

RESIDENT HANDBOOK



THE CITY OF
ST. JOHNS

100 East State Street, Suite 1100
PO Box 477, St. Johns, Michigan 48879
(989) 224-8944 www.cityofstjohnsmi.com

RESIDENT HANDBOOK

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Quick Guide to Getting Connected in the City of St. Johns

Charter Communications
(Cable/Internet/Phone)
(855) 757-7328

Consumers Energy
(Gas & Electric)
(800) 477-5050 www.consumersenergy.com

Lansing State Journal-Local News
www.lsj.com
(517) 377-1020

CITY SERVICES

City Offices: (989) 224 – 8944
Code Enforcement: 284
Recreation Dept: 227
Treasurer: 232
Clerk: 223
Water Billing Dept: 282
Wastewater Dept: 230
Water Dept: 235

Public Safety - Call 911 for Emergencies
(989) 224-6721 for Non-Emergencies

Water or Sewer Backup
(After Hours, Weekends & Holidays)
Call (989) 224-9192

SECRETARY OF STATE
1041 Old U.S. 27., St. Johns
(888) 767-6424
www.michigan.gov/sos

U.S. POST OFFICE
106 W. State St, St. Johns
(800) 275-8777
www.usps.com

SCHOOL DISTRICT
St. Johns Public Schools (989) 227-4100
www.sjredwings.org

CLINTON COUNTY
(989) 224-5100
www.clinton-county.org

CITY OF ST. JOHNS AT-A-GLANCE

COUNTY

Clinton County

CITY AREA

5.16 sq. miles

RESIDENTIAL POPULATION

7,865

TOTAL HOUSEHOLDS

3,078

NUMBER OF BUSINESSES

717

HOMEOWNERSHIP RATE

63%

HIGH SCHOOL GRADUATE OR HIGHER

90.3%

SCHOOL DISTRICT

St. Johns Public Schools

PUBLIC AMENITIES

District Library, Spray
Park, Parks, Sledding Hill,
Basketball Courts,
Baseball Fields,
Tennis Courts and Park
Pavilion, Soccer Fields
and Wilson Community
Center (coming in 2025)

ANNUAL EVENTS

Easter Egg Hunt
Farmers Market
Soap Box Derby
4th of July Fireworks
Mint Festival
Car Show
Eat Healthy Eat Local
Feastival
Event So Good It's Scary
St. Nick Parade/Winter
Festival



Welcome to the beautiful City of St. Johns. This welcome packet contains helpful information that is useful to newcomers to the City as well as long-time residents. This guide provides summaries of policies, services and amenities available in the City of St. Johns.

Community, Culture and Commerce

The City of St. Johns boasts as having one of the top school systems in the area, known statewide for its theatre and fine arts department. An abundance of recreational assets include ball diamonds, tennis and basketball courts, soccer fields, ice rink, sledding hill, a fantasy forest play scape; all located in the beautifully wooded main city park. There are also 5 pocket parks located throughout the city.

For its size, St. Johns offers many amenities that enhance the quality of life for residents. "Points of Pride" for city residents include:

- **Veterans Memorial** Honoring the many men and women who fought for our freedom. Located on Clinton Avenue between Railroad and Ross Streets.
- **Spray park** is located at the St. Johns City Park and is open from Memorial Day to Labor Day. Picnic tables and restrooms are available.
- **Concert in the Park** series/weekly musical performances are held in the summer in the music performance shell, funded by donations from the local businesses and citizens.
- **Farmers Market:** The market runs from 8:00 am to noon on Saturdays June thru October and is located on Maple Street (west side of the Clinton County Courthouse).
- **Railroad Depot and Rotary Pavilion** (located on Railroad St. across from Briggs District Library) along with several pavilions at the St. Johns City Park are available for rent @ cityofst.johnsmi.com

CITY FACTS

City of St. Johns City Government

Attend a City Commission Meeting!

Commission meetings are held the 4th Monday of the month (except in March (3rd Monday) and December (2nd Monday) at 6:00 p.m. in the Clinton County Courthouse, 2nd Floor, Suite 2200.

City of St. Johns Commission

The City of St Johns is organized as the "Commission – City Manager" system of city government. This system combines the strong political leadership of elected officials in the form of a commission, with the managerial experience of an appointed city manager. This form establishes a representative system where legislative power is concentrated in the elected Commission. The city manager oversees day-to-day operations of the city.

In Commission-Manager government, commission members are the leaders and policy makers elected to represent the community and to concentrate on policy issues that are responsive to citizens' needs and wishes. The manager is appointed by the commission to carry out policy and ensure that the entire community is being served. The city is treated as a unit for election and general administration purposes.



City Commission

Left to Right – Chris Hyzer, Eric Hufnagel, Scott Dzurka (Mayor), Jean Ruestman, and Brad Gurski (Vice Mayor)

City Administrative Staff

989-224-8944

Chad A. Gamble, P.E., City Manager:

cgamble@stjohnsmi.gov

Phone Ext: 231

Kristina Kinde, Deputy City Manager | City Treasurer:

kkinde@stjohnsmi.gov

Phone Ext: 232

Mindy Seavey, City Clerk:

mseavey@stjohnsmi.gov

Phone Ext: 223

Justin Smith, Director of Public Services:

jsmith@stjohnsmi.gov

Phone Ext: 281

City Commission

989-224-8944

Scott Dzurka (Mayor)

sdzurka@stjohnsmi.gov

Brad Gurski (Vice Mayor)

bgurski@stjohnsmi.gov

Eric Hufnagel (Commissioner)

ehufnagel@stjohnsmi.gov

Jean Ruestman (Commissioner)

jruestman@stjohnsmi.gov

Chris Hyzer (Commissioner)

chyzer@stjohnsmi.gov

CITY OF ST. JOHNS

CITY SERVICES

Kristina Kinde, City Treasurer

kkinde@stjohnsmi.gov

(989) 224-8944 ext. 232

Brianna Hardaker, City Assessor

assessor@stjohnsmi.gov

(989) 224-8944 Ext. 222

View & Pay Your Bill Online



- Save time with AutoPay & paperless billing
- It's easy, safe and secure!

- On the GO? Use your mobile device to Pay by Text

Go to: www.cityofstjohnsmi.com, click Online Bill
Pay or call 844-623-1635



ASSESSING, TREASURER & PROPERTY TAXES

The City's Finance and Accounting Department consists of the following public divisions :

Assessing determines the value of all City of St. Johns properties for taxation on an annual basis. The city's contracted assessor collects and provides public access to the following information: taxpayer of record information, principal residence exemption, or PRE, status, physical improvements to the land, lot sizes, property descriptions, sales data, drawings, maps, and businesses located within the city.

Accounting processes the city's accounts receivables, payables, and payroll.

Treasury is responsible for collecting all monies payable to the city, including taxes, permit fees, license fees and program fees.

Homestead Exemption is when state law grants a Principal Residence Exemption from local school operating taxes for principal residence properties. To qualify you must own the property and occupy it as your legal, primary residence. It is the homeowner's responsibility to apply for any exemptions they believe they qualify for.

FREQUENTLY ASKED QUESTIONS - ASSESSING

What do the terms "assessed value" and "taxable value" mean?

- **Assessed value** is approximately half the estimated market value of your property, determined by your local assessor. The assessor considers factors like property size, location, and condition. **Taxable value** is the portion of the assessed value that's actually subject to property taxes. It's often lower than the assessed value because of caps set by local tax laws. So, while your assessed value might be what your property is worth, your taxable value is what you'll actually pay taxes on.

Why are my taxes higher than my neighbor's taxes when our houses seem so similar?

- Taxes can differ even if homes seem alike because of differences in their assessed and taxable values. When a home is purchased it becomes uncapped, which means your assessed value and your taxable value are now equal. Therefore, depending on the length of time at that residence your values could also be different.

What is a "Homestead Exemption?"

- A Homestead exemption is like a discount on your property taxes that you get for owning and living in your home. It helps lower your taxes by exempting (not paying) the 18 mills in school operating tax. For eligibility, you must own and occupy the home and have a valid Principal Residence Exemption (PRE) on file with the assessor's office.

What should I do with the Notice of Assessment I receive by mail in March?

- Review it carefully. This assessment will help you understand your property's value and how it affects your taxes. Contact the assessor with any questions. Appeals are heard each year at the March Board of Review.

COMMUNITY DEVELOPMENT PLANNING AND ZONING

BUILDINGS

Building and Zoning Permits

A zoning permit is required before a building, fence, or above-ground swimming pool is constructed on your property, as well as expanding a home or other building. Applications are available online at www.cityofstjohnsmi.com

To visit the interactive zoning map please visit:
<https://cityofstjohnsmi.com/zoningmap>

A Building Permit is required for:

- All commercial, industrial and residential buildings
- A detached accessory building greater than 200 square feet
- A residential deck that is any of the following:
 - Attached to the house
 - More than 30 inches above grade
 - More than 200 square feet in area

Building, Electrical, Mechanical, and Plumbing Permits can be obtained at:

Clinton County Building Department
100 E. State St.

Suite 1300 (1st Floor)

St. Johns, MI 48879

Phone: (989) 224-5181

E-Mail: buildingdept@clinton-county.org

Website:

www.clintoncounty.org/Departments/BuildingDepartment.aspx

Planning Commission

The planning commission meets monthly on the second Wednesday at 5:30 p.m. to review requests for:

- Site Plans
- Special Use Permits
- Rezoning

Applicants should consult with staff and submit preliminary plans as least 30 days before each scheduled meeting.

CITY OF ST. JOHNS

YOUR NEIGHBORHOOD

CITY SERVICES

FREQUENTLY ASKED QUESTIONS – TECHNICAL AND PLANNING

How do I check property zoning?

- The planning division can assist by reviewing the city's official zoning district map, which is also on the city's website.

Can I operate a business from my home?

- The city's zoning ordinance allows for certain "home occupations" to be conducted at a residence. The planning division can assist in determining eligibility.

How do I turn a large property into two parcels?

- Zoning Administrator and City Assessor reviews and approves all lot splits and combinations. The planning division can assist in identifying zoning ordinance requirements.

Am I allowed to display a temporary sign or banner?

- Signage is prohibited in the area between the sidewalk & curb or where these improvements would be located if constructed. If there is no sidewalk present, the sign needs to be placed 8 feet back from the curb.

Before I dig holes in my yard to plant trees or install a fence, how do I identify water or sewer line locations?

- Call 1-800-MISS DIG (1-800-647-7344) for this information.

CODE ENFORCEMENT

Code Enforcement is primarily complaint based and ensures that ordinances that the city adopted are enforced. Code enforcement handles things such as tall weeds, vehicle storage, trash, and sidewalk snow removal. Ordinances such as barking dogs and other noise complaints are routinely handled by the police department.

For further questions please visit:
cityofstjohnsmi.com/departments/code

CITY OF ST. JOHNS

CITY SERVICES

A complaint can be filed on the cityofstjohns.com under code enforcement by going to the action center.

Homeowners can also call

(989)-224-6721 ext. 284

or email
code@stjohnsmi.gov

FREQUENTLY ASKED QUESTIONS – CODE ENFORCEMENT

1. Can I put unwanted items out by the curb?

- The only time unwanted items (furniture or appliances) can be put out by the curb is during spring clean-up in May, otherwise the homeowner will need to contact Granger to schedule a pick-up.

2. Can I store my vehicle on my property?

- All vehicles must be plated, have current registration through the state of Michigan, and in operable condition. Vehicles must be parked in a garage or on the driveway. Vehicles may not be parked on the grass.

3. What do I have to do to put up a fence or make my driveway bigger?

- You must go to cityofstjohnsmi.com and apply for a permit and pay the fees associated.

4. Are chickens allowed in the city?

- Yes, according to Ordinance #678 it states lots under 1 acre shall be permitted to have up to 4 chickens. Lots over 1 acre shall be permitted to have up to 6 chickens. Chickens must be kept within a covered enclosure, including a coop and a run, at all times. You will also need a permit approved by the city. For more information about Ordinance #678 please visit cityofstjohnsmi.com.

WATER AND/OR SEWER BILLING

The City of St. Johns sends water/sewer bills quarterly (every 3 months). A minimum bill is generated even if there is no usage. Water/sewer bills are based by usage per 1,000 gallons, therefore every 1,000 gallons of water used also generates 1,000 gallons of sewer.

Please contact the City of St. Johns at (989) 224-8944 or visit cityofstjohnsmi.com for information regarding:

- Adding or removing your name from a water/sewer billing account
- Sign up for automatic bill payment
 - Checking or Savings Account is free
 - Credit/Debit cards have a 3% processing fee per transaction
 - E-Check has a \$3.00 fee per transaction
- Sign up to have your bill emailed
- Tenant/Landlord agreement form along with rental deposit, copy of lease, and driver's license are required for a tenant to place their name onto the water/sewer account
- Current water/sewer rates
- Request a final bill
- Turn-on or Turn-off Policy (water/sewer must be off for a minimum of three months)
- Temporary turn-off of water service for a repair
- Shut-off Notices
- Irrigation meter installation and pricing

The City of St. Johns accepts the following payment methods:

- Online by visiting cityofstjohnsmi.com, click Payments (3% processing fee applies for credit/debit card transactions. \$3 fee for E-Check)
- In person at city offices
 - Cash
 - Check
 - Money Order
 - Credit/Debit Card (3% processing fee applies)
- Mail
- Drop Box – white City drop box is located in the Clinton County Courthouse parking lot near Cass Street (please place your bill stub along with payment in an envelope prior to placing in the drop box; cash, check or money order are accepted).
- Payment can also be made by calling Invoice Cloud online at (844) 623-1635

Payment must be made by 4:00 pm on the due date or a 10% penalty is applied.

Newsletters are sent with each quarterly water/sewer bill. The newsletters contain information regarding upcoming events and City services. You can also view current and past newsletters on our website at cityofstjohnsmi.com. For additional questions regarding your water/sewer bill, please contact Tammy Wright at (989) 224-8944, ext. 282 or email twright@stjohnsmi.gov.

CITY OF ST. JOHNS CITY SERVICES



Utility Bill Schedule

1st Quarter

(January-March) - bills are mailed on April 22, and due by May 22

2nd Quarter

(April-June) - bills are mailed on July 22, and due by August 22

3rd Quarter

(July-September) bills are mailed on October 22, and due by November 22

4th Quarter

(October-December) - bills are mailed on January 22, and due by February 22



Drop Box

OFFICE OF THE CITY CLERK

VOTER REGISTRATION

New residents may register to vote at the City Clerk's office or at the Secretary of State's Office inside the Southpoint Mall located at 1041 South US-27. You may also register to vote or update your name or address online at: www.Michigan.gov/vote

To register to vote, you must be able to answer yes to all of the following:

Citizenship

- I am a United States citizen.

Age

- I am at least 16 years old and will vote only after I turn 18.

Residency

- I am a Michigan resident and will vote only after I have lived in my city or township for at least 30 days.

Previous Registration

- I authorize the cancellation of any previous registration.

ABSENTEE BALLOTS

Absent voter ballots are available to registered voters for all elections. They provide a convenient method for casting a ballot when a voter is unable to attend the polls.

Please visit our city website at: www.cityofstjohnsmi.com/election for more information about requesting an absentee ballot or contact the city clerk, Mindy Seavey, at 989-224-8944 ext. 223 or mseavey@stjohnsmi.gov

EARLY VOTING

Michigan voters have the right to cast a ballot early and in person at an early voting site before Election Day. Early voting will be available for every statewide and federal election.

Please visit our city website at: www.cityofstjohnsmi.com/election for information on early voting locations, dates and hours.

CITY OF ST. JOHNS

CIVIC AFFAIRS

FREEDOM OF INFORMATION ACT (FOIA) REQUESTS

Requests for information (documents, records, statistics, etc.) made through the Freedom of Information Act, or FOIA, can be filed in the city clerk's office. A fee may be charged for this service, depending on the nature of the request.



OTHER CITY CLERK BUSINESS

- Bid Openings
- Notary Public
- Records Management
- Requests for public records
- Resolutions and proclamations

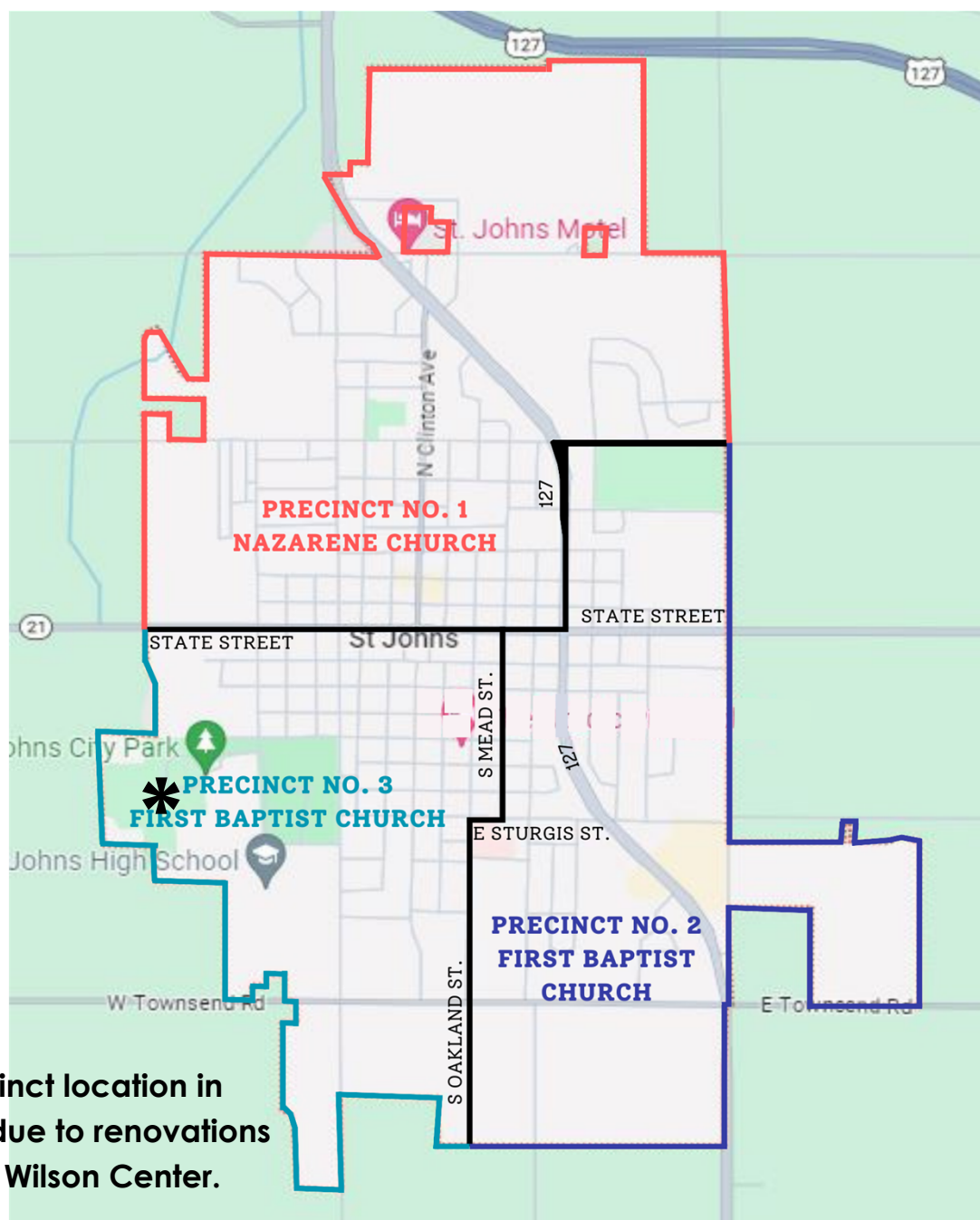
Map of the City of St. Johns

THIS MAP includes the streets and highways located within the City of St. Johns.

Also identified on the map are 3 voting precincts in the City of St. Johns.

For more information about the voting registration process or your polling site, contact the city clerk at:

(989) 224-8944 Ext. 223 or visit the Michigan Voter Information Center at Michigan.gov/vote.



* Precinct location in 2024 due to renovations at the Wilson Center.

CITY FACTS

City of St. Johns Boards and Committees

Each board or committee serves in an advisory capacity to the City Commission and city administrative staff performing a vital function for the efficient operation of local government.

The City of St. Johns has many different boards and committees for residents to become involved in their community and the important decisions being made with their local government. If you would like to join one of these bodies, please consult the Boards and Committees Application Skillset Guide to determine the best fit, based on the experience you have. Afterwards, complete the Boards and Committees Application.

The City of St. Johns has 10 boards comprised of resident volunteers approved by City Commission.

- ☐ Board of Review
- ☐ Zoning Board of Appeals
- ☐ Planning Commission
- ☐ Parks & Recreation Board
- ☐ Parking Committee
- ☐ Compensation Board
- ☐ LDFA (Local Development Finance Authority)
- ☐ Board of Ethics
- ☐ Principal Shopping District/Downtown Development Authority
- ☐ Finance Advisory Group

To learn more about serving on a board or committee, visit the city's website at www.cityofstjohnsmi.com or contact the city clerk at (989) 224-8944

STATE AND COUNTY OFFICIALS



State Capitol in Lansing

MICHIGAN GOVERNOR

Gretchen Whitmer
517-335-7858

U.S. SENATORS

Debbie Stabenow
(202) 224-4822
Gary Peters
(248) 608-8040

U.S. REPRESENTATIVES

Elissa Slotkin
(7th District)
(517) 993-0510

MICHIGAN SENATE

Sam Singh (District 28)
517-373-3447

MICHIGAN HOUSE OF REPRESENTATIVES

Penelope Tsernoglou
(District 75)
517-373-2668

CLINTON COUNTY ADMINISTRATOR

John Fuentes
989-224-5120

LIVING IN ST. JOHNS

LEISURELY CITY AMENITIES

The St. Johns Recreation

Department sets out to enrich the quality of life for the city's youth, adults, and seniors by establishing a high standard of excellence in programs, activities, parks and services.



CITY PARK

The St. Johns City Park is a great place to spend time with family and friends, it offers the following amenities:

- Fantasy Forest Playscape
- Pavilion spaces with grills
- Performance Shell
- Basketball
- Pickleball
- Spray Park
- Disc Golf
- Sledding hill
- Trails

Youth & Adult Programs including youth camps, special programs & league sports are offered year around. Please visit www.cityofstjohnsmi.com and click the Recreation/Facilities button to view & register for programs.

RECREATION DEPARTMENT



The City of St. Johns park system consists of over 137 acres of land on six different sites: one main park and five pocket parks featuring children's playscapes, disc golf, sledding hills, ice skating, basketball, pickleball, tennis, baseball/softball fields, nature trails, bike paths, spray park, and picnic shelters.

The railroad depot provides

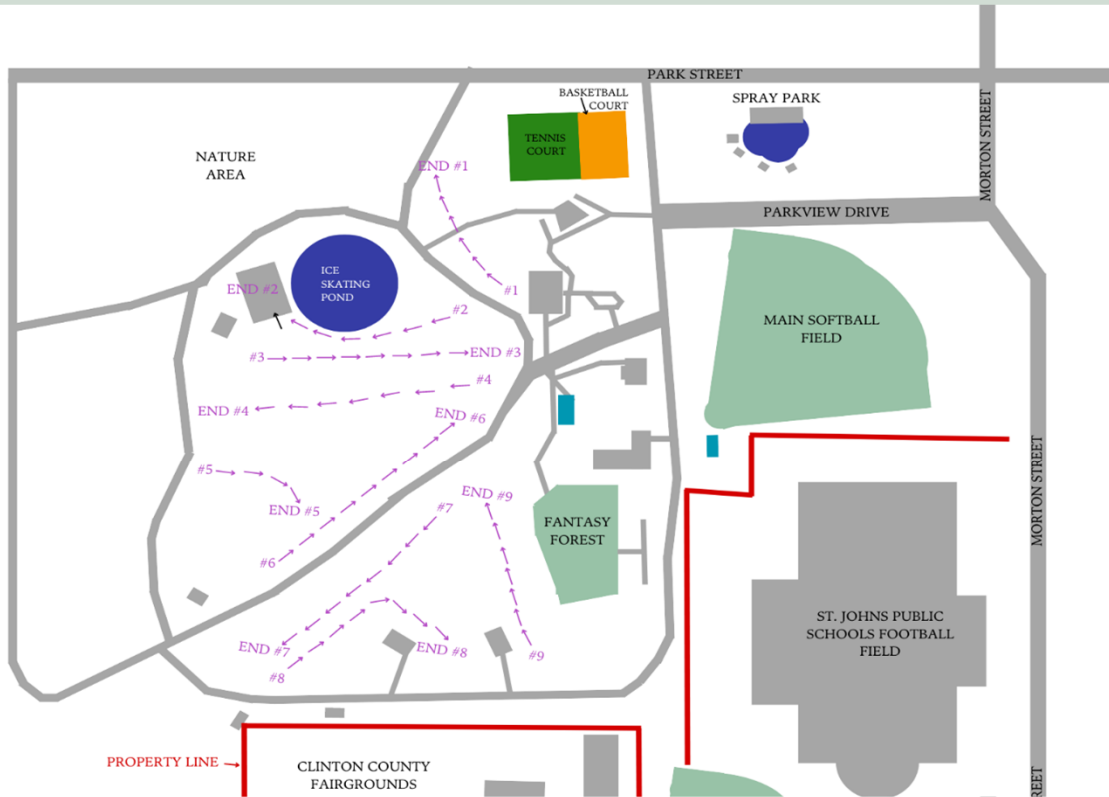
- Kitchen including a sink & refrigerator
- 8 - 5-foot round tables & 64 white chairs
- Wi-Fi (by password)
- Bathrooms

To reserve a park pavilion or the railroad depot, visit www.cityofstjohnsmi.com and click the Recreation/Facilities button. (pictured below)



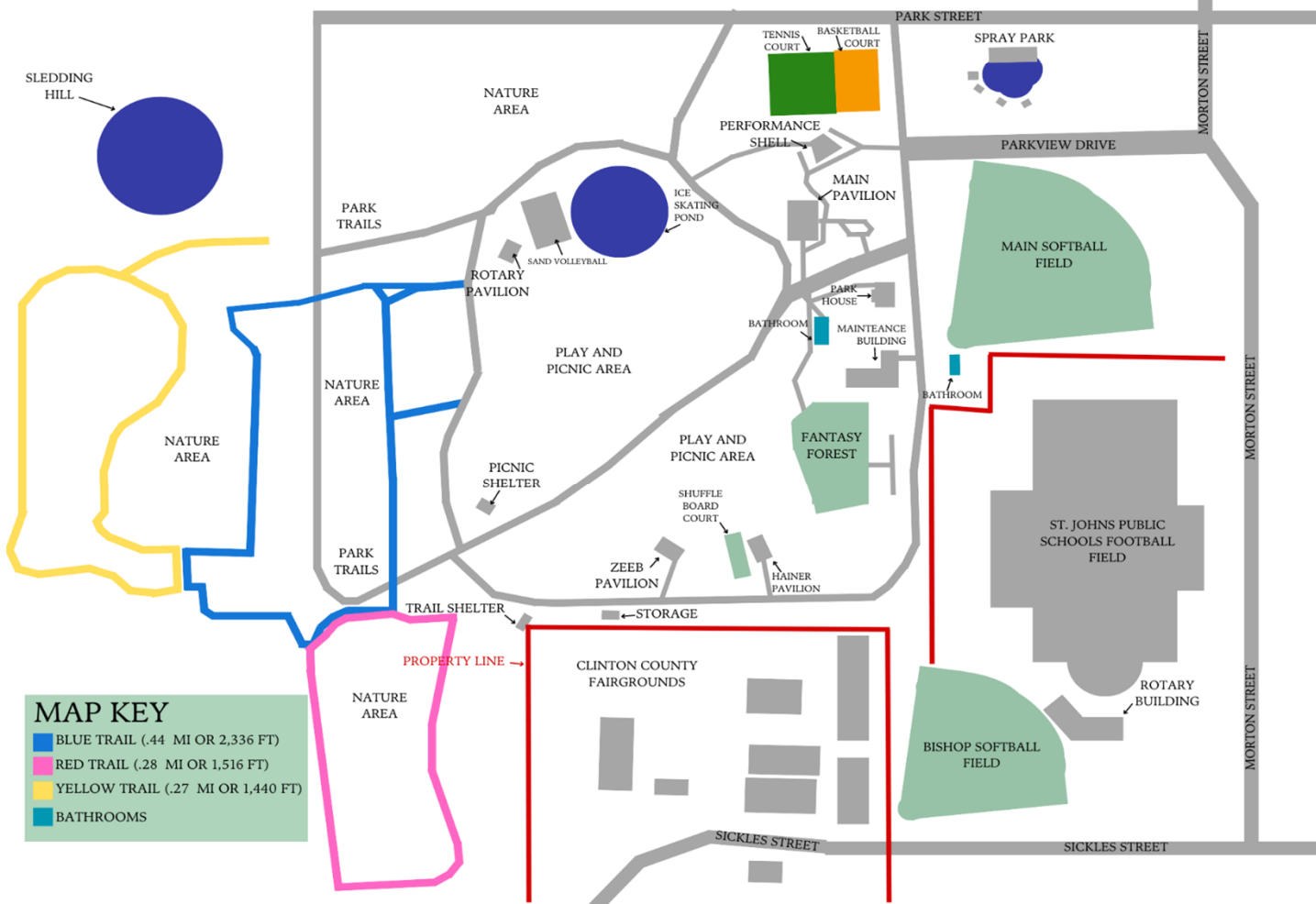
**RECREATION DEPARTMENT –
CITY OF ST. JOHNS**
100 E. State Street, Suite 1100,
St. Johns, MI 48879
(989) 224-8944 ext. 227
www.cityofstjohnsmi.com and
click Recreation/Facilities





MAP KEY

- DISC GOLF COURSE
- BATHROOMS



MAP KEY

- BLUE TRAIL (.44 MI OR 2,336 FT)
- RED TRAIL (.28 MI OR 1,516 FT)
- YELLOW TRAIL (.27 MI OR 1,440 FT)
- BATHROOMS

City of St. Johns Offices

**Community and
Economic Development –
McKenna Associates
(248) 596-0920**

**Pavilion & Depot Rental
(989) 224-8944 Ext. 280**

**Public Safety
9-1-1 for Emergencies
(989) 224-6721
Non-Emergencies**

**Public Works
(989) 224-8944, Ext. 229**



PUBLIC WORKS
1000 N US-127 BR
Mon-Fri, 7 am – 4 pm



**ST. JOHNS WASTEWATER
TREATMENT FACILITY**
950 N US-127 BR
Mon-Fri, 7 am – 4 pm



CITY HALL
100 East State St.
Suite 1100
PO Box 477
Mon-Fri, 8 am – 4 pm



ST. JOHNS POLICE DEPARTMENT
409 S Whittemore St.
Office Hours M-F 8 am - 4 pm
Officers are available 24/7 by
calling 911.



ST. JOHNS CITY PARK
805 W Park St.
Mon-Sun, 7 am – 10:30
pm

City of St. Johns City Buildings



ST. JOHNS FIRE DEPARTMENT
109 E State St.
Office Hours M-F
8 am – 4 pm
Officers are available 24/7
by calling 911.



**ST. JOHNS WATER
DEPARTMENT**
815 N Ottawa St.
Mon-Fri, 7 am – 4 pm



SPLASH PARK
805 W Park St.
SUMMER HOURS
(Memorial Day - Labor Day)
Mon-Sun, 8 am – 10 pm

Public Safety – Police and Fire

Art Courtesy of: Daniel Sundahl, Dansun Photography



Police Department Office Hours
Monday - Friday: 8:00 a.m.-4:00 p.m.
Saturday, Sunday and Holidays:
Closed
Officers are available 24/7 - 365 days
a year by calling 911

David Kirk, Police Chief
409 S. Whittemore Street
P.O. Box 477
St. Johns, MI 48879
Phone: 989-224-6721
Fax: 989-224-2320
dkirk@sjpolice.org

City Parking Permits

A Permit is required to park in any city parking lot. Permits can be purchased from the police department during regular office hours, Monday - Friday, 8 a.m. to 4 p.m. Permit prices for each year are set by the city commission. They are full price when purchased in January and then pro-rated each month after that. All permits expire on December 31 of the year they are purchased. Questions regarding parking permits can be directed to 989-224-6721.

Frequently Asked Questions – Parking Passes

- **If I purchase a \$150 lot pass and all lots are full, can I park on the designated streets?**

Yes, the \$150 lot pass is allowed to be used in both the lots and the designated streets. However, if you purchase the \$50 street pass, this is not allowed to be used for the parking lots.

- **What is the revenue from parking passes used for?**

Average revenue per year over the last 5 years from parking passes is approximately \$17,000. This is used to help cover annual parking lot maintenance (pot holes and minor surface repairs). The average annual maintenance for parking lots over the last 5 years was approximately \$30,000. This average does not include winter maintenance, sweeping, or parking lot striping.

- **The lot referred to in the new map as lots 5A and 5B (behind Kurt's Appliances) are really in need of repair. What is the City doing to repair and address this lot?**

This lot was placed in the City's capital improvements budget for the overall cost of \$309,000. This lot, like many in the downtown, has problems associated with property access and boundary issues including portions of the lot that are not even owned by the City. The design of the improvements will be complete in the Spring of 2024 and will be bid and constructed in the summer/fall of 2024. A portion of the costs will be legal and surveying fees to memorialize the property ownership necessary for the City to own the entire lot that has been used for parking in the past.

- **Why are some lots permitted for overnight parking and some lots are not?**

The new downtown parking plan tries to balance many different parking needs in the downtown. One of these needs is to provide parking spaces for workers who report for work at or around 8:00 a.m. When studying the downtown parking needs, it was observed that lots that permitted overnight parking had many vehicles still occupying spaces that were needed for the employees that work in the downtown. Therefore, several lots prohibit overnight parking to preserve parking capacity for downtown employees. This facet, like many others, will be studied in the coming months to see if any modifications to the downtown parking plan are needed as parking preferences and or usage change.

St. Johns Police Department's Mission Statement:

Commit to having each member of our department utilize the full potential of their knowledge, skills and abilities in order to provide protection, justice and service to all those entrusted to our care.

Public Safety – Fire Department

Art Courtesy of: Daniel Sundahl, Dansun Photography



The St. Johns Fire Department is a volunteer department

The City of St Johns Fire Department provides fire and emergency services to the residents and businesses within City of St. Johns, Bingham Township, Greenbush Township, and the east half of Bengal Township

The Fire Department is staffed by Paid-On-Call Firefighters. The Department actively trains two (2) times per month.

The Department provides response and assistance to accidents, hazardous materials, storm alerts and fires with up-to-date 'Jaws of Life' (2 sets), Auto Air Bags (to stabilize auto after accident), fire trucks (4) and firefighting equipment.

The office is not staffed during the day. For assistance with burn permits or to leave a message for the Fire Chief or Fire Marshal, please contact the **St. Johns Police Department office** during their regular business hours:

(Office Hours: Monday - Friday 8:00 a.m. - 4:00 p.m., Closed Saturday, Sunday and Holidays)

Jordan Whitford, Fire Chief

109 E. State Street

P.O. Box 477

Phone: (989) 224-2151

Fax: (989) 224-2320

jwhitford@stjohnsmi.gov

Fire Chief: Jordan Whitford
Deputy Chief: John Kochensparger
Assistant Chief: Mark Wineland
Captain: Matt Chapko
Lieutenant: Vince Towne
Lieutenant: Jody Snater
Lieutenant: Chad Moinet



CITY OF ST. JOHNS

CITY SERVICES

Fall Leaf Collection Program

Below is information regarding the Fall leaf collection for city residents. You have the option to either bag or rake your leaves to the curb.

The following is the leaf collection schedule starting in November:

- First two weeks of November – South of M21
- Last two weeks of November – North of M21

After the city has been gone through once, there will be a final pass made through the City to collect any late fallen leaves. We will advise you on Facebook and the City website when this collection will take place.

If you wish to rake, please rake leaves in a pile in the City right-of-way area in front of your house, between the sidewalk and the curb. If there is no sidewalk in front of your property, please rake leaves 6 inches behind the curb but not further than 6 feet from the curb. **DO NOT RAKE LEAVES IN THE STREET**, as the leaves can be hazardous with traffic and also block storm sewers from draining properly. **Anyone raking or otherwise placing leaves, trimmings, & similar type organic plant materials in the public street will be subject to a \$50 civil infraction fine.**

If you wish to bag your leaves, please place only leaves and garden vegetation in the bags (no dirt). The bags must weigh **no more than 50 lbs.** These bags will be picked up at the curb during your normal scheduled leaf collection pick-up.

Just a reminder, despite all advanced preparation, equipment can breakdown or weather events can slow or end the program early. Plan to have leaves raked before your scheduled week. Early snowfall requires equipment and crews to be redirected to snow removal operations.

- Once leaf collection begins, the regular curbside brush pick up is suspended until April 1st.

Loose leaves & biodegradable yard waste bags can also be taken to the Department of Public Works, 1000 N. US-127 BR. This site is open 24/7. Please use the Kuntz Drive entrance (located behind Journey Federal Credit Union).

DEPARTMENT OF PUBLIC WORKS (DPW)

The Department of Public Works, or DPW, is responsible for maintaining all public streets within the city limits. Street sweeping, paving, snow removal and salting, and pothole repair fall under the DPW responsibilities. The public works department is also responsible for the brush and leaf pickup in the city.



CITY OF ST. JOHNS

CITY SERVICES



Yard Waste Pick Up /
Tree Service

YARD WASTE PICK UP (BROWN BAGS OR BRUSH)

Schedule your pick-up of yard waste (brown bags or brush) by going to www.cityofstjohnsmi.com and click on Yard Waste Pick Up/Tree Service Button –All requests MUST be submitted before 2 pm on Monday for the pick-up to take place on Tuesday or Wednesday of the same week. If scheduled after 2 pm on Monday, the pick-up takes place on Tuesday or Wednesday of the following week. Bags should not exceed 32 gals or 50 lbs.- Brush piles should not exceed 4'x4'x4'.

Do not rake debris or yard waste in the street it will be subject to a fine. The city does not pickup stumps, logs, construction debris, concrete, rocks, stones or waste. All yard waste that is collected is turned into compost and given back to city residents. Contact the DPW at EXT. 229 to receive rules about backyard composting.

You can also drop your yard waste off at the DPW compost site at 1000 N. US-27 BR (open 7 am – 4 pm, M-F) or use the Kuntz Drive entrance and follow the dirt access drive behind Journey Federal Credit Union which is open 24/7.

Burning: Ordinance #388 bans outdoor burning of leaves and brush in the city. Residential recreational fires (no leaves or trash) are permitted if properly contained and supervised. For more information visit **(989) 224-8944, ext. 229**.

TREE CONCERNS OR PLANTING IN THE RIGHT-OF-WAY

If you have a safety concern or wish to plant a tree in the right-of-way, visit www.cityofstjohnsmi.com and click on Yard Waste Pick Up/Tree Service button. A member from the DPW will contact you regarding your concern. A permit must be obtained from the city to plant vegetation in the parkway (the area between the curb and sidewalk or where sidewalk would be placed). The city regulates the type of trees planted in parkway, as well as the trimming, removing or spraying of trees in this area. Permitted street trees include hardy oak and maple. Ash trees are prohibited due to Emerald Ash Borer.

SNOW REMOVAL

Plowing is conducted after a snow accumulation of two inches or more in depth following the completion of major streets. Placement of salt in all intersections, **STOP** sign approaches and approaches to major school crossings will be implemented with the snow removal operations as necessary. City Code requires that city residents must remove snow and ice from sidewalks and fire hydrants within twelve (12) hours after precipitation ceases during daylight hours. When snow and ice occurs during nighttime hours, it must be cleared by 6:00 PM the following day. Adopt a hydrant-please keep the area around fire hydrants clear of snow and ice so that our Fire Department is able to access the hydrant during a fire emergency and keep you safe.

CURBSIDE **TRASH** GUIDE

The City of St. Johns is currently contracts with Granger to provide city residents with trash and recycling curbside collection. Trash is collected every week on your trash day. All trash **MUST** be bagged with a 30 lb. weight limit. Your brown lidded trash cart must be placed curbside the night before your collection day. There is a 1 trash cart limit per each residential unit. Please visit the City's website www.cityofstjohnsmi.com or Granger's website at www.grangernet.com to see the current year's holiday schedule and/or weather delays. Please contact city offices at 989-224-8944 if you are in need of a trash cart.

Refuse Pickup Schedule

North of M-21 & West of US-27 - Wednesday Pickup

North of M-21 & East of US-27 - Wednesday Pickup

South of M-21 & West of US-27 - Friday Pickup

South of M-21 & East of US-27 - Wednesday Pickup



CURBSIDE **RECYCLE** GUIDE

Recycling collection is a every other week program. Visit this link <https://www.grangernet.com/recycle-guidelines/recycle-coach/> to view your recycling schedule. There is also a downloadable recycle coach app available thru Granger. The app allows you to receive pickup notifications and reminders. Your yellow lidded recycle cart must be placed curbside the night before your collection day. The recycle cart is a 30-gallon yellow lidded cart. There is a 1 recycle cart limit per each residential unit. Please contact city offices at 989-224-8944 if you are in need of a recycle cart.

Paper & Cardboard

- *Newspapers & inserts
- *Magazines & catalogs
- *Clean pizza boxes
- *Phone books
- *Paperboard (cereal & cracker boxes)
- *Note, copy, & scrap paper
- *Cardboard – flatten & bundle

Glass, Plastic & Metal

- *Glass bottles & jars (all colors & sizes) Remove lids and rinse – no need to remove labels.
- *Plastic bottles, jugs, tubs (household items #1 - #7)
- *Aluminum cans, foil & trays, tin & steel (rinse, clean & flatten)

NOT ACCEPTED IN RECYCLE CART: wax coated-6,12 or 24 pack beverage cases or refrigerator or freezer boxes., wax-coated milk or juice cartons, syringes, garden hoses or rubber, plastic flower baskets, furniture, pools, toys, buckets, barrels, liquids, light bulbs, window glass, mirrors, hangers, aerosol cans, paint cans, appliances or scrap metal, string, twine, stickers, plastic stuck on paper.

NO TRASH BAGS, STORE BAGS, STYROFOAM, OR FLAMMABLE CONTAINERS IN RECYCLE CART



SPECIAL COLLECTIONS

Spring Clean-Up (Held in May of each year) You may place 3 cubic yards of material out and our contracted trash hauler will dispose of the items. This is the time to dispose of unwanted appliances, electronics, lawn mowers, hub caps, copper or brass tubing and wire, large toys, bicycles, furniture (indoor and outdoor), mattresses and scrap metal, odd pieces of lumber (must be under 4 ft. long and bundled) and carpeting (bundles less than 6 ft. long.)

Tire Collection - Clinton County Clean Community Collection Event provides a spring recycling program where used car & light truck tires can be taken. Please visit www.clinton-county.org or call (989) 224-5186. An appointment is required to participate, and the drop-off location will be provided once an appointment is made.

Christmas Trees are collected in early January, please have all items removed from the tree and do not bag it.

BRIGGS DISTRICT LIBRARY

LOCATION

108 East Railroad Street
St. Johns, MI 48879
989-224-4702 (phone)
989-224-1205 (fax)

HOURS:

Monday 10:00 am - 8:00 pm
Tuesday 10:00 am - 8:00 pm
Wednesday 10:00 am - 8:00 pm
Thursday 10:00 am - 8:00 pm
Friday 10:00 am - 6:00 pm
Saturday 10:00 am - 3:00 pm

OUR MISSION:

The mission of the Briggs District Library of St. Johns is to actively provide easily accessible services, materials and programs to people of all ages in our service area to meet their evolving recreational, cultural, informational and educational needs.

HOW TO GET HERE:

The Library is located in downtown St. Johns, three blocks north of the Clinton County Courthouse on Railroad Street.

LIBRARY CARDS:

The Briggs District Library issues a library card, at no charge, to any resident or property owner in the St. Johns Public School District, or any resident of a community that contracts with the Briggs District Library for library service. In order to receive a library card, an applicant must provide proof of current residency or ownership of real property, i.e. current driver's license, lease agreement, or copy of tax receipt.

The municipalities located within the St. Johns Public School District include: the City of St. Johns, Bingham Township, and portions of Bengal, Greenbush, Essex, Olive, Riley, Victor, and Westphalia Townships; the Briggs District Library currently has a contractual arrangement with Dallas Township.

LIVING IN THE CITY OF ST. JOHNS

Due to weather events or circumstances beyond our control, please visit the library's website at www.briggsdistrictlibrary.org or call 989-224-4702 for program cancellations or change in library hours.



ST. JOHNS PUBLIC SCHOOLS

Anthony Berthiaume, Superintendent

Phone: 989.227.4050
berthiaumea@siredwings.org



Buildings within the district:

Riley Elementary

Address: 5935 W Pratt Rd
Phone: 989-227-5100

St. Johns High School

Address: 501 W. Sickles
Phone: 989-227-4100

Eureka Elementary

Address: 7550 N. Welling Rd
Phone: 989-227-4900

St. Johns Middle School

Address: 900 W. Townsend
Phone: 989-227-4300

Gateway North Elementary

Address: 915 North Lansing Street
Phone: 989-227-4600

STRIVE Academy

Address: 1013 Old U.S. 27
Phone: 989-227-5200

Oakview South Elementary

Address: 1400 South Clinton
Phone: 989-227-4500

We believe education is a lifetime pursuit; a shared responsibility of home, schools, and community; and that schools work to improve the quality of living and learning for all citizens.

Visit www.siredwings.org for more information.

In 1998, the downtown was organized into the Downtown Management Board by the City of St. Johns to follow suit with other cities in creating a board that would promote and organize business and activities in the downtown section of St Johns.

The city government realized the importance of a vibrant downtown to attract business and residents to the city. Over the years, the board has changed and is now known as the Principal Shopping District/Downtown Development Authority. The board consists of 12 members, most of which are business owners in the district, and they meet the first Wednesday of every month at 11:30 at the Main Street Café. The board is directed by a part-time Executive Director.

The Principal Shopping District is responsible for the following current events:

- **Farmer's Market**
- **Soap Box Derby**
- **Mint Festival Beverage Tent and Car Show**
- **Friendly Fridays**
- **Fall Feastival**
- **Holiday Festival and Parade**
- **Spring Festival**



The Downtown Development Authority is responsible for infrastructure in the downtown. They have provided benches, flowers, trash containers, banner poles and banners. They have also aided in streetscape and parking lot improvements. And just recently are working on a Façade Improvement Grant Program.

Current attractions in the downtown include: The Fred Meijer CIS Trail, Paine Gillam Scott Museum, St Johns Depot, the Clinton County Courthouse and Briggs District Library. Along with recent art projects like the Higham Street mural, Gill-Roy's parking lot mural and Rotary Park sculpture.

The St Johns PSD/DDA's mission is to ensure that our downtown is a pleasant and inviting destination to visit, shop, live or do business.

For more information visit our **website** at:

DowntownStJohnsMi.com

Or

Email: psdcityofsj@gmail.com

Phone: (989) 224-8944, ext.233



Updated: March 2024





POINTS OF INTEREST

1. St. Johns Book Exchange
2. Paine Gillam Scott Museum
3. United States Postal Service
4. UAW
5. Pierson 319-Event Building
6. Briggs District Library
7. St. Johns Rotary Park
8. St. Johns Train Depot
9. Public Bathrooms
10. Veterans memorial

DINING

1. Domino's Pizza
2. Global Coffee Co.
3. St. Johns Brewing Co.
4. Cupcakes and Kisses
5. Sirens Bar
6. Main Street Cafe/Pizza
7. Bruno's Bar
8. Deano's Pizzeria
9. Oh Mi Organic
10. Dershey's Cafe
11. Swany's Pub & Grub
12. Waypoint Coffee Co.

SHOPPING CONT.

18. Custom Embroidery Plus
19. Chasco Plumbing & Heating
20. La Chicanita
21. Top Tier Wholesale

SERVICES

1. Allaby & Brewbaker Insurance
2. Simplified Tax
3. Edward Jones
4. JC Electric
5. Jackson Hayes, Attorneys at Law
6. Wieber Pratl Law
7. St. Johns Business & Tax Service
8. 43 North & Digital Marketing
9. Back Alley Pet Grooming
10. Diversified National Title Agency
11. The McKenzie Agency Insurance
12. Belton Hearing Aid Center
13. State Farm
14. Sirrine & Associates
15. Butler Financial
16. Huntington Bank
17. Country Critters Pet Grooming

ARTS

1. Courtney Bradley Photography
2. Alissa's Dance Elite
3. Aardvark Tattoo & Body Piercing
4. Ink Craft Studio
5. Art & Soul
6. Heathers Dance Co.
7. Studio Retreat
8. Studio Glazed @ Whimsical pARTy gallery
9. Fab Five Design @ Whimsical pARTy gallery
10. PKSA Karate St. Johns

SELFCARE

1. Lotus Health & Hydration
2. Impression Salon
3. Courthouse Cuts Barbershop
4. Redwing Barber Shop
5. St. Johns Barber Lounge
6. The Hair Collab
7. Nicoles Salon and Day Spa
8. Appearances Salon
9. Into Wish'n Hair Salon
10. Unique Reflections
11. St. Johns Internal Medicine
12. Allergy & Asthma Clinic of East Lansing
13. Ask Counseling

SHOPPING

1. Nina's Notions and Paper Crafting
2. Sports Stop/Crown Trophy
3. Nesting Feather Boutique/Unimaginable
4. Red Rose White Magnolia Boutique
5. Rise Up Co.
6. Rehmann's Clothing
7. The Mint Door Boutique
8. Kymora Kandles Outlet
9. The Basic Needs Center
10. Kurt's Appliance Center
11. The Minty Mitten
12. Mazz's Endzone Party Store
13. Gilroy's Hardware/Firearms/Sporting Goods
14. Spun Confection
15. Woodbury's Flower Shop
16. Giving Paws
17. Custom Embroidery Plus
18. La Chicanita
19. Top Tier Wholesale

GOVERNMENT

1. Clinton County Courthouse
2. Clinton Country Cooperative MSU Extension Office
3. City of St. Johns City Offices

ACCOMMODATIONS

1. Heritage Place Hotel

QUESTIONS ABOUT DOWNTOWN ST. JOHNS:

VISIT:

DOWNTOWNSTJOHNSMI.COM

EMAIL

PSDCITYOFSJ@GMAIL.COM

PHONE:

(989) 224-8944, EXT. 233

QUESTIONS ABOUT THE CITY OF ST. JOHNS:

VISIT:

CITYOFSTJOHNSMI.COM

EMAIL:

CSJ@STJOHNSMI.GOV

PHONE:

(989) 224-8944