

- approval of the Council.
- C. The Council may reject any or all bids or accept any bid deemed by it to be in the best interest of the Village.
- D. The Village shall provide or cause to be provided all insurance reasonably appropriate to the best outlined above, shall make purchases as requested by an authorized officer or employee of the Village.
- (2) All other purchases shall have prior approval of the Village.
- E. Construction, improvement, maintenance or repair contracts exceeding \$2,500.00 in value must be secured by a proper performance bond guaranteeing performance of the contract and payment of all labor and material bills. All applicable state laws shall likewise apply.
- F. No payment may be made on account of any contract, regardless of value, until the contractor presents evidence that all labor and material bills covered by the proposed payment have been paid.

Section 2. In an emergency affecting the health, welfare, peace and safety of the residents of this Village, the Council may, by a unanimous vote, declare a state of emergency and suspend the provisions of Chapter VIII, Section 1, and proceed in any manner which will, in their best judgment, alleviate the emergency. They shall promptly return to the provisions of this charter when the emergency has passed.

Section 3. No member of the Council shall vote for the authorization of any contract with or for the Village or for the expenditure of any money if he shall be financially interested in such contract or in the money so expended.

VILLAGE BUDGET AND FUNDS GENERAL FINANCE, CHAPTER IX

Section 1. The fiscal year of the Village shall begin on the 1st day of July of each year.

Section 2. The village treasurer shall be the general accountant of the Village, shall receive and have custody of all monies, bonds other than official, mortgages, notes, leases, and evidences of value belonging to and receivable by the Village. He shall pay only by authority of law and upon warrants, specifically stating the purpose for which issued, from which fund to be paid, and signed by the clerk and the president. He shall keep a complete set of accounts showing the financial transactions pertaining to each of the funds of the village which accounts shall conform to any uniform accounting system as required by law. He shall, at least every three months or more often if required, furnish the Council with a statement showing the cash on hand and in the banks at the beginning and end of the period, with receipts to and disbursements from each of the funds of the Village with the condition of each of the funds at the end of the period. He shall give bond in such amount and with sureties as are satisfactory to the Council, the premium for which is to be paid by the Village. He shall make such other reports as the Council may require.

Section 3. No warrant shall be drawn upon the treasury after the fund from which it should be paid has been exhausted and if any such warrant shall be drawn it shall be void, except as herein especially provided in this Chapter IX. All demands against the Village must be made in affidavit form, clearly setting forth that no set-off exists and no payment has been made thereon except as therein set forth. The same shall be audited by the treasurer who will then certify his belief as to their correctness on a regular form prescribed by the Council. The Council shall then authorize the issuance of warrants on the treasury for the payment of such items as shall be approved by it, with the provision however that warrants may be issued for the payment for labor and current expenses without the prior authorization of the Council if authorized by the President and if the total amount of such warrants issued between any successive regular meetings of the Council shall not exceed such an amount as the Council shall from time to time establish.

Section 4. All taxes accruing to the Village shall be collected by the village treasurer. All monies received by any officer or employee of the village for or in connection with the business of the village, shall be paid promptly into the village treasury, and shall be deposited by the treasurer in the depository as designated by the Council.

Section 5. No fees shall be received or exacted by any officer or employee in his official capacity unless first established by resolution of Council or by ordinance and such fee shall belong to the village and be promptly and properly accounted for.

Section 6. The revenues raised by general taxation upon all property in the village or by loan to be repaid by such tax, shall be divided into such and so many funds as the Council may by ordinance or resolution determine.

Section 7. Within two weeks next preceding any annual village election, the Council shall make out or have made out a statement in detail of the receipts and expenditures of the corporation during the preceding fiscal year, which statement shall distinctly show the amount of all taxes raised during the year for all purposes, and the amount raised for each fund, the items and amounts received from all other sources during the year, the several items of all expenditures made during the year and the objects thereof, and any incurred obligations remaining, classifying the same for each purpose separately; and such other information as shall be necessary to a full understanding of the financial concerns of the Village. Said statement shall be signed by the president and clerk and shall be filed in the office of the clerk.

Section 8. On or before the 3rd Monday of April of each year, the Council shall prepare and file a proposed annual budget for the ensuing year, based upon detailed estimates furnished by the several village officers according to a classification as nearly uniform as possible. The Council shall also prepare the following information:

- A comparative statement, in parallel columns, of the appropriation and expenditure for the current and preceding fiscal year and the increases and decreases in the appropriation recommended.
- An itemized statement of the taxes required and of the estimated revenue of the Village from all other sources, for the ensuing fiscal year, with comparative statement in parallel columns of the taxes and other revenues for the current and next preceding fiscal year, and of the increases and decreases estimated or proposed.

Summaries of such budget shall be published one week in advance of a public hearing which shall be held by the Council before adopting the same. Publication shall be in accordance with the provisions of Section 3 of Chapter VI of this charter.

Section 9. Not later than the last day of the meeting of the board of review in each year, the Council shall pass an annual appropriation resolution, which shall be based on the budget as approved by the Council. The total amount of appropriation shall not exceed the revenues of the Village as estimated by the Council. No liabilities shall be incurred by any officer or employee of the Village, except in accordance with the provisions of the annual appropriation resolution, or under continuing contracts and loans authorized under the provisions of this charter. At any meeting after the passage of the appropriation resolution and after at least one week's notice to the members of the Council, the Council may amend such resolution so as to authorize the transfer of unused balances appropriated for one purpose to another purpose, or to appropriate available revenues of a class not included in the annual budget.

CHAPTER X GENERAL ASSESSMENTS AND TAXATION

Section 1. The village assessor shall on or before the 1st of May of each year, make an assessment roll of all persons and property liable to taxation in the Village, and in so doing, unless otherwise provided in this charter, he shall conform to and be governed by the provisions of the general laws of the state governing assessing officers performing like duties in the assessment of persons and property for state, county and school taxes.

Section 2. The subjects of taxation for municipal purposes shall be the same as for state, county and school purposes under the general laws of the state.

Section 3. The board of review shall meet for the purpose of reviewing and correcting said assessment roll at a designated place in the Village on the third Friday and the third Saturday in May of each year. It shall elect a clerk and a clerk. The session hours on each designated Friday shall be from 9 o'clock a.m. to 5 o'clock p.m. and on each designated Saturday from 9 o'clock a.m. to 12 o'clock noon. A majority shall constitute a quorum. The members of said board shall take the constitutional oath of office which shall be filed with the village clerk. For the purpose of reviewing and correcting such assessments, the board of review shall have the same powers and perform like duties in all respects as are by the general tax law conferred upon and required of boards of review in townships, in reviewing assessments in townships for state and county taxes. They shall hear the complaints of all persons considering themselves aggrieved by such assessment, and if it shall appear that any person has been wrongfully assessed, or omitted from the roll, the board shall correct the roll in such manner as they shall deem just.

Section 4. The clerk of the board of review shall keep a record of all proceedings of the board and of all changes made in the roll and shall sign and file the same with the village clerk, together with statements made by persons assessed.

Section 5. The village assessor shall on or after the second day of May of each year post a notice of the meeting of said board of review stating the time and place of meeting (6) notices shall be placed within the Village. Such posting to be done not less than seven (7) days before the date of the board of review session. Failure to give or to receive notice shall not invalidate the assessment roll or any part thereof.

Section 6. Immediately after the review of the assessment roll as aforesaid, the entire board of review shall endorse the roll as provided by law and certify same to the Council. The omission of such endorsement shall not affect the validity of such roll. Upon the completion of said roll and its endorsement in the manner aforesaid, the same shall be conclusively presumed by all courts and tribunals to be valid and shall not be set aside except for such causes as are provided in the general laws of the state for the setting aside of assessment rolls for state, county and school purposes.

Section 7. Subject to the provisions of this charter and the statutes of the state, the Council shall levy taxes each year as may be necessary to meet the appropriation made (less the estimate of the amount of revenue from other sources) and all sums required by law to be raised on account of the village debt.

Section 8. The Council shall have the authority within the limits herein prescribed, to raise annually, by taxation such sums of money as may be necessary to defray the expenses and pay the liabilities of the Village and to carry into effect the powers in this charter granted.

Section 9. The aggregate amount which the Council may raise by a general tax upon the taxable real and personal property in the Village, shall not exceed in any one year \$1,000 of the assessed value of all assessable property in the Village, as fixed by the assessment roll of the year in which the tax is levied.

Section 10. The village clerk shall certify to the Village assessor the total amount which the Council determines shall be raised by general tax.

Section 11. After the endorsement of the assessment roll by the board of review, and upon receiving the said certificate of the several amounts to be raised, as provided in the preceding section, the assessor shall proceed to assess the amount of the general village tax according and in proportion to the several valuations set forth in said assessment roll. Said roll shall be known as the "village tax roll."

Section 12. After extending the taxes as aforesaid, the assessor shall certify under his hand said tax roll, and the president of the village shall annex his warrant thereto, directing and requiring the treasurer to collect from the several persons named in said roll the several sums mentioned therein opposite their respective names as a tax or assessment, and authorizing him, in case any person named therein shall neglect or refuse to pay such sums, to levy the same by distress and sale of his, her or their goods and chattels, together with the costs and charges of such distress and sale. Said warrant shall further direct that all taxes paid on or before the 31st day of August of the same year, shall be collected without additional charge, and that there shall be added to all taxes paid after each 31st day of August, one per cent for each and every month or fraction thereof that the same remain unpaid. The assessor shall prepare a true copy of said village tax roll and the president shall execute a duplicate of said warrant and annex the same thereto, said roll to be known as the "duplicate village tax roll." Said village tax roll and annexed warrant, and said duplicate tax roll and annexed warrant shall be delivered by the assessor to the treasurer on or before the first day of July of the year in which said tax roll shall be levied. If the treasurer destroyed a new roll and warrant may be made. Before the original tax roll is deposited with the county treasurer at the time of returning delinquent taxes, the village treasurer shall endorse upon the duplicate tax roll all payments made on taxes assessed therein and such

duplicate tax roll shall thereupon become the official record of the village.

Section 13. Village taxes shall be due on the first day of July of the year when levied and shall be payable as stated in the warrant of the president annexed to said roll. After the delivery of the tax roll to the village treasurer, said treasurer shall mail tax statements to the several persons named therein. Failure to mail or receive any such statement shall not excuse the non-payment of any tax or assessment.

Section 14. The village taxes when assessed shall become at once a debt to the village from the person to whom they are assessed, and the amounts assessed on and interest in real property shall on the first day of July of the year when assessed, become a lien upon such real property, and the lien for such amounts for all interest and charges shall continue until payment thereof. And all personal taxes shall also be a first lien on all personal property of such persons so assessed, from and after the first day of July of the year when assessed, and shall so remain until paid, which said lien shall take precedence over all other claims, encumbrances and liens upon said personal property whatsoever, whether created by chattel mortgage, execution, levy, judgment or otherwise, and whether arising before or after the assessment of said personal taxes, and no transfer of personal property assessed for taxes thereon shall operate to divest or destroy such lien, except where such personal property is actually sold in the regular course of retail trade.

Section 15. If the treasurer has been unable to collect any of the village taxes on said roll on real property before the first day of March following the date when said roll was received by him, then it shall be his duty to return all such unpaid taxes on real property to the county treasurer in the same manner and with like effect as returns by township treasurers of state and county taxes. Such returns shall include all the additional charges herein before provided, which charges shall in return be added to the amount assessed in said roll against each description. The taxes thus returned shall be collected in the same manner as other taxes returned to such county treasurer are collected under the provisions of the general tax laws of the state, and the same rate of interest and all charges shall be collected thereon, and all taxes upon land so returned as delinquent shall be and remain a lien thereon until paid.

Section 16. It shall be the duty of the village treasurer, upon request made by any party, to issue his certificate showing all unpaid taxes, and other charges which are a lien upon any specified property, and which are payable at his office, and he may upon being authorized by the village Council, charge the party requesting the same such sum as the Council shall estimate, from time to time. The issuance of such certificate shall not create any liability upon the part of the village or village treasurer, except that in event of fraud on the part of the village treasurer in the issuance thereof he shall be liable therefor.

Section 17. The village clerk, after the council has determined the several amounts which they require to be raised by general tax for the funds of the village, and the assessor has certified the same to the village treasurer, when such general taxes shall be received by the treasurer, they shall be apportioned to the several funds of the village pro rata according to the several amounts of said funds so certified.

Section 18. Money may be borrowed in anticipation of receipts from taxes for the payment of current expenses or to fund deficiencies in current revenue, by the issue of notes, under the applicable laws of Michigan.

CHAPTER XI THOROUGHFARES AND GROUNDS

Section 1. The Council shall have supervisory control of all public highways, streets, alleys, sidewalks and public grounds within the Village and may regulate the use thereof, subject to the established rights of the public therein.

Section 2. The Council shall have the power to lay out, establish, construct, alter, improve and maintain all highways, streets, alleys and/or public grounds within the Village, and to acquire lands therefor, with or close, vacate, or abolish the same.

Section 3. No funds except from those from the State properly allocable thereto and funds provided in the annual budget for such purposes, shall be used for the construction, improvement, or maintenance of highways, streets, or alleys within the Village. Expenditure of any additional funds for such purposes must first be approved by two-thirds of the electors voting thereon.

Section 4. The Council shall have the authority to determine and establish the grade of all highways, streets, alleys, sidewalks, and public grounds within the Village, and may change any such established grades whenever in their opinion the public convenience will be promoted thereby.

CHAPTER XII FRANCHISES

Section 1. No franchise shall be granted for a longer period than thirty years. No person, firm or corporation shall ever be granted an exclusive franchise.

Section 2. The Village shall not own or operate any public utility, except as provided in Chapter XIV hereof.

Section 3. No franchise shall be granted or become operative until approved by two-thirds of the electors voting thereon at a general or special election.

Section 4. The location of routes to be used for public utility installations, in the first instance, shall have the advance approval of the Council.

Section 5. All contracts, granting, renewing, extending or amending a franchise shall be made by ordinance and not otherwise, and shall not be effective until a written acceptance is filed by the grantee with the Village clerk.

Section 6. The grant of every franchise shall be subject to the right of the Village to make and enforce all regulations which shall be necessary to secure adequate and efficient service from all public utilities operating in the Village, and to protect the health, safety and welfare of the public.

CHAPTER XIII PLANNING AND PLATS

Within thirty days after adoption of this charter, the Council shall adopt an ordinance creating, under Michigan Public Acts 285 of 1931 as amended, a Village planning commission which shall serve without compensation. Until such time as ordinance is adopted and the planning commission appointed, no lands or premises shall hereafter be laid out, divided or platted into lots, streets and alleys, within the Village, until such plats are approved in writing by the Council. No plat shall be approved by the Council unless it conforms to the zoning ordinance of Farmington Township or such zoning