

AGENDA REPORT

TO: Mayor Pat Humphrey & the Clare City Commission
FROM: Jeremy Howard, City Manager
DATE: July 2, 2025
RE: Public Hearing and Approval to Submit USDA Grant Application and Accept Funds if Awarded – Police Vehicle (Dodge Charger)

For the Agenda of July 7, 2025

Background. The City has worked with the USDA to obtain grant funds for public safety for many years. The City recently submitted a preliminary request (*see att'd memo from Chief Saad to USDA*) to be considered for a grant to defray a portion of the cost to purchase a new police vehicle. The City has published the required notice (*att'd*) of its notice of intent to formally apply for the grant to purchase the said vehicle. The City Commission is asked to hold the requisite public hearing and subsequently approve the submission of the grant application and acceptance of the funds if awarded. The City Commission is also asked to authorize the City Manager to sign all necessary related documents for the grant and allow the Treasurer/Finance Director to apply any and all necessary budget amendments needed to accept the funds.

Issues & Questions Specified. Should the City Commission hold the required public hearing and approve the submittal of the USDA grant application and acceptance of funds if awarded?

Alternatives.

1. Hold the hearing and approve the submittal of the grant application and acceptance of funds if awarded.
2. Deny the submittal of the grant application and acceptance of funds if awarded.
3. Set aside decision regarding this matter to a later date.

Financial Impact. If the grant application is approved, USDA will offer to fund \$28,900, approximately 55% of the total cost of approximately \$52,651.16 for the new police vehicle.

Recommendation. I recommend that the City Commission approve the submittal of the grant application to USDA and approve the acceptance of funds if awarded, authorize the City Manager to sign all necessary related documents for the grant application and acceptance, and allow the Treasurer/Finance Director to apply any and all necessary budget amendments needed to accept the funds by adoption of Resolution 2025-056 (*copy att'd*).

Attachments.

1. Police Chief Memo.
2. Public Notice.
3. Resolution 2025-056.

CITY OF CLARE POLICE DEPARTMENT

207 W 5th St, Clare, MI 48617 | Phone: (989) 386-2121 | Fax: (989) 386-0440



Date: 4-29-2025

To:

Bryce Paulsen

Loan Specialist

United States Department of Agriculture

Rural Development

543 Progress Street

West Branch, Michigan 48661

Subject: Project Narrative – USDA Grant Application for Patrol Vehicle Replacement

To Whom It May Concern,

As the Chief of Police for the City of Clare, I am respectfully submitting this project narrative in support of our request for funding assistance through the United States Department of Agriculture. The Clare Police Department is seeking a 55% grant to assist in the purchase of a new 2023 Dodge Charger patrol vehicle from John Jones Chevrolet in Salem, Indiana.

This acquisition is necessary to replace a 2013 Ford Explorer that currently has over 135,000 city miles and is well beyond its recommended service life. The vehicle has become unreliable and costly to maintain, which compromises our ability to provide timely and effective law enforcement services to our community. Due to limited financial resources, our department cannot support this essential replacement without grant assistance.

As part of our procurement process, we obtained multiple bids from various dealerships, including those listed under state contracts. We conducted a thorough comparison between vehicle models commonly used in law enforcement, including the Chevrolet Tahoe and the Dodge Charger. After evaluating the total cost of each option, including the installation of necessary police equipment, the Dodge Charger emerged

as the most cost-effective and practical solution. It provides the necessary performance and durability required for our operations while remaining within our limited budget.

The City of Clare is committed to maintaining public safety and ensuring our officers have the tools they need to serve our residents effectively. This grant funding represents a critical opportunity to support that mission. Without this support from the USDA, the purchase of a replacement patrol vehicle would not be possible.

Thank you for your consideration of this request and for your continued support of rural public safety initiatives.

Sincerely,



Chief David Saad
City of Clare Police Department



CITY OF CLARE

202 West Fifth Street | Clare, Michigan 48617-1490

Office 989.386.7541 | Fax 989.386.4508

www.cityofclare.org

NOTICE OF INTENT TO APPLY TO USDA RURAL DEVELOPMENT

CITY HALL

Ph 989.386.7541

Fx 989.386.4508

www.cityofclare.org

Manager x102

Assessor x103

Clerk x106

Treasurer x107

Please take notice that the City of Clare intends to file a grant application to Rural Development (RD), a division of the United States Department of Agriculture for funding assistance in the amount of \$28,900.00 to purchase a police vehicle for the Clare Police Department. The total anticipated cost of the equipment is \$52,651.16.

DEPARTMENT OF PUBLIC WORKS

Ph 989.386.2182 or

989.386.7541 x202

Fx 989.386.4508

A public hearing will be held on July 7, 2025 at 6:00 p.m. in the Clare City Hall located at 202 W. Fifth Street, Clare, Michigan, 48617. Public comments are welcome at the hearing or in writing. Written comments will be accepted up until 4:00 p.m. on the date of the hearing and can be forwarded to the attention of dlyon@cityofclare.gov, by delivery to the City Clerk at 202 W. Fifth St., Clare, Michigan, 48617, or by calling (989) 424-4068 to provide verbal comment.

UTILITY BILLING

Ph 989.386.7541 x201

The City of Clare is an equal opportunity provider and employer.

W/WWT PLANT

Ph 989.386.2321

Fx 989.386.2387

Diane M Lyon
Clare City Clerk



POLICE DEPT. NON-EMERGENCY

Ph 989.386.2121

Fx 989.386.0440

FIRE DEPT. NON-EMERGENCY

Ph 989.386.2151

Fx 989.386.3020

PARKS & RECREATION

Ph 989.386.7541 x213

Fx 989.386.4508

AIRPORT

Ph 989.386.0445

Fx 989.386.4508



RESOLUTION 2025-056

A RESOLUTION OF THE CLARE CITY COMMISSION APPROVING THE SUBMITTAL OF A UNITED STATES DEPARTMENT OF AGRICULTURE RURAL DEVELOPMENT GRANT APPLICATION FOR THE PURCHASE OF A NEW CITY POLICE PATROL VEHICLE AND ACCEPTANCE OF FUNDS IF AWARDED.

WHEREAS, the City of Clare has submitted a preliminary grant application to the United States Department of Agriculture (USDA) for a Rural Development grant to assist in the purchase of a new police vehicle and equipment; and

WHEREAS, the City has been advised by the USDA that the City’s pre-application has been received; and

WHEREAS, the City has held a requisite public hearing announcing the City’s intent to apply for a USDA grant to assist in the purchase of the new patrol vehicle and equipment; and

WHEREAS, no stated objections were received at said public hearing; and

WHEREAS, the City Commission has deemed that submittal of said grant application is clearly in the best interests of the City and its residents.

NOW THEREFORE BE IT RESOLVED THAT the City Commission of the City of Clare hereby approves the submittal of a formal application for a United States Department of Agriculture Rural Development Grant to defray a portion of the costs, approximately 55% (\$28,900), associated with the purchase of a new police vehicle and verifies that the City meets or agrees to meet all eligibility requirements associated with said grant program.

BE IT FURTHER RESOLVED THAT, the Mayor and City Commission of the City of Clare hereby formally accepts the funds if awarded and authorizes the City Manager to sign any necessary and related documents for the grant and allow the Treasurer/Finance Director to apply any and all necessary budget amendments needed to accept the funds.

ALL RESOLUTIONS AND PARTS OF RESOLUTIONS INSOFAR AS THEY CONFLICT WITH THE PROVISIONS OF THIS RESOLUTION BE AND THE SAME ARE HEREBY RESCINDED.

The Resolution was introduced by Commissioner _____ and supported by Commissioner _____. The Resolution declared adopted by the following roll call vote:

YEAS:

NAYS:

ABSENT:

Resolution approved for adoption on this 7th day of July, 2025.

Diane Lyon, City Clerk