

## AGENDA REPORT

TO: Mayor & City Commission  
FROM: Jeremy Howard, City Manager  
DATE: November 13, 2025  
RE: Close Out Public Hearing for MEDC CDBG WRI Grant

For the Agenda of November 17, 2025

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Background. The City received a Community Development Block Grant (CDBG) in 2022 to assist with upgrades and improvements to the Water Treatment System in the form of a Water Related Infrastructure Grant (MSC-222015-WRI). The project was successfully completed earlier this year. To complete the close-out process for the CDBG with the Michigan Economic Development Corporation, we are required to hold a public hearing to receive comments pertaining to the grant and the grant project.

Public notice (*copy att'd*) was completed for the requisite hearing. The City Commission is asked to hold the hearing to facilitate grant closure.

Issues & Questions Specified. Should the City Commission conduct the requisite public hearing to allow close-out of the grant?

Alternatives.

1. Hold the hearing.
2. Do not hold the hearing.
3. Set aside decision regarding this matter to a later date.

Financial Impact. None, but the hearing is required as part of the grant agreement and acceptance of the funds.

Recommendation. I recommend that the City Commission conduct, by appropriate motions, the requisite public hearing and subsequently adopt Resolution 2025-094 (*att'd*).

Attachments.

1. Public Notice.
2. Resolution 2025-094.

**NOTICE OF CLOSEOUT PUBLIC HEARING  
FOR MICHIGAN COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)  
FUNDING FOR THE CITY OF CLARE WATER RELATED INFRASTRUCTURE  
PROJECT**

The City of Clare will conduct a closeout public hearing on November 17, 2025 at 6:00 p.m. at Clare City Hall, 202 W. Fifth St., Clare, MI 48617, for the purpose of affording citizens an opportunity to submit comments and receive a final report on the completion of the CDBG Infrastructure Project.

The CDBG grant provided funding to assist in improvements to the water treatment facility. The CDBG project benefited at least 51% low to moderate income persons; Zero persons were displaced as a result of the project.

Interested parties are invited to comment on the project in person at the public hearing or in writing if the written comments are received by the City Clerk not later than 4:00 p.m. on November 17, 2025 and addressed to: City Clerk, 202 W. Fifth St., Clare, MI 48617.

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

City of Clare  
Diane M. Lyon, City Clerk  
989-424-4068



**RESOLUTION 2025-094**

**A RESOLUTION OF THE CLARE CITY COMMISSION ACCEPTING PUBLIC COMMENT AND DIRECTING CLOSE-OUT OF A COMMUNITY DEVELOPMENT BLOCK GRANT (MSC-222015-WRI) FOR UPGRADES AND IMPROVEMENTS TO THE WATER TREATMENT SYSTEM IN THE CITY OF CLARE.**

**WHEREAS**, the City of Clare applied for and received a Community Development Block Grant (CDBG) from the Michigan Economic Development Corporation (MEDC) for the purpose of upgrades and improvements to the Water Treatment System in the City of Clare; and

**WHEREAS**, said project has been completed; all grant and local government funds have been disbursed; and the purpose, scope, and objectives of the grant project have been completed, attained, and achieved; and

**WHEREAS**, the City has requested that the grant be closed; and

**WHEREAS**, a public hearing to receive comment related to the grant and the grant project is a required step of the grant closure process; and

**WHEREAS**, the City has publicly noticed said hearing and the Clare City Commission has conducted said hearing to receive public comment.

**NOW THEREFORE BE IT RESOLVED THAT** the City Commission of the City of Clare hereby affirms and attests that the hearing to receive public comment related to the Community Development Block Grant to upgrades and improvements to the Water Treatment System was held and further confirms that the following public comment was received: \_\_\_\_\_.

**BE IT FURTHER RESOLVED THAT** the City Commission hereby declares the project funded by said grant a total success and directs its Staff to complete all other required actions to close said grant.

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

**This 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 17<sup>th</sup> day of November, 2025.

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Diane Lyon, City Clerk