

Village of Pentwater: Cityhood Transition Study

Research, Analysis and Findings to Supplement the Work of the City Feasibility Study Committee

This summary report reflects the efforts of Municipal Analytics to identify additional information and communication strategies to enhance the work of the City Feasibility Study Committee. The Committee's May 2023 report addressed the myriad issues involved with deciding whether to change the form of government from village to city. It accurately portrays the process a village must follow to achieve city status. And it lays out some of the specific financial, operational and governance changes that would occur if the Village of Pentwater were to adopt its own City Charter and operate as a city. The sections below add to and clarify some topics addressed in the 2023 report. Our findings are based on research, interviews and experience with other villages considering the cityhood question. We hope this information is useful to Pentwater community leaders as the Village moves forward exploring cityhood.

One-Time Expenses and Revenues

The process of changing from village to city form of government involves a number of legal, operational and electoral processes. Some of these processes will cost money, while others can be absorbed into regular staff time or completed by citizen volunteers. The May 2023 City Feasibility Study Committee's report lays out some of the expected one-time costs of moving toward adoption of a new city charter. These costs include legal fees, potential costs for State Boundary Commission filings, assessor's initial review of assessing records and valuations, voting equipment, and miscellaneous costs. In total, the report estimated these costs might total about \$75,000. Based on information provided by the four cities that made the change from village to city in the past decade (Ovid, Jonesville, Dexter, Manchester), the cost estimates seem reasonable. In these cities, one-time costs ranged from about \$30,000 to \$100,000. Legal costs for the City Charter Commission and Boundary Commission filings were the largest expenses.

The study committee's report did not address the topic of the division of assets. This is a process of identifying township assets that could reasonably be returned to the newly formed city, due to those assets having been contributed to the township by former village taxpayers. The most common asset that is negotiated for division is cash held in the township's general fund and other funds that were supported by the former village tax revenues.

For illustration purposes, we have assumed the division of assets would be based on the relative value of the former village's tax base to that of the township. In the case of Pentwater, the township taxable value is just over 55% of the total, based on 2023 tax records. To be conservative, we have assumed the division of General Fund and Road Fund cash balances would be allocated 60% to the township and 40% to the new city. If the city does not continue to support the township cemetery or library with a tax, dividing the cash assets of those funds may also be appropriate.

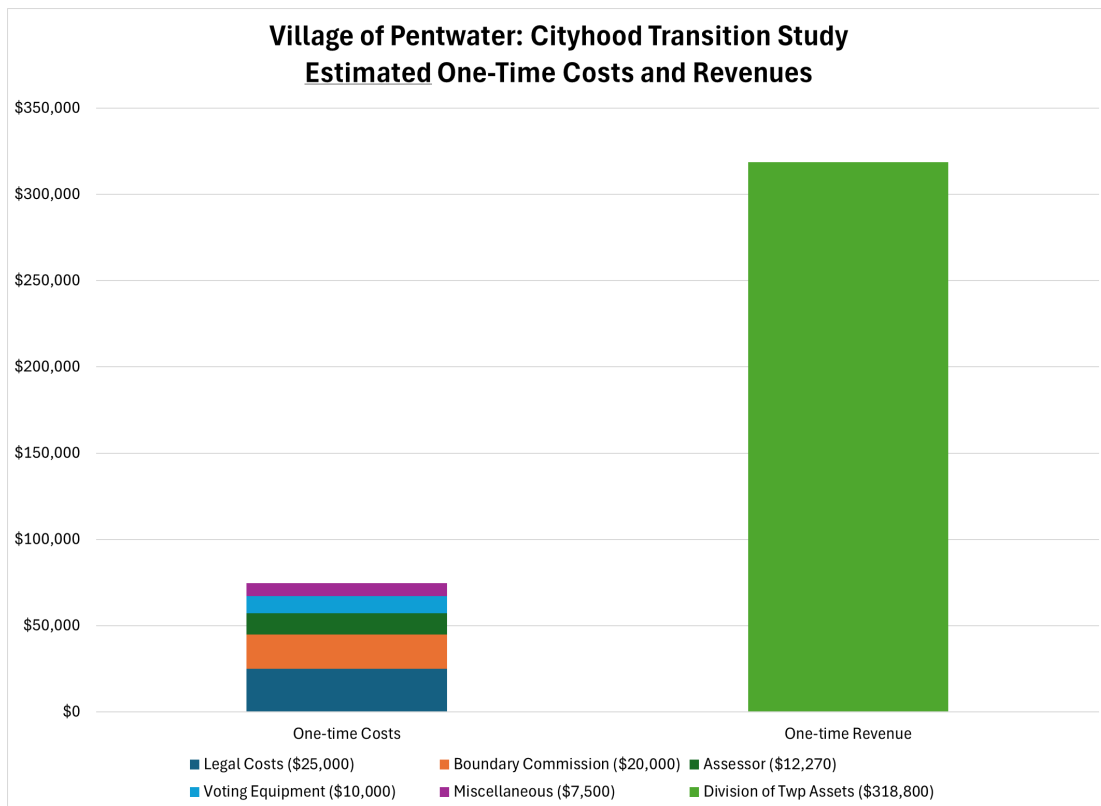
Using the 60/40 division noted, the city could expect to receive about \$318,000 from the township. The actual value of the assets would need to be negotiated and agreed-upon by the two governments. The chart below illustrates the estimated one-time costs and potential one-time revenues for Pentwater village/city. It is possible for revenues to exceed costs by a considerable amount.

In other newly formed cities, the division of assets resulted in unique outcomes:

- **Manchester:** the city and township continue to negotiate, following the adoption of the city charter in November 2023. The negotiations are focused almost entirely on cash assets. The city

purchased its own voting equipment to avoid a delay in having equipment in time for elections, due to prolonged negotiations with the township.

- **Jonesville:** the city received \$473,560 in cash assets and \$53,339 of cemetery land and equipment (the city took over ownership and operations of the former township cemetery located within the city). Half of the township's voting equipment was moved to the city, since the number of voters in each municipality was about equal. Appendix A contains more detail related to Jonesville's division of assets, as well as one-time and recurring costs associated with cityhood transition.
- **Dexter:** the township and city agreed to waive the city's remaining obligation on an outstanding bond, and the city agreed to not require a division of cash assets. This arrangement was agreed to because the balance of the city's portion of the outstanding debt was about the same as the cash assets due to the city from the township.
- **Ovid:** there was no negotiation for a division of assets.



Boundary Commission Filing

As noted, the costs of researching, filing and amending the Village boundaries is a potential high-cost requirement of gaining State approval to move forward with the cityhood process. Since the Village is not intending to change its current boundaries, the cost of this required step will be far less than a village requesting new boundaries be established.

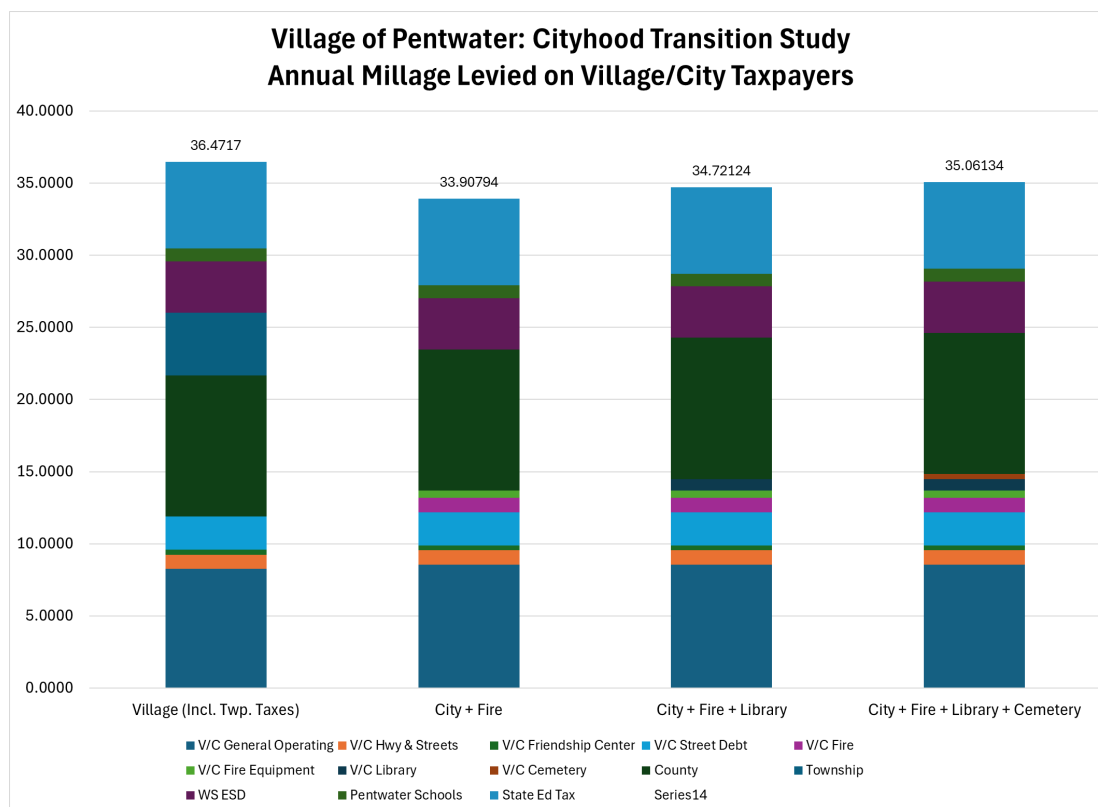
To fulfill the Boundary Commission requirements, a scale map would need to be prepared that clearly shows the area proposed to be incorporated. A complete and accurate written legal description of the boundaries must be submitted to the State Boundary Commission. The cost estimate to prepare this type of map and legal description would be highly dependent on the existing survey data and legal

description information available for the Village. If the existing data is unclear or some information is missing, the Village should engage a surveying company to review whatever data and descriptions the Village currently has and request the company to provide a cost estimate to prepare the required materials. Table 2 on page 9 of the Pentwater report identifies \$20,000 for “Boundary Survey Cost/Expense.” It is our opinion that this is a reasonable estimate. If existing boundaries are well-defined, this cost could be substantially less than estimated.

Property Tax Implications

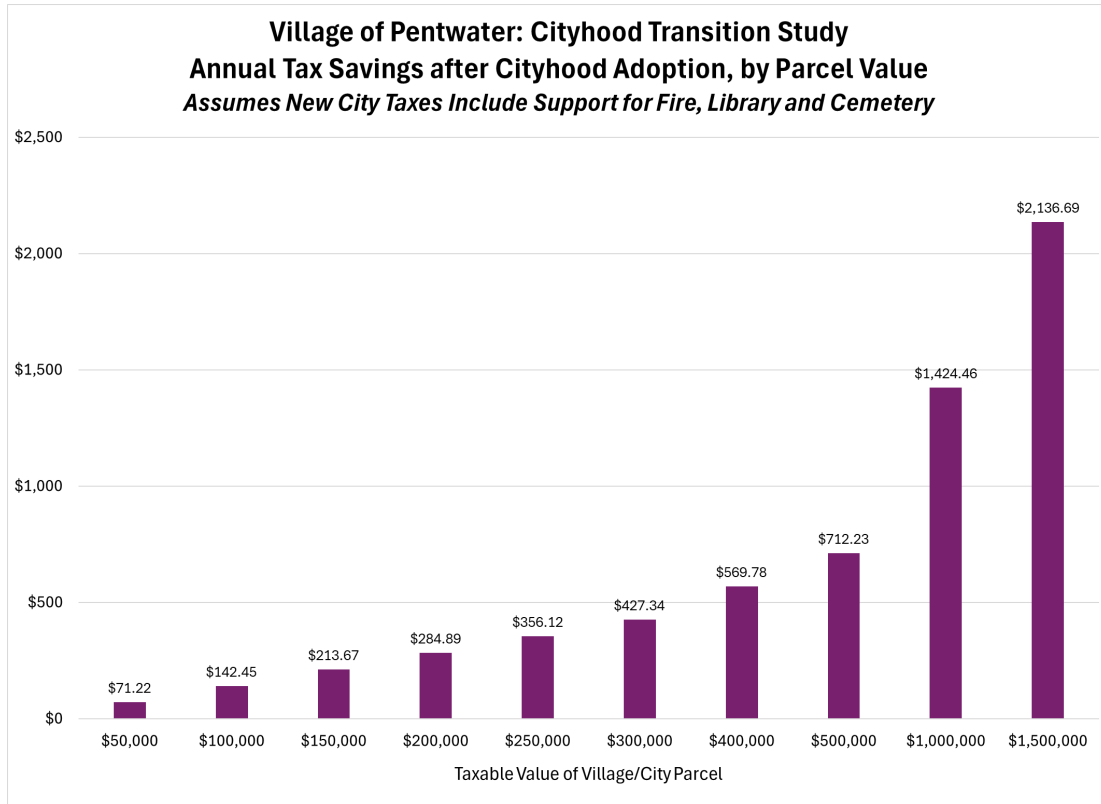
The Feasibility Study Committee’s report provides a good summary of the tax implications of Pentwater transitioning from a village to a city form of government. The information included in the report is comprehensive, yet it is likely a bit overwhelming for the typical person reading the report. Effective communication requires complex information be presented in a format that is easily understood.

The chart below is a visual depiction of Table 4 on page 13 of the citizen advisory committee’s report. The first column on the left represents the current property taxes levied on village taxpayers. The second column reflects the tax rate if the village becomes a city and continues to pay for fire services and equipment through existing millages. Maintaining the current library millage would increase the tax rate as shown in the third column, and the fourth column illustrates the tax rate to city taxpayers if the cemetery millage is continued to be paid. In all of the city scenarios, the city tax rate includes 0.30024 mills to support city assessing services.

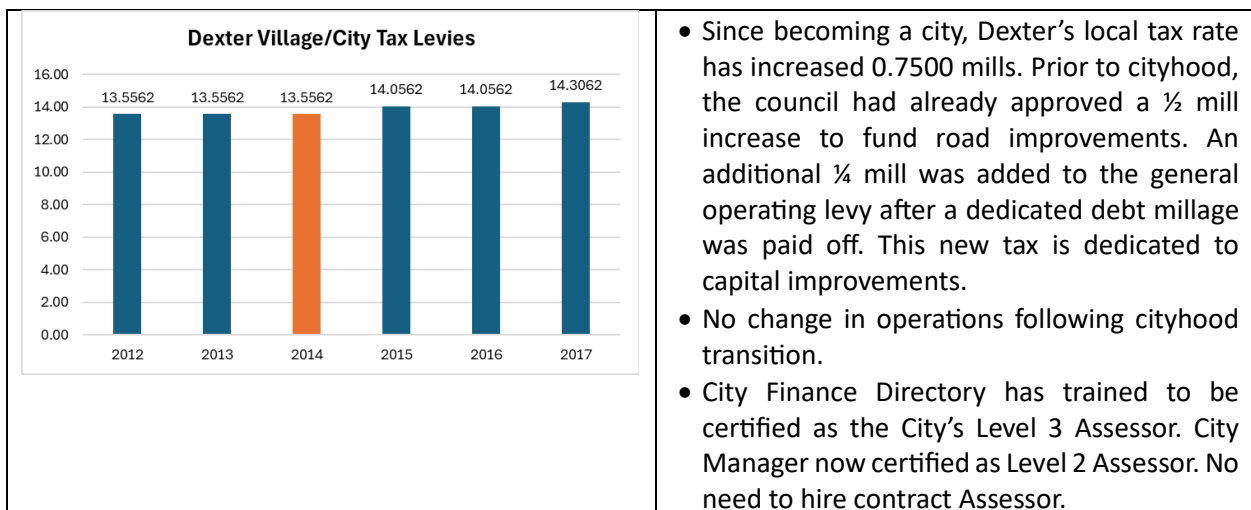


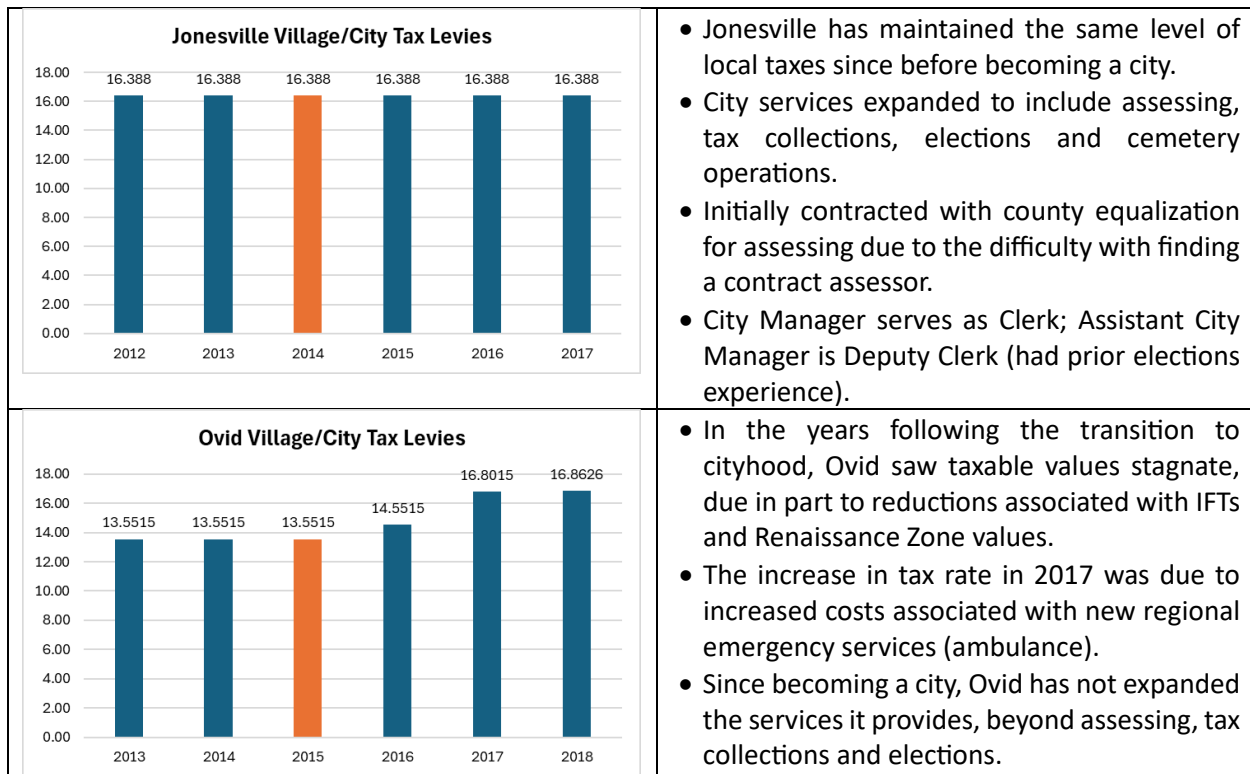
All three tax rate scenarios as a city would provide net savings to taxpayers in the City of Pentwater. The impact of these savings on different taxpayers, based on a property’s taxable value, was shown in Table 5 in the report. The chart below shows this information in graph form. A property with a taxable value of

\$100,000 would see a savings of \$142 in property taxes in the first year, while a property with taxable value of \$500,000 would save \$712. These savings will compound year-over-year.



The actual change in village/city taxes in Dexter, Jonesville and Ovid are summarized in the charts below. The orange bar in each chart is the first full fiscal year of cityhood in each community.





For additional information on these three cities' financials leading up to and following incorporation as a city, see Appendix B of this report.

In addition to tax implications of making the change from village to city status, several of the cities interviewed noted they believed they had greater access to State grants after becoming a city. They also believed they were able to more easily secure grant funding as a city. No specific examples or numbers were provided to support these beliefs.

Making the Case for City Form of Local Government

Villages adopting a city form of government do so primarily for several reasons:

- Greater autonomy in decision-making
- Less government complexity
- Elimination of double taxation by village and township governments

In speaking with other cities that have made the transition from village form of government, these three reasons were cited as the most important justification for becoming a city. Other reasons cited included poor relations between the village and township, and an inherent difference in government/community philosophy (township focused on remaining rural, while village was interested in providing full services and fostering a vibrant commercial district with residential neighborhoods).

When communicating with constituents, it is important to focus on the primary reason(s) for asking voters to support the change in form of government, and to be consistent in communicating these reasons. Sharing factual information about the process, reasons supporting the change, and the anticipated

outcomes was also found to be effective and supportive, as was a recurring agenda item on the regular Council meeting agenda, to provided updates and answer questions. Included in Appendix C are some examples of newsletters prepared by Jonesville and Manchester in the lead up to a vote on the city charter. Manchester introduced community newsletters when they switched to a new water billing format that utilized full-page invoices mailed in envelopes. Adding a newsletter to the mailing incurred only minimal costs associated with production and printing.

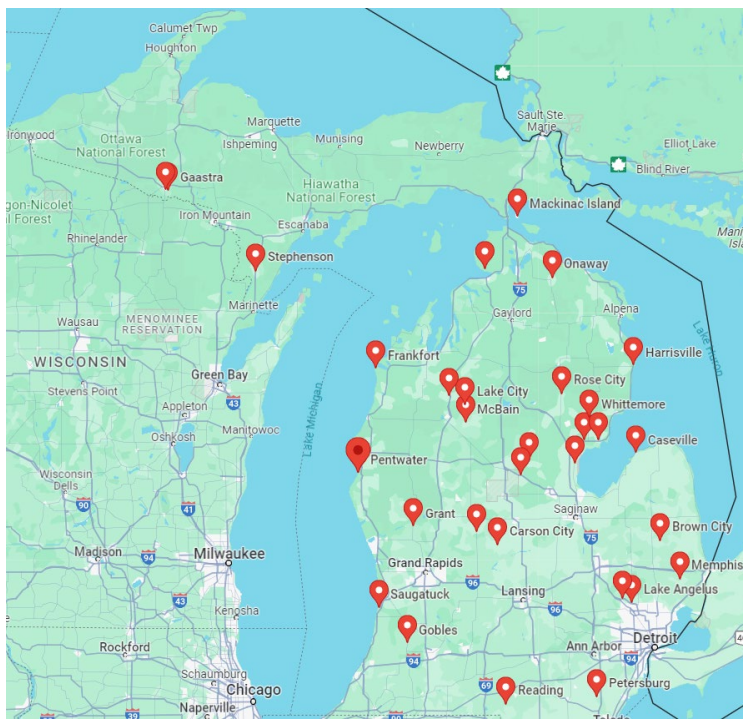
Another important aspect of communication is to be clear about what becoming a city does NOT mean. The goal of cityhood is not to grow exponentially, increase taxes or drastically expand government services.

Community Impacts

When considering the change from village to city status, residents are often concerned about losing the small-town “feel” of their community.

While the loss of community identity is a valid concern, there is nothing inherent about cityhood that would cause the community to change. In fact, most small cities have a “small town” feel, which is celebrated and protected. A home rule city charter, combined with a locally developed master plan, can put clear limits on growth, including building density, building height, commercial activity and parking.

The map to the right illustrates the 30 cities in Michigan that would be closest in population to a City of Pentwater, including the 15 cities below and 15 cities above Pentwater’s 2020 population. The map illustrates how these small cities are found throughout the state. A visit to any of these small cities will demonstrate the fact that being a city does not mean giving up the benefits of small community living.



To maintain the familiarity and charm associated with the Village of Pentwater name, the Charter Commission can include in the Charter the name, *City of the Village of Pentwater*. As noted in the 2023 report, this option has been chosen in other cities that were previously villages.

Library Services: Options Available

If the Village were to become a City it could maintain a relationship with the Township Library through at least two common methods:

- 1) Contract for Service
- 2) Formation of a District Library

Generally, the information presented in Section V-A.2. on page 16 of the Pentwater Feasibility Study report regarding the library service is consistent with our understanding. The report suggests that there “...would need to be a (referendum) to support the Pentwater Township Library Board,” which could be an approach the new Village/City could take (requesting voters approve a dedicated millage). An alternative, if the Village/City and Township agree to a Contract for Service arrangement, is for the Village/City to simply set its new operational millage at a level to include the cost for the Contract for Service (no separate Library Millage required). If the Village/City and Township decide to change from a Township library to a District Library, the District Library would establish the millage needed to support its operations, removing the need for the Township and Village/City to levy a tax for this purpose.

Contract for Service

The simplest and clearest initial way to address the question of library services would be for the City to enter a Contract for Services with the Pentwater Township Library. An example of this type of Contract is included in Appendix D. This is an agreement between the City of Rochester and the City of Rochester Hills. The library is the Rochester Hills Public Library. All board members are residents of the City of Rochester Hills, with the City of Rochester appointing a non-voting liaison member to the board. The City of Rochester pays a contract fee equal to the millage set by voters in Rochester Hills. Pentwater could maintain the Contract for Service arrangement in perpetuity or could consider the Formation of a District Library.

Pros:

- The funding for the library would not be impacted by the Village/City change.
- It is a simple agreement for the Library and Village/City to consider and execute.

Cons:

- Village/City residents could not be voting members of the Library Board.

Formation of a District Library

Two or more municipalities may form a District Library consistent with the District Library Establishment Act, 1989 PA 24 (DELA). The Township and Village/City would need to enter into an Agreement expressing their support of the formation of a District Library. Board members would be elected from the DELA municipalities. Once established the new District Library board would be an independent taxing unit. The new District Library would prepare its own budget/financials, hire/manage its own employees, property would be transferred to the new entity, and it requires its own audit. The District Library would also be responsible for raising its own revenue (millages, capital, etc.) independent of the DELA municipalities.

Pros:

- The Township and Village/City could be voting members of the Library Board.
- The Library Board would operate independently, including revenue.

Cons:

- Time and expense to form a District Library in compliance with DELA.
- The Library Board would operate independently, including revenue.

Any of these options would allow the residents of the current Village to continue receiving library services after the village transitions to a city. A voter-approved library millage in the newly formed city, or the inclusion of sufficient taxing capacity in the city charter, would allow the Township library to continue operations with the same level of funding they now have.

Township Impacts

When a village ceases to be a sub-unit of township government, there are real impacts on the township. Some of these impacts include:

- Reduced township tax revenues,
- Lower costs for assessing, tax collections and elections
- Potentially fewer voting precincts to manage
- Fewer constituents to serve
- Potential reduction in operating hours

The cities we interviewed acknowledged these impacts on the townships they left after becoming a city. However, the impacts did not lead to failed township government, bankruptcy, large increases in township taxes or a loss of the ability to govern. In fact, little changed at the township level following the loss of a village. Some townships reduced their office hours due to lower demand for services. Following Dexter's cityhood transition, the impact on Scio Township was negligible. Webster Township, which also included a section of Dexter Village, faced a greater challenge following the loss of village revenues, particularly as it related to the fire millage. Webster managed to overcome this challenge through the use of public safety fund balance and eventually an increase in the fire millage.

Should severe financial impacts be experienced by the Township, the State's Financially Distressed Cities, Villages and Townships (FDCVT) grant program can assist with meeting necessary township costs. A review of FDCVT grant awards since 2015 found very few townships were in the group of local governments needing assistance, and none of the townships had hardships related to the loss of a village within the township.

While some Village residents may be concerned about the Township when considering making a change in municipal status, this concern should be balanced with the benefits associated with cityhood, including greater autonomy, one less layer of government, and lower taxes.

Appendix A

Jonesville Budget and Actual Revenues and Expenditures Related to Cityhood Transition

CITY OF JONESVILLE
CITY-RELATED REVENUES AND EXPENDITURES
JULY 2014 - JANUARY 2015

FUND	DEPARTMENT	DESCRIPTION	ONE-TIME	ONGOING	TOTAL	BUDGET
GENERAL FUND	REVENUES	DIVISION OF ASSETS	386,547.00			
		CEMETERY FUNDS	87,013.42			
			473,560.42	-	473,560.42	473,560.42
		CEMETERY LOT SALES		1,020.00		3,000.00
		GRAVE OPENINGS/CLOSINGS		1,500.00		5,000.00
		SALE OF DUMP TRUCK/SNOW BLOWER	1,021.00			-
			1,021.00	2,520.00	3,541.00	8,000.00
GENERAL FUND	COUNCIL	LEGAL FEES - ASSET DIV/CEMETERY	2,533.44			7,500.00
		OFFICIAL SEALS ("CITY" OF JONESVILLE)	80.31			500.00
			2,613.75	-	2,613.75	8,000.00
	ELECTIONS	SUPPLIES (REGISTRATION/ID CARDS, ETC)		1,206.73		
		VOTING BOOTHS/SUPPLIES		810.32		
		BALLOT BAG		768.72		
		FIRE SAFE FILE (SPLIT W/CEMETERY)	885.00			
		ELECTION TESTING/WORKERS		1,162.90		
		HANDICAP RAMP	5,900.00			
			6,785.00	3,948.67	10,733.67	16,900.00
	GENERAL OFFICE	RETURN ADDRESS/DEPOSIT STAMPS	41.98			
		AD - PART TIME POSITION	138.40			
			180.38	-	180.38	1,300.00
	ASSESSOR	3 FIRE SAFE FILES	5,310.00			
		SUPPLIES		48.02		
		AD - ASSESSOR RFP		131.30		
		ASSESSING SERVICES (\$1,600/MONTH)		1,600.00		
		ASSESSING SOFTWARE	3,600.00			
			8,910.00	1,779.32	10,689.32	29,550.00
	CEMETERY	CHANGE LOCKS/KEYS MADE	109.64			
		OFFICE SUPPLIES	107.05			
		FIRE SAFE FILE (SPLIT W/ELECTIONS)	885.00			
		TITLE SEARCH	774.00			
		TRASH REMOVAL (FROM BARN)	77.46			
		TAINTED GASOLINE REMOVAL	910.00			
		TITLES - DUMP TRUCK/TRAILER	45.90			
		AD - DUMP TRUCK/SNOW BLOWER BIDS	68.25			
		EQUIPMENT REPAIR	63.49			
		ELECTRICITY (22.60/MONTH)		135.60		
		DPW WAGES/BENEFITS		3,659.89		
		DPW EQUIPMENT RENT		1,876.38		
		SEXTON SERVICES - CEMETERY CARE		6,825.00		
		SEXTON SERVICES - BURIALS		1,350.00		
			3,040.79	13,846.87	16,887.66	41,000.00
STREETS/DPW		"CITY" LIMIT SIGNS	472.05			
		VEHICLES - "CITY" OF JONESVILLE DECALS	375.00			
			847.05	-	847.05	1,000.00

Appendix B
Summary General Fund Financial Reports for
Dexter, Jonesville and Ovid

City of Dexter						
Balance Sheet: General Fund						
	Village	Village	Village	City	City	City
Fiscal Year Ending 6/30:	2012	2013	2014	2015	2016	2017
Assets						
Cash and Cash Equivalents	\$ 866,785	\$ 1,076,257	\$ 1,402,124	\$ 1,196,368	\$ 1,168,994	\$ 1,564,893
Receivables: Taxes	\$ 1,489	\$ 1,489	\$ -	\$ -	\$ 34,597	\$ -
Receivables: Accounts	\$ 196,907	\$ 162,810	\$ 142,302	\$ 28,653	\$ 37,862	\$ 14,169
Receivables: Special Assessments	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Due from Other Governmental Units	\$ 499,789	\$ 45,000	\$ -	\$ -	\$ -	\$ -
Total Assets	\$ 1,564,970	\$ 1,285,556	\$ 1,544,426	\$ 1,225,021	\$ 1,241,453	\$ 1,579,062
Liabilities						
Accounts Payable	\$ 276,053	\$ 97,907	\$ 130,696	\$ 59,660	\$ 77,915	\$ 27,516
Accrued and Other Liabilities	\$ 97,589	\$ 90,279	\$ 84,045	\$ 88,753	\$ 90,643	\$ 106,933
Due to Other Governmental Units	\$ -	\$ -	\$ -	\$ -	\$ 1,699	\$ -
Deferred Revenue	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Liabilities	\$ 373,642	\$ 188,186	\$ 214,741	\$ 148,413	\$ 170,257	\$ 134,449
Fund Balances						
Restricted for: Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Restricted for: Streets	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Restricted for: Downtown Development	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Restricted for: Trees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Committed for Capital Projects	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Assigned	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 537,969
Assigned for Facilities	\$ 241,820	\$ 245,570	\$ 264,248	\$ 289,966	\$ 291,661	\$ -
Assigned for Mill Creek Park Project	\$ 15,671	\$ 553	\$ -	\$ -	\$ -	\$ -
Assigned for Subsequent Years Expenditures	\$ 20,500	\$ 20,500	\$ 50,200	\$ -	\$ -	\$ -
Unassigned	\$ 913,337	\$ 830,747	\$ 1,015,237	\$ 786,642	\$ 779,535	\$ 906,644
Total Fund Balances	\$ 1,191,328	\$ 1,097,370	\$ 1,329,685	\$ 1,076,608	\$ 1,071,196	\$ 1,444,613
Total Liabilities and Fund Balances	\$ 1,564,970	\$ 1,285,556	\$ 1,544,426	\$ 1,225,021	\$ 1,241,453	\$ 1,579,062

City of Dexter						
Statement of Revenues, Expenditures and Changes in Fund Balance: General Fund						
	Village	Village	Village	City	City	City
Fiscal Year Ending 6/30:	2012	2013	2014	2015	2016	2017
Revenue						
Property Taxes	\$ 1,781,377	\$ 1,778,730	\$ 1,881,197	\$ 1,955,937	\$ 2,195,764	\$ 2,179,366
Licenses and Permits	\$ 9,645	\$ 10,600	\$ 11,090	\$ 7,415	\$ 9,900	\$ 9,920
Intergovernmental: Federal, State and Local	\$ 980,139	\$ 457,116	\$ 308,742	\$ 322,402	\$ 314,653	\$ 736,359
Grants	\$ -	\$ -	\$ -	\$ -	\$ 14,000	\$ 10,000
Charges for Services	\$ 752,004	\$ 779,899	\$ 9,750	\$ 11,165	\$ 234,267	\$ 228,430
Fines and Forfeitures	\$ 4,817	\$ 5,955	\$ 787,810	\$ 221,431	\$ 7,916	\$ 12,028
Franchise Fees	\$ 59,030	\$ 63,647	\$ 5,591	\$ 8,024	\$ 75,603	\$ 77,653
Special Assessments	\$ -	\$ -	\$ 67,825	\$ 72,984	\$ -	\$ -
Interest	\$ 7,962	\$ 6,353	\$ 7,448	\$ 10,878	\$ 7,843	\$ 10,597
Other	\$ 61,162	\$ 20,505	\$ 139,385	\$ 57,575	\$ 67,375	\$ 66,124
Total Revenue	\$ 3,656,136	\$ 3,122,805	\$ 3,218,838	\$ 2,667,811	\$ 2,927,321	\$ 3,330,477
Expenditures						
General Government	\$ 549,041	\$ 562,935	\$ 605,045	\$ 648,421	\$ 711,966	\$ 673,072
Public Safety	\$ 967,804	\$ 1,011,853	\$ 1,029,969	\$ 1,063,546	\$ 1,139,707	\$ 1,230,734
Community Development	\$ 158,253	\$ 114,084	\$ 98,013	\$ 118,373	\$ 117,390	\$ 120,610
Public Works	\$ 874,164	\$ 866,366	\$ 851,592	\$ 327,094	\$ 305,616	\$ 295,158
Recreation and Cultural	\$ 63,020	\$ 90,131	\$ 100,834	\$ 95,603	\$ 150,388	\$ 131,213
Other	\$ 85,925	\$ 179,718	\$ 163,447	\$ 337,560	\$ 271,848	\$ 304,027
Debt Service: Principal	\$ 65,000	\$ 65,000	\$ 70,000	\$ -	\$ -	\$ -
Debt Service: Interest and Other Charges	\$ 62,782	\$ 60,182	\$ 57,632	\$ -	\$ -	\$ -
Capital Outlay	\$ 1,242,481	\$ 285,194	\$ 17,991	\$ 100,289	\$ 118,003	\$ -
Total Expenditures	\$ 4,068,470	\$ 3,235,463	\$ 2,994,523	\$ 2,690,886	\$ 2,814,918	\$ 2,754,814
Excess (Deficiency) of Revenues Over Expenditures	\$ (412,334)	\$ (112,658)	\$ 224,315	\$ (23,075)	\$ 112,403	\$ 575,663
Other Financing Sources (Uses)						
Bond Proceeds	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers In	\$ 68,000	\$ 18,700	\$ 8,000	\$ 8,000	\$ 9,000	\$ 13,000
Transfers Out	\$ -	\$ -	\$ -	\$ (238,002)	\$ (126,815)	\$ (215,246)
Total Other Financing Sources (Uses)	\$ 68,000	\$ 18,700	\$ 8,000	\$ (230,002)	\$ (117,815)	\$ (202,246)
Net Change in Fund Balances	\$ (344,334)	\$ (93,958)	\$ 232,315	\$ (253,077)	\$ (5,412)	\$ 373,417
Fund Balances - Beginning	\$ 1,535,662	\$ 1,191,328	\$ 1,097,370	\$ 1,329,685	\$ 1,076,608	\$ 1,071,196
Fund Balances - Ending	\$ 1,191,328	\$ 1,097,370	\$ 1,329,685	\$ 1,076,608	\$ 1,071,196	\$ 1,444,613

City of Jonesville						
Balance Sheet: General Fund						
	Village	Village	Village	City	City	City
Fiscal Year Ending 6/30:	2012	2013	2014	2015	2016	2017
<u>Assets</u>						
Cash	\$ 66,273	\$ 63,303	\$ 31,576	\$ 43,787	\$ 49,809	\$ 91,432
Investments	\$ 831,670	\$ 613,435	\$ 684,174	\$ 1,223,294	\$ 1,129,618	\$ 1,223,825
Accounts Receivable	\$ 18,842	\$ 12,799	\$ 11,850	\$ 20,078	\$ 2,803	\$ 4,663
Due from Other Funds	\$ 1,665	\$ 545	\$ 387	\$ 499	\$ 3,520	\$ 5,811
Due from Other Governmental Units	\$ 31,856	\$ 32,191	\$ 39,760	\$ 39,870	\$ 38,297	\$ 42,308
Inventory	\$ 3,916	\$ 4,255	\$ 2,692	\$ 5,809	\$ 5,821	\$ 6,285
Prepaid Expenditures	\$ 9,147	\$ 9,172	\$ 24,736	\$ 24,414	\$ 25,815	\$ 21,911
Total Assets	\$ 963,369	\$ 735,700	\$ 795,175	\$ 1,357,751	\$ 1,255,683	\$ 1,396,235
<u>Liabilities</u>						
Accounts Payable	\$ 34,942	\$ 30,416	\$ 24,454	\$ 36,028	\$ 205,998	\$ 29,404
Due to Other Funds	\$ 3,737	\$ 254	\$ 1,151	\$ -	\$ -	\$ 1,072
Salaries Payable	\$ 7,762	\$ 7,827	\$ 16,991	\$ 22,526	\$ 23,937	\$ 15,977
Total Liabilities	\$ 46,441	\$ 38,497	\$ 42,596	\$ 58,554	\$ 229,935	\$ 46,453
<u>Fund Balances</u>						
Nonspendable	\$ 13,063	\$ 13,427	\$ 27,428	\$ 30,223	\$ 31,636	\$ 28,196
Restricted	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Committed	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Assigned	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Unassigned	\$ 903,865	\$ 683,776	\$ 725,151	\$ 1,268,974	\$ 994,112	\$ 1,321,586
Total Fund Balances	\$ 916,928	\$ 697,203	\$ 752,579	\$ 1,299,197	\$ 1,025,748	\$ 1,349,782
Total Liabilities and Fund Balances	\$ 963,369	\$ 735,700	\$ 795,175	\$ 1,357,751	\$ 1,255,683	\$ 1,396,235

City of Jonesville						
Statement of Revenues, Expenditures and Changes in Fund Balance: General Fund						
	Village	Village	Village	City	City	City
Fiscal Year Ending 6/30:	2012	2013	2014	2015	2016	2017
Revenue						
Property Taxes	\$ 515,271	\$ 525,114	\$ 483,101	\$ 483,434	\$ 701,363	\$ 701,508
Licenses and Permits	\$ 1,165	\$ 1,035	\$ 1,205	\$ 935	\$ 1,015	\$ 1,630
State Shared Revenue	\$ 195,982	\$ 239,914	\$ 209,324	\$ 211,410	\$ 207,536	\$ 220,554
Charges and Fees	\$ 59,547	\$ 61,048	\$ 54,719	\$ 64,362	\$ 59,838	\$ 62,074
State Highway Contract	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Recreation	\$ 32,426	\$ 40,520	\$ 42,381	\$ 35,142	\$ 46,477	\$ 29,942
Rents and Royalties	\$ 11,110	\$ 12,266	\$ 13,162	\$ 14,088	\$ 14,257	\$ 14,391
Contributions	\$ 5,353	\$ 5,353	\$ 5,353	\$ 15,844	\$ 19,408	\$ 19,660
Reimbursements	\$ 2,086	\$ -	\$ -	\$ 5,353	\$ 164,997	\$ 2,550
Grants	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 296,000
Interest	\$ 827	\$ 1,105	\$ 416	\$ 1,236	\$ 4,644	\$ 10,077
Contributions from Component Units	\$ 160,155	\$ 84,698	\$ 81,784	\$ 154,001	\$ 66,077	\$ 83,130
Miscellaneous	\$ 22,869	\$ 15,397	\$ 6,706	\$ 11,713	\$ 18,853	\$ 15,849
Total Revenue	\$ 1,006,791	\$ 986,450	\$ 898,151	\$ 997,518	\$ 1,304,465	\$ 1,457,365
Expenditures						
General Government	\$ 402,387	\$ 415,886	\$ 376,402	\$ 437,507	\$ 473,834	\$ 474,606
Public Safety	\$ 467,476	\$ 443,671	\$ 416,873	\$ 385,210	\$ 376,950	\$ 362,596
Economic & Community Development	\$ 12,660	\$ 5,959	\$ 3,438	\$ 4,156	\$ 5,035	\$ 4,995
Public Works	\$ 79,833	\$ 49,709	\$ 41,211	\$ 35,097	\$ 32,759	\$ 36,241
Streets, Highways, and Drains	\$ 29,435	\$ 36,496	\$ 31,383	\$ 32,063	\$ 30,192	\$ 31,336
Sanitation	\$ 5,437	\$ 4,057	\$ 5,244	\$ 5,975	\$ 4,308	\$ 7,287
Culture and Recreation	\$ 66,598	\$ 52,052	\$ 51,605	\$ 87,042	\$ 63,654	\$ 58,163
Capital Outlay	\$ 488,683	\$ 293,618	\$ 16,692	\$ 93,240	\$ 509,995	\$ 64,289
Principal Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Interest Debt Service	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Expenditures	\$ 1,552,509	\$ 1,301,448	\$ 942,848	\$ 1,080,290	\$ 1,496,727	\$ 1,039,513
Revenue Over (Under) Expenditures	\$ (545,718)	\$ (314,998)	\$ (44,697)	\$ (82,772)	\$ (192,262)	\$ 417,852
Other Financing Sources (Uses)						
Operating Transfers In	\$ 119,690	\$ 118,312	\$ 123,205			
Bond Proceeds	\$ 550,000	\$ -	\$ -			
Operating Transfers Out	\$ (22,888)	\$ (23,039)	\$ (23,132)			
Total Other Financing Sources (Uses)	\$ 646,802	\$ 95,273	\$ 100,073	\$ -	\$ -	\$ -
Net Change in Fund Balances	\$ 101,084	\$ (219,725)	\$ 55,376	\$ (82,772)	\$ (192,262)	\$ 417,852
Fund Balances - Beginning	\$ 815,844	\$ 916,928	\$ 697,203	\$ 752,579	\$ 669,807	\$ 477,545
Fund Balances - Ending	\$ 916,928	\$ 697,203	\$ 752,579	\$ 669,807	\$ 477,545	\$ 895,397

City of Ovid						
Balance Sheet: General Fund						
	Village	Village	City	City	City	City
Fiscal Year Ending 12/31:	2013	2014	2015	2016	2017	2018
Assets						
Cash and Cash Equivalents	\$ 448,444	\$ 490,147	\$ 644,998	\$ 897,969	\$ 800,365	\$ 858,836
Cash - restricted	\$ -	\$ -	\$ -	\$ -	\$ 38,864	\$ 38,902
Accounts receivable	\$ 7,749	\$ 3,461	\$ 3,694	\$ 505	\$ 4,251	\$ 4,306
Due from other governmental units	\$ 49,383	\$ 50,556	\$ 50,829	\$ 67,469	\$ 84,751	\$ 78,645
Due from other funds	\$ 88,970	\$ 18,261	\$ 234	\$ 1,395	\$ 4,696	\$ 7,021
Advance to other funds	\$ 98,000	\$ 98,000	\$ 98,000	\$ 98,000	\$ -	\$ -
Prepays	\$ -	\$ -	\$ 6,363	\$ 8,663	\$ 10,389	\$ 11,294
Total Assets	\$ 692,546	\$ 660,425	\$ 804,118	\$ 1,074,001	\$ 943,316	\$ 999,004
Liabilities						
Accounts Payable	\$ 9,664	\$ 8,072	\$ 4,375	\$ 7,793	\$ 11,051	\$ 19,150
Accrued liabilities	\$ 10,205	\$ 11,848	\$ 2,618	\$ 3,911	\$ 4,330	\$ 6,576
Due to other funds	\$ 2,528	\$ -	\$ 430	\$ 2,985	\$ 3,853	\$ 3,597
Advance from other funds	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Liabilities	\$ 22,397	\$ 19,920	\$ 7,423	\$ 14,689	\$ 19,234	\$ 29,323
Deferred Inflows of Resources						
Unavailable revenue	\$ -	\$ -	\$ -	\$ 17,139	\$ 32,985	\$ 23,580
Fund Balances						
Nonspendable	\$ 98,000	\$ 98,000	\$ 104,363	\$ 106,663	\$ 10,389	\$ 11,294
Restricted for park improvements	\$ 42,493	\$ 42,542	\$ 42,578	\$ -	\$ 38,864	\$ 38,902
Restricted for streets	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Unassigned	\$ 529,656	\$ 499,963	\$ 649,754	\$ 935,510	\$ 841,844	\$ 895,905
Total Fund Balances	\$ 670,149	\$ 640,505	\$ 796,695	\$ 1,042,173	\$ 891,097	\$ 946,101
Total Liabilities and Fund Balances	\$ 692,546	\$ 660,425	\$ 804,118	\$ 1,074,001	\$ 943,316	\$ 999,004

City of Ovid						
Statement of Revenues, Expenditures and Changes in Fund Balance: General Fund						
	Village	Village	City	City	City	City
Fiscal Year Ending 12/31:	2013	2014	2015	2016	2017	2018
Revenue						
Taxes	\$ 378,154	\$ 384,485	\$ 404,872	\$ 561,783	\$ 436,575	\$ 390,720
Licenses and permits	\$ 371	\$ 340	\$ 110	\$ 210	\$ 240	\$ 525
Intergovernmental	\$ 152,941	\$ 151,360	\$ 204,005	\$ 152,944	\$ 221,324	\$ 218,230
Charges for services	\$ 40,161	\$ 40,270	\$ 49,251	\$ 45,012	\$ 73,078	\$ 78,045
Fines and forfeitures	\$ 788	\$ 625	\$ -	\$ 500	\$ 172	\$ -
Interest and rents	\$ 8,205	\$ 11,044	\$ 11,949	\$ 10,914	\$ 20,288	\$ 17,690
Other	\$ 19,767	\$ 25,133	\$ 28,859	\$ 31,892	\$ 32,418	\$ 24,717
Total Revenue	\$ 600,387	\$ 613,257	\$ 699,046	\$ 803,255	\$ 784,095	\$ 729,927
Expenditures						
General Government	\$ 210,983	\$ 224,296	\$ 225,395	\$ 256,945	\$ 438,889	\$ 294,087
Public Safety	\$ 170,487	\$ 167,718	\$ 149,626	\$ 158,085	\$ 241,405	\$ 216,949
Public Works	\$ 117,017	\$ 127,693	\$ 133,967	\$ 117,320	\$ 121,011	\$ 161,599
Health and welfare	\$ -	\$ -	\$ -	\$ -	\$ 4,809	\$ -
Community and economic development	\$ 2,425	\$ 2,375	\$ 2,325	\$ 2,400	\$ 2,000	\$ 2,767
Recreation and culture	\$ 44,327	\$ 23,023	\$ 17,543	\$ 10,979	\$ 15,259	\$ 17,250
Debt service	\$ -	\$ 8,473	\$ 8,048	\$ 8,048	\$ 8,048	\$ 17,240
Capital Outlay	\$ 750	\$ 36,002	\$ 1,952	\$ -	\$ -	\$ -
Total Expenditures	\$ 545,989	\$ 589,580	\$ 538,856	\$ 553,777	\$ 831,421	\$ 709,892
Excess (Deficiency) of Revenues Over Expenditures	\$ 54,398	\$ 23,677	\$ 160,190	\$ 249,478	\$ (47,326)	\$ 20,035
Other Financing Sources (Uses)						
Proceeds from debt issuance	\$ -	\$ 35,650	\$ -	\$ -	\$ -	\$ 40,719
Transfers In	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers Out	\$ (4,000)	\$ (88,971)	\$ (4,000)	\$ (4,000)	\$ (103,750)	\$ (5,750)
Total Other Financing Sources (Uses)	\$ (4,000)	\$ (53,321)	\$ (4,000)	\$ (4,000)	\$ (103,750)	\$ 34,969
Net Change in Fund Balances	\$ 50,398	\$ (29,644)	\$ 156,190	\$ 245,478	\$ (151,076)	\$ 55,004
Fund Balances - Beginning	\$ 619,751	\$ 670,149	\$ 640,505	\$ 796,695	\$ 1,042,173	\$ 891,097
Fund Balances - Ending	\$ 670,149	\$ 640,505	\$ 796,695	\$ 1,042,173	\$ 891,097	\$ 946,101

Appendix C

Examples of Newsletters

Village to City Incorporation Information Sheet *Time for Change?*



Advantages of City Incorporation

Streamlined government; village residents deal with one government, not two.

Residents, businesses, and property owners **no longer pay township taxes**. Property tax bill will be reduced by 0.9011 mills.

City assumes responsibility for assessing property, preparation of tax roll, and collecting taxes.

City retains the **existing** 1% tax administrative fee previously collected by the township. The fee offsets the costs of the additional responsibilities.

City assumes responsibility for all elections.

Collaboration with surrounding units would remain a priority.

Ability to conduct local government business 42 hours a week.

Elimination of double tax/duplication of services.

With incorporation, residents are able to develop their own city charter to meet current and future needs of governance.

Disadvantages of City Incorporation

Financial impact on Fayette Township; property tax currently collected from village taxpayers would no longer be available.

There could be potential conflict over boundaries.

Citizens may perceive that city status will result in higher taxes.

Division and separation of township assets can be controversial.

Residents may perceive village status denotes a sense of community, as opposed to city status.

Frequently Asked Questions

What are the reasons for becoming a city? Cityhood evaluation is a strategic objective of the Village Council in an effort to:

1. Streamline government.
2. Reduce the tax liability for residents and businesses.
3. Further economic development.

What will happen if the Village of Jonesville becomes a city? As a city, Jonesville will operate independent of Fayette Township. Jonesville residents, businesses, and property owners would no longer pay taxes to Fayette Township.

Will incorporation as a city result in higher taxes? As a city, Jonesville's governing body can levy a maximum of 20 mills, the same as the village can currently levy. The city intends to levy 16.388 mills, the same as the village currently levies.

What do residents gain from Jonesville becoming a city? Residents and businesses will see a reduction of 0.9011 mills as they no longer pay taxes to Fayette Township. Residents and businesses will deal with one government, not two.

Will becoming a city mean Jonesville will lose its sense of community? Jonesville's sense of community is derived from its citizens.

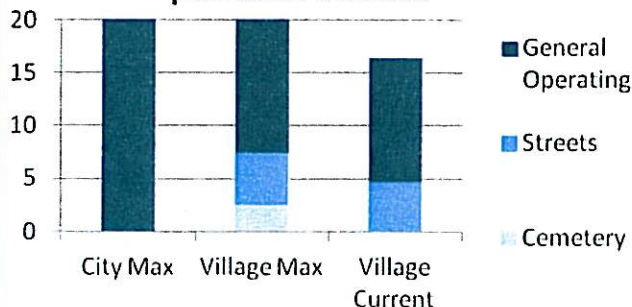
How will the Village choose the boundary map for the new city? As a city, Jonesville intends to follow the existing village boundaries.

What services does the Village currently provide to the Township? The Village currently provides for contracted fire protection service to Fayette Township. As a city, Jonesville would offer the same service.

What type of government would exist in the new city? Currently the Village of Jonesville has a Council-Manager form of government. As a city, Jonesville intends to maintain the same form of government.

What will happen to the Township Cemetery? As a city, Jonesville proposes to establish a self-sufficient Cemetery Authority to oversee its activities. The city intends to levy 16.388 mills, the same as the village currently levies.

**Maximum Tax Levy
per State Statute**



The maximum millage rate is the same for a city and a village. The only difference is, a city has no restrictions on the use of the 20 mills. The Village currently levies 11.7057 mills for General Operating, 4.6823 mills for Streets, and 0 mills for the cemetery.

This initiative will save Village residents and businesses \$52,444 annually.

Property Type (Taxable Value)	Annual Savings Realized
Large industrial business (\$5,650,000)	\$3,600.00
Family purchasing a home (\$65,000)	\$59.00
Family building a home (\$75,000)	\$68.00
A local insurance office (\$58,000)	\$52.00
A local restaurant (\$184,000)	\$166.00
Commercial mixed-use (\$449,000)	\$405.00

Tax Formula: TV x millage rate (0.9011) ÷ 1,000 = Your savings



FACTS

Village of Jonesville residents currently pay 0.9011 mills to Fayette Township.

Incorporation as a city would eliminate a layer of government.

The Village of Jonesville has not increased taxes since 1997.

The Village of Jonesville is a full service municipality; open to the public for 42 hours per week.

1/3 of Michigan cities have a population of less than 3,000.

Villages are not primary units of government.

Proposal A limits the yearly property tax increase to be equal to the lesser of the Inflation Rate Multiplier or 5%.

Incorporation does not affect taxes levied by the schools, county, senior services, ambulance, medical care facility, or library.

Cities are required to provide access to a cemetery.

Fayette Township Total Tax Revenue \$92,855



Incorporation Process

Village Council appoints committee to explore the impact of city incorporation. (08/17/2011)

Committee solicits community input and conducts educational sessions with residents (Aug-Nov 2011)

Committee develops recommendation to council (11/16/2011)

If the Village Council proceeds with cityhood, they initiate a petition process, which includes the proposed boundaries. (11/16/2011)

Petition must contain signatures of 5% (113) of registered voters who own property in the village. (04/18/2012)

After collection of signatures, petition is then filed with State Boundary Commission (SBC). (04/18/2012)

SBC conducts "Sufficiency Hearing" to ascertain the accuracy of application and proposed boundaries. (08/08/2012)

If petition sufficient, SBC establishes date for public hearing. (10/17/2012)

Village residents have 45 days to file a petition opposing city incorporation. (03/25/13 deadline)

If no petition is filed, SBC establishes a date for the election of Charter Commission (nine members). (08/06/13 anticipated)

Once Charter Commission is elected they have 90 days to develop a city charter. (11/05/13 deadline)

Draft of Charter is sent to the Governor for review.

Charter presented to village voters for approval or rejection. If vote is affirmative, charter is filed with State of Michigan.

New city begins operation on the date as proposed in Charter.

This complete process takes a minimum of 24 months.

Fayette Township Total Population 3,326



Village Council Members

Robert Snow-President, Gerry Arno-President Pro Tem, Tim Bowman-Trustee, Jerry Drake-Trustee, Ron Hayes-Trustee, Jim Marks-Trustee, Andy Penrose-Trustee

Cityhood Advisory Committee Members

Mike Fast -Co-Chairman, David Steel-Co-Chairman, Christine Bowman-Recording Secretary, Dean Adair II, Charles Crouch, George Humphries Jr., Jim Pope, Penny Sarles

Dear Citizens,

I encourage you to be actively involved in your community. The information in this brochure is designed to help you make an informed decision about your community's future. If you have questions or comments, please share those with us.

~ Bob Snow, Village President

For future meetings and additional information regarding Village to City Incorporation, visit our website at www.jonesville.org.

Your input is appreciated. Please feel free to write, phone or e-mail Village Hall with your questions, concerns and comments.

Village of Jonesville Proposed City Charter Information Sheet



Process to Create a Charter

Charter Commission was elected August 6, 2013.

Charter Commission has 90 working days from its election to create a charter.

Draft charter is submitted to the Governor's Office for legal review.

Once the proposed charter is deemed legally sufficient, the residents of the Village will have the opportunity to vote on the charter. If the vote is affirmative, the charter is filed with the State of Michigan.

Election of Mayor and City Council.

New city begins operation on the date proposed in the charter.

Frequently Asked Questions

What is a Charter? A charter is a legal document that establishes the City. The charter establishes the form of government, essential administrative and personnel functions as well as services.

Does the Village currently have a charter? No, the Village of Jonesville operates under the principles set forth by the General Law Village Act.

What will happen if the Village of Jonesville becomes a city? The Village of Jonesville would be a Home Rule City instead of a General Law Village. As a city, Jonesville will operate independent of Fayette Township. Jonesville residents, businesses, and property owners would no longer pay taxes to Fayette Township.

Will incorporation as a city result in higher taxes? As a city, Jonesville's governing body can levy a maximum of 20 mills, the same as the village can currently levy. The city intends to levy 16.388 mills, the same as the village currently levies.

Will incorporation result in the creation of a city income tax? No, a city income tax is fairly uncommon in Michigan municipalities and requires a vote of the people to become effective.

What changes will result from the charter? The proposed City of Jonesville would have to take on the services of Assessing, Tax Collection, and Elections. Residents will no longer have to pay taxes to Fayette Township. The proposed City would have a mayor and city council yet retain a Council-Manager form of government. The intent of the charter commission was to create a document that would not change existing municipal operations in Jonesville.

Will Village Ordinances and Regulations Change? No, all of the existing ordinances and by-laws would remain in effect.

Incorporation Process to Date

Village Council appoints committee to explore the impact of city incorporation. (08/17/2011)

Committee solicits community input and conducts educational sessions with residents (Aug-Nov 2011)

Committee develops recommendation to council (11/16/2011)

If the Village Council proceeds with cityhood, they initiate a petition process, which includes the proposed boundaries. (11/16/2011)

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Village Council Members

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Charter Commission Members

David Steel-Chairman, Jim Marks-Vice Chairman, John Ciaravino, Betty Fast, Ron Hayes, Les Hutchinson, Scott Leising, Jim Pope, Mike Venturini

Open House

The Village of Jonesville Charter Commission will be hosting an open house on **Tuesday, October 22, 2013** at the Jonesville Fire Department (116 W. Chicago).

There will be two sessions to give residents an opportunity to ask questions and hear a little bit about the process for developing a charter from the commissioners and staff.

The first session will run from **10:00 A.M. to Noon**.

The second session will run from **7:00 P.M. to 9:00 P.M.**

For future meetings and additional information regarding the Charter Commission, visit our website at www.jonesville.org.

Your input is appreciated.

Written comments will be accepted by email to Jeff Gray, Village Manager at manager@jonesville.org; or by U.S. Mail to the Village Hall at 265 E. Chicago Street, Jonesville, MI 49250.

Or feel free to call the Village Hall at (517) 849-2104 to speak with someone about your questions, comments or concerns.

VILLAGE OF MANCHESTER NEWSLETTER

JULY 2023



VILLAGE OF MANCHESTER PROPOSED CITY CHARTER

On April 25th, Governor Gretchen Whitmer signed the Proposed City Charter for the Proposed City of Manchester. Based on its review from the Attorney General's Office, the Village of Manchester received approval on the proposed Charter pursuant to the Home Rule City Act, 1909 PA 279, MCL 117.1 et seq. This proposal will be voted on by voters at the **General Election that will be held on November 7, 2023**. To learn more information about the proposed city charter, please visit our website at Vil-Manchester.org for FAQ's, reports, and procedures.

41ST ANNUAL FOURTH OF JULY FIREWORKS

The Manchester Men's Club is putting on the 41st Annual Fourth of July Fireworks show on July 3, 2023, at Carr Park. The Beer Tent will open at 7:00 p.m. that evening with band Star69 performing. There will be multiple vendors setup. There is no charge for entry.

70TH ANNUAL CHICKEN BROIL

The 70th Annual Chicken Broil will take place Saturday, July 15, 2023 at Alumni Field from 4:00 p.m. to 7:30 p.m. Cost is \$13.00 per dinner (\$12.00 if tickets are purchased in advance). For more information on the 70th Annual Chicken Broil, visit their website at ManchesterChickenBroil.com.

VILLAGE BRUSH PICK-UP

There will be no brush pick-up for the month of July. Brush chipping will resume on August 7th, 2023. For more information about brush chipping, please visit Vil-Manchester.org.

LEAD SERVICE LINES

The Village of Manchester remains committed to it's Lead Line Service Replacement Project. When the project started a year and a half ago, 109 service lines existed in the community. 57 service lines exist today.

Some numbers for you:

- When the Village began this project, the average cost for a service line replacement was \$8,000.00.
- In the past six months, the Village has been able to reduce this cost to, on average, \$4,290.21 if an outside contractor is used. If no outside contractor is used, then the cost has averaged \$2,054.33.

This project is funded by water rates and American Rescue Act Plan (ARPA) funds.

ELECTIONS

There will be two elections on November 7, 2023. Voters will be given the option of approving the proposed City Charter that was recently approved by Governor Gretchen Whitmer. With the election for the proposed City Charter, voters are also given the choice of voting for new officers that would serve under the new City Charter. Offices available are:

- Mayor – The Mayor would be elected until November 2025.
- City Council – The first three vote getters would earn a four-year seat that expires in November 2027, while the next three vote getters would earn two-year seats that expire in November 2025.

Forms to run for these offices are available at the Village of Manchester Offices, Manchester Township Offices, and from the Washtenaw County Clerk's Office. 15 signatures are required and all filings are due to Manchester Township by 4:00 p.m. on Tuesday, July 25, 2023.

VILLAGE OF MANCHESTER NEWSLETTER

JULY 2023



MONTHLY
PAGE 2



DID YOU KNOW?

Did you know that employees at the Village of Manchester's Wastewater Treatment Plant have been reporting the daily weather to the National Weather Service (NWS) for the past 50 years? Recently, representatives from the NWS stopped into the Wastewater Treatment Plant to provide Water / Wastewater Superintendent Thomas Thompson and DPW Laborer / Water & Wastewater Treatment Operator Eli Lobbestael with a certificate recognizing the Village of Manchester's participation with this program.

VILLAGE REMINDERS

PUBLIC SAFETY - To contact a Village deputy, please call 911. This is the preferred method of contact even if the issue is not an emergency.

MOWING - Village ordinance requires property owners to maintain lawns at no more than eight inches in length.

AFTER HOURS WATER /SEWER EMERGENCY - To contact the Village DPW after 4:30 p.m. and on weekends, please call the Village Office at (734) 428-7877 and follow the prompts.

UNLICENSED VEHICLES - Inoperable for more than 30 days are prohibited.

JUNK TRASH RUBBISH OR REFUSE - Must be stored in a completely enclosed building.

NO OPEN BURNING - In the Village or within 1,400 feet of the Village limits.

NO PARKING - On any curbed street between 2:00 a.m. and 5:00 a.m.

PARK RESERVATIONS

Reservations for park use in the Village is available for residents at no charge. Reservations can be made for a pavilion at Chi-Bro Park and Carr Park. Reservations can also be made for any of the volleyball courts and baseball diamonds. The application to reserve any of these areas is available on the Village website or at the Village offices.

BILLING AND PAYMENT OPTIONS

The Village accepts cash, check and debit/credit cards. Debit and credit cards incur a 3% processors charge (\$2 minimum). The Village can also accept automatic withdrawals from bank accounts for payment of utility bills. This is a free service and the form is located on the Village website. Payments are accepted via mail, online, at the counter and in the drop box at the Village Offices entrance door. Payments can also be left at the Manchester Old National Bank. We can now email your bill to you. Let us know what email address to use.

MAY 2023 - SHERIFF'S REPORT

The Month of May 2023 There Were 205 calls for service.

Traffic Stops.....96

Traffic Stops Turned Into Citations.....38

Village of Manchester May 2023 Noteworthy Events

May 14: A collaboration deputy responded to the 100 block of Hibbard Street for a report of Larceny. The complainant reported that an unknown subject stole property from their porch overnight. The collaboration deputy was able to eventually identify the suspect. Charges for Larceny will ultimately be sent to the Prosecutor's Office.

Village of Manchester Ordinance Violations

Ordinance Violations.....21

Violation Reasons.....overgrown grass more than 8" tall

In most cases, red tags were issued; in two cases, letters were sent to property owners for multiple infractions. Red tags were issued in the 100 block of E. Main Street, the 100 block of Hibbard Street (x2), the 600 block of E. Duncan, the 500 block of Territorial Road, the 300 block of S. Macomb, the 300 block of Schaffer Court (two residences), the 700 block of E. Main Street, the 400 block of City Road, and the 500 block of City Road (x3). Letters were sent to properties in the 500 block of Emerald Glen (x2) and the 700 block of Glen Oak (x6).

VILLAGE OF MANCHESTER NEWSLETTER

JULY 2023



2023 – 2024 FISCAL YEAR BUDGET

On June 5, 2023, the Manchester Village Council approved the Fiscal Year 2023 – 2024 Budget. The approved budget calls for funding to continue the current operations of the Village of Manchester at the current levels that are currently experienced today. Highlights of the budget that affect Village residents, include:

- Curbside Brush Chipping & Annual Leaf Collection: No change will occur. The Village will continue to do brush chipping throughout the warm months and will do annual leaf collection in November.
- Police Coverage: The Village is budgeted to pay \$547,750.00 for three Deputies that are shared with the Lodi – Manchester Collaboration. This will provide 20 hour a day police coverage to the Village.
- Road Work: The Village will be doing around \$430,000.00 worth of repaving projects in Fiscal Year 2023 – 2024. This includes repaving: E. Duncan Street from Wolverine Street to Torrey Street; Vernon Street from Torrey Street to Morgan Street; Sunset Street from Granger Street to Summit Street; Summit Street from City Road to Granger Street; Parr Road from M-52 to S. Martinrea Drive; Macomb Street from Sanborn to Wager Street; Grove Street from Adrian Street to Dead End; and Wager Street from S. Macomb Street to Dead End.
- Repaving of Upper Parking Lot of the Village Offices
- Lead Line Replacement

The Manchester Village Council also revised its Capital Improvement Plan (CIP) for both the Water Fund and the Sewer Fund. This plan calls for a set funding for capital outlay items each year, along with establishing yearly rate increases each year to fund these two (2) funds. Water and sewer billing rates will each increase six percent. The Village Millage rate of 13.8372 will remain the same.

A copy of the approved budget is available at Vil-Manchester.org.

FREQUENTLY ASKED QUESTIONS ABOUT CITYHOOD

These questions and answers have been taken from the information gathered during the Citizen Advisory Committee's study into Cityhood.

Question: Why did the Village look into changing to a City?

Answer: The Village of Manchester has considered becoming a City at different times over the years, dating as far back as the 1970s. In Michigan, a City has more autonomy than a Village due to their municipal structure, which means a Village and a Township are tied together in certain decision making even if it's not beneficial for both Village and Township residents. Plus, in certain areas, such as tax collection, there are two layers of government as opposed to one, adding an extra layer that may not be necessary. Reflecting on the needs and interests of Village residents and whether the current duplicative government structure serves the community and its future in the best way possible is what led to the exploration of becoming a City.

Question: Would this change affect my property taxes?

Answer: The change would be that Village property owners would no longer pay Township taxes. The City would, however, need to contract for fire protection that is currently provided by Manchester Township via Township property taxes. A new City tax to fund this contract would be necessary and likely similar in amount to the current Manchester Township fire millage.

Question: Don't you have to expand or grow to be a City?

Answer: The Manchester City Charter that will be voted on has been signed by the Governor and the footprint for the municipality is exactly as it is today. We meet all requirements and no changes to the footprint of the municipality is required.

VILLAGE OF MANCHESTER NEWSLETTER

AUGUST 2023



78TH MANCHESTER COMMUNITY FAIR

The Manchester Community Fair is back for its 78th annual appearance at **Alumni Memorial Field (August 8 - August 12, 2023)** on the corner of Wolverine St and Vernon St. The fair aims to bring together the local community for a fun-filled week of entertainment, activities, and agricultural exhibits. There will be thrilling rides such as Ferris wheels, roller coasters, carousels, as well as games where attendees can test their skills and win prizes.

Main Events

- **Tuesday (8/8/23):** Fair Parade & KOI Drag Racing
- **Wednesday (8/9/23):** Blue Water Micro Championship Wrestling
- **Thursday (8/10/23):** Farm Stock Tractor Pulls
- **Friday (8/11/23):** Demolition Derby
- **Saturday (8/12/23):** Bull Riding/Rodeo

Admission

- **Tuesday/Thursday (All Day).....\$8**
- **Wednesday/Friday (All Day).....\$10**
- **Saturday (9am-3pm).....\$8**
- **Saturday (After 3pm).....\$10**
- **Season Passes (Adult/Senior Season Pass).....\$35**
- **Children 5 and Under Free**

Beyond the joy and entertainment the Manchester Community Fair provides, it also plays a significant role in supporting local artisans, businesses, and community organizations, fostering a sense of pride and economic growth. Attending the fair is not just an opportunity to have fun, but also a chance to connect with neighbors, experience the richness of the local culture, and create lasting bonds within the community.

For more information, please visit manchesterfair.org for up-to-date schedules and events.

LEARN MORE ABOUT CITYHOOD?

The Village Council invites you to each Village Council meeting, which occur on the first and third Mondays of each month at 7:00 p.m., if you have any questions regarding Cityhood. Each of those meetings will have time set aside to answer questions or concerns about Cityhood.

Please contact any municipal official if you have questions regarding Cityhood. Your current municipal officials include:

Village President

Pat Vaillencourt (pvaillencourt@vil-manchester.org)

Councilmembers

Marsha Chartrand (mchartrand@vil-manchester.org)

Cynthia Dresch (cdresch@vil-manchester.org)

Pat DuRussel (pdurussel@vil-manchester.org)

Steve Harvey (sharvey@vil-manchester.org)

Martin Way (mway@vil-manchester.org)

Amelia Woods (awoods@vil-manchester.org)

Village Staff

Michael Sessions (msessions@vil-manchester.org)

Brittany Kuhnle (bkuhnle@vil-manchester.org)

KC Clegg (kclegg@vil-manchester.org)

GAZEBO CONCERTS AT WURSTER PARK

August 3rd, 2023

Kenji & Tim (Traditional Dance & Americana Tunes) @ 7pm

August 17th, 2023

Paula D & Company (60's, 70's, and Original) @ 7pm

August 24th, 2023

Amy Eff (Eclectic Folk Rock & Originals) @ 7pm

OTHER ONGOING EVENTS

The Village Council has approved an extension of the noise ordinance on August 5, September 16, and October 28 for events at the Village Tap. The extension of the noise ordinance is until midnight each of those nights. Additionally, the Village Council has approved Elton Street (between Main Street and Territorial Road) being closed from noon until 8:00 p.m. on Saturday, August 12, 2023 for the Manchester Speedway Reunion at the River Raisin Distillery.

VILLAGE OF MANCHESTER NEWSLETTER

AUGUST 2023



NEW HIRE ALERT!



Name: Eli Lobbestael

Position: Department of Public Works (DPW) Laborer / Water & Wastewater Treatment Plant Operator

Hire Date: June 6, 2023

About Eli: Eli is from Manchester having graduated from Manchester High School in 2019 and Ferris State University in 2021 with a degree in Mechanical Engineering. Eli's family has a long history in Manchester as they've been involved in Manchester since the 1970s. Eli likes to play golf in his free time and spend time with his niece and nephews.

VILLAGE REMINDERS

PUBLIC SAFETY - To contact a Village deputy, please call 911. This is the preferred method of contact even if the issue is not an emergency.

MOWING - Village ordinance requires property owners to maintain lawns at no more than eight inches in length.

AFTER HOURS WATER /SEWER EMERGENCY - To contact the Village DPW after 4:30 p.m. and on weekends, please call the Village Office at (734) 428-7877 and follow the prompts.

UNLICENSED VEHICLES - Inoperable for more than 30 days are prohibited.

JUNK TRASH RUBBISH OR REFUSE - Must be stored in a completely enclosed building.

NO OPEN BURNING - In the Village or within 1,400 feet of the Village limits.

NO PARKING - On any curbed street between 2:00 a.m. and 5:00 a.m.

VILLAGE BRUSH CHIPPING

The Department of Public Works will resume brush chipping August 7th. For more information about brush chipping, please visit Vil-Manchester.org.

NOXIOUS WEED ORDINANCE

On July 5, 2023, the Village Council made a change to the Noxious Weed Ordinance. Certified letters will no longer be issued for violations of the Noxious Weed Ordinance. In its place will be a notice that is affixed to the front door of the residence of the property or hung by a stake at the property that is in violation of the ordinance. Individuals will now have 48 hours to abate the nuisance, as opposed to the former time period of five (5) days. Residences will only receive one (1) notice of the violation of this ordinance a year. Any subsequent notices will result in the Village of Manchester mowing the grass of the offender.

JUNE 2023 - SHERIFF'S REPORT

In the Month of June 2023 there were 137 calls for service.

Traffic Stops.....70

Traffic Stops Turned Into Citations.....17

Village of Manchester June 2023 Noteworthy Events

During the month of June, there were no significant incidents that posed a risk to the public or that are of public interest within Manchester Village.

Village of Manchester Ordinance Violations

Ordinance Violations.....7

In most cases, red tags were issued; in two cases, letters were sent to property owners for infractions and another two cases resulted in citations. Red tags were issued for grass violations in the 600 block of Spring St, the 200 block of N. Union, and the 500 block of Liberty. Letters were sent to properties in the 300 block of Baker St for grass violation and the 100 block of Clinton St. for vehicle violation. There were two citations sent out in the 100 block of S. Macomb St and 400 block of Territorial Rd for vacant building violations.

Important Information

The Sheriff's Office has implemented an, on-line, police reporting portal. The on-line reporting portal can be accessed through the Washtenaw County Sheriff's Office website. washtenaw.org/3439/File-a-Police-Report

VILLAGE OF MANCHESTER NEWSLETTER

AUGUST 2023



HISTORY OF BECOMING A CITY

The Village of Manchester began exploring the possibility of establishing a City Charter and becoming a City with the appointment of the Citizen Advisory Committee (CAC) on January 1, 2019. The CAC produced a report, and accessible with the QR below, recommending that a City Charter be established and that the Village become a City. The Village Council proceeded with the recommendation of the CAC by moving forward with the process of becoming a City. The State Boundary Commission subsequently approved the boundaries for the new City, where the current boundaries of the Village of Manchester were used and approved for such. After the boundaries were established, a election was then held on November 8, 2022 for the election of a Charter Commission. The Charter Commission completed its work by February 1, 2023 with a proposed City Charter for Governor Gretchen Whitmer to consider. Governor Whitmer approved the proposed City Charter on April 25, 2023, which allows for an election on adoption of the proposed City Charter on November 7, 2023.

BALLOT QUESTION

On November 7, 2023, residents of the Village of Manchester will be asked the following question:

'CITY OF MANCHESTER – 1 PROPOSAL

Shall the proposed Charter for the City of Manchester, drafted by the Charter Commission elected on November 8, 2022, be adopted?

ELECTION FOR NEW OFFICERS

At the same time as the proposal for the City Charter is voted on, residents of the Village of Manchester will be given the option of voting for new municipal officers. Those running, include:

Mayor (Term Ends 2025)

Patricia Valliencourt

City Council Members (Top 3 vote getters will serve until 2027; next 3 vote getters will serve until 2025)

Sue LaRocque
Steven Harvey
Cynthia Dresch
Amelia Woods
Marsha Johnson Chartrand
Martin Way
Patrick DuRussel

WATER & WASTEWATER REPORTS FOR JUNE 2023

Drinking Water

- 8,400,000 gallons of drinking water produced and treated with chlorine and fluoride for an average Free Chlorine residual of 0.63mg/L, Fluoride residual of 0.85mg/L, and Iron residual of 0.06mg/L after filtering.
- Annual testing of the drinking water at the plant tap showed a Non-Detect (<2.0ng/L) for PFAS.
- Four (4) lead service lines were replaced during the month of June.
- There were no violations in the treatment or distribution of the Village of Manchester drinking water.

Wastewater

- 6,700,000 gallons of wastewater treated and discharged to the River Raisin.
- All treated sewage tested within the MI-EGLE permitted values with no violations.
- Continued progress on the new building housing the screening and grit removal systems. Projected date to have the equipment on-line with a start-up of October 2023.



**CITIZENS ADVISORY
COMMITTEE FINAL REPORT**

VILLAGE OF MANCHESTER

NEWSLETTER

SEPTEMBER 2023



CITYHOOD INFORMATION

In the past month, Village Administration has been presented with four concerns misconceptions. They are:

Misconceptions

- Taxes will increase due to becoming a city.
- The Village itself will change.
- Additional revenue will need to be raised to conduct elections and assessing services.
- The new City will be left without fire coverage.

Facts

- Taxes **will not** increase due to becoming a city.
- The proposed City Charter does not change the way we operate or look. Boundaries will stay the same.
- No additional revenue will need to be raised. These functions can be absorbed by the current budget.
- The City will contract for fire coverage just like the surrounding townships.

For more information about Cityhood, please visit the third page. The vote on the proposed City Charter is November 7, 2023.

1ST ANNUAL MANCHESTER RIVER RACE'N CAR SHOW ON SEPTEMBER 9 @ 11AM-4PM

Rev up your engines and join us for a spectacular showcase of automotive beauty with free entry! From race vehicles (all types) and street legal vehicles, all roads lead to a day of horsepower, camaraderie, and family fun. Don't miss your chance to be part of this exciting event!

Events taking place:

- Food Trucks
- Door Prizes
- 50/50 Drawings
- Kids area with a bounce house
- First responder touch-a-truck
- and so much more!

Location: W MAIN ST AT UNION ST & ELTON ST

MANCHESTER COMMUNITY SCHOOLS INFORMATION

It is with great excitement that we welcome each of you to the 2023-2024 school year in the Manchester Community Schools. We hope that all of you were able to take some time this summer to rest and recharge and spend time with your friends and family. We have begun a new school year in the MCS, and with that comes new opportunities and excitement for all of us to work with all of you. With that, we wanted to offer an update and several important upcoming dates within the month of September.

First, please review the following attachment for the 2023-2024 Manchester Community Schools District-Wide Calendar for the upcoming school year. Please use this in your planning for the year as we prepare for various breaks and early release days. The calendar is attached to this communication.

Some of the important dates to remember for the beginning of the school year include:

Friday, September 1 through Monday, September 4, 2023: No School to Honor The Labor Day Holiday

Friday, October 6, 2023: The First MCS Early Release Day: Students released at Manchester Jr./Sr. High School at 12:15 p.m., Riverside Intermediate School at 12:25 p.m., and at Luther C. Klager Elementary School at 12:32 p.m. (with Lunches Being Served).

We look forward to a fantastic school year with our students, their families, and the entire Manchester Community as we continue to come together as one great community.



2023-2024 DISTRICT CALENDAR

VILLAGE REMINDERS

The Department of Public Works will begin brush chipping September 5th. For more information about brush chipping, please visit Vil-Manchester.org.

VILLAGE OF MANCHESTER NEWSLETTER SEPTEMBER 2023



WATER AND WASTEWATER REPORTS FOR JULY 2023

Drinking Water

- 6,400,000 gals produced and treated with chlorine and Fluoride for an average Free Chlorine residual of 0.64mg/L, Fluoride residual of 0.71mg/L, and Iron residual of 0.04mg/L after filtering.
- Two (2) lead service lines were replaced during the month of July.
- No violations in the treatment or distribution of the Village of Manchester drinking water.

Wastewater

- 8,800,000 gals treated and discharged to the River Raisin.
- All treated sewage tested within the MI-EGLE permitted values with no violations.
- Continued progress on the new building housing the screening and grit removal systems. Projected date to have the equipment on-line with a start-up of October 2023.

NEW HIRE ALERT!



Name: Jake Cousino

Position: Department of Public Works (DPW) Laborer / Water & Wastewater Treatment Plant Operator

Hire Date: July 1, 2023

About Jake: Jake is from Deerfield having graduated from Deerfield High School in 2006. He owned his own landscaping company for 12 years and looks forward to bringing that experience to the Village of Manchester. Jake likes to play golf in his free time, spend time with his 8 month old son, and work on his 62' Chevy C10.

VILLAGE REMINDERS

PUBLIC SAFETY

- To contact a Village deputy, please call 911. This is the preferred method of contact even if the issue is not an emergency.

MOWING

- Village ordinance requires property owners to maintain lawns at no more than eight inches in length.

AFTER HOURS WATER /SEWER EMERGENCY

- To contact the Village DPW after 4:30 p.m. and on weekends, please call the Village Office at (734) 428-7877 and follow the prompts.

UNLICENSED VEHICLES

- Inoperable for more than 30 days are prohibited.

JUNK TRASH RUBBISH OR REFUSE

- Must be stored in a completely enclosed building.

NO OPEN BURNING

- In the Village or within 1,400 feet of the Village limits.

NO PARKING

- On any curbed street between 2:00 a.m. and 5:00 a.m.

JULY 2023 - SHERIFF'S REPORT

In the Month of July 2023 there were 162 calls for service.

Traffic Stops.....85

Traffic Stops Turned Into Citations.....14

Village of Manchester July 2023 Noteworthy Events

On June 13, a Collaboration Deputy responded to the 100 Block of Hibbard Street for a report of a fraud and harassment incident. The victim indicated that over the course of the last several months, they had sent an unknown person known as "Henry Alberto and Tony Blake". This person is believed to be one of the same person and likely lives in Jamaica.

Village of Manchester Ordinance Violations

Ordinance Violations.....9

In most cases, red tags were issued; in one case, a letter was sent to property owner for an infraction and two verbal warnings. Red tags were issued for grass violations in the 600 block of Parr St, the 500 block of City Rd, the 400 block of W Main St, the 400 block of Adrian St, the 500 block of City Rd, the 300 block of Schaffer Ct, and the 300 block of W Madison St. One letter was sent to the 200 block of W Duncan St for vehicle violation. There were two verbal warnings at the 600 block of Parr St and 300 block of S Macomb St for grass violations.

VILLAGE OF MANCHESTER

NEWSLETTER

SEPTEMBER 2023



CITYHOOD FAQ ANSWERS

General Statement

Village Council has a responsibility to investigate the advantages and disadvantages of Cityhood versus remaining a Village and present the facts. On November 7, 2023, the Village voters will be given the opportunity to determine how they want to be governed and taxed.

1. WHY

- a. The **needs** of the Village (high density) & the Township (rural) are very different.
- b. **Liability** exposure: Village taxpayers are also responsible for Township debts.
- c. Our control of our **taxes. NOT** including fire millages, Village taxpayers will send over \$150,000 to Manchester Township this year. Services provided by the Township include our elections, assessing and tax collection. **NO OTHER** services or support are provided by the Township to Village residents or businesses.
- d. Village residents have more control over taxes and won't have to pay both Village and Township taxes.

2. OUR GOVERNMENT/TAXING STRUCTURE

- a. The State of Michigan has two (2) main forms of government-Cities and Townships. A Village is considered a subservient form of government and is the only form of government that pays taxes to support two government entities.
- b. Incorporating as a City **DOES NOT** change our tax obligations to pay County, Library, or School taxes that are currently being collected by the Township. A City is responsible to collect those taxes and disburse them.

3. ADVANTAGES

- a. Eliminate Township taxation – Village taxpayers pay a millage for Township roads and Township government operations.
- b. Simplify our government – all our residents' needs will be handled at our office with a full-time office staff.
- c. A City is responsible for its own assessing and elections.

4. DISADVANTAGES

- a. We will be responsible for our own assessing, Board of Review, and elections.

5. CONCERNS OF RESIDENTS

- a. We like being called a quaint community. Our sense of community is derived from its citizens. Incorporating as a City does not change who we are.
- b. Will our taxes go up? The Citizen's Advisory Committee (CAC) did extensive work on the impact of becoming a City and found that more tax dollars will not be required to operate as a City.
- c. We meet the State requirements to become a City. **NO** additional infrastructure is required. We do not have to change our zoning or our ordinances to allow for more growth. The School, the Library, and Police coverage will NOT be affected.
- d. The Township Attorney and the Michigan Municipal League confirmed that the Township does not have to build a new hall or move the fire department. They can remain in a City just as they are now in the Village. Both the Township of Frankenmuth and Caseville have their Township offices within the City.

6. FIRE SERVICE

- a. The Village currently pays for our fire protection via two (2) millages. Three (3) Townships contract for fire coverage, we would pay for our coverage the same way through a contract with the Township.

The final decision is up to Village voters to determine what type of governing and what tax structure will best serve our community today and in the future. The vote on the proposed City Charter will be November 7, 2023.

VILLAGE OF MANCHESTER NEWSLETTER OCTOBER 2023



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WHAT A CITY CHARTER WOULD CHANGE NOVEMBER 7 VOTE



REDUCE LIABILITY

Currently, Village residents are equally responsible for any debts/liabilities incurred by the Township

EXAMPLES

If the Manchester Township Broadband Initiative had been successful, Village taxpayers would be liable for the cost



A few years ago, Sharon Twp lost a court case and their taxpayers are paying

\$1.2 million

If this were to happen in Manchester Township, Village taxpayers would be responsible

CONTROL OUR FUTURE

Ballot issues covering the entire Township are voted on by both the Village and Township, but often are determined by the Township as they have more registered voters



EXAMPLES

Property within the Village is assessed by the Township Assessor, while Village elected officials have no authority



Issues that affect the Village such as Township road millages and millages for Township administrative dollars can be decided by the Township as they have more registered votes

ELIMINATE DUPLICATE TAXES

Manchester Township collected **\$186,512 this year** from Village taxpayers to support Township services with **no** Village tax dollars allocated for police, roads, or parks



EXAMPLES

Village taxpayers pay the same 2.0115 mills to the Township as Township residents pay AND pay a 1% fee for tax collection. These funds provide Village fire coverage and the 3 services required by law: elections, assessment, and tax collection



Village tax dollars contribute to Township roads, administrative costs for Township boards and commissions, consulting fees, and day-to-day operating expenses for the Township, with no benefit to the Village

ACTIVITIES IN THE VILLAGE

Gameday Bar Crawl

10/7/2023 at 6pm-10pm

Village Tap, Frank's Place, River Raisin Distillery, and Over the Edge

Witches Night Out

10/21/2023 at 6pm-9pm

Social District in Downtown Manchester

Trunk or Treat

10/29/2023 at 1pm-3pm

River Raisin Distillery

Caramel Apple Event

10/31/2023 at 5pm

Wurster Park

WITCHES NIGHT OUT!

Sip & Shop in our Social District - Downtown Manchester

October 21, 2023 at 6pm-9pm

List of activities during the night:

- Store Specials
- Games
- Karaoke
- Line Dancing @ 7:30pm
- Costume & Cackle Contests @ 8:45pm
- Play store BINGO for a chance to win a gift basket worth \$200+

CARAMEL APPLE EVENT

Hosted by Manchester District Library

October 31, 2023 at 5pm

Activities includes:

- Pumpkin Bowling
- Friends of the Library Book Giveaway
- and ... CARMEL APPLES!

VILLAGE BRUSH CHIPPING

The Department of Public Works will begin brush chipping October 2nd for the last time of the year. Brush chipping will resume May 2024. For more information about brush chipping, please visit Vil-Manchester.org.

VILLAGE OF MANCHESTER

NEWSLETTER

OCTOBER 2023



WATER AND WASTEWATER REPORTS FOR AUGUST 2023

Drinking Water

- 6,500,000 gallons produced and treated with chlorine and Fluoride for an average Free Chlorine residual of 0.62mg/L, Fluoride residual of 0.77mg/L, and Iron residual of 0.04mg/L after filtering.
- MI-EGLE reduced the Lead and Copper monitoring schedule from twenty (20) samples every six (6) months to ten (10) samples annually.
- No violations in the treatment or distribution of the Village of Manchester drinking water.

Wastewater

- 9,000,000 gallons treated and discharged to the River Raisin.
- All treated sewage tested within the MI-EGLE permitted values with no violations.
- Continued progress on the new building housing the screening and grit removal systems. Electrical and programming of the SCADA monitoring system is the works. Paving around WWTP and drives has been completed. Projected start-up date of October 2023 remains.

ABOUT THE VILLAGE STAFF



Name: KC Clegg

Position: Deputy Clerk

Hire Date: 3/13/2023

About KC: I'm a passionate traveler, a dedicated parent, and a lifelong learner. Exploring new destinations has been a profound source of inspiration for me, fueling my curiosity about the world's diverse cultures and landscapes. As a parent to my wonderful son, I find joy in sharing these adventures, instilling in him a love for exploration and a deep appreciation for outdoor activities.

VILLAGE REMINDERS

PUBLIC SAFETY

- To contact a Village deputy, please call 911. This is the preferred method of contact even if the issue is not an emergency.

MOWING

- Village ordinance requires property owners to maintain lawns at no more than eight inches in length.

AFTER HOURS WATER /SEWER EMERGENCY

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JUNK TRASH RUBBISH OR REFUSE

- Must be stored in a completely enclosed building.

NO OPEN BURNING

- In the Village or within 1,400 feet of the Village limits.

NO PARKING

- On any curbed street between 2:00 a.m. and 5:00 a.m.

JULY 2023 - SHERIFF'S REPORT

In the Month of August 2023 there were 158 calls for service.

Traffic Stops.....73

Traffic Stops Turned Into Citations.....41

Village of Manchester August 2023 Noteworthy Events

- On August 5, a Collaboration Deputy responded to the 300 Block of Ann Arbor Street for a report of Extortion. The complainant reported that an unknown suspect had attempted to extort \$500 from him, or else he would post explicit photographs of him online.
- On August 18, a Collaboration Deputy responded to the 1100 Block of Nature Trail Drive for a report of a Fraud. Over the course of several weeks, the suspect; known as "Carlos Briano" and "Saul Barensen" notified the victim that their social security number had been used in illegal activities and as a result, the victim was directed to send \$98,173 to addresses in California. The suspect indicated they were from the Social Security Administration, and the Drug Enforcement Agency. At this time, the suspects true identity is unknown, but it is believed that the incident originates out of West Bengal, India.

Village of Manchester Ordinance Violations

Ordinance Violations.....7

In most cases, notice of correction were given; in one cases, a verbal warning was given to the property owner for a vehicle violation. Notice of correction were issued for grass violations in the 300 block of W Madison St, the 500 block of W Main St, and the 700 block of Glen Oak Dr. Notice of correction were issued for parking violation between W Main St & Riverside Dr, W Main St & Ann Arbor St, and W Main St & Adrian St. There was one verbal warning at the 100 block of Division St for vehicle violation.

VILLAGE OF MANCHESTER

NEWSLETTER

OCTOBER 2023



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PAGE 3



VILLAGE OF MANCHESTER
912 CITY ROAD P.O. BOX 485
MANCHESTER, MI 48158
(734) 428-7877 FAX: (734) 428-1877
WWW.VIL-MANCHESTER.ORG

DIRECT PAYMENT AUTOMATIC WITHDRAWAL AUTHORIZATION FORM

I hereby authorize the Village of Manchester to initiate debit entries and, if necessary, credit correction and adjustment entries to my account at the financial institution listed below for payment of the amount listed on my monthly utility (water and/or sewer and/or garbage) bill. This authority is to remain in full force and effect until the Village of Manchester has received written notification from me of its termination in such time and in such manner as to afford the Village of Manchester and Ann Arbor State Bank a reasonable opportunity to act on it.

Name (print please) _____

Email: _____

Utility Service Address _____

Utility Account Number _____

Outdoor Utility Account Number _____

Phone Number _____

Financial Institution _____

Branch _____

Branch Address _____

Account Number _____

Routing Number _____

Always get the financial institution routing number from a check; do not use the information from a deposit slip.

Account Type: (circle one) Checking Savings

Signature _____ Date: _____

Check One:

I am not currently participating in the Direct Payment Withdraw Program.

() **ADD**- Withdraw my payment from the account shown above.

I am currently participating in the Direct Payment Withdraw Program.

() **CHANGE** - Change financial institution and/ or account number.

() **CANCEL** - Stop my participation in the program.

You will see "Direct Pay- Do not Pay" on your bill once the program is implemented.

If you would like to sign up for paperless billing check here []

For Office Use Only:

Received by: _____

[] Added to UB Account Date _____

Direct Withdrawal Authorization
Form 40

VILLAGE OF MANCHESTER NEWSLETTER NOVEMBER 2023



REMINDER TO VOTE

There will be two elections on November 7, 2023. Voters will be given the option of approving the proposed City Charter that was recently approved by Governor Gretchen Whitmer. With the election for the proposed City Charter, voters are also given the choice of voting for new officers that would serve under the new City Charter. Voting will occur at the Manchester Township Offices, located at 275 S. Macomb Street, from 7:00 a.m. to 8:00 p.m.

To learn more information about the proposed city charter, please visit our website at Vil-Manchester.org for FAQ's, reports, and procedures.

**GENERAL ELECTION
AT MANCHESTER TOWNSHIP
NOVEMBER 7TH, 2023
7AM - 8PM**

UTILITY BILLING INFORMATION

To better understand your water bill:

- Add two zeros to your usage to find gallons used
- Billing is \$4.04 per 1,000 gallons for water

Example:

- 20 units listed = 2,000 gallons
- 2,000 gallons divided by 1,000 = 2
- 2 times \$4.04 = \$8.08 total charge for water

VILLAGE LEAF PICKUP

The Department of Public Works will begin leaf pickup on November 6th, 2023. DPW will pickup leaves once a week until the last day of November. For more information about leaf pickup, please visit Vil-Manchester.org.

VILLAGE BRUSH CHIPPING

The Department of Public Works is no longer picking up brush in 2023. Brush chipping will resume May 2024. For more information about brush chipping, please visit Vil-Manchester.org.

WHAT A CITY CHARTER WOULD CHANGE NOVEMBER 7 VOTE



REDUCE LIABILITY

Currently, Village residents are equally responsible for any debts/liabilities incurred by the Township

EXAMPLES

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VILLAGE OF MANCHESTER

NEWSLETTER

NOVEMBER 2023



WATER AND WASTEWATER REPORTS FOR SEPTEMBER 2023

Drinking Water

- 6,150,000 gallons produced and treated with chlorine and Fluoride for an average Free Chlorine residual of 0.83mg/L, Fluoride residual of 0.77mg/L, and Iron residual of 0.02mg/L after filtering.
- No violations in the treatment or distribution of the Village of Manchester drinking water.

Wastewater

- 7,380,000 gallons treated and discharged to the River Raisin.
- All treated sewage tested within the MI-EGLE permitted values with no violations.
- Continued progress on the new building housing the screening and grit removal systems. Projected start-up the first week of November. Date pushed back due to adjustments with equipment and start-up coordination with manufacturers.

ABOUT THE VILLAGE STAFF



Name: Brent Jones

Position: Department of Public Works Supervisor

Hire Date: August 2017

About Brent: Brent Jones, a dedicated community member is known for his unwavering commitment to his family, the local youth, and local fire department. In addition to his role as a devoted father and husband, he can often be spotted enthusiastically supporting his children at various sporting events. During his free time, Brent enjoys spending quality time with his loved ones and going hunting with his kids.

VILLAGE REMINDERS

PUBLIC SAFETY

- To contact a Village deputy, please call 911. This is the preferred method of contact even if the issue is not an emergency.

SNOW REMOVAL

- Village ordinance requires property owners to remove snow and ice within 24 hours of snowfall, sleet, or freezing rain.

AFTER HOURS WATER /SEWER EMERGENCY

- To contact the Village DPW after 4:30 p.m. and on weekends, please call the Village Office at (734) 428-7877 and follow the prompts.

UNLICENSED VEHICLES

- Inoperable for more than 30 days are prohibited.

JUNK TRASH RUBBISH OR REFUSE

- Must be stored in a completely enclosed building.

NO OPEN BURNING

- In the Village or within 1,400 feet of the Village limits.

NO PARKING

- On any curbed street between 2:00 a.m. and 5:00 a.m.

SEP. 2023 - SHERIFF'S REPORT

In the Month of September 2023 there were 127 calls for service.

Traffic Stops.....66

Traffic Stops Turned Into Citations.....23

Village of Manchester September 2023 Noteworthy Events

- On September 1, a Collaboration Deputy conducted a traffic stop in the area of W. Main Street and N. Washington Street. The driver had a handgun in their possession with an expired CPL license. The firearm was confiscated, and charges are being sought through the Washtenaw County Prosecutor's Office.

Village of Manchester Ordinance Violations

Ordinance Violations.....3

Three forms of notification was given; one notice of correction, one letter was sent to owner, and Village mowing property. Notice of correction was issued for grass violation in the 400 block of W Madison St. Village mowing property in the 500 block of City Rd. Letter was sent to owner for a vehicle violation in the 100 block of S Washington St.

Appendix D
Library Services Agreement Example

APPROVED
DATE: 4-22-85 BY: CC

CONTRACT FOR LIBRARY SERVICES

THIS AGREEMENT made and entered into this 10th day of June, 1985, between the Rochester Hills Public Library (hereinafter referred to as "Library") and the City of Rochester, a Michigan municipal corporation (hereinafter referred to as "City").

WHEREAS, the Library is an independent municipal body corporate, having responsibility for the control and operation of all public library services for the use and benefit of the inhabitants of the City of Rochester Hills; and,

WHEREAS, the Library is located within the corporate limits of the City and, prior to its incorporation, the area now covered by the City of Rochester was included within the service jurisdiction of the Library; and,

WHEREAS, as a consequence of the incorporation of the City of Rochester, it became necessary for the City to contract with the Library to provide library services for the inhabitants of the City; and,

WHEREAS, it is the desire of the Library and the City to continue to provide full library services to the residents of the City, in accordance with the terms and conditions set forth below.

NOW, THEREFORE, by virtue of powers granted by Act 92 of the Public Acts of Michigan for 1952, as amended, the parties hereto agree as follows:

1. Commencing on the first day of July, 1985, and continuing on a yearly basis thereafter, except as provided in the section on termination, the Library agrees to permit all residents of the City to use the facilities, book collection and other services of the Rochester Hills Public Library on the same basis as residents of Rochester Hills.

2. Upon application and proper identification, residents of the City shall be issued library cards and shall be entitled to the same rights and privileges as are residents of Rochester Hills.

ORIGINAL

3. The amounts paid for library services are based on a commitment by the City to pay one (1) mill for library services but shall reflect the impact of Article IX, Sections 6 and 25 through 34 of the Michigan Constitution, hereinafter referred to as the Headlee Amendment.

4. In consideration of the foregoing, the City shall pay to the Library (in addition to any and all funds received for library services from state penal fines and state aid with respect to the residents of the City) the following sum:

- a. For each year of this contract, commencing July 1, 1985, an amount equal to \$.001 (1 mill) for each dollar of the total state equalized assessed valuation for all real and personal property in the City of Rochester, excluding the Downtown Development Authority's captured value for tax increment financing. For purposes of this Agreement, the valuation represented by Industrial Facilities Exemption Certificates and Commercial Facilities Exemption Certificates shall be included in the computation for payment based upon the State Statute which provides for a formula of full value for rehabilitation and one-half (1/2) of the rate for new construction.
- b. Said amount shall be payable in three (3) equal installments on July 1, October 1, and January 1 during the term of this contract.

5. If during the term of the contract the Rochester Hills Public Library Board should voluntarily reduce the operating millage rate levied on Rochester Hills, the appropriate percentage reduction will also apply to the one (1) mill contracted by the City of Rochester to the Library.

BEBOUT, POTERE, COX & HUGHES, P.C.
ATTORNEYS AT LAW
MEADOWBROOK PROFESSIONAL PLAZA
1000 WEST UNIVERSITY DRIVE
ROCHESTER, MICHIGAN 48063
651-4114

6. This Contract shall not be terminated except by mutual agreement of the parties, as set forth below, and all rights and responsibilities hereunder shall inure to the benefits of the parties hereto, their successors and assigns.

7. Either party may terminate said contract as of 11:59 p.m. June 30th of a given year, provided the party wishing to terminate said contract provides written notification of the termination to the other party on or before January 1 of the year in which the termination is to be effective.

8. The Library shall provide the City with a copy of the final financial audit of the library operating accounts as soon as possible after it has been certified by its independent accountants after the close of the fiscal year of the Library during the term of this Contract. The Library shall also furnish at the close of the Library's fiscal year during the term of this Contract the annual report which includes circulation usage data for the City of Rochester.

IN WITNESS WHEREOF, this contract has been formally approved and executed on behalf of each of the parties hereto by their duly authorized representatives on the day and year above first written.

IN THE PRESENCE OF:

Margaret S. Christina
Robert Bonar

ROCHESTER HILLS PUBLIC LIBRARY

BY: Lucilla A. Neldum
President

BY: Jan Brinczewski
Secretary

IN THE PRESENCE OF:

Mary Lynn McCrindle
Mary Lynn McCrindle
Judith A. Cook
Judith A. Cook

CITY OF ROCHESTER, a Municipal Corporation

BY: Roger L. Knapp
Roger L. Knapp, Mayor

BY: Maxine Ross
Maxine Ross, Clerk