



**CITY OF JONESVILLE
COUNCIL AGENDA
NOVEMBER 20, 2024 - 6:30 P.M.
JONESVILLE CITY HALL, 265 E. CHICAGO STREET**

NOTE: Light refreshments will be served at City Hall beginning at 5:30 p.m. to recognize our new and departing Council members. All are welcome!

1. CALL TO ORDER / PLEDGE OF ALLEGIANCE / A MOMENT OF SILENCE

2. OATH OF OFFICE

- A. Mayor
- B. Council

3. APPROVAL OF AGENDA

4. PUBLIC COMMENTS

Citizens wanting to address the Council may do so at this time. Persons addressing the Council are requested to give their name and address for the record when called on by the Mayor, and to observe the *Rules for Speaking before the Jonesville City Council* on page 2 of this Agenda.

5. PRESENTATIONS AND RECOGNITIONS

- A. Recognition of Service – Delesha Padula

6. COUNCIL MINUTES

- A. October 16, 2024 Regular Meeting [Action Item]

7. BOARD AND COMMISSION MINUTES

[Action Item]

- A. Economic Development Partnership of Hillsdale County – September 12, 2024 (Gray)
- B. Region 2 Planning Commission – September 12, 2024 (Penrose)Au
- C. Planning Commission – October 9, 2024 (Guyse)
- D. LDFA – October 16, 2024 (Arno)

8. PUBLIC HEARING AND SUBSEQUENT COUNCIL ACTION

- A. None

9. UNFINISHED BUSINESS

- A. Sale of Property – Policy and Procedure [Action Item]
- B. Consider Park Land Donation [Action Item]
- C. Resolution 2024-16 – Council Rules of Order [ROLL CALL][Action Item]

10. NEW BUSINESS

- A. Selection of Mayor Pro Tem [Action Item]
- B. Receive June 30, 2024 Audit Report – Bailey, Hodshire & Co. P.C. [ROLL CALL][Action Item]
- C. Amendment to Planned Unit Development Agreement – 439 Beck Street [Action Item]
- D. Chicago Street Road Diet and Streetscape Plans [Action Item]
- E. Board and Commission Appointments [Action Item]
- F. Council Committee Appointments [Action Item]
- G. Police Patrol Vehicle Purchase [Action Item]
- H. Resolution 2024-17 – Reschedule December Board of Review Meeting [ROLL CALL][Action Item]

- I. Resolution 2024-18 – Membership in the West Michigan Health Insurance Pool [ROLL CALL][Action Item]
- J. Consider City Logo Recommendation [Action Item]
- K. Pay Request No. 4 – West and Adrian Street Improvement Project [Action Item]
- L. Contract Modification No. 4 – Maumee Street Construction Project [Action Item]
- M. Fiscal Year 2024-25 First Quarter Budget Comparison [Information Item]

11. ACCOUNTS PAYABLE

- A. Accounts Payable for November totalling \$89,187.96 [Action Item]

12. DEPARTMENT REPORTS

- A. Public Safety
 - 1. Police – Public Safety Director Lance
 - 2. Fire – Deputy Chief Riggs
- B. Water/Wastewater Treatment Plant – Superintendent Mullaly
- C. Department of Public Works – Superintendent Crouch
- D. Cash Report – Finance Director Spahr

13. ADJOURN

RULES FOR SPEAKING BEFORE THE JONESVILLE CITY COUNCIL (Adopted 09/05/01)

1. Speakers will have one opportunity to address the Council unless the Mayor allows additional opportunities.
2. Remarks shall be limited to 5 minutes per person and will also be limited to matters before the Council, to Council business or policy, or to issues of community concern or interest that the Council has authority to recommend or act upon. Comments about actions, inactions or performance of the Council are appropriate. Profane, vulgar or abusive language will not be tolerated.
3. The Mayor may grant a speaker additional time under unusual circumstances.
4. Council members and staff will not respond to general audience participation. Matters will be referred to the City Manager who will provide reports at a subsequent meeting/date.
5. The Mayor may call out of order any person who is being disorderly by speaking or otherwise disrupting the proceedings. Such person shall not be permitted to speak and if he/she continues in a disorderly manner, the Mayor may declare a recess and/or ask that the person leave or be removed from the meeting.



To: Jonesville City Council
From: Jeffrey M. Gray, City Manager 
Date: November 15, 2024
Re: Manager Report and Recommendations – November 20, 2024 Council Meeting

2. Oath of Office – Mayor and Council

Clerk Means will administer the Oath of Office to Mayor Gerry Arno and Council Members Dean Adair, Andy Penrose, and Annette Sands.

5. A. Recognition of Service – Delesha Padula

Mayor Arno will present a proclamation to Council Member Padula to commemorate more than 6 years of service to the people of Jonesville.

6. Council Minutes

[Action Item]

This item is reserved for action on the minutes of the previous Council regular meeting.

7. Board and Commission Minutes

[Action Item]

Board and commission minutes for the prior month are attached. The name of the Council/staff representative to the board is indicated in parentheses. Following any discussion or questions about the board minutes, the appropriate action of Council would be a motion to receive and place the minutes on file. A single motion can be taken up for all of the minutes.

UNFINISHED BUSINESS

9. A. Sale of Property – Policy and Procedure

[Action Item]

Based on the attached opinion of Attorney Lovinger, staff has prepared the attached ordinance amendment regarding the purchase, sale, and lease of real and personal property. A policy amendment regarding the purchase, sale, and lease of real property, as well as a policy regarding disposition of personal property are attached. The City has an existing policy regarding the acquisition of personal property. These drafts have been reviewed and recommended by the Budget Committee. An ordinance amendment requires a public hearing prior to Council action. It is recommended that a public hearing be set for the December 18th City Council meeting at 6:30 p.m. at the Jonesville City Hall. The ordinance amendment and policy amendments would be considered at that time. *Please refer to the Attorney Opinion, proposed Ordinance No. 223, Real Property Policy, and Personal Property Policy.*

9. B. Consider Park Land Donation

[Action Item]

The property survey is complete for the proposed donation of land from the Jerry L. Drake Living Trust to the City for the purpose of development of a dog park. The donation is for land only; the City would be responsible for the development of the park. Three actions are necessary in order for the City to accept the donation:

1. Approval of the request for land division. The subject property is in a platted subdivision and division of such a lot requires approval of the City Council, pursuant to Section 28-55(i) of the Code of Ordinances. The donor has submitted a complete application for this purpose.

2. Acceptance of the Donation Agreement prepared by the donor to grant the land to the City. The agreement has been reviewed and approved by legal counsel. A motion to accept the agreement should be conditioned upon a satisfactory title search and include authorization for the City Manager to execute documents necessary to complete the transfer of property.
3. Authorize the Manager to execute and file a restrictive covenant that would combine the donated property to Wright Street Park.

Motions may be made for each item or as a single motion for all actions. *Please refer to Section 28-55(i), the Land Division Application, Donation Agreement, and Restrictive Covenant.*

9. C. Resolution 2024-16 – Council Rules of Order

[ROLL CALL][Action Item]

Council postponed action at the October 16th meeting on the proposed Rules of Order to allow the new Council to be seated following the election. The rules were developed based on the parliamentary procedure and meeting training conducted by the Michigan Municipal League at the end of September. The previous staff write up and Resolution are attached for reference. A roll call vote is necessary to act on a resolution. *Please refer to the staff write up, Resolution 2024-16, and Rules of Order.*

NEW BUSINESS

10. A. Selection of Mayor Pro-Tem

[Action Item]

Section 3.6 of the City Charter provides that Council shall hold its organizational meeting at the first regular meeting following the November city election. At that time, Council shall select a Mayor Pro Tem from its members. The Mayor Pro Tem acts in the place of the Mayor in the event of absence or disability to the Mayor, and serves as interim Mayor in the event of a vacancy until the Mayor returns or the vacancy is filled. A motion is necessary to select the Mayor Pro Tem.

10. B. Receive June 30, 2024 Audit Report – Bailey, Hodshire & Co. P.C.

[ROLL CALL][Action Item]

Greg Bailey will present the June 30, 2024 Audit Report. The Audit Report is included electronically in this packet. Please contact staff if you prefer a paper copy.

Per the opinion noted by Bailey, Hodshire & Co. P.C. in the auditor's report on page 1, *"In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information of the City of Jonesville, as of June 30, 2024, and the respective changes in financial position and, where applicable, cash flows thereof for the year then ended, in accordance with accounting principles generally accepted in the United States of America."* Following the presentation, I would recommend a motion to receive the June 30, 2024 Audit Report, as presented. *Please refer to the enclosed Audit Report.*

10. C. Amendment to Planned Unit Development Agreement – 439 Beck Street

[Action Item]

In June, the City Council approved a Planned Unit Development Agreement with Key Opportunities, Inc. for the creation of a 57-unit supportive housing development on the former Eagles property located at 439 Beck Street. During the review of the first phase construction plan, the Michigan Department of Transportation (MDOT) advised that one driveway access would have to be eliminated. Pursuant to Section 13.08 of the Zoning Ordinance, the mandated change is a major change that requires City Council approval. The applicant has submitted an amended agreement that has been reviewed by the City's legal counsel. Staff recommends that Council approve the amendment to the Planned Unit

Development and authorize the City Manager and Clerk to execute the amended agreement. *Please refer to the letter request for the amendment and the First Amendment to the Planned Unit Development Agreement.*

10. D. Chicago Street Road Diet and Streetscape Plans **[Action Item]**

This agenda item is reserved for review and approval of the construction plans for the Chicago Street road diet and Downtown streetscape improvements. The DDA will be reviewing the plans at their meeting on Tuesday, November 19th at 8:30 a.m. and is expected to make a recommendation for action to Council at that meeting. An excerpted set of the road diet plans is attached. Staff has a 98-page plan set for the complete paving project that includes the entire length of US-12 within the City limits, as well as the north let of M-99. The plan set can be forwarded on request. *Please refer to the Downtown road diet plans.*

10. E. Board and Commission Appointments **[Action Item]**

Various Board and Commission appointments are necessary due to the expiration of terms in 2024.

Cemetery Committee: Shea Dow and Charie Pfau – Reappoint to a three-term through December of 2027.

Local Development Finance Authority: Linda Garcia and Rick Schaerer – Reappoint to a four-year term through November of 2028.

Planning Commission: Kayla Thompson – Appoint to a three-year term through November of 2027, as recommended by the Planning Commission to fill a board vacancy.

Zoning Board of Appeals: Todd Shroats and David Windle – Reappoint to a three-year term through November of 2027.

Kayla Thompson’s appointment to the Planning Commission will create a vacancy on the Zoning Board of Appeals; Annette Sand’s election creates a vacancy on the Planning Commission; Mike Kyser’s relocation outside of the City created a vacancy on the Cemetery Committee. Staff will advertise these openings and bring recommendations at a future date.

A motion is necessary to make the reappointments to the respective boards.

10. F. Council Committee Appointments **[Action Item]**

As indicated in the attached memo, Mayor Arno is recommending City Council appointments to various committees and boards. A motion is necessary to make the appointments. *Please refer to the memorandum from Mayor Arno.*

10. G. Police Patrol Vehicle Replacement **[Action Item]**

As indicated in the attached memorandum, Director of Public Safety Mike Lance has obtained a quote from Stillwell Ford for a 2025 AWD Ford Interceptor Utility Vehicle to replace the 2019 patrol vehicle. The quote is 2% (\$837) over the MI-Deal price. As a MI-Deal member, the City is eligible for competitively bid State contract prices for unique equipment. Council has previously authorized exceeding the MI-Deal price in order to keep the purchase with the local dealer. Upon delivery, the

vehicle will be upfitted with additional police equipment at a cost that is anticipated to be approximately \$15,000. A motion is necessary to accept the recommendation to waive the purchasing policy and approve the purchase of the vehicle from Stillwell Ford in the amount of \$48,255.08. Please refer to the memo from Director Lance.

10. H. Resolution 2024-17 – Reschedule December Board of Review Meeting [ROLL CALL][Action Item]

The City Charter requires that meetings of the Board of Review be set by resolution of the City Council. It is necessary to reschedule the December meeting. The attached resolution would move the date and time from Friday, December 20th at 1:00 p.m. to Friday, December 13th at 12:00 p.m. A roll call vote is necessary to approve a resolution. *Please refer to Resolution 2024-17.*

10. I Resolution 2024-18 – Membership in the West Michigan Health Insurance Pool

[ROLL CALL][Action Item]

As has been reported at the last several meetings, a staff committee has been evaluating the merits of utilizing the West Michigan Health Insurance Pool. The Pool is a consortium of school districts and municipalities that originated on the west side of the state that has expanded to approximately two-thirds of Michigan. In addition to providing improved coverage and insurance options to our employees, the cost is less than renewing our current health insurance offering. These are important factors in recruitment and retention, as well as in controlling costs.

For the first time, employees would have the option of choosing the health insurance coverage that suits them best:

- \$2,000/\$4,000 deductible plan, with a 20% employee premium co-share. Annual employer Health Savings Account contributions would be \$1,000 for singles, \$2,200 for two-persons, and \$2,550 for families. These contributions would be prorated and deposited on a quarterly basis.
- \$3,000/\$6,000 deductible plan, with no employee premium co-share or employer HSA contributions.

A resolution of Council is required to authorize membership in the Pool and to name the City Manager as Trustee and the Finance Director as alternate for the purpose of executing all necessary documents. A roll call vote is necessary to adopt a resolution. *Please refer to Resolution 2024-18.*

10. J. Consider City Logo Recommendation

[Action Item]

The City Council previously approved adoption of a new tagline, “The Real Deal” and has delegated development of a City logo to accommodate the line to the Downtown Development Authority. The DDA will consider logo options at their meeting on November 19th. This agenda item is reserved for consideration of their recommendation.

10. K. Pay Requests No. 4 – West and Adrian Street Improvement Project

[Action Item]

The pay request for work completed to date on the West and Adrian Street project is attached. With the 10% retainage, Pay Request 4 totals \$390,732.20 and largely covers storm sewer, concrete curb, and sidewalks. A motion is necessary to approve the pay request. *Please refer to Pay Request No. 4.*

10. L. Change Modification No. 4 – Maumee Street Construction Project [Action Item]

While completing the final audit of the Maumee Street project, it was discovered that a quantity of concrete that had been installed in the project had not previously been accounted for or billed, due to a data entry error. The total increase in cost is \$23,020.00. The project is 81.85% funded by grant, leaving the City's portion of the error at \$4,179.95, which will be billed at a later date by the Michigan Department of Transportation. A motion is necessary to approve the Contract Modification. *Please refer to Contract Modification No. 4.*

10. M. Fiscal Year 2024-25 First Quarter Budget Comparison [Information Item]

The Fiscal Year 2024-25 three-month budget comparison (July 1, 2024-September 30, 2024) is attached. Where revenues or expenditures exceed the 25% level for the quarter, notes are provided. Overall, revenues and expenditures are tracking as expected. Notable expenditures include one-time planned capital expenses, including the West and Adrian Street project, painting curbs and lane markings, as well as insurance payments. Finance Director Spahr can address any questions or comments at the meeting. Please refer to the attached Budget Comparison.

Correspondence:

- Michigan Gas Utilities re: Elimination of Gas Light
- Lockwood Continuing Education
- Mahoney Continuing Education
- Mullaly Continuing Education (x2)

****Subject to Council Approval****

**JONESVILLE CITY COUNCIL
Minutes of October 16, 2024**

A meeting of the Jonesville City Council was held on Wednesday, October 16, 2024 at the Jonesville City Hall, 265 E. Chicago Street, Jonesville, MI. Mayor Gerry Arno called the meeting to order at 6:30 p.m. Council members present were: Tim Bowman, Chris Grider, Brenda Guyse, George Humphries Jr., Delesha Padula, and Andy Penrose.

Also present: Manager Gray, DPW Supt. Crouch, Public Safety Director Lance, Finance Director Spahr, Attorney Lovinger, WWTP Supt Mullaly, Dean Adair, Lisa Adair, Scott Lucas, Sharon Lucas, Christine Bowman, Windy Spencer and David Betz.

Delesha Padula led the Pledge of Allegiance and moment of silence.

A motion was made by Brenda Guyse and supported by Chris Grider to approve the agenda as presented. All in favor. Motion carried.

Mayor Arno presented a Proclamation to Tim Bowman to commemorate more than 13 years of dedicated service to the Jonesville Village Council and City Council, and the people of Jonesville. Tim was also a positive leader and representative of the Citizenship Awards Committee, Council Budget Committee, Council Personnel Committee and as Mayor Pro-Tem. Sincere gratitude was expressed to Tim for his service and best wishes for continued success and prosperity.

A motion was made by Brenda Guyse and supported by Delesha Padula to approve the minutes of September 18, 2024 - Regular Meeting. All in favor. Motion carried.

George Humphries Jr. made a motion and was supported by Brenda Guyse to approve the minutes of September 30, 2024 – Special Meeting. All in favor. Motion carried.

A motion was made by George Humphries Jr. and supported by Tim Bowman to receive the minutes of the Planning Commission – September 11, 2024. All in favor. Motion carried.

The Sale of Property – Policy and Procedure that was discussed at the August 21, 2024 Council Meeting and directed staff to develop a draft policy for the sale of property. Upon further review of the City Charter, there are requirements to develop both an ordinance that establishes a dollar value limitation for purchase, sales, and leases, as well as a separate resolution to adopt procedures. Staff is gathering samples and intends to present these to Council for consideration at a later date.

Staff will be meeting with Jerry Drake and his family later this month to discuss the layout of the property to be donated for a future dog park. The donation agreement will be presented to Council once the layout is finalized and survey completed.

A motion was made by George Humphries Jr. and supported by Chris Grider to approve Resolution 2024-15 - Charitable Gaming License. The Michigan Gaming Control Board requires that nonprofit organizations applying for raffle or other gaming licenses obtain a resolution from the City Council attesting that the organization is operating as a nonprofit in the community. Keagan Gimenez, who resides at 404 Wright Street, is requesting approval of the resolution in association with a gun raffle that her nonprofit, Keagan Kares, plans to conduct beginning in February 2025. Roll Call Vote: Ayes: Tim Bowman, Chris Grider, Brenda Guyse, George Humphries Jr., Delesha Padula, Andy Penrose and Gerry Arno. Nays: None. Motion carried.

Andy Penrose made a motion and was supported by George Humphries Jr. to consider the LDFA recommendation and to appoint Victor Face to the LDFA Board. Mr. Face is the President of D.H. Roberts Construction and has recently purchased NEFCO which is located in the LDFA District. All in favor. Motion carried.

A motion was made by Chris Grider and supported by Delesha Padula to approve Traffic Control Order #2024-02 – Jonesville Lions Club requesting the annual approval of the closure of Park Street and Wright Street (Between Park Street and Chicago Street) for the trunk-or-treat that takes place on Halloween. The closure would take place from 4:30 p.m. to 9:00 p.m. on Thursday, October 31, 2024. All in favor. Motion carried.

A motion was made by Brenda Guyse and supported by Delesha Padula to approve the Resolution 2024-16 – Council Rules of Order. After further discussion, a motion was made by Chris Grider and supported by Tim Bowman to postpone the action to adopt Resolution 2024-16 - Council Rules of Order until the November 2024 Council Meeting. All in favor. Motion carried.

Chris Grider made a motion and was supported by George Humphries Jr. to approve the Pay Requests No. 2 and 3 – West and Adrian Street Improvement Project. Pay Request No. 2 totals \$252,349.41 and largely covers underground utilities on West and Liberty Streets. Pay Request No. 3, in the amount of \$118,800.01 covers costs associated with new copper water services and plumbing connections in 22 residences in the project area. All in favor. Motion carried.

A motion was made by Brenda Guyse and supported by Tim Bowman to approve Change Order No. 3 – West and Adrian Street Improvement Project. In reviewing field conditions, it has been determined that it would be favorable to add a short extension of 8-inch water main to the project in the vicinity of Fayette Street. This extension would connect to the 12-inch main that runs underneath West Street and allow for a potential future upgrade to the main along Fayette Street without need to cut into West Street. A gate valve will also be installed in the 12-inch main. Much of the cost of the change will be offset in reduced main costs that have been realized elsewhere in the project. All in favor. Motion carried.

Brenda Guyse made a motion and was supported by Andy Penrose to approve the Region 2 Planning Commission Membership annual renewal for 2025 in the amount of \$587.52. All in favor. Motion carried.

The Fiscal Year 2023-24 Year End Budget Comparison was presented to Council for their review. Overall, actual revenues and expenditures are in line with budgeted figures.

The quarterly statement for the Jonesville Freedom Memorial Fund was presented to Council for information purposes. The funds were donated by the Jonesville American Legion and deposited with the Hillsdale County Community Foundation to create a perpetual fund for maintenance and upkeep of the Memorial. The city is grateful for the partnership of the Legion, who continues to perform a fair amount of the maintenance.

A motion was made by Andy Penrose and supported by Delesha Padula to approve the Accounts Payable for October 2024 in the amount of \$136,364.25.

Updates were given by Department Heads, Manager Gray and Council.

Mayor Arno adjourned the meeting at 7:23 p.m.

Submitted by:

Cynthia D. Means
Clerk

Gerald E. Arno
Mayor

Economic Development Partnership of Hillsdale County
Minutes of Regular Meeting
September 12, 2024

Board Members Present: Rick Schaerer, Kelly Hodshire, Kym Blythe, Don Germann, Vicki Morris, Greg Moore, Sally Clark, Wanda White, Corey Parker, David Mackie, Jeff Gray, Kelly LoPresto, John Condon, Ron Griffith,

Board Members Absent: Troy Reehl, Tony Samon, Chris Poling, JJ Hodshire, Doug Ingles, Nicole Benson

Staff: Susan Smith, Annette Sands

Call to Order: 8:02 a.m.- Don Germann

- Motion by Kelly Hodshire to approve agenda
Support by John Condon, unanimously approved
- Motion by John Condon to approve July 2024 Minutes
Support by Vicki Morris, unanimously approved
- Motion by Vicki Morris to approve Treasurer's Report
Support by John Condon, unanimously approved
- Motion by Vicki Morris to approve the Director's Report
Support by Kelly Hodshire, Unanimously approved

Treasurer's Report: Consisted of an overview of the EDP's current fiscal year 2024-2025, income and expenses. Current net income is \$20,360.24, expenditures at \$39,896.44 with a net Revenue of negative \$19,536 which is very common this time of year due to capital campaign not in swing yet and expenditures out for grants. Also an overview of the financial position comparison to current with August of 2023

Director's Report: Consisted of an overview of happenings at the EDP.

- Lean Rocket lab fellows Entrepreneurial Program overview
- EDA Grant Close out
- Child Care grant closed out and extension of project, need permanent fix
- MWSE Year-end close out, have entered into the 24-25 agreement
- Attraction Projects
- Annual Dinner update
- Manufacturing Day update
- Visits with Congressman Walberg
- Site Selection magazine Marketing Hillsdale County
- MEDC Investment Request- Manufacturing day and Site Selection marketing
- *EDP Community Engagements- CEO Council, CAA, HH, CNB, Key Opp., Region II, Referrals from Trine University Internships, Hiring Event, WCA Board of Directors, Jonesville Planning Commission*

Round Table Discussion:

- David Mackie- College Hotel project is in its third phase with obtaining an approved development agreement. It is projected to open in spring 2026, with 158 rooms, conference space and restaurant. Airport steel is going up for the terminal. New taxi and apron Aldi's is moving dirt on property across from Meijer's, construction will begin soon. Three Meadows housing tour this week. Ethan donuts, brick fire pizza, Big Pine Brewery have all opened downtown. Keefer House is moving along. There has been an issue with a shift in columns at front, but this seems to be all under control. Expected completion is at the end of the year- 2024
- Jeff Gray- MDOT progress on Key opportunity project on Beck Road. West street project-South-Adrian and Maumee will be under reconstructions with water main upgrade. Storm gutter by golf course. Early November is expected completion.
- Klein Tool & D.H. Roberts are working in joint partnership on environmental issues to open funding opportunities, things are moving. EGLE has determined that the contained environmental issues are not in river. Lots of work behind the scenes. Filling all vacancies on the police department. First time ever, Jonesville has someone in the Police academy.
- Greg Moore- Consumers is expanding renewable energy program. Sustainability goals match up to 100% with renewables. Have been providing quite a few tours of the Crescent Wind Turbine project.
- Vicki Morris- Board of realtors has advised of 139 homes for sale, with median selling at \$100k-\$200k the interest rate is down a bit.
- Purchase rehab programs with Century Bank is down 20%, Bank will loan to allow funds for renovations.
- Don Germann- CNB is moving into the Portage and Lansing areas. Seeing a lot of Home Equity loans, Debt consolidation are financial distress with senior population. Boats and car loans are still strong.
- Sally Clark- Going Pro Cycle I opens in October. MWSE has many specialty grants, but not applicable with Hillsdale companies due to the grant focus.
- John Condon- Hillsdale Terminal is continuing to grow. Gaining a lot of work from Canada.
- Wanda White- Work has picked up on machining. Robotic & PLCE still busy. Levi has been assisting other companies to solve their issues.
- Rick Schaerer- unfortunately, things are not picking up in the packaging industry.
- Kelly Hodshire- very busy, still working seven days a week. Other CPA's are stepping away from auditing and downsizing.

Adjournment: 8:57 a.m.- Rick Schaerer

Respectfully submitted,

Annette Sands

Region 2 PLANNING COMMISSION

Serving Hillsdale, Jackson & Lenawee Counties

MEETING MINUTES

Region 2 Planning Commission – Full Commission
Lenawee District Library
4459 W. U.S. 223
Adrian, MI 49221

Thursday, September 12, 2024

I. Call to Order – Chair Witt called the meeting to order at 2:00 p.m. A quorum was present.

Attendance:

Adams	Gosselin	Lance	Shotwell
Andrews	Gould, J.	Linnabary	Sigers
Beach	✓ Gould, L.	Miller	✓ Snell
Beecher	✓ Grabert	✓ Minnick, Jr.	✓ Southworth
✓ Beeker	Greene	Mitchell	Sutherland
Blythe	Greenleaf	Montrief	Swartzlander
Bush	Griffin	Navarro	Teriaco
✓ Bussell	Gross	Nickel	✓ Tillotson
Calender	Havican	Norman	Todd
Collins	Hawkins	O'Dowd	✓ VanDoren
Cornish	Hawley	✓ Overton	VanWinkle
Cousino	Heath	Penrose	Votzke
✓ Cure	Herlein	Peters	Walz
David	✓ Jancek	Pfeifer, C.	Webb
Dillon	✓ Johnson	Pfeifer, R.	Weir
Donaldson	Kastel	Pixley	Williams
Dow	Keener	✓ Planeta	Willis
✓ Duckham	Keller	Root	Wilson
Everidge	Koehn	Saenz	✓ Witt
Gallagher	Kuiper	Scoville	
Gentner	Lammers	Shaw	

Key: ✓ = present

Staff Present: Brett Gatz, Jacob Hurt, Jill Liogghio, Alissa Starling

Others Present: Lynne Punnett – Housing Lenawee

II. Approval of the September 12, 2024 Agenda – The motion was made by Comm. Duckham, supported by Comm. Jancek, to approve the September 12, 2024 agenda as presented. The motion carried unanimously.

- III. **Public Comment** – Chair Witt requested public comment. Lynn Punnett from Housing Le-nawee spoke about the Housing Solutions Conference 2024 in Adrian on November 13, 2024.
- IV. **Approval of Full Commission Meeting Minutes for July 11, 2024** – The motion was made by Comm. Duckham, supported by Comm. Jancek, to approve the Full Commission meeting minutes of July 11, 2024 as submitted. The motion carried unanimously.
- V. **Receipt/Approval of Treasurer’s Reports of July 31 and August 31, 2024** – The motion was made by Comm. Grabert, supported by Comm. Jancek, to receive the July 31 and August 31, 2024 Treasurer’s Reports as presented and approve payment of the July 31 and August 31, 2024 submitted bills. The motion carried unanimously.
- VI. **Staff Progress Report for July and August 2024** – The July and August 2024 staff progress reports were included in the agenda packet. Mr. Hurt presented highlights from the staff progress report for the months of July and August.
- VII. **MPO/JACTS Update** – The MPO/JACTS Update was provided in the packet and Mr. Gatz provided highlights from that report.
- VIII. **Approval of Executive Director Travel to Bentonville, Arkansas** – The motion was made by Comm. Jancek, supported by Comm. Minnick, Jr., to approve Executive Director travel to Bentonville, Arkansas. The motion carried unanimously.
- IX. **Approval the FY 2025 Planning Work Program** – The motion was made by Comm. Duckham, supported by Comm. Jancek, to approve the FY 2025 Planning Work Program. The motion carried unanimously.
- X. **Appointment of the FY 2025 R2PC Personnel and Finance Committee** – The motion was made by Comm. Minnick, Jr., supported by Comm. Duckham to keep the current slate of the Personnel and Finance Committee, with the addition of Bruce Grabert. The FY 2025 Personnel and Finance Committee members are: Bruce Grabert, Pete Jancek, Mike Overton, Ralph Tillotson, and Dale Witt.
- XI. **Other Business** – None.
- XII. **Public Comment / Commissioners’ Comments** – None.
- XIII. **Adjournment** – There being no further business, Chair Witt adjourned the meeting at 2:18 p.m.

Dale Witt
Chair

**CITY OF JONESVILLE
PLANNING COMMISSION
Minutes of October 9, 2024**

A City of Jonesville Planning Commission meeting was held on Wednesday, October 9, 2024 at the Jonesville City Hall, 265 E Chicago Street, Jonesville, MI. Chair Christine Bowman called the meeting to order at 7:02 p.m.

Present: Christine Bowman, Jim Ackerson, Brenda Guyse, Ken Koopmans, Annette Sands, and Ryan Scholfield.

Absent: One Vacancy

Also Present: Jeff Gray, Charles Crouch, Rick Jenkins and via Zoom Rick Stout (Fleis & Vandenbrink)

Annette Sands led the Pledge of Allegiance and the moment of silence.

Councilman Tim Bowman thanked the Planning Commission for the great work they have provided Jonesville over the last 13 years. Bowman stated he has enjoyed working together with them.

A motion was made by Brenda Guyse and supported by Annette Sands to approve the agenda as presented. All in favor. Absent: One Vacancy. Motion carried.

Annette Sands made a motion and was supported by Ryan Scholfield to approve the minutes from September 11, 2024 with one correction being made. All in favor. Absent: One Vacancy. Motion carried.

Manager Gray provided information regarding the Site Plan Review request from MT Engineering/Key Opportunities for construction of Phase 1 of the Planned Unit Development at 439 Beck Street. Action on this request for the first phase of construction of the supportive housing development at the former Eagles site was postponed at the August 20th regular meeting to allow the applicant to address site access issues raised by the Michigan Department of Transportation. A draft plan is in a form acceptable to MDOT, an amended plan will be submitted to update the Planned Unit Development. No action is recommended at this time, pending updates to the plan.

A motion was made by Annette Sands and supported by Brenda Guyse to move Agenda Item 7.A. prior to 6.B. All in favor. Absent: One Vacancy. Motion carried.

A motion was made by Brenda Guyse and supported by Annette Sands to approve the Site Plan Review request from Stoll Metal Sales, LLC, for construction of an 8,100 square foot building addition on the property located at 590 Olds Street. Approval is based on the plans prepared by Richard J. Jenkins, P.E., dated September 25, 2024, with a finding that the plan meets the Review Standards listed in Section 15.05 of the Zoning Ordinance. Richard Jenkins spoke briefly to the Planning Commission. All in favor. Absent: One Vacancy. Motion carried.

The Wright Street Park Concept Plan was presented to Council virtually by Rick Stout with Fleis and Vanderbrink. Mr. Stout provided four (4) concept plans for Wright Street Park that were thoroughly discussed amongst the Planning Commission. Comments/changes/suggestions of the concept plans are to be submitted to Manager Gray by October 23, 2024. These comments will then be submitted to Mr. Stout. Discussion will continue with the new concept plans that are put together by Mr. Stout from the comments that are received at the November 13, 2024 Planning Commission Meeting.

Manager Gray provided updates.

The next meeting is scheduled for Wednesday, November 13, 2024 at 7:00 p.m.

The meeting was adjourned at 8:18 p.m.

Submitted by,

Cynthia D. Means
Clerk

**City of Jonesville
Local Development Finance Authority
Minutes of October 16, 2024**

Present: Gerry Arno, Erik Weatherwax, Steve Harding, Steve Lanius, Jim Parker, Gerry Arno and Rick Schaerer.

Absent: Scott Campbell, Linda Garcia and one vacancy.

Also Present: Jeff Gray, Sue Smith (EDP) and Victor Face.

Chairman Schaerer called the meeting to order at the Jonesville City Hall, 265 E Chicago Street, Jonesville, MI at 8:30 a.m.

Jim Parker made a motion and was supported by Erik Weatherwax to approve the agenda as presented. All in favor. Absent: Scott Campbell and Linda Garcia. Motion carried.

A motion was made by Steve Harding and supported by Steve Lanius to approve the minutes of June 19, 2024. All in favor. Absent: Scott Campbell and Linda Garcia. Motion carried.

Erik Weatherwax made a motion and was supported by Jim Parker to accept the financial report through July 31, 2024. All in favor. Absent: Scott Campbell and Linda Garcia. Motion carried.

A motion was made by Steve Harding and supported by Steve Lanius to recommend that City Council appoint Victor Face to the LDFA Board for a four-year term ending in November of 2028. All in favor. Absent: Scott Campbell and Linda Garcia. Motion carried.

Sue Smith, Executive Director of Economic Development Partnership of Hillsdale County, provided updates regarding Lean Rocket Lab Fellows Program, Annua EDP Dinner, Manufacturing Day, Triple Diamond Plastics, Visits with Congressman Walberg, and Robotic and Health Care Sector Collaboratives.

Manager Gray and LDFA members provided updates.

The meeting was adjourned at 8:51 a.m.

Submitted by,

Cynthia D. Means
Clerk

September 18, 2024

Mr. Jeffrey M. Gray, City Manager
City of Jonesville, Michigan
116 W. Chicago Street
Jonesville, Michigan 49250

Re: City Policy Development Regarding Sale of City Real Property.

Dear Mr. Gray:

You have requested that I provide you with a legal opinion regarding the development of a Policy regarding Sale of City real property. The development of this policy has arisen at the request of the City Budget Committee as a result of recent consideration of the sale of a parcel of real property now owned by the City.

The City Charter contains the following provisions that potentially are applicable to the development of this policy:

Sec. 13.2. - Purchase, sale and lease of property.

The council shall establish by resolution the procedures for the purchase, sale or lease of real property for the city for the direction of the city manager. The ordinance shall provide a dollar limit within which purchases, sales or leases of real property may be made without the necessity of securing competitive bids, and the dollar limit within which purchases or leases may be made without the necessity of prior council approval.

Sec. 13.3. - Limitations on contractual power.

- (a) No contract shall be made with any person, firm or corporation in default to the city.
- (b) The council's power to sell or dispose of any real property shall be conditioned on the conducting of a public hearing thereon and receiving five (5) affirmative council votes and the requisite electoral approval if required by law.

Sec. 13.5. - Restriction on powers to sell or lease property.

- (a) The city may not sell any park or cemetery or any part thereof unless the sale is permitted by an affirmative majority of five (5) persons on council and a majority of the city electors voting on the proposed sale.
- (b) The transfer or assignment of any agreement or contract for the renting

Mr. Jeffrey M. Gray, City Manager
City of Jonesville, Michigan
September 18, 2024
Page 2

or leasing of public property may be made only upon approval of the council, but approval of such transfer shall not be subject to referendum.

A review of these provisions has given rise to certain questions because of the use of the term resolution and ordinance within the Charter language. Specifically Sec. 13.2 indicates that the City Council shall establish by resolution the procedures for purchase, sale, or lease of real property for the city for the direction of the City Manager. Sec. 13.2 further provides that an ordinance shall provide a dollar limit within which purchases, sales, and leases of real property may be made without the necessity of securing competitive bids and the dollar limit within which purchases and leases may be made without the necessity of prior council approval. The advisable interpretation of this Charter language dictates that the City Council adopt an Ordinance that provides a dollar limit within which purchases sales and leases of real property may be made without the necessity of securing competitive bids and the dollar limit within which purchases and leases may be made without the necessity of prior council approval. The Charter language dictates that these limitations be contained in an Ordinance as opposed to a resolution. The Ordinance may contain language that authorizes the City Council to adopt resolutions regarding procedures for the purchase, sale, or lease of real property for the city for the direction of the City Manager. These procedures may be amended from time to time at the discretion of the City Council. However, the dollar limitations set forth in the Ordinance may only be amended by amendment of the Ordinance.

The other quoted Charter provisions address requirements for public hearing and vote of a super majority of the City Council in connection with the sale of city owned real property. If the real property proposed to be sold is either a park or a cemetery, not only is a public hearing and city council approval by super majority necessary, but also the matter must be referred to citizens for a vote to approve such a sale. A sale of non-park or non-cemetery property does not require a referendum.

As we discussed during our recent telephone conference regarding this matter, the advisable course of action would be to develop an Ordinance that sets forth dollar limitations for purchases, sales, and leases that must obtain prior council approval and for such Ordinance to authorize the City Council by resolution to adopt procedures in connection with purchases, sales, and leases of property. As mentioned previously, the dollar limitations set forth in the Ordinance may not be amended by City Council resolution, but will require amendment of the Ordinance.

Mr. Jeffrey M. Gray, City Manager
City of Jonesville, Michigan
September 18, 2024
Page 3

If you have additional questions with regard to this matter after reviewing these materials, please contact me.

Very truly yours,


John P. Lovinger

JPL/ch
Cc: Jonesville City Manager

**CITY OF JONESVILLE
ORDINANCE NO. 223**

AN ORDINANCE TO AMEND CHAPTER 2, ARTICLE V, OF THE CODE OF ORDINANCES TO ADDRESS THE PURCHASE, SALE, AND LEASE OF PROPERTY.

THE CITY OF JONESVILLE ORDAINS:

Section 1. Chapter 2, Article V of the Code of Ordinances, Finance, shall be amended to read as follows:

ARTICLE V. FINANCE

DIVISION 1. GENERALLY

Secs. 2-121 – 2-140. Reserved.

DIVISION 2. PURCHASES, SALES, AND LEASES

Sec. 2-140. Manager as purchasing agent.

The city manager shall act as purchasing agent for all city offices and departments. The manager may delegate some or all of the duties as purchasing agent to another officer or employee provided that such delegation shall not relieve the manager of the responsibility of the proper conduct of those duties.

Sec. 2-141. Purchase of personal property and contractual services.

Purchases of personal property such as supplies, materials, or equipment, or of contractual services shall be made in accordance with a policy established by resolution of the city council, as well as the requirements of Chapter 13 of the Charter.

Sec. 2-142. Inspection and acceptance of materials.

The responsibility for the inspection and acceptance of all materials, supplies, and equipment shall rest with the ordering department.

Sec. 2-143. Disposition of personal property.

Surplus or excess personal property shall be disposed of in accordance with a policy established by resolution of the city council.

Sec 2-144. Purchase, sale, and lease of real property.

The city council shall establish the procedures for the purchase, sale, or lease of real property by resolution in accordance with the requirements of Chapter 13 of the Charter. The purchase, sale, or lease of real property shall not occur without competitive bids, except in the following circumstances:

- (1) The city council may acquire real property for governmental purposes by purchase or lease within the negotiated fair market value, or by acceptance of a donation of real property at no or nominal cost. Acquisition shall require the affirmative vote of the city council. Acquisition by eminent domain shall be in accordance with the appropriate sections of the Charter and state statute.
- (2) The sale of city owned real property conducted pursuant to the Declaration of Restrictions for the Jonesville Industrial Park.
- (3) City owned real property that is zoned primarily for residential use may be sold to the first person/entity offering to purchase the property at a price which the city council determines acceptable given market forces. Said property shall be publicly advertised for sale, in accordance with the policy of the city council.
- (4) City owned real property that does not have the size, access, or topography to accommodate development may be sold to owners of adjacent properties where the development potential and/or value of the adjoining property will be increased. Said sale may be by direct solicitation to an adjoining owner or by an unsolicited offer to the city.
- (5) Sale or lease of a city owned real property intended to accomplish a stated economic or community development objective may be completed by a process determined by the city council that is consistent with established policy.

Sec. 2-145. Limitations on powers to sell or lease property.

(a) City owned real property shall not be sold or disposed of without the city council first holding a public hearing nor without five (5) affirmative council votes, in accordance with Chapter 13 of the Charter.

(b) The city may not sell any park or cemetery or any part thereof unless the sale is permitted by the affirmative vote of five (5) persons on council and a majority of city electors voting on the proposed sale.

(c) The establishment, transfer, or assignment of any renting or leasing of city owned real property may be made only upon the approval of the city council, but said approval shall not be subject to referendum.

Section 2. Sec. 2-71. Purchasing Responsibilities, is hereby repealed in its entirety.

Section 3. Publication and Effective Date

This ordinance shall be in force and effect seven (7) days after its publication in a newspaper of general circulation within the City.

YEAS:

NAYS:

ABSENT:

ORDINANCE DECLARED ADOPTED ON _____, 202__.

Gerald E. Arno, Mayor

Cynthia D. Means, Clerk

CERTIFICATION

I, Cynthia D. Means, being the Clerk of the City of Jonesville, do hereby certify that the foregoing is a true and correct copy of the City of Jonesville Ordinance No. 223, passed on the ____ day of _____, 202__. Further, I certify I caused the same to be published in a newspaper of general circulation within fifteen (15) days after adoption by the City Council of the City of Jonesville, County of Hillsdale and State of Michigan.

IN WITNESS WHEREOF, I have hereunto set my hand and seal this ____ day of _____, 202__.

Cynthia D. Means, Clerk



CITY OF JONESVILLE POLICY

Policy: Purchase, Sale, and Lease of Real Property

Adopted by City Council: _____

Effective Date: _____

The **City of Jonesville Policy Manual** is hereby amended to add the following section.

PURCHASE, SALE, AND LEASE OF REAL PROPERTY

1. Purpose

Section 13.2 of the City Charter provides that the City Council shall establish by resolution the procedures for the purchase, sale, or lease of real property for the City for the direction of the City Manager. This policy is intended to implement the requirements of the City Charter and Section 2-144 of the Code of Ordinances by describing the process, conditions, and methods for acquiring and disposing of real property.

2. Definitions

As used in this policy, the following words or phrases are given the meanings below:

- A. **Non-buildable property.** Property that does not have the size, access, or topography to accommodate development, and whose conditions are unlikely to be overcome with a zoning variance.
- B. **Non-residential property.** Property that is zoned primarily for uses other than solely residential use.
- C. **Residential property.** Property zoned primarily for residential use.
- D. **Significant property.** Property reasonably expected to be of high value in implementing a documented community development objective or a future development need in the City, as determined by the City Council.
- E. **Surplus property.** Any property not needed or required to be used, nor anticipated to be needed or required, for a governmental purpose. This includes the land, buildings, structures, and fixtures on said property.

3. Preparation of Surplus Property for Disposal

The City Manager or his or her designee shall take the following steps to prepare a surplus property for disposition. These actions shall be done in coordination with relevant departments, city boards, and/or stakeholders and will include a review of community development plans and strategies.

- A. Establish and clearly define the goals, if any, to be achieved through disposition of the property under consideration. These may include, but not be limited to the following:
 - 1) Placing the subject property on the tax roll;
 - 2) Accomplishing a particular economically beneficial end use;
 - 3) Creation of jobs;
 - 4) Improving the development potential of the subject property;
 - 5) Elimination of blight.
- B. Determine fair market value, taking into consideration the goals to be accomplished. Fair market value will be determined by one of the following methodologies:
 - 1) A written determination of fair market value provided by the City Assessor;
 - 2) Property appraisal;
 - 3) Broker price opinion;
 - 4) Market analysis or similar method.
- C. Establish criteria for sale, if any, which may include, but not be limited to:
 - 1) Sources of financing;
 - 2) Type of use or uses, including restrictions on future use;
 - 3) Compatibility with neighboring properties;
 - 4) Quality of workmanship;
 - 5) Extent of development experience required;
 - 6) Design or architectural standards;
 - 7) Timing and scheduling;
 - 8) Consistency with City master plan and/or development objectives.

4. Disposal of Surplus Property

When City owned real property is determined to be surplus property, it may be made available for sale according to this section, based on the property's classification and determination by the City Council.

- A. **Non-Residential and Significant Property** may be disposed by the following methods:
 - 1) **Listing and Sale.** Notice of sale shall be posted on the City's website and may be published on the Multiple Listing Service (MLS) and/or advertised via other media or other targeted solicitations, as determined by the City. Subject to other provisions of this Policy, upon approval of the City Council, the property may be sold to the first person/entity offering to purchase the property at a price which is acceptable and whose proposal meets the established goals and criteria, given market conditions.

- 2) **Request for Proposals.** A detailed Request for Proposals (RFP) may be prepared by the City Manager or his or her designee, in collaboration with all necessary stakeholders. The RFP shall be posted on the City's website and may be published and/or advertised via other media or targeted solicitations. The RFP shall contain the asking price (if determined appropriate), criteria for disposal, and other conditions of sale. Timely proposals shall be reviewed by the City Manager and other stakeholders, as determined necessary. After review, a recommendation shall be presented to the City Council.

B. **Residential Property** may be disposed by the following method:

- 1) **Listing and Sale.** As described in Section 4.A.(1), above.

C. **Non-Buildable Property** may be disposed by the following method:

- 1) Where it is determined that the development potential and/or the value of an adjoining property will be increased or enhanced, the non-buildable property may be sold by **direct solicitation** to an adjoining owner or by receipt of an **unsolicited offer** to the City, subject to approval by the City Council.

5. **Lease of Surplus Property**

The City Council may, at its sole discretion, offer surplus property for lease to interested parties. Such arrangements are typically regarded to be temporary in nature until conditions are appropriate for sale or redevelopment of the subject property. Determination of fair market value is not required prior to offering a surplus property for lease, unless deemed necessary by the City Council. Lease agreements may be offered through advertisement of a solicitation of sealed competitive bids. The solicitation shall be posted on the City's website and may be published and/or advertised via other media or targeted solicitations.

Where there are particular goals or objectives to be accomplished with lease of surplus property, the City may elect to utilize an RFP as described in Section 4.A.(2), above instead of competitive bids.

Approval of a lease shall be subject to the affirmative vote of the City Council.

This section shall not be construed to obligate the City Council to utilize a competitive process for the issuance of license, easement, or other similar agreements that may be deemed necessary or advantageous to facilitate the use or development of City or private property.

6. **General Requirements for the Purchase or Lease of Surplus Property**

A. Any entity proposing to purchase or lease surplus from the City that it:

- 1) Does not have any property previously purchased from the City for which a proposed project has not yet commenced or that would be considered substantially behind the schedule provided to the City for the project.

- 2) Is not in default or delinquent on any obligations, whether financial, programmatic, or performative related to and contract that it has with the City of Jonesville.
 - 3) Has no documented adverse history of building, housing, rental certification, or code violations.
- B. In all cases involving the development or a proposal for a project, the following minimum criteria are required to be described or established in a proposal to be eligible to acquire or lease surplus property from the City.
- 1) Description of the proposed project, including timeline and current cost estimates.
 - 2) Evidence of financial capability to complete the proposed acquisition and property development.
 - 3) Document a level of experience or capability to successfully complete the proposed project, or support from an organization that will assist in the completion of the proposed project.

7. Acquisition of Property

- A. The City may acquire real property for governmental purposes by purchase or lease. The City Manager or his or her designee shall negotiate the terms for a purchase or lease for presentation to the City Council.
- B. The City may accept the donation of real property offered at no cost or nominal cost.
- C. Acquisition of property and/or execution of a lease to use property shall require the affirmative vote of the City Council.

8. Agreements, Requirements, and Method of Conveyance

The City shall prepare agreements required to implement this policy (i.e. Option Agreements, Development Agreements, Purchase Agreements, Lease Agreements, Deed Restrictions, etc.)

- A. Development Agreements shall provide for project construction and completion timelines that are appropriate to the scope of the project and agreeable to the parties.
- B. Residential property shall be conveyed via quitclaim deed except where specific financing sources require either a warranty of covenant deed, in which case the buyer must bear any costs associated with delivering the instrument.
- C. Non-residential and significant property may be conveyed via quitclaim, covenant, or warranty deed as determined appropriate by the City Attorney and approved by City Council.

9. City Council Approval

In all cases, the City Council shall be the final authority as to the purchase or disposition of City property.

- A. Surplus property shall not be sold or disposed of without the City Council first holding a public hearing nor without five (5) affirmative council votes, in accordance with Chapter 13 of the Charter.
- B. The City may not sell any park or cemetery or any part thereof unless the sale is permitted by the affirmative vote of five (5) persons on the City Council and a majority of City electors voting on the proposed sale.
- C. The establishment, transfer, or assignment of any renting or leasing of City owned real property may be made only upon the approval of the City Council, but said approval shall not be subject to referendum.
- D. The purchase of property or approval of a lease to use property requires the affirmative vote of the City Council.

10. Waivers

The City Council may, in its sole discretion, waive the application of this policy in whole or part, with respect to any particular property if it determines such waiver to be in the public interest. City Council's approval of the sale of property which does not comply with the terms of this policy shall be considered City Council's waiver of this policy with respect to such property only.



CITY OF JONESVILLE POLICY

Policy: Sale of Personal Property

Adopted by City Council: _____

Effective Date: _____

The City of Jonesville Policy Manual is hereby amended to add the following section.

SALE OF PERSONAL PROPERTY

1. Purpose

This policy is intended to ensure the protection of City assets and to provide guidelines for the proper disposal of City owned personal property that has been found to be obsolete or surplus.

2. Identification of Surplus and Obsolete Property

Where a Department Head has identified property within his or her department that is obsolete or surplus, they shall estimate the fair market value in “as is, where is” condition. Property shall not be deemed obsolete or surplus until it is confirmed that it is also unusable in other City departments. The Department Head shall indicate his or her recommendation for disposal to the City Manager.

3. Disposition of Personal Property

A. **Methods of disposal.** Personal property may be disposed of by any of the following methods determined by the City Manager to be in the best interest of the City:

- 1) Trade-in for other equipment;
- 2) Publicly advertised sealed bid sale conducted by the City;
- 3) Auction conducted by an auction house, governmental auction, online auction, or other publicly advertised event;
- 4) Sale as scrap;
- 5) Transfer to another government or nonprofit organization;
- 6) Recycling, salvaging, or junking.

B. **Substantial value.** Disposal of any item of personal property with an estimated value of \$10,000 or more shall require approval by the City Council.

C. **Nominal value.** Personal property which a reasonable person would find to be at the end of its useful life and that the cost of disposition exceeds any sales value may be sold, donated, or discarded as deemed appropriate by the City Manager.

- D. **Trash.** Personal property that a reasonable person would find has no value may be discarded as trash by any City employee.

4. Conflict of Interest

City officials and staff are prohibited from acquiring City personal property if they participated in the disposition process.

5. Waivers

- A. The City Council may, in its sole discretion, waive the application of this policy in whole or part, with respect to any particular item of personal property if it determines such waiver to be in the public interest. City Council's approval of the sale of property which does not comply with the terms of this policy shall be considered City Council's waiver of this policy with respect to such property only.
- B. The City Council may, in its sole discretion, waive the requirements of this policy and allow the sale of personal property to City employees that was issued to them for the performance of their job duties. Said equipment may include computing devices wiped of City software, data, and peripherals; apparel; law enforcement firearms; and similar property that has no other use to the City or cannot be issued to another employee.

**CITY OF JONESVILLE
LAND DIVISION APPLICATION**

**You MUST answer all questions and include all attachments or this will be returned to you.
Bring or mail to:**

City of Jonesville Assessor 517-849-2104
265 E. Chicago St.
Jonesville, MI. 49250

Approval of a division of land is required before it is sold, when the new parcel is less than 40 acres and not just a property line adjustment (102 e&f). This form is designed to comply with §108 and §109 of the Michigan Land Division Act, formally the Subdivision Control Act, PA 288 of 1967, as amended (particularly PA 591 of 1996 and PA 87 of 1997. MCL 560 et seq.) **Approval of a division is not a determination that the resulting parcels comply with other ordinances or regulations.**

1. LOCATION of parent parcel to be split:
Address: Vacant Land - Parkwood Drive
Parent Parcel Number: 30-21-2 4 7 - 0 0 1 - 0 1 7 - ____ - ____ - 3 (formerly 21-247-009 & 21-247-001-015)
Legal Description of Parent Parcel (attach extra sheets as needed): See Attached

2. PROPERTY OWNER INFORMATION:
Name: Jerry L. Drake Living Trust Phone: (517) 212-6951
Address: 404 Road Name: Parkwood Dr
City: Jonesville State: MI Zip Code: 49250 - ____

3. APPLICANT INFORMATION (if not the property owner):
Contact Person's Name: Jerry L. Drake - Owner
Business Name: _____ Phone (____) _____
Address: _____ Road Name: _____
City: _____ State: _____ Zip Code: _____ - ____

4. PROPOSAL: Describe the division(s) being proposed:
A. Number of new Parcels: One
B. Intended use (residential, commercial, etc.): Donation to City for Dog Park
C. The division of the parcel provides access to an existing public road by: (check one)
 Each new division has frontage on an existing public road. (See proposed restrictive covenant)
____ A new public road, proposed road name: _____
(Road name cannot duplicate an existing road name.)
____ A new private road or easement, proposed road name: _____
(Road name cannot duplicate an existing road name.)
____ A recorded easement (driveway). (Cannot service more than one potential site.)

- 4A. Write here, or attach, a legal description of the proposed new road, easement or shared driveway (attach extra sheets if needed): N/A

- 4B. Write here, or attach, a legal description for each proposed new parcel (attach extra sheets if needed):
See attached

- 5A. FUTURE DIVISIONS that might be allowed but not included in this application? Per Land Division Act

- 5B. The number of future divisions being transferred from the parent parcel to another parcel? None
Identify the other parcel: N/A
(See section 109(2) of the Statute. Make sure your deed includes both statements as required in section 109(3) and 109(4) of the Statute.)

6. DEVELOPMENT SITE LIMITS: Check each that represents a condition which exists on the parent parcel. Any part of the parcel:
- N/A is in a DNR-designated critical sand dune area.
 - N/A is riparian or littoral (it is a river or lake front parcel).
 - N/A is affected by a Lake Michigan High Risk Erosion setback.
 - N/A includes a wetland.
 - N/A includes a beach.
 - N/A is within a flood plain.
 - N/A includes slopes more than twenty five percent (a 1:4 pitch or 14° angle) or steeper.
 - N/A is on muck soils or soils known to have severe limitations for on site sewage systems.
 - N/A is known or suspected to have an abandoned well, underground storage tank or contaminated soils.

7. ATTACHMENTS: (all attachments **must** be included). Letter each attachment as shown here.
- X A. 1. A survey, sealed by a professional surveyor at a scale of 1"=100' (insert scale), of proposed division(s) of parent parcel; **OR**
2. A map/drawing drawn to scale of _____ (insert scale), or proposed division(s) of parent parcel of the 30 day time limit is waived: Signature: _____
- The survey or map must show:
- (1) current boundaries (as of March 31, 1997), and
 - (2) all previous divisions made after March 31, 1997 (indicate when made or none), and
 - (3) the proposed division(s), and
 - (4) dimensions of the proposed divisions, and
 - (5) existing and proposed road/easement right-of-way, and
 - (6) easements for public utilities from each parcel to existing public utility facilities, and
 - (7) any existing improvements (buildings, wells, septic systems, driveways, etc.)
 - (8) any of the features checked in question number 6.
- N/A B. A soil evaluation or septic system permit for each proposed parcel prepared by the Health Department, or each proposed parcel is serviced by a public sewer system.
- N/A C. An evaluation/indication of approval will occur, or a well permit for potable water for each proposed parcel prepared by the Health Department, or each proposed parcel is serviced by a public water system.
- N/A D. Indication of approval, or permit from County Road Commission, MDOT, or respective city/village street administrator, for each proposed new road, easement or shared driveway.
- N/A E. A copy of any transferred division rights (§109(4) of the Act) in the parent parcel.
- X F. A fee of \$00.00.
- N/A G. Other (please list) _____

8. IMPROVEMENTS Describe any existing improvements (buildings, well, septic, etc.) which are on the parent parcel or indicate none (attach extra sheets in needed). None

9. AFFIDAVIT and permission for municipal, county and state officials to enter the property for inspections:

I agree the statements made above are true, and if found not to be true this application and any approval will be void. Further, I agree to comply with the conditions and regulations provided with this parent parcel division. Further, I agree to give permission for officials of the municipality, county and the State of Michigan to enter the property where this parcel division is proposed for purposes of inspection to verify that the information on the application is correct at a time mutually agreed with the applicant. Finally, I understand this is only a parcel division which conveys only certain rights under the applicable local land division ordinance, the local zoning ordinance, and the State Land Division Act) formerly the Subdivision Control Act, P.A. 288 of 1967, as amended (particularly by P.A. 591 of 1996), MCL 560.101 et seq., and does not include any representation or conveyance of rights in any other statute, building code, zoning ordinance, deed restriction or other property rights.

Finally even if this division is approved, I understand zoning, local ordinance and State Acts change from time to time, and if changed the divisions made here must comply with the new requirements (apply for division approval again) unless deeds, land contracts, leases or surveys representing the approved division are recorded with the Register of Deeds or the division is built upon before the changes to laws are made.

Property Owner's Signature Jerry L. Daska Date: 11-15-2014

DO NOT WRITE BELOW THIS LINE:

REVIEWER'S ACTION: TOTAL \$ _____ Receipt # _____

____ Approved: Conditions, if any: _____

____ Denied: Reasons (cite §): _____

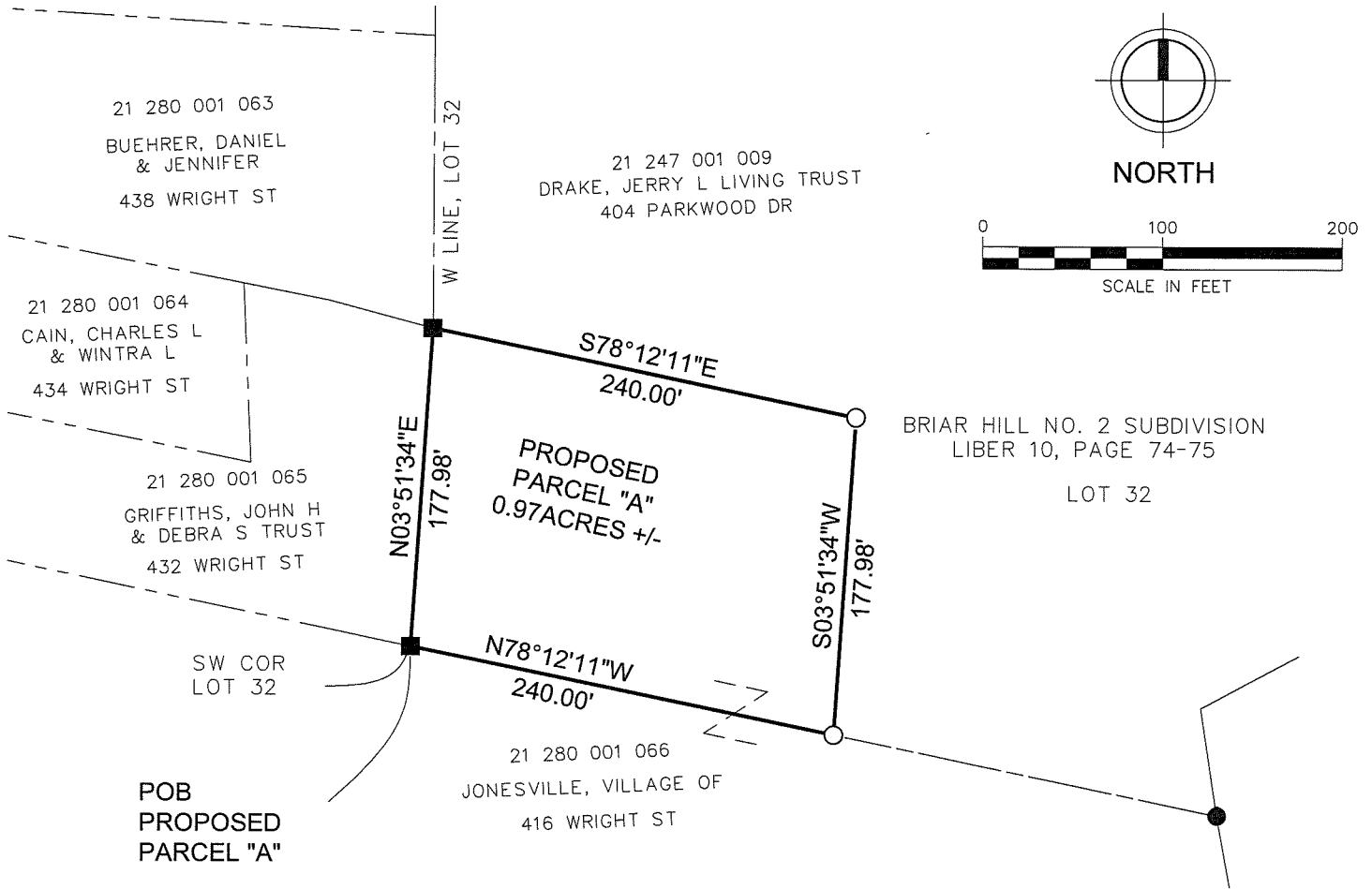
Signature and date: _____

ATTACHMENT A - PROPOSED LAND DIVISION

855860_PA132
jonathonr 110524

PA 132 SURVEY

1 OF 1



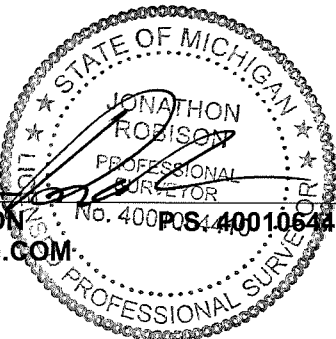

PROPOSED PARCEL "A" DESCRIPTION TO BE ATTACHED TO TAX PARCEL 21-280-001-066:

**PART OF LOT 32, "BRIAR HILLS NO. 2 SUBDIVISION" AS RECORDED IN LIBER 10, PAGE 74-75, HILLSDALE COUNTY, MICHIGAN RECORDS, ALSO PART OF THE SOUTHEAST 1/4 OF SECTION 33, T5S-R3W, VILLAGE OF JONESTOWN, HILLSDALE COUNTY, MICHIGAN, DESCRIBED AS FOLLOWS:
BEGINNING AT THE SOUTHWEST CORNER OF SAID LOT 32; THENCE N03°51'34"E ALONG THE WEST LINE OF SAID LOT 32, A DISTANCE OF 177.98 FEET; THENCE S78°12'11"E PARALLEL TO THE SOUTH LINE OF SAID LOT 32, A DISTANCE OF 240.00 FEET; THENCE S03°51'34"W, PARALLEL WITH SAID WEST LINE 177.98 FEET TO SAID SOUTH LINE; THENCE N78°12'11"W ALONG SAID SOUTH LINE 240.00 FEET TO THE POINT OF BEGINNING, CONTAINING 0.97 NET ACRES OF LAND, MORE OR LESS, BEING SUBJECT TO ANY RECORDED OR UNRECORDED EASEMENTS OF BURDEN OR BENEFIT.**

BEARINGS BASED ON SOUTH LINE OF LOT 32 BEING N78°12'11"W PER SHERIDAN SURVEYING CO. SURVEY, JOB # 2024.5287, DATED 8-21-24.

SURVEYOR'S STATEMENT

**I HEREBY STATE THAT WE HAVE SURVEYED AND MAPPED THE LAND ABOVE PLATTED AND/OR DESCRIBED ON NOVEMBER 5, 2024 AND THAT ALL OF THE REQUIREMENTS OF P.A. 132 OF 1970 HAVE BEEN MET.
THE RELATIVE POSITIONAL PRECISION OF THE CORNERS IDENTIFIED FOR THIS SURVEY AND SHOWN ON THE MAP ARE WITHIN LIMITS ACCEPTED BY THE PRACTICE OF PROFESSIONAL SURVEYING.**



JONATHON ROBISON
 PROFESSIONAL SURVEYOR
 No. 400106410
 JROBISON@FVENG.COM

11/5/2024
 DATE

CERTIFICATE OF SURVEY
 Filing Requirement of Act No. 132
 of the Public Acts of 1970, as Amended

DATE: 11/5/2024
 F&V PROJECT NO.
 855860


FLEIS & VANDENBRINK
 DESIGN. BUILD. OPERATE.

2960 Lucerne Drive SE
 Grand Rapids, MI 49546
 P: 616.977.1000
 F: 616.977.1005

PA 132 SURVEY
 SECTION 33, T5S-R3W
 HILLSDALE CO, MICHIGAN

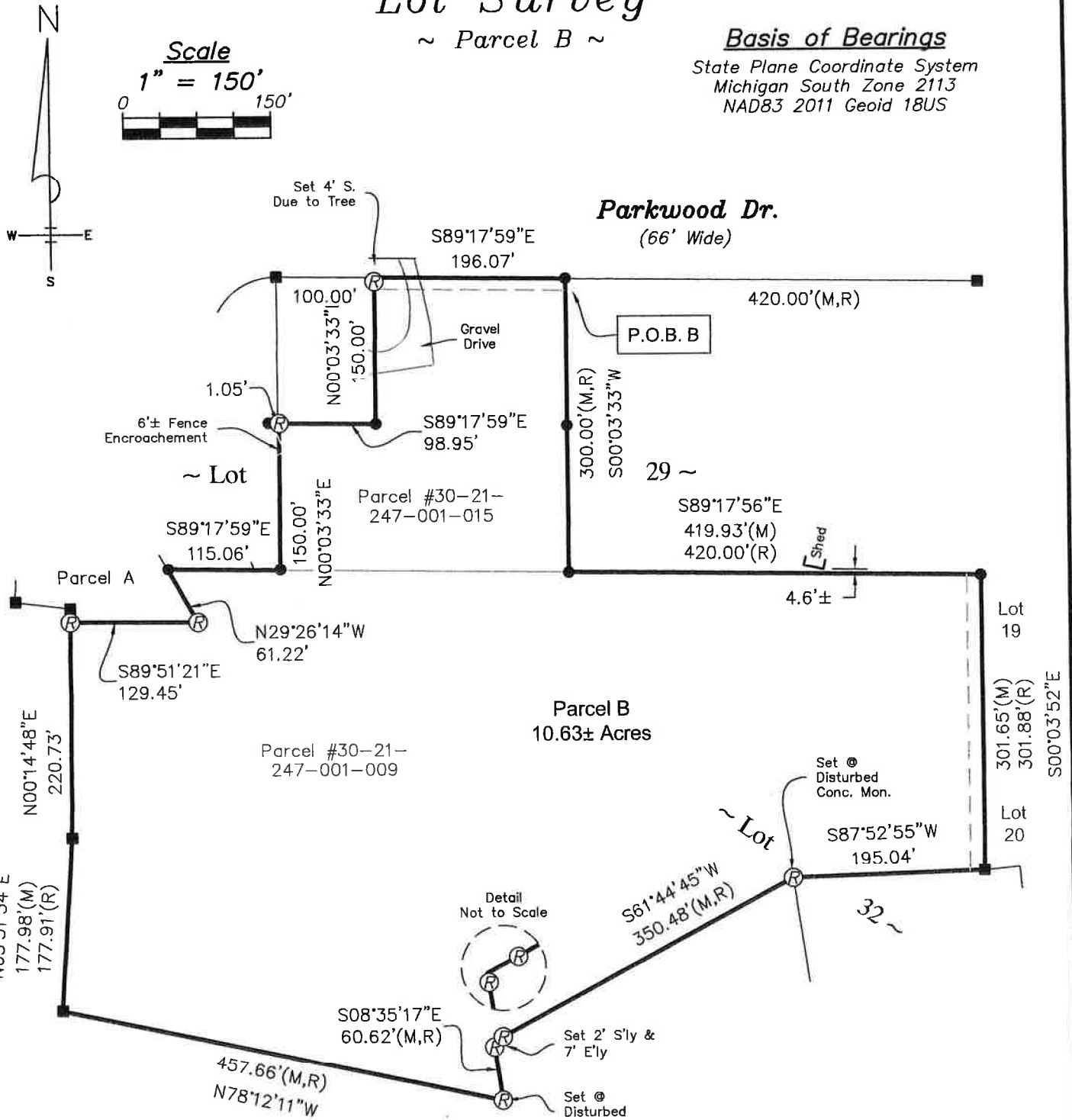
CITY OF JONESTOWN
 21-247-001-009

Lot Survey

~ Parcel B ~

Basis of Bearings

State Plane Coordinate System
Michigan South Zone 2113
NAD83 2011 Geoid 18US



Parcel B - Description as Surveyed:

A parcel of land in the Southeast 1/4 of Section 33, Town 5 South, Range 3 West, Village of Jonesville, Hillsdale County, Michigan, being a part of Lots 29 & 32 of Briar Hills No. 2 Subdivision (Liber 10 of Plats, Pages 74 and 75), and more particularly described as:

Beginning at the Northeast Corner of said Lot 29, thence; thence S00°03'33\"W 300.00 feet to the Southeast Corner of said Lot 29; thence S89°17'56\"E 419.93 feet (recorded as 420.00 feet) to the Northeast Corner of said Lot 32; thence S00°03'52\"E 301.65 feet (recorded as 301.88 feet) to the Southwest Corner of Lot 20 (Briar Hills Liber 7 of Plats, Page 24); thence S87°52'55\"W 195.04 feet; thence S61°44'45\"W 350.48 feet; thence S08°35'17\"E 60.62 feet; thence N78°12'11\"W 457.66 feet to the Southwest Corner of said Lot 32; thence N03°51'34\"E 177.98 feet (recorded as 177.91 feet); thence N00°14'48\"E 220.73 feet; thence S89°51'21\"E 129.45 feet; thence N29°26'14\"W 61.22 feet to the Southwest Corner of said Lot 29; thence S89°17'59\"E 115.06 feet to the West Line of the East 295 feet of said Lot 29; thence N00°03'33\"E along said West Line, 150.00 feet; thence S89°17'59\"E 98.95 feet; thence N00°03'33\"E 150.00 feet to the South Line of Parkwood Drive; thence S89°17'59\"E along said drive, 196.07 feet to the Point of Beginning. Containing 10.63 acres, more or less.

Subject to all easements and restrictions, if any.

Legend

- --- Found Plat Monument
- --- Found Iron
- Ⓡ --- Set Rebar W/ Cap "DEE 29245"
- (R) --- Record
- (M) --- Measured



JOB # :	2024.5287
DRAWN :	RST
DATE :	8-21-24
SCALE :	1" = 150'
PAGE :	2 OF 2

SSU SHERIDAN SURVEYING CO.
910 Fifth Street Michigan Center, MI 49254
517-764-0440 sheridansurveying.com

David E. Erickson
PROFESSIONAL SURVEYOR #29245

I HEREBY CERTIFY TO THE PARTY NAMED HEREON, THAT I HAVE SURVEYED THE LINE(S) OR PARCEL OF LAND AS ABOVE SHOWN OR DESCRIBED ON 8-20-24 AND THAT THE RELATIVE POSITIONAL PRECISION IS WITHIN LIMITS ACCEPTED BY THE PRACTICE OF PROFESSIONAL SURVEYING.



DATE: NOVEMBER 4, 2024

DESCRIPTION OF LAND REMAINING FOR TAX PARCEL #30-21-247-001-009

DESCRIPTION OF LAND REMAINING

PART OF THE SOUTHEAST 1/4 OF SECTION 33, TOWN 5 SOUTH, RANGE 3 WEST, VILLAGE OF JONESVILLE, HILLSDALE COUNTY, MICHIGAN AND BEING A PART OF LOTS 29 AND 32 OF BRIAR HILLS NO. 2 SUBDIVISION, AS RECORDED IN LIBER 10 OF PLATS, PAGES 74 AND 75, HILLSDALE COUNTY, MICHIGAN RECORDS, DESCRIBED AS:
 BEGINNING AT THE NORTHEAST CORNER OF SAID LOT 29; THENCE S00°03'33" 300.00 FEET TO THE SOUTHEAST CORNER OF SAID LOT 29; THENCE S89°17'56"E 419.93 FEET (RECORDED AS 420.00 FEET) TO THE NORTHEAST CORNER OF SAID LOT 32; THENCE S00°03'52"E 301.65 FEET (RECORDED AS 301.88 FEET) TO THE SOUTHWEST CORNER OF LOT 20 OF BRIAR HILLS SUBDIVISION, AS RECORDED IN LIBER 7 OF PLATS, PAGE 24, HILLSDALE COUNTY, MICHIGAN RECORDS; THENCE S87°52'55"W 195.04 FEET; THENCE S61°44'45"W 350.48 FEET; THENCE S08°35'17"E 60.62 FEET; THENCE N78°12'11"W 217.66 FEET; THENCE N03°51'34"E 177.98 FEET; THENCE N78°12'11"W 240.00 FEET; THENCE N00°14'48"E 220.73 FEET; THENCE S89°17'59"E 20.73 FEET; THENCE S89°51'21"E 129.45 FEET; THENCE N29°26'14"W 61.22 FEET TO THE SOUTHWEST CORNER OF SAID LOT 29; THENCE S89°17'59"E 115.06 FEET TO THE WEST LINE OF THE EAST 295 FEET OF SAID LOT 29; THENCE N00°03'33"E, ALONG SAID WEST LINE, 150.00 FEET; THENCE S89°17'59"E 98.95 FEET; THENCE N00°03'33"E 150.00 FEET TO THE SOUTH LINE OF PARKWOOD DRIVE; THENCE S89°17'59"E, ALONG SAID SOUTH LINE, 196.07 FEET TO THE POINT OF BEGINNING, CONTAINING 9.65 NET ACRES OF LAND, MORE OR LESS, BEING SUBJECT TO ANY RECORDED OR UNRECORDED EASEMENTS OF BENEFIT OR BURDEN.

NOTES:

1. BEARINGS BASED ON SOUTH LINE OF LOT 32 BEING N78°12'11"W PER SHERIDAN SURVEYING CO. SURVEY, JOB # 2024.5287, DATED 8-21-24.

2960 Lucerne Drive SE, Suite 100
 Grand Rapids, MI 49546
 P: 616.977.1000
 F: 616.977.1005
www.fveng.com

DONATION AGREEMENT

This Donation Agreement (the “Agreement”) for certain real property located at **404 Parkwood Dr. Jonesville, MI 49250** (“Property”), is effective upon the Effective Date (defined below), between the Owner, whose address is 404 Parkwood Dr. Jonesville, MI 49250 (“Donor”) and **City of Jonesville, MI** whose address is 265 E. Chicago St. Jonesville, MI 49250 (“Donee”). It is agreed that upon the terms and conditions set forth in this Agreement the Donor shall donate and convey all of its rights and interests in, and the Donee shall accept and be the successor to all such rights and interests in, the real property identified and described herein. Donor and Donee may each be referred to as a “Party” and collectively as the “Parties”.

RECITALS

In consideration of the mutual covenants of the parties contained in this Agreement, Donor does grant to Donee title to the Property and Donee accepts from the Donor title to the Property under the following terms and conditions:

- A. Donor is offering the City of Jonesville 0.97 acres of property as described below to be utilized as a Community Dog Park. Parties agree that the City of Jonesville will absorb all costs of surveying and the development of said park;
- B. Donor requests a plaque with Donor’s information to be visible;
- C. Donor acquired the Property identified on Exhibit A by a deed in lieu of foreclosure;
- D. Donor did not originally construct any of the improvements forming part of the Property;
- E. Donor has not occupied the Property for its own use;
- F. Due to Donor’s lack of familiarity with the Property, Donor is unwilling to make any representations or warranties whatsoever regarding the Property and Donor is only willing to grant Donee the property on an “**as is, where is**” and “**with all faults**” basis; and
- G. Donee has been given a full and complete opportunity to conduct its own investigation as to any matter, fact or issue that might influence Donee’s decision to accept the Property from Donor. Accordingly, Donee is willing to accept the Property from Donor without any representations or warranties whatsoever regarding the Property and on an “**as is, where is**” and “**with all faults**” basis.

AGREEMENT

1. DONATION.

- 1.1 Effective Date.** The date this Agreement is signed by both Parties shall be the effective date of the Agreement.

- 1.2 **Purchase Price.** The purchase price for the Property shall be ONE and 00/100 Dollars (\$1.00) (the "Purchase Price"). However, the amount payable by the Donee to Donor for the purposes of this transaction as the consideration to be paid shall be ZERO and 00/100 Dollars (\$0.00) (the "Total Adjusted Sales Price"). The term Total Adjusted Sales Price has been determined by the Donor and Donee taking certain agreed upon sums and applying such sums to the following formula: (a) the Purchase Price less (b) Donor adjustments of -\$1.00.
- 1.3 **Transfer.** Donor agrees to donate the Property to Donee and Donee agrees to accept the Property from Donor on the terms and conditions set forth herein. In consideration of Donor's transfer of the Property to Donee, Donee shall perform all of Donee's obligations hereunder including but not limited to the release set forth in Section 2.2 of this Agreement.
- 1.4 **Deed.** Title shall be transferred on the Closing Date via a Deed (which Deed may be known as a Special Warranty, Limited Warranty, Quit Claim or Bargain and Sale Deed). Any reference to the term "Deed" herein shall be construed to refer to such form of Deed. Donor shall be responsible for recording the Deed following the Closing Date. The Deed to be delivered on the Closing Date shall be a Deed in which the Grantor therein grants and conveys to the Grantee therein only that title to, or interest and rights in, the Property granted therein that the Grantor may have at the time of the grant, and shall contain no warranty, guaranty or indemnification of any kind, express or implied.
- 1.5 **Taxes and Utilities.** The Parties agree that the Donor will only be responsible for the following expenses due as of the Closing Date: municipal water and sewer charges, utility charges, real estate taxes and assessments, common area charges, condominium or planned unit development or similar community assessments, cooperative fees, maintenance fees, and rents, if any. The Property taxes will be prorated based on an estimate of actual taxes from the previous year on the Property. All prorations will be based upon a 30-day month and all such prorations shall be final. Donor will not be responsible for any amounts due, paid or to be paid after closing, including but not limited to, any taxes, penalties or interest assessed or due as a result of retroactive, postponed or additional taxes resulting from any change in use of, or construction on, or improvement to the Property, or an adjustment in the appraised value of the Property.
- 1.6 **Risk of Loss.** In the event of fire, destruction, or other casualty loss to the Property after the Effective Date, and prior to the Closing Date, (a) Donor may, at its sole discretion, repair or restore the Property, or (b) either Party may terminate the Agreement. If Donor elects to repair or restore the Property, then Donor may, in its sole discretion, limit the amount to be expended. If Donor elects not to repair or

restore the Property, Donee shall either (a) acquire the Property in its AS-IS condition at the time of such acquisition, or (b) terminate the Agreement.

- 1.7 **Eminent Domain.** In the event that the Donor's interest in the Property, or any part thereof, shall have been taken by eminent domain, or shall be in the process of being taken on or before the Closing Date, either Party may terminate the Agreement and neither Party shall have any further rights or liabilities hereunder.

2. **ACKNOWLEDGMENTS AND RELEASE.**

- 2.1 **DONEE'S ACKNOWLEDGMENTS.** DONEE ACKNOWLEDGES THAT DONEE IS ACCEPTING THE PROPERTY SOLELY IN RELIANCE ON DONEE'S OWN INVESTIGATION, AND THE PROPERTY IS IN "AS IS, WHERE IS" CONDITION WITH ALL FAULTS AND DEFECTS, LATENT OR OTHERWISE. DONEE EXPRESSLY ACKNOWLEDGES THAT, IN CONSIDERATION OF THE AGREEMENT OF DONOR HEREIN, AND EXCEPT AS OTHERWISE SPECIFIED HEREIN, DONOR MAKES AND HAS MADE NO REPRESENTATIONS OR WARRANTIES, EXPRESS OR IMPLIED, OR ARISING BY OPERATION OF LAW, INCLUDING, BUT NOT LIMITED TO, ANY WARRANTY AS TO CONDITION, MERCHANTABILITY OR FITNESS FOR A PARTICULAR USE OR PURPOSE, WITH RESPECT TO THE PROPERTY OR ANY MATTER RELATED THERETO, OR (WITHOUT LIMITATION) TO ANY OF THE FOLLOWING MATTERS:

- (a) Soils, Etc. Soils, seismic, hydrological, geological and topographical conditions and configurations.
- (b) Artifacts. Archeological, prehistoric and historic artifacts, remains and relics.
- (c) Endangered Species. Endangered plant, animal and insect species.
- (d) Hazardous Materials. Hazardous Materials and other environmental conditions, including without limitation, lead-based paint, asbestos and mold.
- (e) Physical Defects. Physical and mechanical defects in or on the Property, including without limitation, the plumbing, heating, air conditioning and electrical systems and the roof, floor, ceilings, walls and other internal structural components of any buildings or improvements.
- (f) Land and Floor Area. The area of the land and the square footage contained in any buildings or improvements.
- (g) Utilities, Schools, Etc. Availability of adequate utilities, water, schools, public access, and fire and police protection.

- (h) Assessment Districts. The status and nature of any assessment districts and the amount of any assessment liability.
- (i) Planning and Zoning. Present, past or future conformity of the Property with planning, building, zoning, subdivision and development statutes, ordinances, regulations and permits, the general plan and the specific plan.
- (j) Development Fees. The character and amount of any fee, charge or other consideration which must be paid by Donee to develop the Property.
- (k) Title. The condition of title to the Property, including but not limited to the existence of any easement, license or encroachment whether or not a matter of public record, and whether or not visible upon inspection of such Property.
- (l) Taxes. The status of any general or special real property taxes or assessments or personal property taxes or any other taxes and assessments applicable to the Property.
- (m) Owner's Association. The financial condition of any owner's association, including, without limitation, the adequacy of any reserves held by any owner's association.
- (n) Other Matters. Any other matter relating to the Property or to the development or operation of the Property, including, but not limited to, value, feasibility, cost, governmental permissions or entitlements, marketability, investment return and compliance of the Property, its operation or use with any laws, rules, ordinances, regulations or codes of any government or other body.

2.2 RELEASE.

- (a) **RELEASE. DONEE FULLY RELEASES AND DISCHARGES DONOR FROM AND RELINQUISHES ALL RIGHTS, CLAIMS AND ACTIONS THAT DONEE MAY HAVE OR ACQUIRE AGAINST DONOR WHICH ARISE OUT OF OR ARE IN ANY WAY CONNECTED WITH THE CONDITION OF THE PROPERTY, INCLUDING WITHOUT LIMITATION (A) ANY MATTER SET FORTH IN SECTION 2.1 ABOVE, (B) THE PRESENCE OF HAZARDOUS MATERIALS ON, UNDER OR ABOUT ANY PROPERTY (INCLUDING BUT NOT LIMITED TO ANY UNDISCOVERED HAZARDOUS MATERIALS LOCATED BENEATH THE SURFACE OF THE PROPERTY) AND (C) VIOLATIONS OF ANY HAZARDOUS MATERIALS LAWS PERTAINING TO THE PROPERTY OR THE ACTIVITIES THEREON. THIS RELEASE**

APPLIES TO ALL DESCRIBED RIGHTS, CLAIMS AND ACTIONS, WHETHER KNOWN OR UNKNOWN, FORESEEN OR UNFORESEEN, PRESENT OR FUTURE.

- (b) **MEANING.** FOR PURPOSES OF THIS SECTION 2.2, ALL REFERENCES TO "DONOR" SHALL INCLUDE: (A) DONOR'S PARENT, SUBSIDIARY AND AFFILIATE CORPORATIONS, (B) DONOR'S DIRECTORS, OFFICERS, SHAREHOLDERS, EMPLOYEES AND AGENTS, AND (C) THE HEIRS, SUCCESSORS, PERSONAL REPRESENTATIVES AND ASSIGNS OF DONOR'S DIRECTORS, OFFICERS, SHAREHOLDERS, EMPLOYEES AND AGENTS.
- (c) **EFFECTIVENESS.** THE PROVISIONS OF THIS SECTION 2 SHALL BE EFFECTIVE AS OF THE CLOSING DATE AND SHALL SURVIVE THE CLOSING DATE OR TERMINATION OF THIS AGREEMENT.

3. GENERAL PROVISIONS.

- 3.1 **Entire Agreement.** This Agreement contains the entire agreement between the parties concerning the Donation and sale of the property, and supersedes all prior written or oral agreements between the parties to this Agreement. No addition to or modification of any term or provision shall be effective unless in writing, signed by both Donor and Donee.
- 3.2 **Successors and Assigns.** This Agreement shall be binding upon and inure to the benefit of the successors and assigns of the parties.
- 3.3 **Partial Invalidity.** If any portion of this Agreement shall be declared by any court of competent jurisdiction to be invalid, illegal or unenforceable, that portion shall be deemed severed from this Agreement and the remaining parts shall remain in full force as fully as though the invalid, illegal or unenforceable portion had never been part of this Agreement.
- 3.4 **Termination.** Prior to the Closing Date, this Agreement may be terminated by Donor at any time for any or no reason by written notice to Donee.
- 3.5 **Governing Law.** The parties intend and agree that this Agreement shall be governed by and construed in accordance with the laws of the state in which the Property is located.
- 3.6 **No Third Parties Benefits.** No person other than Donor and Donee, and their permitted successors and assigns, shall have any right of action under this Agreement.

- 3.7 **Waivers.** No waiver by either party of any provision shall be deemed a waiver of any other provision or of any subsequent breach by either Party of the same or any other provision.
- 3.8 **Captions.** The captions and Section numbers of this Agreement are for convenience and in no way define or limit the scope or intent of such Sections of this Agreement.
- 3.9 **Counterparts.** To facilitate execution, this Agreement may be executed in as many counterparts as may be convenient or required. It shall not be necessary that the signature of, or on behalf of, each party, or that the signature of all persons required to bind any party, appear on each counterpart. All counterparts shall collectively constitute a single instrument. It shall not be necessary in making proof of this instrument to produce or account for more than a single counterpart containing the respective signatures of, or on behalf of, each of the parties hereto. Any signature page to any counterpart may be detached from such counterpart without impairing the legal effect of the signatures thereon and thereafter attached to another counterpart identical thereto except having attached to it additional signature pages.
- 3.10 **No Presumption.** All the parties hereto and their attorneys have had full opportunity to review and participate in the drafting of the final form of this Agreement and all documents attached as exhibits. Accordingly, such documents shall be construed without regard to any presumption or other rule of construction whereby any ambiguities within this Agreement would be construed or interpreted against the party causing the document to be drafted.
- 3.11 **Notices.** Any notices or other communication required or permitted under this Agreement shall be in writing, and shall be personally delivered, or sent by certified or registered United States mail, postage prepaid, return receipt requested, or by overnight delivery by a reputable courier to the address of the party set forth in this Section, or sent by fax to the Fax number of the party set forth in this Section, or sent by e-mail to the party set for in this Section. Such notice or communication shall be deemed given if sent by personal delivery or by overnight courier, when delivered in person, if sent by fax, when evidence of successful transmission by telecopier has been received by sender or, in the case of mailed notice, forty-eight (48) hours following deposit in the United States mail. Notice of change of address shall be given by written notice in the manner detailed in this Section.

If to the Donee: **City of Jonesville**

Address:
265 Chicago St.
Jonesville, MI 49250

If to the Donor: Owner
404 Parkwood Dr
Jonesville MI 49250

Joint and Several. If more than one person or entity has executed this Agreement as Donee, the obligations of all such persons or entities hereunder shall be joint and several.

DONEE:

City of Jonesville, MI

Signature: _____

Print Name: _____

Title: _____

Date: _____

DONOR:

OWNER

Signature: Jerry L. Drake

Print Name: JERRY L. DRAKE

Title: OWNER

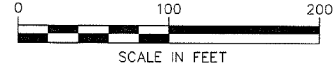
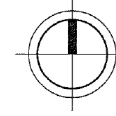
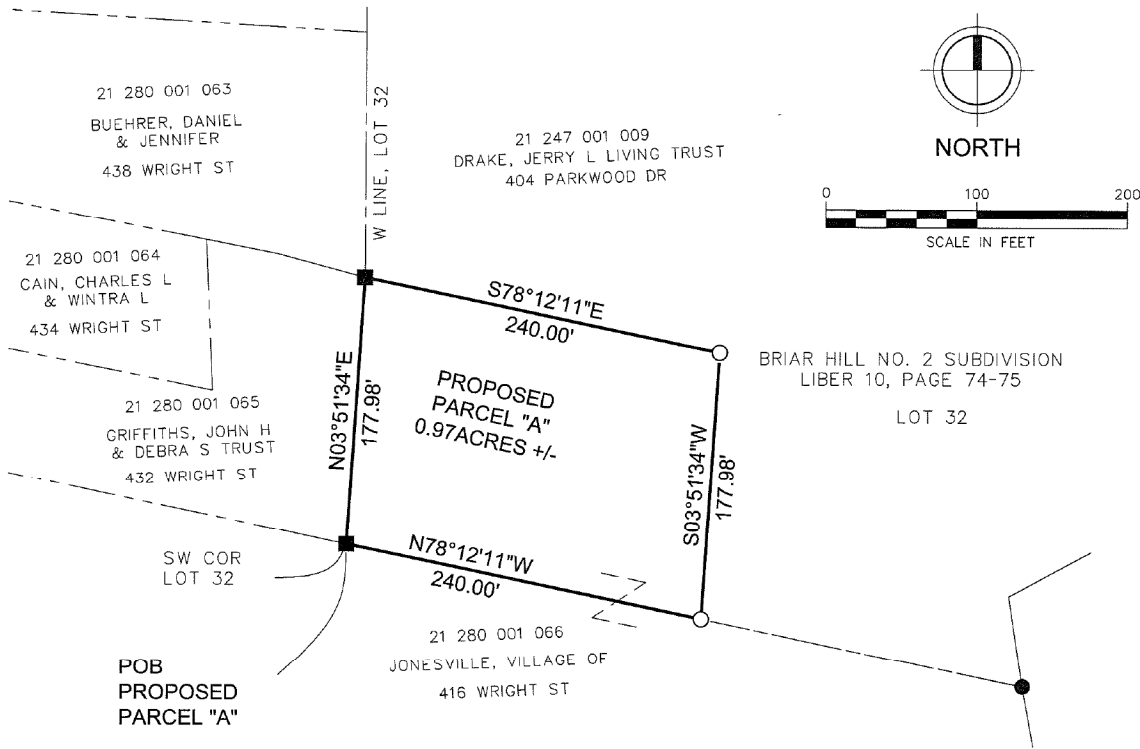
Date: NOV. 15 2024

EXHIBIT A

855860_PA132
jonathonr 110524

PA 132 SURVEY

1 OF 1



PROPOSED PARCEL "A" DESCRIPTION TO BE ATTACHED TO TAX PARCEL 21-280-001-066:

PART OF LOT 32, "BRIAR HILLS NO. 2 SUBDIVISION" AS RECORDED IN LIBER 10, PAGE 74-75, HILLSDALE COUNTY, MICHIGAN RECORDS, ALSO PART OF THE SOUTHEAST 1/4 OF SECTION 33, T5S-R3W, VILLAGE OF JONESVILLE, HILLSDALE COUNTY, MICHIGAN, DESCRIBED AS FOLLOWS:
 BEGINNING AT THE SOUTHWEST CORNER OF SAID LOT 32; THENCE N03°51'34"E ALONG THE WEST LINE OF SAID LOT 32, A DISTANCE OF 177.98 FEET; THENCE S78°12'11"E PARALLEL TO THE SOUTH LINE OF SAID LOT 32, A DISTANCE OF 240.00 FEET; THENCE S03°51'34"W, PARALLEL WITH SAID WEST LINE 177.98 FEET TO SAID SOUTH LINE; THENCE N78°12'11"W ALONG SAID SOUTH LINE 240.00 FEET TO THE POINT OF BEGINNING, CONTAINING 0.97 NET ACRES OF LAND, MORE OR LESS, BEING SUBJECT TO ANY RECORDED OR UNRECORDED EASEMENTS OF BURDEN OR BENEFIT.

BEARINGS BASED ON SOUTH LINE OF LOT 32 BEING N78°12'11"W PER SHERIDAN SURVEYING CO. SURVEY, JOB # 2024.5287, DATED 8-21-24.

SURVEYOR'S STATEMENT

I HEREBY STATE THAT WE HAVE SURVEYED AND MAPPED THE LAND ABOVE PLATTED AND/OR DESCRIBED ON NOVEMBER 5, 2024 AND THAT ALL OF THE REQUIREMENTS OF P.A. 132 OF 1970 HAVE BEEN MET.
 THE RELATIVE POSITIONAL PRECISION OF THE CORNERS IDENTIFIED FOR THIS SURVEY AND SHOWN ON THE MAP ARE WITHIN LIMITS ACCEPTED BY THE PRACTICE OF PROFESSIONAL SURVEYING.

Jonathon Robison
 JONATHON ROBISON
 PROFESSIONAL SURVEYOR
 No. 400106410
 JROBISON@FVENG.COM

11/5/2024
 DATE

CERTIFICATE OF SURVEY
 Filing Requirement of Act No. 132
 of the Public Acts of 1970, as Amended

DATE: 11/5/2024
 F&V PROJECT NO.
 855860

FLEIS&VANDENBRINK
 DESIGN. BUILD. OPERATE.

2960 Lucerne Drive SE
 Grand Rapids, MI 49546
 P: 616.977.1000
 F: 616.977.1005

PA 132 SURVEY
 SECTION 33, T5S-R3W
 HILLSDALE CO, MICHIGAN

CITY OF JONESVILLE
 21-247-001-009

EXHIBIT "B"
Closing Representative Addendum

DONEE: City of Jonesville, MI
DATE: 9/18/2024

Donee may use counsel or closing agent of choice as representation at the closing subject to Donor's approval of such counsel or closing agent.

Please select ONE of the following options for closing:

Donee selects Donor's Preferred Title Company to act as the closing agent and the Title Company.

OR

Donee proposes the following Representative. If the Donee chooses not to use the Donor's Preferred Title Company to act as the closing agent and the Title Company, then the following section will need to be completed. Please note this box **MUST** be selected to qualify for Donor to pay Closing Costs in the amount of the lesser of (a) \$2,500.00 or (b) the actual amount of Closing Costs.

Please provide contact information for Donee's chosen Title Company:

Company:

Company Mailing Address:

Contact Name:

Phone:

Email:

Should Donee's counsel or closing agent information change prior to closing, Donee shall promptly notify Donor of such change in writing, which representation shall be subject to Donor's approval.

Dated: _____

Donee Name (printed)

Donee (signature)

Dated: _____

Donor Name (printed)

Donor (signature)

RESTRICTIVE COVENANT

The City of Jonesville, a Michigan municipal corporation, of 265 E. Chicago Street, Jonesville, MI 49250, hereinafter referred to as "Owner", hereby executes this Restrictive Covenant based upon the following:

WHEREAS Owner is the fee title holders of the following parcel of real property:

See attached "Exhibit A"
Hereinafter referred to as "The Subject Property"; and

WHEREAS The Subject Property, which is commonly described as Wright Street Park, 416 Wright Street is located in the City of Jonesville, Michigan; and

WHEREAS the Subject Property is composed of two separate tax parcels, one of which is within a platted subdivision known as Briar Hills No. 2 Subdivision, according to the recorded plat thereof, as recorded in Liber 10 of Plats, Page 74-75, Hillsdale County Records, hereinafter referred to as "Donated Land" and the second parcel which is immediately adjacent to this parcel, but is partially located in a platted subdivision known as Supervisor's Plat No. 1 of Jonesville and the remainder is not located within either platted subdivision, hereinafter referred to as "Park Parcel"; and

WHEREAS at present, the subject property has a municipal park located upon the Park Parcel and the owner desires to accept the Donated Land to develop a dog park; and

WHEREAS the Donated Land does not comply with the zoning ordinances now in effect in the city of Jonesville, Michigan, which is the municipality which has jurisdiction over land use development of the subject property; and

WHEREAS the noncompliance with zoning is a result of the fact that the Donated Land lacks frontage on a public street; and

WHEREAS the city of Jonesville under applicable statutes lacks the authority to alter or amend boundary lines of platted properties; and

WHEREAS the proposed development of the property would be acceptable if the Owner of the Subject Property would covenant and agree that the two parcels that comprise the Subject Property shall remain under common ownership, meaning that no portion or parcel of the Subject Property may be conveyed by the Owner or their successors in title without conveying the remaining parcel; and

WHEREAS the owner wishes to create a restrictive covenant with regard to the Subject Property that provides for the continued common ownership of all of the parcels that comprise the Subject Property, which will allow the proposed development of the property and eliminate the street frontage issue that currently exists on the platted parcel.

NOW THEREFORE, in light of the premises set forth above, the Owner of the Subject Property, hereby covenants as follows:

IT IS COVENANTED AND AGREED that the Subject Property, which is more

particularly described in the attached "Exhibit A", which is Incorporated herein by specific reference do for their heirs, successors, transferees and assigns covenant that the Subject Property, which is comprised of two separate tax parcels, shall be held and maintained under common ownership, meaning that no portion or parcel of the Subject Property may be sold or conveyed separate from the remaining parcels of the Subject Property.

IT IS FUTHER COVENANTED AND AGREED that this covenant of common ownership shall run with the Subject Property and shall be binding upon all two separate parcels and shall restrict the division or transfer of said parcels separate from the others and shall be binding on the heirs, successors and transferees of the Owners.

IT IS FUTHER COVENANTED AND AGREED and acknowledged that the execution of this Restrictive Covenant shall not be construed as an alteration of the boundary lines of any of the subject properties, including but not limited to the parcels that are located within Briar Hills No. 2 Subdivision or Supervisor's Plat No. 1 of Jonesville, which are platted subdivisions.

The Owner of the Subject Property executes of this Restrictive Covenant as their free act and deed.

Dated this _____ day of November, 2024.

Signed By:

THE CITY OF JONESVILLE

Jeffrey M. Gray
Its: City Manager

Cynthia D. Means
Its: Clerk

STATE OF MICHIGAN)

)SS:

COUNTY OF HILLSDALE)

The foregoing instrument was acknowledged before me this _____ day of November 2024, by Jeffrey M. Gray, City Manager and Cynthia D. Means, City Clerk.

, Notary Public
Hillsdale County, Michigan
My Commission Expires:

Drafted by:
CITY OF JONESVILLE
Jeffrey M. Gray, City Manager
265 E. Chicago Street
Jonesville, Michigan 49250
(517) 849-2104

When Recorded, Return To:
City of Jonesville
265 E. Chicago Street
Jonesville, MI 49250

EXHIBIT A

Donated Land

PART OF LOT 32, "BRIAR HILLS NO. 2 SUBDIVISION" AS RECORDED IN LIBER 10, PAGE 74-75, HILLSDALE COUNTY, MICHIGAN RECORDS, ALSO PART OF THE SOUTHEAST 1/4 OF SECTION 33, T5S-R3W, VILLAGE OF JONESVILLE, HILLSDALE COUNTY, MICHIGAN, DESCRIBED AS FOLLOWS:

BEGINNING AT THE SOUTHWEST CORNER OF SAID LOT 32; THENCE N03°51'34"E ALONG THE WEST LINE OF SAID LOT 32, A DISTANCE OF 177.98 FEET; THENCE S78°12'11"E PARALLEL TO THE SOUTH LINE OF SAID LOT 32, A DISTANCE OF 240.00 FEET; THENCE S03°51'34"W, PARALLEL WITH SAID WEST LINE 177.98 FEET TO SAID SOUTH LINE; THENCE N78°12'11"W ALONG SAID SOUTH LINE 240.00 FEET TO THE POINT OF BEGINNING, CONTAINING 0.97 NET ACRES OF LAND, MORE OR LESS, BEING SUBJECT TO ANY RECORDED OR UNRECORDED EASEMENTS OF BURDEN OR BENEFIT.

NOTES:

1. BEARINGS BASED ON SOUTH LINE OF LOT 32 BEING N78°12'11"W PER SHERIDAN SURVEYING CO. SURVEY, JOB # 2024.5287, DATED 8-21-24.

Park Parcel

The following described premises situated in the City of Jonesville, County of Hillsdale, and State of Michigan, described as:

LOT 57 ALSO COM SELY COR LOT 57 TH ELY ALG SLY LN OF LOT 57 EXT 544.2 FT TH NLY 305.6 FT TO NLY LN OF LOT 57 EXT TH WLY ALG SD NLY LN 494.4 FT TO NELY COR LOT 57 TH S 295.2 FT TO POB ALSO COM SE COR LOT 58 TH N 0°50'30"W 60.5 FT TO NE COR LOT 58 TH S 78°56'20"E 168 FT ALG N LN LOT 58 EXT TH S 3°15'40"W 108 FT TH N 81°13'05"W 129 FT TH N 0°57'14"W 54.12 FT TH N 79°52'52"W 30 FT TO POB SUPERVISORS PLAT NO.1 SEC 33 T5S R3W CITY OF JONESVILLE



To: Jonesville City Council
From: Jeffrey M. Gray, City Manager 
Date: October 11, 2024
Re: Manager Report and Recommendations – October 16, 2024 Council Meeting

****EXCERPT****

9. D. Resolution 2024-16 – Council Rules of Order

[ROLL CALL][Action Item]

At the September 30th training session, the second presenter recommended that the City Council consider written rules of procedure, as referenced in Section 6.7 of the City Charter. A draft Rules of Order is attached for Council review and discussion. The draft is based on a template that was provided by the presenter and has been discussed with the Mayor and Personnel Committee. A brief summary:

- The rules feature meeting procedures, as described in the Charter (Article 2) and conduct of meetings, including formal adoption of Roberts Rules of Order as the official parliamentary procedure of Council (Article 3.01).
- Updated rules for the public to address Council are included in Article 3.11. The presenter recommended changing the time to address Council from five minutes to three minutes; Council will want to consider whether you want to make that change.
- On consultation with the Mayor, the order of the meeting agenda has been changed to address some of the presenter suggestions (Article 3.15).
- Decorum of Council, staff, and the public is also addressed (Article 3.16).
- Once the Rules are adopted, amendment would require a vote of 2/3 of the membership, or 5 votes in favor.

Council will want to review and discuss whether these proposed Rules of Order represent the rules that you wish to operate under and whether you wish to take action at this time or at the November meeting. A proposed resolution has been drafted if Council elects to take action at this time. A motion and roll call vote would be necessary to adopt the resolution and Rules of Order. If further consideration is desired, a motion to postpone to a later meeting date would be in order. *Please refer to Resolution 2024-16 and draft Rules of Order of the Jonesville City Council.*

CITY OF JONESVILLE
COUNTY OF HILLSDALE
STATE OF MICHIGAN

RESOLUTION – RULES OF ORDER OF THE JONESVILLE CITY COUNCIL

At a Regular Meeting of the City Council of the City of Jonesville, County of Hillsdale, and State of Michigan, held at the Jonesville City Hall, 265 E. Chicago Street, in said City on the 20th day of November 2024, at 6:30 in the p.m.

PRESENT:

ABSENT:

The following preamble and resolution were offered by Council Member _____ and supported by Council Member _____.

WHEREAS, Section 6.7 of the City Charter provides that the City Council shall determine its own organization and rules of order of business; and

WHEREAS, the City Council attended, and all candidates for the office of Council were invited to attend, a continuing education program on the proper conduct of public meetings on September 30, 2024; and

WHEREAS, the City Council desires to provide for an agreed set of Rules of Order to address the conduct of meetings, including parliamentary procedure; order of business; decorum of members, staff, and the public addressing Council; and the like.

NOW, THEREFORE, BE IT RESOLVED that the Jonesville City Council does hereby adopt the attached Rules of Order of the Jonesville City Council.

Upon a roll call vote, the following voted:

AYES: Members:

NAYS: Members:

ABSENT: Members:

RESOLUTION DECLARED ADOPTED.

Cynthia D. Means, Clerk

I hereby certify that the foregoing is a true and complete copy of a Resolution adopted by the City Council of the City of Jonesville, County of Hillsdale and State of Michigan at a regular meeting held on the 20th day of November, 2024, and that public notice was given pursuant to Act 267, Public Acts of Michigan, 1976, as amended, including in the case of a special or rescheduled meeting notice by publication or posting at least eighteen (18) hours prior to the time set for the meeting.

Cynthia D. Means, Clerk



**Rules of Order
of the
Jonesville City Council**

Adopted _____

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Rules of Order

Jonesville City Council

Article 1. Scope and Authority

Section 6.7 of the Jonesville City Charter provides for the creation of these Rules of Order. These rules shall govern City Council proceedings unless amended pursuant to Article 4.03 of these rules, or suspended by a vote of five (5) Council Members. In any cases of conflict, provisions of the Jonesville City Charter and State Law take precedence.

Article 2. Meetings

All regular and special meetings of the City Council shall be open to the public and conducted in accordance with the Open Meetings Act.

2.01 Regular Meetings

Regular meetings of the Jonesville City Council shall be held in the Council Chambers at the Jonesville City Hall, 265 E. Chicago St., Jonesville, Michigan, on the third Wednesday of each month at 6:30 p.m. unless otherwise provided by Charter or by Council action. Meetings can be rescheduled with the approval of the majority of the Council.

In accordance with the Open Meetings Act, the schedule of the regular meetings shall be posted at City Hall and on the city website within 10 days after the first meeting of the calendar year.

2.02 Special Meetings

A Special Meeting of the Council shall be called by the City Clerk upon the written request from the Mayor or any three members of Council with at least 18 hours written notice as required by Section 6.2 of the City Charter.

2.03 Work Sessions

- (a) Upon the call of the Mayor or Council and with appropriate notice to the Council members and the public, the Council may convene a work session devoted entirely to the exchange of information related to municipal affairs.
- (b) No votes shall be taken on any matters under discussion nor shall any Council member enter into a formal commitment with another Council member regarding a vote to be taken subsequently.¹

¹ These meetings are frequently less formal than regular Council meetings but are no less subject to all the provisions of the Open Meetings Act.

2.04 Executive Sessions.

- (a) The Council shall meet in executive (Closed) session only for those purposes allowed by the open Meetings Act [Act 267, Michigan Public Acts of 1967, as amended (MCL 15.261 et seq.; MSA 4.1800(11) et sec)].
- (b) A roll call vote of 2/3 of the Council members elected or appointed and serving is required to call a closed session. The Council by majority vote may adjourn a closed session or open the meeting to the public.
- (c) Council members may deliberate during closed sessions, but shall not make any decisions, determinations, actions, votes, or dispositions upon a proposal, recommendation, resolution, order or ordinance in closed session.
- (d) A separate set of minutes of the closed session shall be taken by the City Clerk or other such designated person taking minutes in the closed session. These minutes shall be retained by the City Clerk, and shall not be available to the public and shall only be disclosed if required by a civil action filed under Section 10, 11, or 13 of the Open Meetings Act. The minutes of a closed session may be destroyed one year and one day after approval of the minutes of the regular meeting at which the closed session was approved.

2.05 Organizational Meetings

- (a) Section 3.6 of the City Charter requires that “the Council shall hold its organizational meeting at the first regular meeting following the regular city November...election. At this time, the council shall select a mayor pro tem from its members.”²

Article 3. Conduct of Business

3.01 Rules of Parliamentary Procedure

- (a) The rules of parliamentary procedure as contained in the latest edition of Roberts Rules of Order will provide the formal framework for the conduct of business, and shall prevail in matters of parliamentary procedure not otherwise addressed in these Rules of Order
- (b) The Chair shall endeavor to conduct the meeting in a fashion that reflects the informality and congeniality possible in a community the size of Jonesville while also maintaining the decorum and formality necessary to transact business in an orderly fashion.

² The original text of the City Charter references “odd-year” elections. In September of 2014, Council adopted Resolution 2014-14, which established even-year elections, pursuant to Public Act 523 of 2012.

- (c) The Chair shall preserve order and decorum and may speak to points of order in preference to other Council members. The Chair shall decide all questions arising under this parliamentary authority, subject to appeal and reversal by a majority of the Council members present.
- (d) Any member may appeal to the Council a ruling of the Chair. If the appeal is seconded, the member making the appeal may briefly state the reason for the appeal and the Chair may briefly state the ruling. There shall be no debate on the appeal and no other member shall participate in the discussion. The question shall be, "Shall the ruling of the Chair be sustained?" If the majority of the members vote "aye", the ruling of the Chair is sustained, otherwise it is overruled.

3.02 Conduct of Discussion

- (a) During Council discussion and debate, no member shall speak until recognized for that purpose by the Chair. After such recognition, the member shall confine discussion to the question at hand and to its merits and shall not be interrupted except by a point of order or privilege by another member. Speakers should address their remarks to the Chair, maintain a courteous tone and avoid interjecting a personal note into debate.
- (b) No member shall speak more than once on the same question unless every member desiring to speak to that question shall have had the opportunity to do so.
- (c) The Chair, at his or her discretion, and subject to the appeal process mentioned above may permit any person to address the Council during its deliberations.³

3.03 Precedence of Motions

When a main motion is before the Council, other motions may not be entertained except motions to: 1) adjourn; 2) recess; 3) table; 4) call the previous question (to limit debate – requires a two-thirds vote); 5) refer to a committee; or 6) amend. These motions have precedence in the order indicated.

3.04 Roll Call Vote

- (a) In accordance with Section 6.7 of the City Charter, "A vote upon all ordinances and resolutions shall be taken by 'Yes' and 'No' votes and entered upon the record, except that where the vote is unanimous it shall only be necessary to so state."
- (b) In all roll call votes, the names of the members shall be called in revolving alphabetical order such that the person voting first on one issue will be moved to the end of the rotation and vote last on the next.

³ While it is true that "only duly elected members should take part in debate", Roberts Rules permits, and practical consideration requires, that the Chair retain the prerogative to get input from any person he or she deems necessary for the proper conduct of City business.

- (c) Once made and seconded each motion shall be put to a vote.
- (d) The Chair shall announce the result of each vote, at which time the result becomes official.
- (e) The City Clerk or appropriately designated taker of the Minutes shall record all motions and the results of all votes.

3.05 Duty to vote.

Election to a deliberative body carries with it the obligation to vote. Council members present at a Council meeting shall vote on every matter before the body, unless otherwise prohibited from voting by law.

3.06 Abstention From Voting⁴

Council action in this regard is governed by the City Charter, Section 6.7(d).

3.07 Conflict of Interest

A legitimate conflict of interest, as defined by law, shall be the sole reason for a Council member to abstain from voting. Council action in this regard is governed by City Charter, Section 6.7(c) and the separately adopted Conflict of Interest policy that governs the actions of all city officials.

3.08 Reconsideration of a vote

- (a) After the Chair announces a vote any member who voted on the prevailing side may move for a reconsideration of the action at the same or next succeeding meeting, provided, however, that a motion for reconsideration is out of order if the action taken earlier had been implemented or partially implemented.
- (b) A motion for reconsideration does not require a second. If approved, the effect is to place the original action before the Council for further consideration, not to overrule the original decision.

3.09 Attendance

- (a) Attendance by Council members at all regular and special meetings of the City Council is expected. Council members are expected to notify the Mayor or City Manager in advance if they cannot attend a meeting.
- (b) Section 5.6 of the City Charter provides that a vacancy is deemed to exist due to the “unexcused absence from four (4) consecutive regular meetings of the council or twenty-five (25%) percent of such meetings in any fiscal year.”

⁴ Although Robert’s Rules permits counting abstentions with the prevailing side, it is not universally accepted and there is debate as to its propriety and its impact. Better to strictly observe Charter requirements for voting on every issue and Charter provisions for abstentions only in the case of legitimate, Council agreed upon conflicts of interest.

(c) The following individuals shall attend all Council meetings unless otherwise directed:

(i) Mayor and Council Members

(ii) City Manager

(iii) City Attorney⁵

(iv) City Clerk

(v) Police Chief

3.10 Public Hearings

Public Hearings shall be scheduled by the City Council when required by law or applicable regulations or when the City Council has determined that a matter for consideration by the Council is of particular import, magnitude, and/or controversy as to warrant the City Council's request for public comments concerning the matter. Public Hearings shall be held in an orderly fashion, the object of which is to ensure that every person has an opportunity to have his comments heard.

- (a) Public hearings generally will be scheduled by the City Council, although some public hearings, when required by certain regulations, may be scheduled by the City Manager. The City Manager will ensure that appropriate notices of hearings shall be provided the public, with statements that persons who wish to provide comments without attending the public hearing may write or call the City Clerk with their comments prior to the public hearing.
- (b) Prior to opening the public hearing for public comments, the City Manager may be asked to provide background information concerning the matter for which the City Council will receive comments.
- (c) The Mayor or the Chair of the meeting shall declare the public hearing open and announce the procedure for receiving comments from the public.
- (d) Persons speaking during the public hearing will state their name and home address for inclusion in the record of the public hearing, which shall be included in the minutes of the regular or special City Council meeting at which it was called.
- (e) The Chair may establish time limits and procedures for persons who provide comments at the public hearing.⁶

⁵ Clearly, the Mayor, Council members and City Manager must attend all meetings. It has also proven to be useful and conducive to the efficient conduct of City business to have the City Attorney in attendance. The City Clerk has traditionally been the taker of minutes. The Police Chief or designee serves as the sergeant-at-arms. Other department heads need only attend when requested by the City Manager or Council.

⁶ The Chair must, of course, take care not to discriminate with persons speaking at a public hearing. Any "time limits and procedures" set by the Chair would pertain to any and all persons wishing to speak.

- (f) Written comments and the names and addresses of any persons calling in comments shall be presented. The Chair may require that written comments be read into the record, summarized, or reported as being in favor of or in opposition to the proposal that is being considered.
- (g) At the conclusion of receipt of comments from the public, and following a report by the City Manager concerning persons who had called or submitted written comments, the Chair will declare that the public hearing is closed. The City Council, however may continue to discuss the proposal.
- (h) Action by the City Council that might be necessary at the conclusion of the public hearing may be taken by the City Council immediately, either by consideration of a resolution or an ordinance. Introductions of proposed resolutions or ordinances may be deferred; actions upon resolutions may be undertaken immediately or deferred; but action upon ordinances may only be taken immediately if the ordinance was introduced at the prior regularly scheduled meeting, or it is determined to be an emergency ordinance within the meaning of Section 8.7 of the City Charter.

3.11 Addressing the Council

- (a) Each regular Council meeting agenda shall provide reserved time for audience participation.
- (b) When a person addresses the Council, he or she shall state his or her name and home address.
- (c) Remarks should be limited to matters before the Council, to Council business or policy, or to issues of general concern that the Council has the authority to recommend or act upon
- (d) Persons addressing the Council shall limit their comments to not more than three (3) minutes or other time limit set by the Chair. Persons addressing the Council may have comments presented by other individuals, but may not delegate additional speaking time to others. The Clerk will maintain the official time and notify the speakers when their time is up.
- (e) Remarks shall be addressed to the Chair in a courteous tone. Persons addressing Council who fail to conduct themselves with the decorum described in Article 3.16(c) of these rules may be removed from the meeting at the discretion of the Chair.
- (f) No person shall have the right to speak more than once unless additional opportunities are granted by the Chair.
- (g) Council members and staff will generally not respond to audience participation. Matters may be referred by the Council to the City Manager who may also be directed to provide a report at a subsequent meeting or date.

3.12 Minutes

- (a) The Clerk shall attend the regular and special meetings of the Council, and shall record all the proceedings and resolutions of the Council in accordance with the Open Meetings Act. In the absence of the Clerk, the Council may appoint the Deputy Clerk or another person to temporarily perform the Clerk's duties.
- (b) Proposed minutes shall be available for public inspection at the City Hall within eight (8) business days after a meeting.
- (c) Approved minutes shall be available for public inspection within five (5) business days of the meeting at which they are approved.
- (d) Minutes are intended to be a record of the actions of the City Council. and shall contain:
 - (i) Starting time, date and location of the meeting.
 - (ii) Attendance by members of the City Council, City Staff and others.
 - (iii) Summarize discussions of members of the Council and Staff.
 - (iv) Sequential number and summary of all resolutions and ordinances that are finally acted upon by the Council.
 - (v) A tally of all votes taken in conjunction with actions of the City Council.
 - (vi) Paraphrase of miscellaneous comments of Council members, city staff and the public.⁷
 - (vii) The time of the meeting's adjournment.

3.13 Quorum

A quorum is required for the conduct of any city business. A quorum is defined by Section 6.5 of the Charter as "four (4) members of the Council".

3.14 Agenda and Council Packet

- (a) The City Manager, in consultation with the Mayor, shall prepare an agenda for each City Council meeting.

⁷ Minutes are intended to be a record of what was done, more than what was said. However, action does not take place in a vacuum, and a City Council meeting is not a sterile environment of motions and votes taken. Comments of Council members, staff and the public often provide context and substance to the skeleton of parliamentary proceedings, especially when viewed in historical perspective.

- (b) The City Manager shall cause the agenda, along with a packet containing supporting documents or information the Manager believes necessary and useful to be delivered to each Council member's city-issued email address or place of residence not later than the afternoon of the Friday of the week before the meeting.
- (c) All such meeting agenda materials shall be made available for inspection by the public and the news media upon request, except for any material that has been deemed by the City Manager, with the concurrence of the City attorney, to be confidential in nature.
- (d) Members of the Council may request that the City Manager include items on the agendas of regular meetings of the Council.

3.15 Order of Agenda

- (a) Call to Order
- (b) Pledge of Allegiance and Moment of Silence
- (c) Public Comment
- (d) Presentations and Recognitions
- (e) Approval of Council Minutes
- (f) Board and Commission Minutes
- (g) Public Hearing and Council Action
- (h) Unfinished Business
- (i) New Business
- (j) Accounts Payable
- (k) Department Reports
- (l) Adjourn

3.16 Decorum and Order

- (a) Each member of Council shall be responsible for maintaining order and decorum. Each member shall conduct himself or herself with dignity befitting a public official, and shall maintain a courteous and polite demeanor at all times. Members shall treat each other, staff, media and members of the public with respect.
- (b) Administrative Staff and employees shall also maintain order and decorum. While maintaining order of the meeting resides with the authority of the Chair, the City Manager shall also be responsible for ensuring the orderly conduct of employees under his direction and control.

- (c) Public shall maintain same rules of decorum propriety and good conduct applicable to the members of Council. Any person making personal or slanderous remarks or who becomes boisterous shall be removed from the meeting if so directed by the Chair.
- (d) Any member of the public may address the Council on any issue during the Public Comment portion of the agenda. The person shall state his or her name and address for recording in the public minutes.
- (e) Any member of the public desiring to address the Council outside the Public Comment portions of the agenda shall do so at the discretion of the Chair and only upon being recognized by the Chair.⁸

Article 4. Miscellaneous

4.01 Tape Recording, Videotaping, Telecasting, Media

These actions are governed by Section 3 of the Open Meetings Act, and shall be conducted in such a way as to maximize public access while minimizing disruption of the proceedings.

4.02 Administrative Contact

Section 3.8 of the City Charter describes the limitations of, and conditions for, contact between Council members and Staff.

4.03 Amendment of Rules Of Order

These Rules of Order may be amended by the City Council at any regular or special meeting by a vote of five (5) of the members elect.

4.04 Severability

Any part of these Rules of Order which shall conflict with any state or federal law now or in the future, or with the Charter of the City of Jonesville or any ordinance of the City duly adopted now or in the future shall be null and void, but only to the extent of the conflict. All other parts shall continue in full force and effect.

⁸ See Footnotes 3 and 6 above.



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INDEPENDENT AUDITOR'S REPORT

To the City Council
City of Jonesville
Jonesville, Michigan

Opinions

We have audited the accompanying financial statements of the governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information of the City of Jonesville, as of and for the year ended June 30, 2024, and the related notes to the financial statements, which collectively comprise the City's basic financial statements as listed in the table of contents.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information of the City of Jonesville, as of June 30, 2024, and the respective changes in financial position and, where applicable, cash flows thereof for the year then ended, in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinions

We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the City of Jonesville and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error. In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the City of Jonesville's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards and *Government Auditing Standards* will always detect a material misstatement when it exists. The risk of not detecting a

material misstatement resulting from fraud is higher than or one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with generally accepted auditing standards and *Government Auditing Standards*, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the City of Jonesville's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the City of Jonesville's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis and budgetary comparison information pages 4 - 9 and pages 36 - 39 be presented to supplement the basic financial statements. Such information is the responsibility of management and, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Supplementary Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the City of Jonesville's basic financial statements. The combining and individual nonmajor fund financial statements are presented for purposes of additional analysis and are not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. The information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America by us and other auditors. In our opinion, based on our audit and the

City Council
Jonesville, Michigan

report of the other auditors, the combining and individual nonmajor fund financial statements are fairly stated, in all material respects, in relation to the basic financial statements as a whole.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated November 6, 2024, on our consideration of the City of Jonesville's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the City's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the City of Jonesville's internal control over financial reporting and compliance.

Bailey, Hodshire & Company, P.C.

Jonesville, Michigan
November 6, 2024

City of Jonesville, Michigan
Management's Discussion and Analysis (MD&A)
For the year ended June 30, 2024

Introduction

This section of the annual financial report presents management's discussion and analysis of the City's financial performance during the year ended June 30, 2024. Please read it in conjunction with the City's financial statements, which immediately follow this section.

Financial Highlights

- The City's assets exceeded its liabilities by \$15,922,421 (net position) at the close of this fiscal year. Net position at the beginning of the fiscal year totaled \$14,911,393, showing an increase of \$1,011,028 during the current year.
- The City's governmental funds reported total ending fund balance of \$4,809,749 of which \$2,133,955 is unassigned and unrestricted, and available for spending at the City's discretion. This compares to the prior year ending fund balance of \$3,451,320 showing an increase of \$1,358,429 during the current year.
- At the end of the current year, fund balance for the General Fund was \$2,158,172 or 158% of General Fund expenditures. This is an increase of \$186,397 from last year's ending fund balance of \$1,971,775.

Overview of the Financial Statements

This MD&A is intended to serve as an introduction to the City's basic financial statements. The basic financial statements include: 1) government-wide financial statements, 2) fund financial statements, and 3) notes to the financial statements. The City also includes in this report additional information to supplement the basic financial statements.

Government-wide Financial Statements

The government-wide financial statements are designed to provide readers with a broad overview of the City's finances, similar to that found in private sector business.

Statement of Net Position - This statement presents information of all of the City's assets and liabilities, with the difference being reported as net position. Over time, increases or decreases in net position may serve as a useful indicator as to whether the City's financial condition as a whole is improving or deteriorating.

Statement of Activities - This report shows how the City's net position changed during the fiscal year. All current year revenues and expenses are included regardless of when the cash is received or paid. An important purpose of this statement is to show the financial reliance of the City's distinct activities or functions on revenues provided by the taxpayers.

Both of the above statements distinguish governmental activities from business-type activities. Governmental activities include general government, public safety, public services, zoning, and recreation, and are principally supported by property taxes and revenues from other governments. Business-type activities include water and sewer, and are intended to recover all or a significant portion of their costs through user fees and charges.

City of Jonesville, Michigan
Management's Discussion and Analysis (MD&A)
For the year ended June 30, 2024

Fund Financial Statements

A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. Fund accounting is used to ensure and demonstrate compliance with finance-related legal requirements. All of the City's funds can be divided into three categories: governmental funds, proprietary funds, and fiduciary funds.

Governmental Funds are used to account for essentially the same functions as governmental activities in the government-wide financial statements. However, these statements report short-term fiscal accountability focusing on the use of expendable resources during the year and balances of expendable resources available at the end of the fiscal year. Such information may be useful in evaluating a government's short-term financing requirements.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for governmental funds with similar information presented for governmental activities in the government-wide financial statements. By doing so, readers may better understand the long-term impact of short-term financing decisions. Both the governmental fund balance sheet and the governmental fund statement of revenue, expenditures and changes in fund balances provide reconciliations to the government-wide statements to assist in understanding the differences between these two perspectives.

Budgetary comparison statements are included as required supplementary information for the general fund and major special revenue funds. These statements and schedules demonstrate compliance with the City's adopted and final revised budget.

Proprietary Funds generally report services for which the City charges customers a fee. There are two types of proprietary funds: Enterprise Funds and Internal Service Funds. Enterprise Funds are used to report functions presented as business-type activities, while Internal Service Funds primarily service the governmental unit and are included with governmental activities. The Water and Sewer Funds are Enterprise Funds, and the Motor Vehicle Pool is an Internal Service Fund.

The *Fiduciary Fund* (Current Tax Collection Fund) is reported in the fiduciary fund financial statements, but is excluded from the government-wide reporting. Fiduciary fund financial statements report resources that are not available to fund City Programs.

Notes to the Financial Statements provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements.

Required Supplementary Information can be found immediately following the notes to the financial statements. This information includes budgetary comparison statements for all major funds.

Other Supplementary Information includes statements for non-major governmental funds.

Government-wide Financial Analysis

As noted earlier, net position may serve over time as a useful indicator of the City's financial position. The City's assets exceeded its liabilities by \$15,922,421 (net position) at the close of this fiscal year. Net position at the beginning of the fiscal year totaled \$14,911,393, showing an increase of \$1,011,028 over the prior year.

City of Jonesville, Michigan
Management's Discussion and Analysis (MD&A)
For the year ended June 30, 2024

The following table provides a summary of the City's net position:

NET POSITION

	Governmental Activities		Business-type Activities		Total Primary Government	
	2023	2024	2023	2024	2023	2024
Current Assets	\$ 3,916,984	\$ 5,654,110	\$ 2,538,879	\$ 2,829,408	\$ 6,455,863	\$ 8,483,518
Non-current Assets	5,832,113	6,087,614	8,206,111	7,956,314	14,038,224	14,043,928
Total Assets	\$ 9,749,097	\$ 11,741,724	\$ 10,744,990	\$ 10,785,722	\$ 20,494,087	\$ 22,527,446
Current Liabilities	\$ 496,235	\$ 739,047	\$ 242,816	\$ 213,209	\$ 739,051	\$ 952,256
Non-current Liabilities	61,927	1,034,365	4,781,713	4,618,404	4,843,640	5,652,769
Total Liabilities	\$ 558,162	\$ 1,773,412	\$ 5,024,529	\$ 4,831,613	\$ 5,582,691	\$ 6,605,025
Net Position:						
Net Investment in Capital Assets	\$ 5,775,740	\$ 5,065,321	\$ 3,157,157	\$ 3,044,326	\$ 8,932,897	\$ 8,109,647
Restricted	1,479,545	2,651,577	92,790	120,534	1,572,335	2,772,111
Unrestricted	1,935,650	2,251,414	2,470,511	2,789,249	4,406,161	5,040,663
Total Net Position	\$ 9,190,935	\$ 9,968,312	\$ 5,720,458	\$ 5,954,109	\$ 14,911,393	\$ 15,922,421

The City reported positive net position for governmental and business-type activities. Net position increased \$777,377 for governmental activities and \$233,651 for business-type activities; therefore, the City's overall financial position improved during fiscal year 2024.

City of Jonesville, Michigan
Management's Discussion and Analysis (MD&A)
For the year ended June 30, 2024

The following table reflects the change in net position of the City's governmental and business-type activities:

CHANGES IN NET POSITION

	Governmental Activities		Business-type Activities		Primary Government	
	2023	2024	2023	2024	2023	2024
Program Revenue						
Charges for Services	\$ 186,868	\$ 185,972	\$ 1,154,799	\$ 1,184,233	\$ 1,341,667	\$ 1,370,205
Operating Grants and Contributions	561,465	687,044	25,000	25,000	586,465	712,044
Capital Grants and Contributions	0	415,602	0	0	0	415,602
General Revenue						
Property Taxes	824,172	867,022	0	0	824,172	867,022
State Shared Revenue	281,564	281,434	0	0	281,564	281,434
Investment Income	145,594	223,904	101,398	141,828	246,992	365,732
Other	32,104	30,062	52,264	60,688	84,368	90,750
Gain (Loss) on Sale of Capital Assets	(24,558)	0	0	0	(24,558)	0
Total Revenue	<u>\$ 2,007,209</u>	<u>\$ 2,691,040</u>	<u>\$ 1,333,461</u>	<u>\$ 1,411,749</u>	<u>\$ 3,340,670</u>	<u>\$ 4,102,789</u>
Expenses						
General Government	\$ 634,578	\$ 706,819	\$ 0	\$ 0	\$ 634,578	\$ 706,819
Public Safety	495,129	506,318	0	0	495,129	506,318
Economic & Community						
Development	11,615	4,639	0	0	11,615	4,639
Public Works	100,830	98,839	0	0	100,830	98,839
Streets, Highways, Drains	492,119	412,928	0	0	492,119	412,928
Sanitation	14,466	9,780	0	0	14,466	9,780
Culture & Recreation	100,784	109,013	0	0	100,784	109,013
Interest on Long-Term Debt	6,445	1,867	0	0	6,445	1,867
Depreciation - Unallocated	48,762	50,325	0	0	48,762	50,325
Water Utility	0	0	469,640	460,402	469,640	460,402
Sewer Utility	0	0	766,307	730,831	766,307	730,831
Total Expenses	<u>\$ 1,904,728</u>	<u>\$ 1,900,528</u>	<u>\$ 1,235,947</u>	<u>\$ 1,191,233</u>	<u>\$ 3,140,675</u>	<u>\$ 3,091,761</u>
Excess (deficiency)	\$ 102,481	\$ 790,512	\$ 97,514	\$ 220,516	\$ 199,995	\$ 1,011,028
Transfers	68,328	(13,135)	(68,328)	13,135	0	0
CHANGE IN NET POSITION	<u>\$ 170,809</u>	<u>\$ 777,377</u>	<u>\$ 29,186</u>	<u>\$ 233,651</u>	<u>\$ 199,995</u>	<u>\$ 1,011,028</u>

Governmental Activities increased the City's net position by \$777,377. This represents an increase from last year's change in net position.

Revenues from governmental activities totaled \$2,691,040. Property tax revenue represented the largest portion of those revenues (32.2%), state shared revenue was 10.4%, and investment income was 8.3%.

The largest components of governmental activities' expenses were general government (37.2%), public safety (26.6%), and streets, highways, and drains (21.7%). General government consists of City Council, Administration, Motor Vehicle Pool, etc. Public safety includes police and fire.

Business-type Activities increased the City's net position by \$233,651. Net position will be used to repay debt on the sewer and water improvements, as well as to plan for future improvements in the water and sewer systems.

City of Jonesville, Michigan
Management’s Discussion and Analysis (MD&A)
For the year ended June 30, 2024

Governmental Funds - The focus of the City’s governmental funds is to provide information on short-term inflows, outflows, and balances of expendable resources. Such information is useful in assessing the City’s financing requirements. In particular, unrestricted fund balance may serve as a useful measure of a government’s net resources available for spending at the end of the fiscal year. As of June 30, 2024, the City’s governmental funds reported combined ending fund balances of \$4,809,749. Of this total, approximately 44.4% was unrestricted and unassigned, indicating availability for continuing City service requirements. Although a substantial amount is unrestricted, future plans include street repairs, park and cemetery improvements, and other projects.

The General Fund is the primary operating fund of the City. At the end of the current fiscal year, the General Fund showed a healthy fund balance of \$2,158,172, representing an increase of \$186,397. Other Major Governmental Funds include Major and Local Streets. Non-major governmental funds include the State Highway and Debt Service funds. The Major Street Fund experienced a decrease of \$80,100 in fund balance. The Local Street Fund experienced an increase of \$229,153 in fund balance.

Proprietary Funds - The proprietary fund statements share the same focus as the government-wide statements, reporting both short-term and long-term information about financial status. The City’s proprietary funds consist of the Water Fund, Sewer Fund, and the Motor Vehicle Pool. Total net position of the Water and Sewer Funds was \$5,954,109 at June 30, 2024, an increase of \$233,651 from the previous fiscal year. The Motor Vehicle Pool’s net position at the end of this fiscal year was \$951,146, an increase of \$47,033 from the previous fiscal year.

Major Governmental Funds Budgeting and Operating Highlights

General Fund – The difference between the original and final amended budget for General Fund revenues was \$819,000 (\$2,522,083 vs. \$1,703,083). The decrease between the appropriations originally budgeted and the final appropriations budget was \$835,420 (\$2,247,693 vs. \$1,412,273). There were minor increases in City Council, City Manager, Elections, Treasurer, Assessor, Data Processing, Fringe Benefits, Fire Department, Public Works, Street Lighting, Landfill, Recreation, Parks, and Rail Trail. Capital Outlay was \$81,456, which included the following: Police and Fire Department parking lot chip and seal (\$20,475), Fire Department generator (\$12,551), Police, DPW, and Wastewater computer replacement (\$5,382), City Hall/Council furnishings (\$17,092), Police radios (\$8,190), Fire Department equipment upgrades and truck repairs (\$12,965), Carl Fast Park tire swing and concrete (\$3,651), and Downtown traffic signal replacement final bill (\$1,150).

Capital Asset and Debt Administration

Capital assets at year-end were as follows:

	Governmental Activities		Business-type Activities		Primary Government	
	2023	2024	2023	2024	2023	2024
Land	\$ 189,255	\$ 189,255	\$ 2,061	\$ 2,061	\$ 191,316	\$ 191,316
Construction in Progress	\$ 0	\$ 0	\$ 0	\$ 0	0	0
Land Improvements	194,962	215,437	0	0	194,962	215,437
Buildings and Improvements	1,428,406	1,440,957	0	0	1,428,406	1,440,957
Facilities and Mains	0	0	17,320,552	17,447,901	17,320,552	17,447,901
Furniture and Equipment	1,277,841	1,335,503	1,063,848	1,088,269	2,341,689	2,423,772
Vehicles	1,694,719	1,621,230	0	0	1,694,719	1,621,230
Infrastructure	7,146,512	7,799,983	0	0	7,146,512	7,799,983
Less: Acc. Depreciation	(6,099,582)	(6,514,751)	(10,287,841)	(10,702,450)	(16,387,423)	(17,217,201)
Total Capital Assets, Net Of Depreciation	\$ 5,832,113	\$ 6,087,614	\$ 8,098,620	\$ 7,835,781	\$ 13,930,733	\$ 13,923,395

City of Jonesville, Michigan
Management’s Discussion and Analysis (MD&A)
For the year ended June 30, 2024

Bonds and contracts outstanding at year-end were as follows:

	Governmental Activities		Business-type Activities		Primary Government	
	2023	2024	2023	2024	2023	2024
General Government	\$ 56,000	\$ 1,000,000	\$ 0	\$ 0	\$ 56,000	\$ 1,000,000
Revenue Bonds	0	0	2,474,528	2,434,528	\$ 2,474,528	2,434,528
General Obligation Bonds	0	0	2,475,000	2,350,000	2,475,000	2,350,000
Total Long-Term Debt	<u>\$ 56,000</u>	<u>\$ 1,000,000</u>	<u>\$ 4,949,528</u>	<u>\$ 4,784,528</u>	<u>\$ 5,005,528</u>	<u>\$ 5,784,528</u>

Factors Bearing on the City’s Future

The City will continue to experience retirement of its senior staff. This trend will impact various components of recruitment. These include assuring that wages and benefits remain competitive with the market, and that the City invest in training and licensing so that staff is prepared for promotion and additional responsibilities. Collaboration between management and Council will be critical to assure that a positive work culture is maintained, as well.

While assuring competitive benefits, the City is exploring options to address the increasing costs of health care. These include costs associated with changes in the workforce, such as additional family coverages. A municipal consortium will lead to improved offerings and more affordable increases over time.

Infrastructure investments, including clean, safe water will remain a priority. By state and federal mandate, privately-owned galvanized water services will be replaced throughout the City. The total project cost is estimated at more than \$2 million and will be completed over 10-20 years. The first phases were completed with street projects in FY 2023-24 and 2024-25, utilizing more than \$200,000 in American Rescue Plan Act funds. The City has received an approximately \$300,000 Technical, Managerial, and Financial (TMF) grant from the Michigan Department of Environment, Great Lakes, and Energy (EGLE) for field exploration of publicly- and privately-owned water infrastructure, public education, and project execution.

The Downtown Development Authority (DDA) will be engaged in transformational projects in the Downtown, including a “road diet” and streetscape improvement project for the US-12 corridor in 2025. The project will be completed in conjunction with the Michigan Department of Transportation (MDOT) and is supported by a Transportation Alternatives Program (TAP) grant. In addition, the City Council and DDA have worked cooperatively to negotiate a development agreement with a local developer for new investment in the site of the former Klein Tool Building. It is hoped that this project will add additional retail and housing space to the Downtown, activate the riverfront, and provide important tax base.

Staff continues to note impacts on availability, lead time, and cost of parts and equipment in all Departments. These trends will warrant careful monitoring for their potential impacts on future year budgeting and project execution.

Contacting the City’s Financial Management

This report is designed to provide a general overview of the City of Jonesville’s finances. Questions or comments concerning any of the information provided in this report should be addressed to Jeff Gray, City Manager, or Lenore Spahr, Finance Director/Treasurer, City of Jonesville, 265 East Chicago St, Jonesville, MI 49250.

CITY OF JONESVILLE
STATEMENT OF NET POSITION
JUNE 30, 2024

	Primary Government			Component Units
	Governmental Activities	Business-type Activities	Total	
ASSETS				
Current Assets				
Cash and Cash Equivalents	\$ 1,066,167	\$ 67,577	\$ 1,133,744	\$ 17,790
Investments	4,339,956	2,672,555	7,012,511	3,794,330
Accounts Receivable	39,642	35,257	74,899	0
Internal Balances	988	37,357	38,345	0
Due from Other Governmental Units	101,880	0	101,880	0
Inventory	5,787	8,500	14,287	0
Prepaid Expense	99,690	8,162	107,852	39
Total Current Assets	\$ 5,654,110	\$ 2,829,408	\$ 8,483,518	\$ 3,812,159
Noncurrent Assets				
Capital Assets - Not Depreciated	\$ 189,255	\$ 2,061	\$ 191,316	\$ 97,544
Other Capital Assets - Net of Depreciation	5,898,359	7,833,719	13,732,078	0
Restricted Investments	0	120,534	120,534	0
Total Noncurrent Assets	\$ 6,087,614	\$ 7,956,314	\$ 14,043,928	\$ 97,544
Total Assets	\$ 11,741,724	\$ 10,785,722	\$ 22,527,446	\$ 3,909,703
LIABILITIES				
Current Liabilities				
Accounts Payable	\$ 497,103	\$ 27,329	\$ 524,432	\$ 8,488
Internal Balances	37,357	988	38,345	0
Accrued Payroll	13,343	4,281	17,624	1,362
Customer Deposits	0	200	200	0
Interest Payable	0	13,411	13,411	0
Unearned Revenue	146,244	0	146,244	623
Current Portion of Long-Term Debt	45,000	167,000	212,000	0
Total Current Liabilities	\$ 739,047	\$ 213,209	\$ 952,256	\$ 10,473
Noncurrent Liabilities				
Bonds Payable (net of premiums & discounts)	\$ 977,293	\$ 4,611,043	\$ 5,588,336	\$ 0
Compensated Absences	57,072	7,361	64,433	0
Total Noncurrent Liabilities	\$ 1,034,365	\$ 4,618,404	\$ 5,652,769	\$ 0
Total Liabilities	\$ 1,773,412	\$ 4,831,613	\$ 6,605,025	\$ 10,473
NET POSITION				
Net Investment in Capital Assets	\$ 5,065,321	\$ 3,044,326	\$ 8,109,647	\$ 97,544
Restricted for:				
Streets	2,651,577	0	2,651,577	0
RD Bond Covenants	0	120,534	120,534	0
Unrestricted	2,251,414	2,789,249	5,040,663	3,801,686
Total Net Position	\$ 9,968,312	\$ 5,954,109	\$ 15,922,421	\$ 3,899,230

The accompanying notes are an integral part of these financial statements.

CITY OF JONESVILLE
STATEMENT OF ACTIVITIES
FOR THE YEAR ENDED JUNE 30, 2024

	Expenses	Program Revenues			Net (Expense) Revenue
		Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions	
Primary Government:					
Governmental Activities:					
General Government	\$ 706,819	\$ 72,797	\$ 274,387	\$ 0	\$ (359,635)
Public Safety	506,318	96,580	0	0	(409,738)
Economic and Community Development	4,639	0	0	0	(4,639)
Public Works	98,839	0	0	0	(98,839)
Streets, Highways, and Drains	412,928	0	392,661	415,602	395,335
Sanitation	9,780	0	0	0	(9,780)
Culture and Recreation	109,013	16,595	19,996	0	(72,422)
Interest on Long-Term Debt	1,867	0	0	0	(1,867)
Depreciation - Unallocated ¹	50,325	0	0	0	(50,325)
Total Governmental Activities	\$ 1,900,528	\$ 185,972	\$ 687,044	\$ 415,602	\$ (611,910)
Business-type Activities:					
Water	\$ 460,402	\$ 364,549	\$ 25,000	\$ 0	\$ (70,853)
Sewer	730,831	819,684	0	0	88,853
Total Business-type Activities	\$ 1,191,233	\$ 1,184,233	\$ 25,000	\$ 0	\$ 18,000
Total Primary Government	\$ 3,091,761	\$ 1,370,205	\$ 712,044	\$ 415,602	\$ (593,910)
Component Units:					
Downtown Development Authority	\$ 152,717	\$ 0	\$ 0	\$ 0	\$ (152,717)
Local Development Finance Authority	96,220	0	0	0	(96,220)
Total Component Units	\$ 248,937	\$ 0	\$ 0	\$ 0	\$ (248,937)
Primary Government					
	Governmental Activities	Business-type Activities	Total	Component Units	
Change in Net Position:					
Net (Expense) Revenue	\$ (611,910)	\$ 18,000	\$ (593,910)	\$	(248,937)
General Revenue:					
Property Taxes Levied for General Purposes	\$ 867,022	\$ 0	\$ 867,022	\$	0
Property Taxes Captured	0	0	0		599,640
State Shared Revenue	281,434	0	281,434		0
Investment Income	223,904	141,828	365,732		190,551
Miscellaneous	30,062	60,688	90,750		24,842
Total General Revenue	\$ 1,402,422	\$ 202,516	\$ 1,604,938	\$	815,033
Excess (deficiency)	\$ 790,512	\$ 220,516	\$ 1,011,028	\$	566,096
Transfers	73,392	(73,392)	0		0
	(86,527)	86,527	0		0
Change in Net Position	\$ 777,377	\$ 233,651	\$ 1,011,028	\$	566,096
Net Position – Beginning	9,190,935	5,720,458	14,911,393		3,333,134
Net Position – Ending	\$ 9,968,312	\$ 5,954,109	\$ 15,922,421	\$	3,899,230

¹This amount does not include depreciation that is reported in the direct expenses of the various programs

The accompanying notes are an integral part of these financial statements.

CITY OF JONESVILLE
BALANCE SHEET
GOVERNMENTAL FUNDS
JUNE 30, 2024

	General	Capital Projects Fund	Major Streets	Local Streets	Other Governmental Funds	Total Governmental Funds
ASSETS						
Cash	\$ 63,246	\$ 942,172	\$ 2,568	\$ 34,745	\$ 21,342	\$ 1,064,073
Investments	2,470,450	0	733,277	952,858	0	4,156,585
Taxes & Accounts Receivable	38,464	0	0	1,178	0	39,642
Due from Other Funds	34,521	0	0	5,464	0	39,985
Due from Other Governmental Units	45,508	0	42,907	13,465	0	101,880
Inventory	5,787	0	0	0	0	5,787
Prepaid Expenditures	18,430	80,121	0	0	0	98,551
Total Assets	<u>\$ 2,676,406</u>	<u>\$ 1,022,293</u>	<u>\$ 778,752</u>	<u>\$ 1,007,710</u>	<u>\$ 21,342</u>	<u>\$ 5,506,503</u>
LIABILITIES						
Accounts Payable	\$ 351,202	\$ 0	\$ 109,542	\$ 31,234	\$ 1,478	\$ 493,456
Due to Other Funds	8,156	0	35,677	2	0	43,835
Salaries Payable	12,632	0	250	172	165	13,219
Unearned Revenue	146,244	0	0	0	0	146,244
Total Liabilities	<u>\$ 518,234</u>	<u>\$ 0</u>	<u>\$ 145,469</u>	<u>\$ 31,408</u>	<u>\$ 1,643</u>	<u>\$ 696,754</u>
FUND BALANCES						
Nonspendable	\$ 24,217	\$ 0	\$ 0	\$ 0	\$ 0	\$ 24,217
Restricted	0	1,022,293	633,283	976,302	19,699	2,651,577
Committed	0	0	0	0	0	0
Assigned	0	0	0	0	0	0
Unassigned	2,133,955	0	0	0	0	2,133,955
Total Fund Balances	<u>\$ 2,158,172</u>	<u>\$ 1,022,293</u>	<u>\$ 633,283</u>	<u>\$ 976,302</u>	<u>\$ 19,699</u>	<u>\$ 4,809,749</u>
Total Liabilities and Fund Balances	<u>\$ 2,676,406</u>	<u>\$ 1,022,293</u>	<u>\$ 778,752</u>	<u>\$ 1,007,710</u>	<u>\$ 21,342</u>	<u>\$ 5,506,503</u>

The accompanying notes are an integral part of these financial statements.

CITY OF JONESVILLE
Reconciliation of Fund Balances on the Balance Sheet
for Governmental Funds to Net Position of
Governmental Activities on the Statement of Net Position
June 30, 2024

Fund Balances - total governmental funds	\$ 4,809,749
Amounts reported for governmental activities in the statement of net position are different because:	
Capital assets used in governmental activities are not financial resources and therefore are not reported in the funds.	
Add: Capital assets	12,602,365
Deduct: Accumulated depreciation	(6,514,751)
An Internal Service Fund is used by management to charge the cost of equipment and vehicle usage to individual funds. Assets and liabilities of the Internal Service Fund are included in governmental activities in the statement of net position.	
Add: Internal Service Fund current assets	187,582
Deduct: Internal Service Fund current liabilities	(37,268)
Certain liabilities, such as bonds payable, are not due and payable in the current period and therefore are not reported in the funds.	
Deduct: Bonds and notes payable	(1,000,000)
Add: Bond discount	14,134
Deduct: Bond premium	(36,427)
Deduct: Accrued interest on bonds and notes payable	0
Deduct: Compensated absences	(57,072)
Net position of governmental activities	\$ 9,968,312

The accompanying notes are an integral part of these financial statements.

CITY OF JONESVILLE
STATEMENT OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCES
GOVERNMENTAL FUNDS
FOR THE YEAR ENDED JUNE 30, 2024

	General	Capital Projects Fund	Major Streets	Local Streets	Other Governmental Funds	Total Governmental Funds
REVENUE						
Property Taxes	\$ 900,979	\$ 0	\$ 0	\$ 0	\$ 0	\$ 900,979
Licenses and Permits	1,995	0	0	0	0	1,995
State Shared Revenue	281,434	0	275,955	86,595	0	643,984
Grants	111,529	0	415,602	0	0	527,131
Charges and Fees	102,576	0	0	0	0	102,576
State Highway Contract	0	0	0	0	29,184	29,184
Recreation	36,591	0	0	0	0	36,591
Rents and Royalties	22,729	0	0	0	0	22,729
Cemetery Revenue	30,848	0	0	0	0	30,848
Contributions	7,067	0	0	0	0	7,067
Interest	140,285	0	32,462	51,154	3	223,904
Contributions from Component Units	97,551	0	0	0	58,240	155,791
Miscellaneous	7,334	0	0	927	0	8,261
Total Revenue	<u>\$ 1,740,918</u>	<u>\$ 0</u>	<u>\$ 724,019</u>	<u>\$ 138,676</u>	<u>\$ 87,427</u>	<u>\$ 2,691,040</u>
EXPENDITURES						
General Government	\$ 675,603	\$ 0	\$ 0	\$ 0	\$ 0	\$ 675,603
Public Safety	416,127	0	0	0	0	416,127
Economic & Community Development	4,639	0	0	0	0	4,639
Public Works	49,444	0	0	0	0	49,444
Streets, Highways, and Drains	35,708	0	793,444	78,065	25,671	932,888
Sanitation	9,780	0	0	0	0	9,780
Culture and Recreation	86,061	0	0	0	0	86,061
Capital Outlay	81,456	0	0	0	0	81,456
Debt Service						
Principal	0	0	0	0	56,000	56,000
Interest	0	0	0	0	2,240	2,240
Total Expenditures	<u>\$ 1,358,818</u>	<u>\$ 0</u>	<u>\$ 793,444</u>	<u>\$ 78,065</u>	<u>\$ 83,911</u>	<u>\$ 2,314,238</u>
REVENUE OVER (UNDER) EXPENDITURES	<u>\$ 382,100</u>	<u>\$ 0</u>	<u>\$ (69,425)</u>	<u>\$ 60,611</u>	<u>\$ 3,516</u>	<u>\$ 376,802</u>

The accompanying notes are an integral part of these financial statements.

CITY OF JONESVILLE
STATEMENT OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCES
GOVERNMENTAL FUNDS
FOR THE YEAR ENDED JUNE 30, 2024
(continued)

	General	Capital Projects Fund	Major Streets	Local Streets	Other Governmental Funds	Total Governmental Funds
OTHER FINANCING SOURCES (USES)						
Bond Proceeds	\$ 0	\$ 1,000,000	\$ 0	\$ 0	\$ 0	\$ 1,000,000
Bond Premium	0	36,427	0	0	0	36,427
Bond Discount	0	(14,134)	0	0	0	(14,134)
Operating Transfers In	168,888	0	3,567	246,224	0	418,679
Operating Transfers Out	(364,591)	0	(14,242)	(77,682)	(2,830)	(459,345)
Total Other Financing Sources (Uses)	<u>\$ (195,703)</u>	<u>\$ 1,022,293</u>	<u>\$ (10,675)</u>	<u>\$ 168,542</u>	<u>\$ (2,830)</u>	<u>\$ 981,627</u>
NET CHANGE IN FUND BALANCES	\$ 186,397	\$ 1,022,293	\$ (80,100)	\$ 229,153	\$ 686	\$ 1,358,429
FUND BALANCES – Beginning	<u>1,971,775</u>	<u>0</u>	<u>713,383</u>	<u>747,149</u>	<u>19,013</u>	<u>3,451,320</u>
FUND BALANCES – Ending	<u><u>\$ 2,158,172</u></u>	<u><u>\$ 1,022,293</u></u>	<u><u>\$ 633,283</u></u>	<u><u>\$ 976,302</u></u>	<u><u>\$ 19,699</u></u>	<u><u>\$ 4,809,749</u></u>

The accompanying notes are an integral part of these financial statements.

CITY OF JONESVILLE
 Reconciliation of Statement of Revenue, Expenditures
 and Changes in Fund Balances of Governmental Funds
 to the Statement of Activities
 For the Year Ended June 30, 2024

Net changes in fund balances - total governmental funds \$ 1,358,429

Amounts reported for governmental activities in the statement of activities are different because:

Governmental funds report capital outlays as expenditures, however, in the statement of activities, the cost of those assets is allocated over their estimated useful lives and reported as depreciation expense.

Add: Capital outlay	730,126
Deduct: Depreciation expense	(488,658)

An Internal Service Fund is used by management to charge the cost of equipment and vehicle usage to individual funds. Net revenue of the Internal Service Fund of (before depreciation) is reported with governmental activities in the statement of net position. 138,545

Debt proceeds provide current financial resources to governmental funds in the period issued, but issuing debt increases long-term liabilities in the statement of net position. Repayment of debt principal is an expenditure in the governmental funds, but the repayment reduces long-term liabilities in the statement of net position.

Subtract: Issuance of long-term debt	(1,000,000)
Add: Bond discount	14,134
Deduct: Bond premium	(36,427)
Add: Principal payments on long-term debt	56,000

Some expenses reported in the statement of activities do not require the use of current financial resources and therefore are not reported as expenditures in the funds.

Add: Decrease in interest payable on long-term liabilities	373
Deduct: Increase in accrual for compensated absences	4,855

Change in net position of governmental activities	\$ 777,377
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The accompanying notes are an integral part of these financial statements.

CITY OF JONESVILLE
STATEMENT OF NET POSITION
PROPRIETARY FUNDS
JUNE 30, 2024

	Enterprise Funds		Total	Internal
	Water	Sewer	Enterprise Funds	Service Funds
ASSETS				
Current Assets				
Cash	\$ 54,648	\$ 12,929	\$ 67,577	\$ 2,084
Investments	885,458	1,787,097	2,672,555	183,371
Accounts Receivable	10,804	24,453	35,257	0
Due from Other Funds	35,653	1,704	37,357	988
Inventory	5,824	2,676	8,500	0
Prepaid Expense	601	7,561	8,162	1,139
Total Current Assets	<u>\$ 992,988</u>	<u>\$ 1,836,420</u>	<u>\$ 2,829,408</u>	<u>\$ 187,582</u>
Noncurrent Assets				
Capital Assets - Not Depreciated	\$ 2,061	\$ 0	\$ 2,061	\$ 0
Other Capital Assets, Net of Accumulated Depreciation	3,215,643	4,618,076	7,833,719	800,832
Restricted Investments - RD Bond Reserve	65,502	0	65,502	0
Restricted Investments - RD Repair, Replacement & Improvement	55,032	0	55,032	0
Total Noncurrent Assets	<u>\$ 3,338,238</u>	<u>\$ 4,618,076</u>	<u>\$ 7,956,314</u>	<u>\$ 800,832</u>
Total Assets	<u>\$ 4,331,226</u>	<u>\$ 6,454,496</u>	<u>\$ 10,785,722</u>	<u>\$ 988,414</u>
LIABILITIES				
Current Liabilities				
Accounts Payable	\$ 11,309	\$ 16,020	\$ 27,329	\$ 3,647
Accrued Payroll	1,187	3,094	4,281	124
Due to Other Funds	988	0	988	33,497
Customer Deposits	100	100	200	0
Total Current Liabilities	<u>\$ 13,584</u>	<u>\$ 19,214</u>	<u>\$ 32,798</u>	<u>\$ 37,268</u>
Liabilities Payable from Restricted Assets				
Accrued Interest Payable	\$ 13,411	\$ 0	\$ 13,411	\$ 0
Bonds Payable - Current	42,000	125,000	167,000	0
Total Liabilities Payable from Restricted Assets	<u>\$ 55,411</u>	<u>\$ 125,000</u>	<u>\$ 180,411</u>	<u>\$ 0</u>
Noncurrent Liabilities				
Bonds Payable	\$ 2,392,528	\$ 2,225,000	\$ 4,617,528	\$ 0
Bond Discount	0	(6,485)	(6,485)	0
Compensated Absences	1,386	5,975	7,361	0
Total Noncurrent Liabilities	<u>\$ 2,393,914</u>	<u>\$ 2,224,490</u>	<u>\$ 4,618,404</u>	<u>\$ 0</u>
Total Liabilities	<u>\$ 2,462,909</u>	<u>\$ 2,368,704</u>	<u>\$ 4,831,613</u>	<u>\$ 37,268</u>
NET POSITION				
Net Investment in Capital Assets	\$ 769,765	\$ 2,274,561	\$ 3,044,326	\$ 800,832
Restricted by RD Bond Covenants:				
Bond Reserve	65,502	0	65,502	0
Repair, Replacement, & Improvement	55,032	0	55,032	0
Unrestricted	978,018	1,811,231	2,789,249	150,314
Total Net Position	<u>\$ 1,868,317</u>	<u>\$ 4,085,792</u>	<u>\$ 5,954,109</u>	<u>\$ 951,146</u>

The accompanying notes are an integral part of these financial statements.

CITY OF JONESVILLE
STATEMENT OF REVENUE, EXPENSES, AND CHANGES IN NET POSITION
PROPRIETARY FUNDS
FOR THE YEAR ENDED JUNE 30, 2024

	Enterprise Funds		Total Enterprise Funds	Internal Service Funds
	Water	Sewer		
OPERATING REVENUE				
Sales	\$ 360,099	\$ 815,375	\$ 1,175,474	\$ 0
Equipment Rental	4,450	4,309	8,759	105,192
Sale of Capital Assets	0	0	0	9,200
Other	41,034	19,654	60,688	0
Total Operating Revenue	<u>\$ 405,583</u>	<u>\$ 839,338</u>	<u>\$ 1,244,921</u>	<u>\$ 114,392</u>
OPERATING EXPENSES				
Sewage Disposal	\$ 0	\$ 378,590	\$ 378,590	\$ 0
Water Plant Operation	145,164	0	145,164	0
Water Distribution Expenses	73,423	0	73,423	0
Depreciation	164,694	249,915	414,609	91,512
Motor Vehicle Expense	0	0	0	73,957
Total Operating Expenses	<u>\$ 383,281</u>	<u>\$ 628,505</u>	<u>\$ 1,011,786</u>	<u>\$ 165,469</u>
OPERATING INCOME (LOSS)	<u>\$ 22,302</u>	<u>\$ 210,833</u>	<u>\$ 233,135</u>	<u>\$ (51,077)</u>
NON-OPERATING REVENUE (EXPENSES)				
Interest Income	\$ 52,885	\$ 88,943	\$ 141,828	\$ 6,852
Interest Expense	(77,121)	(102,326)	(179,447)	0
Total Non-operating Revenue (Expense)	<u>\$ (24,236)</u>	<u>\$ (13,383)</u>	<u>\$ (37,619)</u>	<u>\$ 6,852</u>
Income (Loss) Before Contributions and Transfers	<u>\$ (1,934)</u>	<u>\$ 197,450</u>	<u>\$ 195,516</u>	<u>\$ (44,225)</u>
CONTRIBUTIONS AND TRANSFERS				
Contributions from Other Governments	\$ 0	\$ 0	\$ 0	\$ 13,727
Contributions from Component Units	25,000	0	25,000	0
Grants	0	0	0	50,000
Transfers From Other Funds	86,527	0	86,527	36,273
Transfers To Other Funds	(34,696)	(38,696)	(73,392)	(8,742)
Total Contributions and Transfers	<u>\$ 76,831</u>	<u>\$ (38,696)</u>	<u>\$ 38,135</u>	<u>\$ 91,258</u>
CHANGE IN NET POSITION	<u>\$ 74,897</u>	<u>\$ 158,754</u>	<u>\$ 233,651</u>	<u>\$ 47,033</u>
NET POSITION – Beginning	<u>1,793,420</u>	<u>3,927,038</u>	<u>5,720,458</u>	<u>904,113</u>
NET POSITION – Ending	<u><u>\$ 1,868,317</u></u>	<u><u>\$ 4,085,792</u></u>	<u><u>\$ 5,954,109</u></u>	<u><u>\$ 951,146</u></u>

The accompanying notes are an integral part of these financial statements.

CITY OF JONESVILLE
STATEMENT OF CASH FLOWS
PROPRIETARY FUNDS
FOR THE YEAR ENDED JUNE 30, 2024

	Water	Sewer	Total Enterprise Funds	Internal Service Funds
CASH FLOWS FROM OPERATING ACTIVITIES				
Cash received from customers	\$ 324,209	\$ 809,979	\$ 1,134,188	\$ 0
Cash received from interfund services provided	0	0	0	113,404
Cash payments to suppliers for goods and services	(137,763)	(265,039)	(402,802)	(97,585)
Cash payments to employees and professional contractors for services	(75,733)	(139,785)	(215,518)	(23,954)
Other operating receipts	41,035	19,654	60,689	0
Net cash provided (used) by operating activities	<u>\$ 151,748</u>	<u>\$ 424,809</u>	<u>\$ 576,557</u>	<u>\$ (8,135)</u>
CASH FLOWS FROM NON-CAPITAL FINANCING ACTIVITIES				
Contributions from other governments	\$ 0	\$ 0	\$ 0	\$ 13,728
Contributions from component units	25,000	0	25,000	0
Grants	0	0	0	50,000
Transfers from other funds	86,527	0	86,527	36,273
Transfers to other funds	(34,696)	(38,696)	(73,392)	(8,742)
Net cash provided (used) by non-capital financing activities	<u>\$ 76,831</u>	<u>\$ (38,696)</u>	<u>\$ 38,135</u>	<u>\$ 91,259</u>
CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES				
Acquisition and construction of capital assets	\$ (91,220)	\$ (45,850)	\$ (137,070)	\$ (14,033)
Principal paid on bonds and loans	(40,000)	(125,000)	(165,000)	0
Interest paid on bonds and loans	(77,330)	(101,826)	(179,156)	0
Net cash provided (used) by capital and related financing activities	<u>\$ (208,550)</u>	<u>\$ (272,676)</u>	<u>\$ (481,226)</u>	<u>\$ (14,033)</u>
CASH FLOWS FROM INVESTING ACTIVITIES				
Investment income	\$ 52,885	\$ 88,943	\$ 141,828	\$ 6,852
Net cash provided (used) by investment activities	<u>\$ 52,885</u>	<u>\$ 88,943</u>	<u>\$ 141,828</u>	<u>\$ 6,852</u>
NET INCREASE (DECREASE) IN CASH	<u>\$ 72,914</u>	<u>\$ 202,380</u>	<u>\$ 275,294</u>	<u>\$ 75,943</u>
CASH AND CASH EQUIVALENTS - Beginning	<u>987,726</u>	<u>1,597,646</u>	<u>2,585,372</u>	<u>109,512</u>
CASH AND CASH EQUIVALENTS - Ending	<u><u>\$ 1,060,640</u></u>	<u><u>\$ 1,800,026</u></u>	<u><u>\$ 2,860,666</u></u>	<u><u>\$ 185,455</u></u>
RECONCILIATION OF OPERATING INCOME (LOSS) TO NET CASH PROVIDED (USED) BY OPERATING ACTIVITIES				
Operating income (loss)	\$ 22,302	\$ 210,833	\$ 233,135	\$ (51,077)
Adjustments to reconcile operating income (loss) to net cash provided (used) by operating activities:				
Depreciation	164,494	249,915	414,409	91,512
Changes in assets and liabilities:				
(Increase) decrease in accounts receivable	(4,687)	(8,001)	(12,688)	0
(Increase) decrease in due from other funds	(35,653)	(1,704)	(37,357)	(988)
(Increase) decrease in inventories	(105)	(300)	(405)	0
(Increase) decrease in prepaid expense	7,162	311	7,473	(134)
Increase (decrease) in accounts payable	(3,541)	(30,451)	(33,992)	(80,744)
Increase (decrease) in wages and benefits payable	80	1,530	1,610	(201)
Increase (decrease) in due to other funds	981	0	981	33,497
Increase (decrease) in customer deposits	0	0	0	0
Increase (decrease) in compensated absences	515	2,676	3,191	0
NET CASH PROVIDED (USED) BY OPERATING ACTIVITIES	<u><u>\$ 151,548</u></u>	<u><u>\$ 424,809</u></u>	<u><u>\$ 576,357</u></u>	<u><u>\$ (8,135)</u></u>

The accompanying notes are an integral part of these financial statements.

CITY OF JONESVILLE
STATEMENT OF FIDUCIARY NET POSITION
JUNE 30, 2024

	Custodial Fund Current Tax Collection
ASSETS	
Cash	\$ 10
LIABILITIES	
Due to General Fund	\$ 10
NET POSITION	\$ 0

CITY OF JONESVILLE
STATEMENT OF CHANGES IN FIDUCIARY NET POSITION
FOR THE YEAR ENDED JUNE 30, 2024

	Custodial Fund Current Tax Collection
ADDITIONS	
Collection of taxes for City of Jonesville and other governments	\$ 3,373,256
DEDUCTIONS	
Payment of taxes collected to City of Jonesville and other governments	3,373,256
Net change in fiduciary net position	\$ 0
NET POSITION - Beginning	0
NET POSITION - Ending	\$ 0

The accompanying notes are an integral part of these financial statements.

CITY OF JONESVILLE
 COMBINING STATEMENT OF NET POSITION
 COMPONENT UNITS
 JUNE 30, 2024

	<u>DDA</u>	<u>LDFA</u>	<u>Total Component Units</u>
ASSETS			
Current Assets			
Cash	\$ 15,102	\$ 2,688	\$ 17,790
Investments	109,479	3,684,851	3,794,330
Prepaid Expense	39	0	39
Total Current Assets	<u>\$ 124,620</u>	<u>\$ 3,687,539</u>	<u>\$ 3,812,159</u>
Noncurrent Assets			
Capital Assets			
Land	\$ 0	\$ 97,544	\$ 97,544
Total Noncurrent Assets	<u>\$ 0</u>	<u>\$ 97,544</u>	<u>\$ 97,544</u>
Total Assets	<u>\$ 124,620</u>	<u>\$ 3,785,083</u>	<u>\$ 3,909,703</u>
LIABILITIES			
Current Liabilities			
Accounts Payable	\$ 327	\$ 944	\$ 1,271
Due to Primary Government	7,217	0	7,217
Unearned Revenue	0	623	623
Accrued Payroll	0	1,362	1,362
Total Liabilities	<u>\$ 7,544</u>	<u>\$ 2,929</u>	<u>\$ 10,473</u>
NET POSITION			
Net Investment in Capital Assets	\$ 0	\$ 97,544	\$ 97,544
Unrestricted	117,076	3,684,610	3,801,686
Total Net Position	<u>\$ 117,076</u>	<u>\$ 3,782,154</u>	<u>\$ 3,899,230</u>

See Note 1 for descriptions of component units shown in column headings

The accompanying notes are an integral part of these financial statements.

CITY OF JONESVILLE
 COMBINING STATEMENT OF ACTIVITIES
 COMPONENT UNITS
 FOR THE YEAR ENDED JUNE 30, 2024

	DDA	LDFA	Total Component Units
EXPENSES			
Downtown Development	\$ 37,979	\$ 0	\$ 37,979
Industrial Development	0	30,167	30,167
Contributions to City activities	114,738	66,053	180,791
Total Expenses	<u>\$ 152,717</u>	<u>\$ 96,220</u>	<u>\$ 248,937</u>
PROGRAM REVENUE			
Charges for Services	\$ 0	\$ 0	\$ 0
Operating Grants and Contributions	0	0	0
Capital Grants and Contributions	0	0	0
Total Program Revenue	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 0</u>
NET (EXPENSE) REVENUE	<u>\$ (152,717)</u>	<u>\$ (96,220)</u>	<u>\$ (248,937)</u>
GENERAL REVENUE			
Property Taxes Captured	\$ 181,292	\$ 418,348	\$ 599,640
Rent Income	0	24,842	24,842
Investment Income	3,963	186,588	190,551
Other Income	0	0	0
Total General Revenue	<u>\$ 185,255</u>	<u>\$ 629,778</u>	<u>\$ 815,033</u>
CHANGE IN NET POSITION	<u>\$ 32,538</u>	<u>\$ 533,558</u>	<u>\$ 566,096</u>
NET POSITION – Beginning	<u>84,538</u>	<u>3,248,596</u>	<u>3,333,134</u>
NET POSITION - Ending	<u><u>\$ 117,076</u></u>	<u><u>\$ 3,782,154</u></u>	<u><u>\$ 3,899,230</u></u>

See Note 1 for descriptions of component units shown in column headings

The accompanying notes are an integral part of these financial statements.

CITY OF JONESVILLE
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2024

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The City of Jonesville comprises a population of approximately 2,176 residents in Hillsdale County, Michigan. It is governed by a seven-member council with a Mayor as its head. As required by generally accepted accounting principles, these financial statements present the City's primary government and component units over which the City exercises significant influence. Significant influence or accountability is based primarily on operational or financial relationship with the City (as distinct from legal relationships).

The following component units are reported in the City's financial statements:

- The Local Development Finance Authority (LDFA) was created under Public Act 281 of 1986 of the State of Michigan. The LDFA's purpose is to work towards the elimination of the causes of unemployment, underemployment and joblessness, and to promote economic growth in the City of Jonesville.
- The Downtown Development Authority (DDA) was created under Public Act 197 of 1975 of the State of Michigan. The DDA's purpose is to eliminate the causes of deterioration of property values in the business district of the City and to promote economic growth.

The City appoints the majority of the Boards of Directors of the LDFA and DDA. The budgets of both entities require the City's approval, and their main revenue source (tax increment financing) is a financial burden to the City.

The accounting policies of the City of Jonesville conform to accounting principles generally accepted in the United States of America (GAAP) as applicable to governmental units. The following is a summary of significant accounting policies used by City of Jonesville:

Government-Wide and Fund Financial Statements

Government-Wide Financial Statements - The statement of net position and the statement of activities display financial information about the City as a whole, excluding fiduciary activities. The primary government and component units are presented separately within the financial statements with the focus on the primary government. Individual funds are not displayed, but the statements distinguish governmental activities, generally supported by property taxes and City general revenue, from business-type activities, generally financed in whole or in part with fees charged to external customers.

The statement of activities presents a comparison between direct expenses and program revenues for each function of the City's governmental and business-type activities. Direct expenses are those that are specifically associated with a service, program or department and are therefore clearly identifiable to a particular function. Program revenues include charges paid by the recipient of the goods or services offered by the function and grants and contributions that are restricted to meeting the operational or capital requirements of a particular function. Property taxes, State Revenue Sharing, and other items not properly included among program revenues are reported as general revenues. The comparison of direct expenses with program revenues identifies the extent to which each governmental function is self-financing or draws from the general revenues of the City.

Fund Financial Statements - Fund financial statements report detailed information about the City. The focus of governmental fund financial statements is on major funds rather than reporting funds by type. Each major fund is presented in a separate column. Nonmajor funds are aggregated and presented in a single column. Fiduciary funds are reported by fund type.

CITY OF JONESVILLE
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2024

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

Measurement Focus and Basis of Accounting

The financial statements of the City are prepared in accordance with generally accepted accounting principles (GAAP) and all relevant pronouncements of the Governmental Accounting Standards Board (GASB).

The government-wide statements are prepared using the economic resources measurement focus and the accrual basis of accounting including the reclassification or elimination of internal activity (between or within funds). However, internal eliminations do not include utility services provided to City departments. Proprietary fund and component unit financial statements also report using this same focus and basis of accounting. Revenue is recorded when earned and expenses are recorded when the liability is incurred, regardless of the timing of the related cash flows. Property taxes are recognized as revenue in the year for which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenue is recognized as soon as it is both measurable and available. Revenue is considered to be available if it is to be collected within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the government considers revenue to be available if it is collected within sixty days of the end of the current fiscal period. Expenditures generally are recorded when the liability is incurred, as under accrual accounting. However, debt service expenditures, expenditures relating to compensated absences, and claims and judgments are recorded only when payment is due.

Under the modified accrual basis, property taxes, State revenue sharing, interest, and grants are considered to be both measurable and available at fiscal year-end. Grants and entitlements received before the eligibility requirements are met are recorded as deferred revenue.

Operating income reported in proprietary fund financial statements includes revenue and expenses related to the primary, continuing operations of the fund. Principal operating revenue for proprietary funds is charges to customers for sales or services. Principal operating expenses are the costs of providing goods or services and include administrative expenses and depreciation of capital assets. Other revenue and expenses are classified as non-operating in the financial statements.

Financial Statement Presentation

The City uses funds to maintain its financial records during the fiscal year. Fund accounting is designed to demonstrate legal compliance and to aid management by segregating transactions related to certain City functions or activities. A fund is defined as a fiscal and accounting entity with a self-balancing set of accounts.

The City reports the following major governmental funds:

General Fund - used to account for all financial resources except those required to be accounted for in another fund. The general fund balance is available for any purpose provided it is expended or transferred according to the laws of the State of Michigan.

Capital Projects Fund – used to account for bond proceeds and expenditures related to the West St/Adrian St project.

CITY OF JONESVILLE
 NOTES TO FINANCIAL STATEMENTS
 FOR THE YEAR ENDED JUNE 30, 2024

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

Special Revenue Funds - used to account for the proceeds of specific revenue sources (other than special assessments, expendable trust, or major capital projects) that are legally restricted to expenditures for specified purposes (i.e. Major Streets and Local Streets).

The City reports the following major enterprise funds:

Water Utilities Fund - accounts for the operating activities of the City’s water utilities services.

Sewer Utilities Fund - accounts for the operating activities of the City’s sewer utilities services.

Additionally, the City reports the following non-major fund types:

Special Revenue Fund – State Highway Fund

Debt Retirement Fund - used to account for the accumulation of resources for and the payment of principal and interest on the City’s general obligation debt.

Internal Service Fund - accounts for the financing of goods and services provided by one department to other departments within the City on a cost-reimbursement basis (i.e. equipment and vehicle usage). This is a proprietary fund reported with governmental activities in the government-wide statements.

Fiduciary Fund - accounts for fiduciary assets held by the City in a custodial capacity as an agent on behalf of others (i.e. property taxes collected for other governments).

Assets, Liabilities, Deferred Outflows/Inflows of Resources, and Net Position/Fund Balance

Bank Deposits and Investments - Cash and cash equivalents are considered to be cash on hand, demand deposits, and short-term investments with a maturity of three months or less. Investments in this account are stated at cost which equals market value.

Inventories - Inventories are stated at cost, which approximates market, using the first-in/first-out method.

Capital Assets - General capital assets result from expenditures in the governmental funds. These assets are reported in the governmental activities column of the government-wide statement of net position but are not reported in the fund financial statements. Capital assets paid for by component units are transferred to the primary government and are also reported in the government-wide statements. Proprietary Fund capital assets are reported in their respective fund financial statements.

All capital assets are capitalized at cost (or estimated historical cost) and updated for additions and retirements during the year. Donated fixed assets are recorded at their fair market values as of the date received. The City maintains a capitalization threshold of \$1,000. Improvements are capitalized; the cost of normal maintenance and repairs that do not add to the value of the asset or materially extend the asset’s life are not. Interest incurred during the construction of capital assets is also capitalized.

All reported capital assets are depreciated. Improvements are depreciated over the remaining useful lives of the related assets. Depreciation is computed using the straight-line method over the following useful lives:

<u>Description</u>	<u>Estimated Lives</u>
Buildings & Improvements	50 years
Furniture & Equipment	5 - 20 years
Vehicles	5 years
Infrastructure	20 - 30 years

CITY OF JONESVILLE
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2024

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

Deferred Outflows/Inflows of Resources

In addition to assets, the statement of financial position will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, *deferred outflows of resources*, represents a consumption of net position that applies to a future period(s) and so will not be recognized as an outflow of resources (expense/expenditure) until then. The City has no items that qualify for reporting in this category.

In addition to liabilities, the statement of financial position will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, *deferred inflows of resources*, represents an acquisition of net position that applies to a future period(s) and so will not be recognized as an inflow of resources (revenue) until that time. The City has no items that qualify for reporting in this category.

Compensated Absences (Vacation and Sick Leave) - It is the City's policy to permit employees to accumulate earned but unused sick and vacation pay benefits. Vacation and sick leave are accrued when incurred in the government-wide financial statements. A liability for these amounts is reported in governmental funds only if they have matured, for example, as a result of employee resignation, retirement, or death.

Interfund Balances - On fund financial statements, receivables and payables resulting from short-term interfund loans are reported as "due to/from other funds." These amounts are eliminated on the government-wide statement of net position.

Long-Term Obligations - In the government-wide financial statements, all payables, accrued liabilities and long-term obligations are reported as liabilities in the statement of net position. Bond premiums and discounts, as well as issuance costs, are deferred and amortized over the term of the related debt. In the fund financial statements, governmental fund types recognize bond premiums and discounts, as well as issuance costs, during the current period. The face amount of debt issued is reported as other financing sources. Premiums received on debt issuances are reported as other financing sources, while discounts are reported as other financing uses. Issuance costs are reported as debt retirement expenditures.

Fund Balance – In accordance with Governmental Account Standards Board (GASB) Statement No. 54, *Fund Balance Reporting and Governmental Fund-type Definitions*, the fund financial statements report the following components of fund balance:

- Non-spendable: Amounts that are not in a spendable form or are legally or contractually required to be maintained intact.
- Restricted: Amounts that are legally restricted by outside parties, constitutional provisions, or enabling legislation for use for a specific purpose.
- Committed: Amounts that have been formally set aside by the City Council for use for specific purposes. Commitments are made and can be rescinded only by a resolution of the City Council.
- Assigned: Amounts that are intended to be spent on specific purposes, as expressed by the City Council or by a committee or individual designated by the City Council.
- Unassigned: Amounts that are available for day-to-day operations.

The City considers restricted funds to be spent first when expenditures are incurred for which both restricted and unrestricted amounts are available.

The City considers that committed amounts would be reduced first, followed by assigned amounts, and then unassigned amounts when expenditures are incurred for purposes for which amounts in any of those unrestricted fund balance classifications could be used.

CITY OF JONESVILLE
 NOTES TO FINANCIAL STATEMENTS
 FOR THE YEAR ENDED JUNE 30, 2024

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

Interfund Activity - Flows of cash or goods from one fund to another without a requirement for repayment are reported as interfund transfers. Interfund transfers are reported as other financing sources/uses in governmental funds.

Estimates

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the amounts reported in the financial statements and accompanying notes. Actual results may differ from those estimates.

NOTE 2 - STEWARDSHIP, COMPLIANCE, AND ACCOUNTABILITY

Budgetary Information - The budgetary process is prescribed by provisions of the State of Michigan Budget Act and entails the preparation of budgetary documents within an established timetable. The legal level of budgetary control has been established by the City Council at the function level. Any budgetary modifications may only be made by resolution of the City Council. All annual appropriations lapse at fiscal year end.

The City follows these procedures in establishing the budgets for the individual funds as reflected in the financial statements:

- 1) Prior to June 30, the City Manager submits to the City Council a proposed operating budget for the fiscal year commencing on July 1.
- 2) A public hearing is conducted during June to obtain taxpayer comments.
- 3) Prior to June 30, the budget is legally enacted through passage of a resolution.
- 4) For purposes of meeting emergency needs of the City, transfer of appropriations may be made by the authorization of the City Manager. Such transfers appropriations must be approved by the City Council at its next regularly scheduled meeting.
- 5) The City Manager is charged with general supervision of the budget and shall hold the department heads responsible for performance of their responsibilities.
- 6) During the year the budget is monitored, and amendments to the budget resolution are made when deemed necessary.

NOTE 3 - DEPOSITS AND INVESTMENTS

State of Michigan laws authorize the City to invest in bonds, securities and other direct obligations of the United States, or any agency or instrumentality of the United States; United States government or Federal agency obligations; repurchase agreements; bankers' acceptance of United States banks; commercial paper rated by two standard rating agencies within the two highest classifications, which mature not more than 270 days after the date of purchase; obligations of the State of Michigan or its political subdivisions which are rated as investment grade; and mutual funds composed of investment vehicles which are legal for direct investment by local units of government in Michigan. Financial institutions eligible for deposit of public funds must maintain an office in Michigan. The City's investment policy puts no further limits on its investment choices.

Deposits

Following are the components of the City's bank deposits at June 30, 2024:

	Primary Government	Component Units
Cash on hand	\$ 450	\$ 0
Checking and savings accounts	191,122	17,790
	\$ 191,572	\$ 17,790

CITY OF JONESVILLE
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2024

NOTE 3 – DEPOSITS AND INVESTMENTS (continued)

Investments

Following are the components of the City’s investments at June 30, 2024:

	Primary Government	Component Units
MBIA CLASS Investment Pool	\$ 8,075,217	\$ 3,289,376

The City’s deposits and investments are subject to several types of risk, which are examined in more detail as follows:

Interest Rate Risk - In accordance with its investment policy, the City manages its exposure to declines in fair values due to changes in general interest rates by structuring the portfolio to meet cash requirements for ongoing operations, thereby avoiding the need to liquidate securities at a loss prior to maturity.

Credit Risk – The City minimizes credit risk, which is the risk of loss due to the failure of the security issuer or backer, by limiting investments to the safest types of securities, pre-qualifying the financial institutions with which the City will do business, and diversifying the portfolio so that potential losses on individual securities will be minimized. As of June 30, 2024, the City’s investment in the MBIA CLASS Investment Pool was rated AAAM by Standard & Poor’s.

Concentration of credit risk – The City minimizes the risk associated with placing a large portion of the portfolio with a single issuer by diversifying the portfolio so that the impact of potential losses from any one investment will be minimized.

Custodial credit risk – Custodial credit risk for deposits is the risk that in the event of a bank failure, the City’s deposits may not be returned to it. At June 30, 2024, the carrying amount of the City’s deposits was \$191,122 and the bank balance was \$235,392. The entire bank balance was covered by federal depository insurance. The City minimizes custodial credit risk by holding all investments in the City’s name.

Foreign currency risk – The City is not authorized to invest in investments which have this type of risk.

NOTE 4 – RECEIVABLES

Receivables at June 30, 2024, consist of State revenue sharing, State highway contract revenue, utility and other receivables. All receivables are considered collectible in full due to the ability to lien for the nonpayment of utility bills and the stable condition of State programs.

A summary of the principal items of receivables follows:

	General Fund	Major Street	Local Street	Proprietary Funds	Total
State Revenue Sharing	\$ 45,508	\$ 42,907	\$ 13,465	\$ 0	\$ 101,880
Property Taxes	15,371	0	0	0	15,371
Utility customers	0	0	0	30,045	30,045
Other Receivables	15,877	0	1,178	5,212	22,267
Total	\$ 76,756	\$ 42,907	\$ 14,643	\$ 35,257	\$ 169,563

CITY OF JONESVILLE
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2024

NOTE 5 - CAPITAL ASSETS

Capital asset activity for the fiscal year ended June 30, 2024, was as follows:

	Beginning Balance	Additions	Deletions	Ending Balance
PRIMARY GOVERNMENT				
<u>Governmental Activities</u>				
Capital assets not being depreciated				
Land	\$ 189,255	\$ 0	\$ 0	\$ 189,255
Capital assets being depreciated				
Land Improvements	\$ 194,962	\$ 20,475	\$ 0	\$ 215,437
Buildings & Improvements	1,428,406	12,551	0	1,440,957
Furniture & Equipment	1,277,841	57,662	0	1,335,503
Vehicles	1,694,719	0	(73,489)	1,621,230
Infrastructure	7,146,512	653,471	0	7,799,983
Less accumulated depreciation	(6,099,582)	(488,658)	73,489	(6,514,751)
Total capital assets being depreciated, net	<u>\$ 5,642,858</u>	<u>\$ 255,501</u>	<u>\$ 0</u>	<u>\$ 5,898,359</u>
Total capital assets, net	<u>\$ 5,832,113</u>	<u>\$ 255,501</u>	<u>\$ 0</u>	<u>\$ 6,087,614</u>
<u>Business-Type Activities</u>				
Capital assets not being depreciated				
Land	\$ 2,061	\$ 0	\$ 0	\$ 2,061
Capital assets being depreciated				
Facilities & Mains	\$ 17,335,252	\$ 112,649	\$ 0	\$ 17,447,901
Machinery & Equipment	1,063,848	24,421	0	1,088,269
Less accumulated depreciation	(10,287,841)	(414,609)	0	(10,702,450)
Total capital assets being depreciated, net	<u>\$ 8,111,259</u>	<u>\$ (277,539)</u>	<u>\$ 0</u>	<u>\$ 7,833,720</u>
Total capital assets, net	<u>\$ 8,113,320</u>	<u>\$ (277,539)</u>	<u>\$ 0</u>	<u>\$ 7,835,781</u>
PRIMARY GOVERNMENT				
Total capital assets, net	<u>\$ 13,945,433</u>	<u>\$ (22,038)</u>	<u>\$ 0</u>	<u>\$ 13,923,395</u>
COMPONENT UNITS				
Capital assets not being depreciated				
Land	<u>\$ 97,544</u>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ 97,544</u>

Depreciation expense was charged to activities of the City as follows:

Governmental Activities:		Business-Type Activities:	
General Government	\$ 36,071	Water	\$ 164,694
Public Safety	90,191	Sewer	249,915
Public Improvements	49,395	Total	<u>\$ 414,609</u>
Streets, Highways and Drains	239,725		
Culture and Recreation	22,951		
Unallocated	50,325		
Total	<u>\$ 488,658</u>		

CITY OF JONESVILLE
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2024

NOTE 6 - INTERFUND RECEIVABLES, PAYABLES, AND TRANSFERS

The composition of interfund balances at June 30, 2024, is as follows:

<u>Fund</u>	<u>Interfund Receivable</u>	<u>Fund</u>	<u>Interfund Payable</u>
General Fund	\$ 24	Major Street	\$ 24
General Fund	2	Local Street	2
General Fund	988	Water Fund	988
General Fund	10	Current Tax	10
General Fund	33,497	Motor Vehicle Pool	33,497
Local Streets	5,464	General Fund	5,464
Sewer Fund	1,704	General Fund	1,704
Motor Vehicle Pool	988	General Fund	988
Water Fund	35,653	Major Street	35,653
	<u>\$ 78,330</u>		<u>\$ 78,330</u>

Interfund transfers during the year consisted of the following:

	Transfer From							Total
	General Fund	Major Streets	Local Streets	State Highway	Water	Sewer	Motor Vehicle Pool	
Transfer to:								
General Fund	\$ 0	\$ 14,242	\$ 77,682	\$ 2,830	\$ 32,696	\$ 32,696	\$ 8,742	\$ 168,888
Major Streets	3,567	0	0	0	0	0	0	3,567
Local Streets	246,224	0	0	0	0	0	0	246,224
Motor Vehicle Pool	0	0	0	0	2,000	6,000	0	8,000
Water Fund	86,527	0	0	0	0	0	0	86,527
Total	<u>\$ 336,318</u>	<u>\$ 14,242</u>	<u>\$ 77,682</u>	<u>\$ 2,830</u>	<u>\$ 34,696</u>	<u>\$ 38,696</u>	<u>\$ 8,742</u>	<u>\$ 513,206</u>

Transfers are used to (1) account for overhead services provided by the General Fund to other funds, (2) to provide for future acquisition of capital assets.

NOTE 7 - LONG-TERM DEBT

The City issues bonds to provide for the acquisition and construction of major capital facilities. General obligation bonds are direct obligations and pledge the full faith and credit of the government.

North Parking Lot Bonds - During the year 2011-12, the City issued bonds in the amount of \$550,000 for improvements to the parking lot on the north side of the downtown district. The bond payments are to be made from the tax increment revenues of the DDA; however, they are also backed by the full faith and credit of the City. These bonds were paid off during the year.

West St/Adrian St Bonds – During the year 2023-24, the City issued bonds in the amount of \$1,000,000 for the reconstruction of West Street and Adrian Street.

Refunding Bonds - During the year 2005-06, the City completed construction on a new sewage treatment plant, funded partially by a \$4,065,000 loan from the USDA Rural Development Office. In March, 2014, the City issued \$3,485,000 in general obligation bonds to refund the USDA loan.

CITY OF JONESVILLE
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2024

NOTE 7 - LONG-TERM DEBT (continued)

Water Revenue Bonds – During the year 2018-19, the City issued revenue bonds in the amount of \$2,765,000 for the acquisition, construction, and equipping of improvements to the water supply system.

The following is a summary of changes in long-term debt for the year ended June 30, 2024:

	Balance 6/30/2023	Increases	Decreases	Balance 6/30/2024
Primary Government				
<i>Governmental Activities</i>				
North Parking Lot Bonds	\$ 56,000	\$ 0	\$ (56,000)	\$ 0
West St/Adrian St Bonds	0	1,000,000	0	1,000,000
Compensated Absences	61,927	0	(4,855)	57,072
Total Governmental Activities	<u>\$ 117,927</u>	<u>\$ 1,000,000</u>	<u>\$ (60,855)</u>	<u>\$ 1,057,072</u>
<i>Business-type Activities</i>				
Refunding Bonds – Sewer Fund	\$ 2,475,000	\$ 0	\$ (125,000)	\$ 2,350,000
Revenue Bonds - Water Fund	2,474,528	0	(40,000)	2,434,528
Compensated Absences	4,169	0	(2,783)	1,386
Total Business-type Activities	<u>\$ 4,953,697</u>	<u>\$ 0</u>	<u>\$ (167,783)</u>	<u>\$ 4,785,914</u>
Total Primary Government Long-Term Debt	<u>\$ 5,071,624</u>	<u>\$ 1,000,000</u>	<u>\$ (228,638)</u>	<u>\$ 5,842,986</u>

Interest rates, maturity dates, and current portions for the above obligations are as follows:

	Interest Rate(s)	Maturity Date	Current Portion
West St/Adrian St Bonds	2.9% - 4.0%	5/1/2024	\$ 45,000
Refunding Bonds – Sewer Fund	2.00% - 4.15%	1/1/2038	125,000
Revenue Bonds – Water Fund	3.125%	5/1/2059	42,000
			<u>\$ 212,000</u>

Annual debt service requirements to maturity for the above obligations are as follows:

Year Ending June 30	Governmental Activities		Business-Type Activities	
	Principal	Interest	Principal	Interest
2025	\$ 45,000	\$ 23,000	\$ 167,000	\$ 178,320
2026	40,000	42,750	173,000	172,008
2027	40,000	40,750	184,000	165,464
2028	45,000	38,750	191,000	158,489
2029	50,000	36,500	197,000	151,251
2030-2034	280,000	143,250	1,104,000	637,822
2035-2039	345,000	73,400	1,116,000	399,939
2040-2044	155,000	9,400	351,000	258,906
2045-2049	0	0	409,000	200,531
2050-2054	0	0	478,000	132,438
2055-2058	0	0	414,528	49,313
Total	<u>\$ 1,000,000</u>	<u>\$ 407,800</u>	<u>\$ 4,784,528</u>	<u>\$ 2,504,481</u>

CITY OF JONESVILLE
 NOTES TO FINANCIAL STATEMENTS
 FOR THE YEAR ENDED JUNE 30, 2024

NOTE 8 – COMPONENT UNIT CONTRIBUTIONS

During the year, the City’s Local Development Finance Authority (LDFA) and Downtown Development Authority (DDA) contributed the following amounts to support the City’s operations:

<u>LDFA:</u>		<u>DDA:</u>	
<u>General Fund</u>		<u>General Fund</u>	
Salaries and wages	\$ 34,049	Salaries and wages	\$ 32,198
Street light electricity	5,304	Parking Lot Maintenance	15,800
Other	1,700	Capital Outlay	3,400
		Other	5,100
 <u>Water Fund</u>		 <u>Debt Service Fund</u>	
Debt service	25,000	Bond payments	58,240
TOTAL	<u>\$ 66,053</u>	TOTAL	<u>\$ 114,738</u>

NOTE 9 - COMPENSATED ABSENCES

Vested or accumulated vacation days and sick leave that is expected to be liquidated with expendable available financial resources is reported as an expenditure and a fund liability of the governmental fund that will pay it. The entire compensated absence liability is reported on the government-wide financial statements. Employees of the City can accumulate vacation pay up to a maximum of 16 to 39 days depending on years of service, and employees have a vested right of 100% of allowable accumulated vacation pay upon termination. Accumulated sick time is vested based on years of service and the vested amount is payable upon termination.

NOTE 10 - SEGMENT INFORMATION

The City issues separate revenue bonds to finance its water and sewer departments. The fund financial statements report major funds with revenue - supported debt for the water and sewer funds. Services provided by these funds are described in Note 1.

NOTE 11 - PROPERTY TAXES

Real estate and personal property taxes are recorded as revenue in amounts equal to the total taxes levied. The total levy for 2023 was 16.388 mills. From this total, 4.6823 was transferred to the Local Streets Fund by vote of the City Council. The 2023 total state taxable value was approximately \$64,894,000 (\$61,872,000 ad valorem and \$3,022,000 industrial facilities tax). City properties are assessed as of December 31 (the lien date) - taxes levied July 1 of the succeeding year and are due without interest to September 15. After the final collection date, unpaid real property taxes are added to the county delinquent tax rolls. Personal property taxes unpaid continue to be collected by the City Treasurer.

NOTE 12 - DEFINED CONTRIBUTION PENSION PLAN

The City of Jonesville provides pension benefits for all of its full-time employees through a defined contribution money purchase plan administered by the International City Managers Association Retirement Corporation (ICMA-RC). All full-time employees are eligible to participate in the plan after 6 months of full-time service. Participants are vested incrementally, with full vesting after four years of continuous full-time service. The City is required to contribute 5% of covered payroll. If the employee makes a voluntary contribution of 5%, then the City contributes an additional 2%. Employees hired after January 1, 2010, must contribute at least 5% to be eligible for the 5% employer match.

CITY OF JONESVILLE
 NOTES TO FINANCIAL STATEMENTS
 FOR THE YEAR ENDED JUNE 30, 2024

NOTE 12 - DEFINED CONTRIBUTION PENSION PLAN (continued)

The activity in the plan for 2023-24 is as follows:

Asset Value - June 30, 2023	\$ 2,611,452
Employer Contributions	40,695
Employee Contributions	44,746
Investment Gain (Loss)	316,581
Distributions	<u>(1,024,107)</u>
Asset Value - June 30, 2024	<u><u>\$ 1,989,367</u></u>

NOTE 13 - RISK MANAGEMENT

The City is exposed to various risks of loss related to property loss, torts, errors and omissions, employee injuries, as well as medical benefits provided to employees. The City has purchased commercial insurance for each of these areas of risk and there have been no significant reduction in insurance coverages. Settled claims have not exceeded the amount of insurance coverage for the current or the three prior years.

NOTE 14 - UNEMPLOYMENT TAXES

The City is a reimbursing employer to the Michigan Unemployment Insurance Agency and, as such, is responsible to pay the Agency for those benefits paid and charged to its account. As of June 30, appropriate liabilities have been recorded for all claims paid by the Agency. However, no provision has been made for future payments that might result from claims in process or not filed.

NOTE 15 – FUND BALANCE CONSTRAINTS

Fund balances have been constrained for the following purposes:

		General	Capital Projects	Major	Local	State
		Fund	Fund	Streets	Streets	Highway
Nonspendable:	Inventory	\$ 5,787	\$ 0	\$ 0	\$ 0	\$ 0
	Prepaid Expenditures	18,430	80,121	0	0	0
Restricted:	Streets	0	0	633,283	976,302	19,699

NOTE 16 – TAX ABATEMENTS

Governmental Accounting Standards Board (GASB) Statement No. 77, *Tax Abatement Disclosures*, requires the disclosure of tax abatement information about (1) a reporting government’s own tax abatement agreements and (2) those that are entered into by other governments and that reduce the reporting government’s tax revenue. Disclosure of information about the nature and magnitude of tax abatements is intended to make these transactions more transparent to financial statement users.

The City receives reduced property tax revenues as a result of Industrial Facilities Tax exemptions they have granted. Industrial facility exemptions are intended to promote construction of new industrial facilities, or to rehabilitate historical facilities. The property taxes abated for all funds under this program totaled \$24,764.

CITY OF JONESVILLE
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2024

NOTE 17 – COMMITMENTS

During the year, the City Council approved a project to reconstruct West Street and Adrian Street. The project includes connecting water services on West Street to an existing 12-inch water main and the addition of storm sewer and concrete curb and gutter to the streets. Water mains on Franklin and Liberty Streets would be upgraded from 2-inches to 8-inches. Galvanized water services throughout the project area would be replaced with copper. The \$1.4 million project would be financed, in part, with a \$1 million bond.

NOTE 18 – SUBSEQUENT EVENTS

Management has evaluated subsequent events through November 6, 2024, the date on which the financial statements were available to be issued.

NOTE 19 – UPCOMING ACCOUNTING PRONOUNCEMENTS

In June 2022, the GASB issued Statement No. 101, *Compensated Absences*. This Statement requires that liabilities for compensated absences be recognized for (1) leave that has not been used and (2) leave that has been used by not yet paid in cash or settled through noncash means. A liability should be recognized for leave that has not been used if (a) the leave is attributable to services already rendered, (b) the leave accumulates, and (c) the leave is more likely than not to be used for time off or otherwise paid in cash or settled through noncash means. This Statement also establishes guidance for measuring a liability for leave that has not been used, generally using an employee's pay rate as of the date of the financial statements. The City is currently evaluating the impact this standard will have on the financial statements when adopted during the 2024-2025 fiscal year.

In December 2023, the GASB issued Statement No. 102, *Certain Risk Disclosures*. This Statement requires a government to assess whether a concentration or constraint makes the government vulnerable to the risk of a substantial impact. Additionally, this Statement requires a government to assess whether an event or events associated with a concentration or constraint that could cause the substantial impact have occurred, have begun to occur, or are more likely than not to begin to occur within 12 months of the date the financial statements are issued. If a government determines that those criteria for disclosure have been met for a concentration or constraint, it should disclose information in notes to financial statements in sufficient detail to enable users of financial statements to understand the nature of circumstances disclosed and the government's vulnerability to the risk of substantial impact. The City is currently evaluating the impact this standard will have on the financial statements when adopted during the 2024-2025 fiscal year.

In April 2024, the GASB issued Statement No. 103, *Financial Reporting Model Improvements*. This Statement establishes new accounting and financial reporting requirements - or modifies existing requirements - related to the following:

- a. Management's discussion and analysis (MD&A)
 - i. Requires that the information presented in MD&A be limited to the related topics discussed in five specific sections:
 - 1) Overview of the Financial Statements,
 - 2) Financial Summary,
 - 3) Detailed Analyses,
 - 4) Significant Capital Asset and Long-Term Financing Activity,
 - 5) Currently Known Facts, Decisions, or Conditions
 - ii. Stresses detailed analyses should explain why balances and results of operations changed rather than simply presenting the amounts or percentages by which they changed

CITY OF JONESVILLE
NOTES TO FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2024

NOTE 19 – UPCOMING ACCOUNTING PRONOUNCEMENTS (continued)

- iii. Removes the requirement for discussion of significant variations between original and final budget amounts and between final budget amounts and actual results
- b. Unusual or infrequent items
- c. Presentation of the proprietary fund statement of revenues, expenses, and changes in fund net position
 - i. Requires that the proprietary fund statement of revenues, expenses, and changes in fund net position continue to distinguish between operating and nonoperating revenues and expenses and clarifies the definition of operating and nonoperating revenues and expenses
 - ii. Requires that a subtotal for operating income (loss) and noncapital subsidies be presented before reporting other nonoperating revenues and expenses and defines subsidies
- d. Information about major component units in basic financial statements should be presented separately in the statement of net position and statement of activities unless it reduces the readability of the statements in which case combining statements of should be presented after the fund financial statements.
- e. Budgetary comparison information should include variances between original and final budget amounts and variances between final budget and actual amounts with explanations of significant variances required to be presented in the notes to RSI.

The District is currently evaluating the impact this standard will have on the financial statements when adopted during the 2025-2026 fiscal year.

CITY OF JONESVILLE
SCHEDULE OF REVENUE, EXPENDITURES AND
CHANGES IN FUND BALANCES - BUDGET AND ACTUAL
GENERAL FUND
FOR THE YEAR ENDED JUNE 30, 2024

	Budget Amounts		Actual	Actual
	Original	Final		Over (Under) Final Budget
REVENUE				
Property Taxes	\$ 921,892	\$ 921,892	\$ 900,979	\$ (20,913)
Licenses and Permits	1,580	1,580	1,995	415
State Shared Revenue	285,970	285,970	281,434	(4,536)
Grants	112,000	137,000	111,529	(25,471)
Charges and Fees	79,100	79,100	102,576	23,476
Recreation	22,000	22,000	36,591	14,591
Rents and Royalties	25,000	25,000	22,729	(2,271)
Cemetery Revenue	30,000	30,000	30,848	848
Contributions	2,500	2,500	7,067	4,567
Interest	10,000	100,000	140,285	40,285
Contributions from Component Units	747,041	98,041	97,551	(490)
Miscellaneous	285,000	0	7,334	7,334
Total Revenue	<u>\$ 2,522,083</u>	<u>\$ 1,703,083</u>	<u>\$ 1,740,918</u>	<u>\$ 37,835</u>
EXPENDITURES				
General Government				
City Council	\$ 27,600	\$ 52,350	\$ 50,942	\$ (1,408)
City Manager	129,118	136,330	135,832	(498)
Elections	4,300	6,300	5,380	(920)
General Office	258,693	258,693	255,338	(3,355)
Board of Review	875	875	719	(156)
Treasurer	3,300	17,300	17,042	(258)
Assessor	22,100	23,430	23,397	(33)
Data Processing	15,625	17,625	17,466	(159)
City Hall	18,077	18,077	16,267	(1,810)
Cemetery	83,293	83,293	75,783	(7,510)
Freedom Memorial	900	900	768	(132)
Fringe Benefits	42,820	62,220	61,675	(545)
Insurance	14,500	16,100	14,994	(1,106)
Promotion	0	0	0	0

CITY OF JONESVILLE
SCHEDULE OF REVENUE, EXPENDITURES AND
CHANGES IN FUND BALANCES - BUDGET AND ACTUAL
GENERAL FUND
FOR THE YEAR ENDED JUNE 30, 2024
(continued)

	Budget Amounts		Actual	Actual
	Original	Final		Over (Under) Final Budget
Public Safety				
Police	326,135	295,588	270,469	(25,119)
Fire	136,112	147,612	145,658	(1,954)
Economic & Community Development				
Planning & Zoning	5,096	5,096	4,639	(457)
Public Works				
Parking Lots	17,490	17,490	15,897	(1,593)
Sidewalks	1,430	3,430	2,988	(442)
Other	20,620	30,820	30,559	(261)
Streets, Highways, and Drains				
Street Lighting	33,000	36,000	35,708	(292)
Sanitation				
Landfill	8,915	9,915	9,780	(135)
Culture and Recreation				
Recreation	45,379	47,379	47,074	(305)
Parks	19,925	31,060	30,424	(636)
Rail/Trail	7,890	8,940	8,563	(377)
Capital Outlay	1,004,500	85,450	81,456	(3,994)
Total Expenditures	<u>\$ 2,247,693</u>	<u>\$ 1,412,273</u>	<u>\$ 1,358,818</u>	<u>\$ (53,455)</u>
REVENUE OVER (UNDER) EXPENDITURES	<u>\$ 274,390</u>	<u>\$ 290,810</u>	<u>\$ 382,100</u>	<u>\$ 91,290</u>
OTHER FINANCING SOURCES (USES)				
Operating Transfers In	\$ 168,058	\$ 168,058	\$ 168,888	\$ 830
Operating Transfers Out	(404,000)	(420,000)	(364,591)	55,409
Total Other				
Financing Sources (Uses)	<u>\$ (235,942)</u>	<u>\$ (251,942)</u>	<u>\$ (195,703)</u>	<u>\$ 56,239</u>
NET CHANGE IN FUND BALANCES	\$ 38,448	\$ 38,868	\$ 186,397	\$ 147,529
FUND BALANCES - Beginning	<u>1,971,775</u>	<u>1,971,775</u>	<u>1,971,775</u>	<u>0</u>
FUND BALANCES - Ending	<u><u>\$ 2,010,223</u></u>	<u><u>\$ 2,010,643</u></u>	<u><u>\$ 2,158,172</u></u>	<u><u>\$ 147,529</u></u>

CITY OF JONESVILLE
SCHEDULE OF REVENUE, EXPENDITURES AND
CHANGES IN FUND BALANCES - BUDGET AND ACTUAL
MAJOR STREETS FUND
FOR THE YEAR ENDED JUNE 30, 2024

	Budget Amounts		Actual	Actual
	Original	Final		Over (Under) Final Budget
REVENUE				
State Shared Revenue	\$ 265,639	\$ 275,800	\$ 275,955	\$ 155
Interest	5,000	32,400	32,462	62
Grants	0	415,602	415,602	0
Miscellaneous	0	0	0	0
Total Revenue	<u>\$ 270,639</u>	<u>\$ 723,802</u>	<u>\$ 724,019</u>	<u>\$ 217</u>
EXPENDITURES				
Street Construction	\$ 0	\$ 690,750	\$ 690,673	\$ (77)
Routine Maintenance	81,740	85,990	85,884	(106)
Traffic Control	6,000	6,000	4,262	(1,738)
Winter Maintenance	22,915	12,915	12,625	(290)
Total Expenditures	<u>\$ 110,655</u>	<u>\$ 795,655</u>	<u>\$ 793,444</u>	<u>\$ (2,211)</u>
REVENUE OVER (UNDER) EXPENDITURES	<u>\$ 159,984</u>	<u>\$ (71,853)</u>	<u>\$ (69,425)</u>	<u>\$ 2,428</u>
OTHER FINANCING SOURCES (USES)				
Transfers In	\$ 5,000	\$ 5,000	\$ 3,567	\$ (1,433)
Transfers Out	(14,242)	(14,242)	(14,242)	0
Total Other Financing Sources (Uses)	<u>\$ (9,242)</u>	<u>\$ (9,242)</u>	<u>\$ (10,675)</u>	<u>\$ (1,433)</u>
NET CHANGE IN FUND BALANCES	<u>\$ 150,742</u>	<u>\$ (81,095)</u>	<u>\$ (80,100)</u>	<u>\$ 995</u>
FUND BALANCES - Beginning	<u>713,383</u>	<u>713,383</u>	<u>713,383</u>	<u>0</u>
FUND BALANCES - Ending	<u><u>\$ 864,125</u></u>	<u><u>\$ 632,288</u></u>	<u><u>\$ 633,283</u></u>	<u><u>\$ 995</u></u>

CITY OF JONESVILLE
SCHEDULE OF REVENUE, EXPENDITURES AND
CHANGES IN FUND BALANCES - BUDGET AND ACTUAL
LOCAL STREETS FUND
FOR THE YEAR ENDED JUNE 30, 2024

	Budget Amounts		Actual	Actual
	Original	Final		Over (Under) Final Budget
REVENUE				
State Shared Revenue	\$ 83,294	\$ 83,294	\$ 86,595	\$ 3,301
Interest	10,000	10,000	51,154	41,154
Miscellaneous	0	0	927	927
Total Revenue	<u>\$ 93,294</u>	<u>\$ 93,294</u>	<u>\$ 138,676</u>	<u>\$ 45,382</u>
EXPENDITURES				
Street Construction	\$ 841,285	\$ 841,285	\$ 287	\$ (840,998)
Routine Maintenance	82,370	82,370	64,354	(18,016)
Traffic Control	3,534	3,534	203	
Winter Maintenance	18,480	18,480	13,180	(5,300)
Administration	0	0	41	41
Total Expenditures	<u>\$ 945,669</u>	<u>\$ 945,669</u>	<u>\$ 78,065</u>	<u>\$ (864,273)</u>
REVENUE OVER (UNDER) EXPENDITURES	<u>\$ (852,375)</u>	<u>\$ (852,375)</u>	<u>\$ 60,611</u>	<u>\$ 912,986</u>
OTHER FINANCING SOURCES (USES)				
Bond Proceeds	\$ 500,000	\$ 500,000	\$ 0	\$ (500,000)
Transfers In	258,754	258,754	246,224	(12,530)
Transfers Out	(139,152)	(139,152)	(77,682)	61,470
Total Other Financing Sources (Uses)	<u>\$ 619,602</u>	<u>\$ 619,602</u>	<u>\$ 168,542</u>	<u>\$ (451,060)</u>
NET CHANGE IN FUND BALANCES	<u>\$ (232,773)</u>	<u>\$ (232,773)</u>	<u>\$ 229,153</u>	<u>\$ 461,926</u>
FUND BALANCES - Beginning	<u>747,149</u>	<u>747,149</u>	<u>747,149</u>	<u>0</u>
FUND BALANCES - Ending	<u><u>\$ 514,376</u></u>	<u><u>\$ 514,376</u></u>	<u><u>\$ 976,302</u></u>	<u><u>\$ 461,926</u></u>

CITY OF JONESVILLE
 COMBINING BALANCE SHEET
 NONMAJOR GOVERNMENTAL FUNDS
 JUNE 30, 2024

	Debt Service Fund	State Highway Fund	Total
ASSETS			
Cash	\$ 0	\$ 21,342	\$ 21,342
Due from Other Governmental Units	0	0	0
Total Assets	<u>\$ 0</u>	<u>\$ 21,342</u>	<u>\$ 21,342</u>
LIABILITIES			
Accounts Payable	\$ 0	\$ 1,478	\$ 1,478
Accrued Payroll	0	165	165
Total Liabilities	<u>\$ 0</u>	<u>\$ 1,643</u>	<u>\$ 1,643</u>
FUND BALANCE			
Nonspendable	\$ 0	\$ 0	\$ 0
Restricted	0	19,699	19,699
Committed	0	0	0
Assigned	0	0	0
Unassigned	0	0	0
Total Fund Balances	<u>\$ 0</u>	<u>\$ 19,699</u>	<u>\$ 19,699</u>
Total Liabilities and Fund Balances	<u>\$ 0</u>	<u>\$ 21,342</u>	<u>\$ 21,342</u>

CITY OF JONESVILLE
 COMBINING STATEMENT OF REVENUE, EXPENDITURES
 AND CHANGES IN FUND BALANCES
 NONMAJOR GOVERNMENTAL FUNDS
 FOR THE YEAR ENDED JUNE 30, 2024

	Debt Service Fund	State Highway Fund	Total
REVENUE			
State Highway Contract	\$ 0	\$ 29,184	\$ 29,184
Contribution from Component Units	58,240	0	58,240
Interest Income	0	3	3
Total Revenue	<u>\$ 58,240</u>	<u>\$ 29,187</u>	<u>\$ 87,427</u>
EXPENDITURES			
Streets, Highways, Drains			
Routine Maintenance	\$ 0	\$ 18,014	\$ 18,014
Traffic Control	0	141	141
Winter Maintenance	0	7,516	7,516
Debt Service			
Principal	56,000	0	56,000
Interest	2,240	0	2,240
Total Expenditures	<u>\$ 58,240</u>	<u>\$ 25,671</u>	<u>\$ 83,911</u>
EXCESS OF REVENUE OVER (UNDER) EXPENDITURES	<u>\$ 0</u>	<u>\$ 3,516</u>	<u>\$ 3,516</u>
OTHER FINANCING SOURCES (USES)			
Operating Transfers In	\$ 0	\$ 0	\$ 0
Operating Transfers Out	0	(2,830)	(2,830)
Total Other Financing Sources (Uses)	<u>\$ 0</u>	<u>\$ (2,830)</u>	<u>\$ (2,830)</u>
NET CHANGES IN FUND BALANCES	<u>\$ 0</u>	<u>\$ 686</u>	<u>\$ 686</u>
FUND BALANCES - Beginning	0	19,013	19,013
FUND BALANCES - Ending	<u><u>\$ 0</u></u>	<u><u>\$ 19,699</u></u>	<u><u>\$ 19,699</u></u>



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INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING
AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT
OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE
WITH *GOVERNMENT AUDITING STANDARDS*

To the City Council
City of Jonesville
Jonesville, Michigan

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information of the City of Jonesville as of and for the year ended June 30, 2024, and the related notes to the financial statements, which collectively comprise the City of Jonesville's basic financial statements and have issued our report thereon dated November 6, 2024.

Report on Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the City of Jonesville's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the City of Jonesville's internal control. Accordingly, we do not express an opinion on the effectiveness of the City of Jonesville's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. *A material weakness* is a deficiency, or combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. *A significant deficiency*, is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over financial reporting was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Report on Compliance and Other Matters

As part of obtaining reasonable assurance about whether the City of Jonesville’s financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity’s internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity’s internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Bailey, Hodshire & Company, P.C.

Jonesville, Michigan
November 6, 2024



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November 6, 2024

To the City Council
City of Jonesville
Jonesville, Michigan

We have audited the financial statements of the governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information of the City of Jonesville as of and for the year ended June 30, 2024. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards and *Government Auditing Standards*, as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our letter to you dated September 18, 2024. Professional standards also require that we communicate to you the following information related to our audit.

Significant Audit Findings

Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by the City of Jonesville are described in Note 1 to the financial statements. No new accounting policies were adopted and the application of existing policies was not changed during the year ended June 30, 2024. We noted no transactions entered into by the City of Jonesville during the year for which there is a lack of authoritative guidance on consensus. All significant transactions have been recognized in the financial statements in the proper period.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. The most sensitive estimate affecting the financial statements was the calculation of depreciation expense on capital assets.

Management's estimate of the depreciation expense is based on estimating the useful lives of capital assets and spreading the assets cost out over their useful lives as depreciation expense. We evaluated the key factors and assumptions used to develop this estimate in determining that it is reasonable in relation to the financial statements taken as a whole.

The financial statement disclosures are neutral, consistent and clear.

Difficulties Encountered in Performing the Audit

We encountered no significant difficulties in dealing with management in performing and completing our audit.

Corrected and Uncorrected Misstatements

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are trivial, and communicate them to the appropriate level of management. Management has corrected all such misstatements. In addition, none of the misstatements detected as a result of audit procedures and corrected by management were material, either individually or in the aggregate, to each opinion unit's financial statements taken as a whole.

Disagreements with Management

For purposes of this letter, a disagreement with management is a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

Management Representations

We have requested certain representations from management that are included in the management representation letter dated November 6, 2024.

Management Consultations with Other Independent Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the City of Jonesville's financial statements or a determination of the type of auditor's opinion that may be expressed on those statement, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

Other Audit Findings or Issues

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the City of Jonesville's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

Other Matters

We applied certain limited procedures to the Management's Discussion and Analysis and the Budgetary Comparison Schedules, which are required supplementary information (RSI) that supplements the basic financial statements. Our procedures consisted of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We did not audit the RSI and do not express an opinion or provide any assurance on the RSI.

We were not engaged to report on the combining statements, which accompany the financial statements but are not RSI. With respect to this supplementary information, we made certain inquiries of management and evaluated the form, content, and methods of preparing the information to determine that the information complies with accounting principles generally accepted in the United States of America, the method of preparing it has not changed from the prior period, and the information is appropriate and complete in relation to our audit of the financial statements. We compared and reconciled the supplementary information to the underlying accounting records used to prepare the financial statements or to the financial statements themselves.

Restriction on Use

This information is intended solely for the information and use of the City Council and management of the City of Jonesville and is not intended to be, and should not be, used by anyone other than these specified parties.

Sincerely,

Bailey, Hodshire & Company, P.C.

Bailey, Hodshire & Company, P.C.

KEY OPPORTUNITIES
VOCATIONAL TRAINING
EDUCATE · EMPOWER · EMPLOY

October 24, 2024

City of Jonesville
265 E Chicago St.
Jonesville, MI 49250

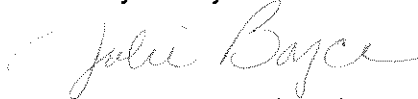
Re: Request for Change

Dear City of Jonesville Council Members,

I would like to request a change to the Key Opportunities Community Housing Planned Unit Development. The new plan removes the driveway at the south end of the property about a quarter of the way in and adds the main entrance to the north end of the property. The main entrance will replace Roberts Drive. An additional drive will be made just before the curve heading to the roundabout for the City of Jonesville to access their water plant area. The area where the current drive is must be removed and curbed.

These changes were requested of Key Opportunities Community Housing when we were seeking approval from the Michigan Department of Transportation. They requested one driveway and it be at the North end of the property, due to their regulations.

Thank you for your consideration,



Julie Boyce, Executive Director

**FIRST AMENDMENT TO
PLANNED UNIT DEVELOPMENT AGREEMENT**

THIS FIRST AMENDMENT TO PLANNED UNIT DEVELOPMENT AGREEMENT (this "Amendment"), dated November _____, 2024, is made and entered into by and between the **CITY OF JONESVILLE**, a Michigan municipal corporation, having the address of 265 E. Chicago Street, Jonesville, Michigan 49250 hereinafter referred to as and called the "**City**", and **KEY OPPORTUNITIES, INC.**, a Michigan nonprofit corporation, whose address is 400 N. Hillsdale Street, Hillsdale, Michigan 49242, hereinafter referred to as and called "**Developer**."

RECITALS:

A. Developer and City entered into that certain Planned Unit Development Agreement recorded on August 2, 2024, in Liber 1876, Page 196, Hillsdale County Register of Deeds as Instrument No. (the "**PUD Agreement**") with respect to the Property located in the City of Jonesville, Hillsdale County, Michigan and more particularly described in the attached **Exhibit A** (the "**Property**").

B. Developer is the fee simple owner of the Property, and the PUD Agreement requires Developer to develop and construct an affordable housing community for people with disabilities on the Property in accordance with the terms of the PUD Agreement.

C. In connection with the review by the Department of Transportation (the "**DOT**") of the PUD Development Plan, the DOT has requested that Developer remove the driveway at the south end of the Property and place the main driveway at the north end of the Property in accordance with applicable state laws and/or regulations.

D. Developer requested an amendment to the PUD Development Plan to allow for such removal and relocation of the driveways on the Property and the City Council has approved such amendment.

E. Developer and City desire to amend the PUD Agreement for the purposes set forth in this Amendment.

NOW, THEREFORE, it is hereby agreed as follows:

1. The PUD Development Plan attached as Exhibit D to the PUD Agreement is hereby deleted in its entirety and replaced with the PUD Development Plan attached hereto as Exhibit B. All references to the PUD Development Plan in the PUD Agreement shall refer to the PUD Development Plan attached hereto as Exhibit B.

2. This Amendment shall be governed by the laws of the State of Michigan, both as to interpretation and performance.

3. The signers of this Amendment warrant and represent that they have the authority to sign this Amendment on behalf of their respective principals and the authority to bind each party to this Amendment according to its terms. Further, each of the parties represents that the execution of this Amendment has been duly authorized and is binding on such parties.

4. The parties acknowledge and agree that, except as expressly set forth in this Amendment, all of the terms, conditions and obligations contained in the PUD Agreement remain unchanged and are in full force and effect.

5. The recitals contained in this Amendment and all exhibits attached to this Amendment and referred to herein shall for all purposes be deemed to be incorporated in this Amendment by this reference and made a part of this Amendment.

*[Remainder of page intentionally left blank.
Signatures continued on next page.]*

IN WITNESS WHEREOF, the parties hereto have set their hands on the day and year set forth with the notarization of their signatures.

CITY OF JONESVILLE
a Michigan Municipal Corporation

By: Jeffrey M. Gray
Its: City Manager

AND

By: Cynthia D. Means
Its: City Clerk

STATE OF MICHIGAN)
) ss
COUNTY OF HILLSDALE)

On this ____ day of _____, 2024, before me personally appeared Jeffrey M. Gray, the City Manager, and Cynthia D. Means, the City Clerk, of the City of Jonesville, a Michigan municipal corporation, who each acknowledged that she/he signed this agreement on behalf of said company.

Notary Public
Hillsdale County, Michigan
Acting in Hillsdale County, Michigan
My Commission Expires: _____

KEY OPPORTUNITIES, INC.
a Michigan nonprofit corporation

By:

Its:

STATE OF MICHIGAN)
) ss
COUNTY OF _____)

On this ____ day of _____, 2024, before me personally appeared _____, the _____ of Key Opportunities, Inc., a Michigan nonprofit corporation, who acknowledged that he/she signed this agreement on behalf of said company.

Notary Public
_____ County, Michigan
Acting in _____ County, Michigan
My Commission Expires: _____

Exhibits:

- A – Property Legal Description
- B – PUD Development Plan

EXHIBIT A

PROPERTY LEGAL DESCRIPTION

Land situated in the City of Jonesville, County of Hillsdale, State of Michigan.

Commencing at the intersection of the Easterly line of the NYCRR right of way and the East line of Olds Street; thence South 32.4 feet to the point of beginning; thence North 89° 49' East 450.24 feet; thence South 0° 11' East 434.1 feet; thence North 89° 49' East 450 feet; thence South 0° 11' East to the South line of Section 4; thence West along said South line to the Easterly line of the Railroad right of way; thence Northwesterly along the Easterly line of said Railroad land and Olds Street to a point 450 feet South of the point of beginning; thence North 450 feet to the point of beginning.

EXCEPTING THEREFROM: Commencing 200 feet South of the previous point of beginning; thence South 250 feet; thence Southeasterly along the Easterly line of the Railroad right of way 10 feet; thence East to a point 227 feet from the Easterly line of Olds Street; thence North 134 feet; thence Northwesterly to a point 126 feet East of the point of beginning; thence West 126 feet to the point of beginning. **ALSO EXCEPTING:** Commencing 450 feet South and 10 feet Southeasterly along the Easterly line of the Railroad right of way from the previous point of beginning; thence East to a point 187 feet from the Easterly line of Olds Street; thence South 200 feet; thence West to the Railroad right of way; thence northwesterly to the point of beginning.

ALSO: A Parcel of land being part of the Southeast 1/4 of the Southwest 114 of Section 4, Town 6 South, Range 3 West, described as: Commencing at a point at the intersection of the Easterly line of the NYCC Railroad right of way and the East line of Olds Street (M-99) according to the recorded plat of Supervisor's Plat No. 2; thence South 0° 11' East 32.4 feet; thence South along the Easterly line of Olds Street 450 feet; thence Southeasterly along the Easterly line of said Railroad right of way and Olds Street 10 feet to the point of beginning; thence East a distance that would be 187 feet from the Easterly line of Olds Street; thence South 200 feet; thence West to the LS and MS Railroad right of way; thence Northwesterly along the Old LS and MS Railroad right of way to the point of beginning.

EXCEPTING: Commencing at a found concrete monument at the intersection of the Easterly line of the New York Central Railroad right of way line and the East line of Olds Street (old M-99), according to the Supervisor's Plat No. 2 of Jonesville as recorded in Liber 3 of Plats, Page 17, Hillsdale County Records, same being South 89° 46' 18" East 1360.37 feet and North 00° 02' 40" East 1037.97 feet from the Southwest corner of Section 4; thence South 00° 02' 40" West along the East line of Olds Street 492.40 feet to the point of beginning of this description; thence North 89° 57' 20" East 187.00 feet; thence South 05° 16' 36" West 193.36 feet; thence North 59° 45' 28" West 195.96 feet to the East line of Olds Street; thence North 00° 02' 40" East along said East line 93.69 feet to the point of beginning.

All of the above property more particularly described by Due North Survey Job #211-02a as follows:

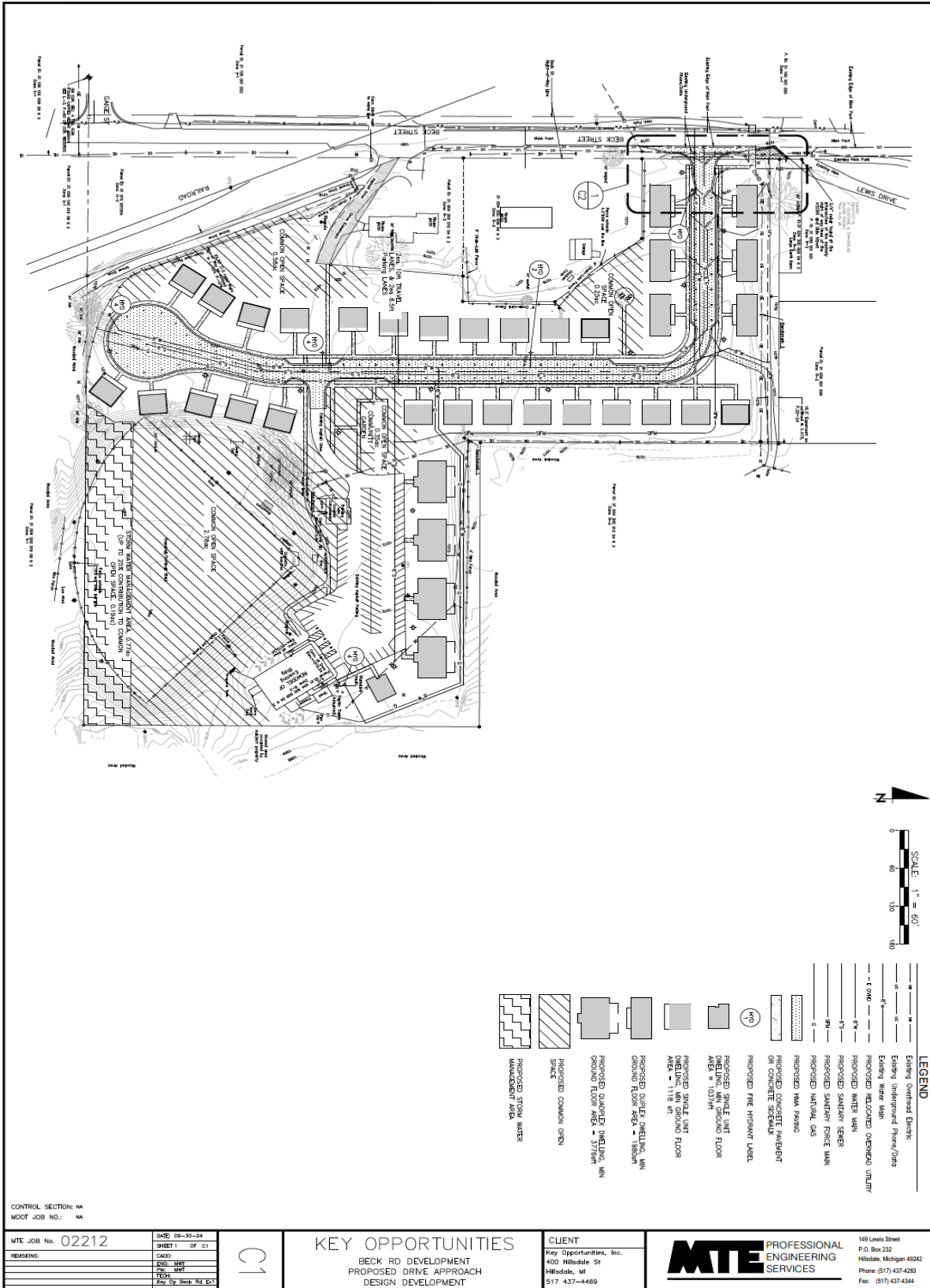
Land in the Southeast 1/4 of the Southwest 1/4, Section 4, Township 6 South, Range 3 West, Village of Jonesville, Hillsdale County, Michigan, described as follows:

Commencing at a found concrete monument at the intersection of the Easterly line of New York Central Railroad right of way line and East line of Olds Street (old M-99), according to the Supervisor's Plat No. 2 of Jonesville, as recorded in Liber 3 of Plats, Page 17, Hillsdale County Records, same being South 89° 46' 18" East 1360.37 feet and North 00° 02' 40" East 1037.97 feet from the Southwest corner of said Section 4; thence South 00° 02' 40" West along the East line of Olds Street 32.4 feet to the POINT OF BEGINNING of this description; thence North 89° 57' 20" East 450.24 feet; thence South 00° 02' 40" West 434.10 feet; thence North 89° 57' 20" East 450.00 feet; thence South 00° 02' 40" West 575.76 feet to the South line of said Section 4; thence North 89° 46' 18" West along said Section line 711.53 feet to the Easterly line of New York Central Railroad right of way line as on said Supervisors Plat No. 2 of Jonesville; thence North 22° 35' 41" West along said Easterly right of way Line 490.26 feet to the East line of said Olds Street; thence South 59° 45' 28" East 195.96 feet; thence North 05° 16' 36" East 193.36 feet; thence North 89° 57' 20" East 40 feet; thence North 00° 02' 40" East 134.00 feet; thence North 38°

42' 20" West 161.36 feet; thence South 89° 57' 20" West 126.00 feet to the East line of said Olds Street; thence North 00° 02' 40" East along said East line 200.00 feet to the POINT OF BEGINNING.

NOTE: ALL OF THE ABOVE DESCRIBED PROPERTY IS SUBJECT TO A DRIVE EASEMENT DESCRIBED AS FOLLOWS: Commencing at a found concrete monument at the intersection of the Easterly line of New York Central Railroad right of way line and the East line of Olds Street (old M-99), according to the Supervisor's Plat No. 2 of Jonesville, as recorded in Liber 3 of Plats, Page 17, Hillsdale County Records, same being South 89° 46' 18" East 1360.37 feet and North 00° 02' 40" East 1037,97 feet from the Southwest corner of said Section 4; thence South 00° 02' 40" West along the East line of Olds Street 586.09 feet to the POINT OF BEGINNING of this easement description; thence South 59° 45' 28" East 195.96 feet; thence South 05° 16' 36" West 21.96 feet; thence North 69° 08' 33" West 56.23 feet; thence North 54° 03' 18" West 128.94 feet to the Easterly line of New York Central Railroad right of way line as on said Supervisor's Plat No. 2 of Jonesville; thence North 22° 35' 41" West along said Easterly line 26.92 feet to the POINT OF BEGINNING.

EXHIBIT B
PUD DEVELOPMENT PLAN
ATTACHED



PERFORM ALL WORK COVERED BY THESE PLANS IN ACCORDANCE WITH THE MICHIGAN DEPARTMENT OF TRANSPORTATION 2020 STANDARD SPECIFICATIONS FOR CONSTRUCTION.

PHYSICAL ROAD NUMBER (PR#) & MILEPOST (MP) DATA ARE FROM MICHIGAN GEOGRAPHIC FRAMEWORK VERSION # .

MICHIGAN DEPARTMENT OF TRANSPORTATION

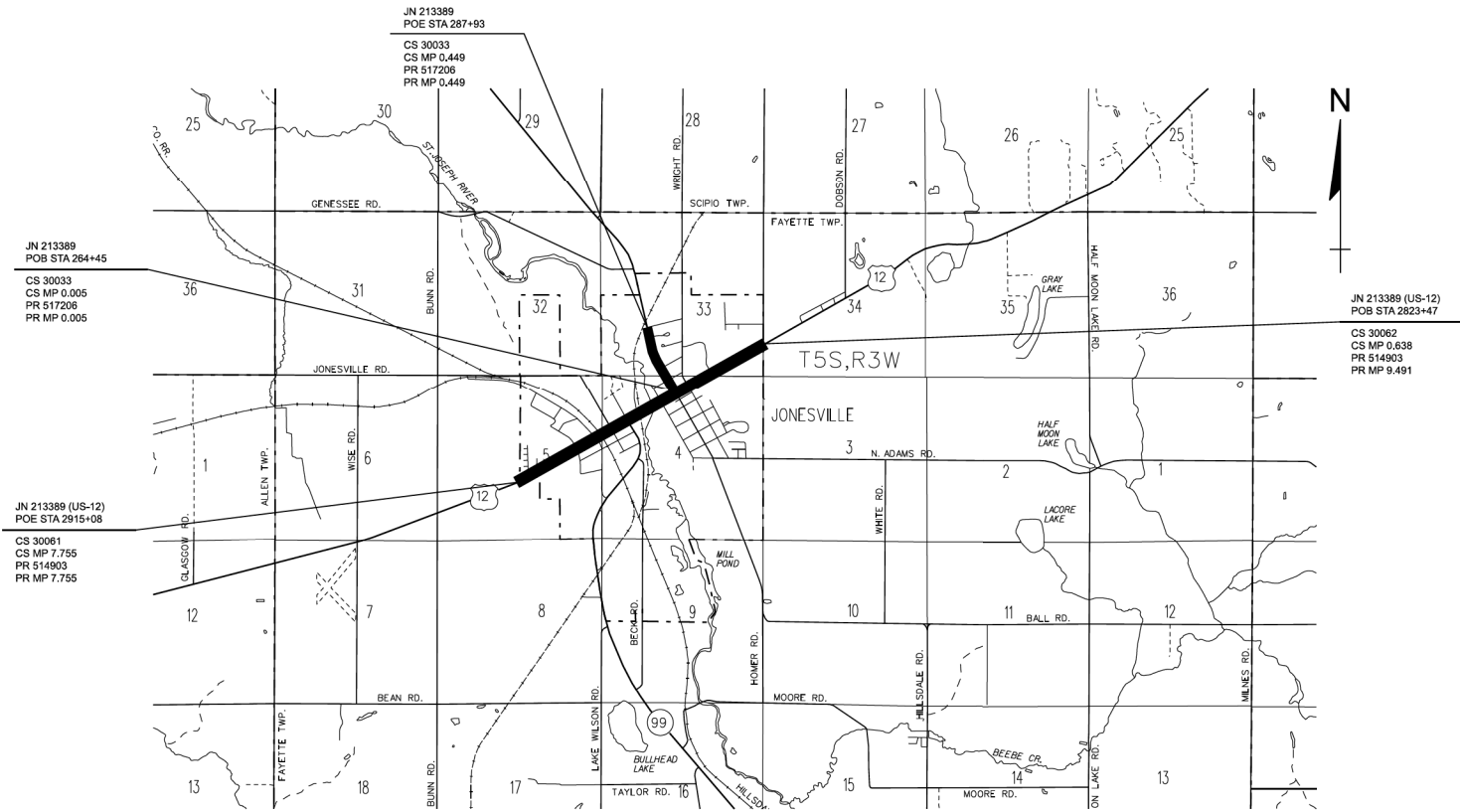
ROUTE: US-12 & M-99
 VILLAGE OF JONESVILLE
 FAYETTE TOWNSHIP
 HILLSDALE COUNTY



COUNTY KEY

TRAFFIC DATA					SPEED DATA		
ROAD	YEAR	ADT	DHV	COMM	DESIGN	POSTED	LIMITS
US-12	2020	8,644		10%	45	40	CONCORD RD TO OAK ST
US-12	2020	8,644		10%	35	30	OAK ST TO M-99 (EVANS ST)
US-12	2020	11,866		13%	35	30	M-99 (EVANS ST) TO M-99 (OLDS ST)
US-12	2020	4,975		13%	45	40	M-99 (OLDS ST) TO WEST OF PINE DR
M-99	2020	4,455		5%	40	35	US-12 TO GRANT ST

SECTION 1 CONTROL SEC 30033 (30061, 30062) JOB NO. 213389 FED AID PROJ YES



MICHIGAN DEPARTMENT OF TRANSPORTATION BRADLEY C. WIEFERICH, P.E. - DIRECTOR	
MILES:	
CONTRACT FOR:	
US-12 & M-99	DRAWING SHEET
FAYETTE TOWNSHIP	US12 SECT 1
HILLSDALE COUNTY	TITLE 001
	1

FINAL ROW PLAN REVISIONS				SUBMITTAL DATE:			
NO.	DATE	AUTH	DESCRIPTION	NO.	DATE	AUTH	DESCRIPTION

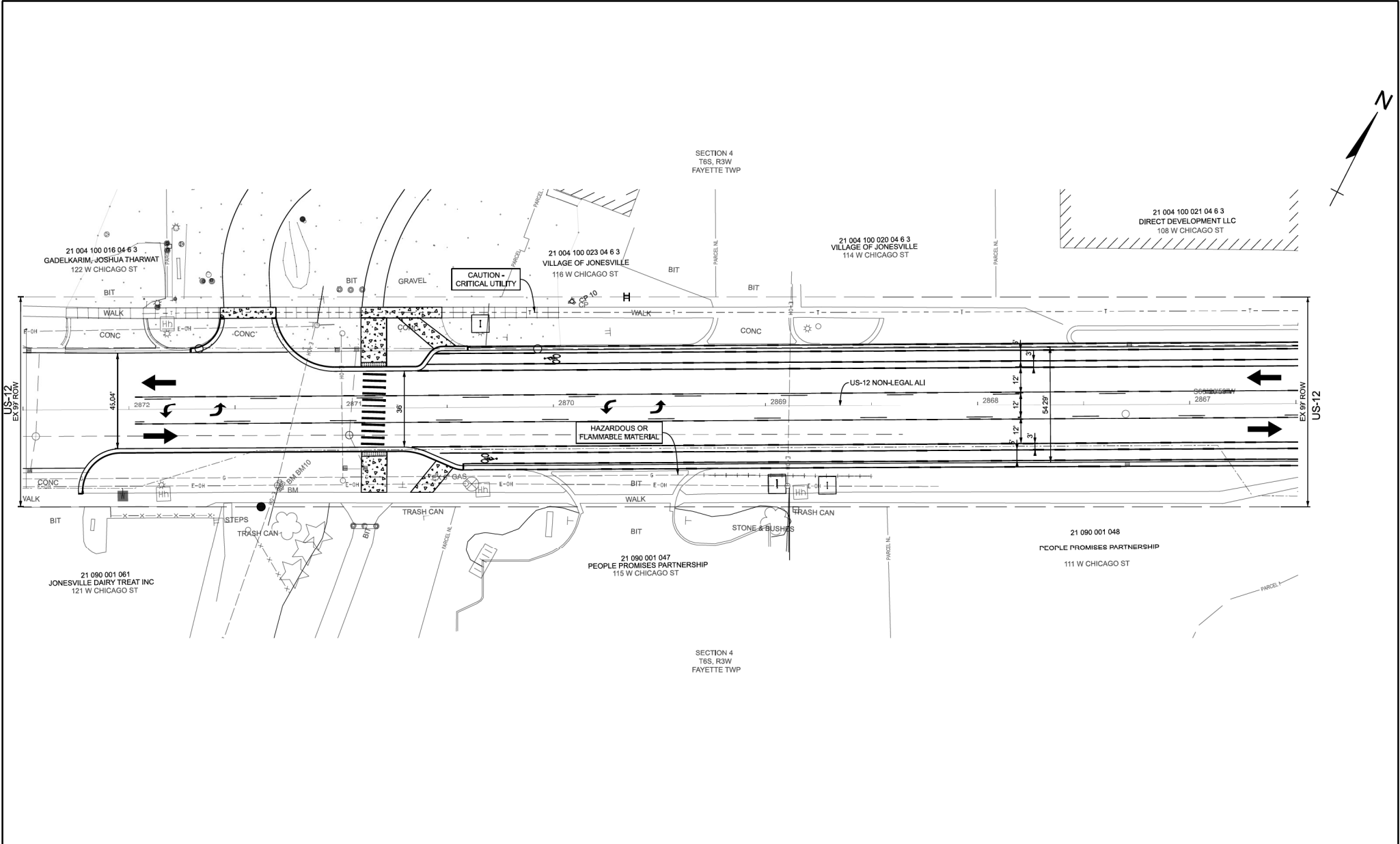


NO SCALE

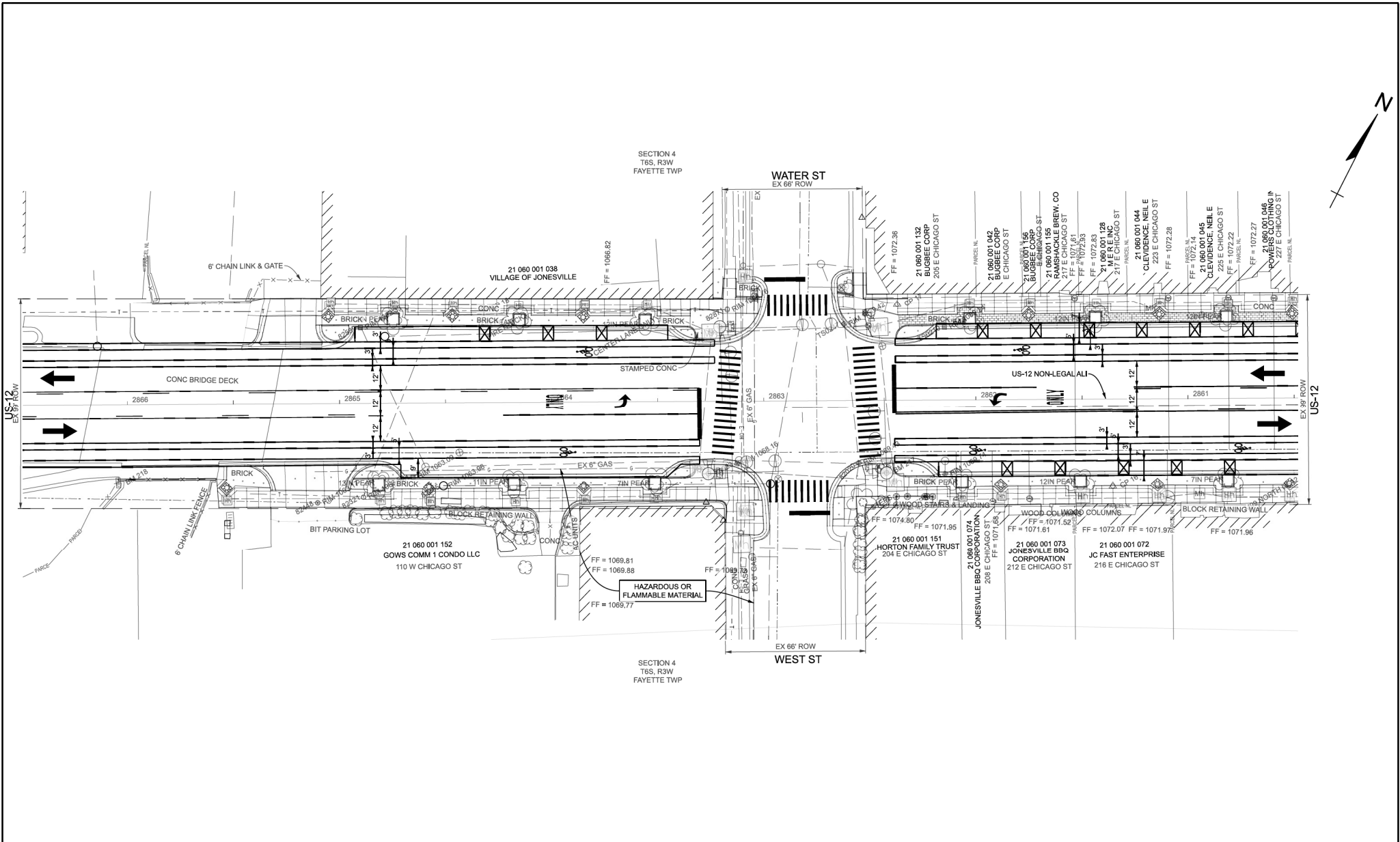
FILE: 213389_US12_TITLE_11x17.dgn

DATE: 10/21/2024
 DESIGN UNIT: L HUMMEL
 TSC: JACKSON

CS: 30033 (30061, 30062)
 JN: 213389



US-12 FROM WEST OF PINE DR TO CONCORD RD
US-12 STA 2872+50 TO 2886+50



SECTION 4
T6S, R3W
FAYETTE TWP

SECTION 4
T6S, R3W
FAYETTE TWP

FINAL ROW PLAN REVISIONS						SUBMITTAL DATE:	
NO.	DATE	AUTH	DESCRIPTION	NO.	DATE	AUTH	DESCRIPTION



FILE: 213389_US12_CON010.dgn

DATE: 10/22/2024
DESIGN UNIT: L HUMMEL
TSC: JACKSON

CS: 3006101
JN: 213389

CONSTRUCTION SHEET
US-12 FROM WEST OF PINE DR TO CONCORD RD
US-12 STA 2866+50 TO 2860+50

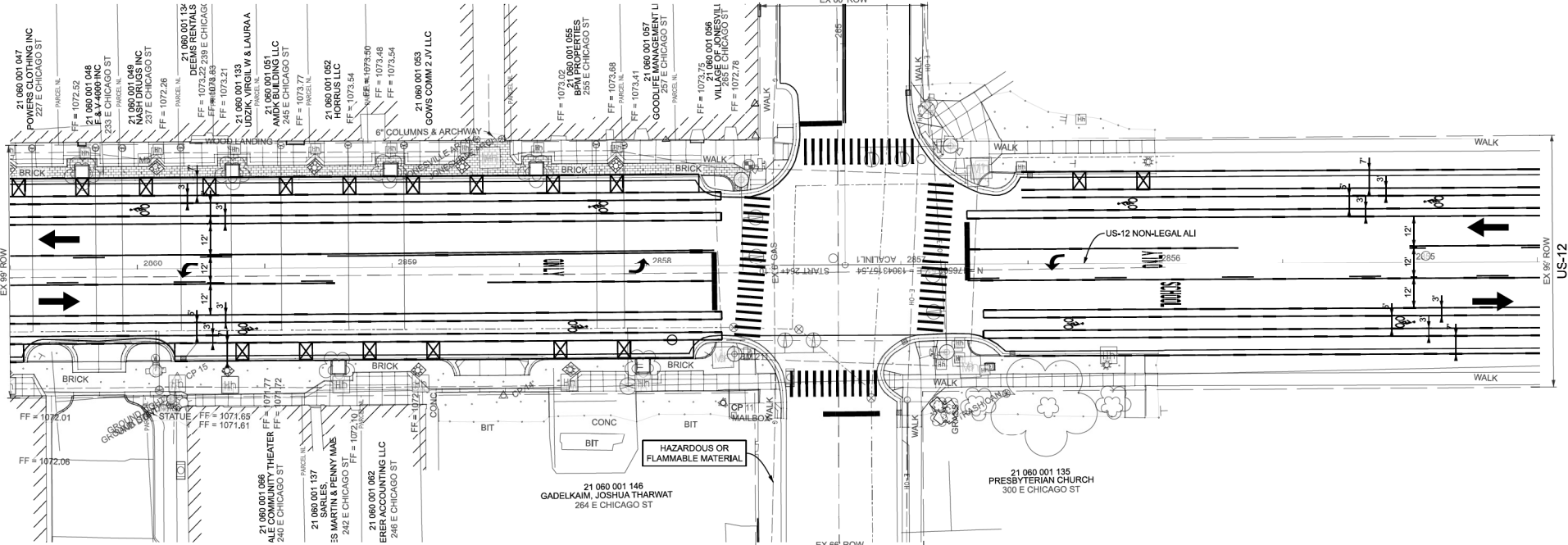
DRAWING SHEET
US12 CON 010
SECT 1 36



SECTION 4
T8S, R3W
FAYETTE TWP

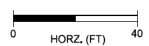
EVANS ST
EX 66' ROW

EX 66' ROW
MAUMEE ST



SECTION 4
T8S, R3W
FAYETTE TWP

FINAL ROW PLAN REVISIONS				SUBMITTAL DATE:			
NO.	DATE	AUTH	DESCRIPTION	NO.	DATE	AUTH	DESCRIPTION



FILE: 213389_US12_CON011.dgn

DATE: 10/22/2024
DESIGN UNIT: L. HUMMEL
TSC: JACKSON

CS: 3006101, 3006201
JN: 213389

CONSTRUCTION SHEET
US-12 FROM WEST OF PINE DR TO CONCORD RD
US-12 STA 2860+50 TO 2854+50

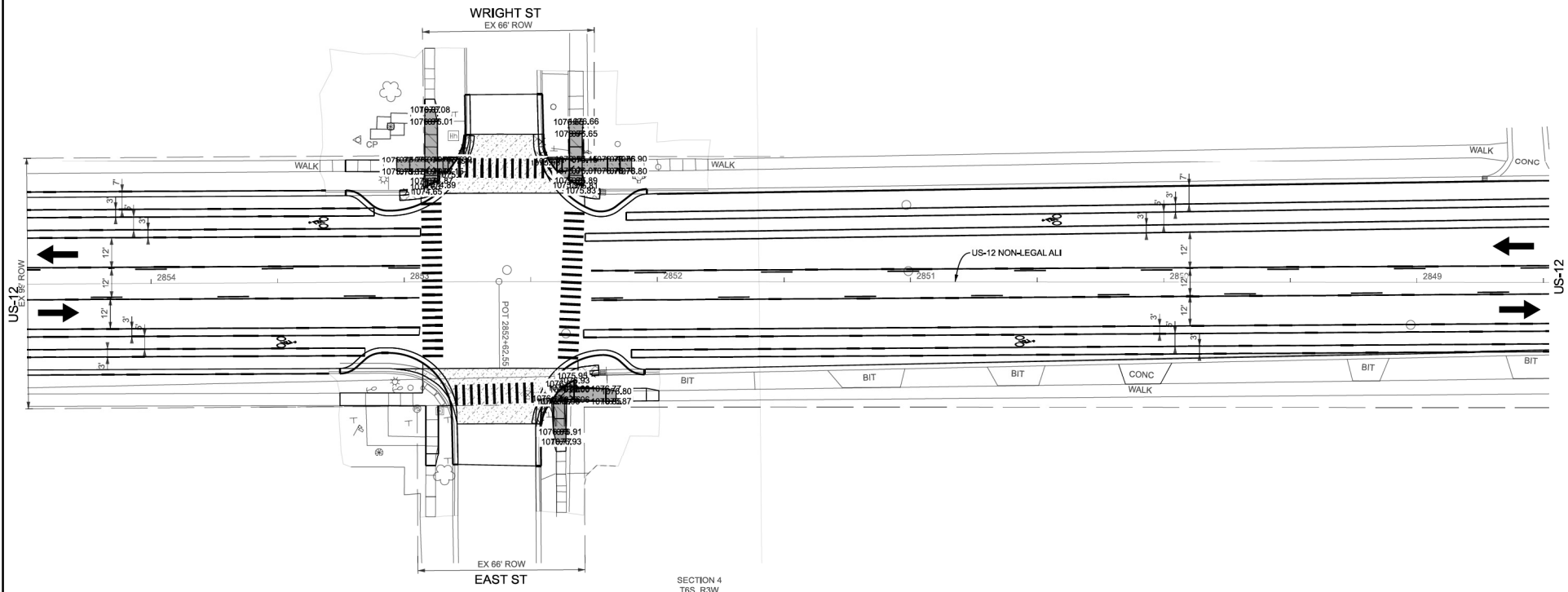
DRAWING SHEET
US12 CON 011
SECT 1 38



SECTION 4
T6S, R3W
FAYETTE TWP

WRIGHT ST
EX 66' ROW

EAST ST
EX 66' ROW

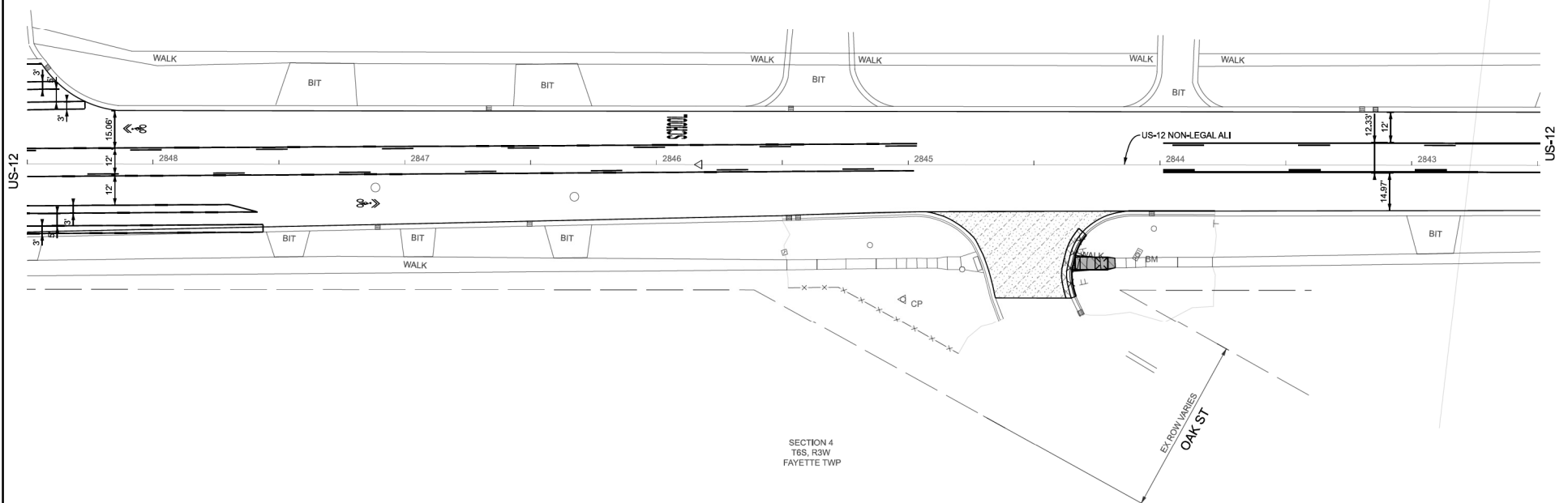


SECTION 4
T6S, R3W
FAYETTE TWP

FINAL ROW PLAN REVISIONS				SUBMITTAL DATE:										DATE: 10/22/2024		CS: 3006201		CONSTRUCTION SHEET		DRAWING SHEET	
NO.	DATE	AUTH	DESCRIPTION	NO.	DATE	AUTH	DESCRIPTION							DESIGN UNIT: L HUMMEL		JN: 213389		US-12 FROM WEST OF PINE DR TO CONCORD RD		US12 SECT 1	
												FILE: 213389_US12_CON012.dgn		TSC: JACKSON		US-12 STA 2854+50 TO 2848+50		CON 012		40	



SECTION 4
T6S, R3W
FAYETTE TWP



SECTION 4
T6S, R3W
FAYETTE TWP

FINAL ROW PLAN REVISIONS						SUBMITTAL DATE:				CONSTRUCTION SHEET		DRAWING SHEET	
NO.	DATE	AUTH	DESCRIPTION	NO.	DATE	AUTH	DESCRIPTION			US-12 FROM WEST OF PINE DR TO CONCORD RD		US12	SECT 1
										US-12 STA 2848+50 TO 2842+50		CON	42
								0					
								HORZ, (FT)		40			
								FILE: 213389_US12_CON013.dgn		DATE: 10/22/2024		CS: 3006201	
										DESIGN UNIT: L HUMMEL		JN: 213389	
										TSC: JACKSON			



FILE: 213389_US12_CON013.dgn

DATE: 10/22/2024
DESIGN UNIT: L HUMMEL
TSC: JACKSON

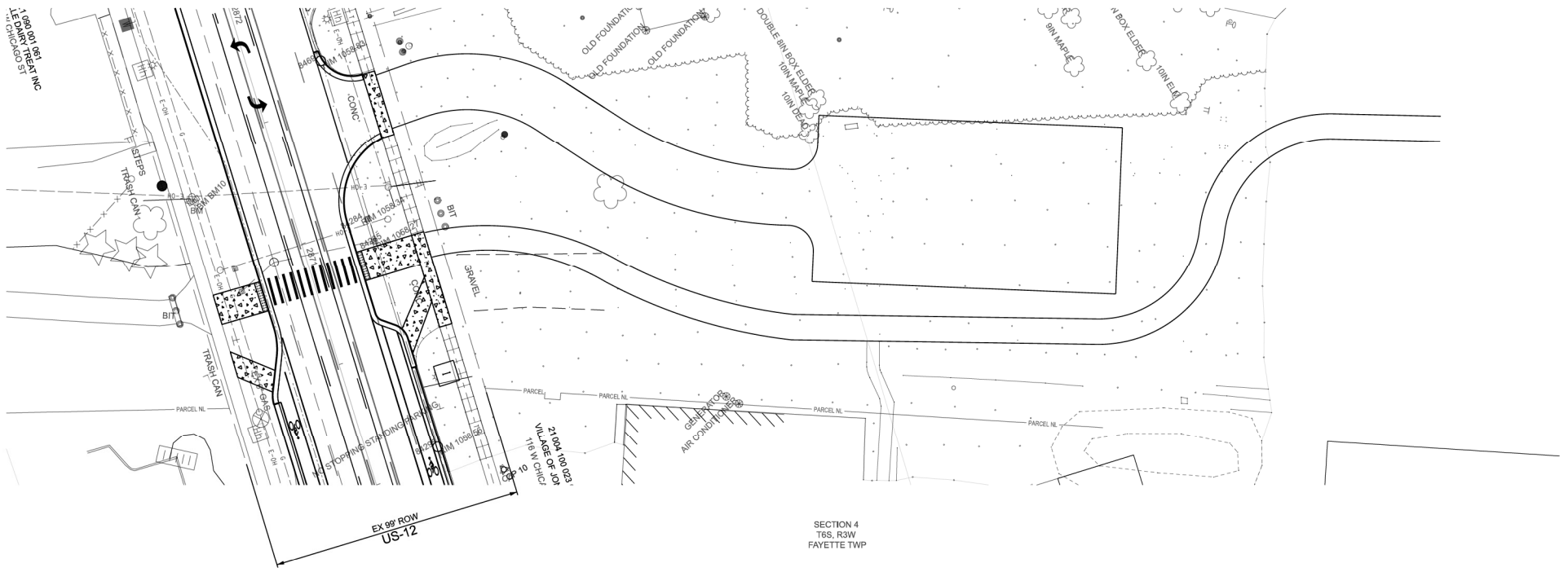
CS: 3006201
JN: 213389

CONSTRUCTION SHEET
US-12 FROM WEST OF PINE DR TO CONCORD RD
US-12 STA 2848+50 TO 2842+50

DRAWING SHEET
US12
CON
013
SECT 1
42



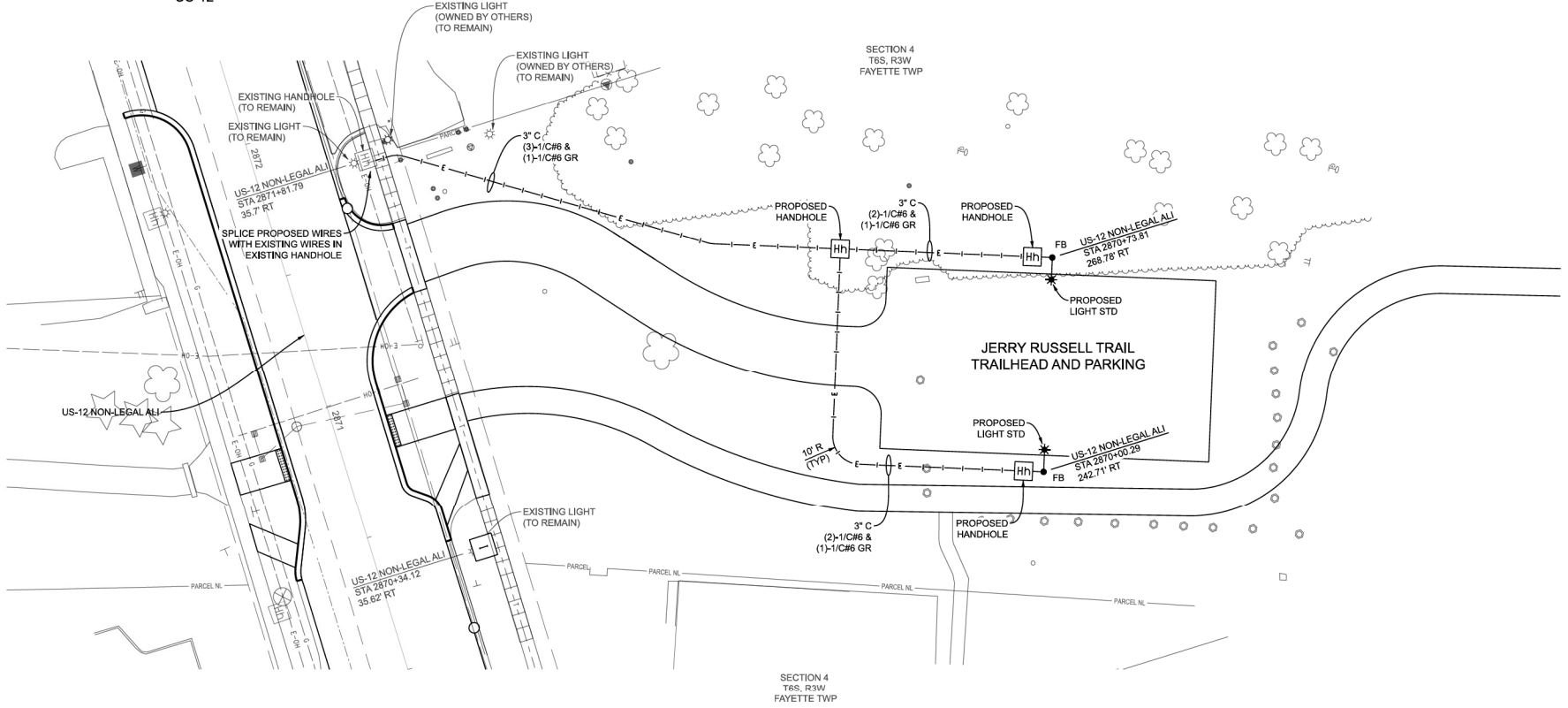
SECTION 4
T6S, R3W
FAYETTE TWP



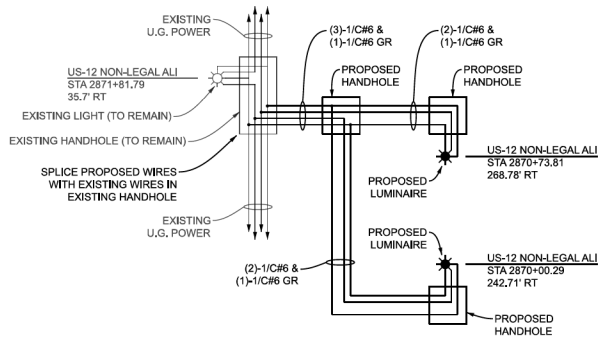
SECTION 4
T6S, R3W
FAYETTE TWP

FINAL ROW PLAN REVISIONS				SUBMITTAL DATE:				DATE: 10/22/2024		CS:		CONSTRUCTION SHEET		DRAWING SHEET	
NO.	DATE	AUTH	DESCRIPTION	NO.	DATE	AUTH	DESCRIPTION	DESIGN UNIT: L HUMMEL		JN: 213389		JERRY RUSSELL TRAIL		US12 CON 022	
								TSC: JACKSON				TRAILHEAD AND PARKING		SECT 1	
										FILE: 213389_US12_CON022.dgn				60	

US-12



SECTION 4
T&S, R3W
FAYETTE TWP



PROPOSED WIRING DIAGRAM

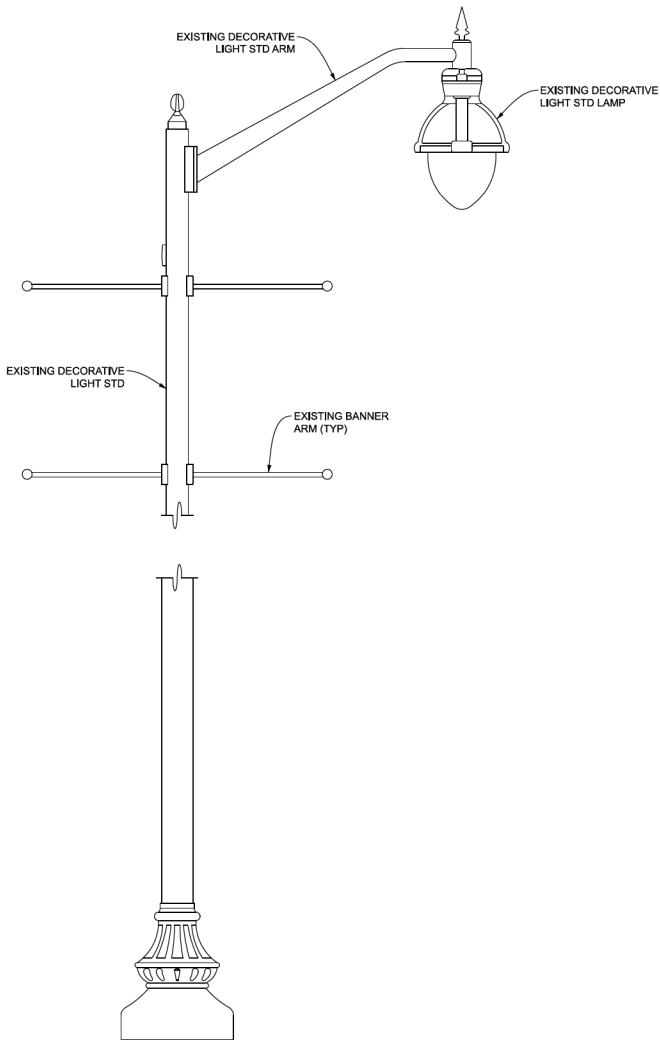
LIGHTING CONSTRUCTION QUANTITIES - THIS SHEET

3	Ea	Hh, Heavy Duty Cover
2	Ea	Light Std Fdn
2	Ea	Light Std Shaft, 31 foot to 40 foot
2	Ea	Light Std Arm, 8 foot
2	Ea	Luminaire
2	Ea	Light Std, Frangible Transformer Base
415	Ft	Conduit, DB, 1, 3 Inch
1000	Ft	DB Cable, in Conduit, 600V, 1/#6
415	Ft	Cable, Equipment Grounding Wire, 1/C#6

US-12

FINAL ROW PLAN REVISIONS		SUBMITTAL DATE:					DATE: 10/30/24	CS: 30033 (30061, 30062)	LIGHTING CONSTRUCTION SHEET		DRAWING SHEET
NO.	DATE	AUTH	DESCRIPTION				NO.	DATE	AUTH	DESCRIPTION	DESIGN UNIT: PITTMAN
								TSC: JACKSON		TRAILHEAD AND PARKING	US-12
											LTG
											001
											92

JERRY RUSSELL TRAIL



EXISTING DECORATIVE LIGHT DETAIL

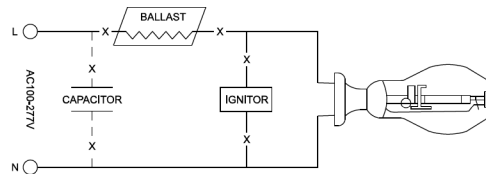


FIGURE 1

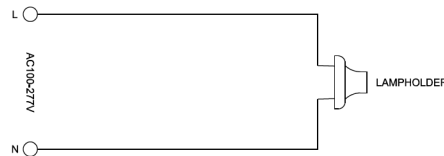


FIGURE 2

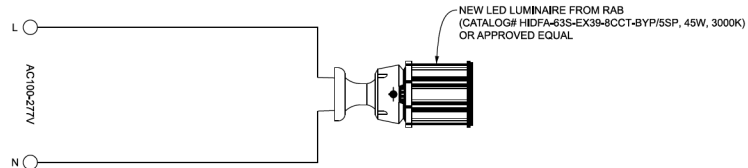


FIGURE 3

LAMP INSTALLATION

1. TURN OFF THE POWER BEFORE INSTALLATION. REMOVE OLD BALLAST OR DISCONNECT FROM EXISTING LAMPHOLDER. SHOWN AS FIGURE 1. REMOVE AND DISPOSE OF BALLAST IN CORRECT MANNER (NORTH AMERICA 100-277VAC)
2. RECONNECT DIRECTLY TO THE EXISTING LAMPHOLDER. SHOWN AS FIGURE 2. (NORTH AMERICA 100-277VAC)
3. SELECT POWER AND COLOR TEMPERATURE (CCT) OF NEW LED REPLACEMENT LAMP BEFORE INSTALLATION.
4. INSTALL NEW LED REPLACEMENT LAMP. SHOWN AS FIGURE 3. PLEASE MAKE SURE THE OLD FITTING IS CORRECTLY GROUNDED. ATTACH RETROFIT LABEL TO LUMINAIRE. (NORTH AMERICA 100-277VAC)

NOTE: SECURELY FASTEN THE GROUND WIRE TO THE MAIN BODY STRUCTURE. IF THE WIRE IS DAMAGED IN ANY WAY PLEASE REPLACE. (DO NOT USE EXISTING BURNT OUT WIRE.) IF NEEDED, THE REPLACEMENT GROUND WIRE MUST BE 1.0 MM IN SIZE AND INSULATED FROM HEAT.

BALLAST AND LUMINAIRE REPLACEMENT TABLE

STATIONING	LEFT OR RIGHT FROM C	LUMINAIRE & ARM ATTACHED TO
2853+04	LEFT	DEC. LIGHT STD
2853+08	RIGHT	DEC. LIGHT STD
2853+67	LEFT	DEC. LIGHT STD
2853+67	RIGHT	DEC. LIGHT STD
2854+26	RIGHT	DEC. LIGHT STD
2854+30	LEFT	DEC. LIGHT STD
2854+85	RIGHT	DEC. LIGHT STD
2854+93	LEFT	DEC. LIGHT STD
2855+44	RIGHT	DEC. LIGHT STD
2855+56	LEFT	DEC. LIGHT STD
2856+02	RIGHT	DEC. LIGHT STD
2856+19	LEFT	DEC. LIGHT STD
2856+80	RIGHT	STRAIN POLE
2856+82	LEFT	STRAIN POLE
2857+63	RIGHT	STRAIN POLE
2857+66	LEFT	STRAIN POLE
2858+12	RIGHT	DEC. LIGHT STD
2858+30	LEFT	DEC. LIGHT STD
2858+72	RIGHT	DEC. LIGHT STD
2858+90	LEFT	DEC. LIGHT STD
2859+30	RIGHT	DEC. LIGHT STD
2859+65	LEFT	DEC. LIGHT STD
2859+93	RIGHT	DEC. LIGHT STD
2860+51	RIGHT	DEC. LIGHT STD
2860+52	LEFT	DEC. LIGHT STD
2861+13	RIGHT	DEC. LIGHT STD
2861+15	LEFT	DEC. LIGHT STD
2861+75	RIGHT	DEC. LIGHT STD
2861+89	LEFT	DEC. LIGHT STD
2862+42	LEFT	STRAIN POLE
2862+49	RIGHT	STRAIN POLE
2863+21	RIGHT	STRAIN POLE
2863+26	LEFT	STRAIN POLE
2863+85	RIGHT	DEC. LIGHT STD
2863+85	LEFT	DEC. LIGHT STD
2864+46	RIGHT	DEC. LIGHT STD
2864+58	LEFT	DEC. LIGHT STD
2865+05	RIGHT	DEC. LIGHT STD
2865+53	LEFT	DEC. LIGHT STD
2868+80	RIGHT	DEC. LIGHT STD
2868+93	LEFT	DEC. LIGHT STD
2870+35	RIGHT	DEC. LIGHT STD
2870+35	LEFT	DEC. LIGHT STD
2871+82	RIGHT	DEC. LIGHT STD
2871+85	LEFT	DEC. LIGHT STD
2872+78	LEFT	DEC. LIGHT STD
2873+27	RIGHT	DEC. LIGHT STD
2874+36	LEFT	STRAIN POLE
2874+63	RIGHT	STRAIN POLE
2875+69	LEFT	STRAIN POLE
2875+69	RIGHT	STRAIN POLE

LIGHTING CONSTRUCTION QUANTITIES - THIS SHEET
51 Ea Luminaire, LED, Install



MEMORANDUM

TO: City Council

FROM: Gerald Arno, Mayor

DATE: November 14, 2024

SUBJECT: City Council Committee Appointments

Thank you for considering my recommendations for the following committee appointments:

CITY COUNCIL SUBCOMMITTEES

Budget Committee

The Budget Committee is a three-member subcommittee of the City Council. It meets 2-3 times in the last half of the fiscal year to plan the City budget. It meets as needed to address other fiscal items that come up. It has historically included the Mayor, Mayor Pro Tem, and one other Council member. Members serve until the next Council election.

Members

Gerry Arno, Mayor
Mayor Pro Tem
Chris Grider

Term

2-Years (ending Nov. 2026)
2-Years (ending Nov. 2026)
2-Years (ending Nov. 2026)

Personnel Committee

This is a three-member subcommittee of the City Council. It meets as needed to conduct and recommend the Manager's evaluation to the Council. It also meets to consider personnel and other policy matters. Members serve until the next Council election.

Members

Gerry Arno, Mayor
Mayor Pro Tem
Chris Grider

Term

2-Years (ending Nov. 2026)
2-Years (ending Nov. 2026)
2-Years (ending Nov. 2026)

CITY BOARDS AND COMMITTEES

Cemetery Committee

One Council member serves as a representative to this committee that provides recommendations and advice about the operation and maintenance of the Cemetery. The committee meets every other month. Terms are 3 years, per the committee bylaws.

Representative
Brenda Guyse

Term
3-Years (ending Nov. 2027)

Citizenship Committee

Three members of Council serve as representatives, with two at-large members, and a school representative. The committee meets once or twice each month from January through April as needed. Terms are staggered and last 3 years, per the committee bylaws.

Representatives
Brenda Guyse
Andy Penrose
Annette Sands

Term
3-Years (ending Nov. 2026)
3-Years (ending Nov. 2025)
3-Years (ending Nov. 2025)

Downtown Development Authority

Pursuant to state Statute (PA 57 of 2018), representative shall be the Mayor or his/her designee. The Board administers the development plan for the Downtown. The term of the appointment coincides with the Council term. The board meets every other month.

Representatives
Gerry Arno, Mayor

Term
2-Years (ending Nov. 2026)

Local Development Finance Authority

One member of Council serves as a representative, historically the Mayor. The Board administers the development plan for the Industrial areas. The term of the appointment coincides with the Council term. The board meets on the opposite month as the DDA.

Representatives
Gerry Arno, Mayor

Term
2-Years (ending Nov. 2026)

Planning Commission

One member of Council serves as a representative. The Commission reviews development plans, creates the Master Plan and Recreation Plan for the City, and implements those plans. The Planning Commission meets once each month, as needed. Terms are 3 years, per the commission bylaws.

Representative
Brenda Guyse

Term
3-Years (ending Nov. 2025)

Redevelopment RFP/City Facilities Recommending Committee

Two Council members serve as representatives to this board the developed the RFP for the former Klein Tool building and develops the plan and scope of future improvements to City Hall. The Committee meets as needed and terms run to the next Council election.

Representatives
Dean Adair
George Humphries

Term
2-Years (ending Nov. 2026)
2-Years (ending Nov. 2026)

Zoning Board of Appeals

One member of Council serves as a representative on the ZBA. The board meets to hear variances and appeals to Zoning Ordinance regulations. The ZBA meets once per month when needed to hear applications. Terms are 3 years.

Representative
George Humphries

Term
3-Years (ending Nov. 2027)

OUTSIDE BOARDS

Headwaters Recreational Authority

The City appoints two representatives, along with Fayette Township, City of Hillsdale, and Hillsdale Township to plan future trail and recreational connections. The Authority meets as needed. The term runs to the next Council election.

Representatives
Gerry Arno, Mayor
Dean Adair

Term
2-Years (ending Nov. 2026)
2-Years (ending Nov. 2026)

Region 2 Planning Commission

This is a regional planning board that includes representatives from municipalities in Hillsdale, Lenawee, and Jackson Counties. The full commission meets every other month. The term runs through the next Council election.

Representative
Andy Penrose

Term
2-Years (ending Nov. 2026)

Jonesville Police Department

116 West Chicago Street
Jonesville, Michigan 49250-1106

911 Service

Administration 517 849-2101

FAX 517 849-2520

November 13, 2024

To: Manager Jeff Gray
CC: Jonesville City Council
From: Michael Lance, Director of Public Safety

RE: 2025 Ford Police Interceptor Purchase Approval

Mr. Gray,

Per the 2024-2025 approved city budget, a new patrol vehicle is scheduled for purchase this fiscal year to replace the 2019 Ford Interceptor currently in use by patrol.

Current State of Michigan MIDeal pricing for the base 2025 AWD Ford Interceptor Utility vehicle is \$42,589.00. Stillwell Ford has provided a competitive quote of \$43,426 for this vehicle, 2% over the MIDeal cost. Required factory options needed for secondary vendor upfit of the police vehicle are included in the final bid of \$48,255.08.

I recommend the purchase of a 2025 AWD Ford Interceptor from Stillwell Ford, in Hillsdale, per the bid provided.

Should you have any questions or require any further information or clarification on the aforementioned, please let me know.

Respectfully,

Director Michael Lance



"Everything We Do Is Driven By You"

3780 W. Carleton Rd (M-99)
P.O. Box 288
Hillsdale MI 49242
Telephone: (517) 849-2121
Fax: (517) 849-9198
Stillwellford.com

**CITY OF JONESVILLE
JONESVILLE POLICE DEPARTMENT
JONESVILLE MI 49250**

QUOTE IS FOR ONE 2025 POLICE INTERCEPTOR UTILITY VEHICLE

**CLOTH FRONT/VINYL REAR SEATS
3.3 V-6 AWD
66A FRONT HEADLAMP LIGHTING SOLUTION
67H ROAD READY PACKAGE
DARK CAR FEATURE
63L REAR QUARTER GLASS LEDS
REMOTE KEYLESS ENTRY
KEYED ALIKE
HEATED MIRRORS
REVERSE SENSING
51R DRIVER SIDE SPOT LAMP
21L FRONT AUX LEDS**

**YOUR GOVERNMENTAL STILLWELL FORD PRICE INCLUDING TITLE
\$48255.08**

**THANK YOU FOR THE OPPORTUNITY, PLEASE DIRECT ANY QUESTIONS TO ROGER
KARR OR JEFF HESS AT 517-849-2121**



3780 W. Carleton Rd (M-99)
P.O. Box 288
Hillsdale MI 49242
Telephone: (517) 849-2121
Fax: (517) 849-9198
Stillwellford.com

**CITY OF JONESVILLE
JONESVILLE POLICE DEPARTMENT
JONESVILLE MI 49250**

QUOTE IS FOR ONE 2025 POLICE INTERCEPTOR UTILITY VEHICLE

**CLOTH FRONT/VINYL REAR SEATS
3.3 V-6 AWD**

**YOUR GOVERNMENTAL STILLWELL FORD PRICE INCLUDING TITLE
\$43426.08**

**THANK YOU FOR THE OPPORTUNITY, PLEASE DIRECT ANY QUESTIONS TO ROGER
KARR OR JEFF HESS AT 517-849-2121**

CITY OF JONESVILLE
COUNTY OF HILLSDALE
STATE OF MICHIGAN

RESOLUTION – RESCHEDULE DECEMBER BOARD OF REVIEW MEETING

At a Regular Meeting of the City Council of the City of Jonesville, County of Hillsdale, State of Michigan, held in City Hall in said City on the 20th day of November, 2024, at 6:30 p.m.

PRESENT:

ABSENT:

The following resolution was offered by Councilperson _____ and supported by Councilperson _____.

WHEREAS, Chapter 10 of the Jonesville City Charter provides the minimum meeting requirements of the Board of Review; and

WHEREAS, Section 10.10 of said Charter states that the City Council shall designate the sessions and place of said meetings.

NOW, THEREFORE BE IT HEREBY RESOLVED that the Board of Review shall convene in City Hall, located at 265 E. Chicago Street, Jonesville, Michigan, for the following session:

December Session: Friday, December 13th, commencing at 12:00 p.m., and continuing for as long as necessary, for the purpose of correcting clerical errors, and considering poverty exemption and other requests. The meeting previously scheduled for 1:00 p.m. on Friday, December 20th, is hereby cancelled.

AYES: Council Members:

NAYS: Council Members:

ABSENT: Council Members:

Cynthia D. Means, Clerk

I hereby certify that the foregoing constitutes a true and complete copy of a resolution adopted by the City Council of the City of Jonesville, County of Hillsdale, Michigan at a Regular Meeting held on the 20th day of November, 2024, and that public notice was given pursuant to Act No. 267, Public Acts of Michigan, 1976, as amended, including in the case of a special or rescheduled meeting notice by publication or posting at least eighteen (18) hours prior to the time set for the meeting.

Cynthia D. Means, Clerk

RESOLUTION 2024-18

CITY COUNCIL OF

**THE CITY OF JONESVILLE
(the “Public Entity”)**

**RESOLUTION AUTHORIZING PUBLIC ENTITY MEMBERSHIP
IN THE WEST MICHIGAN HEALTH INSURANCE POOL (“WMHIP”) FOR A MINIMUM
THREE-YEAR PERIOD**

PREMISES

A. The Western Michigan Health Insurance Pool (“WMHIP”) is a Public Employer Pooled Plan (“PEPP”) that provides pooled self-funded health insurance coverage, as authorized by the Public Employees Health Benefit Act, Act 106 of 2007.

B. WMHIP has received from the Michigan Department of Insurance and Financial Services (“DIFS”) a certificate of registration authorizing establishment of the PEPP.

C. The Council has had opportunity to consider the obligations of the Public Entity to WMHIP and PEPP plans, and services available to the Public Entity by WMHIP, and has carefully reviewed the WMHIP Amended Trust Agreement and Bylaws.

D. The Council desires to authorize membership of the Public Entity in the WMHIP for a minimum period of three years.

NOW, THEREFORE, the Jonesville City Council hereby resolves:

1. The Council approves the WMHIP Amended Trust Agreement and bylaws, and accepts WMHIP provision of Public Entity self-funded, pooled health insurance coverage under the PEPP plan.

2. The Superintendent, Manager, or CFO of the Public Entity or, with their approval, the person appointed by the Council as WMHIP Trustee or Alternate Trustee, is hereby authorized to

execute all documents necessary for the Public Entity to become a Member in the WMHIP PEPP plan.

3. The Council hereby confirms its appointment of the following persons as Trustee and Alternate Trustee to serve as Trustee when the initial Trustee is not available or in attendance to carry out the Trustee's duties:

Jeffrey M. Gray, City Manager

[Insert Trustee's Name]

Lenore M. Spahr, Finance Director

[Insert Alternate Trustee's Name]

As required by law, neither the Trustee nor the Alternate Trustee is an owner, officer, or employee of any third-party administrator or any other third party providing services to WMHIP. The Trustee and Alternate Trustee shall serve until replaced by action of the Council. Once appointments are made known to the WMHIP, the persons appointed shall remain in office until the WMHIP receives evidence of appointment of other persons. Evidence of proper appointment of the Trustee and Alternate Trustee shall be a certified copy of the resolution passed by the Council, indicating the names of the designated Trustee and/or Alternate Trustee. Failure of the Public Entity to designate a Trustee, or the failure of that Trustee/Alternate Trustee to participate on the Board of Trustees, shall not affect the responsibilities or duties of the Public Entity under the Amended Trust Agreement.

4. The Public Entity shall continue participation in the WMHIP for a minimum of three full years under its PEPP plan.

5. All resolutions and parts of resolutions insofar as they conflict with the provisions of this Resolution be and the same are hereby rescinded.

CERTIFICATE

I hereby certify that the foregoing is a true and complete copy of a resolution adopted by the City Council of the City of Jonesville Public Entity, Hillsdale County, State of Michigan, at a regular meeting held on November 20, 2024, and that this meeting was conducted and public notice of this meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act 267, Public Acts of Michigan, 1976, and that the minutes of this meeting were kept and will be or have been made available as required by this Act.


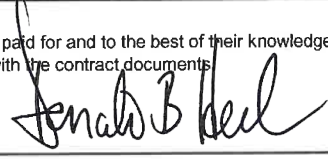
I further certify that the following Members were present at this meeting:

_____ and that the following Members were absent _____.

I further certify that the foregoing resolution was moved by Member _____ and seconded by Member _____.

I further certify that the following Members voted for adoption of the foregoing resolution: _____ and that the following Members voted against adoption of this resolution: _____.

Cynthia D. Means, Clerk

PARTIAL PAYMENT ESTIMATE				Contract: City of Jonesville West Street and Adrian Street Improvements	
Estimate Period: 10/8/2024 to 10/31/2024				Partial Pay Estimate No. 4	
City of Jonesville OWNER: 265 E. Chicago Street Jonesville, MI 49250				C & D Hughes, Inc. CONTRACTOR: 3097 Lansing Road Charlotte, MI 48813	
CONTRACT CHANGE ORDER SUMMARY				ESTIMATE	
No.	Date	Addition	Deduction		
1	9/5/2024	\$ 132,000.00		1. Original Contract	\$ 1,278,943.80
				2. Change Orders	\$ 128,000.00
				3. Revised Contract (1+2)	\$ 1,406,943.80
2	9/18/2024		\$ (4,000.00)	4. Work Completed	\$ 952,656.09
				5. Stored Materials	
				6. Subtotal (4+5)	\$ 952,656.09
				7. Previous Retainage	\$ 55,330.75
				8. Retainage This Period	\$ 8,616.44
				9. Total Retainage	\$ 63,947.19
Totals		\$ 132,000.00	\$ (4,000.00)	10. Previous Payments	\$ 497,976.70
Net Change			\$ 128,000.00	11. Amount Due (6-9-10)	\$ 390,732.20
CONTRACT TIME					
Original (Days):	141	On Schedule:	<input checked="" type="radio"/> YES	<input type="radio"/> NO	
Revised:	0	Starting Date:	August 12, 2024		
Remaining:	61	Completion Date:	December 31, 2024		
<u>C & D HUGHES, INC.</u> Contractor					
The undersigned Contractor certifies that to the best of their knowledge, information and belief the work covered by this payment estimate has been completed in accordance with the contract documents, that all amounts have been paid by the contractor for work for which previous payment estimate was issued and payments received from the owner, and that current payment shown herein is now due.					
By:					
Date:	11/8/24				
<u>WOLVERINE ENGINEERS AND SURVEYORS, INC.</u>					
The undersigned has observed the work to be paid for and to the best of their knowledge and belief, the quantities shown in this estimate represent the work performed in accordance with the contract documents					
By:					
Date:	November 8, 2024				
<u>CITY OF JONESVILLE</u> Owner					
By:	_____				
Date:	_____				

ITEM	EST. QTY.	UNIT	DESCRIPTION	UNIT PRICE	TOTAL	COMPLETED PREVIOUS TO DATE		COMPLETED THIS PERIOD		COMPLETED TO DATE		% COMPLETED
						QUANTITY	TOTAL	QUANTITY	TOTAL	QUANTITY	TOTAL	
Category 001 West Street												
1	1	LSUM	_ Audio-Visual Recording	\$3,000.00	\$3,000.00	1	\$ 3,000.00		\$0.00	1	\$3,000.00	100%
2	12	Ea	Tree, Rem, 19 inch to 36 inch	\$1,500.00	\$18,000.00	12	\$ 18,000.00		\$0.00	12	\$18,000.00	100%
3	2	Ea	Tree, Rem, 37 inch or Larger	\$3,000.00	\$6,000.00	2	\$ 6,000.00		\$0.00	2	\$6,000.00	100%
4	6	Ea	Tree, Rem, 6 inch to 18 inch	\$450.00	\$2,700.00	6	\$ 2,700.00		\$0.00	6	\$2,700.00	100%
5	240	Ft	Curb and Gutter, Rem	\$20.00	\$4,800.00	0	\$ -	240	\$4,800.00	240	\$4,800.00	100%
6	185	Syd	Pavt, Rem Driveways	\$30.00	\$5,550.00	14.29	\$ 428.70	185	\$5,550.00	199.29	\$5,978.70	108%
7	450	Syd	Sidewalk, Rem	\$15.00	\$6,750.00	55.33	\$ 829.95	302.23	\$4,533.45	357.56	\$5,363.40	79%
8	8	Ea	_ Exploratory Investigation, service leads	\$500.00	\$4,000.00	9	\$ 4,500.00		\$0.00	9	\$4,500.00	113%
9	650	Cyd	Embankment, CIP	\$35.00	\$22,750.00	0	\$ -	450	\$15,750.00	450	\$15,750.00	69%
10	23	Sta	Machine Grading	\$3,000.00	\$69,000.00	0	\$ -	23	\$69,000.00	23	\$69,000.00	100%
11	100	Cyd	Subgrade Undercutting, Type II	\$50.00	\$5,000.00	0	\$ -		\$0.00	0	\$0.00	0%
12	17	Ea	Erosion Control, Filter Bag	\$100.00	\$1,700.00	0	\$ -	13	\$1,300.00	13	\$1,300.00	76%
13	1	LSUM	Project Cleanup	\$1,500.00	\$1,500.00	0	\$ -		\$0.00	0	\$0.00	0%
14	4677	Syd	HMA Base Crushing and Shaping	\$3.00	\$14,031.00	0	\$ -	4,677	\$14,031.00	4,677	\$14,031.00	100%
15	50	Cyd	Maintenance Gravel, LM	\$1.00	\$50.00	30	\$ 30.00		\$0.00	30	\$30.00	60%
16	590	Ft	Sewer, CI IV, 12 inch, Tr Det B	\$90.00	\$53,100.00	528.5	\$ 47,565.00	104.5	\$9,405.00	633.0	\$56,970.00	107%
17	857	Ft	Sewer, CI IV, 15 inch, Tr Det B	\$95.00	\$81,415.00	624.5	\$ 59,327.50	317	\$30,115.00	941.5	\$89,442.50	110%
18	1315	Ft	Video Taping Sewer and Culv Pipe New Storm	\$1.50	\$1,972.50	0	\$ -		\$0.00	0	\$0.00	0%
19	14	Ea	Dr Structure Cover, Adj, Case 1	\$700.00	\$9,800.00	0	\$ -		\$0.00	0	\$0.00	0%
20	8	Ea	Dr Structure Cover, Adj, Case 1 Existing	\$700.00	\$5,600.00	0	\$ -		\$0.00	0	\$0.00	0%
21	1	Ea	Dr Structure Cover, Adj, Case 2	\$700.00	\$700.00	0	\$ -		\$0.00	0	\$0.00	0%

ITEM	EST. QTY.	UNIT	DESCRIPTION	UNIT PRICE	TOTAL	COMPLETED PREVIOUS TO DATE		COMPLETED THIS PERIOD		COMPLETED TO DATE		% COMPLETED
						QUANTITY	TOTAL	QUANTITY	TOTAL	QUANTITY	TOTAL	
22	2	Ea	Dr Structure Cover, Type B	\$800.00	\$1,600.00	0	\$ -		\$0.00	0	\$0.00	0%
23	13	Ea	Dr Structure Cover, Type K	\$900.00	\$11,700.00	0	\$ -	13	\$11,700.00	13	\$11,700.00	100%
24	5	Ea	Dr Structure Cover, Type Q Furnish New and Adjust Manhole Casting	\$700.00	\$3,500.00	0	\$ -		\$0.00	0	\$0.00	0%
25	15	Ea	Dr Structure, 48 inch dia	\$2,500.00	\$37,500.00	9	\$ 22,500.00	4	\$10,000.00	13	\$32,500.00	87%
26	1	Ea	Dr Structure, Tap, 12 inch	\$500.00	\$500.00	0	\$ -	1	\$500.00	1	\$500.00	100%
27	2	Ea	Dr Structure, Tap, 15 inch	\$500.00	\$1,000.00	1	\$ 500.00		\$0.00	1	\$500.00	50%
28	1500	Ft	_ Sanitary Sewer Cleaning and Televising, 6-18 inch	\$2.00	\$3,000.00	1501	\$ 3,002.00		\$0.00	1,501	\$3,002.00	100%
29	3	Ea	_ Rebuild Cone (3 ft Max.)	\$500.00	\$1,500.00	0	\$ -	2	\$1,000.00	2	\$1,000.00	67%
30	3400	Ft	Underdrain, Subbase, 4 inch	\$8.00	\$27,200.00	203	\$ 1,624.00	628	\$5,024.00	831	\$6,648.00	24%
31	643	Ton	HMA, 13A (Leveling Course)	\$95.00	\$61,085.00	0	\$ -		\$0.00	0	\$0.00	0%
32	386	Ton	HMA, 13A (Wearing Course)	\$96.00	\$37,056.00	0	\$ -		\$0.00	0	\$0.00	0%
33	845	Syd	Conc Pavt, Nonreinf, 6 inch (Drive Approaches)	\$47.70	\$40,306.50	0	\$ -		\$0.00	0	\$0.00	0%
34	403	Ft	Saw Cut, Intermediate	\$2.00	\$806.00	0	\$ -	240	\$480.00	240	\$480.00	60%
35	845	Syd	Driveway, Nonreinf Conc, 6 inch	\$47.70	\$40,306.50	0	\$ -	135.12	\$6,445.22	135	\$6,445.22	16%
36	95	Ft	Curb and Gutter, Conc, Det B2	\$32.00	\$3,040.00	0	\$ -	11	\$352.00	11	\$352.00	12%
37	3400	Ft	Curb and Gutter, Conc, Det F4	\$21.00	\$71,400.00	0	\$ -	3390.5	\$71,200.50	3,390.5	\$71,200.50	100%
38	40	Ft	Detectable Warning Surface	\$80.00	\$3,200.00	0	\$ -		\$0.00	0	\$0.00	0%
39	2850	Sft	Sidewalk, Conc, 4 inch	\$4.20	\$11,970.00	0	\$ -	1015.5	\$4,265.10	1,015.5	\$4,265.10	36%
40	1200	Sft	Sidewalk, Conc, 6 inch (Accross Drive Approach)	\$5.30	\$6,360.00	0	\$ -	543.9	\$2,882.67	543.9	\$2,882.67	45%
41	650	Sft	Curb Ramp, Conc, 6 inch	\$8.00	\$5,200.00	0	\$ -		\$0.00	0	\$0.00	0%
42	175	Ft	Pavt Mrkg, Ovly Cold Plastic, 6 inch, White (Crosswalks)	\$4.50	\$787.50	0	\$ -		\$0.00	0	\$0.00	0%
43	80	Ft	Pavt Mrkg, Ovly Cold Plastic, 12 inch, Cross Hatching, White	\$8.50	\$680.00	0	\$ -		\$0.00	0	\$0.00	0%
44	42	Ft	Pavt Mrkg, Ovly Cold Plastic, 24 inch, Stop Bar	\$16.50	\$693.00	0	\$ -		\$0.00	0	\$0.00	0%
45	10	Ea	Barricade, Type III, High Intensity, Double Sided, Lighted, Furn	\$120.00	\$1,200.00	0	\$ -	10	\$1,200.00	10	\$1,200.00	100%

ITEM	EST. QTY.	UNIT	DESCRIPTION	UNIT PRICE	TOTAL	COMPLETED PREVIOUS TO DATE		COMPLETED THIS PERIOD		COMPLETED TO DATE		% COMPLETED	
						QUANTITY	TOTAL	QUANTITY	TOTAL	QUANTITY	TOTAL		
46	10	Ea	Barricade, Type III, High Intensity, Double Sided, Lighted, Oper	\$6.00	\$60.00	0	\$ -	10	\$60.00	10	\$60.00	100%	
47	1	LSUM	Minor Traf Devices	\$8,000.00	\$8,000.00	1	\$ 8,000.00		\$0.00	1	\$8,000.00	100%	
48	50	Ea	Plastic Drum, Fluorescent, Furn	\$30.00	\$1,500.00	0	\$ -		\$0.00	0	\$0.00	0%	
49	50	Ea	Plastic Drum, Fluorescent, Oper	\$1.50	\$75.00	0	\$ -		\$0.00	0	\$0.00	0%	
50	1	LSUM	Traf Regulator Control	\$2,000.00	\$2,000.00	0	\$ -	1	\$2,000.00	1	\$2,000.00	100%	
51	15	Ea	_ Shrub Removal and Replacement	\$250.00	\$3,750.00	0	\$ -	7	\$1,750.00	7	\$1,750.00	47%	
52	6700	Syd	Slope Restoration, Non-Freeway, Type A	\$4.50	\$30,150.00	0	\$ -		\$0.00	0	\$0.00	0%	
53	3	Ea	Fire Hydrant	\$10,000.00	\$30,000.00	1	\$ 10,000.00	2	\$20,000.00	3	\$30,000.00	100%	
54	3	Ea	Gate Valve and Box, 6 inch	\$4,000.00	\$12,000.00	0	\$ -	3	\$12,000.00	3	\$12,000.00	100%	
55	2	Ea	Gate Valve and Box, 8 inch	\$5,000.00	\$10,000.00	0	\$ -		\$0.00	0	\$0.00	0%	
56	3	Ea	Hydrant, Rem & Salvage	\$700.00	\$2,100.00	0	\$ -	3	\$2,100.00	3	\$2,100.00	100%	
57	66	Ft	Water Main, DI, 6 inch, Tr Det G	\$150.00	\$9,900.00	29	\$ 4,350.00	7	\$1,050.00	36	\$5,400.00	55%	
58	65	Ft	Water Main, DI, 12 inch, Tr Det G (Lowering for proposed pipes)	\$300.00	\$19,500.00	0	\$ -	6	\$1,800.00	6	\$1,800.00	9%	
59	22	Ea	Water Serv, Long	\$3,200.00	\$70,400.00	14	\$ 44,800.00		\$0.00	14	\$44,800.00	64%	
60	6	Ea	Gate Box, Adj, Case 1	\$500.00	\$3,000.00	0	\$ -		\$0.00	0	\$0.00	0%	
61	1	Ea	_ Connect to Existing (8 to 12)	\$6,000.00	\$6,000.00	0	\$ -		\$0.00	0	\$0.00	0%	
104	14	Ea	Water Serv, Private	\$6,000.00	\$84,000.00	14	\$ 84,000.00		\$0.00	14	\$84,000.00	100%	
105	3	Ea	Live Tap, 12 in by 8 in	\$8,000.00	\$24,000.00	0	\$ -	2	\$16,000.00	2	\$16,000.00	67%	
106	35	Lft	8-inch Watermain	\$ 120.00	\$4,200.00	0	\$ -	50	\$6,000.00	50	\$6,000.00	143%	
107	15	Lft	4-inch Watermain	\$ 120.00	\$1,800.00	0	\$ -	12.5	\$1,500.00	12.5	\$1,500.00	83%	
108	1	Ea	Gate Valve and Box, 12 inch	\$ 5,500.00	\$5,500.00	0	\$ -	1	\$5,500.00	1	\$5,500.00	100%	
109	1	Ea	_Connect to Existing (4 to 8)	\$ 6,000.00	\$6,000.00	0	\$ -		\$0.00	0	\$0.00	0%	
Category 001 West Street - Total Amount of Bid						\$897,444.00		\$ 321,157.15		\$339,293.94		\$660,451.09	74%

West Street and Adrian Street Improvements						COMPLETED PREVIOUS TO DATE		COMPLETED THIS PERIOD		COMPLETED TO DATE		%	
ITEM	EST. QTY.	UNIT	DESCRIPTION	UNIT PRICE	TOTAL	QUANTITY	TOTAL	QUANTITY	TOTAL	QUANTITY	TOTAL	COMPLETED	
Category 002 Liberty Street													
62	1	LSUM	_ Audio-Visual Recording	\$500.00	\$500.00	1	\$ 500.00		\$0.00	1.0	\$500.00	100%	
63	365	Syd	Pavt, Rem	\$30.00	\$10,950.00	0	\$ -	365	\$10,950.00	365	\$10,950.00	100%	
64	20	Syd	Sidewalk, Rem	\$20.00	\$400.00	80	\$ 1,600.00	5.33	\$106.60	85.33	\$1,706.60	427%	
65	1	LSUM	Project Cleanup	\$2,000.00	\$2,000.00	0	\$ -		\$0.00	0	\$0.00	0%	
66	740	Syd	Cold Milling HMA Surface	\$2.50	\$1,850.00	0	\$ -		\$0.00	0	\$0.00	0%	
67	50	Ton	HMA, 13A (Leveling Course)	\$95.00	\$4,750.00	0	\$ -		\$0.00	0	\$0.00	0%	
68	81	Ton	HMA, 13A (Mill and Fill)	\$96.00	\$7,776.00	0	\$ -		\$0.00	0	\$0.00	0%	
69	30	Ton	HMA, 13A (Wearing Course)	\$96.00	\$2,880.00	0	\$ -		\$0.00	0	\$0.00	0%	
70	486	Ft	Saw Cut, Intermediate	\$2.00	\$972.00	0	\$ -		\$0.00	0	\$0.00	0%	
71	96	Syd	Driveway, Nonreinf Conc, 6 inch	\$47.70	\$4,579.20	0	\$ -		\$0.00	0	\$0.00	0%	
72	1	LSUM	Minor Traf Devices	\$4,000.00	\$4,000.00	1	\$ 4,000.00		\$0.00	1	\$4,000.00	100%	
73	1	LSUM	Traf Regulator Control	\$1,000.00	\$1,000.00	0	\$ -		\$0.00	0	\$0.00	0%	
74	1	Ea	Fire Hydrant	\$6,000.00	\$6,000.00	1	\$ 6,000.00		\$0.00	1	\$6,000.00	100%	
75	1	Ea	Gate Valve and Box, 6 inch	\$2,500.00	\$2,500.00	2	\$ 5,000.00	-1	-\$2,500.00	1	\$2,500.00	100%	
76	1	Ea	Gate Valve and Box, 8 inch	\$3,000.00	\$3,000.00	1	\$ 3,000.00		\$0.00	1	\$3,000.00	100%	
77	514	Ft	Water Main, DI, 8 inch, Tr Det G	\$120.00	\$61,680.00	497.5	\$ 59,700.00	22	\$2,640.00	519.5	\$62,340.00	101%	
78	4	Ea	Water Serv, Long	\$3,200.00	\$12,800.00	2	\$ 6,400.00	2	\$6,400.00	4	\$12,800.00	100%	
79	2	Ea	_ Connect to Existing (8 to 12)	\$6,000.00	\$12,000.00	1	\$ 6,000.00		\$0.00	1	\$6,000.00	50%	
104	3	Ea	Water Serv, Private	\$6,000.00	\$18,000.00	3	\$ 18,000.00		\$0.00	3	\$18,000.00	100%	
Category 002 Liberty Street - Total Amount of Bid						\$139,637.20		\$ 110,200.00		\$17,596.60		\$127,796.60	92%
Category 003 Franklin Street													
80	1	LSUM	_ Audio-Visual Recording	\$500.00	\$500.00	1	\$ 500.00		\$0.00	1	\$500.00	100%	
81	114	Syd	Pavt, Rem	\$30.00	\$3,420.00	29.53	\$ 885.90	84.47	\$2,534.10	114.00	\$3,420.00	100%	
82	18	Syd	Sidewalk, Rem	\$20.00	\$360.00	34.22	\$ 684.40		\$0.00	34.22	\$684.40	190%	
83	1	LSUM	Project Cleanup	\$2,000.00	\$2,000.00	0	\$ -		\$0.00	0	\$0.00	0%	
84	1090	Syd	Cold Milling HMA Surface	\$4.00	\$4,360.00	0	\$ -		\$0.00	0	\$0.00	0%	
85	135	Ton	HMA, 13A (Mill and Fill)	\$96.00	\$12,960.00	0	\$ -		\$0.00	0	\$0.00	0%	
86	50	Syd	Driveway, Nonreinf Conc, 6 inch	\$47.70	\$2,385.00	0	\$ -		\$0.00	0	\$0.00	0%	
87	1	LSUM	Minor Traf Devices	\$4,000.00	\$4,000.00	1	\$ 4,000.00		\$0.00	1	\$4,000.00	100%	
88	1	LSUM	Traf Regulator Control	\$1,000.00	\$1,000.00	0	\$ -		\$0.00	0	\$0.00	0%	
89	1	Ea	Fire Hydrant	\$6,000.00	\$6,000.00	2	\$ 12,000.00	-1	-\$6,000.00	1	\$6,000.00	100%	
90	1	Ea	Gate Valve and Box, 6 inch	\$2,500.00	\$2,500.00	2	\$ 5,000.00	-1	-\$2,500.00	1	\$2,500.00	100%	
91	1	Ea	Gate Valve and Box, 8 inch	\$3,000.00	\$3,000.00	1	\$ 3,000.00		\$0.00	1	\$3,000.00	100%	
92	505	Ft	Water Main, DI, 8 inch, Tr Det G	\$120.00	\$60,600.00	499	\$ 59,880.00	21.5	\$2,580.00	520.5	\$62,460.00	103%	
93	5	Ea	Water Serv, Long	\$3,200.00	\$16,000.00	0	\$ -	5	\$16,000.00	5	\$16,000.00	100%	
94	2	Ea	_ Connect to Existing (8 to 12)	\$6,000.00	\$12,000.00	1	\$ 6,000.00	1	\$6,000.00	2	\$12,000.00	100%	
104	5	Ea	Water Serv, Private	\$6,000.00	\$30,000.00	5	\$ 30,000.00		\$0.00	5	\$30,000.00	100%	
Category 003 Franklin Street - Total Amount of Bid						\$131,085.00		\$ 121,950.30		\$18,614.10		\$140,564.40	107%

ITEM	EST. QTY.	UNIT	DESCRIPTION	UNIT PRICE	TOTAL	COMPLETED PREVIOUS TO DATE		COMPLETED THIS PERIOD		COMPLETED TO DATE		% COMPLETED
						QUANTITY	TOTAL	QUANTITY	TOTAL	QUANTITY	TOTAL	
Category 004 Adrian Street												
95	1200	Syd	_ HMA Base Crushing and Shaping, Modified	\$3.00	\$3,600.00		\$ -	1200	\$3,600.00	1,200	\$3,600.00	100%
96	964	Ft	Underdrain, Subbase, 4 inch	\$10.00	\$9,640.00		\$ -		\$0.00	0	\$0.00	0%
97	165	Ton	HMA, 13A (Leveling Course)	\$95.00	\$15,675.00		\$ -		\$0.00	0	\$0.00	0%
98	99	Ton	HMA, 13A (Wearing Course)	\$96.00	\$9,504.00		\$ -		\$0.00	0	\$0.00	0%
99	118	Syd	Driveway, Nonreinf Conc, 6 inch	\$47.70	\$5,628.60		\$ -		\$0.00	0	\$0.00	0%
100	964	Ft	Curb and Gutter, Conc, Det F4	\$21.00	\$20,244.00		\$ -	964	\$20,244.00	964	\$20,244.00	100%
101	4150	Sft	Sidewalk, Conc, 4 inch	\$4.20	\$17,430.00		\$ -		\$0.00	0	\$0.00	0%
Category 004 Adrian Street - Total Amount of Bid						\$81,721.60		\$ -	\$23,844.00		\$23,844.00	29%
Category 005 West Street to M-12												
102	1864	Syd	Cold Milling HMA Surface	\$4.00	\$7,456.00		\$ -		\$0.00	0	\$0.00	0%
103	225	Ton	HMA, 13A (Mill and Fill)	\$96.00	\$21,600.00		\$ -		\$0.00	0	\$0.00	0%
Category 005 West Street to M-12 - Total Amount of Bid						\$29,056.00		\$ -	\$0.00		\$0.00	0%
Jonesville - West, Liberty, Franklin, and Adrian Street Improvements - Cost Summary												
Category 001 West Street						\$897,444.00		\$321,157.15	\$339,293.94		\$660,451.09	74%
Category 002 Liberty Street						\$139,637.20		\$110,200.00	\$17,596.60		\$127,796.60	92%
Category 003 Franklin Street						\$131,085.00		\$121,950.30	\$18,614.10		\$140,564.40	107%
Category 004 Adrian Street						\$81,721.60		\$0.00	\$23,844.00		\$23,844.00	29%
Category 005 West Street to M-12						\$29,056.00		\$0.00	\$0.00		\$0.00	0%
Total Amount of Bid-All Sections						\$1,278,943.80		\$553,307.45	\$399,348.64		\$952,656.09	74%



Contract Modification

Contract: 30000-202988, Hot mix asphalt reconstruction, concrete curb, gutter and ra

Cont. Mod. Number	Revision Number	Cont. Mod. Date	Electronic File Created	Net Change	Awarded Contract Amount
4		10/29/2024	Yes	\$23,030.00	\$646,073.42
Route		Managing Office		District	Entered By
		Wolverine Engineers & Surveyors, Inc.		06022	Caleb A Neff
Contract Location					
Maumee Street from US-12 to the south city limits of Jonesvi					

Short Description

Change Order to adjust Curb and M-Opening quantities

Description of Changes

- A. Original Contract Amount: \$646,073.42
- B. Current contract value (including this revision): \$747,244.57
- C. Net total change: +\$101,171.15
- D. Net percent change: +15.66%
- E. MDOT/Federal Oversight Project
- F. Revision Summary: this contract modification requires a tier III approval and has no impact on the original completion date.

Authorization is requested to increase and/or add the following items to as constructed quantities. There are no offsetting items at this time.

Increases / Decreases

Item Description	Item Code	Prop. Line	Proj. Line	Project	Catg.	Item Type	Quantity Change	Unit	Unit Price	Dollar Value
Curb and Gutter, Conc, Det F4	8020038	0085	0080	202988A	0001	Original	820.000	Ft	25.50000	\$20,910.00
Driveway Opening, Conc, Det M	8020050	0090	0085	202988A	0001	Original	80.000	Ft	26.50000	\$2,120.00

Total Dollar Value: \$23,030.00

Project / Category Summary

Project/Catg	Project/Category Description	Federal Number	Project Status	Finance System	Control Section	Dollar Value
202988A	Hot mix asphalt reconstruction, concrete curb, gutter and ra	22A0825	MDOT Oversight	STUL	30000	
0001	Road Work Federal 81.85%/City of Jonesville 18.15%					\$23,030.00



Contract Modification

Project / Category Summary

Project/Catg	Project/Category Description	Federal Number	Project Status	Finance System	Control Section	Dollar Value
202988A	Hot mix asphalt reconstruction, concrete curb, gutter and ra	22A0825	MDOT Oversight	STUL	30000	
0001	Road Work Federal 81.85%/City of Jonesville 18.15%					\$23,030.00
					Total:	\$23,030.00

Total Net Change Amount: \$23,030.00



Contract Modification

If authorized, the contractor agrees to do the work outlined above under the direction of the Engineer, and to accept as payment in full the basis of payment as indicated. Prime Contractor, you are authorized and instructed as the contractor to do the work described herein in accordance with the terms of your contract.	
Prime Contractor: Michigan Paving and Materials Company _____ Signature _____ Date	Recommended by Construction Engineer: Jason Fossitt - Jackson TSC _____ Signature _____ Date
Prepared by Project Engineer: Don Heck - Wolverine Engineers _____ Signature _____ Date	Authorized by Managing Office Manager: Kelby Wallace - Jackson TSC _____ Signature _____ Date
Prepared by Consultant Project Manager: _____ Signature _____ Date	Authorized by Region Construction Engineer: _____ Signature _____ Date
Recommended by Local Agency: _____ Signature _____ Date	Authorized by Bureau of Field Services: _____ Signature _____ Date
Authorized by Airport Sponsor: _____ Signature _____ Date	Authorized by Airports Division: _____ Signature _____ Date
FEDERAL PARTICIPATION - ACTION BY F.H.W.A.	
___ Approved ___ Not Eligible ___ See Letter Dated _____	_____ (Signature) _____ (Date)
FEDERAL PARTICIPATION - ACTION BY F.A.A.	
___ Approved ___ Not Eligible ___ See Letter Dated _____	_____ (Signature) _____ (Date)

CITY OF JONESVILLE
REVENUE AND EXPENDITURE REPORT
PERIOD ENDING 09/30/2024

DESCRIPTION	YTD BALANCE 9/30/2024 NORMAL (ABNORMAL)	2024-25 AMENDED BUDGET	% BDGT USED	COMMENTS
Fund 101 - GENERAL FUND				
TOTAL Revenues	1,119,645.35	3,127,607.50	35.80%	Property tax collection
Expenditures				
101-CITY COUNCIL	9,842.39	28,000.00	35.15%	MML training
172-CITY MANAGER	30,376.32	134,552.00	22.58%	
191-ELECTIONS	2,916.43	4,100.00	71.13%	August/November elections
215-CLERK	150.00	65,922.00	0.23%	
218-GENERAL OFFICE	57,624.43	262,601.50	21.94%	
247-BOARD OF REVIEW	80.74	1,045.00	7.73%	
253-TREASURER	800.75	3,000.00	26.69%	Tax bills/tax roll maint
257-ASSESSOR	5,670.00	23,860.40	23.76%	
258-DATA PROCESSING/COMPUTER DEI	3,596.77	31,125.00	11.56%	
265-CITY HALL	10,211.49	14,015.00	72.86%	Property/liability insurance
276-CEMETERY	17,062.03	87,865.00	19.42%	
285-FREEDOM MEMORIAL	319.16	900.00	35.46%	Property/liability insurance
301-POLICE DEPARTMENT	89,445.04	373,004.00	23.98%	
336-FIRE DEPARTMENT	27,145.79	206,438.00	13.15%	
410-PLANNING & ZONING COMMISSION	1,065.38	4,396.00	24.24%	
441-RADIO TOWER PROPERTY	145.13	0.00		To be reclassified
442-PARKING LOTS	2,850.64	14,090.00	20.23%	
443-SIDEWALKS	26.34	1,210,430.00	0.00%	
444-DEPT. OF PUBLIC WORKS	4,224.95	26,340.00	16.04%	DPW Admin time
448-STREET LIGHTING	10,053.26	33,000.00	30.46%	Electricity
526-SANITARY LAND FILL	448.70	8,325.00	5.39%	
751-RECREATION DEPARTMENT	3,478.35	43,416.00	8.01%	
770-PARKS	27,691.55	85,835.00	32.26%	Trash receptacles/playground border
780-RAIL/TRAIL	2,011.48	15,885.00	12.66%	
858-FRINGE BENEFITS	4,378.35	44,420.00	9.86%	DPW leave time
865-INSURANCE	10,348.00	14,500.00	71.37%	Work Comp/Prop Liab Insurance
897-OTHER ACTIVITIES	273,587.83	419,272.00	65.25%	Taxes to Local St
TOTAL Expenditures	595,551.30	3,156,336.90	18.87%	
NET OF REVENUES & EXPENDITURES	524,094.05	(28,729.40)	-1824.24%	

CITY OF JONESVILLE
REVENUE AND EXPENDITURE REPORT
PERIOD ENDING 09/30/2024

DESCRIPTION	YTD BALANCE 9/30/2024 NORMAL (ABNORMAL)	2024-25 AMENDED BUDGET	% BDGT USED	COMMENTS
Fund 202 - MAJOR STREETS FUND				
TOTAL Revenues	79,940.43	302,615.00	26.42%	
Expenditures				
465-ROUTINE MAINTENANCE	10,846.23	89,795.00	12.08%	Mowing/street sweeping/cut trees
474-TRAFFIC CONTROL	321.37	4,405.00	7.30%	Paint traffic lines
478-WINTER MAINTENANCE	0.00	22,915.00	0.00%	
900-ADMINISTRATION	0.00	58,924.00	0.00%	Admin wages
TOTAL Expenditures	11,167.60	176,039.00	6.34%	
NET OF REVENUES & EXPENDITURES	68,772.83	126,576.00	54.33%	
Fund 203 - LOCAL STREETS FUND				
TOTAL Revenues	319,959.44	1,564,645.00	20.45%	Tax revenue from Gen Fund
Expenditures				
451-STREET CONSTRUCTION	531,214.22	1,445,135.40	36.76%	West/Adrian St construction
465-ROUTINE MAINTENANCE	11,024.56	112,970.00	9.76%	Mowing/street sweeping/cut trees
474-TRAFFIC CONTROL	397.50	3,941.00	10.09%	Paint traffic lines
478-WINTER MAINTENANCE	0.00	18,335.00	0.00%	
900-ADMINISTRATION	11.19	167,684.00	0.01%	Admin wages/debt service
TOTAL Expenditures	542,647.47	1,748,065.40	31.04%	
NET OF REVENUES & EXPENDITURES	(222,688.03)	(183,420.40)	121.41%	
Fund 211 - STATE HIGHWAY FUND				
TOTAL Revenues	7,349.06	37,590.00	19.55%	
Expenditures				
465-ROUTINE MAINTENANCE	5,091.09	16,890.00	30.14%	Street sweeping/mow road edges
474-TRAFFIC CONTROL	506.23	550.00	92.04%	Paint curbs & traffic lines
478-WINTER MAINTENANCE	0.00	9,045.00	0.00%	
900-ADMINISTRATION	713.24	11,103.00	6.42%	Overhead to Gen Fund
TOTAL Expenditures	6,310.56	37,588.00	16.79%	
NET OF REVENUES & EXPENDITURES	1,038.50	2.00		

CITY OF JONESVILLE
REVENUE AND EXPENDITURE REPORT
PERIOD ENDING 09/30/2024

DESCRIPTION	YTD BALANCE 9/30/2024 NORMAL (ABNORMAL)	2024-25 AMENDED BUDGET	% BDGT USED	COMMENTS
Fund 247 - LOCAL DEVELOPMENT FINANCE AUTHORITY				
TOTAL Revenues	51,413.40	451,200.00	11.39%	
Expenditures				
729-DEVELOPMENT ACTIVITIES	7,339.79	368,925.00	1.99%	
TOTAL Expenditures	7,339.79	368,925.00	1.99%	
NET OF REVENUES & EXPENDITURES	44,073.61	82,275.00	53.57%	
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY				
TOTAL Revenues	1,546.52	1,386,000.00	0.11%	
Expenditures				
442-PARKING LOTS	219.72	15,290.00	1.44%	
443-SIDEWALKS	175.51	1,621.00	10.83%	
729-DEVELOPMENT ACTIVITIES	759.75	1,262,801.00	0.06%	Admin wages
733-DOWNTOWN/STREETSCAPE	1,808.16	42,710.00	4.23%	Prop & liab insur/electric/watering
895-PROMOTIONS	594.44	11,535.00	5.15%	
897-OTHER ACTIVITIES	0.00	0.00		Debt service
TOTAL Expenditures	3,557.58	1,333,957.00	0.27%	
NET OF REVENUES & EXPENDITURES	(2,011.06)	52,043.00	-3.86%	
Fund 301 - GENERAL DEBT SERVICE FUND				
TOTAL Revenues	0.00	82,000.00	0.00%	
Expenditures				
907-D.D.A. BOND	0.00	0.00		
908-LOCAL STREET BOND	0.00	82,000.00	0.00%	
TOTAL Expenditures	-	82,000.00	0.00%	
NET OF REVENUES & EXPENDITURES	0.00	0.00		

CITY OF JONESVILLE
REVENUE AND EXPENDITURE REPORT
PERIOD ENDING 09/30/2024

DESCRIPTION	YTD BALANCE 9/30/2024 NORMAL (ABNORMAL)	2024-25 AMENDED BUDGET	% BDGT USED	COMMENTS
Fund 590 - SEWER SYSTEM FUND				
TOTAL Revenues	243,016.42	899,000.00	27.03%	
Expenditures				
527-SEWAGE DISPOSAL	96,358.23	1,201,371.26	8.02%	
TOTAL Expenditures	96,358.23	1,201,371.26	8.02%	
NET OF REVENUES & EXPENDITURES	146,658.19	(302,371.26)	-48.50%	
Fund 591 - WATER SUPPLY SYSTEM FUND				
TOTAL Revenues	121,747.27	888,582.00	13.70%	
Expenditures				
536-IRON REMOVAL PLANT	51,369.01	504,862.38	10.17%	
537-WATER DISTRIBUTION SYSTEM	17,643.07	564,421.00	3.13%	New water services
TOTAL Expenditures	69,012.08	1,069,283.38	6.45%	
NET OF REVENUES & EXPENDITURES	52,735.19	(180,701.38)	-29.18%	
Fund 661 - MOTOR VEHICLE POOL FUND				
TOTAL Revenues	18,418.09	158,000.00	11.66%	
Expenditures				
270-DPW BUILDING AND GROUNDS	5,460.63	26,249.00	20.80%	
896-MOTOR VEHICLE POOL	14,382.68	292,995.00	4.91%	Truck 532 tank
TOTAL Expenditures	19,843.31	319,244.00	6.22%	
NET OF REVENUES & EXPENDITURES	(1,425.22)	(161,244.00)	0.88%	
Fund 703 - CURRENT TAX FUND				
TOTAL Revenues	507.67	0.00		Interest earnings
TOTAL Expenditures	0.00	0.00		
NET OF REVENUES & EXPENDITURES	507.67	0.00		
TOTAL REVENUES - ALL FUNDS	1,963,543.65	8,897,239.50	22.07%	
TOTAL EXPENDITURES - ALL FUNDS	1,351,787.92	9,492,809.94	14.24%	
NET OF REVENUES & EXPENDITURES	611,755.73	(595,570.44)	102.72%	

11/21/2024

<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
ACRISURE, LLC/DBA NORTHERN INCYBER-SECURITY INSURANCE RENEWAL		3,044.00
ADRIAN TECUMSEH FENCE CO	DOWNTOWN FENCE REPAIR	654.00
	IRON REMOVAL PLANT FENCE EXTENSION	2,023.00
		2,677.00
AMERICAN COPPER & BRASS, LLC	SUPPLIES/REPAIRS	257.06
APPLIED INNOVATION	CITY HALL COPIER MAINTENANCE	67.07
	CITY HALL COPIER MAINTENANCE	60.18
		127.25
ARNO, VICKY L.	11/05/24 ELECTION MILEAGE	1.34
AT&T	LOCAL/LONG DISTANCE	1,390.65
BAILEY, HODSHIRE & CO, PC	FISCAL YEAR 2024 AUDIT	4,150.00
BAKER, VICKI/B & B CLEANING,	JPD/JFD/CITY HALL CLEANING SERVICE	550.00
BALDWIN SHANNA	UB refund for account: 000143-02	3.05
BARRETT, JILL ANN	11/05/24 ELECTION MILEAGE	52.26
BRINER OIL CO., INC.	JPD/MVP - GASOLINE	506.21
	JFD - GASOLINE	95.56
	MVP - BULK TANK	343.03
	JPD/DPW/WWTP GASOLINE	445.53
	JFD - GASOLINE	160.84
		1,551.17
BRONNER'S CHRISTMAS WONDERLAND	DDA - REPLACEMENT HOLIDAY LIGHT BULBS	49.80
BS&A SOFTWARE	ASSESSING SOFTWARE ANNUAL SUPPORT FEE	922.00
BUTTERS EXCAVATING & LAWN CARC	CEMETERY MAINTENANCE/SEXTON SERVICES	5,151.67
CAPITAL ONE	WALMART - SUPPLIES/FALL DISPLAY	490.84
CLEAR VIEW B.R. LLC	JPD/CITY HALL - OUTSIDE WINDOW CLEANING	40.00
CONSUMERS ENERGY	DDA - UNMETERED PARKING LOT LIGHT ELECCTRICITY	36.40
	CITY-WIDE STREET LIGHT LECTRICITY	1,285.64
	DOWNTOWN/STREETSCAPE LIGHT ELECTRICITY	440.41
	CITY-WIDE LED LIGHT ELECTRICITY	1,892.16
	CEMETERY ELECTRICITY	47.26
	500 IND PKWY SPRINKLER METER ELECTRICITY	31.42
	598 IND PKWY SPRINKLER METER ELECTRICITY	29.19
	100 DEAL PKWY SPRINKLER METER ELECTRICITY	33.50
	WATER TOWER ELECTRICITY	104.27
	WWTP ELECTRICITY	4,168.44
	WRIGHT ST PARK ELECTRICITY	34.82
	DPW BUILDING ELECTRICITY	103.83
	CITY HALL ELECTRICITY	185.43
	RADIO TOWER ELECTRICITY	36.92
	JFD ELECTRICITY	179.81
	JPD ELECTRICITY	177.87
	CITY HALL SECOND FLOOR ELECTRICITY	29.36
	FAST PARK ELECTRICITY	44.91
	DDA - UNMETERED PARKING LOT LIGHT ELECTRICITY	37.94
	FREEDOM MEMORIAL ELECTRICITY	46.60
	CEMETERY ELECTRICITY	37.71
	JFD - EMERGENCY SIREN ELECTRICITY	42.30
	IRON REMOVAL PLANT ELECTRICITY	1,158.35
		10,184.54
CURRENT OFFICE SOLUTIONS	JPD COPIER MAINTENANCE	20.35
DAGLOW ELAINE	UB refund for account: 000201-09	1.96
DEPENDABLE FIRE APPARATUS,	LIJFD - TRUCK 539, 535, 569 PUMP TESTS	765.00
	JFD - TRUCK 535 POWER STEERING REPAIR	1,475.70
		2,240.70
DINGES FIRE COMPANY	JFD - TURNOUT GEAR	8,235.80
	JFD - SUPPLIES	320.35
		8,556.15
EDP OF HILLSDALE COUNTY	ANNUAL DINNER	35.00
	ANNUAL DINNER	140.00
		175.00
FIRST NATIONAL BANK OMAHA	SUPPLIES/CONFERENCES/MEMBERSHIPS/ETC	3,353.91
	ZOOM MEMBERSHIP/SUPPLIES/MEETINGS	764.75
	DDA - FALL DISPLAY	331.97

<u>Vendor</u>	<u>Description</u>		<u>Amount</u>
		4,450.63	
FLEIS & VANDENBRINK ENG, INC.	WWTP - IPP DEVELOPMENT		1,100.00
GREENMARK EQUIPMENT	MVP - EQUIPMENT REPAIRS		26.84
HAVENS, MARY JANE	11/05/24 ELECTION MILEAGE		1.34
HENRY FORD ALLEGIANCE	PRE-EMPLOYMENT/CDL PHYSICALS		600.00
HYDROCORP, INC	WATER CROSS CONNECTION PROGRAM		568.00
			568.00
		1,136.00	
JONESVILLE HARDWARE	SUPPLIES/REPAIRS		538.74
	SUPPLIES/REPAIRS		492.02
		1,030.76	
JONESVILLE LUMBER	WATER - REPAIRS		62.98
KEN STILLWELL FORD-MERCURY,	IJPD - 19 FORD OIL CHANGE		54.33
	JPD - 21 FORD OIL CHANGE		54.33
		108.66	
KITTLE ZACH	UB refund for account: 001112-05		2.24
LADD SEDRIC	UB refund for account: 001079-13		19.17
LEXIPOL LLC	JPD - ONLINE TRAINING		665.00
LOVINGER & THOMPSON, P.C.	LEGAL FEES		74.00
LRS, LLC	CITY HALL/DPW/WWTP TRASH SERVICE		77.05
	JPD/JFD - TRASH/CITY RECYCLING		139.95
		217.00	
MERIT LABORATORIES	WWTP - TESTING		402.00
MICHIGAN GAS UTILITIES	IRON REMOVAL PLANT GAS SERVICE		117.59
	JFD GAS SERVICE		42.76
	GAS LIGHT SERVICE		57.12
	CITY HALL GAS/HEAT SERVICE		42.76
	DPW BUILDING GAS SERVICE		37.72
	JPD GAS/HEAT SERVICE		38.58
	WWTP GAS SERVICE		564.88
		901.41	
MICHIGAN LAWN & LANDSCAPE	MOWING/LEAF SERVICES		3,007.90
MICHIGAN MUNICIPAL LEAGUE	CDL CONSORTIUM		540.00
MICHIGAN PIPE & VALVE	WATER REPAIR SUPPLIES		1,615.59
	WATER REPAIR PARTS RETURNED		(3,116.79)
	WATER REPAIR SUPPLIES		559.53
	WATER REPAIR SUPPLIES		639.59
		(302.08)	
MML WORKERS COMPENSATION FUNLWORK COMP QUARTERLY BILLING			1,877.00
MUNICIPAL SUPPLY CO.	WATER METER SUPPLIES		1,607.20
NSI LAB SOLUTIONS	WATER - TESTING		184.37
	WATER - SUPPLIES		397.16
		581.53	
PAGE, BRITTANY	11/05/24 ELECTION MILEAGE		9.25
PERFORMANCE AUTOMOTIVE	MVP - LEAF VAC BATTERY		196.99
PETTY CASH	PETTY CASH REIMBURSEMENT		150.94
POSTMASTER	POSTAGE - WATER/SEWER BILLS		365.84
POWERS CLOTHING, INC.	JPD - SHIPPING/UNIFORM ALTERATIONS		78.50
PRIORITY ONE EMERGENCY, INC	JPD - UNIFORMS		210.19
ROSE, SARAH	JPD - ACADEMY MILEAGE		328.30
	JPD - ACADEMY MILEAGE		328.30
	JPD - ACADEMY MILEAGE		328.30
	JPD - ACADEMY MILEAGE		328.30
		1,313.20	
SCHARP, JO ANN	11/05/24 ELECTION MILEAGE		21.57
SHAW TAMARA	UB refund for account: 000493-06		34.16
SPECTRUM PRINTERS, INC	ELECTION SUPPLIES		203.61
STATE OF MICHIGAN	WATER SUPPLY ANNUAL FEE		1,293.38
STOCKHOUSE CORPORATION	JPD - IMPOUND VEHICLE REPORTS		100.00
STRAIT, ROGER	FAST PARK - CHRISTMAS TREE		550.00
THOMPSON, GORDON	STRAW FOR FALL DISPLAY		260.00
UNIFIRST CORPORATION	WWTP - UNIFORM RENTAL		31.98
	WWTP - UNIFORM RENTAL		89.43

11/21/2024

<u>Vendor</u>	<u>Description</u>	<u>Amount</u>
	MVP - SHOP TOWELS	17.25
	WWTP - UNIFORM RENTAL	44.11
	CITY HALL/JPD - FLOOR MATS	35.25
	WWTP - UNIFORM RENTAL	44.11
	MVP - SHOP TOWELS	17.25
	WWTP - UNIFORM RENTAL	44.11
	WWTP UNIFORM RENTAL	(125.74)
		197.75
USA BLUEBOOK	WWTP - SUPPLIES	29.25
	WWTP - SUPPLIES/SMALL TOOLS	113.02
	WATER - PUMP REPAIR SUPPLIES	101.17
	WATER - PUMP REPAIR SUPPLIES	85.44
	WWTP - SUPPLIES	58.55
	WATER - LAB SUPPLIES	62.20
	WATER - PUMP REPAIR SUPPLIES	341.76
	WATER - LAB SUPPLIES	31.60
	WATER - LAB SUPPLIES	247.45
	IRON REMOVAL PLANT - PUMP REPAIR PARTS	598.53
	WWTP - OPERATING SUPPLIES	2,361.97
	WATER - PUMP REPAIRS	102.50
		4,133.44
USALCO LLC	WWTP - SUPPLIES	5,673.57
VC3, INC.	EXCHANGE ONLINE - NOV 2024	100.00
	CLOUD PROTECTION - NOV 2024	52.00
		152.00
VERIZON WIRELESS	JPD/WWTP/DPW-CELL PHONES/RADIO TOWER/JPD/JFD-MODEM:	440.08
WICKHAM'S TREE SERVICE, LLC	MAJOR ST/LOCAL ST TREE AND STUMP REMOVAL	4,125.00
WITMER PUBLIC SAFETY GROUP, IJFD	- UNIFORMS	154.62
WOLVERINE ENG & SURVEYORS INC	WEST ST CONSTRUCTION OBSERVATION	9,627.50
YOURMEMBERSHIP.COM, INC	AD - DEPUTY CLERK POSITION	150.00
	Total:	89,187.96

Jonesville Police Department

116 West Chicago Road
Jonesville, Michigan. 49250

911 Police Service Administration (517) 849-2101

FAX (517) 849-2520

ACTIVITY SUMMARY FOR OCTOBER 2024

Total reports written: 55
Embezzlement: 0
Break and Enter: 0
Larceny from Building: 0
Theft from Motor Vehicle: 0
Stolen Motor Vehicle: 0
Fraud: 1
Credit Card Fraud: 0
Damage to Property: 0
Larceny- Other: 1
Non-Violent Domestic: 1
Fire Investigation: 1
Traffic Policing: 11
Obstructing Justice: 1
Public Roadway Accidents: 5
Private Property Accidents: 4
Other Arrests: 4 (warrants, traffic-DWLS/Revoked, etc.)
Civil Matter/Family Disputes: 3
Ordinance Violation: 1
Medical Emergency: 6
Record Check: 1
Trespass: 0
Lost and Found Property: 1
Suspicious Situations: 2
General Assistance: 14
Traffic/Moving Violations: 27
Warrants Received from Prosecutor: 6



Runs for October 2024

114 W. Chicago St.
 Jonesville, MI 49250
 (517) 849-2101
 (517) 849-2520 Fax

Run	Members	Date	Type of call	Location	City	Fayette	Scipio	Mutual	Training
149	7	10/1/2024	Structure Fire	117 west st apt 302	X				
150	8	10/2/2024	Odor Investigation	654 Craig st	X				
151	5	10/4/2024	PR Event	US-12 & Water St					X
152	4	10/5/2024	Vehicle Fire	2397 E Litchfield Rd			X		
153	7	10/6/2024	Vehicle Fire	Milnes & Hasting Lk. Rd.			X		
154	4	10/7/2024	Assist Medical	413 parkwood dr apt A13	X				
155	6	10/7/2024	CO Alarm	9771 Concord Rd			X		
156	5	10/8/2024	Assist Medical	413 Parkwood DR	X				
157	5	10/11/2024	Trainings	Williams Elementary					X
158	5	10/13/2024	Structure Fire	7370 Cranberry Lake Rd			X		
159	8	10/15/2024	PI Accident	milnes rd & addison rd		X			
160	4	10/18/2024	Wires Down	307 West St.	X				
161	7	10/18/2024	Structure Fire	4090 Dawn DR (Adams Twshp)				X	
162	6	10/20/2024	Trainings	Sta 5 - CO Training					X
163	7	10/23/2024	Sta 5 Equipment Inspections	Sta 5					X
164	6	10/24/2024	Odor Investigation	200 adrian st	X				
165	5	10/28/2024	MVA	w chicago st & olds st	X				
166	2	10/28/2024	CO Alarm Disregard	7801 Homer RD			X		
167	6	10/28/2004	PI with Entrapment	Hillsdale Rd/Moore Rd		X			
168	5	10/30/2024	CO Alarm	7801 Homer Rd			X		
169	4	10/31/2024	Wires Down	N.Bunn Rd & Bean Rd		X			
170	7	10/31/2024	PI Accident	E Chicago ST & Water ST	X				

Year Total Type of Call

City	Fayette	Scipio	Mutual
58	38	22	23
Training			
29			
Total for October		22	
Total for the Year		170	

Monthly Calls

	City	Fayette	Scipio	Mutual	Training	Totals
January	8	7	3	2	3	23
Febuary	2	2	3	1	2	10
March	3	3	1	3	3	13
April	7	2	4	4	3	20
May	7	1	3	2	3	16
June	6	3	2	2	3	16
July	7	7	0	3	2	19
August	5	3	0	2	2	12
September	5	7	0	3	4	19
October	8	3	6	1	4	22
November	0	0	0	0	0	0
December	0	0	0	0	0	0
Totals	58	38	22	23	29	170

MONTHLY OPERATING REPORT

October 2024

SUBMITTED: November 14, 2024

WATER FLOW

MAXIMUM	292,000
MINIMUM	1556,000
AVERAGE	197,000
TOTAL	6.107 MG

WASTEWATER FLOW

MAXIMUM	273,500
MINIMUM	200,100
AVERAGE	232,700
TOTAL	7.2134 MG

CALLOUTS: One—WWTP, Biosolids Storage Tank Alarm.

OPERATION & MAINTENANCE

The plant was in compliance with the NPDES permit limitations during the month of October 2024.

The Wastewater Plant Laboratory processed 170 Bacteria tests, 33 Nitrate tests and 22 Nitrite tests in October 2024. The annual totals to date are 1,497 Coliform Bacteria, 267 Nitrates, and 148 Nitrites.

We met with Fleis and Vandenbrink Engineering and are moving forward with an Industrial Pretreatment Program (IPP) for Martinrea. This is a federally mandated program that regulates how industrial wastewater is disposed of into municipal wastewater treatment plants. This process eliminates, or reduces, pollutants before they reach the wastewater plant. The program includes an approved sampling plan by EGLE and third-party lab testing by Merit Labs.

The contact chamber for the processed water was cleaned at the Wastewater Plant.

The roof was repaired at the Iron Removal Plant.

At the start of hydrant flushing, the mud valve at the water tower was flushed.

Hydrant flushing increased our water plant production by approximately 400,000 gallons during the week in which the system was flushed.

5-Day Biochemical Oxygen Demand

NPDES Permit 30 Day Average Limit is 20 mg/l

NPDES Permit Daily Maximum-30 mg/l

The BOD-5 test tells us how much of the oxygen in the water is being used up or demanded by the waste in the water. High oxygen demand will deplete the oxygen in the receiving water. This will have adverse effects on the quality of life (fish) in the Receiving stream.

Jonesville Monthly Average—2.4 mg/l

Average Percent Removal from the Raw Wastewater—98.6 %

Daily Maximum—7 mg/l

Total Suspended Solids

NPDES Permit Limit is 20 mg/l

Suspended solids are very important in controlling the process in the plant. Suspended solids are removed via settling clarifiers and are pumped to the anaerobic digester for treatment. The digested biosolids are applied to farmland at agronomic rates as fertilizer.

Jonesville Monthly Average—1.5 mg/l

Average Percent Removal from the Raw Wastewater—98.9%

Daily Maximum—3 mg/l

Total Phosphorus

NPDES Permit Limit 1 mg/l Year Round

Phosphorus is a nutrient that promotes growth. In fact, farmers use phosphorus as a fertilizer on crop lands. Phosphorus is found in many cleaning agents and industrial processes. Excessive phosphorus in wastewater promotes the excessive growth of micro and macro-organisms in the receiving stream. In other words, phosphorus promotes excessive growth of algae and seaweed. These plants demand oxygen from the water and tend to decrease the quality of life in the receiving stream.

Jonesville Monthly Average—0.70 mg/l

Average Percent Removal from the Raw Wastewater—83.3%³

Ammonia Nitrogen

Monthly Average Limit is Report

Daily Maximum Limit is 7.0 mg/l

Ammonia Nitrogen is the result of bacterial decomposition of organic nitrogen. Examples Of organic nitrogen include animal and plant protein, amino acids and urea from urine. Ammonia nitrogen is a very unstable form of nitrogen. In wastewater plants ammonia nitrogen is oxidized to form nitrite nitrogen. Further oxidation of nitrite nitrogen will form the stable compound called nitrate nitrogen. This process is called nitrification and occurs in the trickling filter towers. If nitrification does not occur in the treatment plant, it will occur in the receiving stream once again depriving oxygen from the aquatic population. Because of the sensitive nature of the microorganisms involved in the nitrification process, the ammonia nitrogen limits are about the hardest to hit.

Jonesville Monthly Average—0.064 mg/l

Average Percent Removal from the Raw Wastewater—99.77%

Jonesville Daily Maximum—0.253 mg/l

Shawn Mullaly/Rick Mahoney

City of Jonesville DPW Monthly Report

October 2024

Staff and I installed water plugs on water mains to completely eliminate old 4" main on West St.

Josh Crandall and I attended a three-day water training course from EGLE.

Staff and I have been responding to MISS DIG tickets.

Staff and I have been working along side CD Hugues to help complete the ongoing underground water main and service line replacement on the West St. project.

Staff and I have begun winterizing our buildings and shallow seasonal water lines.

I arranged the annual inspection and certification of the City's fire extinguishers with Any Time Fire.

Staff has been BUSY collecting leaves from the seasonal leaf rout that began the 21st.

Staff and I completed the Fall Hydrant flushing cycle.

Staff and I have been making arrangements for the new Christmas tree in Fast Park.

Staff and I assisted with road closures for Trunk or Treat.

Staff trimmed and removed multiple trees around the city including one blocking a local business sign.

Staff has been practicing with our large plow trucks belly blades grading our dumps driveway to prepare for upcoming snow plowing season.

City Hall Staff and I have begun the process to have a residential Back Flow preventer program on all exterior residential water faucets per EGLE mandates.

The West Street reconstruction project is moving along as scheduled concrete work has been completed including curbs, driveway approaches, and sidewalks.

Staff and I attended a Winter Safety webinar for more helpful ways to safety deal with winter conditions.

Staff and I continue to work with residents assisting them with water shut-offs so they can make internal repairs to there plumbing as needed.

Staff and I have been assisting residents with other individual water concerns like low flow issues and high usage issues.

Charles Crouch
DPW Superintendent

**CITY OF JONESVILLE
CASH BALANCES**

	October-2024	BANK BALANCE
GENERAL FUND:		
General Fund Now Checking	101-000-001	0.00
General Fund ICS	101-000-002	134,689.66
General Fund Fire Insurance Escrow	101-000-002.100	15,520.12
General Fund CLASS Acct	101-000-007	2,317,118.75
General Fund Cemetery CLASS Acct	101-000-007.100	104,293.02
General Fund Alloc of Assets CLASS	101-000-007.200	463,310.64
MAJOR STREETS:		
Major Streets Now Checking	202-000-001	49,166.79
Major Streets CLASS Acct	202-000-007	665,459.14
LOCAL STREETS:		
Local Streets Now Checking	203-000-001	23,682.30
Local Streets CLASS Acct	203-000-007	1,688,637.34
STATE HIGHWAY:		
State Highway Now Checking	211-000-001	18,754.79
L.D.F.A.:		
LDFA Operating Now Checking	247-000-001	19,014.86
LDFA CD - Flagstar Bank	247-000-003.200	250,000.00
LDFA CD - So MI Bank & Trust	247-000-003.300	250,000.00
LDFA Operating CLASS Acct	247-000-007	3,231,765.01
D.D.A.:		
DDA Now Checking	248-000-001	5,094.64
DDA Operating CLASS Acct	248-000-007	116,529.36
SEWER FUND:		
Sewer Receiving Now Checking	590-000-001	78,649.22
Sewer Bond & Interest Checking	590-000-001.300	10.00
Sewer Receiving CLASS Acct	590-000-007	470,479.96
Sewer Plant Improv. CLASS Acct	590-000-007.200	1,448,570.55
WATER FUND:		
Water Receiving Now Checking	591-000-001	62,687.49
Water Receiving CLASS Acct	591-000-007	342,956.18
Water Plant Improvement CLASS Acct	591-000-007.100	431,117.64
Water Bond Reserve CLASS	591-000-007.200	66,659.62
Water RR&I Reserve CLASS	591-000-007.250	56,004.56
Water Tower Maint CLASS Acct	591-000-007.300	58,448.08
Water Maint CLASS Acct	591-000-007.400	99,108.28
MOTOR VEHICLE POOL:		
Motor Vehicle Pool Now Checking	661-000-001	1,686.89
Equip. Replace CLASS - Police Car	661-000-007.301	60,760.08
Equip. Replace CLASS - Fire Truck	661-000-007.336	59,081.37
Equip. Replace CLASS - DPW Equip	661-000-007.463	46.05
Equip. Replace CLASS - WWTP/Vactor	661-000-007.590	66,741.64
CURRENT TAX:		
Current Tax Checking	703-000-001	2,564.12
Current Tax Savings Account	703-000-002	134,425.02
PAYROLL FUND CHECKING:		
	750-000-001	5,286.71
GRAND TOTAL		12,798,319.88



Michigan Gas Utilities Corporation
899 South Telegraph Road
Monroe, MI 48161
www.michigangasutilities.com

RECEIVED
OCT 03 2024

September 30, 2024

BY: _____

The City of Jonesville
City Manager
265 E. Chicago St
Jonesville, MI 49250

Dear Jeff,

We are writing to inform you that the Gas Lighting Rate will be eliminated from our rate offerings over the next 18 months. Your MGU Gas Lighting Rate contract will be terminated by March 31, 2026 or sooner, based on your transition plan. If you have street lighting needs beyond that date, you must obtain alternative lighting.

The street lighting equipment currently in place is the property of the customer it serves. It is your responsibility to determine the requirements and options for future street lighting needs. If there is a need for street lighting in the future, you are responsible for contacting an alternative provider to discuss the potential options. An alternative provider may be able to outline potential timing and the costs associated with the transition from the Gas Lighting Rate.

The Office of State and Community Energy Programs may have grants available for communities to assist with the cost of new street lighting. To apply for an Energy Efficiency Grant, contact the Office of State and Community Energy Programs at <https://www.energy.gov/scep/energy-efficiency-and-conservation-block-grant-program>.

We urge you to inquire with your alternative provider today so you may obtain alternative lighting. Please contact Corey Parker with questions and concerns about this transition.

Kindest Regards,

Corey Parker
Senior Account Manager
Michigan Gas Utilities
office: 517-278-3533
mobile: 517-677-1804
corey.parker@michigangasutilities.com



Hereby verifies that

Mitchell Lockwood

Has successfully completed the course listed below

C and D Exam Prep Course

October 15-17, 2024
SHVUA

EGLE Course Code: 3168
Wastewater - Tech: 0.6



Hereby verifies that

Rick Mahoney

Has successfully completed the course listed below

MWEA / MI-AWWA Maintenance Seminar

November 06, 2024

Eagle Eye Banquet Facility

Waste Water CECs - EGLE Course Code: 3031
Managerial:0.00 Technical:0.6 Other:0.0
Drinking Water CECs - EGLE Course Code: 2745
Managerial:0.0 Technical:0.6 Other:0.0

Professional Development Hours: 6.0

Certificate of Completion

**Shawn Mullaly
City of Jonesville**

Has Successfully Completed the

Advanced Wastewater Operations

as presented by the Michigan Rural Water Association

Course Code: 3035

Course Category: Technical

1.2 Continuing Education Credits, Wastewater

Course Location: Online

Course Date: October 1-2, 2024



Mike Engels

Mike Engels, Director of Training



Hereby verifies that

Shawn Mullaly

Has successfully completed the course listed below

Activated Sludge 1

September 24, 2024
MWEA – Lansing

EGLE Course Code: 1910
Wastewater - Tech: 0.5