled" and have a maximum 80% AMI target:

Five (5) apartments on the second floor of 215-217 S Superior St (217 S Superior St is the current Superior Street Mercantile); and

Five (5) apartments on the second floor of 300-304 S Superior/105 W Porter (300-304 S Superior St is the Moose Barbershop); and

The 10 apartments are a mix of one- and two-bedroom apartments.

All these spaces are considered badly blighted - not usable in any way right now, so the project includes everything new - HVAC, plumbing, electrical, kitchens, bathrooms, appliances, flooring, windows, etc.

ACE Investment Properties has already invested approximately \$150,000 to replace the roof structure and roof of 105 W Porter as it was badly damaged and was causing the building to take on water whenever it snowed and rained. This damage has caused significant water damage on the first and second floors inside the building.

REVISED Cost estimates: The proposed contracts indicate the necessary work to be done by Triterra: Asbestos and Lead Risk Assessments, Phase II Subsurface investigations, Phase II ESA Reports, the Brownfield Plans, and the Act 381 Work Plans for both of the two Rental Rehab Projects are estimated to cost ~\$92,350.

Project Costs: The current total project cost estimate is \$2.27 million and the MHSDA rental rehab award would be \$1 million.

WHAT: Asbestos and Lead Risk Assessments, Phase II/Baseline Environmental Assessment is necessary for the Rental Rehab Projects at 215-217 S. Superior Street and 300-304 S. Superior/105 W. Porter Streets. This is required for the development to move forward. Mr. Verbeke and the City BRA will be working with Triterra to coordinate efforts, to bring us to the last task, which is drafting Brownfield Plans for two locations as well.

The City BRA/AEDC Board is being asked to consider funding this project, which would be a total of not to exceed amount of \$95,000 that would be funded from the newly created Local Brownfield Revolving Fund (BLRF), which has a healthy balance. Within the Brownfield Plans, the City BRA is requesting that we be reimbursed for our upfront funding, plus 5% to assist this project, over the life of the Brownfield Plans, with the projected TIF capture. The City BRA can determine if: 1) The City BRA to be reimbursed first, or 2) The City BRA can consider spreading it out over the life of the plans to be reimbursed along with the developer, once we have a better understanding of the timing and duration of them.

Diagrams will be presented at the AEDC Board Meeting on Thursday, March 5, 2026, with more information to come.

OTHER UPDATES FROM DEVELOPER: ACE Investments has the newly completed apartments at 106 E. Erie Street, also known as the Hayes Block Apartments. As of March 1, 2026, all are leased or occupied!

City BRA Staff recommendation:

Consider approval of a not to exceed amount of \$95,000 to fund all necessary work, as detailed by Triterra in the attached revised contracts.

NOTE: Once the Plans are done, the City BRA/AEDC Board will be asked to consider approval of the two Brownfield Plans, which will contain reimbursement amounts to the City BRA. After that, the public approval process will begin with a Public Hearing and City Council consideration of approval.

CONTRACT

Albion Brownfield Redevelopment Authority c/o Albion Economic Development Corporation Attn: Debbie Kelly dkelly@albionedc.org 115 N. Superior Street Albion, Michigan 49224	Project No.: 25-4314 Date: February 4, 2026
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Property: 215 and 217 S. Superior Street Albion, Michigan 49224	Parcel Number(s): 51-002-115-00 and 51-002-156-01
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1. Scope of Work:	
Phase II Subsurface Investigation (Time & Materials (T&M)) <ul style="list-style-type: none"> • Advance two (2) soil borings up to 10.0 feet below ground surface (bgs) • Collect up to six (6) soil and groundwater samples for lab analysis of volatile organic compounds (VOCs), polycyclic aromatic hydrocarbon (PAHs), polychlorinated biphenyls (PCBs) and/or MI 10 Metals. 	\$4,680.00
Phase II ESA Report (Fixed Fee)	\$3,100.00
Pre-Renovation Hazardous Materials Assessment (T&M) <ul style="list-style-type: none"> • Work to be focused on the 2nd floor and exterior of the buildings only. • Fee includes the collection and analysis of 100 asbestos bulk samples and 5 bulk paint chip samples for identification of lead, cadmium, and chromium. Fee includes 5-day turnaround time and overnight shipping. 	\$8,365.00
Combination Lead Inspection & Risk Assessment (T&M) <ul style="list-style-type: none"> • Work to be focused on the 2nd floor and exterior of the buildings only. • Fee includes the collection and analysis of 135 dust wipes, 10 paint chips, and 2 soil samples. Fee includes 5-day turnaround time and overnight shipping. 	\$8,930.00
Brownfield Plan (TM) <ul style="list-style-type: none"> • Allows for the capture of local millages for reimbursement of eligible costs. • Requires approval by the City of Albion Brownfield Redevelopment Authority and City Council, with concurrence by the City of Albion DDA. • Proposed fee includes attending up to 4 meetings with local governmental units. 	\$12,000.00
Act 381 Work Plan (TM) <ul style="list-style-type: none"> • Allows for the capture of state millages for reimbursement of eligible costs. • Requires approval by the Michigan State Housing Development Authority (MSHDA). • Proposed fee includes attending up to 4 meetings/discussions with MSHDA. 	\$8,000.00
TOTAL: \$45,075.00	

Authorization and acceptance of this Contract includes acceptance of the terms above, including all attachments and all documents incorporated by reference above. Terms of Payment: 0% upon execution of Contract; subsequent invoices due on receipt. This contract and the listed fees are valid for a term of 60 days.

This Contract is subject to and governed by the Terms and Conditions appearing on the reverse side hereof, including provisions limiting remedies and disclaiming warranties.

Authorized by Client: Albion Brownfield Redevelopment Authority By: _____ Date: _____ (Signature) Name: _____ Title: _____ Phone: _____	Accepted by Consultant: Triterra By:  _____ Date: <u>2/4/2026</u> Name: <u>David A. Van Haaren</u> Title: <u>Director Economic Development</u>
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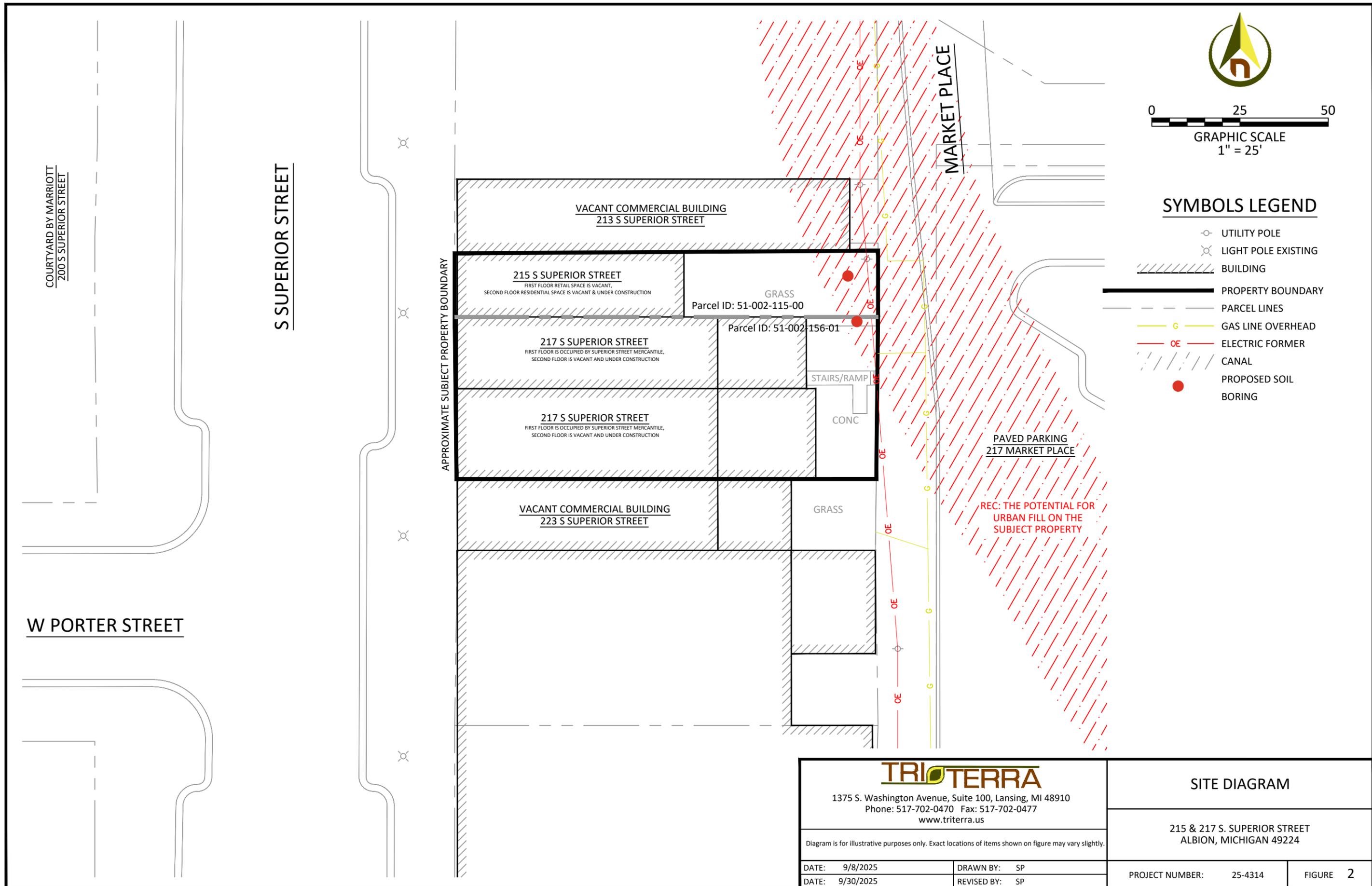




GRAPHIC SCALE
1" = 25'

SYMBOLS LEGEND

- UTILITY POLE
- LIGHT POLE EXISTING
- BUILDING
- PROPERTY BOUNDARY
- PARCEL LINES
- GAS LINE OVERHEAD
- ELECTRIC FORMER
- CANAL
- PROPOSED SOIL BORING



1375 S. Washington Avenue, Suite 100, Lansing, MI 48910
Phone: 517-702-0470 Fax: 517-702-0477
www.triterra.us

Diagram is for illustrative purposes only. Exact locations of items shown on figure may vary slightly.

DATE: 9/8/2025
DATE: 9/30/2025

DRAWN BY: SP
REVISED BY: SP

SITE DIAGRAM

215 & 217 S. SUPERIOR STREET
ALBION, MICHIGAN 49224

PROJECT NUMBER: 25-4314 FIGURE 2

TERMS AND CONDITIONS

These Terms and Conditions govern and are applicable to services rendered by Triterra, LLC (hereinafter "Consultant"), to the "Client" identified in the proposal or work order, including any subsequent amendments or change orders (collectively the "Proposal"), issued by Consultant with these Terms and Conditions.

1. **Scope of Services.** The specific professional services (the "Services") to be performed by Consultant on behalf of Client shall be as described in and authorized by the Proposal. Any additional services performed by Consultant for Client at Client's request shall also be subject to these Terms and Conditions except as otherwise provided and acknowledged by Consultant in writing. Client acknowledges and agrees that, except as otherwise specifically provided herein, Consultant is an independent contractor and that Consultant reserves the right to subcontract all or any portion of the Services.
2. **Estimates of Costs.** Any estimates or opinions of costs made by Consultant in Proposals or otherwise are made on the basis of Consultant's judgment as an experienced and qualified environmental consultant and are based on project and site information actually known by Consultant, Consultant's current Schedule of Fees (as defined below), and the anticipated costs of materials, supplies, laboratories, subcontractors, and other components of the project. However, Client acknowledges and agrees that Consultant cannot and does not guarantee that total costs will not vary from estimates prepared by Consultant. The Proposal shall not be considered a "fixed price," "flat fee," or "lump sum" contract or agreement, unless specifically set forth in the Proposal.
3. **Fees and Compensation.** Except as otherwise specifically noted in the Proposal, Client shall be billed and pay for the Services on a time and materials basis based upon Consultant's standard schedule of fees and rates (the "Schedule of Fees"), as adjusted by Consultant from time to time. Services required to be performed on weekends or legal holidays or during non-standard business hours because of circumstances beyond Consultant's reasonable control shall be billed at 150% of the applicable standard rate set forth in the current Schedule of Fees. All costs and expenses billable to Client, including the costs of materials, supplies, rented equipment, permits, bonds, subcontractors, and laboratories, shall be subject to a 15% administrative mark-up. In the event that Consultant is required to provide documents, information, or testimony related to Services rendered to or on behalf of Client pursuant to a subpoena or other order issued by a court or governmental agency, Client shall be responsible for Consultant's costs, expenses, and fees incurred in responding to or complying with the subpoena or order, including charges for time spent by Consultant in accordance with the current Schedule of Fees.
4. **Billing and Payment.** Except as otherwise specifically noted in the Proposal, Client will be invoiced periodically at Consultant's discretion for Services performed by Consultant. Fixed price Proposals will be invoiced on a percentage-completed basis. All invoices shall be due and payable in full upon receipt. Past due balances shall bear interest at the rate of 1.5% per month, or the maximum amount allowed by applicable law, whichever is less, beginning thirty (30) days from the date of the invoice. In the event that Client fails to pay any amount in full when due, Consultant may, at its sole option, suspend the performance of Services until payment in full is received or terminate the performance of Services. The suspension or termination of the performance of Services by Consultant, or the continuation of the performance of Services, shall not in any way affect Client's liability for payment with respect to Services previously rendered and Consultant shall not be responsible for, nor liable to Client with respect to, any fines or penalties imposed upon or against Client as a result of delays resulting from Consultant's exercise of its rights under this provision. Client shall be liable for all costs incurred by Consultant in attempting to enforce these Terms and Conditions or to collect overdue payments from Client, including actual attorney fees and court costs.
5. **Release and Submission of Reports and Data.** All data, information, documentation, and reports generated, gathered, created, ordered, or received by Consultant in the performance of Services are and remain proprietary in nature and Consultant shall have no obligation whatsoever to release such data, information, documentation, or reports until all invoices and charges related to the development of such data, information, documentation, and reports are paid in full. Client acknowledges and agrees that it remains solely responsible for the preparation and filing of all forms, notices, and reports of any kind required by any local, state, or federal law, ordinance, or regulation and that Consultant shall have no obligation whatsoever to assure or effect compliance with any such reporting requirement unless specifically set forth in the Proposal.
6. **Hazardous and Waste Materials.** Client acknowledges and agrees that, unless expressly provided for in the Proposal, Consultant has had no role in generating, treating, storing, or disposing or arranging for the disposal of any hazardous substances, hazardous waste, toxic substances, pollutants, or contaminants which may be present at or near any project site (collectively "Waste Materials"), as such terms are defined or contemplated by the Comprehensive Environmental Response, Compensation and Liability Act, 42 USC 9601 *et seq.* ("CERCLA"), and/or Parts 201, 211, or 213 of the Natural Resources and Environmental Protection Act, MCL 324.21301 *et seq.* ("NREPA"), or any other local, state, or federal law, ordinance, or regulation pertaining to such substances or the environment, and that Consultant has not benefited from the processes that produced such Waste Materials. Any Waste Materials generated, treated, stored, disposed of, or otherwise encountered during the performance of Services by Consultant shall at no time be considered or become the property of Consultant. Client understands that Waste Materials may be generated or encountered during the normal course of performance of the Services, potentially requiring the removal, temporary storage, and disposal of the Waste Materials. Client agrees to the temporary storage of such Waste Materials at the project site and assumes all risk for safeguarding the Waste Materials from vandalism, tampering, theft, and other damage.
7. **Site Access and Control.** Client grants a right of entry to the project site to Consultant and Consultant's employees, agents, and subcontractors for the purpose of performing the Services, and Client acknowledges and agrees that it is and shall remain in control of the project site at all times and that Consultant is not an "operator," as defined by CERCLA and/or NREPA, of the project site or facility where Consultant is performing the Services. If client does not own a project site, Client warrants and represents to Consultant that Client has the authority and permission of the owner and occupant of the project site to grant this right of entry to Consultant, unless Client notifies Consultant otherwise in writing, and Client shall be responsible for payment of any costs and expenses associated with gaining access, including entry and permit fees and the costs of bonds. If the performance of the Services results in damage to or the alteration of the project site, other than otherwise avoidable damage or alteration resulting from Consultant's gross negligence, Client agrees to pay the costs of restoring the project site to its original condition.
8. **Site Conditions.** Client agrees to promptly disclose to Consultant prior to the commencement of the Services any information pertaining to the project site that impacts the performance of the Services by Consultant or the health and safety of Consultant's employees and subcontractors, site personnel, or the public. Client acknowledges that the discovery or suspected discovery of Waste Materials during the performance of the Services may require that special and/or immediate measures be undertaken to protect the health and safety of Consultant's employees and subcontractors, site personnel, and/or the public, and Client shall be responsible for any costs or expenses incurred by Consultant with respect thereto, irrespective of whether such costs or expenses were or could have been included in the Proposal. Client shall be responsible for the proper identification of all utility lines and subterranean structures and conditions, including, but not limited to, underground storage tanks and piping, utility lines, wells, foundations, pipes, drains, and sewer lines, on, at, within, or under each project site.
9. **Indemnification and Limitation of Liability.** Client shall indemnify, hold harmless, and defend Consultant and its members, shareholders, directors, officers, employees and/or agents from and against any and all losses, damages, claims, liabilities, fines, penalties, costs, and expenses, including actual attorney fees and court costs, which any or all of them may incur, be otherwise responsible for, or pay out as a result of bodily injury (including death) to any person, damage (including loss of use) to any real or personal property (including utilities or subterranean structures), or injury or damage to the environment generally (including the public trust in natural resources), arising out of or related to the performance of the Services or Client's breach of these Terms and Conditions, except for such injuries or damages resulting directly from the gross negligence or willful misconduct of Consultant. Any liability of Consultant to Client related to the performance of Services by Consultant shall be limited to \$1,000,000 in connection with the Proposal under which the Services giving rise to the liability were performed. Any claims against Consultant shall be barred if not brought within one year of the earlier of the date upon which the acts or omissions giving rise to such claim were committed or the completion or termination of the performance of the Services under the Proposal.
10. **Standard of Care and Disclaimer of Warranties.** Client acknowledges and agrees that conditions can vary between sampling points and with time, and that the assumptions, interpretations, opinions, conclusions, and recommendations of Consultant are based solely on data known to Consultant, which can result in changes in the assumptions, interpretations, opinions, conclusions, and recommendations over time or in response to additional data. Client further acknowledges and agrees that nothing contained herein nor in any Proposal shall be considered or amount to a guarantee by Consultant of any particular outcome. Client further acknowledges and agrees that the fields of science and engineering, associated technologies, and accepted practices, as well as applicable laws, standards, guidelines, and regulations, are constantly developing and changing, and that there are variances and inconsistencies between the laws, standards, guidelines, and regulations of different agencies and jurisdictions (as well as the application thereof), requiring the exercise of discretion and professional judgment by Consultant. Consultant will select the methods and/or procedures it considers appropriate to accomplish the intended result, and Client's acceptance of a Proposal signifies concurrence with the methods and procedures selected by Consultant. As part of the Services, Consultant may retain, hire, or subcontract with laboratories or subcontractors of Consultant's choosing for the performance of analytical testing or other services, and Consultant assumes no responsibility for claims or losses arising from the negligence or errors and omissions of such laboratories or subcontractors. There are no warranties, either express or implied, which are not expressly set forth in the Proposal or these Terms and Conditions, and Consultant makes NO WARRANTIES OF MERCHANTABILITY or FITNESS FOR A PARTICULAR PURPOSE with respect to any of the Services, goods, materials, or equipment sold or furnished by Consultant.
11. **Force Majeure.** Client and Consultant shall be excused for the period of any delay in the performance of any non-monetary obligations under these Terms and Conditions when substantially prevented from so doing by labor disputes (beyond the party's control), civil commotion, war, governmental regulations or controls, fire or other casualty, inability to obtain any necessary material or service, or acts of God.
12. **Governing Law and Venue.** These Terms and Conditions shall be governed and construed for all purposes under and in accordance with the laws of the State of Michigan, without given effect such State's choice of laws principles. Any action brought to challenge or enforce these Terms and Condition shall be brought in the courts of Ingham County, Michigan; provided, however, that an action to foreclose on a construction lien claimed by Consultant as a result of Services rendered hereunder shall be brought in the county where the underlying real property is located and any other related claims may be joined in such action.

CONTRACT

Albion Brownfield Redevelopment Authority c/o Albion Economic Development Corporation Attn: Debbie Kelly dkelly@albionedc.org 115 N. Superior Street Albion, Michigan 49224	Project No.: 25-4313 Date: February 24, 2026
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Property: 105 W. Porter and 300 S. Superior Street, Albion, Michigan 49224	Parcel Number(s): 51-001-026-00 and 51-001-027-00
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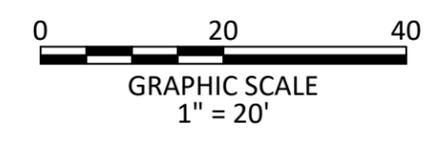
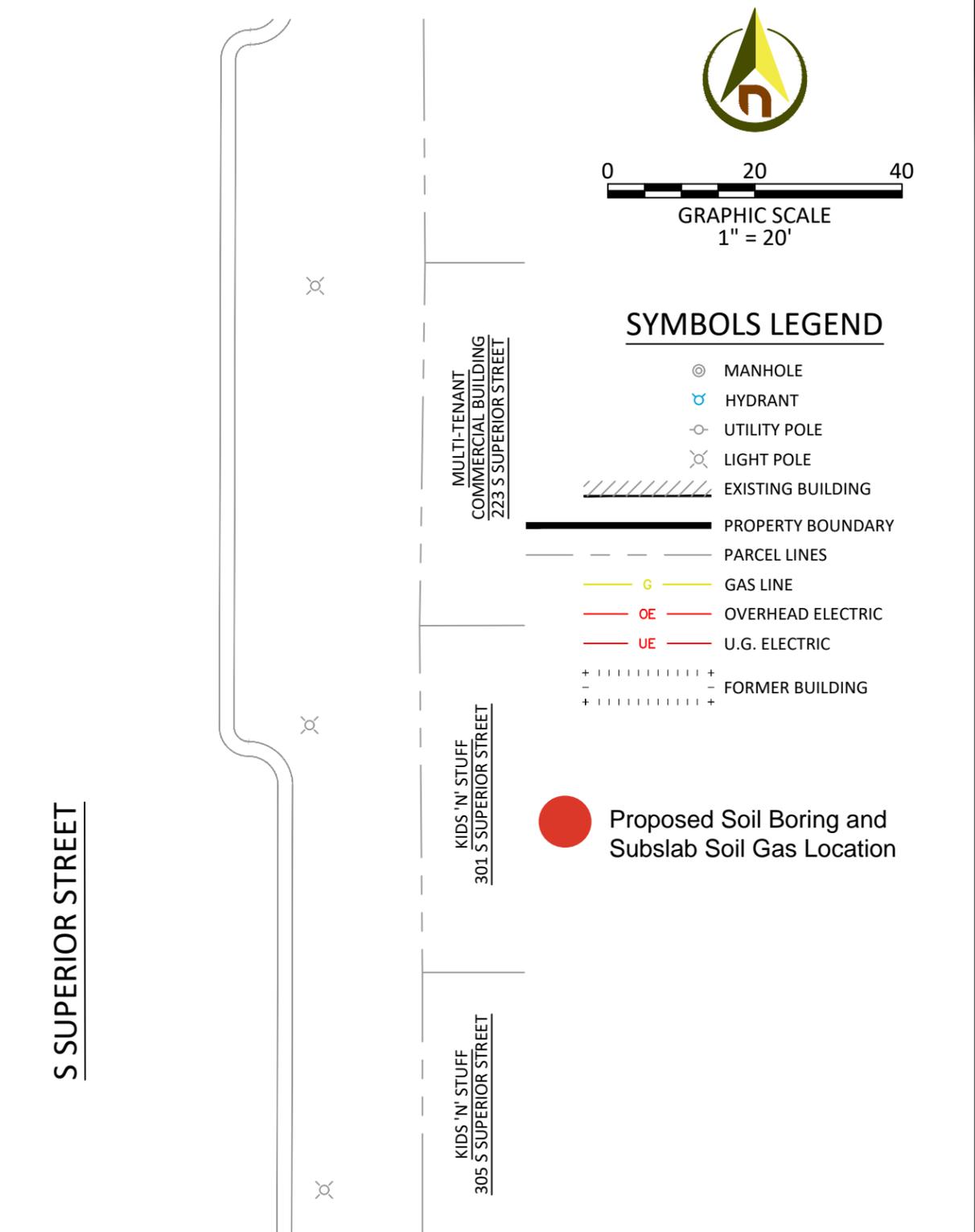
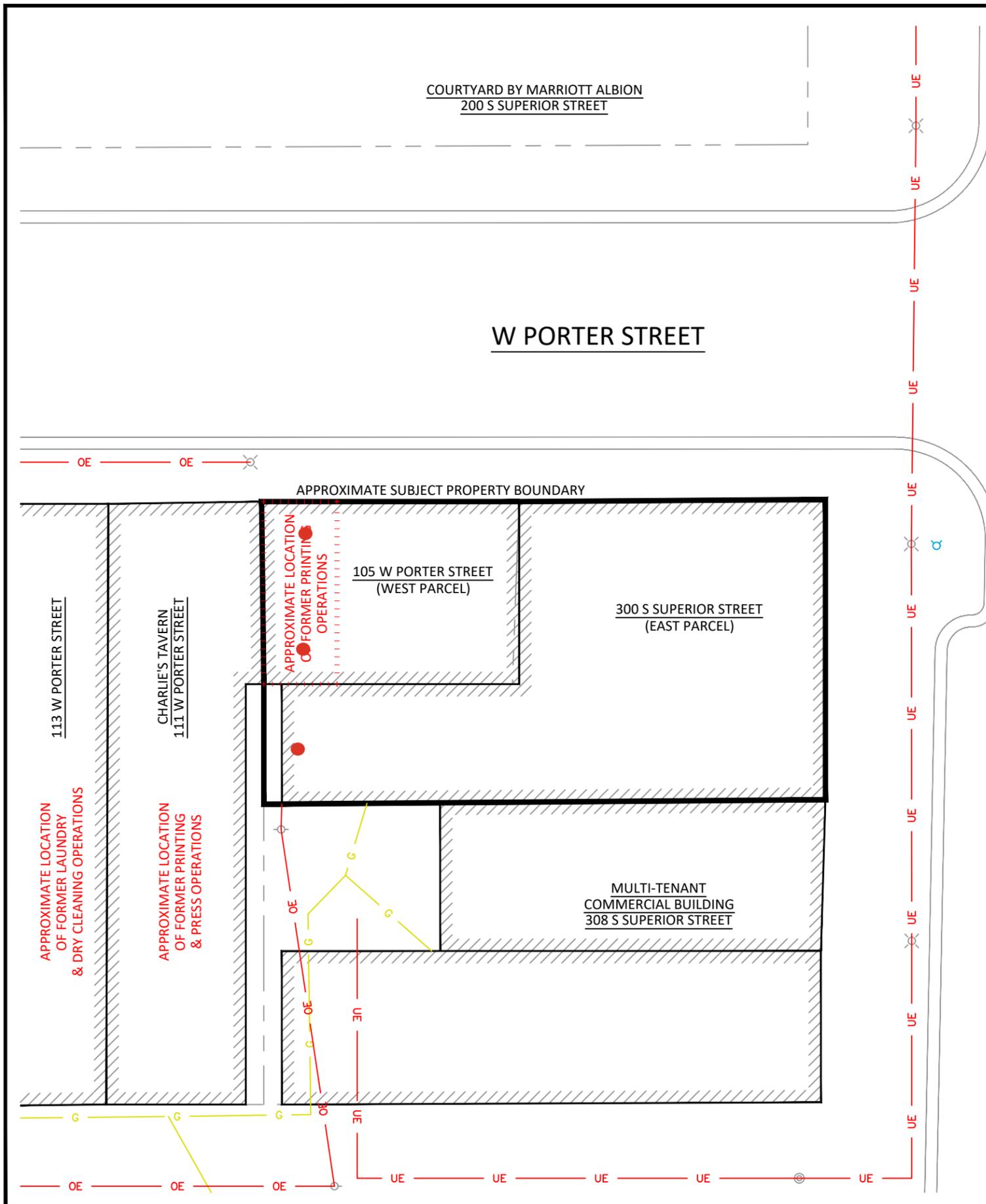
1. Scope of Work:	
Phase II Subsurface Investigation (Time & Materials (T&M)) <ul style="list-style-type: none"> • Advance two (3) soil borings up to 10.0 feet below ground surface (bgs) • Collect up to six (6) soil and groundwater samples for lab analysis of volatile organic compounds (VOCs), polycyclic aromatic hydrocarbon (PAHs). Collect three (3) soil gas samples for lab analysis for VOCs (TO-15). 	\$5,900.00
Phase II ESA Report (Fixed Fee)	\$3,200.00
Pre-Renovation Hazardous Materials Assessment (T&M) <ul style="list-style-type: none"> • Work to be focused on the 2nd floor and exterior of the buildings only. • Fee includes the collection and analysis of 100 asbestos bulk samples and 6 bulk paint chip samples for identification of lead, cadmium, and chromium. Fee includes 5-day turnaround time and overnight shipping. 	\$8,525.00
Combination Lead Inspection & Risk Assessment (T&M) <ul style="list-style-type: none"> • Work to be focused on the 2nd floor and exterior of the buildings only. • Fee includes the collection and analysis of 85 dust wipes, 10 paint chips, and 2 soil samples. Fee includes 5-day turnaround time and overnight shipping. 	\$9,650.00
Brownfield Plan (TM) <ul style="list-style-type: none"> • Allows for the capture of local millages for reimbursement of eligible costs. • Requires approval by the City of Albion Brownfield Redevelopment Authority and City Council, with concurrence by the City of Albion DDA. • Proposed fee includes attending up to 4 meetings with local governmental units. 	\$12,000.00
Act 381 Work Plan (TM) <ul style="list-style-type: none"> • Allows for the capture of state millages for reimbursement of eligible costs. • Requires approval by the Michigan State Housing Development Authority (MSHDA). • Proposed fee includes attending up to 4 meetings/discussions with MSHDA. 	\$8,000.00
TOTAL: <u>\$47,275.00</u>	

Authorization and acceptance of this Contract includes acceptance of the terms above, including all attachments and all documents incorporated by reference above. Terms of Payment: 0% upon execution of Contract; subsequent invoices due on receipt. This contract and the listed fees are valid for a term of 60 days.

This Contract is subject to and governed by the Terms and Conditions appearing on the reverse side hereof, including provisions limiting remedies and disclaiming warranties.

Authorized by Client: Albion Brownfield Redevelopment Authority By: _____ Date: _____ (Signature) Name: _____ Title: _____ Phone: _____	Accepted by Consultant: Triterra By:  _____ Date: <u>2/24/2026</u> Name: <u>David A. Van Haaren</u> Title: <u>Director Economic Development</u>
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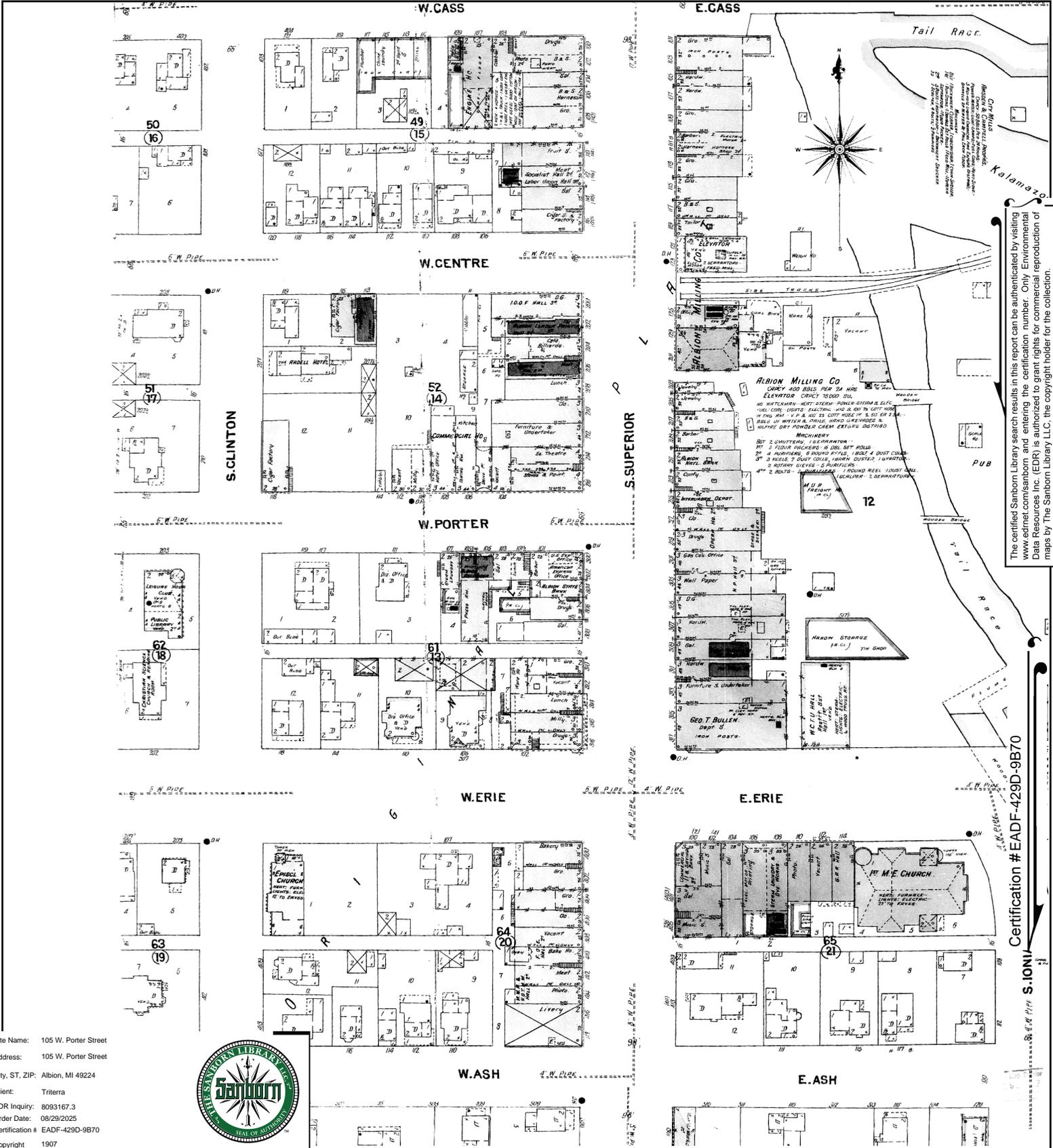


SYMBOLS LEGEND

- ⊙ MANHOLE
- ♁ HYDRANT
- ⊕ UTILITY POLE
- ⊗ LIGHT POLE
- ▨ EXISTING BUILDING
- ▬ PROPERTY BOUNDARY
- - - PARCEL LINES
- G GAS LINE
- OE OVERHEAD ELECTRIC
- UE U.G. ELECTRIC
- + ······ + FORMER BUILDING

Proposed Soil Boring and Subslab Soil Gas Location

<p>1375 S. Washington Avenue, Suite 100, Lansing, MI 48910 Phone: 517-702-0470 Fax: 517-702-0477 www.triterra.us</p>		<p>SUBJECT PROPERTY ORIENTATION DIAGRAM</p>	
<p>Diagram is for illustrative purposes only. Exact locations of items shown on figure may vary slightly.</p>		<p>105 W. PORTER STREET & 300 S. SUPERIOR STREET ALBION, MICHIGAN 49224</p>	
DATE: 9/9/2025	DRAWN BY: SP	PROJECT NUMBER: 25-4313	FIGURE 2
DATE: 9/15/2025	REVISED BY: SP		



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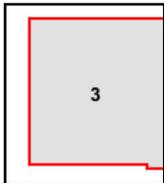
Certification #EADF-429D-9B70

S. IONI

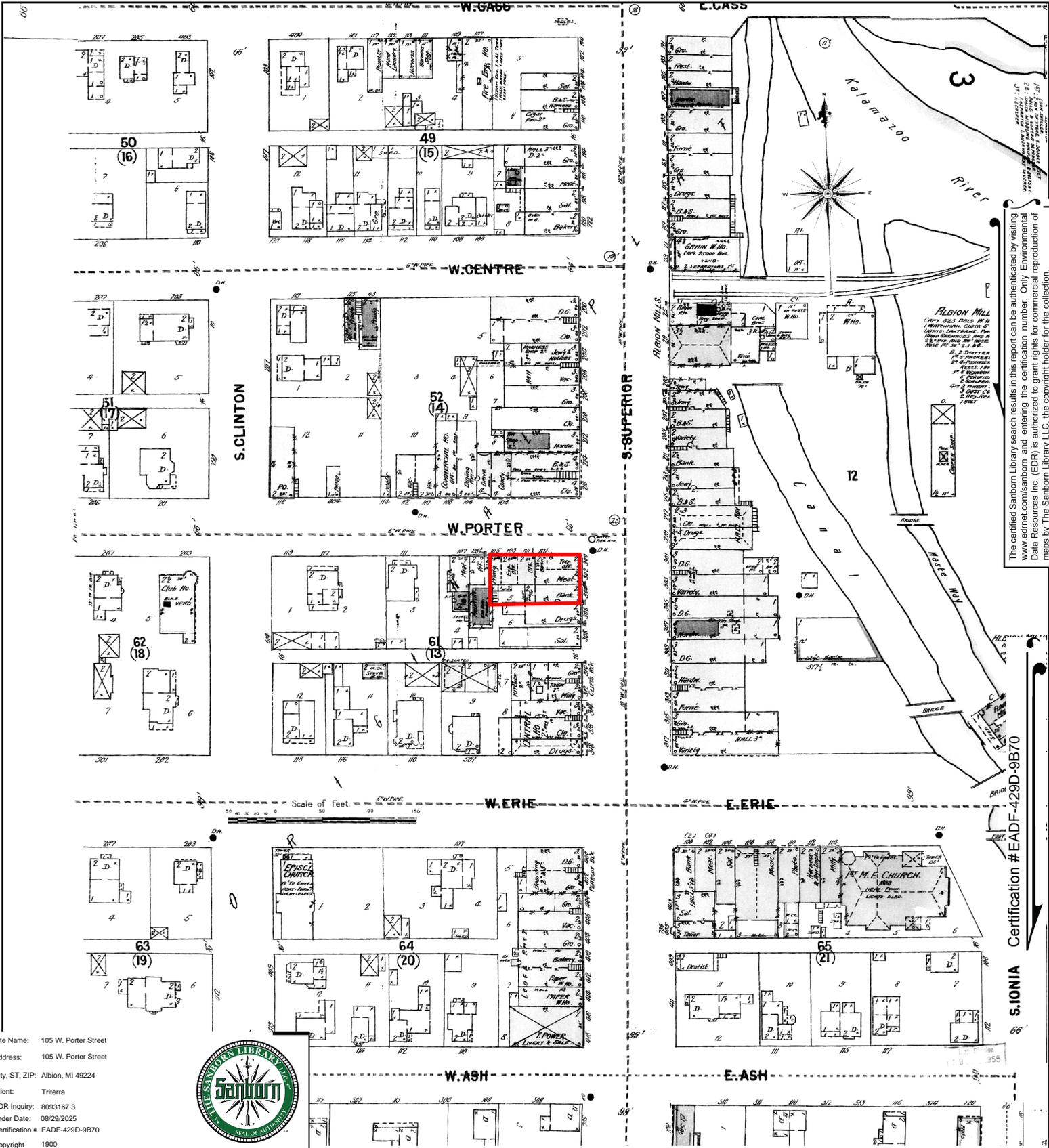
Site Name: 105 W. Porter Street
 Address: 105 W. Porter Street
 City, ST, ZIP: Albion, MI 49224
 Client: Triterra
 EDR Inquiry: 8093167.3
 Order Date: 08/29/2025
 Certification #: EADF-429D-9B70
 Copyright: 1907



This Certified Sanborn Map combines the following sheets. Outlined areas indicate map sheets within the collection.



Volume 1, Sheet 3



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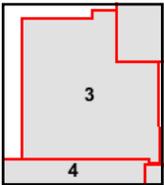
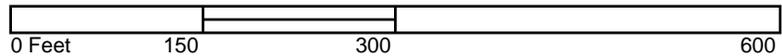
Certification # EADF-429D-9B70

S. IONIA

Site Name: 105 W. Porter Street
 Address: 105 W. Porter Street
 City, ST, ZIP: Albion, MI 49224
 Client: Triterra
 EDR Inquiry: 8093167.3
 Order Date: 08/29/2025
 Certification #: EADF-429D-9B70
 Copyright: 1900



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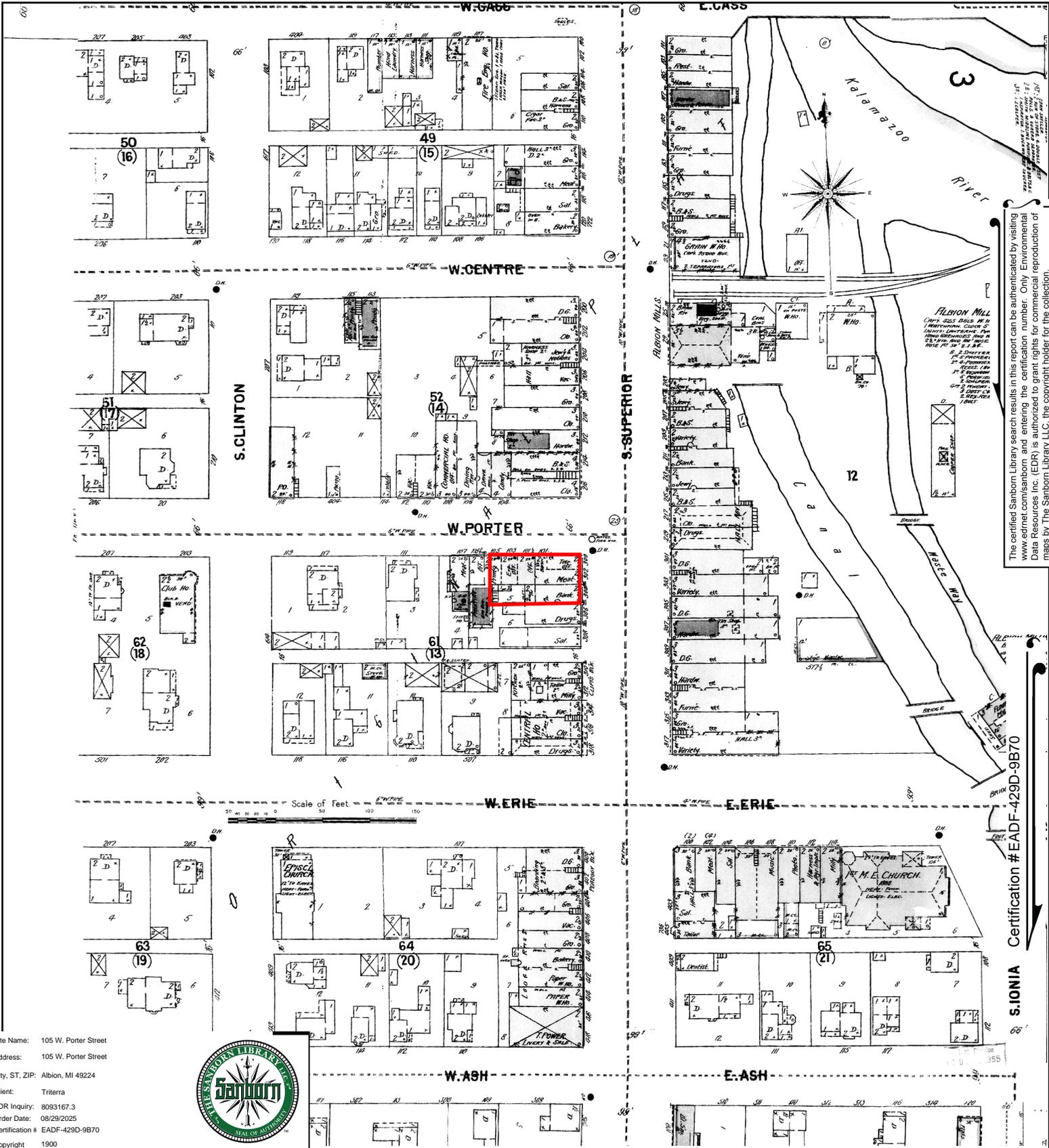
Volume 1, Sheet 4
 Volume 1, Sheet 3



TERMS AND CONDITIONS

These Terms and Conditions govern and are applicable to services rendered by Triterra, LLC (hereinafter "Consultant"), to the "Client" identified in the proposal or work order, including any subsequent amendments or change orders (collectively the "Proposal"), issued by Consultant with these Terms and Conditions.

1. **Scope of Services.** The specific professional services (the "Services") to be performed by Consultant on behalf of Client shall be as described in and authorized by the Proposal. Any additional services performed by Consultant for Client at Client's request shall also be subject to these Terms and Conditions except as otherwise provided and acknowledged by Consultant in writing. Client acknowledges and agrees that, except as otherwise specifically provided herein, Consultant is an independent contractor and that Consultant reserves the right to subcontract all or any portion of the Services.
2. **Estimates of Costs.** Any estimates or opinions of costs made by Consultant in Proposals or otherwise are made on the basis of Consultant's judgment as an experienced and qualified environmental consultant and are based on project and site information actually known by Consultant, Consultant's current Schedule of Fees (as defined below), and the anticipated costs of materials, supplies, laboratories, subcontractors, and other components of the project. However, Client acknowledges and agrees that Consultant cannot and does not guarantee that total costs will not vary from estimates prepared by Consultant. The Proposal shall not be considered a "fixed price," "flat fee," or "lump sum" contract or agreement, unless specifically set forth in the Proposal.
3. **Fees and Compensation.** Except as otherwise specifically noted in the Proposal, Client shall be billed and pay for the Services on a time and materials basis based upon Consultant's standard schedule of fees and rates (the "Schedule of Fees"), as adjusted by Consultant from time to time. Services required to be performed on weekends or legal holidays or during non-standard business hours because of circumstances beyond Consultant's reasonable control shall be billed at 150% of the applicable standard rate set forth in the current Schedule of Fees. All costs and expenses billable to Client, including the costs of materials, supplies, rented equipment, permits, bonds, subcontractors, and laboratories, shall be subject to a 15% administrative mark-up. In the event that Consultant is required to provide documents, information, or testimony related to Services rendered to or on behalf of Client pursuant to a subpoena or other order issued by a court or governmental agency, Client shall be responsible for Consultant's costs, expenses, and fees incurred in responding to or complying with the subpoena or order, including charges for time spent by Consultant in accordance with the current Schedule of Fees.
4. **Billing and Payment.** Except as otherwise specifically noted in the Proposal, Client will be invoiced periodically at Consultant's discretion for Services performed by Consultant. Fixed price Proposals will be invoiced on a percentage-completed basis. All invoices shall be due and payable in full upon receipt. Past due balances shall bear interest at the rate of 1.5% per month, or the maximum amount allowed by applicable law, whichever is less, beginning thirty (30) days from the date of the invoice. In the event that Client fails to pay any amount in full when due, Consultant may, at its sole option, suspend the performance of Services until payment in full is received or terminate the performance of Services. The suspension or termination of the performance of Services by Consultant, or the continuation of the performance of Services, shall not in any way affect Client's liability for payment with respect to Services previously rendered and Consultant shall not be responsible for, nor liable to Client with respect to, any fines or penalties imposed upon or against Client as a result of delays resulting from Consultant's exercise of its rights under this provision. Client shall be liable for all costs incurred by Consultant in attempting to enforce these Terms and Conditions or to collect overdue payments from Client, including actual attorney fees and court costs.
5. **Release and Submission of Reports and Data.** All data, information, documentation, and reports generated, gathered, created, ordered, or received by Consultant in the performance of Services are and remain proprietary in nature and Consultant shall have no obligation whatsoever to release such data, information, documentation, or reports until all invoices and charges related to the development of such data, information, documentation, and reports are paid in full. Client acknowledges and agrees that it remains solely responsible for the preparation and filing of all forms, notices, and reports of any kind required by any local, state, or federal law, ordinance, or regulation and that Consultant shall have no obligation whatsoever to assure or effect compliance with any such reporting requirement unless specifically set forth in the Proposal.
6. **Hazardous and Waste Materials.** Client acknowledges and agrees that, unless expressly provided for in the Proposal, Consultant has had no role in generating, treating, storing, or disposing or arranging for the disposal of any hazardous substances, hazardous waste, toxic substances, pollutants, or contaminants which may be present at or near any project site (collectively "Waste Materials"), as such terms are defined or contemplated by the Comprehensive Environmental Response, Compensation and Liability Act, 42 USC 9601 *et seq.* ("CERCLA"), and/or Parts 201, 211, or 213 of the Natural Resources and Environmental Protection Act, MCL 324.21301 *et seq.* ("NREPA"), or any other local, state, or federal law, ordinance, or regulation pertaining to such substances or the environment, and that Consultant has not benefited from the processes that produced such Waste Materials. Any Waste Materials generated, treated, stored, disposed of, or otherwise encountered during the performance of Services by Consultant shall at no time be considered or become the property of Consultant. Client understands that Waste Materials may be generated or encountered during the normal course of performance of the Services, potentially requiring the removal, temporary storage, and disposal of the Waste Materials. Client agrees to the temporary storage of such Waste Materials at the project site and assumes all risk for safeguarding the Waste Materials from vandalism, tampering, theft, and other damage.
7. **Site Access and Control.** Client grants a right of entry to the project site to Consultant and Consultant's employees, agents, and subcontractors for the purpose of performing the Services, and Client acknowledges and agrees that it is and shall remain in control of the project site at all times and that Consultant is not an "operator," as defined by CERCLA and/or NREPA, of the project site or facility where Consultant is performing the Services. If client does not own a project site, Client warrants and represents to Consultant that Client has the authority and permission of the owner and occupant of the project site to grant this right of entry to Consultant, unless Client notifies Consultant otherwise in writing, and Client shall be responsible for payment of any costs and expenses associated with gaining access, including entry and permit fees and the costs of bonds. If the performance of the Services results in damage to or the alteration of the project site, other than otherwise avoidable damage or alteration resulting from Consultant's gross negligence, Client agrees to pay the costs of restoring the project site to its original condition.
8. **Site Conditions.** Client agrees to promptly disclose to Consultant prior to the commencement of the Services any information pertaining to the project site that impacts the performance of the Services by Consultant or the health and safety of Consultant's employees and subcontractors, site personnel, or the public. Client acknowledges that the discovery or suspected discovery of Waste Materials during the performance of the Services may require that special and/or immediate measures be undertaken to protect the health and safety of Consultant's employees and subcontractors, site personnel, and/or the public, and Client shall be responsible for any costs or expenses incurred by Consultant with respect thereto, irrespective of whether such costs or expenses were or could have been included in the Proposal. Client shall be responsible for the proper identification of all utility lines and subterranean structures and conditions, including, but not limited to, underground storage tanks and piping, utility lines, wells, foundations, pipes, drains, and sewer lines, on, at, within, or under each project site.
9. **Indemnification and Limitation of Liability.** Client shall indemnify, hold harmless, and defend Consultant and its members, shareholders, directors, officers, employees and/or agents from and against any and all losses, damages, claims, liabilities, fines, penalties, costs, and expenses, including actual attorney fees and court costs, which any or all of them may incur, be otherwise responsible for, or pay out as a result of bodily injury (including death) to any person, damage (including loss of use) to any real or personal property (including utilities or subterranean structures), or injury or damage to the environment generally (including the public trust in natural resources), arising out of or related to the performance of the Services or Client's breach of these Terms and Conditions, except for such injuries or damages resulting directly from the gross negligence or willful misconduct of Consultant. Any liability of Consultant to Client related to the performance of Services by Consultant shall be limited to \$1,000,000 in connection with the Proposal under which the Services giving rise to the liability were performed. Any claims against Consultant shall be barred if not brought within one year of the earlier of the date upon which the acts or omissions giving rise to such claim were committed or the completion or termination of the performance of the Services under the Proposal.
10. **Standard of Care and Disclaimer of Warranties.** Client acknowledges and agrees that conditions can vary between sampling points and with time, and that the assumptions, interpretations, opinions, conclusions, and recommendations of Consultant are based solely on data known to Consultant, which can result in changes in the assumptions, interpretations, opinions, conclusions, and recommendations over time or in response to additional data. Client further acknowledges and agrees that nothing contained herein nor in any Proposal shall be considered or amount to a guarantee by Consultant of any particular outcome. Client further acknowledges and agrees that the fields of science and engineering, associated technologies, and accepted practices, as well as applicable laws, standards, guidelines, and regulations, are constantly developing and changing, and that there are variances and inconsistencies between the laws, standards, guidelines, and regulations of different agencies and jurisdictions (as well as the application thereof), requiring the exercise of discretion and professional judgment by Consultant. Consultant will select the methods and/or procedures it considers appropriate to accomplish the intended result, and Client's acceptance of a Proposal signifies concurrence with the methods and procedures selected by Consultant. As part of the Services, Consultant may retain, hire, or subcontract with laboratories or subcontractors of Consultant's choosing for the performance of analytical testing or other services, and Consultant assumes no responsibility for claims or losses arising from the negligence or errors and omissions of such laboratories or subcontractors. There are no warranties, either express or implied, which are not expressly set forth in the Proposal or these Terms and Conditions, and Consultant makes NO WARRANTIES OF MERCHANTABILITY or FITNESS FOR A PARTICULAR PURPOSE with respect to any of the Services, goods, materials, or equipment sold or furnished by Consultant.
11. **Force Majeure.** Client and Consultant shall be excused for the period of any delay in the performance of any non-monetary obligations under these Terms and Conditions when substantially prevented from so doing by labor disputes (beyond the party's control), civil commotion, war, governmental regulations or controls, fire or other casualty, inability to obtain any necessary material or service, or acts of God.
12. **Governing Law and Venue.** These Terms and Conditions shall be governed and construed for all purposes under and in accordance with the laws of the State of Michigan, without given effect such State's choice of laws principles. Any action brought to challenge or enforce these Terms and Condition shall be brought in the courts of Ingham County, Michigan; provided, however, that an action to foreclose on a construction lien claimed by Consultant as a result of Services rendered hereunder shall be brought in the county where the underlying real property is located and any other related claims may be joined in such action.



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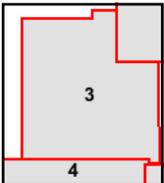
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Volume 1, Sheet 4
 Volume 1, Sheet 3



BALANCE SHEET REPORT FOR CITY OF ALBION
Balance As of 01/31/2026

GL Number	Description	Beg. Balance 01/01/2026	YTD Balance 01/31/2026 Normal (Abnormal)
Fund: 243 BROWNFIELD REDEVELOPMENT AUTHORITY			
*** Assets ***			
243-000-001.03	CASH - FLAGSTAR BANK	5,902.66	5,423.49
243-000-017.00	INVESTMENTS	159,962.86	160,485.65
243-000-020.01	WINTER TAXES RECEIVABLE - CURR	104,170.28	104,170.28
243-000-123.03	PREPAID EXPENSES - LIABILITY & PROP INS	132.00	115.50
Total Assets		270,167.80	270,194.92
*** Fund Equity ***			
243-000-390.00	FUND BALANCE	267,769.95	267,769.95
Total Fund Equity		267,769.95	267,769.95
Total Fund 243:			
TOTAL ASSETS		270,167.80	270,194.92
BEG. FUND BALANCE - 2025		267,769.95	267,769.95
+ NET OF REVENUES/EXPENDITURES - 2025		2,397.85	2,397.85
+ NET OF REVENUES & EXPENDITURES		0.00	27.12
= ENDING FUND BALANCE		270,167.80	270,194.92
+ LIABILITIES		0.00	0.00
= TOTAL LIABILITIES AND FUND BALANCE		270,167.80	270,194.92

BALANCE SHEET REPORT FOR CITY OF ALBION
Balance As of 01/31/2026

GL Number	Description	Beg. Balance 01/01/2026	YTD Balance 01/31/2026 Normal (Abnormal)
Fund: 244 ECONOMIC DEVELOPMENT FUND			
*** Assets ***			
244-000-001.03	CASH - FLAGSTAR BANK	30,235.85	400,695.02
244-000-017.00	INVESTMENTS	6.68	6.68
244-000-040.00	ACCOUNTS RECEIVABLE	12,892.50	13,176.18
244-000-078.00	DUE FROM STATE	391,207.68	109,007.38
244-000-123.00	PREPAID EXPENSES	92,500.00	92,500.00
244-000-123.03	PREPAID EXPENSES - LIABILITY & PROP INS	198.00	173.25
244-000-124.50	SECURITY DEPOSIT - BUILDING RENT	150.00	150.00
Total Assets		527,190.71	615,708.51
*** Liabilities ***			
244-000-202.00	ACCOUNTS PAYABLE	136,250.31	121,544.76
244-000-214.00	DUE TO OTHER FUNDS	425,000.00	0.00
244-000-257.00	ACCRUED WAGES PAYABLE	5,155.30	0.00
244-000-258.00	ACCRUED PAYROLL TAXES	1,594.48	0.00
244-000-339.00	DEFERRED REVENUES	0.00	540,561.62
Total Liabilities		568,000.09	662,106.38
*** Fund Equity ***			
244-000-390.00	FUND BALANCE	166,534.73	166,534.73
Total Fund Equity		166,534.73	166,534.73
Total Fund 244:			
TOTAL ASSETS		527,190.71	615,708.51
BEG. FUND BALANCE - 2025		166,534.73	166,534.73
+ NET OF REVENUES/EXPENDITURES - 2025		(207,344.11)	(207,344.11)
+ NET OF REVENUES & EXPENDITURES		0.00	(5,588.49)
= ENDING FUND BALANCE		(40,809.38)	(46,397.87)
+ LIABILITIES		568,000.09	662,106.38
= TOTAL LIABILITIES AND FUND BALANCE		527,190.71	615,708.51

BALANCE SHEET REPORT FOR CITY OF ALBION
Balance As of 01/31/2026

GL Number	Description	Beg. Balance 01/01/2026	YTD Balance 01/31/2026 Normal (Abnormal)
Fund: 247 TIFA FUND			
*** Assets ***			
247-000-001.03	CASH - FLAGSTAR BANK	139,766.78	43,796.65
247-000-004.00	PETTY CASH	50.00	50.00
247-000-017.00	INVESTMENTS	106,891.82	613,665.81
247-000-020.00	SUMMER TAXES RECEIVABLE - CURR	2,544.03	2,544.03
247-000-020.01	WINTER TAXES RECEIVABLE - CURR	28,848.14	28,848.14
247-000-084.00	DUE FROM OTHER FUNDS	425,000.00	0.00
247-000-123.03	PREPAID EXPENSES - LIABILITY & PROP INS	198.00	173.25
247-000-124.50	SECURITY DEPOSIT - BUILDING RENT	850.00	850.00
Total Assets		704,148.77	689,927.88
*** Liabilities ***			
247-000-202.00	ACCOUNTS PAYABLE	500.00	500.00
247-000-257.00	ACCRUED WAGES PAYABLE	4,379.39	0.00
247-000-258.00	ACCRUED PAYROLL TAXES	1,549.40	0.00
Total Liabilities		6,428.79	500.00
*** Fund Equity ***			
247-000-390.00	FUND BALANCE	632,174.28	632,174.28
Total Fund Equity		632,174.28	632,174.28
Total Fund 247:			
TOTAL ASSETS		704,148.77	689,927.88
BEG. FUND BALANCE - 2025		632,174.28	632,174.28
+ NET OF REVENUES/EXPENDITURES - 2025		65,545.70	65,545.70
+ NET OF REVENUES & EXPENDITURES		0.00	(8,292.10)
= ENDING FUND BALANCE		697,719.98	689,427.88
+ LIABILITIES		6,428.79	500.00
= TOTAL LIABILITIES AND FUND BALANCE		704,148.77	689,927.88

BALANCE SHEET REPORT FOR CITY OF ALBION
Balance As of 01/31/2026

GL Number	Description	Beg. Balance 01/01/2026	YTD Balance 01/31/2026 Normal (Abnormal)
Fund: 296 REVOLVING LOAN FUND			
*** Assets ***			
296-000-001.03	CASH - FLAGSTAR BANK	27,345.01	4,951.78
296-000-003.00	CERTIFICATES OF DEPOSIT	250,000.00	250,000.00
296-000-017.00	INVESTMENTS	524,361.80	61.52
296-000-040.00	ACCOUNTS RECEIVABLE	5,150.00	5,150.00
296-000-041.00	ESTIMATED UNCOLLECTIBLE ACCTS	(37,850.00)	(37,850.00)
296-000-056.00	INTEREST RECEIVABLE	2,709.58	3,622.59
296-000-061.00	LOANS RECEIVABLE	199,149.53	197,466.35
296-000-123.03	PREPAID EXPENSES - LIABILITY & PROP INS	132.00	115.50
Total Assets		970,997.92	423,517.74
*** Fund Equity ***			
296-000-390.00	FUND BALANCE	766,467.11	766,467.11
Total Fund Equity		766,467.11	766,467.11
Total Fund 296:			
TOTAL ASSETS		970,997.92	423,517.74
BEG. FUND BALANCE - 2025		766,467.11	766,467.11
+ NET OF REVENUES/EXPENDITURES - 2025		204,530.81	204,530.81
+ NET OF REVENUES & EXPENDITURES		0.00	(547,480.18)
= ENDING FUND BALANCE		970,997.92	423,517.74
+ LIABILITIES		0.00	0.00
= TOTAL LIABILITIES AND FUND BALANCE		970,997.92	423,517.74

BALANCE SHEET REPORT FOR CITY OF ALBION
Balance As of 01/31/2026

GL Number	Description	Beg. Balance 01/01/2026	YTD Balance 01/31/2026 Normal (Abnormal)
Fund: 297 LOCAL BROWNFIELD REVOLVING FUND			
*** Assets ***			
297-000-001.03	CASH - FLAGSTAR BANK	0.00	25,603.77
297-000-017.00	INVESTMENTS	0.00	525,109.94
Total Assets		0.00	550,713.71
Total Fund 297:			
TOTAL ASSETS		0.00	550,713.71
BEG. FUND BALANCE - 2025		0.00	0.00
+ NET OF REVENUES & EXPENDITURES		0.00	550,713.71
= ENDING FUND BALANCE		0.00	550,713.71
+ LIABILITIES		0.00	0.00
= TOTAL LIABILITIES AND FUND BALANCE		0.00	550,713.71

REVENUE AND EXPENDITURE REPORT FOR CITY OF ALBION

Balance As of 01/31/2026

GL Number	Description	End Balance 12/31/2025	2025 Amended Budget	YTD Balance 01/31/2026 Norm (Abnorm)	2026 Amended Budget	Available Balance 01/31/2026 Norm (Abnorm)	% Bdgt Used	YTD Balance Diff 01/31/2026 01/31/2025
Fund: 243 BROWNFIELD REDEVELOPMENT AUTHORITY								
Account Category: Revenues								
Department: 000 GENERAL								
243-000-402.00	CURRENT PROPERTY TAXES	137,230.98	137,050.00	0.00	141,850.00	141,850.00	0.00	0.00
243-000-665.00	INTEREST	10,688.11	10,600.00	522.79	9,540.00	9,017.21	5.48	(430.38)
243-000-699.00	TRANSFER IN	94,995.04	94,995.00	0.00	98,320.00	98,320.00	0.00	0.00
Total Dept 000 - GENERAL		242,914.13	242,645.00	522.79	249,710.00	249,187.21	0.21	(430.38)
Revenues		242,914.13	242,645.00	522.79	249,710.00	249,187.21	0.21	(430.38)
Account Category: Expenditures								
Department: 723 BROWNFIELD REDEVELOPMENT AUTHORITY								
243-723-802.00	CONTRACTUAL SERVICES	59,483.15	59,484.00	0.00	34,496.00	34,496.00	0.00	0.00
243-723-803.00	ADMINISTRATION FEES	5,753.00	5,750.00	479.17	5,750.00	5,270.83	8.33	0.84
243-723-937.00	INSURANCE AND BONDS	1,181.69	1,510.00	16.50	1,510.00	1,493.50	1.09	(110.09)
243-723-995.00	TRANSFER OUT	174,098.44	174,098.00	0.00	172,604.00	172,604.00	0.00	0.00
Total Dept 723 - BROWNFIELD REDEVELOPMENT AUTHORITY		240,516.28	240,842.00	495.67	214,360.00	213,864.33	0.23	(109.25)
Expenditures		240,516.28	240,842.00	495.67	214,360.00	213,864.33	0.23	(109.25)
Fund 243 - BROWNFIELD REDEVELOPMENT AUTHORITY:								
TOTAL REVENUES		242,914.13	242,645.00	522.79	249,710.00	249,187.21	0.21	(430.38)
TOTAL EXPENDITURES		240,516.28	240,842.00	495.67	214,360.00	213,864.33	0.23	(109.25)
NET OF REVENUES & EXPENDITURES:		2,397.85	1,803.00	27.12	35,350.00	35,322.88		(321.13)

REVENUE AND EXPENDITURE REPORT FOR CITY OF ALBION

Balance As of 01/31/2026

GL Number	Description	End Balance 12/31/2025	2025 Amended Budget	YTD Balance 01/31/2026 Norm (Abnorm)	2026 Amended Budget	Available Balance 01/31/2026 Norm (Abnorm)	% Bdgt Used	YTD Balance Diff 01/31/2026 01/31/2025
Fund: 244 ECONOMIC DEVELOPMENT FUND								
Account Category: Revenues								
Department: 000 GENERAL								
244-000-626.10	ADMINISTRATION FEES	36,533.86	36,771.00	283.68	6,131.00	5,847.32	4.63	(4,073.97)
244-000-665.00	INTEREST	438.83	419.00	462.17	0.00	(462.17)	100.00	158.22
Total Dept 000 - GENERAL		36,972.69	37,190.00	745.85	6,131.00	5,385.15	12.17	(3,915.75)
Department: 730 MI-HOPE GRANT								
244-730-540.00	STATE GRANTS	641,977.57	641,978.00	0.00	0.00	0.00	0.00	(14,639.06)
Total Dept 730 - MI-HOPE GRANT		641,977.57	641,978.00	0.00	0.00	0.00	0.00	(14,639.06)
Department: 731 MI-NEIGHBORHOOD 2.0 GRANT								
244-731-540.00	STATE GRANTS	393,065.16	458,191.00	388.91	3,587.00	3,198.09	10.84	(3,328.88)
Total Dept 731 - MI-NEIGHBORHOOD 2.0 GRANT		393,065.16	458,191.00	388.91	3,587.00	3,198.09	10.84	(3,328.88)
Department: 736 MATCH ON MAIN								
244-736-590.00	LOCAL GRANTS	0.00	18,000.00	0.00	0.00	0.00	0.00	0.00
Total Dept 736 - MATCH ON MAIN		0.00	18,000.00	0.00	0.00	0.00	0.00	0.00
Department: 738 MEDC - MI READY SITE PROGRAM GRANT								
244-738-540.00	STATE GRANTS	134,762.41	0.00	8,970.99	995,000.00	986,029.01	0.90	8,970.99
Total Dept 738 - MEDC - MI READY SITE PROGRAM GRANT		134,762.41	0.00	8,970.99	995,000.00	986,029.01	0.90	8,970.99
Department: 739 MI - NEIGHBORHOOD 3.0 GRANT								
244-739-540.00	STATE GRANTS	0.00	0.00	4,126.95	1,100,000.00	1,095,873.05	0.38	4,126.95
Total Dept 739 - MI - NEIGHBORHOOD 3.0 GRANT		0.00	0.00	4,126.95	1,100,000.00	1,095,873.05	0.38	4,126.95
Department: 931 TRANSFER IN								
244-931-699.00	TRANSFER IN	115,000.00	115,000.00	0.00	0.00	0.00	0.00	0.00
Total Dept 931 - TRANSFER IN		115,000.00	115,000.00	0.00	0.00	0.00	0.00	0.00
Revenues		1,321,777.83	1,270,359.00	14,232.70	2,104,718.00	2,090,485.30	0.68	(8,785.75)
Account Category: Expenditures								
Department: 728 EDC								
244-728-702.00	SALARIES AND WAGES	68,812.69	68,900.00	3,155.41	55,724.00	52,568.59	5.66	931.35
244-728-703.00	PART TIME WAGES	2,847.00	3,850.00	0.00	10,140.00	10,140.00	0.00	0.00
244-728-704.00	OVERTIME	1,153.58	1,500.00	0.00	300.00	300.00	0.00	(342.49)
244-728-714.00	MEDICARE	1,044.64	1,075.00	45.42	959.00	913.58	4.74	8.21
244-728-715.00	FICA	4,467.08	4,605.00	194.29	4,102.00	3,907.71	4.74	35.16
244-728-716.00	HOSPITALIZATION INSURANCE	7,546.85	9,960.00	196.13	3,070.00	2,873.87	6.39	196.13
244-728-717.00	LIFE INSURANCE	101.68	110.00	6.95	83.00	76.05	8.37	2.33
244-728-719.00	PENSION CONTRIBUTION	4,297.79	4,325.00	190.30	3,861.00	3,670.70	4.93	45.65
244-728-719.01	MERS DB CONTRIBUTION	4,249.44	4,250.00	393.75	4,725.00	4,331.25	8.33	39.63
244-728-719.02	EMPLOYER CONT.- MERS FORFIETURE APPL	(1,772.55)	(1,481.00)	0.00	0.00	0.00	0.00	1,046.29
244-728-720.00	WORKERS COMPENSATION	118.02	125.00	5.17	99.00	93.83	5.22	0.48
244-728-721.00	UNEMPLOYMENT INSURANCE	81.04	105.00	2.84	110.00	107.16	2.58	(15.12)
244-728-723.00	RETIREE HEALTH SAVINGS CONTRIB	1,001.96	1,015.00	54.38	752.00	697.62	7.23	13.06
244-728-724.00	CAR ALLOWANCE	14.40	14.00	0.00	0.00	0.00	0.00	0.00
244-728-727.00	OFFICE SUPPLY	11,133.72	10,268.00	18.14	20,000.00	19,981.86	0.09	(1,528.76)
244-728-728.00	OFFICE EQUIPMENT	4,082.39	3,921.00	0.00	15,000.00	15,000.00	0.00	0.00
244-728-729.00	DUES, BOOKS, PERIODICAL	3,815.22	3,815.00	0.00	1,000.00	1,000.00	0.00	(754.00)
244-728-801.00	PROFESSIONAL SERVICES	93,816.47	101,390.00	0.00	20,000.00	20,000.00	0.00	(10,375.00)

REVENUE AND EXPENDITURE REPORT FOR CITY OF ALBION

Balance As of 01/31/2026

GL Number	Description	End Balance 12/31/2025	2025 Amended Budget	YTD Balance 01/31/2026 Norm (Abnorm)	2026 Amended Budget	Available Balance 01/31/2026 Norm (Abnorm)	% Bgdt Used	YTD Balance Diff 01/31/2025
Fund: 244 ECONOMIC DEVELOPMENT FUND								
Account Category: Expenditures								
Department: 728 EDC								
244-728-802.00	CONTRACTUAL SERVICES	12,808.66	10,600.00	0.00	0.00	0.00	0.00	(7,700.00)
244-728-803.00	ADMINISTRATION FEES	10,116.62	10,000.00	866.66	10,000.00	9,133.34	8.67	33.33
244-728-850.00	TELEPHONE	1,438.87	1,180.00	167.24	2,000.00	1,832.76	8.36	167.24
244-728-851.00	POSTAGE	97.05	19.00	0.00	100.00	100.00	0.00	0.00
244-728-861.00	TRAVEL	160.74	161.00	0.00	3,000.00	3,000.00	0.00	0.00
244-728-922.00	ELECTRICITY	982.29	1,000.00	192.08	1,500.00	1,307.92	12.81	192.08
244-728-930.00	BUILDING & GROUNDS REPAIR & MA	2,034.84	2,400.00	10.58	2,000.00	1,989.42	0.53	10.58
244-728-937.00	INSURANCE AND BONDS	8,395.53	2,685.00	24.75	3,000.00	2,975.25	0.83	(165.15)
244-728-941.00	BUILDING RENTAL	6,185.63	6,186.00	0.00	6,000.00	6,000.00	0.00	(1,000.00)
244-728-955.00	MISCELLANEOUS	665.37	665.00	0.00	0.00	0.00	0.00	0.00
244-728-957.00	TRAINING	776.13	930.00	0.00	5,000.00	5,000.00	0.00	0.00
244-728-960.00	CONFERENCE COSTS	471.80	560.00	0.00	5,000.00	5,000.00	0.00	0.00
244-728-967.00	ECONOMIC DEVELOPMENT	46,351.19	47,580.00	0.00	100,000.00	100,000.00	0.00	(1,095.56)
244-728-971.00	LAND	13,007.00	2,016.00	0.00	0.00	0.00	0.00	0.00
Total Dept 728 - EDC		310,303.14	303,729.00	5,524.09	277,525.00	272,000.91	1.99	(20,254.56)
Department: 730 MI-HOPE GRANT								
244-730-702.00	SALARIES AND WAGES	34,328.32	34,350.00	400.10	0.00	(400.10)	100.00	(1,261.88)
244-730-703.00	PART TIME WAGES	2,818.75	2,819.00	0.00	0.00	0.00	0.00	(75.21)
244-730-704.00	OVERTIME	74.40	150.00	0.00	0.00	0.00	0.00	(35.55)
244-730-714.00	MEDICARE	531.89	540.00	5.71	0.00	(5.71)	100.00	(19.58)
244-730-715.00	FICA	2,274.14	2,305.00	24.40	0.00	(24.40)	100.00	(83.72)
244-730-716.00	HOSPITALIZATION INSURANCE	4,878.24	4,880.00	58.90	0.00	(58.90)	100.00	(201.29)
244-730-717.00	LIFE INSURANCE	55.54	60.00	0.35	0.00	(0.35)	100.00	(4.27)
244-730-719.00	PENSION CONTRIBUTION	2,408.12	2,415.00	28.00	0.00	(28.00)	100.00	(90.83)
244-730-719.02	EMPLOYER CONT- MERS FORFEITURE APPLI	(238.74)	(91.00)	0.00	0.00	0.00	0.00	0.00
244-730-720.00	WORKERS COMPENSATION	75.53	80.00	0.74	0.00	(0.74)	100.00	(3.16)
244-730-721.00	UNEMPLOYMENT INSURANCE	45.27	55.00	0.36	0.00	(0.36)	100.00	(12.06)
244-730-723.00	RETIREE HEALTH SAVINGS CONTRIB	501.89	510.00	8.01	0.00	(8.01)	100.00	(25.94)
244-730-802.00	CONTRACTUAL SERVICES	606,704.02	606,704.00	0.00	0.00	0.00	0.00	(12,299.00)
Total Dept 730 - MI-HOPE GRANT		654,457.37	654,777.00	526.57	0.00	(526.57)	100.00	(14,112.49)
Department: 731 MI-NEIGHBORHOOD 2.0 GRANT								
244-731-702.00	SALARIES AND WAGES	67,508.75	67,510.00	295.71	2,714.00	2,418.29	10.90	(2,031.13)
244-731-703.00	PART TIME WAGES	2,419.46	2,419.00	0.00	0.00	0.00	0.00	(114.75)
244-731-704.00	OVERTIME	56.54	120.00	0.00	50.00	50.00	0.00	(14.21)
244-731-714.00	MEDICARE	989.74	1,010.00	4.22	40.00	35.78	10.55	(30.03)
244-731-715.00	FICA	4,232.23	4,340.00	18.03	171.00	152.97	10.54	(128.43)
244-731-716.00	HOSPITALIZATION INSURANCE	16,624.39	16,630.00	43.51	369.00	325.49	11.79	(798.48)
244-731-717.00	LIFE INSURANCE	94.78	95.00	0.00	4.00	4.00	0.00	(6.48)
244-731-719.00	PENSION CONTRIBUTION	3,978.54	4,725.00	20.70	194.00	173.30	10.67	(143.17)
244-731-719.02	EMPLOYER CONT-MERS FORFEITURE APPLIE	(329.80)	(182.00)	0.00	0.00	0.00	0.00	0.00
244-731-720.00	WORKERS COMPENSATION	116.92	120.00	0.55	4.00	3.45	13.75	(4.36)
244-731-721.00	UNEMPLOYMENT INSURANCE	79.16	90.00	0.27	3.00	2.73	9.00	(16.93)
244-731-723.00	RETIREE HEALTH SAVINGS CONTRIB	950.50	965.00	5.92	38.00	32.08	15.58	(40.91)
244-731-802.00	CONTRACTUAL SERVICE	296,343.95	360,349.00	0.00	0.00	0.00	0.00	0.00
Total Dept 731 - MI-NEIGHBORHOOD 2.0 GRANT		393,065.16	458,191.00	388.91	3,587.00	3,198.09	10.84	(3,328.88)
Department: 732 MHS DA CHILL GRANT								

REVENUE AND EXPENDITURE REPORT FOR CITY OF ALBION

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GL Number	Description	End Balance 12/31/2025	2025 Amended Budget	YTD Balance 01/31/2026 Norm (Abnorm)	2026 Amended Budget	Available Balance 01/31/2026 Norm (Abnorm)	% Bdgt Used	YTD Balance Diff 01/31/2025 01/31/2025
Fund: 244 ECONOMIC DEVELOPMENT FUND								
Account Category: Expenditures								
Department: 732 MHSDA CHILL GRANT								
244-732-702.00	SALARIES AND WAGES	26,596.96	26,610.00	205.75	0.00	(205.75)	100.00	(3,273.29)
244-732-704.00	OVERTIME	179.91	300.00	0.00	0.00	0.00	0.00	(21.33)
244-732-714.00	MEDICARE	379.87	390.00	2.92	0.00	(2.92)	100.00	(47.91)
244-732-715.00	FICA	1,624.33	1,665.00	12.46	0.00	(12.46)	100.00	(204.97)
244-732-716.00	HOSPITALIZATION INSURANCE	5,326.48	5,335.00	43.52	0.00	(43.52)	100.00	(366.71)
244-732-717.00	LIFE INSURANCE	45.79	50.00	0.00	0.00	0.00	0.00	(5.56)
244-732-719.00	PENSION CONTRIBUTION	1,874.33	1,885.00	14.40	0.00	(14.40)	100.00	(87.13)
244-732-719.02	EMPLOYER CONT-MERS FORFEITURE APPLIE	(227.59)	(124.00)	0.00	0.00	0.00	0.00	0.00
244-732-720.00	WORKERS COMPENSATION	145.71	55.00	0.32	0.00	(0.32)	100.00	(7.53)
244-732-721.00	UNEMPLOYMENT INSURANCE	52.58	65.00	0.19	0.00	(0.19)	100.00	(13.06)
244-732-723.00	RETIREE HEALTH SAVINGS CONTRIB	535.49	540.00	4.12	0.00	(4.12)	100.00	(24.88)
244-732-724.00	VEHICLE ALLOWANCE	0.00	0.00	0.00	0.00	0.00	0.00	(21.60)
Total Dept 732 - MHSDA CHILL GRANT		36,533.86	36,771.00	283.68	0.00	(283.68)	100.00	(4,073.97)
Department: 736 MATCH ON MAIN								
244-736-802.00	CONTRACTUAL SERVICES	0.00	18,000.00	0.00	0.00	0.00	0.00	0.00
Total Dept 736 - MATCH ON MAIN		0.00	18,000.00	0.00	0.00	0.00	0.00	0.00
Department: 738 MEDC - MI READY SITE PROGRAM GRANT								
244-738-702.00	SALARIES AND WAGES	0.00	0.00	1,682.71	36,234.00	34,551.29	4.64	1,682.71
244-738-704.00	OVERTIME	0.00	0.00	4.51	300.00	295.49	1.50	4.51
244-738-714.00	MEDICARE	0.00	0.00	24.30	530.00	505.70	4.58	24.30
244-738-715.00	FICA	0.00	0.00	103.91	2,266.00	2,162.09	4.59	103.91
244-738-716.00	HOSPITALIZATION INSURANCE	0.00	0.00	101.57	2,438.00	2,336.43	4.17	101.57
244-738-717.00	LIFE INSURANCE	0.00	0.00	5.21	63.00	57.79	8.27	5.21
244-738-719.00	PENSION CONTRIBUTION	0.00	0.00	96.18	2,514.00	2,417.82	3.83	96.18
244-738-720.00	WORKERS COMPENSATION	0.00	0.00	2.60	55.00	52.40	4.73	2.60
244-738-721.00	UNEMPLOYMENT INSURANCE	0.00	0.00	1.52	35.00	33.48	4.34	1.52
244-738-723.00	RETIREE HEALTH SAVINGS CONTRIB	0.00	0.00	27.48	565.00	537.52	4.86	27.48
244-738-802.00	CONTRACTUAL SERVICES	134,762.41	0.00	6,921.00	950,000.00	943,079.00	0.73	6,921.00
Total Dept 738 - MEDC - MI READY SITE PROGRAM GRANT		134,762.41	0.00	8,970.99	995,000.00	986,029.01	0.90	8,970.99
Department: 739 MI - NEIGHBORHOOD 3.0 GRANT								
244-739-702.00	SALARIES AND WAGES	0.00	0.00	3,226.53	77,890.00	74,663.47	4.14	3,226.53
244-739-704.00	OVERTIME	0.00	0.00	4.48	450.00	445.52	1.00	4.48
244-739-714.00	MEDICARE	0.00	0.00	46.27	1,137.00	1,090.73	4.07	46.27
244-739-715.00	FICA	0.00	0.00	197.82	4,857.00	4,659.18	4.07	197.82
244-739-716.00	HOSPITALIZATION INSURANCE	0.00	0.00	364.50	8,749.00	8,384.50	4.17	364.50
244-739-717.00	LIFE INSURANCE	0.00	0.00	10.61	127.00	116.39	8.35	10.61
244-739-719.00	PENSION CONTRIBUTION	0.00	0.00	208.67	5,450.00	5,241.33	3.83	208.67
244-739-720.00	WORKERS COMPENSATION	0.00	0.00	5.55	117.00	111.45	4.74	5.55
244-739-721.00	UNEMPLOYMENT INSURANCE	0.00	0.00	2.91	73.00	70.09	3.99	2.91
244-739-723.00	RETIREE HEALTH SAVINGS CONTRIB	0.00	0.00	59.61	1,150.00	1,090.39	5.18	59.61
244-739-802.00	CONTRACTUAL SERVICES	0.00	0.00	0.00	1,000,000.00	1,000,000.00	0.00	0.00
Total Dept 739 - MI - NEIGHBORHOOD 3.0 GRANT		0.00	0.00	4,126.95	1,100,000.00	1,095,873.05	0.38	4,126.95
Expenditures		1,529,121.94	1,471,468.00	19,821.19	2,376,112.00	2,356,290.81	0.83	(28,671.96)

Fund 244 - ECONOMIC DEVELOPMENT FUND:

REVENUE AND EXPENDITURE REPORT FOR CITY OF ALBION

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GL Number	Description	End Balance 12/31/2025	2025 Amended Budget	YTD Balance 01/31/2026 Norm (Abnorm)	2026 Amended Budget	Available Balance 01/31/2026 Norm (Abnorm)	% Bdgt Used	YTD Balance Diff 01/31/2026 01/31/2025
Fund: 244 ECONOMIC DEVELOPMENT FUND								
	TOTAL REVENUES	1,321,777.83	1,270,359.00	14,232.70	2,104,718.00	2,090,485.30	0.68	(8,785.75)
	TOTAL EXPENDITURES	1,529,121.94	1,471,468.00	19,821.19	2,376,112.00	2,356,290.81	0.83	(28,671.96)
	NET OF REVENUES & EXPENDITURES:	<u>(207,344.11)</u>	<u>(201,109.00)</u>	<u>(5,588.49)</u>	<u>(271,394.00)</u>	<u>(265,805.51)</u>		<u>19,886.21</u>

REVENUE AND EXPENDITURE REPORT FOR CITY OF ALBION

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GL Number	Description	End Balance 12/31/2025	2025 Amended Budget	YTD Balance 01/31/2026 Norm (Abnorm)	2026 Amended Budget	Available Balance 01/31/2026 Norm (Abnorm)	% Bdgt Used	YTD Balance Diff 01/31/2026 01/31/2025
Fund: 247 TIFA FUND								
Account Category: Revenues								
Department: 000 GENERAL								
247-000-402.00	CURRENT PROPERTY TAXES	148,882.04	148,882.00	0.00	154,093.00	154,093.00	0.00	0.00
247-000-569.00	STATE GRANTS - OTHERS	2,844.79	2,845.00	0.00	3,000.00	3,000.00	0.00	0.00
247-000-573.00	LOCAL COMMUNITY STABILIZATION SHARE	172,069.83	172,070.00	0.00	172,000.00	172,000.00	0.00	0.00
247-000-665.00	INTEREST	21,905.24	21,500.00	2,017.97	19,000.00	16,982.03	10.62	(163.08)
247-000-673.00	SALE OF FIXED ASSETS	90,000.00	90,000.00	0.00	0.00	0.00	0.00	0.00
Total Dept 000 - GENERAL		435,701.90	435,297.00	2,017.97	348,093.00	346,075.03	0.58	(163.08)
Revenues		435,701.90	435,297.00	2,017.97	348,093.00	346,075.03	0.58	(163.08)
Account Category: Expenditures								
Department: 733 TIFA								
247-733-702.00	SALARIES AND WAGES	92,682.48	92,700.00	6,769.86	144,960.00	138,190.14	4.67	(11,180.08)
247-733-702.01	LEAVE BANK PAYOUTS AND/OR BONUSES	0.00	0.00	0.00	22,615.00	22,615.00	0.00	0.00
247-733-704.00	OVERTIME	991.44	1,200.00	9.01	200.00	190.99	4.51	(333.43)
247-733-714.00	MEDICARE	1,352.44	1,365.00	95.76	2,435.00	2,339.24	3.93	(170.26)
247-733-715.00	FICA	5,782.51	5,830.00	409.42	10,405.00	9,995.58	3.93	(728.05)
247-733-716.00	HOSPITALIZATION INSURANCE	6,791.24	9,200.00	1,578.60	32,550.00	30,971.40	4.85	(599.34)
247-733-717.00	LIFE INSURANCE	72.21	90.00	23.13	280.00	256.87	8.26	(1.84)
247-733-719.00	PENSION CONTRIBUTION	3,971.06	3,995.00	474.52	10,165.00	9,690.48	4.67	42.17
247-733-719.02	EMPLOYER CONT.- MERS FORFIETURE APPL	(722.60)	(269.00)	0.00	0.00	0.00	0.00	128.29
247-733-720.00	WORKERS COMPENSATION	214.87	180.00	12.21	300.00	287.79	4.07	(27.41)
247-733-721.00	UNEMPLOYMENT INSURANCE	121.29	165.00	5.90	95.00	89.10	6.21	(58.33)
247-733-723.00	RETIREE HEALTH SAVINGS CONTRIB	908.75	920.00	135.57	1,505.00	1,369.43	9.01	12.05
247-733-724.00	VEHICLE ALLOWANCE	129.59	130.00	0.00	0.00	0.00	0.00	(122.39)
247-733-729.00	DUES, BOOKS, PERIODICAL	0.00	0.00	0.00	1,000.00	1,000.00	0.00	0.00
247-733-801.00	PROFESSIONAL SERVICES	0.00	0.00	0.00	20,000.00	20,000.00	0.00	0.00
247-733-803.00	ADMINISTRATION FEES	9,003.89	8,900.00	771.34	8,900.00	8,128.66	8.67	29.67
247-733-806.00	CLOSING COST ASSET SALE	1,949.00	1,949.00	0.00	0.00	0.00	0.00	0.00
247-733-921.00	GAS	61.70	62.00	0.00	100.00	100.00	0.00	0.00
247-733-922.00	ELECTRICITY	1,073.84	1,290.00	0.00	1,500.00	1,500.00	0.00	0.00
247-733-930.00	BLDG & GRNDS REP/MAINT	0.00	0.00	0.00	2,000.00	2,000.00	0.00	0.00
247-733-937.00	INSURANCE AND BONDS	1,772.49	2,265.00	24.75	3,000.00	2,975.25	0.83	(165.16)
247-733-941.00	BUILDING RENTAL	6,000.00	6,000.00	0.00	6,000.00	6,000.00	0.00	(1,000.00)
247-733-970.00	CAPITAL OUTLAY	123,000.00	123,000.00	0.00	0.00	0.00	0.00	0.00
247-733-995.00	TRANSFER OUT	115,000.00	115,000.00	0.00	0.00	0.00	0.00	0.00
Total Dept 733 - TIFA		370,156.20	373,972.00	10,310.07	268,010.00	257,699.93	3.85	(14,174.11)
Expenditures		370,156.20	373,972.00	10,310.07	268,010.00	257,699.93	3.85	(14,174.11)
Fund 247 - TIFA FUND:								
TOTAL REVENUES		435,701.90	435,297.00	2,017.97	348,093.00	346,075.03	0.58	(163.08)
TOTAL EXPENDITURES		370,156.20	373,972.00	10,310.07	268,010.00	257,699.93	3.85	(14,174.11)
NET OF REVENUES & EXPENDITURES:		65,545.70	61,325.00	(8,292.10)	80,083.00	88,375.10		14,011.03

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GL Number	Description	End Balance 12/31/2025	2025 Amended Budget	YTD Balance 01/31/2026 Norm (Abnorm)	2026 Amended Budget	Available Balance 01/31/2026 Norm (Abnorm)	% Bdgt Used	YTD Balance Diff 01/31/2026 01/31/2025
Fund: 296 REVOLVING LOAN FUND								
Account Category: Revenues								
Department: 000 GENERAL								
296-000-665.00	INTEREST	31,614.05	36,000.00	3,140.09	32,400.00	29,259.91	9.69	1,608.83
Total Dept 000 - GENERAL		31,614.05	36,000.00	3,140.09	32,400.00	29,259.91	9.69	1,608.83
Department: 931 TRANSFER IN								
296-931-699.00	TRANSFER IN	174,098.44	174,098.00	0.00	172,604.00	172,604.00	0.00	0.00
Total Dept 931 - TRANSFER IN		174,098.44	174,098.00	0.00	172,604.00	172,604.00	0.00	0.00
Revenues		205,712.49	210,098.00	3,140.09	205,004.00	201,863.91	1.53	1,608.83
Account Category: Expenditures								
Department: 740 REVOLVING LOAN								
296-740-937.00	INSURANCE AND BONDS	1,181.68	1,510.00	16.50	1,510.00	1,493.50	1.09	(110.10)
Total Dept 740 - REVOLVING LOAN		1,181.68	1,510.00	16.50	1,510.00	1,493.50	1.09	(110.10)
Department: 999 TRANSFER OUT								
296-999-995.00	TRANSFER OUT	0.00	0.00	550,603.77	0.00	(550,603.77)	100.00	550,603.77
Total Dept 999 - TRANSFER OUT		0.00	0.00	550,603.77	0.00	(550,603.77)	100.00	550,603.77
Expenditures		1,181.68	1,510.00	550,620.27	1,510.00	(549,110.27)	36,464.92	550,493.67
Fund 296 - REVOLVING LOAN FUND:								
TOTAL REVENUES		205,712.49	210,098.00	3,140.09	205,004.00	201,863.91	1.53	1,608.83
TOTAL EXPENDITURES		1,181.68	1,510.00	550,620.27	1,510.00	(549,110.27)	36,464.92	550,493.67
NET OF REVENUES & EXPENDITURES:		204,530.81	208,588.00	(547,480.18)	203,494.00	750,974.18		(548,884.84)

REVENUE AND EXPENDITURE REPORT FOR CITY OF ALBION

Balance As of 01/31/2026

GL Number	Description	End Balance 12/31/2025	2025 Amended Budget	YTD Balance 01/31/2026 Norm (Abnorm)	2026 Amended Budget	Available Balance 01/31/2026 Norm (Abnorm)	% Bdgt Used	YTD Balance Diff 01/31/2026 01/31/2025
Fund: 297 LOCAL BROWNFIELD REVOLVING FUND								
Account Category: Revenues								
Department: 000 GENERAL								
297-000-665.00	INTEREST	0.00	0.00	109.94	0.00	(109.94)	100.00	109.94
Total Dept 000 - GENERAL		0.00	0.00	109.94	0.00	(109.94)	100.00	109.94
Department: 931 TRANSFER IN								
297-931-699.00	TRANSFER IN	0.00	0.00	550,603.77	0.00	(550,603.77)	100.00	550,603.77
Total Dept 931 - TRANSFER IN		0.00	0.00	550,603.77	0.00	(550,603.77)	100.00	550,603.77
Revenues		0.00	0.00	550,713.71	0.00	(550,713.71)	100.00	550,713.71
Fund 297 - LOCAL BROWNFIELD REVOLVING FUND:								
TOTAL REVENUES		0.00	0.00	550,713.71	0.00	(550,713.71)	100.00	550,713.71
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES:		0.00	0.00	550,713.71	0.00	(550,713.71)		550,713.71
Report Totals:								
TOTAL REVENUES - ALL FUNDS		2,206,106.35	2,158,399.00	570,627.26	2,907,525.00	2,336,897.74	19.63	542,943.33
TOTAL EXPENDITURES - ALL FUNDS		2,140,976.10	2,087,792.00	581,247.20	2,859,992.00	2,278,744.80	20.32	507,538.35
NET OF REVENUES & EXPENDITURES:		65,130.25	70,607.00	(10,619.94)	47,533.00	58,152.94		35,404.98

AEDC President & CEO Report

AEDC/City BRA/TIFA Board Meeting

For March 5, 2026

AEDC Organizational Update:

Due to grant funding wrapping up in the spring/summer of 2026, Amber Kidder is now working at City Hall while continuing to assist the AEDC with accounts payables and receivables as well as the final close-out process for the three housing grants we administer. Amber is the City's Deputy Clerk/Treasurer and will also be assisting Dr. Sheryl Theriot in her role as our new City Manager. I am working with the Interim City Manager to draft an Interlocal Agreement that will document we are sharing Amber for staffing.

We have an updated inventory for all available Industrial and Commercial Properties in Albion. We are uploading them into Zoom Prospector now and in the weeks to come. We are also working on identifying and partnering with local realtors to continue bolstering our marketing efforts and sale of properties.

AEDC sub-committees need to meet soon: Officer/Board Nominations Committee, Finance Committee, and a Revolving Loan Fund Committee. Please respond to Reagan's email with your preferred day/time for any given week.

The AEDC Policies and Procedures have been reformatted to ensure the document was one instead of several documents causing confusion. Minor Scribner's errors were made to ensure accuracy and continuity.

Finally, AEDC staff will be recycling several old documents that we are not required to retain. This will be done on March 12th when Sheridan Township hosts the Calhoun County Recycling Center.

AEDC Finance Update:

Plante Moran is reviewing the last five years of AEDC financial information in hopes to be done in a few weeks. Once we have their initial review, we will call an AEDC Finance Committee Meeting to decide how best to move forward.

AEDC Funding Activities/Revenue Sources:

PWEAA Grant: Working on the narrative to apply for this by the end of the first Quarter of 2026 (March 31st).

CDS Proposal: Working on submitting a Congressionally Directed Spending (CDS) Proposal for the infrastructure in the East Industrial Park. This is being done in partnership with the Albion Community Foundation, and their lobbyist, Jayne Jones. We will be through the Office of Rural Development within the Dept. of Agriculture or the Dept. of Housing and Urban Development (HUD). The average award amount is about \$1,000,000 (one million dollars). This proposal is due at the end of March, and we are hoping to have the proposal ready for submission by March 19th (at the latest).

We are also discussing with other Representatives our need for federal funding to get the new East Industrial Park to the finish line and 100% shovel ready for that first potential tenant.

MI Neighborhood 3.0: We have drafted the LOI that will be signed by the Mayor in support of the proposal for new home construction. These are CDBG Funds, so a representative from the City will

have to apply on our behalf. Mayor Snyder has agreed to this, and a final draft of the LOI was sent over for signature to the City to submit late last week. This proposed \$1M project will build 10 homes in Albion (8 units on Pine Street and 2 on Washington Street).

Office Space Update:

The design concepts for the Ludington Center will be presented at the meeting, with a TOUR immediately following the AEDC Board Meeting. The college is still renovating the space but anticipates us moving in April/May timeframe. Our current landlord, Mr. Jim Stuart has been notified of our intentions. It is my hope that the AEDC Board will consider approval for the AEDC Organization to move to the Ludington Center, contingent upon a successful Tour outcome and design concept review.

I would like input on how to donate/sell our old furniture and unnecessary office equipment prior to the potential move. Additionally, this move will save us money as we will no longer have utility bills and will be able to consolidate some additional overhead expenses with the Chamber and Community Foundation.

Albion College Intern Assistance:

Our current interns graduate in May of 2026, and the AEDC will continue to take advantage of their internship programs. We have requested another intern for the summer that will be paid for by Albion College for their time working at the AEDC.

Workforce and Training:

In addition to the Job Preparation Fair, partnering with the Chamber and the KCC-EAC; we are working with our Michigan Works Southwest! Representative and the Chamber to bring back quarterly job fairs for our community. We anticipate employers from our region to participate as well.

As a reminder, the Michigan Small Business Development Center has an Albion presence twice each month for small business coaching. As these requests come in, we refer them to Wendy, our MSBDC representative. For small business week in May, we are considering a small event partnering with the Chamber, KCC-EAC, and the Albion Community Foundation.

Marketing:

Reagan is doing a great job getting our website updated/revamped with current, accurate information. He is also pushing a lot of content out on our social media channels. I am hearing great comments from the community on our efforts.

AEDC Staff is working on creating a marketing piece focused on data centers. I would like to start the Town Hall community meetings by the end of summer/early fall of 2026 to begin the conversations of a potential data center in our community, as well as other types of development.

Calhoun County GIS is in the process of creating several aerial maps for the AEDC wall.

Attraction Efforts

Still waiting on the data center prospect for the East Industrial Park that was brought to the AEDC by Consumers Energy. I expect to sign a NDA soon to begin more in depth planning to decide if we are a good fit for them.

EAST INDUSTRIAL PARK (EIP) Due Diligence & MI Site Program Updates:

Great news – The AEDC received the MI Site Program designation of BRONZE! The next step in this process is to move to SILVER, and we are working with SME, our Attorney, Norfolk Southern, and MDOT to get those outstanding deliverables submitted to the MEDC/Quest Site Solutions, which are due at the end of April.

We are working with the City of Albion and Sheridan Townships as it relates to their 425 Agreements for the future development of the East Industrial Park.

SME is working with MDOT to conduct a traffic study so we can begin to plan for road infrastructure and other utilities into the EIP. SME continually tweaks the conceptual map while the planning continues.

Business Retention/Expansion

West Industrial Park:

- Approximately 70 acres remaining for potential development, consisting of five parcels.
- Owned by AEDC, BRA, and the Calhoun County Land Bank Authority.
- Cost is negotiable.
- AEDC Staff is working to ensure updated statistics are presented on a one-page fact sheet for marketing purposes, along with an aerial map to identify parcels. Staff will have an updated one-pager to share soon.
- Business Retention/Expansion visits with manufacturing business owners are ongoing to determine needs, pain points, etc.

Brownfield Redevelopment Authority:

Working with Dave VanHaren from Triterra to amend the Brownfield Plan for 101-119 S. Superior Street – also known as the Big Albion Plan. The AEDC and City DDA have approved the Amendment, and after holding the Public Hearing, City Council approved the Amendment at their meeting on Monday, March 2nd. In addition, Dave provided a presentation to the AEDC, City DDA, and City Council two weeks ago since he was not able to attend City Council on March 2nd.

AEDC has asked Triterra to provide a scope of work and cost estimate to re-establish our contractual relationship. With Triterra's assistance, the City BRA can apply for grant funding through the U.S. EPA for environmental assessment work for brownfield projects, ensure our Policies and Procedures are updated with information regarding Housing TIF, which is now included within Brownfield legislation.

Lastly, I am setting up a monthly standing meeting with the City of Albion and the Calhoun County Land Bank Authority to review and discuss City of Albion projects – again, when Dr. Theriot is settled in as our new City Manager.

Revolving Loan Fund:

I have reminded our AEDC Attorney to get this completed – A loan agreement amendment for BuildWealth, LLC to revamp repayment schedule.

AEDC will begin aggressively marketing the RLF program soon, once our RLF Committee meets and all governance documents are updated and ready to be distributed.

Tax Increment Finance Authority:

The TIFA Finance and Development Plan requires an update and I plan to work closely with the new City Manager once she is seated, to get that updated.

OTHER PROJECTS:

The Public Hearing regarding the tax Abatement/Industrial Facilities Exemption Certificate for Team 1 Plastics, Inc., must be done a second time since the Lot # and IDD establishment date was incorrect on the original application. The Public Hearing will be held again on March 16, 2026.

The Michigan Match on Main portal opened Sunday, March 1, 2026, and we sent out information to our downtown businesses in hopes that we have a few that are interested and eligible. I plan for the RLF committee to review the Letters of Interest we will be receiving no later than Friday, March 13th to select which two businesses are offered the opportunity to submit an application to the MEDC, through the AEDC. Only one from our area will be selected for a not to exceed amount of \$25,000, which includes a 10% local match from the applicant.

Grants: Housing Projects:

In an effort to educate our community developers and bring additional attention to the housing needs of Albion, I am planning to schedule the City of Jackson's Community Development Team to discuss the details of their 100 Homes Program for us to consider mirroring for late spring, once the new City Manager is seated.

Amber is spearheading the housing grant efforts and administration for the AEDC, with assistance from staff. Here are the most current stats:

MI-Hope Grant 11/01/2023 – 4/30/2026:

\$945,500 Project Funds

\$104,500 Administration Fees

47 Units

Work will be completed by the end of this year, with the grant close-out due April 30, 2026.

MI-Neighborhood 1.0 Grant 9/30/2024 – 8/31/2026:

\$400,000 Rehab Project Funds

\$ 72,000 Administration Fees

41 Units

All units selected in March 2025, with the funding allocated in June 2025. Construction is underway with the anticipated completion date of June 30, 2026.

CHILL Grant 6/1/2024 – 11/30/2025:

\$410,000 Project Funds

\$ 90,000 Administration Fees: \$50,000 to the city; and \$40,000 to the AEDC.

11 Units

Seeking grant extension through April 2026.

Timeline is pending.