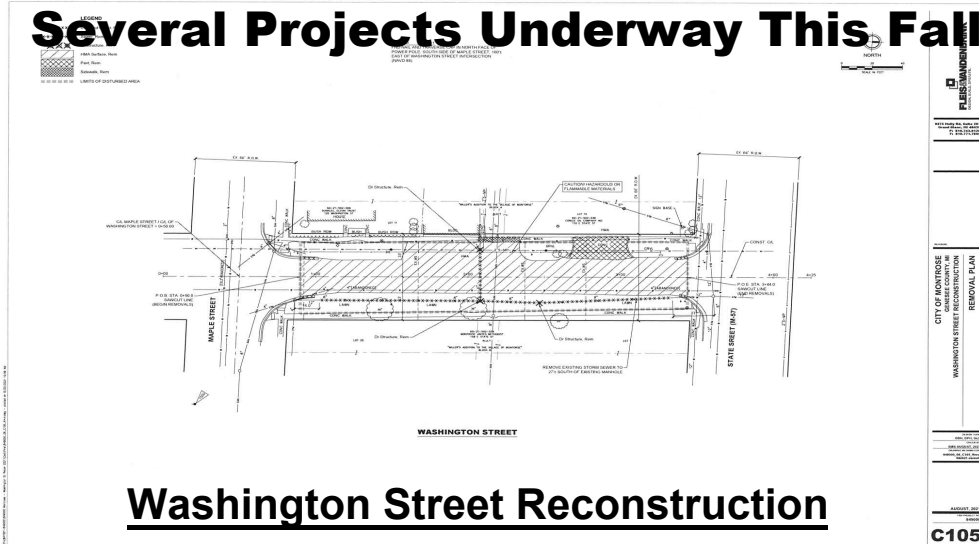




# CITY NEWSLETTER

## Several Projects Underway This Fall

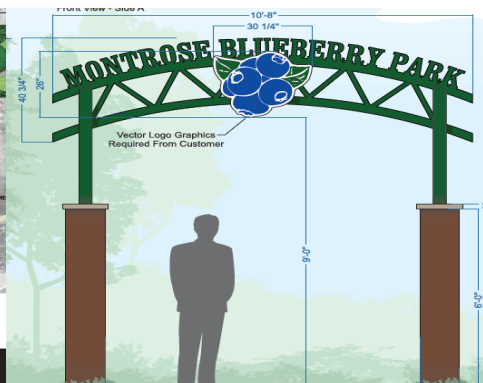


### Washington Street Reconstruction

This fall Washington Street will see significant improvements. Improvements involve removing the existing asphalt surface and underlying subbase material and placing new concrete curb and gutter, storm sewer and drainage inlets, ADA sidewalk ramps and asphalt. The tentative completion date is the first weeks in November subject to weather. The block between M-57 and Maple Street will be closed to traffic while work is being completed. This project will address street flooding after heavy rains.

### More Improvements Coming To Blueberry Park

Starting this fall several improvements will be happening at Blueberry Park. These improvements include new playground equipment, sidewalks, trees and signage. The City of Montrose was awarded a Michigan Department of Natural Resources Passport Grant in 2021 to help complete these improvements to make Blueberry Park more handicap accessible. The park should have all these improvements completed this Spring.



**BLUEBERRY PARK CONCEPTUAL DESIGN**  
CITY OF MONTROSE, MICHIGAN  
MARCH 2019

### Elected City Officials

Colleen Brown, Mayor  
Mark Richard, Mayor Pro-Tem  
Robert Arnold, Council Member  
Tom Bigelow, Council Member  
Aaron Burch, Council Member  
Ryan Heslop, Council Member  
Andrea Martin, Council Member

### Appointed City Officials

Neil Rankin, City Manager  
Christina Rush, City Clerk  
Chrystal Raible, City Treasurer  
Janet Loomis, Utilities  
Sam Spence, DPW Supervisor  
Bob Naumann, Assessor  
Matt Leoni, Building Inspector  
Deborah Gross, DDA Chair  
Todd Pangle, Planning Chair

City of Montrose

139 S. Saginaw Street

Montrose, MI 48457

Phone 810.639.6168

Fax 810.639.6125

[www.cityofmontrose.us](http://www.cityofmontrose.us)

### In This Issue

- Fall Projects
- Water & Sewer
- Clerk's Corner
- City Happenings
- DPW
- Manager's Remarks

# Online Payment Info

The City of Montrose has contracted with companies; "BS&A Software" and "Point and Pay" to offer you the option to pay a bill online at your convenience with a credit card. **There is a minimal convenience charge for online payments however to access your account is free of charge.**

On this page you will be able to look up your bill and/or pay it online. This includes: Utility Bill Water/Sewer, Property Tax Bill, Assessing (Property Parcel)

## A Quick Tutorial To Access Your Online Account

Click on the following hyperlink on the City's main page at [cityofmontrose.us](http://cityofmontrose.us)

**Access Online Services! [Click Here](#) for more information**

You can also go to AccessMyGov page at <https://accessmygov.com/?uid=1161>

1. Find your record using the search options at the top of the screen. For a more detailed discussion of the search capabilities, please see <http://www.accessmygov.com/Documents/AMGBasics.pdf>. For this example, we'll search by owner name (Smith):

The screenshot shows the AccessMyGov search interface. At the top, there's a search bar with 'All Records' selected and 'By: Name' chosen. The search term 'smith' is entered. Below the search bar, there's a sidebar with 'ONLINE SERVICES' including 'Internet Services' (All Record Search, Assessing Search, Building Department Search, Current Tax Search, Property Sale Search, Utility Billing Search) and 'Online Payments' (Building Department Payments). The main area shows 'Search Results for "smith" using the Name Search in Assessing, Building Department, Tax, and Utility Billing'. It indicates 'Not finding what you are looking for? Try refining your search to narrow your results or changing your search type.' Below this, there's a table with columns 'Name', 'Reference #', and 'Address'. The table shows one result: 'BANKS, RONALD K & DEBORAH A SMITH' with reference number '040-040-900-250-00 (Parcel Number)' and address '10860 KNOCKADERRY DR'. The table is displaying items 1 - 15 of 146.

2. Click on your parcel record from the Search Results screen. If your parcel isn't found, broaden your search criteria by removing some details such as First Name, or search by the Address or the Parcel Number instead.

3. Once you are on the Parcel Details screen, two options are presented to view details. This help document covers Option 1:

### Option 1: I am the homeowner of this record. (No Charge)

Homeowners can view their information **free of charge** please click the below button to proceed. Please note that once an AccessMyGov account has viewed their records for free, they will no longer be able to view other properties for free.

**Note:** You must have an AccessMyGov account in order to access your information for free, please [click here](#) to create a new account.

[Access this Record for free](#)

4. To access your record for free, it is important that you create an account and log in which you must click here to register. After you enter you create a username and password you will be prompted with the question.

The screenshot shows a dialog box titled 'Question' with a question mark icon. The text inside asks: 'Do you wish to continue with setting yourself as the owner of this record? There are a limited number of records you are allowed to associate your account with for free.' At the bottom, there are two buttons: 'Yes' and 'No'.

Click yes. The details of the parcel record become available. As long as the Owner Name of this record doesn't change, you will have 24/7 access to make payments.

Montrose Office Staff are here to help if you have any questions or issues to create your account. It's a great way to save time and money.

## City Assessor

The Assessor's office also inspects a property when notified of new construction, remodeling or demolition. The Assessor's Office may request a full inspection if there are physical changes made to the property.

Why do we do this?

The Assessor's office has the responsibility to assess all property in the City at 50% of fair market value. This includes homes, factories, commercial properties, vacant land and personal property. To meet the standards of the State Tax Commission, the Assessor's office reviews a portion of the properties every year. This allows the City to keep accurate records. **The assessor will not enter your home.**

### **Need to file a tax exemption?**

Tax exemptions that are available include:

- Principal Residential Exemption - This exemption is for residential properties that are owned and occupied by an individual.
- Beginning in 2019, taxpayers are no longer required to annually file Form 5076 (personal property) in order to claim the exemption. Once granted, taxpayers will continue to receive the exemption until they no longer qualify for the exemption. At that point, the taxpayer is required to file Rescission Form 5618 and a personal property statement no later than February 20<sup>th</sup> of the year that the property is no longer eligible.
- Poverty Exemption - If for reason of poverty an individual is unable to contribute to the common good.
- Property Exemption for Disabled Veterans - Exemption for the principal residence of Disabled Veterans.

**December Board of Review Will be held on December 14<sup>th</sup> at 5:00 p.m. @ City Office**

### **Did you know?**

John Farquharson, who came from Scotland to America in 1830. After a residence in Albany, New York and Saginaw County, he came to the area in 1845. He was accredited with the change of the name of the town from Pewanigawink to the Scottish name of Montrose. His reason probably was to attract his friends in Scotland to the settlement.

# MONTROSE DEPARTMENT OF PUBLIC WORKS NEWS



**You may see us but we might not see you. Give space, slow down & turn on your headlights.**

**Between the months of November 1<sup>st</sup> and April 1<sup>st</sup>, no person shall park a motor vehicle on any street between the hours of 3:00 a.m. and 6:00 a.m., or those days when an accumulation of snow requires that the city snowplows and clears such streets.**

## ***Did you know?***

*The DPW prioritize plow routes for snow removal starting first with school bus routes, followed by other residential areas and lastly alleys and city parking lots.*

## **CLERK'S CORNER**

### **FYI on Freedom Of Information Act**

If you are seeking information about your own property or accounts, contact the appropriate department directly. A copy fee may apply, but no FOIA Request is necessary.

If you are seeking public information about the operation of one specific City of Montrose department, submit a written request in any of these ways:

Fill out a Freedom of Information Act (FOIA) request form (available at office) or send the clerk an email that includes "FOIA Request" in the subject line. For more information on FOIA please feel free to call the City Office.

## **A Few Fall & Winter DPW Tips**

- Please do not place your leaves or snow in the street where they may interfere with traffic or drainage.
- Please do not block sidewalks or cover fire hydrants with leaf or snow piles. Leaves should be placed in leaf bags and set in the right-of-way.
- Be sure you know the location of the water shutoff valve in your home. Check it periodically to ensure it works properly.
- Be sure to shut off water to outside faucets, and drain the water from the outside faucets.
- Insulate pipes in unheated parts of your house. Be alert if you have had frozen pipes in the past.
- Monitor your sump pump. A frozen drain pipe could result in a flooded basement.
- Insulate pipes in unheated parts of your house. Be alert if you have had frozen pipes in the past.
- Always keep on hand a three day supply of bottled water; one gallon per person per day.
- Homeowners and business owners are responsible for removing snow and ice from their sidewalk within 48 hours after a snow event.
- No person shall pile, dump or place snow, ice or any other material on any sidewalk or public street in the city. Snow or ice shall not be plowed or moved across a public street or otherwise disposed of in any other place or in a manner so as to create a safety hazard to the people of the city.
- City officials wish to keep pedestrians safe during the winter months by keeping sidewalks clear and will work with residents and property owners to ensure compliance.

## **Are You Registered To Vote?**

**To register to vote, you must be all of the following:**

A U.S. citizen

At least 18 years old by Election Day

A resident of Michigan

A resident of the city or township where you are applying to register to vote. If you want to check to see if you are registered, visit [www.Michigan.gov/vote](http://www.Michigan.gov/vote) and/or view your sample ballot

**If you meet those following requirements and live in the City:**

Get to the city clerk's office and bring your State ID or Driver's License.

Fill out voter registration form.

Keep it in your wallet or purse so you know where to go to cast your ballot.

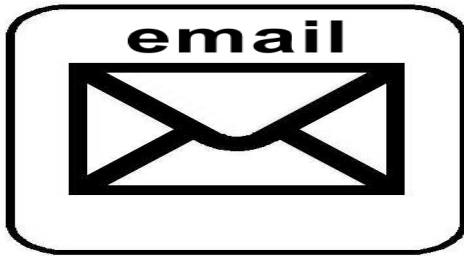
For City Electors Precinct is located at City Hall, 139 S. Saginaw on Election Day and cast your vote.

**It's Now Easier to Vote**

- Allow you to register to vote and cast your ballot on the same day, including election day.
- Adults are automatically registered to vote when they apply, renew or update their driver's license or state identification card.
- To vote absentee, you won't have to explain why you can't make it to the polls.

# UTILITIES-WATER-SEWER-PERMIT INFORMATION

## Utility Bill Notification Sign-Up



Are you interested in going paperless and receiving automatic E-mail bills when your water and sewer utility bill is available? The City will be able to send you an email when your water bills is due. Sign up either at the City Offices or online at [www.cityofmontrose.us/utilities](http://www.cityofmontrose.us/utilities)

By signing up, you agree to receive your utility bill by E-mail rather than by mailed postcard when your utility bill is available for payment.

## 2022 Water Billing Schedule

Billing Period	Date Billed	Date Due	Shutoff Date
12/10 to 1/9	January 10	January 25	February 8
1/10 to 2/9	February 10	February 25	March 8
2/10 to 3/9	March 10	March 25	April 7
3/10 to 4/9	April 11	April 25	May 9
4/10 to 5/9	May 10	May 25	June 8
5/10 to 6/9	June 10	June 27	July 7
6/10 to 7/9	July 11	July 25	August 9
7/10 to 8/9	August 10	August 25	September 8
8/10 to 9/9	September 12	September 26	October 6
9/10 to 10/9	October 10	October 28	November 8
10/10 to 11/9	November 10	November 28	December 8
11/10 to 12/9	December 12	December 27	January 9, 2023

\*Dates are subject to change without notice

## Be Our Guest!

Host your next family or special event at Blueberry Park, Lions Park or at the Depot. Rental reservation applications are on a first-come/first-serve basis. No reservations are permitted during the annual Blueberry Festival which is the third week in August (2nd Sunday through 3rd Sunday). Applications are available at City Hall and are just \$10.00 for the parks and \$65.00 for the Depot.

## Dump Pass and Hazardous Waste

If you are planning to do some fall cleaning please take advantage of your free monthly dump pass (1 per residential household per month). This valid pass at Brent Run Sanitary Landfill located at 8247 Vienna Rd. in Montrose Township allows up to 5 yards of solid waste. This pass does not include hazardous waste, whole tires, liquids, stone, rock or dirt or any other materials banned from Michigan Landfills. Trailers need to covered. Landfill is open Monday-Friday 7am-3pm.

## Burn Permits Are Available

Planning to have a campfire or burn those leaves? Make sure you have a burn permit. Permits are free and available at the city office. For more details please call or stop by the city office.

## Upcoming Holidays & Happenings

### The City Offices Will Be Closed

NOVEMBER 25 & 26 – THANKSGIVING & THE FRIDAY AFTER THANKSGIVING

DECEMBER 24 & 27 – CHRISTMAS EVE & CHRISTMAS DAY

DECEMBER 31 – NEW YEARS EVE

JANUARY 3 -NEW YEAR'S DAY

JANUARY 17- MARTIN LUTHER KING DAY



**KNOW WHEN TO KNOCK...  
TRICK OR TREAT HOURS  
ARE FROM 6PM-8PM**



# News and Notes From City Hall

## **For emergency responders, every second counts.**

That's why it's important to make sure your home address is visible from the street. The City of Montrose adopted the International Property Maintenance Code and it states that buildings shall have approved address numbers placed in a position to be plainly legible and visible from the street or road fronting the property. These numbers shall contrast with their background. Numbers shall be a minimum of 4 inches in height with a minimum stroke width of 0.5 inch. Visible address numbers also ensures that city staff in an emergency can respond in a timely manner.

## **Parking in Right of Way.**

Just a reminder that right of way is for ingress and egress, and not for parking. This area between the street facing edge of the sidewalk and roadway is owned by the City or State and is maintained by the resident. It is where all the underground utilities are located and parking vehicles in this area could cause damage. Vehicular traffic should travel only over driveways and approaches. **Michigan Vehicle Code (Act 300 of 1949) and City of Montrose Ordinance (Ord. No. 394, § 4, 8-14-2007) makes parking between the curb of the street and the sidewalk a violation as it blocks a clear vision area.**

## **Want to Get Involved?**

The City of Montrose is always looking for citizens to serve on a variety of boards. Stop at city hall to pick up your application.

## **Remarks from the City Manager:**

Over the last year the City of Montrose saw significant progress on many fronts. This includes a secondary water line installed at the end of South Saginaw Street. This project provides the city with a secondary source creating a loop and will improve reliability and water pressure. The City has also made improvements to its facilities such as re-roofing and repainting the DPW Building. In 2022 the City will continue making improvements to the streets, sidewalks and water system and will be working with business and residents to continuously invest in building safe, clean, healthy and desirable neighborhoods. However, this work cannot be done alone. Elected and appointed officials are the cornerstone for these community improvements as they are the force that shapes the direction and future of the city. I would encourage all residents of every age to find a way to get involved in the Montrose community whether it's through a service organization, church, school or running for office. I'm sure that if you do you will find that nothing is more satisfying than being the force for positive change.

As always if you have a questions please feel free to contact me at the City offices.

Sincerely,



Montrose City Manager



### **The 1906 Montrose Football Team.**

**To Learn More About The History of The Montrose Community Visit  
The Montrose Historical and Telephone Pioneer Museum**

### **City Council Meetings**

All other meetings are posted outside of the City Offices and online at [www.cityofmontrose.us](http://www.cityofmontrose.us)

The City Offices will provide necessary reasonable auxiliary aids and services for the hearing impaired, audio recordings of printed material being considered at the meeting, to individuals with disabilities at the meeting (and/or hearing) upon 3 working days notice to the City of Montrose.

City of Montrose  
139 S. Saginaw Street  
Montrose, MI 48457