

**City Administrator's Report
January 9, 2025**

Water & Sewer

Amber Wynn and Warren Myers have reviewed Chapter 6 of the Albion City Code – concerning public utilities – and are recommending some updates. Darren and I are currently reviewing these recommendations and will present to the Mayor and Council for consideration at a future meeting.

Park

Phase II of the Cardinal Cage Building is complete. The interior work will be progressing with a target use date of March 1st.

Darren and I met with Ed Knott to discuss the lease/operation agreement with the Baseball/Softball group for the new facility. Darren is working on developing a draft agreement that will likely be presented to the Mayor and Council at the February meeting for consideration of approval.

I will be meeting with Legion leadership to discuss formalizing an agreement with the city regarding the “Leon Nelson Memorial/Legion Field” facilities and maintenance. Any formal agreement will be provided to the Mayor and Council for formal approval.

Street

The new street sweeper has had some hydraulic and electric wiring issues early in it's operation. It's still much quicker and we should be able to cover more of the town. We still have some sweeping to get caught up on as weather allows as our old sweeper was inoperable for much of the fall.

Our winter has been mild thus far. The guys and equipment are ready if/when needed. De-icing has been deployed and is ready to go as well.

Police Department

Nuisance reports submitted this month – considered elsewhere on the Council Agenda.

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General Administration / Other:

We've made it through the Holiday Season – I hope you all have enjoyed this time with friends and family. I know that I did!

The annual Keno Report was submitted on December 31st – thanks to AMGL for review and audit of our Keno program.

Stealth is working on their Fiber to Home project not all service connections are complete; however, City Hall has been connected.

I plan to attend the League Mid-Winter Conference February 23-24. I'm eager to attend the Legislative Update regarding bills that may potentially affect municipalities and to learn more about best practices and new ideas. There are sessions on Creative Districts, Water Contaminates, Healthcare Trends, and an update from the Department of Economic Development.

I have been handling Building Permit duties and it's working fine during this slower period. I may have an opportunity to seek a building inspector over the next month or two. Potentially part time once the spring rush hits. The biggest issue is the budgetary constraints in an already fairly tight cash flow year.

Planning Commission

There is still one (1) vacancy on the planning commission.

***Please direct any interested parties to City Hall or to the Mayor.**

Attached is the previous 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.