Clearly Clare MICHIGAN

CITY OF CLARE

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www.cityofclare.org

CITY HALL
Ph 989.386.7541
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Manager x102
Assessor x103
Clerk x106
Treasurer x107

DEPARTMENT OF PUBLIC WORKS
Ph 989.386.2182 or
989.386.7541 x202
Fx 989.386.4508

UTILITY BILLING
Ph 989.386.7541 x201

W/WWT PLANT
Ph 989.386.2321
Fx 989.386.2387

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

CLARE CITY COMMISSION

Meeting to be held at Clare City Hall
202 W. Fifth St., Clare MI

Monday, January 17, 2022
6:00 p.m.

AGENDA

1. **CALL TO ORDER**
   - A. **Pledge of Allegiance**
   - B. **Roll Call**

2. **CONSENT AGENDA – All items listed with an asterisk (*) are considered to be routine by the City Commission and shall be enacted by one motion. There will be no separate discussion of these items unless a Commissioner or citizen requests to do so, in which event the item shall be removed from the General Order of Business and considered in its normal sequence on the agenda.**

3. ***APPROVAL OF MINUTES**

4. ***APPROVAL OF AGENDA**

5. **PUBLIC COMMENT**

6. **OLD/UNFINISHED BUSINESS – None**

7. **NEW BUSINESS**
   - A. **Class C Liquor License – Buccilli's Pizza - 1541 North McEwan Street**
   - B. **2022 Volunteer Fire Assistance Project Grant Agreement – MDNR**
   - C. **Approval of 2022-2026 Parks & Recreation Master Plan**
   - D. **Proposed Ballot Language – Parks and Recreation Millage Renewal**
   - E. **Proposed Ballot Language – Streets Millage Renewal**
   - F. ***Board & Committee Appointment – Parks & Recreation Advisory Board (Andrew Santini)**
   - G. ***Board & Committee Appointment – Board of Review (Mr. Wayne Terpening, Mr. Dennis Purkis, Mrs. Carol Santini and alternate Mr. Izak Post)**

8. **TREASURER'S REPORT**

9. ***DEPARTMENT REPORTS**

This Institution is an Equal Opportunity Provider & Employer

10. CITY MANAGER'S REPORT

11. *COMMUNICATIONS

12. EXTENDED PUBLIC COMMENT

13. COMMISSION DISCUSSION TOPICS

14. *APPROVAL OF BILLS

15. *PROFESSIONAL & EDUCATIONAL TRAINING OPPORTUNITIES

16. CLOSED SESSION - Labor Negotiations

17. Approval of Closed Session Minutes

18. ADJOURNMENT

The public will be permitted to provide comment during the Public Comment portions of the meeting. The public is asked to identify themselves by providing their name and address when offering public comment.

Written comment may be submitted to dlyon@cityofclare.org, or placed in the drop box at Clare City Hall, or sent in by postal mail to the City Clerk, Diane Lyon at Clare City Hall, 202 W. Fifth St., Clare MI 48617, prior to 4 p.m. on the date of the meeting and will be read during the public comment portion of the meeting.

The regular meeting of the Clare City Commission was called to order at 6:02 p.m. in the City Commission Chambers of Clare City Hall, 202 West Fifth Street, Clare, Michigan by Mayor Pat Humphrey who led with the Pledge of Allegiance. Present were: Commissioners Bob Bonham, Pat Humphrey and Carolyn (Gus) Murphy. Maegan Jenkins subsequently arrived at 6:05 p.m. Absent: Nick Loomis. Also, present: Jeremy Howard, City Manager; Shannon Sirpilla, City Treasurer; Dale Clark, WWTP Superintendent; and Diane Lyon, City Clerk.

2. CONSENT AGENDA:
   Moved by Commissioner Bonham second by Commissioner Murphy to approve the items listed with an asterisk (*) (Agenda, Minutes, Communications, Professional Development, Board & Committee Appointments, and Bills) that are considered to be routine by the City Commission. Roll call vote: Yeas: Commissioners Bob Bonham, Pat Humphrey, and Carolyn (Gus) Murphy. Nays: None. Absent: Maegan Jenkins and Nick Loomis. *Motion Carried.*

3. *APPROVAL OF MINUTES;
   Approved by Consent Agenda.

4. *APPROVAL OF AGENDA;
   Approved by Consent Agenda.

5. PUBLIC COMMENT: None

6. UNFINISHED BUSINESS: None.

7. NEW BUSINESS:

A. ANNUAL REVIEW OF CITY COMMISSION BY-LAWS

The By-Laws of the City of Clare City Commission govern the procedures and processes followed by the City Commission in respect to the rules it adopts and enforces, in respect to the conduct of its members, in respect to the conduct of its meetings, in respect to the decisions made by the Commission – in essence, everything the City Commission formally does or does not do. Consequently, it is deemed appropriate to review and update those rules annually at the Commission's first meeting prior to conducting any other business to ensure the by-laws are up-to-date and are in fact fulfilling the needs and desires of the City Commission.

Motion by Commissioner Murphy second by Commissioner Bonham authorize a review and approval of the City Commission By-Laws as presented by adoption of Resolution 2022-001. Roll call vote: Yeas: Commissioners Bob Bonham, Pat Humphrey, and Carolyn (Gus) Murphy. Nays: None. Absent: Maegan Jenkins and Nick Loomis. *Motion Carried.*

B. APPROVAL OF 2022 POVERTY EXEMPTION POLICY, GUIDELINES & INCOME LEVELS

Public Act 390 of 1994 requires each governing body to approve a Poverty Exemption Policy & Guidelines to be administered by the municipalities appointed Board of Review. Furthermore, Public Act 390 requires the governing body to annually approve income levels for the Board of Review to follow in their review of property tax poverty exemption applications from owners of residential properties. Public Act 390 along with other applicable bulletins and regulations from the State Tax Commission provide the federal poverty income levels, the required asset tests, and other procedural requirements for the poverty exemption application.

The City's Assessor has provided the Policy & Guidelines for 2022 including the federal poverty levels to be used by the Board of Review. The Assessor will assist the City of Clare's Board of Review in their consideration of applications under the provisions of Public Act 390 to ensure compliance.

Motion by Commissioner Bonham second by Commissioner Murphy to approve the 2022 Poverty Exemption Policy, Guidelines & Income Levels by adoption of Resolution 2022-002. Roll call vote: Yeas: Commissioners Bob Bonham, Pat Humphrey, Maegan Jenkins and Carolyn (Gus) Murphy. Nays: None. Absent: Nick Loomis. *Motion Carried*

C. NORTH WATER TOWER CHEMICAL FEED BIDS

The City of Clare owns and operates a municipal water system including treatment, storage and distribution infrastructure. As a component of the treatment plant and to ensure quality water to the customers, the City injects 12.5% chlorine into the system at the treatment plant to protect against bacteriological contamination. When chlorine is added to water, some of the chlorine reacts first with inorganic and organic materials and metals in the water and is not available for disinfection (chlorine demand), some remains to be used for disinfectant and the latter is what is left over (free chlorine). As part of the routine monitoring of the system, the City is responsible to conduct testing to ensure a sufficient amount of free chlorine in the distribution system (known as chlorine residual) is detected to ensure the water is protected from any recontamination during storage. Typically, this value ranges from 0.2 to 1.0 mg/L.

As part of the Northern Industrial project, Gourdie-Fraser, Inc.(GFA) assisted the City with expanding utility infrastructure (water / sewer) to service the northern portion of the City. The project included the installation of a 500,000-gallon elevated water storage tank to improve domestic supply and fire suppression. The tank was sized to meet the 20-year growth demands projected for the area. Although a necessary project to meet both the existing and future storage needs of the service area, this additional volume of storage has had impact on the free chlorine levels in the northern service area. The City has been monitoring the chlorine residual levels in this area with results at 0.2 or less. It is however important to note that this occurrence is common and easily remedied. In an effort to counter the lower levels, tank elevations have been adjusted and chlorine injections increased to improve the levels. We have had some success but overall, a supplement chemical system is needed.

GFA recently solicited bids on behalf of the City for the installation of a Chemical Feed System at the North Water Tower. GFA received two bids, with the low bid being submitted by John E. Green. After review and reference checking GFA is recommending the approval of the bid from John E. Green in the amount of $126,750. The City Commission is asked to approve the bids and award the contract for this work to John E. Green.

Dale Clark offered that the system will be placed in the booster station and in conjunction with existing pumps.

Motion by Commissioner Murphy second by Commissioner Bonham to approve the chemical feed system bids and award the bid to John E. Green Company. by adoption of Resolution 2022-003. Roll call vote: Yeas: Commissioners Bob Bonham, Pat Humphrey, Maegan Jenkins and Carolyn (Gus) Murphy. Nays: None. Absent: Nick Loomis. *Motion Carried.*

D. *BOARD & COMMITTEE APPOINTMENTS: *Approved by Consent Agenda*
Resolution 2022-004**,** Mr. Dave Maxwell, DDA
Resolution 2022-005**,** Mr. JJ Klaus, LDFA

8. TREASURER'S REPORT: The City Treasurer provided her report.

9. CITY MANAGER'S REPORT

Planning Commission / City Commission Annual Joint Meeting: Every year the City Commission and Planning Commission hold a joint meeting at the beginning of the year. Last year we had to delay the joint meeting due to Covid regulations. Hopefully this year we will be able to meet early in the year to review the Planning Commissions Annual Report and have any other relevant discussions. I will keep you updated on a possible date/time for the meeting after the PC finishes their Annual Report.

Lake Shamrock Dredging. No update from EGLE still as of the writing of this report. We are still waiting on them for approval of our spoils location. I did however ask DPW Director Luke Potter to continue to make sure we are ready as soon as we receive the approval. We are installing and testing the winches for the spuds as we decided that that would be a better solution than raising and lowering them with the excavator arm. We also are finalizing the placement of our spoils container on the barge using an existing storage container that we already owned. We may even try and do some moving of lake material into some piles in the river (we can't remove it yet as we have to location to place them) so that we are able to get the barge fully floating and able to spin around at its docking

location. I appreciate the lake owners and publics patience as we continue to move this project forward, albeit much slower than I would like.

Clare named #1 in 10 Must-Visit Small Towns in Michigan. Hotels.com recently posted an article naming Clare as the #1 Must Visit Small Town in Michigan. This comes as no surprise to anyone that lives, works, or visits Clare, but it is certainly nice to be recognized by outside sources. You can check out the article at the following link: https://www.hotels.com/go/usa/us-must-visit-small-towns-michigan
Clare really is a spectacular little City!

10. *COMMUNICATIONS: *Approved by Consent Agenda.*

11. EXTENDED PUBLIC COMMENT: None.

12. COMMISSION DISCUSSION TOPICS:
Mayor Humphrey presented a 15-year service award plaque to City Clerk Diane Lyon.

13. *APPROVAL OF BILLS: *Approved by Consent Agenda.*

14. *PROFESSIONAL & EDUCATIONAL TRAINING OPPORTUNITIES: *Approved by Consent Agenda.*

15. ADJOURNMENT: Motion by Commissioner Murphy second by Commissioner Jenkins to adjourn the meeting. Roll call vote: Yeas: Commissioners Bob Bonham, Pat Humphrey, Maegan Jenkins, and Carolyn (Gus) Murphy. Nays: None. Absent: Nick Loomis. *Motion Carried.* Meeting adjourned at 6:20 p.m.

_____ _____

Pat Humphrey, Mayor Diane Lyon, City Clerk

AGENDA REPORT

TO: Mayor & City Commission
FROM: Jeremy Howard, City Manager
DATE: January 13, 2022
RE: Liquor License Local Approval – BEA, Inc. (Buccilli's Pizza of Clare)

For the Agenda of January 17, 2022

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*Background***.** The City has received a request for the approval of a Michigan Liquor Control Commission (MLCC) Class C license from Shari Buccilli to allow her to make application to the LCC to serve beer and wine to dine-in customers at Buccilli's Pizza of Clare.

Issues & Questions Specified. Should the City Commission approve the Class C license?

Alternatives.

1. Recommend approval of the license.
2. Recommend disapproval of the license.
3. Set aside the matter for further discussion and consideration at a subsequently scheduled public meeting.

Financial Impact. Recommendation of approval of the license will likely provide additional sales and customers for the business, thereby increasing revenues for this business.

Recommendations. I recommend that the City Commission approve of the license by adoption of Resolution 2022-006 (copy *att'd*).

Attachments.

1. LCC License Application.
2. Resolution 2022-006.

Michigan Department of Licensing and Regulatory Affairs
Liquor Control Commission (MLCC)
Toll Free: 866-813-0011 • www.michigan.gov/lcc

Business ID: _____

Request ID: _____
(For MLCC use only)

Local Government Approval
(Authorized by MCL 436.1501)

Instructions for Applicants:

- You must obtain a recommendation from the local legislative body for a new on-premises license application, certain types of license classification transfers, and/or a new banquet facility permit.

Instructions for Local Legislative Body:

- Complete this resolution or provide a resolution, along with certification from the clerk or adopted minutes from the meeting at which this request was considered.

At a Regular (regular or special) meeting of the Clare City Commission (township, city, village) council/board called to order by Mayor Pat Humphrey on January 17, 2022 (date) at _____ (time)

the following resolution was offered:

Moved by _____ and supported by _____

that the application from BEA, Inc. (Buccilli's Pizza of Clare)
(name of applicant - if a corporation or limited liability company, please state the company name)

for the following license(s): Class C License
(list specific licenses requested)

to be located at: 1541 North McEwan Street, Clare, MI 48617

and the following permit, if applied for:

☐ Banquet Facility Permit Address of Banquet Facility: _____

It is the consensus of this body that it _____ this application be considered for
(recommends/does not recommend)

approval by the Michigan Liquor Control Commission.

If disapproved, the reasons for disapproval are _____

Vote

Yeas: _____

Nays: _____

Absent: _____

I hereby certify that the foregoing is true and is a complete copy of the resolution offered and adopted by the City of Clare (township, city, village) council/board at a regular (regular or special) meeting held on January 17, 2022 (date)

Diane M. Lyon		January 18, 2022
Print Name of Clerk	Signature of Clerk	Date

Under Article IV, Section 40, of the Constitution of Michigan (1963), the Commission shall exercise complete control of the alcoholic beverage traffic within this state, including the retail sales thereof, subject to statutory limitations. Further, the Commission shall have the sole right, power, and duty to control the alcoholic beverage traffic and traffic in other alcoholic liquor within this state, including the licensure of businesses and individuals.

Please return this completed form along with any corresponding documents to:
Michigan Liquor Control Commission
Mailing address: P.O. Box 30005, Lansing, MI 48909
Hand deliveries or overnight packages: Constitution Hall - 525 W. Allegan, Lansing, MI 48933
Fax to: 517-763-0059

LARA is an equal opportunity employer/program.Auxiliary aids, services and other reasonable accommodations are available upon request to individuals with disabilities.

AGENDA REPORT

TO: Mayor Pat Humphrey & the Clare City Commission
FROM: Jeremy Howard, City Manager
DATE: January 13, 2022
RE: 2022 Volunteer Fire Assistance Project Grant Agreement – MDNR

For the Agenda of January 17, 2022

Background. For the third year in a row the Clare Fire Department has been awarded the Michigan DNR Volunteer Fire Assistance Grant. It is a 50/50 matching grant. In the past two years the award the city has been awarded $2,500; however, this year we have been awarded the maximum amount which is nearly $4,999 ($9,998 total with our match) to help cover the cost of upgrading some of the fire radios and replacing a flatbed box for the grass truck (1846). In order to officially receive the grant funds, the City is required to approve the attached grant agreement between the City of Clare and MDNR.

I would also ask that you authorize me as the City Manager to sign the Agreement on behalf of the City of Clare.

Issues & Questions Specified. Should the City Commission approve the Michigan DNR Volunteer Fire Assistance Grant Agreement and authorize the City Manager to sign the Agreement on behalf of the City of Clare?

Alternatives.

1. Approve the agreement and authorize the City Manager to sign the Agreement on behalf of the City of Clare.
2. Approve the agreement and authorize the City Manager to sign the Agreement on behalf of the City of Clare with conditions, stipulations, or amendments.
3. Disapprove the agreement.
4. Set aside the matter for further consideration and/or deliberation.

Financial Impact. Approval of the agreement will garner the receipt of the grant, which will be used for Fire Department equipment.

Recommendations. I recommend that the City Commission approve the agreement and authorize the City Manager to sign said Agreement on behalf of the City of Clare by adoption of Resolution 2022-007 (*copy att'd*).

Attachments.

1. Michigan DNR Volunteer Fire Assistance Grant Agreement.
2. Resolution 2022-007.

Michigan Department of Natural Resources/Forest Resources Division

2022 VOLUNTEER FIRE ASSISTANCE PROJECT AGREEMENT

This information is required by authority of Part 5 of Act 451, P.A. 1994 as amended, to receive funds.

This Agreement is between Clare FD , a local unit of government in the county of Clare , hereinafter referred to as the "GRANTEE," and the MICHIGAN DEPARTMENT OF NATURAL RESOURCES, an agency of the State of Michigan, hereinafter referred to as the "DEPARTMENT." Funds are appropriated from 21-DG-11094200-140 , a Federal Grant from the United States Forest Service, USDA to the DEPARTMENT to issue grants for projects in the state under the Cooperative Forestry Assistance Act of 1978 for the Volunteer Fire Assistance Program and approved by the Michigan Legislature.

A copy of this Federal award is included as APPENDIX B.

The purpose of this Agreement is to provide funding in exchange for work to be performed for the project named below. This Agreement is subject to the terms and conditions specified herein.

Project Description: Radio's

Project #: FRD-VFA-01801

Amount of grant: $4999.00 50% Start Date: Date of Execution by DEPARTMENT

Amount of match: $4999.00 50% End Date: 08/01/2022

Project Total: $9998.00

As a precondition to the execution of the Agreement, the GRANTEE is required to sign the Agreement and return it to the DEPARTMENT no later than January 28, 2022, or the Agreement may be cancelled by the DEPARTMENT. **This Agreement is not effective until the GRANTEE has signed it, returned it, and the DEPARTMENT has signed it.** The Agreement is considered executed when signed by the DEPARTMENT.

The individuals signing below certify by their signatures that they are authorized to sign this Grant Agreement on behalf of their agencies, and that the parties will fulfill the terms of this Agreement, including any attached appendices, as set forth herein.

Local Government	**Fire Department**
SIGNED	SIGNED
By:	By:
Title:	Title:
Date:	Date:

SIGMA Vendor Number SIGMA Address ID

MICHIGAN DEPARTMENT OF NATURAL RESOURCES

SIGNED	WITNESSED
By: Dan Laux	By: Kelly Robbins
Manager, Fire Management Section	
Date of Execution by DEPARTMENT	

I. CONTACT INFORMATION

This Agreement shall be administered on behalf of the DEPARTMENT by the Forest Resources Division. All reports, documents, or actions required of the GRANTEE shall be submitted to the contact below.

GRANTEE CONTACT	DEPARTMENT CONTACT
	Kelly Robbins
Name/Title	Name/Title
	MI Department of Natural Resources- Forest Resource Division
Organization	Organization
	525 W. Allegan Street, Lansing, MI 48933
Address	Address
	P.O. Box 30425, Lansing, MI 48909
Address	Address
	517-930-4294
Telephone Number	Telephone Number
	Robbinsk@michigan.gov
E-mail Address	E-mail Address

All notices, reports, requests or other communications hereunder shall be sufficiently given when mailed or emailed and addressed as indicated in this section. The DEPARTMENT and GRANTEE may by written notice designate a different address to which subsequent notices, reports, requests, or other communications shall be sent.

II. PROJECT SCOPE

The Volunteer Fire Assistance application that was received (APPENDIX A) is, by this reference, made part of this Agreement. This Agreement, together with the APPENDIXES, constitutes the entire Agreement between the parties.

Costs must be allowable, allocable, reasonable and consistent with the budget identified for completing the project as described in APPENDIX A, including modifications to APPENDIX A, which must be requested and approved in writing. Only the agreed-upon project costs (including GRANTEE match) incurred during the project period are eligible for grant payment, unless otherwise approved in writing by the DEPARTMENT.

III. PROJECT PERIOD

The project period is from the date of execution by the DEPARTMENT through the end date identified on page 1 of this Agreement. The GRANTEE is expected to complete the project within the project period.

IV. CHANGES

Any changes to this Agreement requested by GRANTEE must be made in writing to the DEPARTMENT and are subject to DEPARTMENT approval in its sole discretion. Changes requiring an amendment to this Agreement, will be executed by the DEPARTMENT and the GRANTEE in the same manner as this Agreement.

V. GRANTEE RESPONSIBILITIES

The GRANTEE must maintain a record of its participation in the Rural Community Fire Protection Program. Copies of this agreement, appropriate bills, and payments should be kept in a separate folder.

A bid process must be used for all purchases over $2,500.

The DEPARTMENT is responsible for inventorying nonexpendable items every two years.

Expendable property valued at less than $5,000 will not be inventoried and is considered the property of the local unit of government. Non-expendable items are property with a value of $5,000 more.

Local units of government that wish to sell or dispose of non-expendable property of $5,000 or more in value must contact the DEPARTMENT before disposal.

Disposal of non-expendable items valued at $5,000 or more:

a. Notify the DEPARTMENT prior to disposal.

b. If the value of the item at time of sale is less than $100, the local unit of government must reimburse the federal government their percentage share of the disposal value based on the percent of federal participation at the time of the grant.

c. If a like item is purchased with the receipts of the disposal, no reimbursement is necessary, but the DEPARTMENT must be advised so that a correction may be made on the inventory.

The GRANTEE agrees to abide by all applicable local, state, and federal laws, rules, ordinances, and regulations in the performance of this grant.

The GRANTEE of this award is subject to the OMB guidance in subparts A through F of 2 CFR Part 200 as adopted and supplemented by the USDA in 2 CFR Part 400. Adoption by USDA of the OMB guidance in 2 CFR 400 gives regulatory effect to the OMB guidance in 2 CFR 200 where full text may be found.

Electronic copies of the CFR's can be obtained at the following internet site: www.ecfr.gov. If you are unable to retrieve these regulations electronically, please contact the Grant and Agreements Office at (640) 557-4106.

The GRANTEE agrees to obtain all necessary permits before commencement of the project. This Agreement shall not be construed to obligate the DEPARTMENT or any other agency to issue any permit required for the completion of the project. It is the sole responsibility of the GRANTEE to determine what permits are required for the project, secure the needed permits and remain in compliance with such permits. The GRANTEE will retain a copy of all permits in the file and make them available to the DEPARTMENT upon request.

The GRANTEE affirms to have control of the project area through fee-simple title, lease or other recorded interest in the project area or written permission from the owner of the project area to complete project activities.

This Agreement shall not be construed to require the DEPARTMENT to operate or maintain or to contribute to the operation or maintenance of the project improvements and associated project activities that are the subject of this Agreement for the course of the expected useful life.

The GRANTEE is solely responsible for the operation and maintenance of the project activities that are the subject of this Agreement and the actions of any employee or agent of the GRANTEE acting within the scope of their employment or agency.

The GRANTEE shall comply with the Employers Engaging in Unfair Labor Practices Act, 1980 PA 278, as amended, MCL 423.321 et seq.

VI. PURCHASING AND CONTRACTING

The GRANTEE agrees to adhere to all contracting and procurement requirements as outlined in the OMB guidance listed in Part III of this agreement, for the year the grant award was issued or the most recent OMB guidance.

The DEPARTMENT reserves the right to deny the use of any consultant, contractor, associate, or other personnel to perform any portion of the project. The GRANTEE is solely responsible for all contractual activities performed under this Agreement. Further, the DEPARTMENT will consider the GRANTEE to be the sole point of contact with regard to contractual matters, including payment of any and all charges resulting from the anticipated grant. All subcontractors used by the GRANTEE in performing the project shall be subject to the provisions of this Agreement and shall be qualified to perform the duties required.

VII. USE OF MATERIAL

Unless otherwise specified in this Agreement, the GRANTEE may release information or material developed under this Agreement, provided it includes specific recognition of assistance received from the DEPARTMENT.

The DEPARTMENT retains a royalty-free, nonexclusive and irrevocable right to reproduce, publish, and use in whole or in part, and authorize others to do so, any copyrightable material or research data submitted under this grant whether or not the material is copyrighted by the GRANTEE or another person.

VIII. ASSIGNABILITY

This Agreement and grant may not be transferred or assigned to any other agency, group, or individual without prior written approval by the DEPARTMENT.

IX. NON-DISCRIMINATION

The GRANTEE shall comply with the Elliott Larsen Civil Rights Act, 1976 PA 453, as amended, MCL 37.2101 et seq., the Persons with Disabilities Civil Rights Act, 1976 PA 220, as amended, MCL 37.1101 et seq., and all other federal, state, and local fair employment practices and equal opportunity laws and covenants that it shall not discriminate against any employee or applicant for employment, to be employed in the performance of this Agreement, with respect to his or her hire, tenure, terms, conditions, or privileges of employment, or any matter directly or indirectly related to employment, because of his or her sex, race, color, religion, national origin, residence, age, height, weight, familial status, marital status or disability that is

unrelated to the individual's ability to perform the duties of a particular job or position. The GRANTEE agrees to include in every subcontract entered into for the performance of this Agreement this covenant not to discriminate in employment. A breach of this covenant is a material breach of this Agreement.

No individual shall be denied access to grant-funded facilities or activities on the basis of sex, race, color, religion, national origin, residence, age, height, weight, familial status, marital status or disability.

X. LIABILITY

The GRANTEE hereby represents that it will defend any suit brought against either party that involves title, ownership, or specific rights, including appurtenant riparian rights, of any lands controlled by the GRANTEE connected with or affected by the project.

The GRANTEE is responsible for all claims, demands, judgments, and expenses, including attorney fees, from any and all loss, damage, or injury to person or property, or death arising under or in any manner related to the Agreement, the activities authorized by the Agreement or the use and occupancy of the premises, project area or facilities.

XI. CONFLICT OF INTEREST

No government employee, or member of the legislative, judicial, or executive branches, or member of the GRANTEE's Board of Directors, its employees, partner agencies, or their families shall benefit financially from any part of this Agreement.

XII. ANTI-LOBBYING

The GRANTEE shall not use any of the grant funds awarded in this Agreement for the purpose of lobbying as defined in the State of Michigan's lobbying statute, MCL 4.415(2). "'Lobbying' means communicating directly with an official of the executive branch of state government or an official in the legislative branch of state government for the purpose of influencing legislative or administrative action."

XIII. DEBARMENT AND SUSPENSION

By signing this Agreement, the GRANTEE certifies to the best of its knowledge and belief that it, its agents, and its subcontractors:

1. Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any federal department or the state.
2. Have not within a three-year period preceding this Agreement been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) transaction or contract under a public transaction, as defined in 45 CFR 1185; violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property.
3. Are not presently indicted or otherwise criminally or civilly charged by a government entity (federal, state, or local) with commission of any of the offenses enumerated in subsection (2).
4. Have not within a three-year period preceding this Agreement had one or more public transactions (federal, state, or local) terminated for cause or default.

XIV. IRAN SANCTIONS ACT

By signing this Agreement, the GRANTEE is certifying that it is not an Iran linked business, and that its contractors are not Iran linked businesses, as defined in MCL 129.312.

XV. AUDIT AND ACCESS TO RECORDS

The DEPARTMENT reserves the right to conduct a programmatic and financial audit of the project and may withhold payment until the audit is satisfactorily completed. The GRANTEE will be required to maintain all pertinent records and evidence pertaining to this Agreement, including grant and any required matching funds, in accordance with generally accepted accounting principles and other procedures specified by the State. The State or any of its duly authorized representatives must have access, upon reasonable notice, to such books, records, documents, and other evidence for the purpose of inspection, audit, and copying. The GRANTEE will provide proper facilities for such access and inspection. All records must be maintained for a minimum of seven years after the final payment has been issued to the GRANTEE by the DEPARTMENT.

XVI. INSURANCE

The GRANTEE shall acquire and maintain insurance which will protect the GRANTEE from claims which may arise out of or result from the GRANTEE'S operations under this Agreement, whether performed by the GRANTEE, a subcontractor or anyone directly or indirectly employed by the GRANTEE, or anyone for whose acts may hold them liable. Such insurance shall be with companies authorized to do business in the State of Michigan in such amounts and against such risks as are

ordinarily carried by similar entities, including but not limited to public liability insurance, worker's compensation insurance or a program of self-insurance complying with the requirements of Michigan law. The GRANTEE shall provide evidence of such insurance to the DEPARTMENT at its request.

XVII. OTHER SOURCES OF FUNDING

The GRANTEE agrees to notify the DEPARTMENT immediately if funding for the same or a substantially similar project is received and to cease all activity under this Agreement until the difference in scope between projects is identified and agreed upon by all parties.

The GRANTEE guarantees that any claims for reimbursement made to the DEPARTMENT under this Agreement must not be financed by any source other than the DEPARTMENT under the terms of this Agreement. If funding is received through any other source, the GRANTEE agrees to delete from GRANTEE's billings, or to immediately refund to the DEPARTMENT, the total amount representing such duplication of funding.

XVIII. REIMBURSEMENT

This is a reimbursement grant program. All project expenses must be incurred and paid before being submitted for reimbursement.

1. The DEPARTMENT will reimburse the GRANTEE a total amount not to exceed the amount on page 1 of this Agreement, in accordance with APPENDIX A. Any cost overruns incurred to complete the project activities called for by this Agreement shall be the sole responsibility of the GRANTEE.
2. The GRANTEE is required to submit all purchase documentation- invoice, plus payment verification (copy of money order, cashier's check, or check issued with a copy of the bank statement) in order to receive reimbursement. Documentation of expenditures and value of match and donations must meet written DEPARTMENT requirements as specified in the OMB guidance for the year the grant was issued or the most recent version of the OMB guidance. The DEPARTMENT reserves the right to request additional information necessary to substantiate payment.
3. The GRANTEE is responsible for providing documentation of all matching funds committed to the project. If the GRANTEE fails to meet the match obligation the DEPARTMENT may withhold or require repayment of grant funds.
4. The DEPARTMENT has 45 calendar days to make payment on completed reimbursement requests.
5. The GRANTEE must be a registered vendor with the State of Michigan SIGMA Vendor Self Service (VSS) system to receive payments. The registration website is: https://sigma.michigan.gov/webapp/PRDVSS2X1/AltSelfService. All grant funds will be paid by Electronic Funds Transfer (EFT).
6. **Due to the State's year-end closing procedures, final reimbursement requests must be submitted to the DEPARTMENT no later than September 1, 2022 to allow the State to complete its accounting for that fiscal year. Any requests for reimbursement submitted after the deadline will be denied by the DEPARTMENT.**

XIX. CLOSEOUT

A determination of project completion, which may include a site inspection and an audit, shall be made by the DEPARTMENT after the GRANTEE has met any match obligations, satisfactorily completed the activities, and provided products and deliverables described in APPENDIX A.

Upon issuance of final payment from the DEPARTMENT, the GRANTEE releases the DEPARTMENT of all claims against the DEPARTMENT arising under this Agreement. Unless otherwise provided in this Agreement or by State law, final payment under this Agreement shall not constitute a waiver of the DEPARTMENT's claims against the GRANTEE. All records must be maintained for a minimum of seven years after the final payment has been issued to the GRANTEE by the DEPARTMENT.

The GRANTEE shall immediately refund to the DEPARTMENT any payments in excess of the costs allowed by this Agreement.

XX. CANCELLATION

This Agreement may be canceled by the DEPARTMENT, upon 30 days written notice, due to Executive Order, budgetary reduction, other lack of funding, upon request by the GRANTEE, or upon mutual Agreement by the DEPARTMENT and GRANTEE. The DEPARTMENT may honor requests for just and equitable compensation to the GRANTEE for all satisfactory and eligible work completed under this Agreement up until 30 days after written notice, upon which time all outstanding reports and documents are due to the DEPARTMENT and the DEPARTMENT will no longer be liable to pay the GRANTEE for any further charges to the grant.

XXI. TERMINATION

This Agreement may be terminated by the DEPARTMENT as follows:

1. Upon 30 days written notice to the GRANTEE:
    a. If the GRANTEE fails to comply with the terms and conditions of the Agreement, or with the requirements of the authorizing legislation, or the rules promulgated thereunder, or other applicable law or rules.
    b. If the GRANTEE knowingly and willingly presents false information to the DEPARTMENT for the purpose of obtaining this Agreement or any payment under this Agreement.
    c. If the DEPARTMENT finds that the GRANTEE, or any of the GRANTEE's agents or representatives, offered or gave gratuities, favors, or gifts of monetary value to any official, employee, or agent of the State in an attempt to secure a subcontract or favorable treatment in awarding, amending, or making any determinations related to the performance of this Agreement.
    d. If the GRANTEE or any subcontractor, manufacturer, or supplier of the GRANTEE appears in the register of persons engaging in unfair labor practices that is compiled by the Michigan Department of Licensing and Regulatory Affairs or its successor.
    e. During the 30-day written notice period, the DEPARTMENT shall withhold payment for any findings under subparagraphs a through d, above and the GRANTEE will immediately cease charging to the grant and stop earning match for the project.
2. Immediately and without further liability to the DEPARTMENT if the GRANTEE, or any agent of the GRANTEE, or any agent of any subcontract is:
    a. Convicted of a criminal offense incident to the application for or performance of a State, public, or private contract or subcontract;
    b. Convicted of a criminal offense, including but not limited to any of the following: embezzlement, theft, forgery, bribery, falsification or destruction of records, receiving stolen property, or attempting to influence a public employee to breach the ethical conduct standards for State of Michigan employees;
    c. Convicted under state or federal antitrust statutes;
    d. Convicted of any other criminal offense that, in the sole discretion of the DEPARTMENT, reflects on the GRANTEE's business integrity; or
    e. Added to the federal or state Suspension and Debarment list.

If a grant is terminated, the DEPARTMENT reserves the right to require the GRANTEE to repay all or a portion of funds received under this Agreement.
Failure of the GRANTEE to comply with any of the provisions of this Agreement shall constitute a material breach of this Agreement. Upon breach of the Agreement by the GRANTEE, the DEPARTMENT, in addition to any other remedy provided by law, may:

a. Terminate this Agreement; and/or

b. Withhold and/or cancel future payments to the GRANTEE under this Agreement or any other grant projects administered by DEPARTMENT until the violation is resolved to the satisfaction of the DEPARTMENT; and/or

c. Withhold action on all pending and future grant applications submitted by the GRANTEE and/or

d. Require repayment of grant funds paid to GRANTEE; and/or

f. Require specific performance of the Agreement.

XXII. RELATIONSHIP

The GRANTEE is considered a sub-recipient in this grant agreement. The GRANTEE is to use the Federal funds to carry out the program purpose of this Federal award. During the term of this grant the GRANTEE must adhere to all applicable Federal program requirements that are listed in the award, that is included in APPENDIX 2.

RESOLUTION 2022-007

A RESOLUTION OF THE CLARE CITY COMMISSION APPROVING A GRANT AGREEMENT FOR VOLUNTEER FIRE ASSISTANCE TO BE USED FOR FIRE EQUIPMENT BETWEEN THE MICHIGAN DEPARTMENT OF NATURAL RESOURCES AND THE CITY OF CLARE.

WHEREAS, the City of Clare applied for and was awarded a grant in the amount of $4,999 ($4,999 match) to help cover the cost of upgrading fire department radios and to replace a flatbed box for the grass truck; and

WHEREAS, the Michigan Department of Natural Resources (MDNR) has provided the City a grant agreement as a condition of issuance of the funds; and

WHEREAS, the City has reviewed the terms and conditions of said grant agreement and determined the terms and conditions of the proposed agreement are satisfactory and in the best interests of the City.

NOW THEREFORE BE IT RESOLVED THAT the Clare City Commission hereby approves the Grant Agreement and authorizes the City Manager to sign the Agreement on behalf of the City of Clare the 2022 MDNR Volunteer Fire Assistance 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 17th day of January, 2022.

_____

Diane Lyon, City Clerk

AGENDA REPORT

TO: Mayor Pat Humphrey and the Clare City Commission
FROM: Jeremy Howard, City Manager
DATE: January 13, 2022
RE: City of Clare Parks & Recreation Master Plan

For the Agenda of January 17, 2022

Background. The City's Parks & Recreation Master Plan is required to be updated every five years to ensure eligibility to any and all programs available through the Michigan Department of Natural Resources (MDNR), to include all grant and loan programs. Additionally, it is simply good management sense and good practice to periodically update our Master Plan to ensure that our ever-changing community recreation priorities and needs are being addressed and met.

Joy Simmer, Recreation Director, has updated the Plan (*copy att'd*) and has submitted it to our Parks & Recreation Advisory Board for consideration. She has provided copies to our neighboring governmental entities having recreation programs for review and comment and has asked the City Clerk Diane Lyon to publish notice (*copy att'd*) of a required public hearing to allow public comment to be heard and thereby facilitate the City Commission's approval of the Plan to allow us to submit the Plan to MDNR.

The City Commission is asked to consider holding the requisite public hearing to receive comment and then approve the Plan as presented.

Issues & Questions Specified. Should the City Commission hold the required public hearing and subsequently approve the proposed City of Clare Parks & Recreation Master Plan?

Alternatives.

1. Hold the hearing and approve the Plan.
2. Hold the hearing and approve the Plan with amendments or modifications.
3. Hold the hearing and do not approve the Plan.
4. Set aside the decision regarding this matter to a later date.

Financial Impact: If the City Commission does not approve the Plan, the cost to the City would be our loss of opportunity to apply for and receive any available recreation grants and to participate in MDNR Programs that require a current Plan as eligibility criteria. Approval of the Plan would conversely provide us those opportunities.

Recommendation. I recommend that the City Commission hold the public hearing and subsequently approve the Parks & Recreation Master Plan by adoption of Resolution 2022-008 (*copy att'd*).

Attachments.

1. Parks & Recreation Master Plan.
2. Public Notice.
3. Resolution 2022-008.

DRAFT

2022 - 2026

Parks and Recreation Master Plan
City of Clare, Michigan

Expires: December 31, 2026

City of Clare

Parks & Recreation Master Plan 2022-2026 Acknowledgements

The planning process for the Clare Parks and Recreation Master Plan could not have happened without the leadership and participation of numerous city officials, community leaders, and, particularly, the Citizens of Clare. We would like to recognize the following individuals for their efforts:

City Council	Pat Humphrey, Mayor Robert Bonham, Mayor Pro Tem Maegan Jenkins, Commissioner Nick Loomis, Commissioner Gus Murphy, Commissioner
City Manager	Jeremy Howard
City Parks & Recreation Director	Joy Simmer
City Parks Supervisor	Gary Bauer
Parks and Recreation Advisory Board	Margie Dill, Board Chair Pete Spitzley, Vice-Chair Tina Colosky, Board Member Linda Guiliani, Board Member Doug Helmling, Board Member Rocio Spicer-Torres, Board Member Tonya Willman, Board Member
Report Prepared by	Joy Simmer Parks and Recreation City of Clare 989-386-7541 ext. 213 jsimmer@cityofclare.org

Table of Contents

I. Introduction ..... Page 4

II. Community Description ..... Page 5-9

III. Organization and Administration ..... Page 10-13

IV. Recreation Inventory ..... Page 14-23

Grant History ..... Page 24-26

Progress Reports and Post Completion Self-Certification ... Page 27-46

Recreation Programs and Services ..... Page 47

Standards Analysis ..... Page 48-49

V. Park Accessibility ..... Page 50-51

VI. Public Participation ..... Page 52-57

VII. Goals and Objectives ..... Page 58-59

VIII. Action Plan ..... Page 60

Design of Emerald Isle Recreation Complex Project ..... Page 61

IX. Recommendation and Adoption of Plan ..... Page

Submission Letters to Planning Agencies ..... Page

Checklist ..... Page

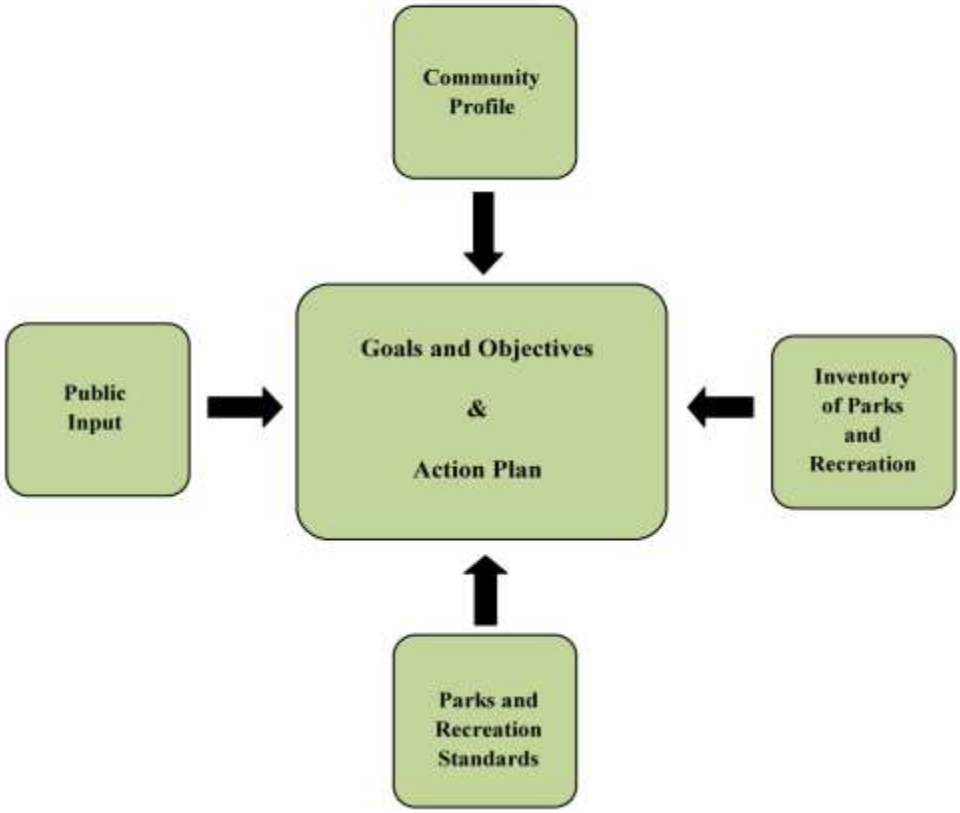
Appendices

Appendix A – Public Meeting Announcement ..... Page 63
Appendix B – Letter of Invitation and Mailing List ..... Page
Appendix C – 2021 Parks and Recreation Survey ..... Page 66-69

Chapter 1: Introduction

The revision of the City of Clare master plan for parks and recreation began in January 2021, by Joy K.S. Simmer, Director of Clare Parks and Recreation. The planning process was designed to include information from multiple sources using various means of data collection consistent with the purpose of the master planning process.

Data for the City of Clare Parks and Recreation Department was collected in 2009 by RPL students from Central Michigan University. This inventory has been updated and logged yearly ever since the original collection dates.



Chapter 2: Community Description

This plan has been prepared for the City of Clare, Michigan. In previous plans, the focus of planning was on the acquisition and development of parks and recreation areas for use by residents and non-residents. Beginning with the 2005 master plan, the City of Clare expanded the scope of the planning process to include planning for the delivery of recreation programs and services to the community. Also, because of the strategic location of the city along the Pere Marquette Rail-Trail, the City continues to address planning for the ultimate expansion and completion of the rail-trail project through to the western city boundary and the continued development of the Emerald Isle Recreation Complex.

Location

The City of Clare, Michigan is located in Clare County at the intersection of U.S. Highway 127 and U.S. Highway 10, approximately 80 miles north of Lansing and 30 miles west of Midland, MI (See Figure 1).

The City of Clare, Michigan is located in the central part of the lower peninsula of Michigan; often referred to as the "middle-of-the-mitt." The City of Clare is located on the southern edge of Clare County and the northern edge of Isabella County. Clare County, also known as the Gateway to the North, is located at the convergence of the relatively flat agricultural southern part of Michigan and the hill country leading to Michigan's "High Plains" area.

The location of Clare at the intersection of U.S. Highway 127 and U.S. Highway 10 make it a funnel point for much traffic traveling to Michigan's North Country. Traffic is so significant that the state of Michigan operates a Michigan Welcome Station on U.S. 127 at Clare (Figure 1).

Figure 1: Location Map, City of Clare

History

The area around Clare was initially settled during Michigan's logging era that followed the Civil War. Michigan's pine timber became important as the supply of trees in the northeast was exhausted. By 1880, Michigan was producing as much lumber as the next three states combined. The growth of the logging industry in this part of Michigan was accompanied by the growth of the railroads. Clare was founded during the early 1870's, when the Pere Marquette Railroad built a station here during the lumber boom. Clare was incorporated into a village in 1879 and later as a city in 1891.

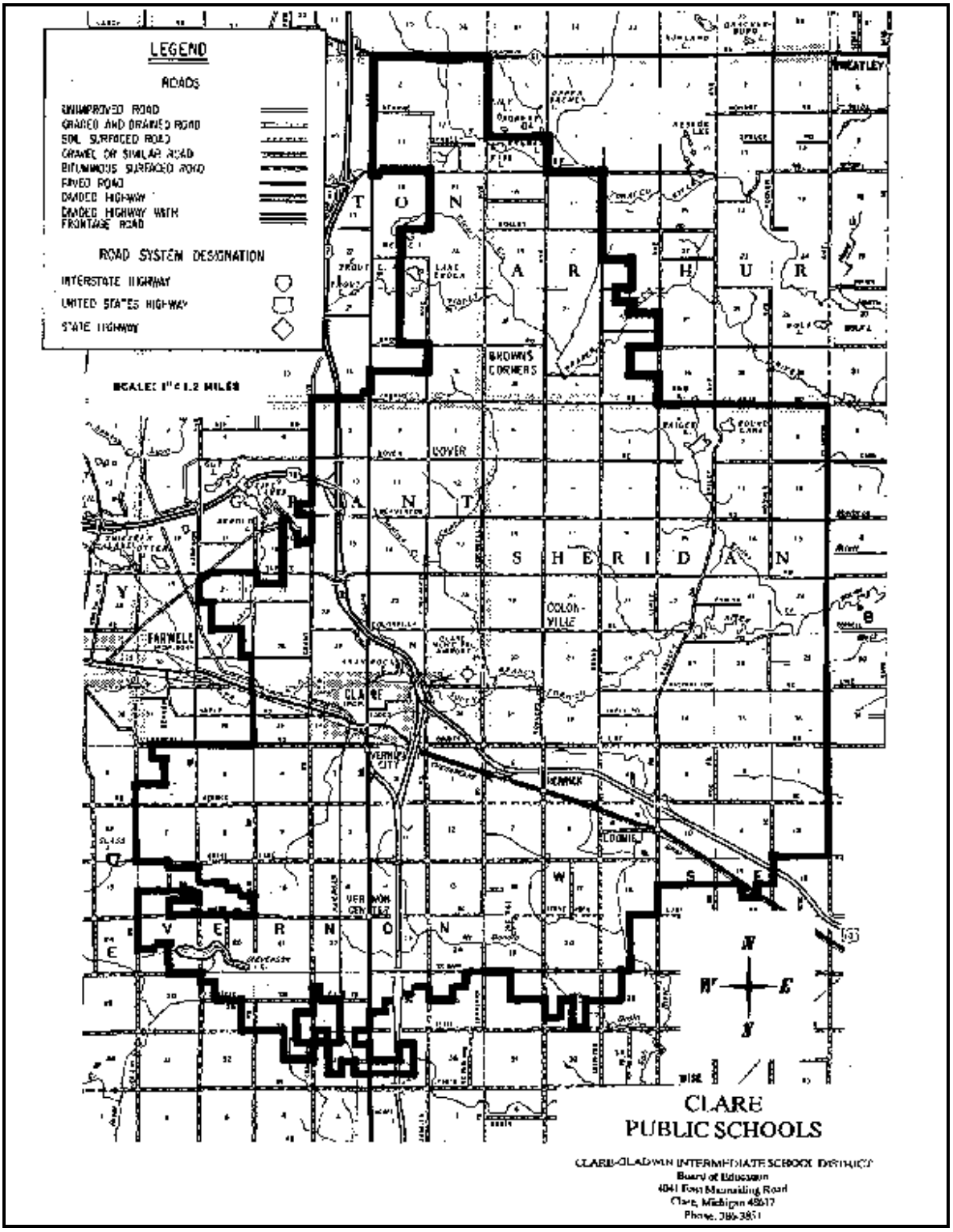
Demographics

According to 2020 Census, the overall population within the City of Clare stands at 3,254. Comparatively, according to the 2010 census, the City of Clare had a population of 3,118. Demographics for the 2020 Census has not been released, but according to the 2010 Census, less than 5% of the population was represented by minority or ethnic groups. Females significantly outnumbered males, 54.8% to 45.2%. The median age in the City of Clare at that time was 36.1 years, which is nearly a year lower than the median state average and national median age (37.2 years). This age difference is evidenced in the percentage of residents over the age of 65 years. While both the state and national average for persons over 65 stood at 13%, in the City of Clare over 16 (16.9%) percent of the population was 65 or older. There is little reason to believe that the demographic makeup of the city has changed significantly since 2010[1].

For planning purposes, it is useful to look beyond the City of Clare proper. Because of Clare's rural location, the City of Clare serves as a population center for an area much larger than the city itself. While the population of the City of Clare is only estimated to be about 3,100 in 2014, the Clare Public School district encompasses approximately 120 square miles, including parts of two counties and six townships. The 48617 zip code that represents the Clare Post Office serves an area with a combined population of 8,612[2]. Many of these people choose to shop in Clare, and participate in recreation programs and services provided in the City of Clare. Although not tax payers, non-residents also add to the burden of providing parks and recreation services in the city and should be considered in planning decisions. See Figure 2 for the Clare Public Schools district map.

[1] http://factfinder.census.gov/faces/nav/jsf/pages/community_facts.xhtml
[2] http://www.city-data.com/zips/48617.html

Figure 2: Clare Public Schools District Map



Population Trends

The population of the City of Clare has increased with a small 4.4%[3] that has occurred between 2007 and 2020 (Table 1). The county population since 2007 has virtually remained unchanged. The current economic climate in the state of Michigan will likely continue to hold the population growth down or unchanged for the next several years.

The median age of a Clare resident is 41.7[4] years, almost 2 years older than the median age in the state of Michigan.

Economics[4]

Like the rest of the state, Clare County is suffering from the effects of the current economic conditions. According to the Michigan Department of Technology, Management & Budget (DTMB) [6], the current rate of unemployment in Clare County stands at 6.8% and ranks 77 out of Michigan's 83 counties. This is a 9.8% decrease in unemployment made over the last ten years, but due to the current economic crisis due and pandemic, the ranking has increased the counties ranking from 69 to 77 in the state.

In 2000 Clare's median household income was $28,734; almost $20,000 less per year than the state median household income. Clare has now decreased that gap, but remains at $44,104; around $15,000 lower than the state median household. According to Sperling's Best Places[5], the cost of living in Clare is reasonable compared to the nation. They reported that the City of Clare's cost of living is 21.5% lower than the U.S. average.

[3] http://www.michigan.gov/hal/0,1607,7-160-51170_51713_51716-195885--,00.html.
[4] http://www.city-data.com/city/Clare-Michigan.html
[5] http://www.bestplaces.net/city/Clare-Michigan.aspx#
[6] https://milmi.org/datasearch/unemployment-by-county

Table 1: Population of Clare County 2000 – 2020

Name	April 1, 2000 Census	2000 Estimate	2002 Estimate	2004 Estimate	2006 Estimate	2020 Census
Clare County	**31,252**	**31,382**	**31,520**	**31,445**	**31,042**	**31,145**
Arthur twp.	667	671	680	685	681	647
Clare city (pt.)	3,140	3,163	3,156	3,155	3,121	3,254
Franklin twp.	809	813	819	817	803	825
Freeman twp.	1,118	1,128	1,166	1,191	1,209	1,157
Frost twp.	1,159	1,164	1,169	1,164	1,144	1,047
Garfield twp.	1,968	1,976	1,979	1,967	1,930	1,882
Grant twp.	3,034	3,032	3,041	3,026	2,978	3,259
Greenwood twp.	1,059	1,064	1,073	1,071	1,054	1,041
Hamilton twp.	1,988	1,995	2,000	2,000	1,989	1,829
Harrison city	2,108	2,113	2,098	2,078	2,040	2,150
Hatton twp.	923	931	942	945	935	933
Hayes twp.	4,916	4,932	4,920	4,878	4,782	4,675
Lincoln twp.	1,758	1,767	1,815	1,823	1,828	1,824
Redding twp.	526	529	535	537	531	526
Sheridan twp.	1,588	1,596	1,611	1,612	1,593	1,575
Summerfield twp.	453	455	459	459	453	456
Surrey twp.	2,700	2,709	2,709	2,694	2,650	3,606
Winterfield twp.	483	486	492	495	491	459

Chapter 3: Organization and Administration

The City of Clare provides parks and recreation services under authorization of MCL section 1917 Public Act 156, which states that "*Any city, village, county or township may operate a system of public recreation and playgrounds; acquire, equip and maintain land, buildings or other recreational facilities; employ a superintendent of recreation and assistants; vote and expend funds for the operation of such system.*"

Organization

The City Commission oversees operations of parks and recreation with recommendations from the Parks and Recreation Advisory Board, which is approved by the City Commission. Parks and Recreation currently exists as one of the departments of city government. Since 2005, the City of Clare has had a full time Director of Parks and Recreation. The Director of Parks and Recreation is supervised by the Clare City Manager.

Figure 3: City of Clare Organizational Chart

Working Relationships

The Director of Parks and Recreation is responsible for the management of the City's parks and recreation areas and the planning recreation programs and services for the public. In addition, the Director works closely with the Parks and Recreation Advisory Board, which provides recommendations to the City Commission on matters related to parks and recreation, and with the Director of Public Works in the area of park maintenance.

The Director also works closely with community groups that provide recreation programs in the community using city property. Since 2005, Parks and Recreation assumed responsibility for managing the community soccer program at the request of Clare Public Schools. The Clare Little League, Pony League, Youth and Rocket Football, and Adult Softball use city facilities, but are self-managed organizations run by parents and participants.

In addition, the Director works with other community organizations and partners to provide recreation programs and services. The department partners with the local Chamber of Commerce, Police and Fire Departments, the Pere Marquette District Library, Clare Public Schools, community volunteers, and other groups to offer programs and services.

The City of Clare has leased property at the Brookwood Athletic Complex from Clare Public Schools and has developed that property for recreational use. Old, unsafe playground equipment owned by the school system was removed and a new playground area was installed in its place by the City of Clare and community volunteers. In 2020 the City of Clare also took on a lease of the school owned tennis courts to be able to have them resurfaced and allow for a safe place for tennis and pickleball enthusiasts to play.

Like any community recreation agency, the City relies on a wide range of volunteers to provide recreation programs and services. The Clare Moose Lodge spearheaded the community-built playground project that resulted in the Imagination Gateway Playground development. Students from Central Michigan University, particularly parks and recreation majors, are sometimes recruited to provide leadership for events and programs offered by Parks and Recreation.

Funding

Funding for parks and recreation services comes from three primary sources: general fund appropriations, fees & charges for services, and a dedicated property tax for park improvements.

In 2012, the electorate of Clare voted resoundingly (over 77%) to renew a parks millage for a period of ten years, from 2013-2022. The renewal and extension of this millage gave the City the ability and flexibility to plan larger projects with the knowledge that long range funding was secured, with the renewed millage producing an estimated average of $63,000.00 each year until 2022. The City of Clare plans on asking residents to renew the parks millage in 2022. Table 2 represents projected funding levels for parks and recreation from various sources over the next five years.

Table 2: Property Tax and Fee Revenue 2021-2026

Year	Park Property Tax Revenue	Fees
2025-2026	$72,922.13	
2024-2025	$71,581.49	
2023-2024	$68,900.22	
2022-2023	$68,372.47	
2021-2022	$67,031.83	

Parks and recreation operations are funded by the General Fund. Table 3 on the following page shows the actual and projected budgets for the 2021-2026 fiscal years for parks and recreation in Clare.

Table 3: Parks and Recreation Budget

CITY OF CLARE - PARKS AND RECREATION BUDGET
APPROVED AND FORECAST AMOUNTS FOR 2021 - 2026

PARKS AND RECREATION	FY 2021/22 APPROVED BUDGET	FORECAST FY2022/23 BUDGET	FORECAST FY2023/24 BUDGET	FORECAST FY2024/25 BUDGET	FORECAST FY2025/26 BUDGET
Revenues					
CURRENT PROPERTY TAXES	67,031.83	68,372.47	68,900.22	71,581.49	72,922.13
INTEREST AND PENALTIES TAXES	50.00	51.00	52.02	53.06	54.12
FEDERAL GRANTS	300,000.00	0.00	0.00	0.00	0.00
STATE GRANTS	30,000.00	0.00	0.00	0.00	0.00
GRANTS - OTHER	0.00	0.00	0.00	0.00	0.00
CHARGES FOR SERVICES - PARKS	11,000.00	11,220.00	11,444.40	11,673.29	11,906.75
CHARGES FOR SERVICES - RECREATION	11,500.00	11,730.00	11,964.60	12,203.89	12,447.97
SPONSORSHIPS	4,775.00	4,870.50	4,967.91	5,067.27	5,168.61
INTEREST	62.50	63.75	65.03	66.33	67.65
IN LIEU OF TAXES	325.00	0.00	0.00	0.00	0.00
DEPOT LEASE/UTILITY REIMBURSEMENT	2,933.33	2,992.00	3,051.84	3,112.88	3,175.13
SPECIAL ASSESSMENTS	49,833.92	61,533.28	60,233.74	58,933.34	57,633.80
SALE OF FIXED ASSETS	0.00	0.00	0.00	0.00	0.00
DONATIONS/CONTRIBUTIONS	500.00	510.00	520.20	530.60	541.22
DONATIONS-SOUTH REC/SOCCER COMPLEX	46,000.00	10,000.00	10,200.00	10,404.00	10,612.08
DONATIONS - SKATE PARK	2,500.00	2,550.00	2,601.00	2,653.02	2,706.08
DONATIONS - RAILROAD DEPOT	0.00	0.00	0.00	0.00	0.00
REFUNDS AND REIMBURSEMENTS	0.00	0.00	0.00	0.00	0.00
MISCELLANEOUS	0.00	0.00	0.00	0.00	0.00
	526,511.58	**173,893.00**	**174,000.95**	**176,279.17**	**177,235.55**
Expenditures					
WAGES	164,474.84	167,764.34	171,119.62	174,542.02	178,032.86
PAYROLL TAXES	12,582.34	12,833.99	13,090.67	13,352.48	13,619.53
FRINGE BENEFITS	49,827.27	50,823.82	51,840.29	52,877.10	53,934.64
RETIREMENT - LEGACY AND CURRENT	29,784.34	33,164.46	36,273.58	38,004.78	39,791.81
SUPPLIES	25,900.00	26,418.00	26,946.36	27,485.29	28,034.99
SUPPLIES - GAS, OIL AND LUBRICANTS	25,800.00	26,316.00	26,842.32	27,379.17	27,926.75
POSTAGE	155.00	158.10	161.26	164.49	167.78
PROFESSIONAL AND CONTRACTUAL SERVICES	43,400.00	44,268.00	45,153.36	46,056.43	46,977.56
CONTRACTED SERVICES - LAKE SHAMROCK	30,000.00	47,000.00	47,000.00	47,000.00	47,000.00
TELEPHONE AND COMMUNICATIONS	1,600.00	1,632.00	1,664.64	1,697.93	1,731.89
PRINTING & PUBLISHING	800.00	816.00	832.32	848.97	865.95
SEWER	4,900.00	4,998.00	5,097.96	5,199.92	5,303.92
WATER	7,300.00	7,446.00	7,594.92	7,746.82	7,901.75
ELECTRICITY	7,200.00	7,344.00	7,490.88	7,640.70	7,793.51
NATURAL GAS	2,500.00	2,550.00	2,601.00	2,653.02	2,706.08
REPAIRS - BUILDINGS AND GROUNDS	8,100.00	7,262.00	7,407.24	7,555.38	7,706.49
REPAIRS - EQUIPMENT	2,650.00	2,703.00	2,757.06	2,812.20	2,868.45
LEASE/RENT	1,100.00	1,100.00	1,100.00	1,100.00	1,100.00
EQUIPMENT RENTAL - DATA PROCESSING	700.00	700.00	700.00	700.00	700.00
EQUIPMENT RENTAL - MOBILE EQUIPMENT	29,600.00	38,500.00	50,100.00	40,100.00	32,100.00
MISCELLANEOUS	3,900.00	2,854.00	2,911.08	2,969.30	3,028.69
PROFESSIONAL DEVELOPMENT	1,500.00	1,530.00	1,560.60	1,591.81	1,623.65
INSURANCE	3,800.00	3,876.00	3,953.52	4,032.59	4,113.24
CAPITAL OUTLAY - DEPRECIABLE	1,680,000.00	0.00	0.00	0.00	0.00
CAPITAL OUTLAY - NON-DEPRECIABLE	21,000.00	21,000.00	21,000.00	40,000.00	40,000.00
	2,158,573.79	**513,057.70**	**535,198.68**	**553,510.39**	**555,029.53**
Total Revenues	**526,511.58**	**173,893.00**	**174,000.95**	**176,279.17**	**177,235.55**
Total Expenditures	**2,158,573.79**	**513,057.70**	**535,198.68**	**553,510.39**	**555,029.53**
NET OF REVENUES AND EXPENDITURES	**(1,632,062.21)**	**(339,164.70)**	**(361,197.73)**	**(377,231.22)**	**(377,793.97)**

Chapter 4: Park and Recreation Inventory

The park inventory consists of on-site visits to all city-owned parks and recreation areas. The inventory includes recording the assets and features of each park. In addition, school facilities have been inventoried, where those facilities were used for recreation purposes. Final analysis was conducted of other recreation resources in the area by reviewing previous planning documents of the city, county, and other communities in the county, as well as state-owned recreation areas including camping and water access sites.

The City of Clare currently operates 65.87 acres of developed and 1.2 acres of undeveloped park space within the city.

Figure 4: Location Map of Clare City Parks

City of Clare Parks

The City of Clare currently operates six developed parks throughout the city.

Brookwood Park, located on Woodlawn Avenue, includes one adult softball field, the Imagination Gateway Playground, and tennis courts. The park is adjacent to the sports fields.

City Park, located on Fifth Street across from City Hall, includes a small gazebo and picnic tables. City Park is frequently used for outdoor gatherings and musical entertainment events.

Emerald Isle Recreation Complex, located on the south end of Clare on Pinecrest Street. This park includes 10 varied size soccer fields, a multi-purpose field, a butterfly and pollen garden, playground facility, skate and bike park, and a 0.7-mile trail around the outer perimeter of the park.

Pettit Park, located on the Tobacco River in Clare, offers day and overnight use. Pettit Park includes 21 campsites (16 of them with electrical hookup), playground equipment, restroom and shower facilities, picnicking and accessible fishing access to the Tobacco River.

Stamina Stadium & McIreland Nature Trails, located at the end of Schoolcrest Avenue, includes 4 fenced baseball fields, 1 fenced T-ball field, concession stand with storage & restrooms, batting cages, a pavilion, swings, slide, and jungle gym.

McIreland Nature Trails, located in the wooded area south of Stamina Stadium (left side of picture), offers a ½ mile of natural wooded trail including two bridges.

Shamrock Park, located on Lake Shamrock in Clare, offers a variety of day use features to residents and non-residents. In addition to one lighted little league baseball field, the park includes two pavilions, playground, lake access, picnicking areas, and a handicapped accessible restroom.

Trails

In addition to city parks, two developed trails serve the Clare community. The Pere Marquette Rail-Trail currently has a trail head at the Pere Marquette District Library providing access to city residents. The City of Clare received a MDNR grant for the purchase of the rail right-of-way and trail construction from the previous eastern terminus to the Pere Marquette District Library in downtown Clare. The trailhead will be relocated to the Clare Union Railroad Depot once development is completed within the 2.3 mile "gap" that exists within the western area of Clare. The Kevin Sherwood Trail runs for about a mile along McEwan Street from Pettit Park to the north end of town.

The Pere Marquette Rail-Trail, currently terminates at the Pere Marquette District Library and starts back up after the Clare Moose Lodge.

Kevin Sherwood Trail, located adjactent to McEwan Street provides an approximately one mile long multi-use trail.

Table 3: City of Clare Parks and Recreation Facilities Inventory

Facility	*Park Type*	*Service Area*	*Location*	*Size*	*Inventory*
Brookwood Park	Community Park	Community	Woodlawn Avenue and Ann Arbor Trail	8.8 Acres	1 Lighted Adult Softball Field; Imagination Gateway Playground, Picnic Tables, Tennis Court
Clare City Park	Community Park	Community	West 5th Street and Beech Street; Across from City Hall	0.8 Acres	Gazebo, 27' diameter; Picnic Tables; Grill; Benches; Water Fountain; Skateboard Equipment (Temporary and Seasonal).
Emerald Isle Recreation Complex	Community Park	Community	303 Pinecrest Street	26.27 Acres	10 varied size soccer fields, a multi-purpose field, a 0.7 exercise trail along the outer perimeter, playground facility, picnic tables, benches, a concession trailer, gaga ball pit, butterfly and pollen garden, gazebo, 2 footbridges, compost bins, insect hotel, and a storage building.
McIreland Nature Trails	Trails	Community	820 Schoolcrest Avenue; Adjacent to Stamina Stadium	.5 Mile	Non-Motorized Use Only; Walking; Biking; Jogging; Bridges over Tobacco River; Several Benches; Wildlife Viewing Opportunities.
Pettit Park	Community Park	Community	McEwan Street	5 Acres	21 Campground Sites (16 with Electric Hook-up); Fire Rings; Potable Water; Playground Structure and Equipment; Horseshoe Pit; Picnic Area with Grills; Sanitation Station; Accessible Restroom and Shower Facility; Fishing Pier.
Shamrock Park	Community Park	Community	225 Wilcox Parkway; South Shore of Lake Shamrock	11.3 Acres	1 Lighted Little League Baseball Diamond with Bleachers; Concession Stand; Large Pavilion (Winter, Outdoor Ice Rink) 120' X 48'; Medium Pavilion 48' X 24'; Small Pavilion 30' X 18'; Accessible Restroom Facility; Playground Equipment area with Benches plus Playground Equipment throughout park; Horseshoe Pit; Picnic Tables; Grills; Storage Building; Fishing Access to Lake Shamrock; Barnes Island (Located on` Lake Shamrock, boat access only).
Stamina Stadium	Sport Park	Community	820 Schoolcrest Avenue; Adjacent to McIreland Nature Trail	13.2 Acres	4 Fenced Baseball/Softball Diamonds with Bleachers; 1 Fenced T-Ball Field; Concession Stand; Storage; Accessible Restrooms; Batting Cages; Pavilion; Swings; Slide; Jungle Gym.
Undeveloped Property		Community	Woodlawn North of Brookwood Park Softball Field	1.2 Acres	Undeveloped

Key to Park Types

Neighborhood Park	Park serving a neighborhood within ½ mile radius. Serving as recreation and social focus for the neighborhood. Generally, include playground equipment, picnic areas, open play area, and shelters.
Sport Park	Includes facilities primarily for use by organized sport organizations for leagues and tournaments.
Community Park	Multi-use park serving both residents and non-resident visitors. Attractions for visitors and recreation opportunities for residents.
Trail	Multi-purpose trail for biking, walking, hiking. Natural surface.

Clare Public School Facilities

Clare Public Schools and the Parks & Recreation Department have enjoyed a good working relationship over the years. Clare Public Schools operate a wide range of areas and facilities for interscholastic sports and physical education and provide outdoor playgrounds and play fields that serve the community as recreation facilities. Currently, the summer recreation programs have been provided through the Parks & Recreation Department and the schools. These are just a few examples of this cooperative spirit. The following is an inventory of Clare Public Schools area facilities that have recreational value.

Table 4: Clare Public School Facilities

Facility	***Location***	***Inventory***
Brookwood Park Athletic and Recreation Complex	Woodlawn Avenue and Ann Arbor Trail	1 Turf Field with Home/Away Bleachers; 1/4-mile Track; 1 Baseball Field with Practice Cages, Dugouts, Bleachers; 1 Soccer Field with 2 Goals; Home/Away Locker Rooms; Public Restroom Facilities; Warming House; Concession Stand; Pavilion.
Clare High School	Wheaton Avenue and Cedar Street	Gymnasium with 1 Basketball Court; Bleachers; Concessions; Weight Room/ Fitness Center, 1 Baseball Field with Dugouts, Practice Area for Soccer and Football.
Clare Middle School	Wheaton Avenue and Hemlock Street	Gymnasium with 1 Basketball Court and Bleachers; Playground; Outdoor Basketball Area.
Clare Primary School	Wheaton Avenue	Small Gymnasium/ Multipurpose Room; Playground Equipment; Outdoor Basketball Hoops.
Undeveloped Property #2	Near Brookwood Park	Wooded land, Possibly Wetlands in Some Areas

Other Recreation Resources

In addition to city parks, residents can enjoy several other recreation resources within the community.

Table 5: Other Recreation Resources in Clare

Cherry Grove Cemetery	Popular area for walking, biking, jogging and dog-walking. Offers rows of paved lanes for safe, off-street activity. Connected by trails to the McIreland Nature Trail and Stamina Stadium.
St. Cecilia Cemetery	Popular area for walking, biking, jogging and dog-walking. Offers rows of paved lanes for safe, off-street activity.
Kevin Sherwood Trail	1 mile trail for non-motorized use only along North McEwan from Pettit Park to Colonville Road; walking; biking; jogging; rollerblading.
Pere Marquette Rail-Trail	30-mile non-motorized rail-trail running from Midland, MI to the Pere Marquette District Library in Clare.
Lake Shamrock	Boat launch, fishing

Private Recreation Service Providers

- Gateway Lanes
- Clare Family Fitness
- Firefly Golf Course

Nearby Recreation Resources

City of Harrison (15 miles north of Clare)

The public facilities consist of public schools, campgrounds, fishing areas, public parks, splash pad, an amphitheater, and senior citizens areas. The public schools contain playgrounds, baseball fields, basketball courts, nature trails, and indoor gymnasiums. There are several campgrounds in the area which can offer swimming, boating and fishing. Along with campground fishing, there are also specific areas you can fish, that have boat launches. Within any community there are a series of public parks which have ball fields, pavilions, playgrounds and trails. There also is a senior park, which has a variety of activities such as horseshoes, and shuffleboard. All of these facilities are for use of the public and can be enjoyed by everyone.

Another utilized resource located within Harrison is the Mid Michigan College (MMC) public trail system which entails 560 acres of wooded land, with four trails which make up the trail system. These four trails make up a 22-mile combined trail system. The official trailhead for the Harrison Campus trail system is the Poet Family Outdoor Education Center (OEC). The OEC provides access to necessary amenities for visitors, such as; drinking fountains, heated restrooms facilities and changing rooms.

Along with public facilities available in the area, there are also several private activities that individuals can participate in. There are several golf courses within the area, as well as a mini golf area. There is also a downhill skiing and snow tubing facility located close to Clare called Snow-Snake Ski & Golf Resort. Other popular activities include go-carts, batting cages and bowling.

Village of Farwell (5 miles west of Clare)

Public areas consist of public parks, and public schools. The parks contain a variety of areas and facilities, such as open space, ball fields, playgrounds, and pavilions. The public schools have football fields, track lanes, ball fields, and playground equipment.

Also located within Farwell is CMU's Neithercut Woodland. Neithercut consists of 252 acres of varied land and diverse habitat within 2.5 miles of existing trails.

Isabella County (south of Clare County)

The Isabella County Park Commission operates a number of county parks. These facilities offer camping, cabins, playgrounds, boat launches, nature trails, and lakes. One Isabella County Park, Herrick Park, is located only 2 miles east of the City of Clare off of U.S. Highway 10.

City of Mount Pleasant (15 miles south of Clare)

The City of Mount Pleasant has several public parks, offering trails, playgrounds, sport fields, pavilions, outdoor basketball and volleyball courts, shuffleboard, tennis courts, a

skate park, swimming, canoeing, fishing, and tubing access to the Chippewa River. In the winter, parks are available for cross country skiing and sledding. A variety of private recreation service providers including multiple golf courses, bowling lanes, an ice arena and roller-arena are also available in the city. Morey Courts recreation facility offers basketball, volleyball, tennis, racquetball, exercise and fitness equipment, and other activities.

Central Michigan University (CMU), located in Mount Pleasant, offers facilities to the public including swimming, softball, soccer, basketball, volleyball, racquetball, frisbee golf, health and fitness, weight lifting, aerobic exercise programs and other recreation facilities and services.

Clare County and Townships

Townships in Clare County offer a variety of water access areas and outdoor recreation facilities. Freeman Township has public access at Windover Lake. Frost Township has two public access points on Long Lake. Garfield Township features several lakes with public access, and the park at Crooked Lake has ball fields, playgrounds, picnic areas, tennis courts and a swimming beach. Grant township has public access points at Gut, Five and Otter lakes. It also features fishing in the Tobacco River. Hatton Township has a roadside park. Hayes Township has a Civic Center, Community Center, Township Park and Township Hall. The Township Hall features a gym, exercise floor, dance floor, softball, basketball, picnic, play area and some trails. Redding Township features access to the Muskegon River. Summerfield Township has 30 miles of snowmobile trails and 20 miles of ORV trails and access to the Muskegon River. Other recreation facilities located in Clare County include several golf courses, campgrounds, Snow Snake Ski and Golf, and Duggan Canoe Livery and Campground.

Status of all DNR Grant-Assisted Park and Recreation Projects

During 2005 – 2010 fiscal years, the City of Clare received funding from the Michigan Natural Resources Trust Fund (MNRTF) in the form of two grants. Both grants were in association with extending the Pere Marquette Rail-Trail from its previous terminus at the east boundary of the city in Isabella County into downtown Clare to the Pere Marquette District Library. Planning and execution for the extension of the Pere Marquette Rail Trail proved to be a lengthy and in-depth project, with initial planning starting almost 11 years ago. In order to make the project a success, the City had to secure ownership, easements, or leases for many parcels of property along the route for the trail. With the generous support from grants, millage revenue, and general fund dollars, construction of the trail extension occurred in 2009, with the extension being formally opened via ceremony on Saturday, September 19, 2009. Final elements of the new extension, including signage and final touches on landscaping, are expected to be put into place during spring, 2010.

While the extension of the Rail-Trail into downtown Clare proved to be a long and detailed project, it is certainly one that has greatly benefited the community, bringing the ability to safely recreate on an off road, non-motorized, multiuse path to the convenience of downtown. The final phase for Clare's portion of the Pere Marquette Rail-Trail will be to work on closing the gap between the current terminus of the trail at the Pere Marquette District Library in downtown and the edge of the paved trail outside the Moose Lodge on the west end of Clare and shifting the trailhead from the library to the Clare Union Railroad Depot.

Grant funding was approved in 2020 for PIP surfacing for the Emerald Isle Recreation Complex Playground. The project faced some delays with the contracting companies, but is anticipated to be completed in 2022.

Grant No	Project	Amount
TF05-171	Pere Marquette Trail-Extension	$ 99,100
TF07-096	Pere Marquette Rail Trail Extension	$500,000
RP20-0033	Emerald Isle Recreation Complex Playground Dev.	$ 30,000

GRANT HISTORY

Grantee

City of Clare - Clare - Clare County

Project No. **TF05-171** **Project County:** **Clare** **Project Year: 2005**

Project title: Pere Marquette Trail Extension

Project Status: Grant Closed **Grant Amount:** $99,100.00

Scope Item

Project Description: Acquisition in fee simple title of 1.4 acres to extend the Pere Marquette Rail-Trail into the City of Clare.

Project No. **TF07-096** **Project County:** **Clare** **Project Year: 2007**

Project title: Pere Marquette Rail Trail Extension

Project Status: Grant Closed **Grant Amount:** $500,000.00

Scope Item

Boardwalk

Cleaning, Grading, Sidewalk & pavement removal

Erosion Control/Restoration

Fence

Landscape

Paved Path and Drainage

Pedestrian bridge

Permit/

Retaining Wall

Road Crossings

Sidewalk connections, ramp, agg. Base,

Site preparation

Trail Signage and MNRTF Plaque

Project Description: Construction of a .4 mile, 10 foot wide non-motorized asphalt trail on former railroad right-ow-way to extend the existing Pere Marquette Trail from its current terminus at the outskirts of Clare to downtown Clare.

Project No. **RP20-0033** **Project County:** **Clare** **Project Year: 2020**

Project title: Emerald Isle Recreation Complex Playground Development

Project Status: PA Executed **Grant Amount:** $30,000.00

Scope Item

GRANT HISTORY

Grantee

City of Clare - Clare - Clare County

Playground Safety Surfacing

Project Description: Further development of an inclusive playground within the Emerald Isle Recreation Complex, a new park within the City of Clare. The grant is for assistance with

Total number of projects: 3

Total Amount of Grant Given $629,100.00

Grants Management
Department of Natural Resources

Friday, July 24, 2015

Recreation Grant History

Applicant

City of Clare

Project No. TF05-171 **Project Year: 2005**

Project Title: Pere Marquette Trail Extension

Project Status: Closed **Grant Amount: $99,100.00**

Project Description: Acquisition in fee simple title of 1.4 acres to extend the Pere Marquette Rail-Trail into the City of Clare.

Project No. TF07-096 **Project Year: 2007**

Project Title: Pere Marquette Rail Trail Extension

Project Status: Closed **Grant Amount: $500,000.00**

Element	Element
Site preparation	Landscape
Cleaning, Grading, Sidewalk & pavement removal	Trail Signage and MNRTF Plaque
Paved Path and Drainage	Road Crossings
Boardwalk	Erosion Control/Restoration
Retaining Wall	Pedestrian bridge
Fence	Sidewalk connections, ramp, agg. Base,
	Permit/

Project Description: Construction of a .4 mile, 10 foot wide non-motorized asphalt trail on former railroad right-ow-way to extend the existing Pere Marquette Trail from its current terminus at the outskirts of Clare to downtown Clare.

Page 1 of 1

Michigan Department of Natural Resources - Grants Management

RECREATION GRANT PROGRESS REPORT

Required by authority of the Michigan Department of Natural Resources.

Grant Number	Grantee
RP20-0033	City of Clare

Project Name

INSTRUCTIONS: Answer the questions below and attach additional sheets, if necessary, to elaborate on responses. Email this completed progress report and a detailed schedule for project completion to the appropriate Grant Coordinator.

1. Describe the work completed to date:
Clare Parks and Recreation has been working with Sinclair Recreation on the design of the playground to get it ready for the PIP surfacing.

2. Describe the work yet to be completed:
Still need to have the engineering completed to move forward with the bid process. Estimating a summer 2022 timeline due to setbacks with COVID.

3. Will the work be completed by the end of the project period? **Provide a detailed schedule for completion.** Check your project agreement for the project period expiration date. If you expect expenses to occur after this date, please initiate an amendment approximately 1 month prior to the expiration date. Refer to the Acquisition or Development Project Procedures booklet for instructions.

☒ YES ☐ NO, explain below:

According to the agreement, the project expiration date is 3/31/2023

FOR FISCAL YEAR-END REPORTS ONLY

List the total expenditures that have, or will be, incurred between October 1-September 30 of the current fiscal year, which have not previously been reported in a reimbursement request.

$0

CERTIFICATION

Grantee Representative Name	Title
Jay KS Simmer	Director of Recreation, Clare
Grantee Representative Signature: Jay KS Simmer	Date: 8/31/2021
Prime Professionals Name	Title
Prime Professionals Signature (optional)	Date

PR1947 (05/23/2018)

Michigan Department of Natural Resources - Grants Management

PUBLIC OUTDOOR RECREATION GRANT
POST-COMPLETION SELF-CERTIFICATION REPORT

This information required under authority of Part 19, PA 451 of 1994, as amended; the Land and Water Conservation Fund Act of 1965, 78 Stat. 897 (1964); and Part 715, of PA 451 of 1994, as amended.

GRANT TYPE: (Please select one) ☒ MICHIGAN NATURAL RESOURCES TRUST FUND ☐ LAND AND WATER CONSERVATION FUND ☐ CLEAN MICHIGAN INITIATIVE ☐ RECREATION PASSPORT ☐ BOND FUND

GRANTEE: City of Clare

PROJECT NUMBER: TF05-171 **PROJECT TYPE:** Acquisition

PROJECT TITLE: Pere Marquette Rail Trail Extension

PROJECT SCOPE: Acquisition in fee simple title of 1.4 acres to extend the Pere Marquette Rail-Trail into the City of Clare

TO BE COMPLETED BY LOCAL GOVERNMENT AGENCY (GRANTEE)

Name of Agency (Grantee)	Contact Person	Title
Clare Parks and Recreation	Joy Simmer	Director
Address: 202 W. Fifth St.	Telephone: (989) 386-7541 ext. 213	
City, State, ZIP: Clare, MI 48617	Email: jsimmer@cityofclare.org	

SITE DEVELOPMENT

Any change(s) in the facility type, site layout, or recreation activities provided? If yes, please describe change(s). ☐Yes ☒No

Has any portion of the project site been converted to a use other than outdoor recreation? If yes, please describe what portion and describe use. (This would include cell towers and any non-recreation buildings.) ☐Yes ☒No

Are any of the facilities obsolete? If yes, please explain. ☐Yes ☒No

SITE QUALITY

Is there a park entry sign which identifies the property or facility as a public recreation area? If yes, please provide a photograph of the sign. If no, please explain. ☒Yes ☐No

Are the facilities and the site being properly maintained? If no, please explain. ☒Yes ☐No

Is vandalism a problem at this site? If yes, explain the measures being taken to prevent or minimize vandalism. ☐Yes ☒No

Page 1 PR1944 (Rev. 07/07/2014)

POST COMPLETION SELF-CERTIFICATION REPORT - CONT'D

Is maintenance scheduled on a regular basis? If yes, give schedule. If no, please explain. ☒Yes ☐No

The Parks crew goes on the rail trail to maintain and clean-up 2-3x a week.

GENERAL

Is a Program Recognition plaque permanently displayed at the site? If yes, please provide a photograph. (Not required for Bond Fund Grants) ☒Yes ☐No ☐N/A

Is any segment of the general public restricted from using the site or facilities? (i.e. resident only, league only, boaters only, etc.) If yes, please explain. ☐Yes ☒No

Is a fee charged for use of the site or facilities? If yes, please provide fee structure. ☐Yes ☒No

What are the hours and seasons for availability of the site?

It is open, however used Dawn until dusk.

COMMENTS (ATTACH SEPARATE SHEET IF MORE SPACE IS NEEDED)

Page 2 PR1944 (Rev. 07/07/2014)

CERTIFICATION

I do hereby certify that I am duly elected, appointed and/or authorized by the Grantee named above and that the information and answers provided herein are true and accurate to the best of my personal knowledge, information and belief.

Please print	Grantee Authorized Signature	Date
Joy Simmer	Joyce Simmer	9/25/15
Steven J. Kingsbury		9-25-2015
Please print	Witness Signature	Date

Send completed report to:

POST COMPLETION GRANT INSPECTION REPORTS
GRANTS MANAGEMENT
MICHIGAN DEPARTMENT OF NATURAL RESOURCES
PO BOX 30425
LANSING MI 48909-7925

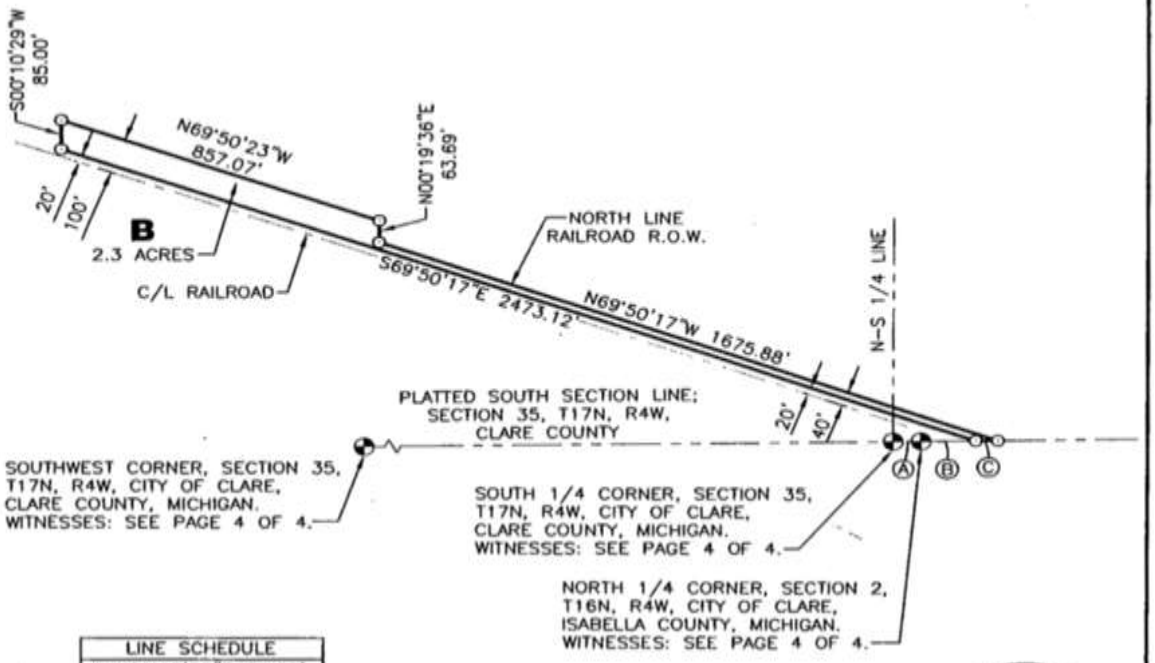
CERTIFICATE OF SURVEY

SECTION 35, T.17N.-R.4W., CITY OF CLARE, CLARE COUNTY, MI

I, Scott O. Graham, hereby certify that on February 2, 2006 I surveyed the land described hereon, and that all of the requirements of PA 132 of 1970, as amended, have been met.

Certified to: City of Clare

Property Description:
Part of the South One-half of Section 35, T17N, R4W, City of Clare, Clare County, State of Michigan described as: Commencing at the South One-quarter Corner of said Section 35; thence N 89° 15' 55" E, along the platted South Section line, 20.62 feet to the North One-quarter Corner of Section 2, T16N, R4W, City of Clare, Isabella County, State of Michigan; thence continuing N 89° 15' 55" E, along said platted South Section line, 189.10 feet to the TRUE PLACE OF BEGINNING OF THE FOLLOWING DESCRIBED PARCEL OF LAND; thence continuing N 89° 15' 55" E, along said platted South Section line, 56.07 feet; thence N 69° 50' 17" W, 1675.88 feet; thence N 00° 19' 36" E, 63.69 feet; thence N 69° 50' 23" W, 857.07 feet; thence S 00° 10' 29" W, 85.00 feet; thence S 69° 50' 17" E, 2473.12 feet back to the place of beginning. This property is subject to an easement for the installation and maintenance of public utilities. Containing 2.3 acres and being subject to restrictions, reservations, easements, rights-of-way, zoning, governmental regulations, and matters visible, if any, upon or affecting said lands.



LINE SCHEDULE	
A	N89°15'55"E 20.62'
B	N89°15'55"E 189.10'
C	N89°15'55"E 56.07'

LEGEND:
O = SET 1/2"x18" RE-ROD (P.S. CAPPED)
BEARINGS WERE ESTABLISHED
FROM PREVIOUS SURVEYS.

SCALE: 1" = 400'

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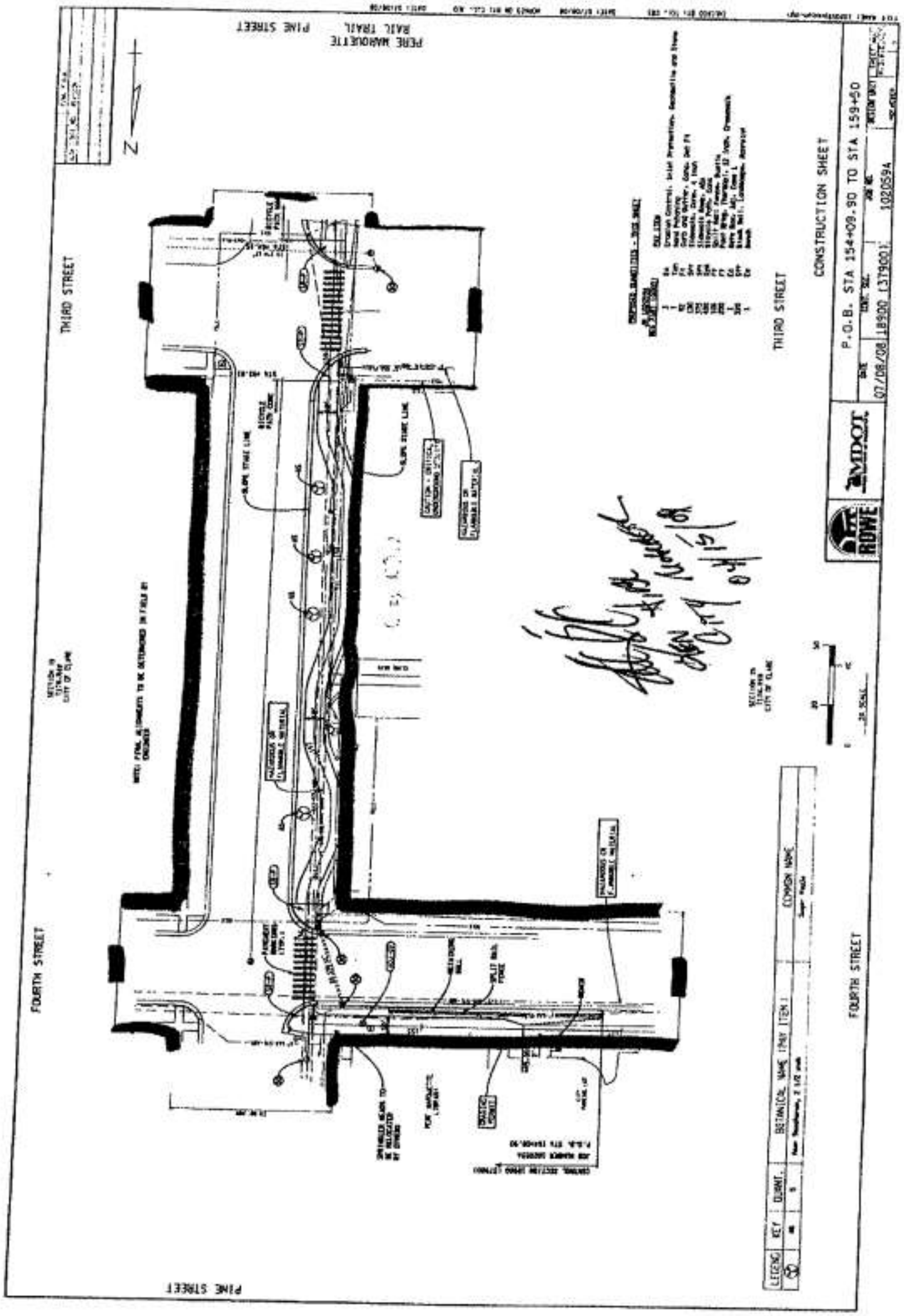
Job No. C-060016	Sheet: 3 of 4
Scott O. Graham, P.S. No. 49107	

ORIGINAL

Date: 8-31-06	Scale: 1" = 400'	Drawn by: JAF
Field: JS, JP	Checked:	Revised:


THIRD STREET
FOURTH STREET
PINE STREET
PERE MARQUETTE RAIL TRAIL
CONSTRUCTION SHEET
P.O.B. STA 154+09.90 TO STA 159+50
MDOT
ROWE

The Pere Marquette Rail Trail
During Construction

The Pere Marquette Rail Trail
After Construction and Grants

Michigan Department of Natural Resources - Grants Management

PUBLIC OUTDOOR RECREATION GRANT
POST-COMPLETION SELF-CERTIFICATION REPORT

This information required under authority of Part 19, PA 451 of 1994, as amended; the Land and Water Conservation Fund Act of 1965, 78 Stat. 897 (1964); and Part 715, of PA 451 of 1994, as amended.

GRANT TYPE: (Please select one) ☒ MICHIGAN NATURAL RESOURCES TRUST FUND ☐ LAND AND WATER CONSERVATION FUND ☐ CLEAN MICHIGAN INITIATIVE ☐ RECREATION PASSPORT ☐ BOND FUND

GRANTEE: City of Clare

PROJECT NUMBER: TF07-096 **PROJECT TYPE:** Development

PROJECT TITLE: Pere Marquette Rail Trail Extension

PROJECT SCOPE: .4-mile asphalt trail, boardwalk over wetland, trail signage, landscaping/erosion control, pedestrian bridge, site preparation/grading, road crossing, sidewalk connections, fencing and retaining wall

TO BE COMPLETED BY LOCAL GOVERNMENT AGENCY (GRANTEE)

Name of Agency (Grantee)	Contact Person	Title
Clare Parks and Recreation	Joy Simmer	Director
Address	**Telephone**	
202 W. Fifth St.	(989) 386-7541 ext. 213	
City, State, ZIP	**Email**	
Clare, MI 48617	jsimmer@cityofclare.org	

SITE DEVELOPMENT

Any change(s) in the facility type, site layout, or recreation activities provided? If yes, please describe change(s). ☐ Yes ☒ No

Has any portion of the project site been converted to a use other than outdoor recreation? If yes, please describe what portion and describe use. (This would include cell towers and any non-recreation buildings.) ☐ Yes ☒ No

Are any of the facilities obsolete? If yes, please explain. ☐ Yes ☒ No

SITE QUALITY

Is there a park entry sign which identifies the property or facility as a public recreation area? If yes, please provide a photograph of the sign. If no, please explain. ☒ Yes ☐ No

Rail trail signage

Are the facilities and the site being properly maintained? If no, please explain. ☒ Yes ☐ No

Is vandalism a problem at this site? If yes, explain the measures being taken to prevent or minimize vandalism. ☐ Yes ☒ No

Page 1 PR1944 (Rev. 07/07/2014)

POST COMPLETION SELF-CERTIFICATION REPORT - CONT'D

Is maintenance scheduled on a regular basis? If yes, give schedule. If no, please explain. ☒ Yes ☐ No

Parks crew goes onto trail 2-3x/wk to maintain and perform clean-up

GENERAL

Is a Program Recognition plaque permanently displayed at the site? If yes, please provide a photograph. (Not required for Bond Fund Grants) ☒ Yes ☐ No ☐ N/A

Is any segment of the general public restricted from using the site or facilities? (i.e. resident only, league only, boaters only, etc.) If yes, please explain. ☐ Yes ☒ No

Is a fee charged for use of the site or facilities? If yes, please provide fee structure. ☐ Yes ☒ No

What are the hours and seasons for availability of the site?

Used dawn until dusk

COMMENTS (ATTACH SEPARATE SHEET IF MORE SPACE IS NEEDED)

Rail-trail sections are marked by entry poles (red) and a sign that marks trail as the Pere Marquette Rail Trail.

POST COMPLETION SELF-CERTIFICATION REPORT - CONT'D

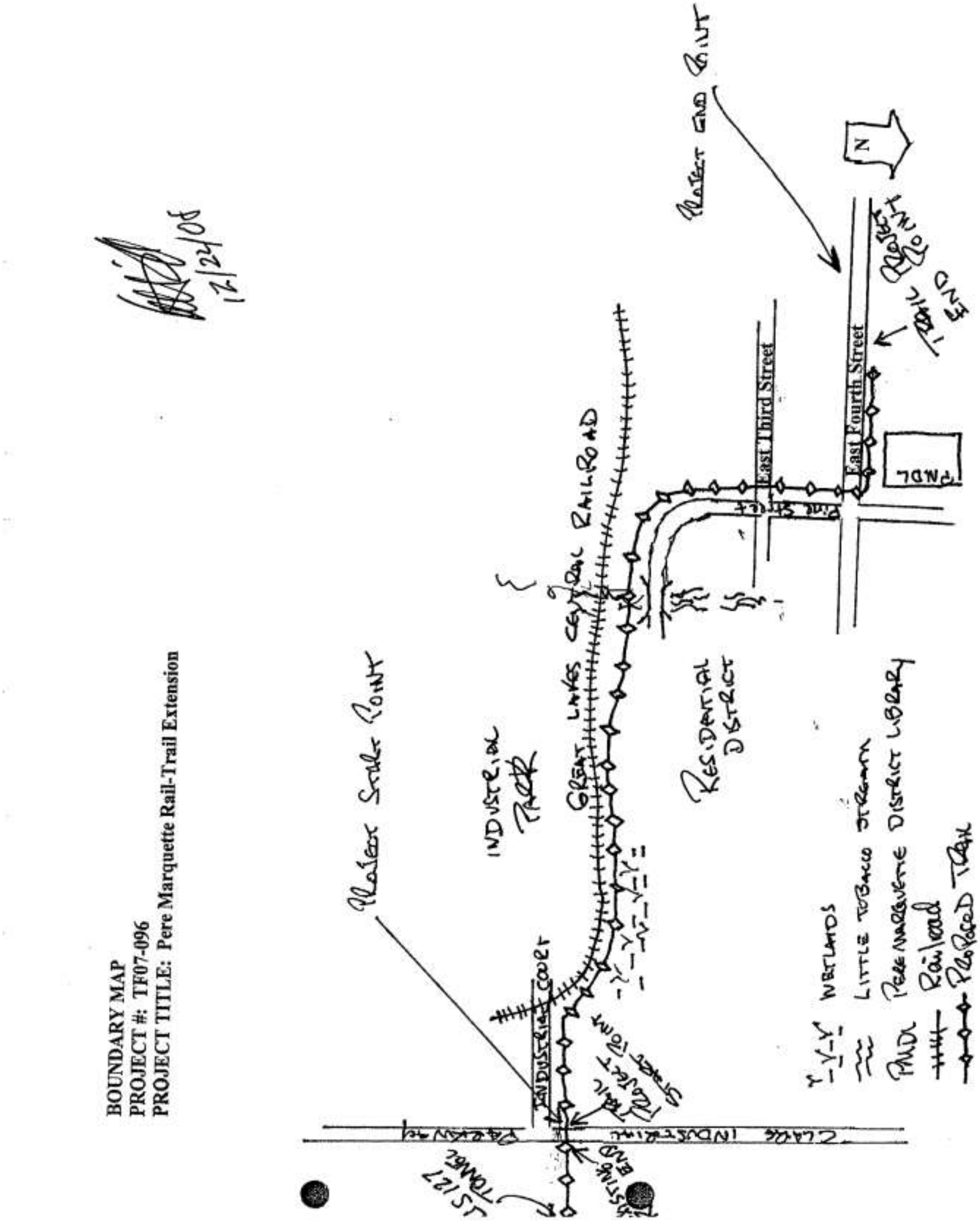
CERTIFICATION

I do hereby certify that I am duly elected, appointed and/or authorized by the Grantee named above and that the information and answers provided herein are true and accurate to the best of my personal knowledge, information and belief.

Joy Simmer	Joy Simmer	9/1/15
Please print	Grantee Authorized Signature	Date
Steven J. Kingsbury		9-25-15
Please print	Witness Signature	Date

Send completed report to:

POST COMPLETION GRANT INSPECTION REPORTS
GRANTS MANAGEMENT
MICHIGAN DEPARTMENT OF NATURAL RESOURCES
PO BOX 30425
LANSING MI 48909-7925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PROJECT TITLE: Pere Marquette Rail-Trail Extension
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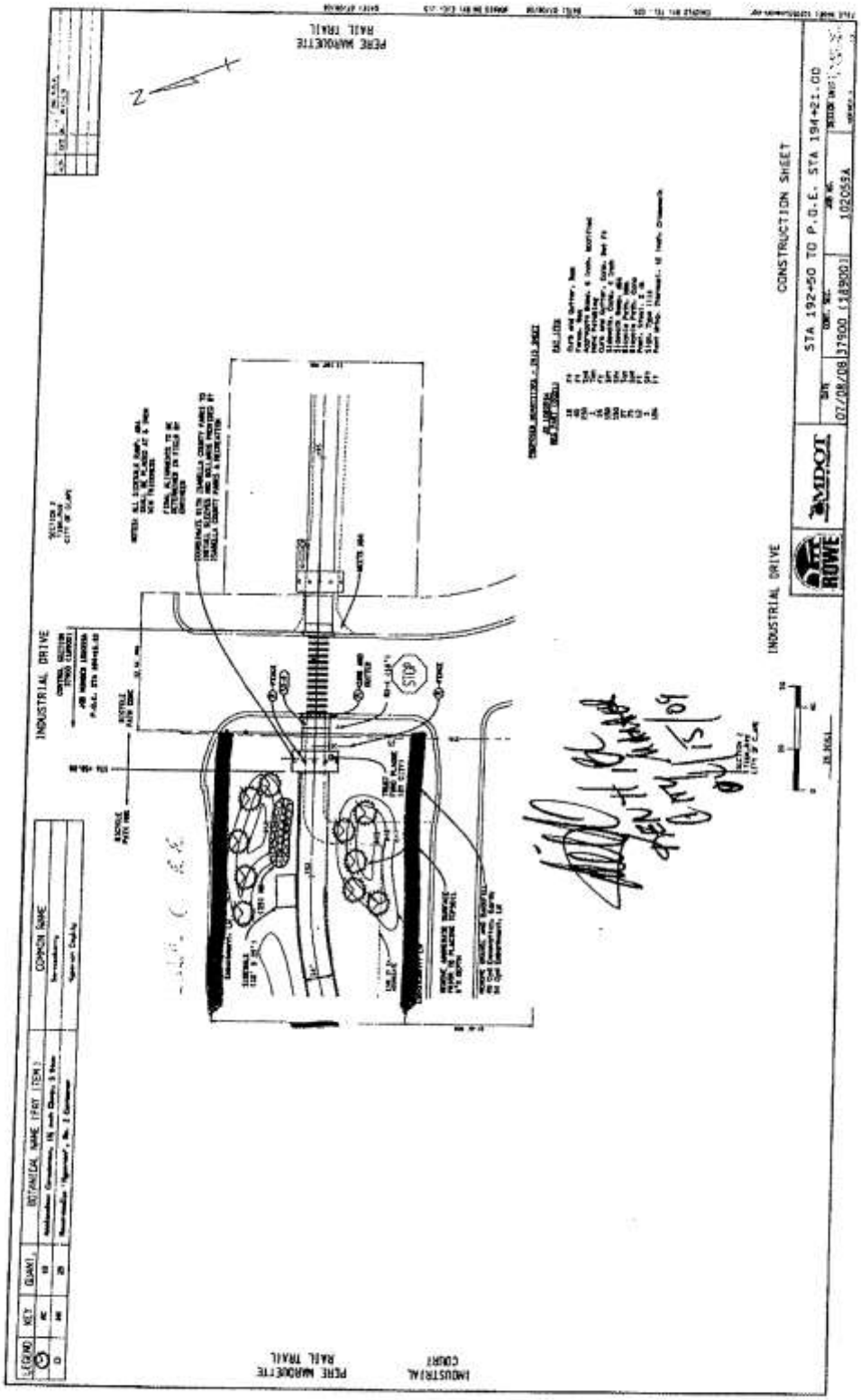
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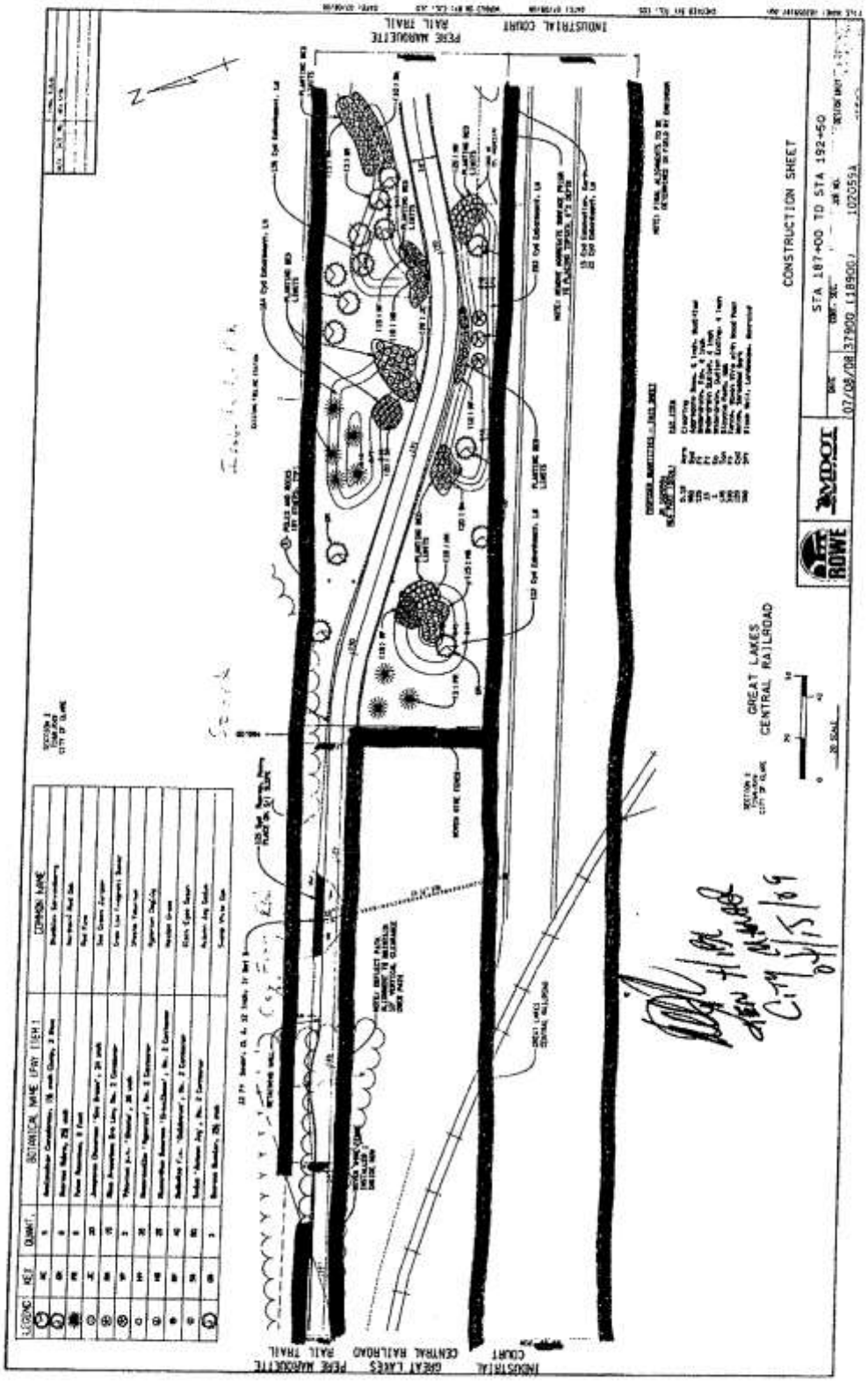
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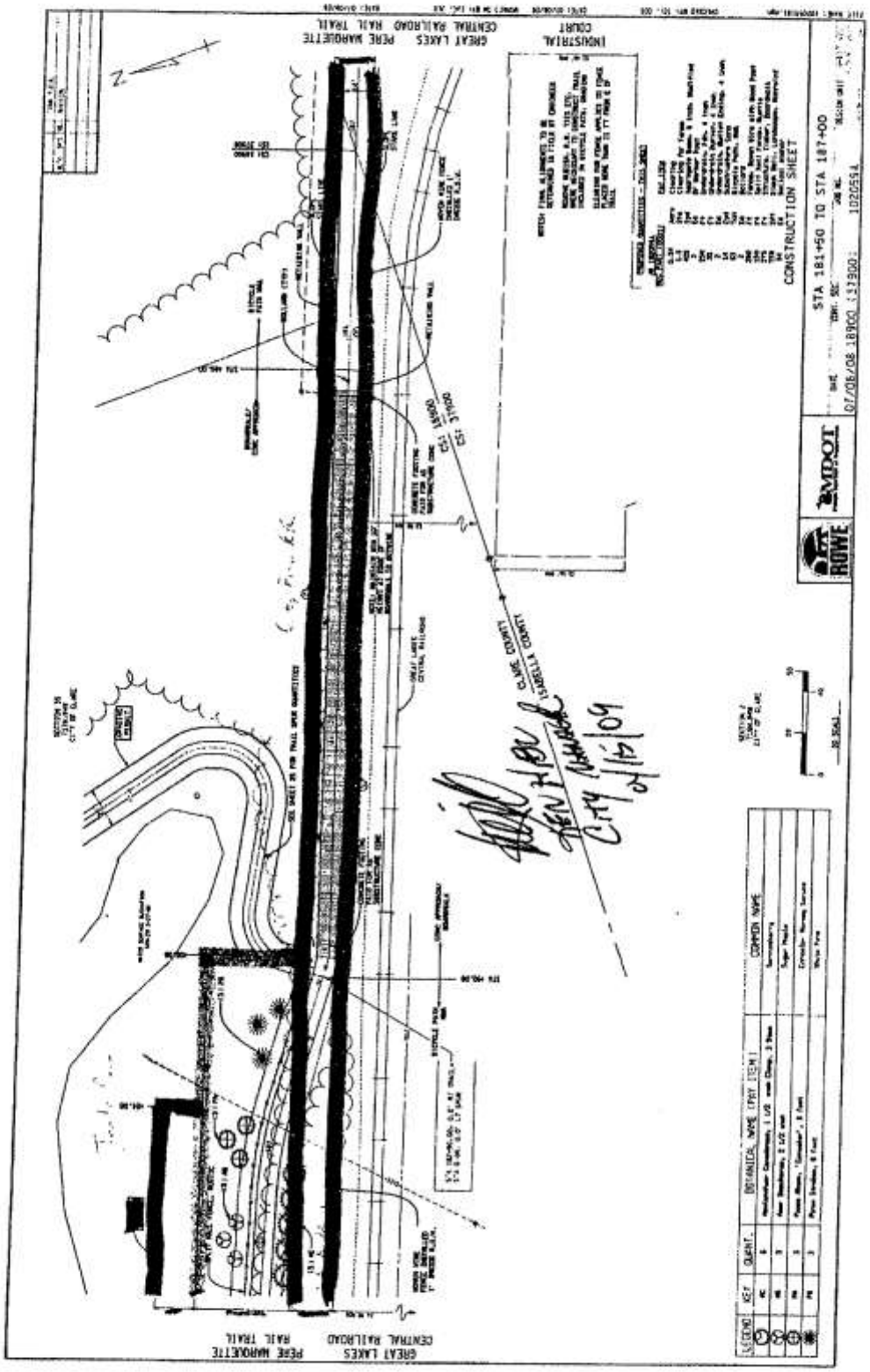
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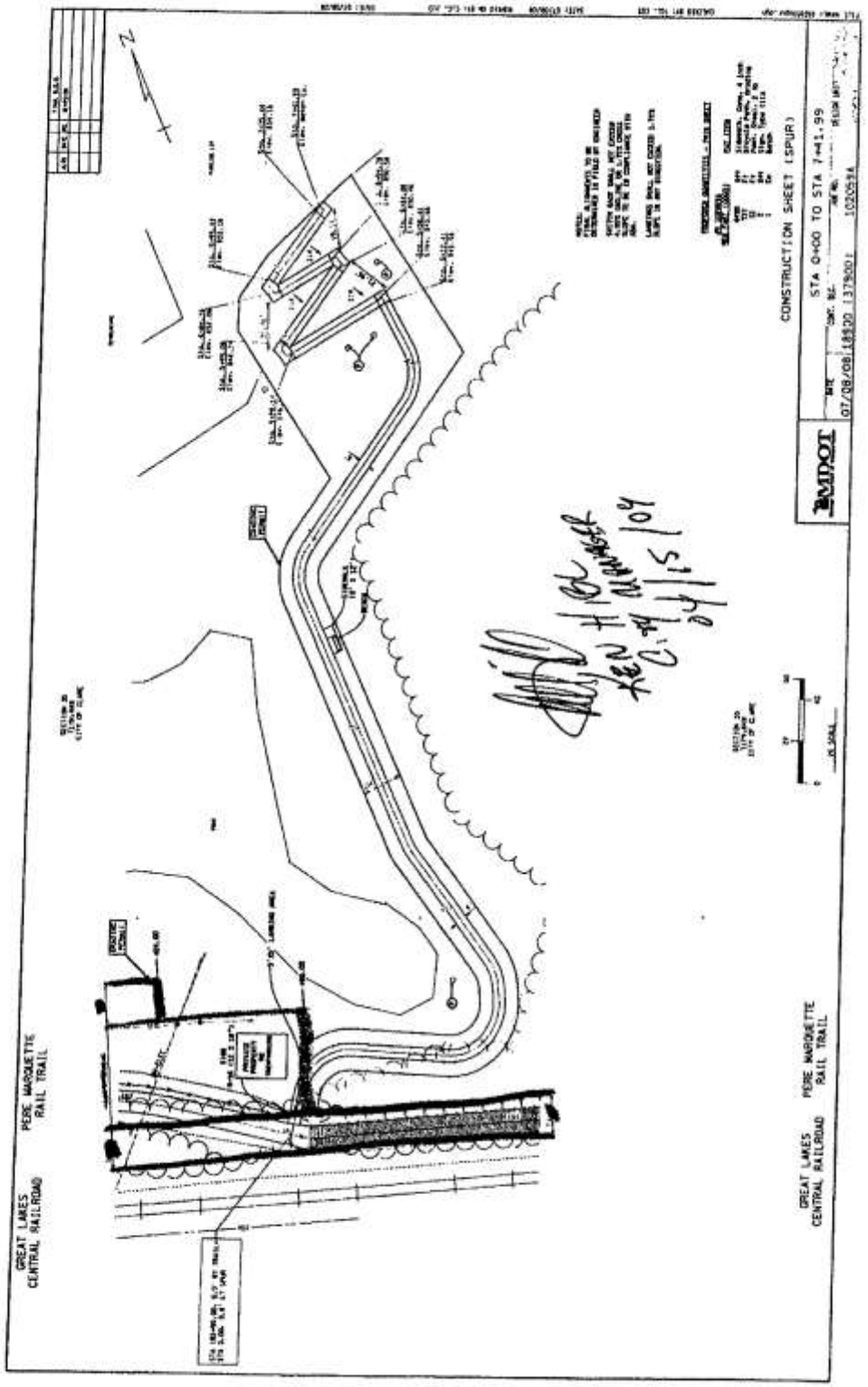
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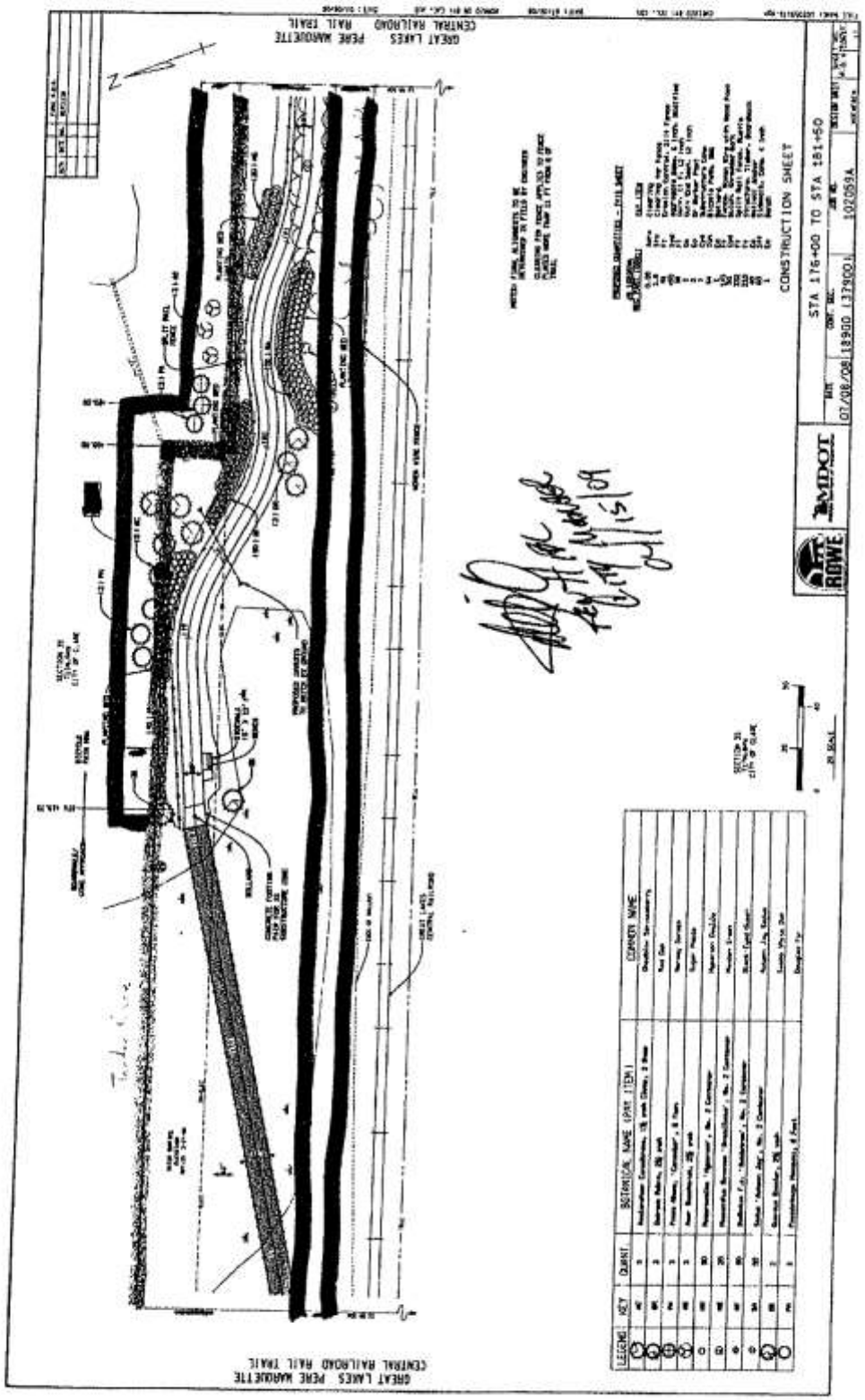
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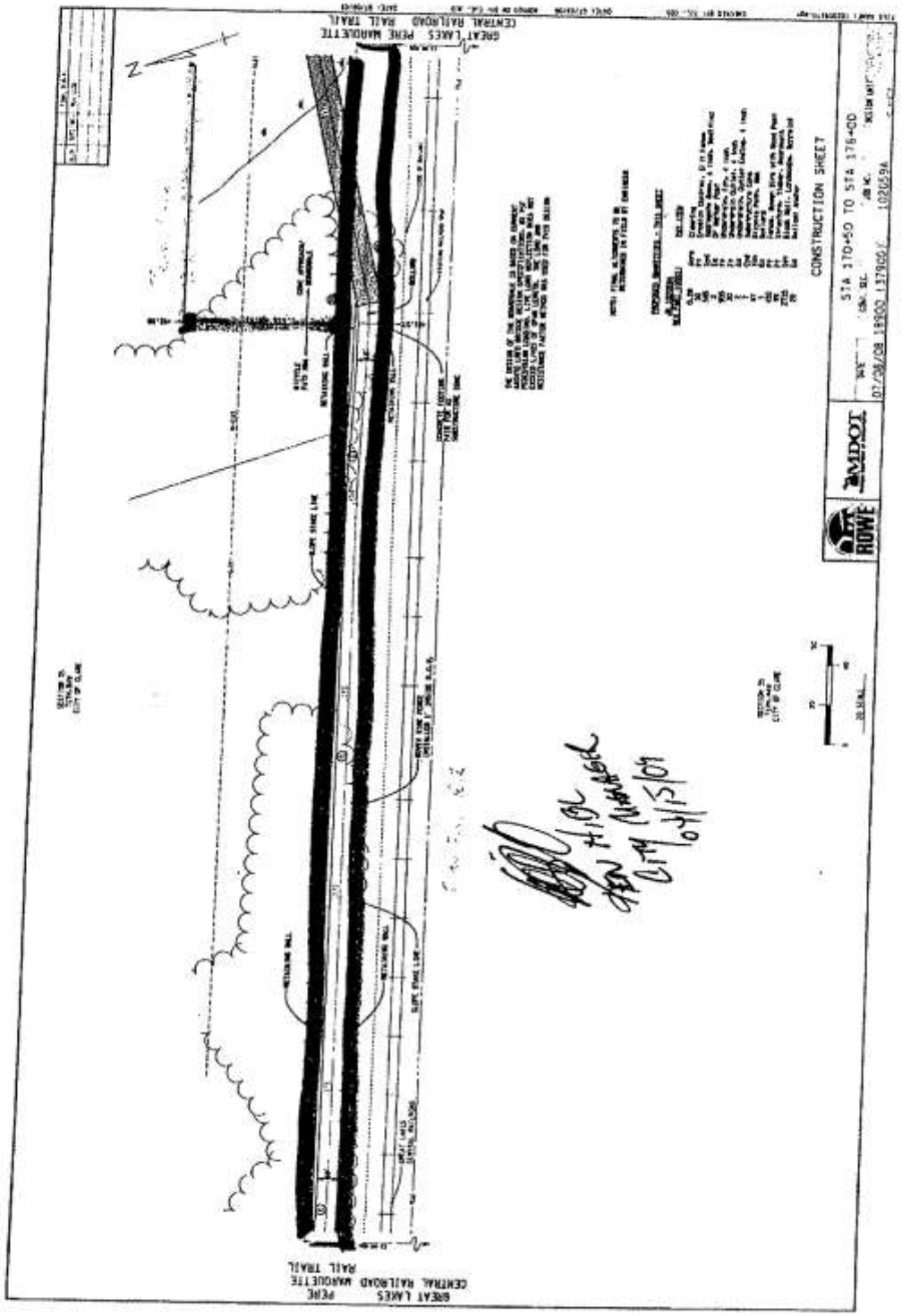
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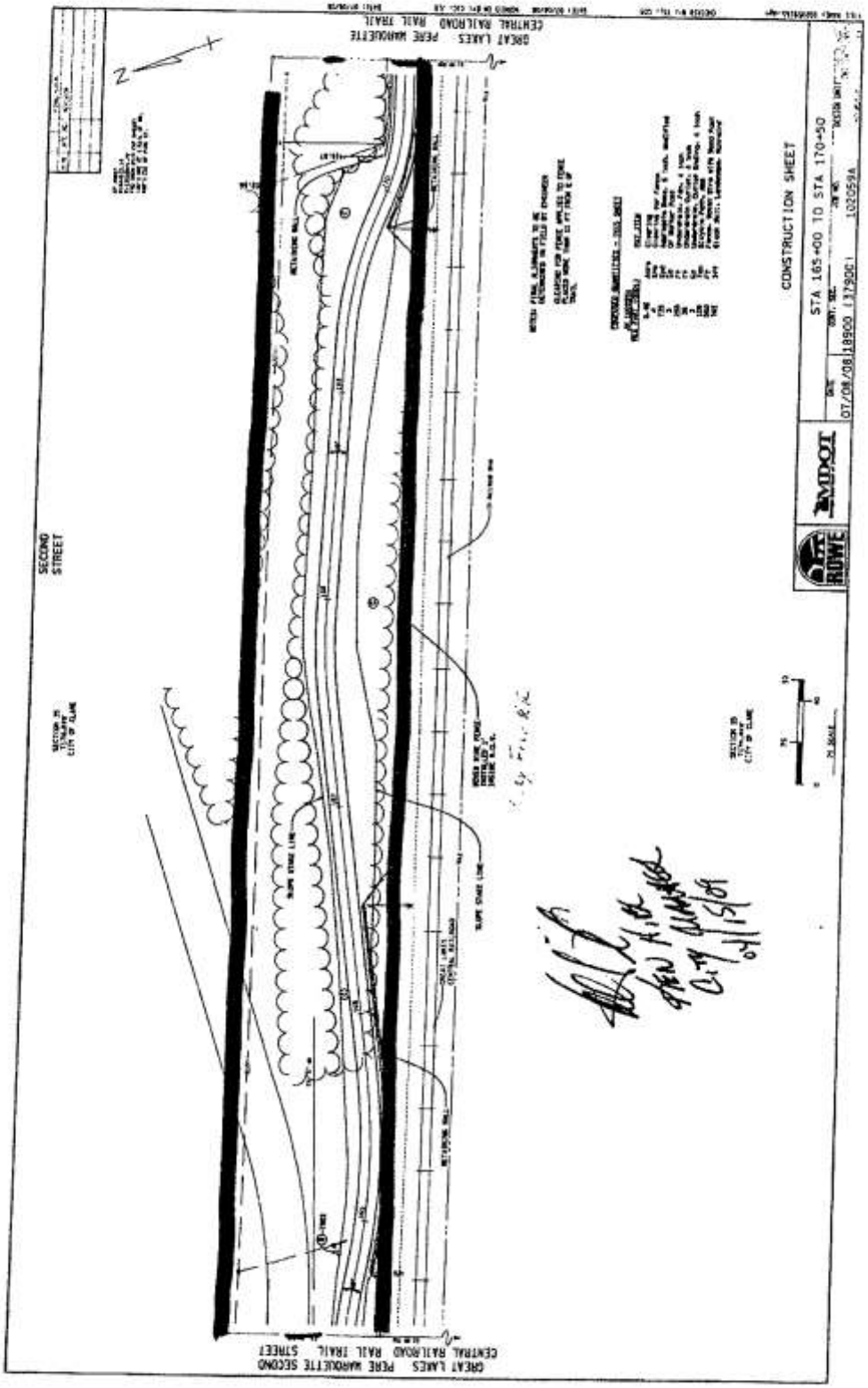
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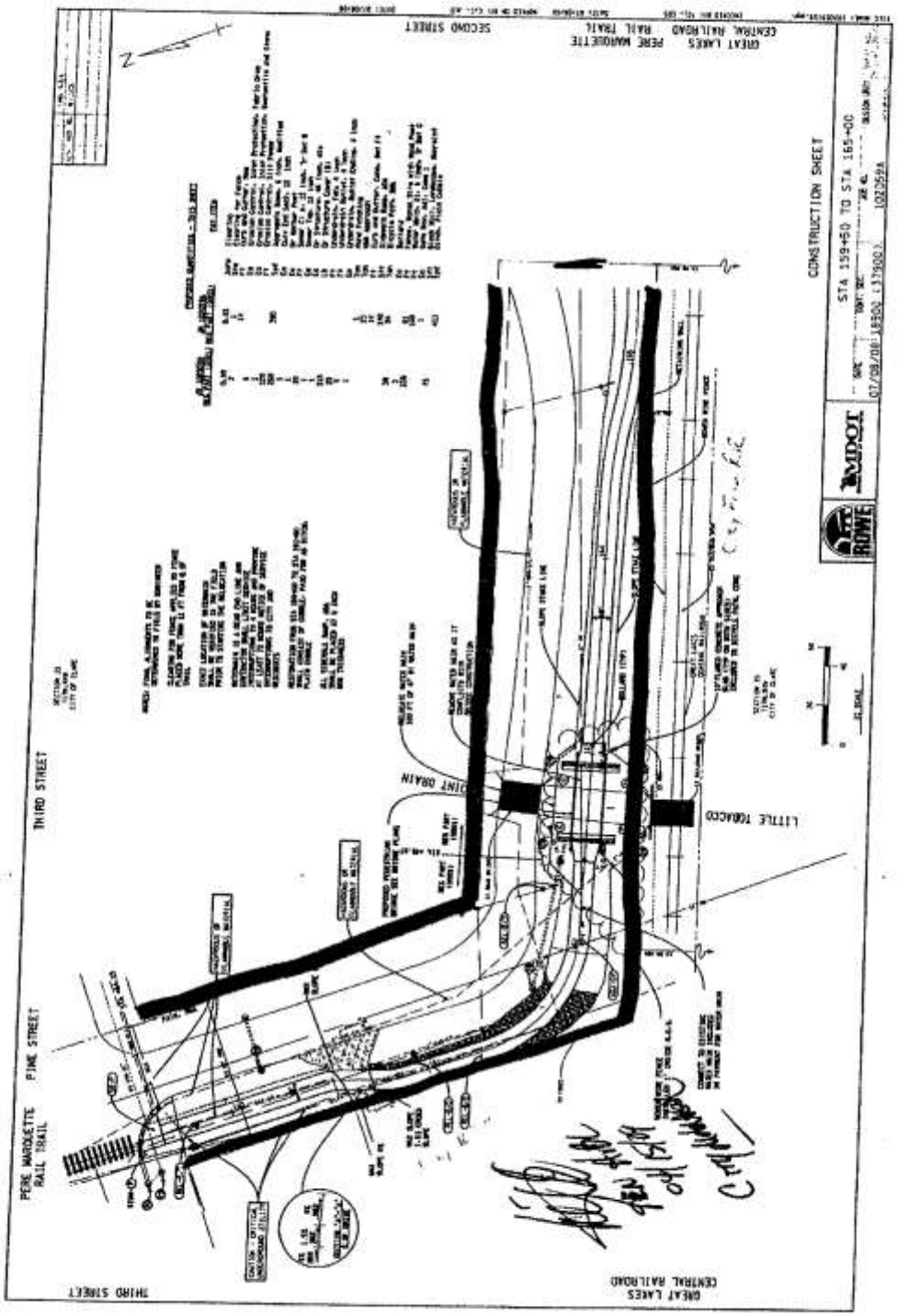
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PINE STREET
PERE MARQUETTE
RAIL TRAIL
LITTLE TOBACCO
THIRD STREET
GREAT LAKES
CENTRAL RAILROAD

Recreation Programs and Services

City of Clare Parks and Recreation

Over the past several years, the City of Clare has been able to support a city employee to organize and lead a variety of recreation programs and services within the community. Initially the leadership was part-time, but in 2005 the City was able to create a full-time position for a Director of Parks and Recreation. The following is a list of current recreation programs and services that have been provided within the community by the City of Clare Parks and Recreation Department alone or in partnership with another community group or organization.

Easter Programs/Events
- -Great EGGstravaganza
  (collaboration with the Clare Municipal Airport)

Halloween Programs/Events
- -Clare Pumpkin Run 5K (walk/run)
- -Pumpkin Scavenger Hunt
  (collaboration with Clare Family Fitness)
- -Tract-or-Treat
  (collaboration with the Clare County Farm Bureau)

Summer Programs/Events
- -Ethan Gage Junior Fire Academy
  (collaboration with Clare FD/Clare Fire Boosters)
- -Jack Winter Memorial Golf Outing Fundraiser
  (collaboration with Firefly Golf Course)
- -Soccer Camp
  (collaboration with the high school soccer program)
- -Youth Police Academy
  (Run by the Clare Police Dept.)
- -Summer Concert Series (Thursday evenings June to August)
- -Summer Fun – Kid Addition

Time for Recreation Series
(collaboration with the Pere Marquette District Library)
- -Earth Day Story Walk
- -Halloween Story Walk
- -Irish Pet Photo Contest
- -Step into Spring Story Walk
- -Stuffed Animal Slumber Party
- -Time for Dance
- -Time for Conservation
- -Time for Tea

Fall and Winter Programs
- -Fall Youth Soccer League (ages pK-8th grade)
- -Gateway Affair
- -Ice Skating (Under large Shamrock Park Pavilion)
- -Winter Drop-In Soccer (High School Soccer Program)

Christmas Programs
- -North Pole Calling
- -Santa Mail
- -Christmas Cookie Fundraiser for Parks

Clare Area Chamber of Commerce
- -Business After Hours
- -City Wide Yard Sales
- -Clare Christmas Fest
- -Clare Summerfest
- -Family Night Out
- -Old 27 Car Show

Clare County
- -Clare County Fair held annually in August
- -Harrison 4th of July Celebration Parade
- -Thousands of Acres of State Land
  - -Snowmobile and ATV trails
  - -Over 20 Public Access Lakes
  - -Swimming
  - -Fishing/Ice Fishing
  - -Boat Rentals
  - -Canoeing/Kayaking/Tubing
  - -Hiking/Biking
  - -Hunting
  - -Mushrooming
  - -Bird Watching
- -Golf Courses
  - -Eagle Glen
  - -Firefly Golf Course
  - -Snow Snake Ski and Golf
  - -The Tamaracks
- -Amish Country
  - -Yoder's Flea Market & Quilt Auction
    (Spring and Fall)

Clare Irish Festival Committee
- -Clare Irish Festival
- -Irish Recipe Contest (Youth and Adult Division)
- -Irish Craft Show
- -Leprechaun Contest
- -Bed Race
- -Irish Parade
- -5/10K Road Race and Walk

Standards Analysis

Standards applied in this section are based on standards proposed by the National Recreation and Park Association 1995 report *"Park, Recreation, Open Space and Greenway Guidelines,"* and Michigan Department of Natural Resources publication "*Guidelines for the Development of Community Park, Recreation, Open Space, and Greenway Plans.*" It should be noted that there are no "national standards" for park development. Instead, the latest NRPA study recommends that each community is unique, and that standards which reflect the local "uniqueness" should be established.

This review looks at three types of park standards. First it looks at total acreage of parkland within a system. This analysis is broken into park types. From this analysis we can begin to see how existing facilities compare with other communities, both with overall park acreage and with park types within this overall acreage.

The second analysis looks at recreation activity area standards and the facilities required to provide these activities. By establishing a population-based standard for various recreation activities, this study establishes the type and quantity of facilities the City should develop in the future.

The third analysis looks at the service area standard recommendation for different park types to determine whether all citizens of Clare have access to appropriate park areas in their geographic areas.

Park Land Standards

The Park Land Standard is a recommended guideline for developed park space in a community. Regardless of the purpose for which it is developed, the Park Land Standard measures only the gross acreage of space that has been developed for recreational use. The City of Clare exceeds the standard for developed park land (Table 7).

Table 6: Park Land Area Standards

Total Acres of Developed land	65.87 acres
2000 Census Pop. of Clare	3,254
Acre/Person	20.2 acres per 1000 people
Recommended Standard*	6.25 to 10.50 acres of developed open space per 1,000 population

*National Recreation and Park Association

Recreation Activity Area Standards

The Recreation Activity Area Standards provide an assessment of the number and types of specific recreation use areas in a community, based on national data for a "typical" community. Some of the most common types of recreational uses are included in these standards, however, they are by no means comprehensive. Clare County meets or exceeds the standard for the most common types of recreation activity areas (Table 8).

Table 7: Activity Area Standards

Feature	Standard	Clare Inventory	Evaluation
Basketball courts	1 per 5,000	3	Exceeded
Tennis courts (w/2 converting to pickleball)	1 per 2,000	4	Exceeded
Baseball – Official	1 per 5,000	1	Met
Baseball – Little League	1 per 30,000 (lighted fields)	1 lighted, 4 not lighted	Exceeded
Football – HS	1 per 20,000	1	Met
Soccer	1 per 10,000	1	Met
Golf Driving Range	1 per 50,000 or 30 min travel	2	Exceeded
Running Track	1 per 20,000	1	Met
Softball fields	1 per 5,000	3	Exceeded
Trails	1 system per region	1	Met
Golf Courses	1 per 25,000 or 30 min travel.	3	Exceeded

*National Recreation and Park Association

Activity Area Standards do not reflect many of the recent changes in recreation activity preferences. Some popular recent developments, including such things as dog parks, spray parks, disk golf courses, and skate parks, are not addressed in these standards. Also, growth in girls and women's sports, such as softball, are not reflected in these 1960's standards for softball fields. In addition, preferences for specific recreation activity areas can vary considerably between communities in different geographic areas of the country. For instance, winter sport activities are almost nonexistent in the standards, while the demand for winter recreation activity areas is higher in northern climates such as Clare.

Chapter 5: Park Accessibility

Methods

For this portion of the assessment, the investigator had worked with Dr. Mary Lou Schilling, Assistant Professor of Recreation, Parks & Leisure Services Administration at CMU whose expertise is recreation for persons with disabilities. Dr. Schilling has developed an assessment tool to evaluate outdoor recreation areas and facilities for compliance with the Americans with Disabilities Act (ADA) and the Forest Service Outdoor Recreation Access Guidelines (FSORAG). This assessment instrument includes evaluation measures for pavilions, picnic tables, routes of travel (paths), cooking surfaces and grills, benches, restrooms, parking areas, playgrounds, fishing piers and platforms, boating facilities, boat launches, campgrounds and RV parks, tent pads and platforms, fire rings, and outdoor athletic facilities.

Each park was visited and evaluated using the Barrier Free Access Survey instrument. Parks were assigned a score based on the percent of applicable standards that were met for each park. In addition, key findings for each park are identified below (Table 9).

Table 8: Park Accessibility Assessment

Park	Score	Comments & Recommendations
Brookwood Park	65%	There is not an accessible route of the Imagination Gateway playground. There is not an accessible route of travel or barrier free parking at the ball field.
City Park	71%	Grill (1) is not barrier free. 20% of picnic tables are not barrier free
Emerald Isle Recreation Complex	90%	Park is newer and was designed with accessibility in mind. Afton Stone trails outline the park and are located through the butterfly and pollen garden. Accessible picnic tables are available at the park and benching is placed every 500 ft along the trail. Playground area is waiting for PIP surfacing to be installed to make this area accessible as well.
Pettit Park	55%	All elements of the park are not connected by an accessible route. Picnic tables and grills do not meet guidelines for access or number. Playground equipment is not accessible. There is no designated barrier free parking. There should be a 2" edge protection along the sides and front edge of the fishing platform. No campsites meet guidelines for ground surface, fire rings, signage.
Shamrock Park	73%	All elements of the park are not connected by an accessible route. Grills and picnic tables do not meet guidelines for access or number. Playground area does not have an accessible route to the equipment itself.
Stamina Stadium	50%	All elements of the park are not connected by an accessible route. There is no designated or signed barrier free parking. Playground equipment is not accessible.

Recommendations

The highest priority should be placed on developing appropriate accessible routes of travel within the city parks. More accessible routes will permit barrier free access to all major elements of the park. This should be incorporated into long-range park planning efforts with future development of parks tied to the developed accessible route.

Decisions about future purchase of park amenities should be made with a plan toward selecting elements that are functional for all users regardless of ability. Picnic tables, benches and grills should be selected and installed to accommodate the widest range of abilities. Tables, grills and benches should be located along accessible routes to allow for ease of access and use.

Existing playground equipment should be improved by creating a barrier free accessible path both to the equipment areas and up to the accessible elements of the equipment. As the city continues the paving of parking areas in parks, attention should be paid to assuring that barrier free parking is appropriately located and marked in all parks. Currently the City of Clare is updating the City Master Plan where an ADA transition plan will be incorporated in, for future city and park planning.

Chapter 6: Public Participation

Public Survey

A survey of Clare residents was also part of the public input process. The Survey included questions about preferred park improvements, recreation interests, and attitudes and opinions about Clare Parks and Recreation services. A copy of the survey can be found in Appendix C.

Methods

A survey was developed with input from the current and former parks and recreation directors from the City of Clare. Surveys were available at Clare Parks and Recreation events and programs, Clare City Hall, the Pere Marquette District Library, the City of Clare website, an email blast, and through local sporting functions. They were also advertised on Facebook along with the online survey link.

Out of the surveys that were printed and handed out, there were only five completed and returned. An additional fifty-five surveys were completed using the online survey option.

Results

Characteristics of subjects and households

Fifty (50%) percent of respondents indicated that they were residents of the City of Clare. Respondents were asked to indicate which of the city parks members of their family had used in the previous year. Imagination Gateway Park (at the Brookwood Athletic Complex), Shamrock Park and the Pere Marquette Rail-Trail were the most frequently identified parks used during the previous year. Table 11 shows the breakdown of park use.

Table 9: Parks Used During Past Year by Household

Park	Percent of All Households
Clare City Park	5%
Emerald Isle Recreation Complex	20%
Imagination Gateway Park	**23.33%**
McIreland Nature Trail	3.33%
Pere Marquette Rail-Trail	11.67%
Pettit Park	5%
Shamrock Park	21.67%
Stamina Stadium	10%

In addition to asking which parks the respondents used during the previous year, respondents were asked to indicate the park they used most often. Imagination Gateway Park, the Emerald Isle Recreation Complex and Shamrock Park were identified as the most frequently used parks by respondents.

Priorities for New Recreation Facilities

Participants were asked to indicate the priority the city should place on developing new kinds of recreation areas and facilities. Options ranged from "highest" to "lowest" with 5 being the highest priority and 1 being the lowest priority. The following table shows the overall priority based on all responses (Table 12). Additional feedback was received and there were three responses that also indicated that they would like to see a dog park added to the community parks and recreation facilities.

Table 10: Priorities for New Recreation Facilities

Request for new recreation areas and facilities	
Indoor recreation/community center	**4.24**
Sledding Hill	3.83
Trails (Bicycle paths, exercise, nature, hiking, walking)	3.81
Playgrounds	3.68
Sport Courts (basketball, volleyball, etc.)	3.47
Sport fields (baseball, softball, soccer, football, etc.)	3.28
Swimming Pool	3.24
Picnic Areas and Pavilions	3.24
Skate & Bike Park	3.05
Public Campground	3.02

	LOWEST	SOMEWHAT LOW	NEITHER HIGH OR LOW	SOMEWHAT HIGH	HIGHEST	TOTAL
Sports Fields (baseball, softball, soccer, football, etc.)	12.07% 7	8.62% 5	34.48% 20	29.31% 17	15.52% 9	58
Public Campground	8.77% 5	21.05% 12	33.33% 19	33.33% 19	3.51% 2	57
Trails (Bicycle paths, exercise, nature, hiking, walking)	3.39% 2	8.47% 5	16.95% 10	45.76% 27	25.42% 15	59
Picnic Areas & Pavilions	8.62% 5	12.07% 7	32.76% 19	39.66% 23	6.90% 4	58
Playgrounds	1.75% 1	7.02% 4	31.58% 18	40.35% 23	19.30% 11	57
Swimming Pool	22.03% 13	13.56% 8	10.17% 6	27.12% 16	27.12% 16	59
Sledding Hill	6.67% 4	6.67% 4	10.00% 6	50.00% 30	26.67% 16	60
Sports Courts (basketball, volleyball, etc.)	7.02% 4	15.79% 9	17.54% 10	42.11% 24	17.54% 10	57
Skate & Bike Park	10.34% 6	18.97% 11	34.48% 20	27.59% 16	8.62% 5	58
Indoor Recreation/Community Center	1.69% 1	5.08% 3	11.86% 7	30.51% 18	50.85% 30	59

#	OTHER (PLEASE SPECIFY)	DATE
1	Dog Park	12/14/2021 2:00 PM
2	Dog Park	11/9/2021 3:11 PM
3	Dog Park	2/14/2019 3:20 PM
4	Our youth need a community center!!	2/13/2019 2:53 PM

Resident Opinions about City Parks

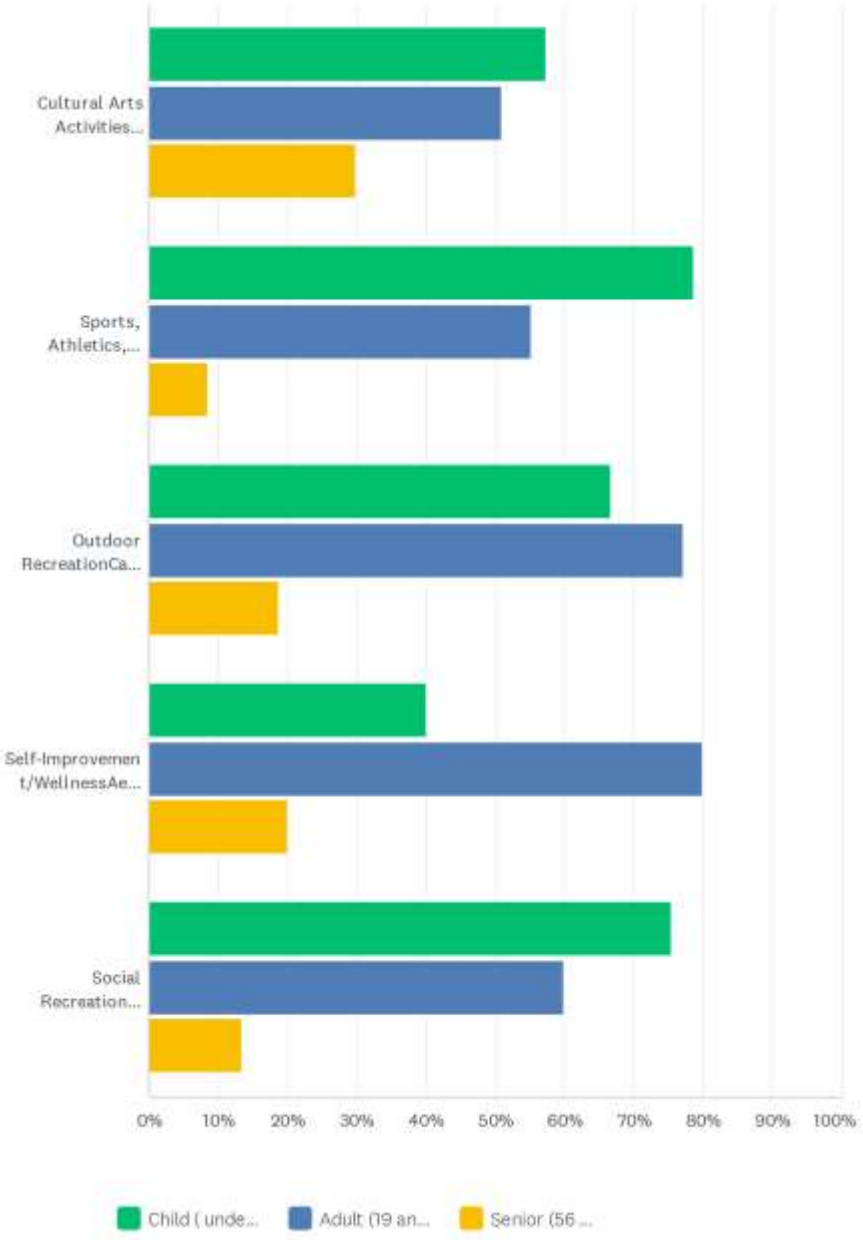
Participants were asked to rate how strongly they agreed or disagreed with a number of opinion statements about Clare Parks and Recreation. Statements were evaluated on a scale ranging from strongly agree to strongly disagree, with 5 being strongly agree and 1 being strongly disagree. The table below shows the average response to each statement (Table 13).

Table 11: Resident Opinions about Clare Parks

	Average response score
There should be an increased emphasis on the additional development of existing parks.	**1.95**
There should be an increased emphasis on providing family activities.	1.92
There should be an increased emphasis on providing recreation programs/activities to our seniors in the community.	1.92
The City of Clare has an adequate number of parks to meet the current needs of the community.	1.90
I feel safe walking or riding my bike to the nearest city park.	1.80
The parks are a point of pride in the community	1.77
There should be an increased emphasis on recreation activities available for youth in the community.	1.62
Our parks make a positive contribution to the quality of life of Clare residents.	1.53

Desired Programs and Services

Respondents were provided with a menu of recreation programs and service ideas, and were asked to indicate those in which members of their household might have an interest (Table 14). Based on those results of the community needs, it has been determined that the community members want more self-improvement based recreational activities, such as; fitness, computer, and healthy eating programs.



Chapter 7: Goals and Objectives

Review of 2016-2020 Goals, Objectives, and Strategies

The 2016 Parks and Recreation Master Plan document identified numerous specific strategies to carry out the goals and objectives of the plan. Goals, objectives, and strategies were organized into three categories: Park & Facility goals, Recreation goals, and Trail goals. Tables 16 thru 18 reports on the status of the strategies identified in 2016.

Table 12: Status of 2016-2020 Park Goals

Goal	Status
Increase environmental awareness and stewardship within the community.	Progress has been made with the development of the newest park. This goal is being continued until completely executed.
Enhance and maintain partnerships with local organizations.	Progress has been made. Many partnerships have been established, but more opportunities for partnerships are needed.
ADA compliance and accessibility will be considered in all future park development.	Progress has been made. Improvements and renovations have been made to existing parks. The newest park addition was developed with consideration of ADA compliance and inclusiveness.
Develop a comprehensive park plan including existing parks and other city-owned property with recreational potential.	Progress has been made. Longstanding projects such as the Pere Marquette Rail-Trail extension, development of the Emerald Isle Recreation Complex, rehabilitation of the Clare Union Railroad Depot, and Lake Shamrock dredging have continued.
Development of the Clare Recreation Complex	Progress has been made. What is now called the Emerald Isle Recreation Complex, is still undergoing park development. Although many of the elements have been completed, there are still some that are in progress, such as; the paving of the exercise trail, exercise stations along the trail, building a concession stand with bathroom, two pavilions, paved parking, and safety lighting.

Table 17: Status of 2016-2020 Park Improvement Goals Continued

Goal	Status
Complete paving of parking at Brookwood Park.	No progress.
Identify a location and develop a sledding hill.	No progress.
Replace signage at McIreland Trail entrances.	No progress.
Develop shuffleboard Courts.	Completed. Indoor courts are available in the lower level of the Pere Marquette District Library.
Develop pickleball courts.	Completed
Develop basketball courts.	Equipment has been purchased, location for them has been identified and they w
Purchase grills as needed for all parks.	Completed

2022-2026 Goals and Objectives

Goal Number 1: ***To increase environmental awareness and stewardship within the community.***

Objective: Develop a recycling program within the city parks and partner with public schools to promote stewardship.

Goal Number 2: ***Enhance and maintain partnerships with local organizations.***

Objectives:

a. Work in partnership with existing community organizations to meet leisure needs. i.e., schools, Council on Aging, Clare Area Chamber of Commerce, and local businesses).

b. Seek out opportunities to partner with other local organizations within the community.

c. Create support to other organizations and service providers that offer recreational opportunities.

Goal Number 3: ***ADA compliance and accessibility will be considered in all future park development.***

Objectives:

a. All park guidelines will be undertaken with a goal of improving ADA assess guidelines for persons with disabilities.

b. Renovate existing facilities to meet or exceed the requirements for the ADA.

c. All park purchases of park equipment (playground, picnic tables, benches, grills, etc.) will be considered with a goal of meeting ADA assess guidelines for persons with disabilities.

Goal Number 4: ***Develop a comprehensive park plan including existing city parks and other city-owned property.***

Objectives:

a. Continue to support efforts of community organizations to expand the Pere Marquette Rail-Trail into and through Clare.

b. Design a comprehensive park plan including existing city parks and other city-owned property with recreation potential.

c. Continue to support efforts by community groups to rehabilitate the Clare Union Railroad Depot.

d. Work towards constructing permanent bathroom facilities at Clare City Park and Brookwood Park.

e. Dredging of Lake Shamrock.

Park Improvement Goals:

a. Continue development of the Emerald Isle Recreation Complex, which will include; a butterfly and pollen garden, skate and bike park, walking trails with exercise stations, eight varied-size youth soccer fields, two full size soccer fields, one multi-purpose field, a concession stand with bathroom attached, two pavilions, storage building, ADA accessible playground area, paved parking, and safety lighting.

b. Complete paving of parking at Brookwood Park and the Emerald Isle Recreation Complex.

c. Identify a location and develop a sledding hill.

d. Replace signage at McIreland Trail entrances.

e. Complete installation of basketball courts.

f. Purchase grills as needed for all parks.

g. Purchase picnic tables as needed for all parks.

Recreation Goals:

a. Continue to work with citizen advisory groups to meet leisure needs:
   i. Youth.
   ii. Senior Adults.

b. Re-establish a farmer's market program within the city.

Chapter 8: Action Plan

The Action Plan represents a proposed plan of action for the next five years. The Action Plan may be revised from year to year and an updated Action Plan will be filed with the Michigan Department of Natural Resources as required.

Factors that may influence the revision of the Action Plan include continuing levels of general fund support, continued support for the Park Millage, and continued revenues from program and rental fees. In addition, opportunities to partner with other organizations, external funding opportunities, and well as significant changes in the recreational needs of the community may all influence changes to the Action Plan. Updates to the Action Plan are always submitted for public review and input prior to approval by the City.

In 2012, the electorate of Clare voted resoundingly (over 77%) to renew the parks millage for a period of ten years, from 2013-2022. The renewal and extension of this millage gave the City the ability and flexibility to plan larger projects with the knowledge that long range funding was secured, with the renewed millage estimated at producing an average of $63,000.00 each year during the millage period.

With the knowledge that a ten-year millage renewal was secure until 2022, ensuring long range funding, the City was able to update the Action Plan 2015-2019 based on the increased priorities of some of the Park Improvement Goals previously identified. Specifically, the community had voiced support in heightening the importance of finding and developing a permanent home for soccer fields and continuing trails and fitness opportunities throughout our community.

Since the millage renewal, the City of Clare was successful in purchasing 26.27 acres of property in the southern part of the City for the intended purpose of constructing a new recreation park and serving as a permanent home for soccer fields and creating exercise trails. All facilities within this park will be constructed to be fully ADA accessible and compliant. The City of Clare Planning Commission reviewed and approved a special use permit on March 13, 2013 that allows the property to be fully utilized and developed as park and trail lands.

The Parks and Recreation Advisory Board (PRAB) received a revised park design in February 2015, along with general costs predictions from GFA engineering. Based on the estimated costs, the PRAB identified that the project would need to be completed in phases. The PRAB recognizes the importance of the exercise trails that will be surrounding the new fields and the health benefits they will provide to the community, identifying the need and priority to connect the exercise trails to the nearby Pere Marquette Rail-Trail. The exercise trails can formally be connected to the Pere Marquette Rail-Trail through use of existing bike lanes, and through widened sidewalks, and connection trails planned throughout the City. Trial users would be able to travel a current distance of over 30 miles on the trail, connect to the exercise trails at the new park, and perform circuit training through the utilization of outdoor exercise equipment strategically placed along the park's interior trails. Users could then

EMERALD ISLE RECREATION COMPLEX
Multi-purpose Field
Skate Park
Bike Rack
Parking Area
306 Spaces
Exercise Stations

Appendices
A. Public meeting announcement
B. Mailing list
C. Survey

Additional Documents for Completion and Approval of Plan

Minutes from Advisory Board Recommending Plan Approval to City Commission
Notice of Availability of Draft Plan and Public Meeting
Proof of Publication for Notice of Availability of Draft Plan and Public Meeting
Minutes from Public Meeting and Plan Approval by City Commission
Resolution , Approving Five Year Master Plan
Final Plan Submittion Letters to County and Regional Planning Agencies
Community Park, Recreation, Open Space and Greenway Plan Certification Checklist

Appendix A: Public Meeting Announcement

Posted at Clare City Hall, the Pere Marquette District Library, City of Clare Public Access Channel, and Facebook on 12/15/2021

FOR IMMEDIATE RELEASE

Contact: Joy K.S. Simmer, Director
City of Clare Parks and Recreation Department
989-386-7541 X 213

Clare Residents Invited to Participate in Parks and Recreation Planning

The City of Clare Parks & Recreation Department is in the process of updating and revising the Master Plan for Parks and Recreation for the City of Clare. The City of Clare Parks & Recreation board invites all interested citizens of Clare to participate in this process by completing an interest survey. Over the last year there has been a survey available for public to help Parks and Recreation assess our parks and currently offered programs, as well as provide feedback for future use. The survey is also available online through a link to the City of Clare web page at http://www.cityofclare.org . This survey is only one of the ways that public input is being gathered. In addition to the survey, a public meeting is scheduled for Monday, January 17, 2022 at 6:00 p.m. at the Clare City Hall.

Information from the survey and from this public meeting will be used by the parks and recreation board to establish a plan of action for parks and recreation for the City. The revised Master Plan will provide a framework for decision making about improving parks, recreation areas and leisure opportunities in the City of Clare.

It is important that a wide variety of people participate in the survey and public meeting and that input of all segments of the population be heard. Whatever your leisure interests may be, your input is wanted. Bikers, tennis players, hockey players, walkers, dancers, seniors, volleyball players, skateboarders, parents, soccer players, fishermen, nature lovers, skaters, campers, football players, artists, picnic lovers, playground users, softball and baseball players, and just plain park users.

Upon completion of the master planning process, the revised Parks & Recreation Master Plan will be submitted to the Michigan Department of Natural Resources. By having an approved Master Plan on file with the Michigan Department of Natural Resources (MDNR), the City of Clare also qualifies for a number of grant programs that can be used to improve the quality of life of Clare citizens by enhancing our parks and leisure resources.

Appendix B: Letter of Invitation and Mailing List

December 14, 2021

Dear Fellow Citizen:

The City of Clare Parks and Recreation is currently working on an update of the Master Plan for the City of Clare Parks and Recreation. The Master Plan for Parks and Recreation serves as a planning and decision-making framework that will guide decisions about the development and improvement of parks and recreation amenities for the next five years. In addition, updating the Parks and Recreation Master Plan will make the City of Clare eligible for a number of grant opportunities that can be used to enhance the parks and recreational opportunities available to the citizens of Clare.

We are inviting you to attend a public meeting on Monday, January 17, 2022 at 6:00 p.m. at Clare City Hall.

You have been personally invited because you are a key member of the Clare community whose input, we are seeking in this planning process. We have tried to identify the many individuals, organizations, and groups in the community whose interests may intersect with the provision of quality parks and recreation services. By inviting a wide-ranging group of community members, we are seeking to assure that the interests of all citizen groups are considered in this planning process.

Thank you for your leadership in our community and we look forward to hearing from you.

Sincerely,

Joy K.S. Simmer
Parks and Recreation

List of Contacts for Mailings

Addresses not provided for public view

Appendix C: Survey

Clare Parks and Recreation

SURVEY

Dear Resident:

Clare Parks & Recreation is in the process of updating our Parks & Recreation 5-year Master Plan. Your participation in this planning process is needed. By completing and returning this questionnaire you will be providing valuable input to the Parks & Recreation Advisory Board that will be used in decision-making about parks and recreation facilities and services in Clare. Your participation in this survey is voluntary and your responses will be kept confidential.

If you would prefer, you can complete this survey online. Go to www.cityofclare.org and look for the link the survey or go to https://www.surveymonkey.com/r/3JW9FMQ .

1. Are you a resident of the City of Clare? Yes No

2. How many persons in the following age groups reside in your household?

Pre-school (under 5)	_____	Adults (20-40)	_____
Young Children (6-12)	_____	Adults (41-55)	_____
Teens (13-19)	_____	Adults (over 55)	_____

3. Which of the following statements best characterizes your family's use of city parks?

Regular users Occasional users Infrequent users Not users

4. Please check all of the Clare Parks that you or a member of your household have used during the past year

Clare City Park	[ ]	McIreland Nature Trail	[ ]	Pettit Park	[ ]
Emerald Isle Recreation Complex	[ ]	Pere Marquette Rail-Trail	[ ]	Shamrock Park	[ ]
Imagination Gateway Park	[ ]	Pettit Park	[ ]	Stamina Stadium	[ ]

5. Which of the Parks listed in #4 above does your family use the most?_____

6. Which of the Parks listed in #4 above is closest to your home?_____

Revised 2021

7. Please indicate your agreement/disagreement with each of the following statements.

	Strongly Agree	Agree	Undecided	Disagree	Strongly Disagree
The City of Clare has an adequate number of parks to meet the current needs of the community					
The parks are a point of pride within the community					
There should be an increased emphasis on providing activities for the whole family					
There should be an increased emphasis on having recreation activities available for youth in the community.					
There should be increased emphasis on the additional development of existing parks.					
There should be increased emphasis on providing recreation programs/activities to our senior adults in the community.					
I feel it is safe walking or riding a bike to my nearest city park					
Our parks make a positive contribution to the quality of life of our residents					

8. Need for New Recreation Areas & Facilities

Please indicate the priority you think the City of Clare should place on developing the following kinds of **new** recreation areas & facilities.	Lowest	Somewhat low	Neither high or low	Somewhat high	Highest
Sport fields (baseball, softball, soccer, football, etc.)					
Public Campground					
Trails (Bicycle paths, exercise, nature, hiking, walking)					
Picnic areas & Pavilions					
Playgrounds					
Swimming Pool					
Sledding hill					
Sport courts (basketball, volleyball, etc)					
Skate & bike park					
Indoor recreation/community center					
Other:_____					
Other:_____					
Other:_____					

Revised 2021

9. Recreation Programs and Services

Please place a check mark ☑ in the appropriate boxes to indicate the age group of persons in your household who might have an interest in participating in each of the types of activities listed below. If you do not feel there would be any interest in the activity, leave the box blank.
Example: For the activity, "Underwater basket weaving," if you feel your elementary-aged children and teens (youth) would be interested, but you (adults) are not interested, you would place check marks in the boxes indicating children, and youth, but not adults.

EXAMPLE	children 5-12	youth 13-19	adults 20-55	adults 56+
Underwater Basket Weaving	☑	☑	[ ]	[ ]

Cultural Arts Activities	children 5-12	youth 13-19	adults 20-55	adults 56+
Dance, theatre, drama	[ ]	[ ]	[ ]	[ ]
Arts, crafts	[ ]	[ ]	[ ]	[ ]
Music	[ ]	[ ]	[ ]	[ ]
Other_____	[ ]	[ ]	[ ]	[ ]

Sport, Athletics, Aquatics	children	youth	adults	seniors
Sport skill instruction	[ ]	[ ]	[ ]	[ ]
Sport leagues & tournaments	[ ]	[ ]	[ ]	[ ]
Ice skating	[ ]	[ ]	[ ]	[ ]
Swimming	[ ]	[ ]	[ ]	[ ]
Other_____	[ ]	[ ]	[ ]	[ ]

Outdoor Recreation	children	youth	adults	seniors
Camping	[ ]	[ ]	[ ]	[ ]
Canoeing	[ ]	[ ]	[ ]	[ ]
Hiking/backpacking	[ ]	[ ]	[ ]	[ ]
Winter activities	[ ]	[ ]	[ ]	[ ]
Other_____	[ ]	[ ]	[ ]	[ ]

Self-Improvement/Wellness	children	youth	adults	seniors
Aerobics/fitness activities	[ ]	[ ]	[ ]	[ ]
Computer instruction	[ ]	[ ]	[ ]	[ ]
Healthy eating/dieting	[ ]	[ ]	[ ]	[ ]
Other_____	[ ]	[ ]	[ ]	[ ]

Social Recreation	children	youth	adults	seniors
Summer day camps	[ ]	[ ]	[ ]	[ ]
Community-wide special events	[ ]	[ ]	[ ]	[ ]
Family activity programs	[ ]	[ ]	[ ]	[ ]
Dances/socials	[ ]	[ ]	[ ]	[ ]
Trips to see entertainment/sports	[ ]	[ ]	[ ]	[ ]
Other_____	[ ]	[ ]	[ ]	[ ]

Revised 2021

10. How do you usually get information about community activities in Clare? (Check all that apply.)

City news letter	[ ]	School handouts	[ ]
Flyers/posters	[ ]	Social Media	[ ]
Internet	[ ]	Television	[ ]
Newspaper	[ ]	Word of mouth	[ ]
Radio	[ ]	Other_____	[ ]

11. Do you feel that there are any groups of citizens in the Clare community who do not have adequate access to recreation programs and activities? Yes___ No___

If yes, which groups_____

12. Were you aware that The City of Clare has a Parks & Recreation Board that meets on the 3rd Thursday of every month and invites public participation?
Yes [ ] No [ ]

Thank you for your time and participation!

To return this survey by mail, fold and add postage.
If you prefer, you can drop the survey off at City Hall or in the green water bill mailbox located outside of City Hall, when outside of business hours.

Please Tape Closed Before Mailing

----------fold here----------

Place Stamp Here

City of Clare
Parks & Recreation Survey
202 W. Fifth Street
Clare, MI 48617

Revised 2021

TO BE INSERTED

Minutes from PRAB Meeting

Notice of Availability of Draft Plan and Public Meeting

Proof of Publication for Notice of Availability of Draft Plan and Public Meeting

Proof of Newspaper Publication

Copy of Publication

Minutes from the Public Meeting and Plan Approval by City Commission

Resolution 2021- , Approving Five Year Master Plan

Final Plan Submission Letters to County and Regional Planning Agencies

Community Park, Recreation, Open Space and Greenway Plan Certification Checklist

PUBLIC NOTICE
CITY OF CLARE RECREATION MASTER PLAN

The proposed draft amendment of the Five-Year Recreation Master Plan for the City of Clare will be available for public review and comment starting Wednesday, December 15, 2021 until January 17, 2022 at Clare City Hall. The draft amendment will be available for review and public comment anytime during this period during normal business hours. City Hall is located at, 202 West Fifth Street, Clare, Michigan.

Interested citizens may also view the draft plan at Pere Marquette Public Library, 185 East Fourth Street, Clare, Michigan, and online. The City of Clare encourages public participation and will accept comments at the hearing or in writing if the written comments are received by the City Clerk not later than 5 p.m. on the date of the public hearing and review for adoption which is proposed for January 17, 2022.

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

Joy Simmer
Clare Parks and Recreation Director

RESOLUTION 2022-008

A RESOLUTION OF THE CLARE CITY COMMISSION APPROVING THE CITY OF CLARE 2022-2026 PARKS AND RECREATION MASTER PLAN.

WHEREAS, the City of Clare has consistently maintained and updated a Parks and Recreation Master Plan; and

WHEREAS, said Plan outlines the City's Parks and Recreation Goals and Objectives and incorporates an Action Program to accomplish said goals and objectives; and

WHEREAS, said Master Plan is required to be updated every five years to remain current; and

WHEREAS, with guidance and oversight from the City's Parks & Recreation Advisory Board, the City Staff has completed its most recent update for the Plan Years of 2022-2026; and

WHEREAS, the City's Parks & Recreation Advisory Board has recommended that the Clare City Commission approve said updated Plan; and

WHEREAS, said Plan has been distributed to the City's neighboring communities for comment; and

WHEREAS, a public hearing has been noticed to accept public comment related to said updated Plan; and

WHEREAS, subsequent to the conduct of said public hearing held by the Clare City Commission, the Commission duly considered comments provided at said hearing and duly reviewed, discussed and considered said updated Master Plan.

NOW THEREFORE BE IT RESOLVED THAT, the Clare City Commission hereby approves the 2022-2026 City of Clare Parks & Recreation Master Plan and directs its Parks and Recreation Director to ensure said Plan is forwarded to the Michigan Department of Natural Resources and subsequently cause implementation of said Plan.

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 17th January, 2022.

_____

Diane Lyon, City Clerk

AGENDA REPORT

TO: Mayor Pat Humphrey and the Clare City Commission
FROM: Jeremy Howard, City Manager
DATE: January 13, 2022
RE: Approval of Ballot Language – Parks and Recreation Millage Renewal

For the Agenda of January 17, 2022

Background. The voter-approved .75mill parks and recreation millage expires soon. We have been able to make extraordinary improvements (the purchase of the property at 303 Pinecrest to develop a new park and home for the Clare Youth Soccer Program; development within the Emerald Isle Recreation Complex; placement of a skate and bike park and purchase of equipment; obtaining property to relocate the historic Clare Union Railroad Depot and help fund rehabilitation of the facility and railcars; and for the purchase of numerous park benches and tables; etc.) since this dedicated, voter-approved millage was instituted. There remains a long list of proposed recreation capital improvements (items include continued development at the Emerald Isle Recreation Complex and at the skate & bike park; closing the 2.3 mile gap that exists within the Pere Marquette Rail-Trail; campground improvements at Pettit Park; a dog park; park improvements to the adult softball field; completion of Lake Shamrock dredging and beach restoration; a community center, etc.) listed in the City's Recreation Master Plan that simply will not be accomplished or will be long-delayed in becoming a reality if the millage is not again approved by the electorate of Clare.

The City Staff and the City's Parks & Recreation Advisory Board consider the proposed future capital improvements essential to maintaining and improving quality of life for Clare residents and suggest that the continuance of this dedicated millage is imperative to continue the type of improvements that have been made to date as a result of the millage.

If this millage is to continue, the Clerk's office must provide the proposed ballot language to the Clare County Clerk by February 8, 2022, for inclusion on the May ballot. Therefore, the City Commission is asked to consider approving this topic as an item on the May ballot. Suggested ballot language for this millage proposal is attached. The Commission is asked to approve the proposed ballot language.

Issues & Questions Specified. Should the City Commission approve the proposed parks and recreation millage proposal ballot language?

Alternatives.

1. Approve the proposed ballot language.
2. Amend and approve the ballot language.
3. Do not approve the ballot language, thereby terminating the parks facilities improvement program.
4. Defer/delay decision of this matter to a subsequently scheduled City Commission meeting.

Financial Impact. If the millage is not approved, any future recreation capital improvements will have to be funded using general tax funds and will be required to "compete" with other City requirements funded in this manner.

Recommendation. I recommend the City Commission approve the proposed ballot language by adoption of Resolution 2022-009.

Attachments.

1. Proposed ballot language.
2. Resolution 2022-009.

PROPOSED BALLOT LANGUAGE

City of Clare Proposal 1

Title: Parks and Recreation Millage Renewal

Shall the City of Clare, Clare and Isabella Counties continue to levy three-quarter (3/4) mill ($.75 per $1,000.00) on taxable value of property located in the City of Clare for four years beginning with the 2023 tax year and running through 2026 tax levy year (inclusive), which will raise in the first year of such levy an estimated revenue of $70,592.55 to be used for parks and recreation purposes. This is a renewal of a millage that will otherwise expire in 2023. Taxes within the Downtown Development Authority (DDA) and Tax Increment Finance Authority (TIFA) districts will be distributed as prescribed by law.

RESOLUTION 2022-009

A RESOLUTION OF THE CLARE CITY COMMISSION APPROVING THE BALLOT LANGUAGE FOR A PARKS AND RECREATION MILLAGE FOR A MAY 2022 ELECTION.

WHEREAS, the electorate of Clare has historically approved a millage for the improvement of parks facilities within the City; and

WHEREAS, said millage is due to expire soon; and

WHEREAS, the City Staff and the Clare Parks & Recreation Advisory Board have recommended that said millage again be submitted to the City's electorate for consideration; and

WHEREAS, the City Commission has considered and concurs with said recommendations; and

WHEREAS, the City Attorney has reviewed the proposed ballot language for legal sufficiency.

NOW THEREFORE BE IT RESOLVED THAT the City Commission of the City of Clare hereby approves proposed ballot language for the renewal of .75 mills for improvement of parks facilities throughout the City of Clare, said millage proposal to be presented at the May, 2022 election, and said ballot language to read, "Shall the City of Clare, Clare and Isabella Counties continue to levy three-quarter (3/4) mill ($.75 per $1,000.00) on taxable value of property located in the City of Clare for four years beginning with the 2023 tax year and running through 2026 tax levy year (inclusive), which will raise in the first year of such levy an estimated revenue of $70,592.55 to be used for parks and recreation purposes. This is a renewal of a millage that will otherwise expire in 2023. Taxes within the Downtown Development Authority (DDA) and Tax Increment Finance Authority (TIFA) districts will be distributed as prescribed by law."

BE IT FURTHER RESOLVED THAT the City Commission hereby directs its City Clerk to take all necessary actions required to place said millage proposal on the May, 2022 election ballot.

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

YEAS:

NAYS:

ABSENT:

Resolution approved for adoption on this 17th day of January, 2022.

_____

Diane Lyon, City Clerk

AGENDA REPORT

TO: Mayor Pat Humphrey and the Clare City Commission
FROM: Jeremy Howard, City Manager
DATE: January 13, 2022
RE: Approval of Ballot Language – Street Millage Renewal

For the Agenda of January 17, 2022

Background. The voter-approved 3-mill street millage expires soon. We have been able to make extraordinary improvements in the City of Clare on our city streets including John R. Street, Wilcox Parkway, Second Street, Forest Avenue, Ann Arbor Trail, Beech Street, Seventh Street, Dunlop Road, Hillcrest Street, Fourth Street, Park Street, Witbeck Drive; 6,290' curb and gutter; and 7,300' of sidewalk since this dedicated, voter-approved millage was instituted. There remains a long list of proposed capital improvements for streets improvements yet to be completed in the next several years including Rainbow Drive from Glendale Drive to Glendale Drive reconstruct, East Fourth Street 200 Block reconstruct, thin overlay on Schoolcrest Avenue, mill and fill Maple Street from Seventh Street to State Street, East Sixth Street 200 Block reconstruct including sidewalks, and the 200 and 300 Block of East Seventh Street with sidewalks that are all listed in the City's CIP, which simply will not be accomplished or will be long-delayed if the millage is not again approved by the electorate of Clare.

The proposed future capital improvements are essential to maintaining and improving quality of life for Clare residents and continuance of this dedicated millage is imperative to continue the type of improvements that have been made to date as a result of the millage.

If this millage is to continue, the Clerk's office must provide the proposed ballot language to the Clare County Clerk by February 8, 2022, for inclusion on the May ballot. Therefore, the City Commission is asked to consider approving this topic as an item on the May ballot. Suggested ballot language for this millage proposal is attached. The Commission is asked to approve the proposed ballot language.

Issues & Questions Specified. Should the City Commission approve the proposed streets millage proposal ballot language?

Alternatives.

1. Approve the proposed ballot language.
2. Amend and approve the ballot language.
3. Do not approve the ballot language, thereby terminating the streets improvement program.
4. Defer/delay decision of this matter to a subsequently scheduled City Commission meeting.

Financial Impact. If the millage is not approved, any future streets capital improvements will have to be funded using other tax funds and will be required to "compete" with other City requirements funded in this manner.

Recommendation. I recommend the City Commission approve the proposed ballot language by adoption of Resolution 2022-010.

Attachment.

1. Proposed ballot language.
2. Resolution 2022-010.

PROPOSED BALLOT LANGUAGE

City of Clare Proposal 2

Title: Renewal of Streets Improvement Millage

Shall the City of Clare, Clare and Isabella Counties continue to levy three mills ($3.00 per $1,000.00) on taxable value of property located in the City of Clare for five years beginning with the 2022 tax year and running through 2026 tax levy year (inclusive), which will raise in the first year of such levy an estimated revenue of $282,370.22 to be used for the purpose of street improvements authorized by law. This is a renewal of a millage that will otherwise expire in 2022. Taxes within the Downtown Development Authority (DDA) and Tax Increment Finance Authority (TIFA) districts will be distributed as prescribed by law.

RESOLUTION 2022-010

A RESOLUTION OF THE CLARE CITY COMMISSION APPROVING THE BALLOT LANGUAGE FOR A STREETS MILLAGE FOR THE MAY 2022 ELECTION.

WHEREAS, the electorate of Clare has historically approved a millage for the improvement of streets within the City; and

WHEREAS, said millage is due to expire soon; and

WHEREAS, City Staff have recommended that said millage again be submitted to the City's electorate for consideration; and

WHEREAS, the City Commission has considered and concurs with said recommendations; and

WHEREAS, the City Attorney has reviewed the proposed ballot language for legal sufficiency.

NOW THEREFORE BE IT RESOLVED THAT the City Commission of the City of Clare hereby approves proposed ballot language for the renewal of 3 mills for improvement of streets throughout the City of Clare, said millage proposal to be presented at the May, 2022 election, and said ballot language to read, "Shall the City of Clare, Clare and Isabella Counties continue to levy three mills ($3.00 per $1,000.00) on taxable value of property located in the City of Clare for five years beginning with the 2022 tax year and running through 2026 tax levy year (inclusive), which will raise in the first year of such levy an estimated revenue of $282,370.22 to be used for the purpose of street improvements authorized by law. This is a renewal of a millage that will otherwise expire in 2022. Taxes within the Downtown Development Authority (DDA) and Tax Increment Finance Authority (TIFA) districts will be distributed as prescribed by law."

BE IT FURTHER RESOLVED THAT the City Commission hereby directs its City Clerk to take all necessary actions required to place said millage proposal on the May, 2022 election ballot.

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

YEAS:

NAYS:

ABSENT:

Resolution approved for adoption on this 17th day of January, 2022.

_____

Diane Lyon, City Clerk

AGENDA REPORT

To: Mayor Pat Humphrey & the Clare City Commission
From: Jeremy Howard, City Manager
Date: January 13, 2022
Regarding: *Board & Committee Appointment – Parks & Recreation Advisory Board (Andrew Santini)

For the Agenda of January 17, 2022

***Note: This is a Consent Agenda item and is considered as routine by the City Commission. As such, this matter shall be automatically enacted by one motion with all other Consent Agenda items unless a Commissioner or citizen requests this item be individually discussed, in which event it shall be removed from the Consent Agenda and considered and acted upon in its designated sequence on the approved Clare City Commission agenda of January 17, 2022**.

Background. With the resignation of Roccio (Kelly) Spicer-Torres, a vacancy now exists on the City's Parks & Recreation Advisory Board. The Board meets in the evening after regular business hours and Mr. Andrew Santini desires to serve on the Parks & Recreation Advisory Board. Mayor Humphrey has selected Mr. Santini to fill the vacancy. The City Commission is asked to approve the appointment.

*Issues & Questions***.** Should the City Commission appoint Mr. Andrew Santini to serve as a voting member of the City's Parks & Recreation Board (PRAB)?

Alternatives.

1. Approve the appointment.
2. Appoint another individual.
3. Leave this position vacant.
4. Set the decision aside to a subsequently scheduled public meeting.

Financial Impact. N/A.

Recommendation. I recommend that the City Commission approve the appointment of Mr. Andrew Santini to the City's Parks & Recreation Advisory Board by adoption of Resolution 2022-011 (*copy attached*).

*Attachment***.**

1. Resolution 2022-011.

RESOLUTION 2022-011

A RESOLUTION OF THE CLARE CITY COMMISSION APPOINTING MR. ANDREW SANTINI TO SERVE AS A VOTING MEMBER OF THE CITY OF CLARE PARKS & RECREATION ADVISORY BOARD.

WHEREAS, a vacancy currently exists on the City of Clare Parks & Recreation Advisory Board; and

WHEREAS, the Mayor of the City of Clare has selected Mr. Andrew Santini to fill said vacancy and has submitted said appointment to the City Commission for consideration and approval; and

WHEREAS, the City Commission has determined that said individual is fully qualified to assume the duties and responsibilities of said position.

NOW THEREFORE BE IT RESOLVED THAT the Clare City Commission hereby appoints Mr. Andrew Santini to serve as a voting member of the City of Clare Parks & Recreation Advisory Board, said appointment being effective this date and shall terminate not later than the 16th day of January, 2025, unless said individual offers their resignation to the Mayor of the City of Clare or the Mayor takes specific action to terminate said appointment prior to said date.

BE IT FURTHER RESOLVED THAT said appointment is voluntary and without compensation and can be terminated at the will of the Mayor of the City of Clare with or without cause.

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 17th day of January, 2022.

_____

Diane Lyon, City Clerk

AGENDA REPORT

TO: Mayor Pat Humphrey & the Clare City Commission
FROM: Jeremy Howard, City Manager
DATE: January 13, 2022
RE: *Board & Committee Appointments – (Board of Review – Mr. Wayne Terpening, Mr. Dennis Purkis, Mrs. Carol Santini and alternate Mr. Izak Post)

For the Agenda of January 17, 2022

***Note: This is a Consent Agenda item and is considered as routine by the City Commission. As such, this matter shall be automatically enacted by one motion with all other Consent Agenda items unless a Commissioner or citizen requests this item be individually discussed, in which event it shall be removed from the Consent Agenda and considered and acted upon in its designated sequence on the approved Clare City Commission agenda of January 17, 2022**.

Background. Section 9.6 of the City Charter (*copy att'd*) stipulates that the City Commission shall annually appoint and set the compensation of its Board of Review (BOR).

A vacancy presently exists on the City's Board of Review created by the resignation and relocation of Mr. Jeff Punches. Mr. Wayne Terpening has agreed to serve as a BOR member at the will of the City Commission.

BOR alternate Andrew Santini's term expires this year. Mr. Santini is presently working in Gladwin; therefore, it is difficult for him to commit to attending Board of Review meetings that take place during daytime business hours. Mr. Izak Post has agreed to serve as an alternate Board of Review member at the will of the City Commission.

Two long-standing members of the BOR, Mr. Dennis Purkis and Mrs. Carol Santini, are willing to serve another term on the BOR.

City staff consider all of these individuals to be fully-qualified serve on the Board of Review. The City Commission is asked to approve the reappointments of Mr. Dennis Purkis, Mrs. Carol Santini and to appoint Mr. Wayne Terpening as a BOR member and Mr. Izak Post as alternate BOR member.

The Board of Review's compensation was raised last year to $15 per hour thus there is no request to change the rate of compensation.

Issues & Questions Specified. Should the City Commission approve the compensation and appointments of Mr. Izak Post as alternate BOR member and Mr. Wayne Terpening, Mr. Dennis Purkis, and Mrs. Carol Santini to serve as members of the Board of Review?

Alternatives.

1. Approve the compensation and appointments.
2. Adjust the compensation and make the appointments.
3. Approve the compensation but select other individuals to serve in these positions.
4. Adjust the compensation and select other individuals to serve in these positions.
5. Do not appoint anyone to serve in these positions.
6. Defer/delay decision of this matter to a subsequently scheduled City Commission meeting.

Financial Impact. The total anticipated cost of compensation and training for the Board of Review members is $2,000 per year.

Recommendation. I recommend that the City Commission approve the Board of Review appointments as well as the recommendation for compensation by adoption of Resolution 2022-012 (*copy att'd*).

Attachments.

1. Section 9.6 of City Charter.
2. Resolution 2022-012.

Section 9.6. - Board of review.

The commission shall annually, in the month of April, appoint three qualified freeholders who are electors of the city, and who may hold other city offices or employment, to serve as members of the board of review, and shall set their compensation and the time of their appointment. The assessor shall be clerk of the board and shall keep a record of its proceedings, but he may not be a member of the board.

State Law reference— Charter to provide for board of review, MCL 117.3(a).

RESOLUTION 2022-012

A RESOLUTION OF THE CLARE CITY COMMISSION SETTING THE COMPENSATION AND APPOINTING THE MEMBERS OF THE CITY'S BOARD OF REVIEW.

WHEREAS, Section 9.6 of the Charter of the City of Clare stipulates that the Clare City Commission shall annually set the compensation of and appoint the members of the City's Board of Review; and

WHEREAS, the Commission has reviewed the current compensation offered to its Board of Review members and determined said compensation is adequate; and

WHEREAS, Mr. Dennis Purkis and Mrs. Carol Santini are currently serving as members of the City of Clare Board of Review; and

WHEREAS, said Board members have indicated their willingness to continue serving in said positions; and

WHEREAS, Mr. Wayne Terpening has applied to serve as a member of the Board of Review; and

WHEREAS, Mr. Izak Post has applied to serve as an Alternate member of the City of Clare Board of Review; and

WHEREAS, the Clare City Commission considers all of said individuals fully qualified to serve in said positions.

NOW THEREFORE BE IT RESOLVED that the City Commission of the City of Clare hereby appoints Mr. Dennis Purkis and Mr. Wayne Terpening, and Mrs. Carol Santini to serve as members of the City of Clare Board of Review, and concurrently appoints Mr. Izak Post to serve as an alternate member of the City of Clare Board of Review, said appointments being effective on March 1, 2022 and expiring on April 30, 2023.

BE IT FURTHER RESOLVED that the compensation for said members shall continue to be $15 per hour.

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 17th day of January, 2022.

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Diane Lyon, Clerk

To: **Mayor Pat Humphrey and the Clare City Commission**
From: **Shannon M Sirpilla**
Treasurer and Finance Director
Date: **January 12, 2022**
Reference: **Treasurer's Report for January 17, 2022**

Accounting Reconciliations: All bank accounts and related accounting records of the City of Clare are in balance as of December 31, 2021.

Cash and Investment Report: Enclosed you will find a summary report of all cash and investment accounts of the City reported by bank of deposit as of December 31, 2021.

Revenue and Expenditure Report: Enclosed you will find a Summary Revenue and Expenditure Report (Unaudited) of the City of Clare prepared as of December 31, 2021.

Balance Sheet: Enclosed you will find a Comparative Balance Sheet (Unaudited) of the City of Clare prepared as of December 31, 2021.

CITY OF CLARE
CASH AND INVESTMENT SUMMARY (UNAUDITED) BY BANK
From 12/01/2021 to 12/31/2021

Financial Institution/Account Description	Interest Rates	Balance 12/01/21	Total Increases	Total Decreases	Balance 12/31/21
City of Clare Accounts					
Huntington/Consolidated Account/Repo Sweep	0.010%	$ 6,441,934.12	$ 663,458.58	$ 903,639.30	6,201,753.40
Huntington/Rural Development Bond & Interest Acct	0.010%	102,832.84	0.88	-	102,833.72
Huntington/Rural Development RRI Acct	0.010%	88,791.37	0.76	-	88,792.13
Huntington/USDA Sewer Bond Pmt Reserve Acct	0.010%	10,163.15	0.09	-	10,163.24
Huntington/USDA Sewer Bond RRI Reserve Acct	0.010%	31,864.97	0.27	-	31,865.24
Huntington/USDA Water Bond Pmt Reserve Acct	0.010%	26,721.94	0.23	-	26,722.17
Huntington/USDA Water Bond RRI Reserve Acct	0.010%	70,745.51	0.60	-	70,746.11
Mercantile/Money Market Account	0.060%	74,700.13	3.17	-	74,703.30
Huntington/Property Tax Account	0.010%	7,498.66	935,384.66	141,068.96	801,814.36
Petty Cash and Cash on Hand	N/A	750.00	-	-	750.00
Huntington/ACH Receipt Acct	0.010%	1,000.00	-	-	1,000.00
Mercantile/Hatton Township Landfill Trust Fund	0.900%	209,217.12	-	-	209,217.12
Total - City of Clare Accounts		**$ 7,066,219.81**	**$ 1,598,849.24**	**$ 1,044,708.26**	**$ 7,620,360.79**
City of Clare Component Unit Accounts					
Huntington/DDA Account	0.010%	172,517.07	68.11	5,362.94	167,222.24
Total - City of Clare Component Unit Accounts		**$ 172,517.07**	**$ 68.11**	**$ 5,362.94**	**$ 167,222.24**

CASH SUMMARY BY FUND FOR THE CITY OF CLARE
From 12/01/2021 To 12/31/2021
ALL FUNDS (UNAUDITED)
CASH and INVESTMENT ACCOUNTS

FUND	DESCRIPTION	BALANCE 12/1/2021	TOTAL DEBITS	TOTAL CREDITS	BALANCE 12/31/2021	Transactional Account Balances 12/31/2021
101	General Fund	1,524,516.65	179,952.72	368,395.92	1,336,073.45	$ 1,336,073.45
150	Cemetery Perpetual Care	318,023.35	2.79	0.00	318,026.14	318,026.14
202	Major Streets	184,342.89	24,386.43	40,494.50	168,234.82	168,234.82
203	Local Streets	19,070.12	24,239.30	25,082.57	18,226.85	18,226.85
204	Municipal Street Fund	172,833.77	5,292.66	20,996.03	157,130.40	157,130.40
206	Fire Fund	851,196.73	2,991.71	19,799.95	834,388.49	834,388.49
208	Parks and Recreation	1,196,866.76	38,728.81	39,636.83	1,195,958.74	1,195,958.74
210	Downtown Development Authority (DDA)	172,517.07	68.11	5,362.94	167,222.24	167,222.24
214	Local Development Finance Authority (LDFA)	4,206.51	0.04	47.41	4,159.14	4,159.14
243	Brownfield Redevelopment Authority Fund	4,635.25	0.04	0.00	4,635.29	4,635.29
265	Drug Law Enforcement Fund	2,893.72	0.03	0.00	2,893.75	2,893.75
287	Police Training 302 Fund	339.45	0.00	0.00	339.45	339.45
303	Public Safety Building Debt Service	(4,249.13)	4,249.13	0.00	0.00	-
590	Sewer System Fund	481,458.60	79,313.66	96,893.49	463,878.77	463,878.77
591	Water System Fund	1,887,567.58	93,860.39	72,937.88	1,908,490.09	1,908,490.09
636	Data Processing Fund	24,748.99	5,100.24	2,005.89	27,843.34	27,843.34
641	Mobile Equipment Fund	129,053.69	35,423.83	35,120.43	129,357.09	129,357.09
701	General Agency Fund	13,117.00	0.00	0.00	13,117.00	13,117.00
703	Property Tax Fund	7,498.66	935,384.66	141,068.96	801,814.36	801,814.36
704	Imprest Payroll Fund	38,882.10	169,922.80	182,228.40	26,576.50	26,576.50
765	Hatton Township Landfill Trust Fund - CDs	209,217.12	0.00	0.00	209,217.12	209,217.12
	TOTAL - ALL FUNDS	**$7,238,736.88**	**$ 1,598,917.35**	**$ 1,050,071.20**	**$ 7,787,583.03**	**$ 7,787,583.03**

NOTES:

Parks and Recreation Fund - All Bond Proceeds, Grant and Donated Funds have been expended. Additional expenses to date for the Recreation Complex of $33,323.89, the Skate Park of $275.00 and Depot Restoration of $7,661.10 will come from the Parks Improvement Millage.

Parks and Recreation Fund - The above balance includes remaining Lake Shamrock 2021 Bond Proceeds of $1,060,117.80

Parks and Recreation Fund - The above balance includes $8,644.10 received from the Saginaw Bay Watershed Initiative Grant and reserved for Rec Complex Green Space.

Parks and Recreation Fund - The above balance includes $500 in Donated funds received for the Rail Trail Extension.

Parks and Recreation Fund - The above balance includes funds from Hammerberg Bequests of $950 for City Park grills.

Parks and Recreation Fund - Grant funding of $3,400 for the Recreation Complex Butterfly Garden is being held by the Clare County Community Foundation.

DDA Fund - The above balance includes Bond Proceeds for the Streetscape Improvement Project of $33,517.37 and Art Alley funds of $5,042.53

Summary

Revenue and Expenditure Report

Prepared as of

December 31, 2020

REVENUE AND EXPENDITURE REPORT FOR CITY OF CLARE
PERIOD ENDING 12/31/2021
% Fiscal Year Completed: 50.41

ACCOUNT DESCRIPTION	END BALANCE 06/30/2021 NORM (ABNORM)	2021-22 AMENDED BUDGET	YTD BALANCE 12/31/2021 NORM (ABNORM)	ACTIVITY FOR MONTH 12/31/21 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 101 - GENERAL FUND						
000.000 - GENERAL	3,128,550.61	2,770,733.15	2,173,499.43	109,041.21	597,233.72	78.44
931.000 - TRANSFERS IN AND OTHER SOURCES	46,940.49	51,982.88	21,100.00	4,350.00	30,882.88	40.59
TOTAL REVENUES	3,175,491.10	2,822,716.03	2,194,599.43	113,391.21	628,116.60	77.75
101.000 - CITY COMMISSION	62,311.00	66,155.28	34,375.12	4,979.63	31,780.16	51.96
172.000 - CITY MANAGEMENT/ADMINISTRATION	136,181.27	136,166.65	63,344.84	14,861.48	72,821.81	46.52
191.000 - FISCAL SERVICES	170,135.86	173,963.01	75,092.96	19,373.27	98,870.05	43.17
215.000 - CLERK	216,524.62	226,143.00	102,213.25	24,426.14	123,929.75	45.20
247.000 - BOARD OF REVIEW	1,182.56	2,025.63	64.60	32.30	1,961.03	3.19
257.000 - ASSESSOR	97,910.33	106,084.85	20,272.30	2,881.24	85,812.55	19.11
262.000 - ELECTIONS	13,555.21	16,069.59	400.58	110.14	15,669.01	2.49
265.000 - BUILDING AND GROUNDS	59,639.99	85,161.64	34,911.27	3,418.30	50,250.37	40.99
266.000 - ATTORNEY	17,056.80	22,500.00	7,836.35	0.00	14,663.65	34.83
276.000 - CEMETERY	75,275.98	111,479.80	43,842.15	5,210.26	67,637.65	39.33
301.000 - POLICE	912,167.93	907,938.93	442,234.78	105,982.70	465,704.15	48.71
371.000 - BLDG INSPECTION / CODE ENFORCEMENT	19,040.49	19,000.00	9,062.14	1,507.98	9,937.86	47.70
441.000 - DEPARTMENT OF PUBLIC WORKS	49,031.37	55,781.14	30,514.17	8,535.77	25,266.97	54.70
445.000 - DRAINS - PUBLIC BENEFIT	9,776.91	15,157.90	13,641.10	0.00	1,516.80	89.99
448.000 - STREET LIGHTING	60,432.51	58,883.29	32,191.33	5,620.54	26,691.96	54.67
526.000 - LANDFILL CLOSURE	41,024.00	87,691.46	48,090.45	29,412.93	39,601.01	54.84
528.000 - REFUSE COLLECTION/DISPOSAL	228,078.42	215,634.30	99,215.57	20,031.38	116,418.73	46.01
537.000 - AIRPORT	187,395.40	198,545.45	82,851.87	9,058.54	115,693.58	41.73
721.000 - PLANNING	28,667.30	44,500.00	23,937.90	0.00	20,562.10	53.79
906.000 - DEBT SERVICE	42,291.37	43,096.65	8,959.85	8,959.85	34,136.80	20.79
955.000 - NON DEPARTMENTAL	129,017.69	14,450.00	64,270.95	64,242.00	(49,820.95)	444.78
999.000 - TRANSFERS (OUT) AND OTHER USES	406,662.92	502,657.12	313,525.85	32,949.48	189,131.27	62.37
TOTAL EXPENDITURES	2,963,359.93	3,109,085.69	1,550,849.38	361,593.93	1,558,236.31	49.88
Fund 101 - GENERAL FUND:						
TOTAL REVENUES	3,175,491.10	2,822,716.03	2,194,599.43	113,391.21	628,116.60	77.75
TOTAL EXPENDITURES	2,963,359.93	3,109,085.69	1,550,849.38	361,593.93	1,558,236.31	49.88
NET OF REVENUES & EXPENDITURES	212,131.17	(286,369.66)	643,750.05	(248,202.72)	(930,119.71)	224.80

REVENUE AND EXPENDITURE REPORT FOR CITY OF CLARE
PERIOD ENDING 12/31/2021
% Fiscal Year Completed: 50.41

ACCOUNT DESCRIPTION	END BALANCE 06/30/2021 NORM (ABNORM)	2021-22 AMENDED BUDGET	YTD BALANCE 12/31/2021 NORM (ABNORM)	ACTIVITY FOR MONTH 12/31/21 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 150 - CEMETERY PERPETUAL CARE						
000.000 - GENERAL	14,953.78	8,200.00	1,426.12	2.79	6,773.88	17.39
TOTAL REVENUES	14,953.78	8,200.00	1,426.12	2.79	6,773.88	17.39
276.000 - CEMETERY	0.00	0.00	600.00	0.00	(600.00)	100.00
999.000 - TRANSFERS (OUT) AND OTHER USES	0.00	5,000.00	0.00	0.00	5,000.00	0.00
TOTAL EXPENDITURES	0.00	5,000.00	600.00	0.00	4,400.00	12.00
Fund 150 - CEMETERY PERPETUAL CARE:						
TOTAL REVENUES	14,953.78	8,200.00	1,426.12	2.79	6,773.88	17.39
TOTAL EXPENDITURES	0.00	5,000.00	600.00	0.00	4,400.00	12.00
NET OF REVENUES & EXPENDITURES	14,953.78	3,200.00	826.12	2.79	2,373.88	25.82

REVENUE AND EXPENDITURE REPORT FOR CITY OF CLARE
PERIOD ENDING 12/31/2021
% Fiscal Year Completed: 50.41

ACCOUNT DESCRIPTION	END BALANCE 06/30/2021 NORM (ABNORM)	2021-22 AMENDED BUDGET	YTD BALANCE 12/31/2021 NORM (ABNORM)	ACTIVITY FOR MONTH 12/31/21 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 202 - MAJOR STREETS						
000.000 - GENERAL	368,464.57	377,815.83	114,813.66	24,386.43	263,002.17	30.39
TOTAL REVENUES	368,464.57	377,815.83	114,813.66	24,386.43	263,002.17	30.39
444.000 - SIDEWALKS	5,898.54	9,804.11	2,961.93	594.71	6,842.18	30.21
446.001 - STATE TRUNKLINE MAINTENANCE	72,175.50	89,516.91	48,965.81	10,960.57	40,551.10	54.70
449.002 - PRESERVATION STREETS	95,289.81	120,705.77	60,482.05	10,784.14	60,223.72	50.11
449.003 - WINTER MAINTENANCE	11,368.57	19,600.00	10,240.82	3,536.49	9,359.18	52.25
449.004 - ADMIN, ENGINEERING & RECORD KEEPING	17,439.53	19,631.85	8,407.85	1,718.59	11,224.00	42.83
999.000 - TRANSFERS (OUT) AND OTHER USES	150,000.00	155,000.00	77,400.00	12,900.00	77,600.00	49.94
TOTAL EXPENDITURES	352,171.95	414,258.64	208,458.46	40,494.50	205,800.18	50.32
Fund 202 - MAJOR STREETS:						
TOTAL REVENUES	368,464.57	377,815.83	114,813.66	24,386.43	263,002.17	30.39
TOTAL EXPENDITURES	352,171.95	414,258.64	208,458.46	40,494.50	205,800.18	50.32
NET OF REVENUES & EXPENDITURES	16,292.62	(36,442.81)	(93,644.80)	(16,108.07)	57,201.99	256.96

REVENUE AND EXPENDITURE REPORT FOR CITY OF CLARE
PERIOD ENDING 12/31/2021
% Fiscal Year Completed: 50.41

ACCOUNT DESCRIPTION	END BALANCE 06/30/2021 NORM (ABNORM)	2021-22 AMENDED BUDGET	YTD BALANCE 12/31/2021 NORM (ABNORM)	ACTIVITY FOR MONTH 12/31/21 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 203 - LOCAL STS FUND						
000.000 - GENERAL	136,158.31	138,729.73	49,257.39	11,339.30	89,472.34	35.51
931.000 - TRANSFERS IN AND OTHER SOURCES	150,000.00	160,000.00	77,400.00	12,900.00	82,600.00	48.38
TOTAL REVENUES	286,158.31	298,729.73	126,657.39	24,239.30	172,072.34	42.40
444.000 - SIDEWALKS	4,782.72	7,304.11	4,935.68	686.74	2,368.43	67.57
449.001 - CONSTRUCTION STREETS (INCL. ENG.& ROW)	1,825.00	3,550.00	2,074.82	824.82	1,475.18	58.45
449.002 - PRESERVATION STREETS	198,233.46	271,593.79	133,571.98	18,970.78	138,021.81	49.18
449.003 - WINTER MAINTENANCE	5,173.49	11,500.00	6,902.68	3,131.49	4,597.32	60.02
449.004 - ADMIN, ENGINEERING & RECORD KEEPING	16,063.89	16,631.85	6,908.15	1,468.74	9,723.70	41.54
TOTAL EXPENDITURES	226,078.56	310,579.75	154,393.31	25,082.57	156,186.44	49.71
Fund 203 - LOCAL STS FUND:						
TOTAL REVENUES	286,158.31	298,729.73	126,657.39	24,239.30	172,072.34	42.40
TOTAL EXPENDITURES	226,078.56	310,579.75	154,393.31	25,082.57	156,186.44	49.71
NET OF REVENUES & EXPENDITURES	60,079.75	(11,850.02)	(27,735.92)	(843.27)	15,885.90	234.06

REVENUE AND EXPENDITURE REPORT FOR CITY OF CLARE
PERIOD ENDING 12/31/2021
% Fiscal Year Completed: 50.41

ACCOUNT DESCRIPTION	END BALANCE 06/30/2021 NORM (ABNORM)	2021-22 AMENDED BUDGET	YTD BALANCE 12/31/2021 NORM (ABNORM)	ACTIVITY FOR MONTH 12/31/21 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 204 - MUNICIPAL STREET FUND						
000.000 - GENERAL	262,969.52	268,519.88	251,048.10	414.16	17,471.78	93.49
TOTAL REVENUES	262,969.52	268,519.88	251,048.10	414.16	17,471.78	93.49
449.001 - CONSTRUCTION STREETS (INCL. ENG.& ROW)	232,725.30	234,145.02	160,849.98	16,117.53	73,295.04	68.70
955.000 - NON DEPARTMENTAL	511.83	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES	233,237.13	234,145.02	160,849.98	16,117.53	73,295.04	68.70
Fund 204 - MUNICIPAL STREET FUND:						
TOTAL REVENUES	262,969.52	268,519.88	251,048.10	414.16	17,471.78	93.49
TOTAL EXPENDITURES	233,237.13	234,145.02	160,849.98	16,117.53	73,295.04	68.70
NET OF REVENUES & EXPENDITURES	29,732.39	34,374.86	90,198.12	(15,703.37)	(55,823.26)	262.40

REVENUE AND EXPENDITURE REPORT FOR CITY OF CLARE
PERIOD ENDING 12/31/2021
% Fiscal Year Completed: 50.41

ACCOUNT DESCRIPTION	END BALANCE 06/30/2021 NORM (ABNORM)	2021-22 AMENDED BUDGET	YTD BALANCE 12/31/2021 NORM (ABNORM)	ACTIVITY FOR MONTH 12/31/21 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 206 - FIRE FUND						
000.000 - GENERAL	298,096.90	304,953.61	777,967.91	4,072.31	(473,014.30)	255.11
931.000 - TRANSFERS IN AND OTHER SOURCES	101,628.43	703,143.38	103,143.38	0.00	600,000.00	14.67
TOTAL REVENUES	399,725.33	1,008,096.99	881,111.29	4,072.31	126,985.70	87.40
336.000 - FIRE DEPARTMENT	407,164.72	877,736.98	115,238.47	17,847.40	762,498.51	13.13
906.000 - DEBT SERVICE	374,266.44	48,459.87	0.00	0.00	48,459.87	0.00
999.000 - TRANSFERS (OUT) AND OTHER USES	20,022.33	19,675.83	18,654.98	1,699.65	1,020.85	94.81
TOTAL EXPENDITURES	801,453.49	945,872.68	133,893.45	19,547.05	811,979.23	14.16
Fund 206 - FIRE FUND:						
TOTAL REVENUES	399,725.33	1,008,096.99	881,111.29	4,072.31	126,985.70	87.40
TOTAL EXPENDITURES	801,453.49	945,872.68	133,893.45	19,547.05	811,979.23	14.16
NET OF REVENUES & EXPENDITURES	(401,728.16)	62,224.31	747,217.84	(15,474.74)	(684,993.53)	1,200.85

REVENUE AND EXPENDITURE REPORT FOR CITY OF CLARE
PERIOD ENDING 12/31/2021
% Fiscal Year Completed: 50.41

ACCOUNT DESCRIPTION	END BALANCE 06/30/2021 NORM (ABNORM)	2021-22 AMENDED BUDGET	YTD BALANCE 12/31/2021 NORM (ABNORM)	ACTIVITY FOR MONTH 12/31/21 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 208 - PARKS AND RECREATION						
000.000 - GENERAL	169,357.55	526,511.58	146,989.25	1,090.64	379,522.33	27.92
931.000 - TRANSFERS IN AND OTHER SOURCES	1,575,000.00	365,000.00	182,400.00	30,400.00	182,600.00	49.97
TOTAL REVENUES	1,744,357.55	891,511.58	329,389.25	31,490.64	562,122.33	36.95
751.001 - PARKS	276,712.83	1,947,848.97	99,313.50	15,103.25	1,848,535.47	5.10
751.002 - RECREATION	91,002.95	107,536.23	55,826.32	9,246.69	51,709.91	51.91
751.003 - RAILROAD DEPOT	22,969.71	18,600.00	6,858.10	778.22	11,741.90	36.87
751.004 - LAKE SHAMROCK DREDGING/IMPROVEMENTS	243,415.41	84,588.59	29,746.97	7,095.50	54,841.62	35.17
906.000 - DEBT SERVICE	41,303.46	152,447.69	137,029.65	0.00	15,418.04	89.89
955.000 - NON DEPARTMENTAL	2,127.95	2,000.00	1,050.00	175.00	950.00	52.50
TOTAL EXPENDITURES	677,532.31	2,313,021.48	329,824.54	32,398.66	1,983,196.94	14.26
Fund 208 - PARKS AND RECREATION:						
TOTAL REVENUES	1,744,357.55	891,511.58	329,389.25	31,490.64	562,122.33	36.95
TOTAL EXPENDITURES	677,532.31	2,313,021.48	329,824.54	32,398.66	1,983,196.94	14.26
NET OF REVENUES & EXPENDITURES	1,066,825.24	(1,421,509.90)	(435.29)	(908.02)	(1,421,074.61)	0.03

REVENUE AND EXPENDITURE REPORT FOR CITY OF CLARE
PERIOD ENDING 12/31/2021
% Fiscal Year Completed: 50.41

ACCOUNT DESCRIPTION	END BALANCE 06/30/2021 NORM (ABNORM)	2021-22 AMENDED BUDGET	YTD BALANCE 12/31/2021 NORM (ABNORM)	ACTIVITY FOR MONTH 12/31/21 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 210 - DDA(DOWNTOWN DVLPMT AUTHORITY)						
000.000 - GENERAL	119,325.63	124,555.91	97,670.40	(98.56)	26,885.51	78.41
931.000 - TRANSFERS IN AND OTHER SOURCES	480,000.00	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES	599,325.63	124,555.91	97,670.40	(98.56)	26,885.51	78.41
747.001 - DDA - OPERATIONS	297,694.62	34,500.00	9,936.04	4,334.99	24,563.96	28.80
747.002 - DDA - MAINSTREET	361.65	499.40	167.70	27.95	331.70	33.58
747.003 - DDA - ART ALLEY	0.00	200.00	0.00	0.00	200.00	0.00
906.000 - DEBT SERVICE	240,714.63	66,504.53	38,561.19	0.00	27,943.34	57.98
999.000 - TRANSFERS (OUT) AND OTHER USES	2,000.00	2,000.00	1,000.00	1,000.00	1,000.00	50.00
TOTAL EXPENDITURES	540,770.90	103,703.93	49,664.93	5,362.94	54,039.00	47.89
Fund 210 - DDA(DOWNTOWN DVLPMT AUTHORITY):						
TOTAL REVENUES	599,325.63	124,555.91	97,670.40	(98.56)	26,885.51	78.41
TOTAL EXPENDITURES	540,770.90	103,703.93	49,664.93	5,362.94	54,039.00	47.89
NET OF REVENUES & EXPENDITURES	58,554.73	20,851.98	48,005.47	(5,461.50)	(27,153.49)	230.22

REVENUE AND EXPENDITURE REPORT FOR CITY OF CLARE
PERIOD ENDING 12/31/2021
% Fiscal Year Completed: 50.41

ACCOUNT DESCRIPTION	END BALANCE 06/30/2021 NORM (ABNORM)	2021-22 AMENDED BUDGET	YTD BALANCE 12/31/2021 NORM (ABNORM)	ACTIVITY FOR MONTH 12/31/21 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 214 - LOCAL DEVELOPMENT FINANCE AUTH						
000.000 - GENERAL	4,928.60	4,982.88	4,323.01	0.04	659.87	86.76
TOTAL REVENUES	4,928.60	4,982.88	4,323.01	0.04	659.87	86.76
223.000 - DEBT SERVICE	66.90	0.00	296.97	47.41	(296.97)	100.00
999.000 - TRANSFERS (OUT) AND OTHER USES	4,940.49	4,982.88	0.00	0.00	4,982.88	0.00
TOTAL EXPENDITURES	5,007.39	4,982.88	296.97	47.41	4,685.91	5.96
Fund 214 - LOCAL DEVELOPMENT FINANCE AUTH:						
TOTAL REVENUES	4,928.60	4,982.88	4,323.01	0.04	659.87	86.76
TOTAL EXPENDITURES	5,007.39	4,982.88	296.97	47.41	4,685.91	5.96
NET OF REVENUES & EXPENDITURES	(78.79)	0.00	4,026.04	(47.37)	(4,026.04)	100.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF CLARE
PERIOD ENDING 12/31/2021
% Fiscal Year Completed: 50.41

ACCOUNT DESCRIPTION	END BALANCE 06/30/2021 NORM (ABNORM)	2021-22 AMENDED BUDGET	YTD BALANCE 12/31/2021 NORM (ABNORM)	ACTIVITY FOR MONTH 12/31/21 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 243 - BROWNFIELD REDEVELOPMENT AUTHORITY FUND						
000.000 - GENERAL	2.32	2.00	0.38	0.04	1.62	19.00
TOTAL REVENUES	2.32	2.00	0.38	0.04	1.62	19.00
Fund 243 - BROWNFIELD REDEVELOPMENT AUTHORITY FUNI						
TOTAL REVENUES	2.32	2.00	0.38	0.04	1.62	19.00
TOTAL EXPENDITURES	0.00	0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES	2.32	2.00	0.38	0.04	1.62	19.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF CLARE
PERIOD ENDING 12/31/2021
% Fiscal Year Completed: 50.41

ACCOUNT DESCRIPTION	END BALANCE 06/30/2021 NORM (ABNORM)	2021-22 AMENDED BUDGET	YTD BALANCE 12/31/2021 NORM (ABNORM)	ACTIVITY FOR MONTH 12/31/21 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 265 - DRUG LAW ENFORCEMENT FUND						
000.000 - GENERAL	0.61	2,001.00	0.24	0.03	2,000.76	0.01
TOTAL REVENUES	0.61	2,001.00	0.24	0.03	2,000.76	0.01
301.000 - POLICE	0.00	1,553.77	0.00	0.00	1,553.77	0.00
TOTAL EXPENDITURES	0.00	1,553.77	0.00	0.00	1,553.77	0.00
Fund 265 - DRUG LAW ENFORCEMENT FUND:						
TOTAL REVENUES	0.61	2,001.00	0.24	0.03	2,000.76	0.01
TOTAL EXPENDITURES	0.00	1,553.77	0.00	0.00	1,553.77	0.00
NET OF REVENUES & EXPENDITURES	0.61	447.23	0.24	0.03	446.99	0.05

REVENUE AND EXPENDITURE REPORT FOR CITY OF CLARE
PERIOD ENDING 12/31/2021
% Fiscal Year Completed: 50.41

ACCOUNT DESCRIPTION	END BALANCE 06/30/2021 NORM (ABNORM)	2021-22 AMENDED BUDGET	YTD BALANCE 12/31/2021 NORM (ABNORM)	ACTIVITY FOR MONTH 12/31/21 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 287 - POLICE TRAINING 302 FUND						
000.000 - GENERAL	0.00	1,500.00	0.00	0.00	1,500.00	0.00
TOTAL REVENUES	0.00	1,500.00	0.00	0.00	1,500.00	0.00
301.000 - POLICE	1,079.42	1,500.00	300.00	0.00	1,200.00	20.00
TOTAL EXPENDITURES	1,079.42	1,500.00	300.00	0.00	1,200.00	20.00
Fund 287 - POLICE TRAINING 302 FUND:						
TOTAL REVENUES	0.00	1,500.00	0.00	0.00	1,500.00	0.00
TOTAL EXPENDITURES	1,079.42	1,500.00	300.00	0.00	1,200.00	20.00
NET OF REVENUES & EXPENDITURES	(1,079.42)	0.00	(300.00)	0.00	300.00	100.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF CLARE
PERIOD ENDING 12/31/2021
% Fiscal Year Completed: 50.41

ACCOUNT DESCRIPTION	END BALANCE 06/30/2021 NORM (ABNORM)	2021-22 AMENDED BUDGET	YTD BALANCE 12/31/2021 NORM (ABNORM)	ACTIVITY FOR MONTH 12/31/21 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 303 - PUBLIC SAFETY BLDG DEBT SERVIC						
931.000 - TRANSFERS IN AND OTHER SOURCES	50,055.82	49,189.57	46,637.45	4,249.13	2,552.12	94.81
TOTAL REVENUES	50,055.82	49,189.57	46,637.45	4,249.13	2,552.12	94.81
223.000 - DEBT SERVICE	50,055.82	49,189.57	46,637.45	0.00	2,552.12	94.81
TOTAL EXPENDITURES	50,055.82	49,189.57	46,637.45	0.00	2,552.12	94.81
Fund 303 - PUBLIC SAFETY BLDG DEBT SERVIC:						
TOTAL REVENUES	50,055.82	49,189.57	46,637.45	4,249.13	2,552.12	94.81
TOTAL EXPENDITURES	50,055.82	49,189.57	46,637.45	0.00	2,552.12	94.81
NET OF REVENUES & EXPENDITURES	0.00	0.00	0.00	4,249.13	0.00	0.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF CLARE
PERIOD ENDING 12/31/2021
% Fiscal Year Completed: 50.41

ACCOUNT DESCRIPTION	END BALANCE 06/30/2021 NORM (ABNORM)	2021-22 AMENDED BUDGET	YTD BALANCE 12/31/2021 NORM (ABNORM)	ACTIVITY FOR MONTH 12/31/21 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 590 - SEWER SYSTEM FUND						
000.000 - GENERAL	946,477.54	971,115.30	439,234.99	88,818.09	531,880.31	45.23
TOTAL REVENUES	946,477.54	971,115.30	439,234.99	88,818.09	531,880.31	45.23
536.001 - SEWER TREATMENT AND PUMPING	803,325.38	749,288.86	643,841.22	66,072.30	105,447.64	85.93
536.002 - SEWER COLLECTION	205,073.57	267,888.71	121,973.96	20,516.89	145,914.75	45.53
906.000 - DEBT SERVICE	67,430.53	92,077.39	34,885.78	4,923.68	57,191.61	37.89
999.000 - TRANSFERS (OUT) AND OTHER USES	14,500.00	18,696.64	4,950.00	825.00	13,746.64	26.48
TOTAL EXPENDITURES	1,090,329.48	1,127,951.60	805,650.96	92,337.87	322,300.64	71.43
Fund 590 - SEWER SYSTEM FUND:						
TOTAL REVENUES	946,477.54	971,115.30	439,234.99	88,818.09	531,880.31	45.23
TOTAL EXPENDITURES	1,090,329.48	1,127,951.60	805,650.96	92,337.87	322,300.64	71.43
NET OF REVENUES & EXPENDITURES	(143,851.94)	(156,836.30)	(366,415.97)	(3,519.78)	209,579.67	233.63

REVENUE AND EXPENDITURE REPORT FOR CITY OF CLARE
PERIOD ENDING 12/31/2021
% Fiscal Year Completed: 50.41

ACCOUNT DESCRIPTION	END BALANCE 06/30/2021 NORM (ABNORM)	2021-22 AMENDED BUDGET	YTD BALANCE 12/31/2021 NORM (ABNORM)	ACTIVITY FOR MONTH 12/31/21 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 591 - WATER SYSTEM FUND						
000.000 - GENERAL	2,461,603.35	1,548,579.09	466,040.57	69,948.24	1,082,538.52	30.09
TOTAL REVENUES	2,461,603.35	1,548,579.09	466,040.57	69,948.24	1,082,538.52	30.09
536.003 - TREATMENT, PUMPING AND STORAGE	436,948.62	551,143.81	133,995.05	25,720.23	417,148.76	24.31
536.004 - WATER DISTRIBUTION	282,350.86	818,089.17	151,409.86	25,993.50	666,679.31	18.51
536.005 - PRINCIPAL RESPONSIBLE PARTY #1	107,105.50	158,821.91	59,143.16	10,560.52	99,678.75	37.24
906.000 - DEBT SERVICE	47,816.58	85,262.31	26,298.93	8,238.44	58,963.38	30.84
999.000 - TRANSFERS (OUT) AND OTHER USES	14,500.00	28,404.39	4,950.00	825.00	23,454.39	17.43
TOTAL EXPENDITURES	888,721.56	1,641,721.59	375,797.00	71,337.69	1,265,924.59	22.89
Fund 591 - WATER SYSTEM FUND:						
TOTAL REVENUES	2,461,603.35	1,548,579.09	466,040.57	69,948.24	1,082,538.52	30.09
TOTAL EXPENDITURES	888,721.56	1,641,721.59	375,797.00	71,337.69	1,265,924.59	22.89
NET OF REVENUES & EXPENDITURES	1,572,881.79	(93,142.50)	90,243.57	(1,389.45)	(183,386.07)	96.89

REVENUE AND EXPENDITURE REPORT FOR CITY OF CLARE
PERIOD ENDING 12/31/2021
% Fiscal Year Completed: 50.41

ACCOUNT DESCRIPTION	END BALANCE 06/30/2021 NORM (ABNORM)	2021-22 AMENDED BUDGET	YTD BALANCE 12/31/2021 NORM (ABNORM)	ACTIVITY FOR MONTH 12/31/21 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 636 - DATA PROCESSING						
000.000 - GENERAL	90,126.08	61,310.00	30,680.59	5,100.24	30,629.41	50.04
TOTAL REVENUES	90,126.08	61,310.00	30,680.59	5,100.24	30,629.41	50.04
228.000 - DATA PROCESSING, INFORMATION TECHNOLO(	94,153.40	47,350.00	28,194.14	1,080.89	19,155.86	59.54
999.000 - TRANSFERS (OUT) AND OTHER USES	11,000.00	11,000.00	5,550.00	925.00	5,450.00	50.45
TOTAL EXPENDITURES	105,153.40	58,350.00	33,744.14	2,005.89	24,605.86	57.83
Fund 636 - DATA PROCESSING:						
TOTAL REVENUES	90,126.08	61,310.00	30,680.59	5,100.24	30,629.41	50.04
TOTAL EXPENDITURES	105,153.40	58,350.00	33,744.14	2,005.89	24,605.86	57.83
NET OF REVENUES & EXPENDITURES	(15,027.32)	2,960.00	(3,063.55)	3,094.35	6,023.55	103.50

REVENUE AND EXPENDITURE REPORT FOR CITY OF CLARE
PERIOD ENDING 12/31/2021
% Fiscal Year Completed: 50.41

ACCOUNT DESCRIPTION	END BALANCE 06/30/2021 NORM (ABNORM)	2021-22 AMENDED BUDGET	YTD BALANCE 12/31/2021 NORM (ABNORM)	ACTIVITY FOR MONTH 12/31/21 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 641 - MOBILE EQUIPMENT						
000.000 - GENERAL	357,636.50	461,961.49	632,476.29	34,512.61	(170,514.80)	136.91
931.000 - TRANSFERS IN AND OTHER SOURCES	0.00	425,000.00	0.00	0.00	425,000.00	0.00
TOTAL REVENUES	357,636.50	886,961.49	632,476.29	34,512.61	254,485.20	71.31
441.000 - DEPARTMENT OF PUBLIC WORKS	396,565.87	879,896.61	574,093.63	34,042.60	305,802.98	65.25
906.000 - DEBT SERVICE	9,228.34	66,283.33	31,957.59	0.00	34,325.74	48.21
999.000 - TRANSFERS (OUT) AND OTHER USES	1,000.00	1,000.00	450.00	75.00	550.00	45.00
TOTAL EXPENDITURES	406,794.21	947,179.94	606,501.22	34,117.60	340,678.72	64.03
Fund 641 - MOBILE EQUIPMENT:						
TOTAL REVENUES	357,636.50	886,961.49	632,476.29	34,512.61	254,485.20	71.31
TOTAL EXPENDITURES	406,794.21	947,179.94	606,501.22	34,117.60	340,678.72	64.03
NET OF REVENUES & EXPENDITURES	(49,157.71)	(60,218.45)	25,975.07	395.01	(86,193.52)	43.13

REVENUE AND EXPENDITURE REPORT FOR CITY OF CLARE
PERIOD ENDING 12/31/2021
% Fiscal Year Completed: 50.41

ACCOUNT DESCRIPTION	END BALANCE 06/30/2021 NORM (ABNORM)	2021-22 AMENDED BUDGET	YTD BALANCE 12/31/2021 NORM (ABNORM)	ACTIVITY FOR MONTH 12/31/21 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 765 - HATTON TOWNSHIP LANDFILL TRUST FUND						
000.000 - GENERAL	1,623.57	500.00	0.00	0.00	500.00	0.00
TOTAL REVENUES	1,623.57	500.00	0.00	0.00	500.00	0.00
Fund 765 - HATTON TOWNSHIP LANDFILL TRUST FUND:						
TOTAL REVENUES	1,623.57	500.00	0.00	0.00	500.00	0.00
TOTAL EXPENDITURES	0.00	0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES	1,623.57	500.00	0.00	0.00	500.00	0.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF CLARE
PERIOD ENDING 12/31/2021
% Fiscal Year Completed: 50.41

ACCOUNT DESCRIPTION	END BALANCE 06/30/2021 NORM (ABNORM)	2021-22 AMENDED BUDGET	YTD BALANCE 12/31/2021 NORM (ABNORM)	ACTIVITY FOR MONTH 12/31/21 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 901 - GENERAL FIXED ASSETS						
000.000 - GENERAL	29,703.00	0.00	0.00	0.00	0.00	0.00
101.000 - CITY COMMISSION	188,208.00	0.00	0.00	0.00	0.00	0.00
301.000 - POLICE	95,366.00	0.00	0.00	0.00	0.00	0.00
441.000 - DEPARTMENT OF PUBLIC WORKS	102,066.00	0.00	0.00	0.00	0.00	0.00
751.001 - PARKS	74,250.00	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES	489,593.00	0.00	0.00	0.00	0.00	0.00
Fund 901 - GENERAL FIXED ASSETS:						
TOTAL REVENUES	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES	489,593.00	0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES	(489,593.00)	0.00	0.00	0.00	0.00	0.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF CLARE
PERIOD ENDING 12/31/2021
% Fiscal Year Completed: 50.41

ACCOUNT DESCRIPTION	END BALANCE 06/30/2021 NORM (ABNORM)	2021-22 AMENDED BUDGET	YTD BALANCE 12/31/2021 NORM (ABNORM)	ACTIVITY FOR MONTH 12/31/21 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 902 - GENERAL LONG-TERM DEBT						
000.000 - GENERAL	(711,214.05)	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES	(711,214.05)	0.00	0.00	0.00	0.00	0.00
Fund 902 - GENERAL LONG-TERM DEBT:						
TOTAL REVENUES	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES	(711,214.05)	0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES	711,214.05	0.00	0.00	0.00	0.00	0.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF CLARE
PERIOD ENDING 12/31/2021
% Fiscal Year Completed: 50.41

ACCOUNT DESCRIPTION	END BALANCE 06/30/2021 NORM (ABNORM)	2021-22 AMENDED BUDGET	YTD BALANCE 12/31/2021 NORM (ABNORM)	ACTIVITY FOR MONTH 12/31/21 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 934 - GASB ACCRUALS						
000.000 - GENERAL	658,831.00	0.00	0.00	0.00	0.00	0.00
101.000 - CITY COMMISSION	(5,046.00)	0.00	0.00	0.00	0.00	0.00
301.000 - POLICE	(6,376.00)	0.00	0.00	0.00	0.00	0.00
441.000 - DEPARTMENT OF PUBLIC WORKS	(16,762.00)	0.00	0.00	0.00	0.00	0.00
590.000 - GASB 34 - SEWER	(18,479.00)	0.00	0.00	0.00	0.00	0.00
591.000 - GASB 34 - WATER	(12,525.00)	0.00	0.00	0.00	0.00	0.00
751.001 - PARKS	(4,997.00)	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES	594,646.00	0.00	0.00	0.00	0.00	0.00
101.000 - CITY COMMISSION	266,393.00	0.00	0.00	0.00	0.00	0.00
590.000 - GASB 34 - SEWER	(24,572.00)	0.00	0.00	0.00	0.00	0.00
591.000 - GASB 34 - WATER	(20,104.00)	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES	221,717.00	0.00	0.00	0.00	0.00	0.00
Fund 934 - GASB ACCRUALS:						
TOTAL REVENUES	594,646.00	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES	221,717.00	0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES	372,929.00	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES - ALL FUNDS	11,358,546.18	9,326,287.28	5,616,109.16	400,526.70	3,710,178.12	60.22
TOTAL EXPENDITURES - ALL FUNDS	8,341,841.50	11,268,096.54	4,457,461.79	700,443.64	6,810,634.75	39.56
NET OF REVENUES & EXPENDITURES	3,016,704.68	(1,941,809.26)	1,158,647.37	(299,916.94)	(3,100,456.63)	59.67

City of Clare

Comparative Balance Sheet

Prepared as of

December 31, 2020

Fund 101 GENERAL FUND

GL Number	Description	PERIOD ENDED 12/31/2020	PERIOD ENDED 12/31/2021
*** Assets ***			
101-000.000-001.000	CASH	933,770.51	1,259,620.15
101-000.000-001.002	CASH ON HAND	650.00	650.00
101-000.000-001.003	PETTY CASH	100.00	100.00
101-000.000-001.009	ACH RECEIPT ACCT	1,000.00	1,000.00
101-000.000-002.001	CASH - MERCANTILE	74,640.18	74,703.30
101-000.000-040.000	ACCOUNTS RECEIVABLE	4,532.33	(2,989.84)
101-000.000-040.210	DUE FROM DDA	0.00	234.03
101-000.000-040.271	ACCOUNTS RECEIVABLE - LIBRARY	720.07	0.00
101-000.000-043.000	A/R UTILITIES	20,054.01	15,003.88
101-000.000-043.001	ALLOWANCE FOR UNCOLLECTIBLE ACCOUNTS	(1,025.00)	(1,025.00)
101-000.000-084.703	DUE FROM TAX FUND	335.34	102.09
101-000.000-111.000	INVENTORY	1,282.67	2,081.76
101-000.000-111.001	INVENTORY - AIRPORT FUEL	6,188.45	14,608.44
101-000.000-123.537	PREPAID SALES TAX - AVIATION FUEL	(6.20)	(6.20)
Total Assets		**1,042,242.36**	**1,364,082.61**
*** Liabilities ***			
101-000.000-214.222	DUE TO COUNTY- TR FEES	111.00	109.00
101-000.000-214.225	DUE TO COUNTY - SCHOOL TR FEES	444.00	436.00
101-000.000-228.000	DUE TO STATE OF MICHIGAN - AIRPORT	365.09	516.97
101-000.000-228.101	DUE TO THE STATE OF MICHIGAN - BAGS	2.68	5.94
101-000.000-339.000	DEFERRED REVENUES	0.00	161,032.50
Total Liabilities		**922.77**	**162,100.41**
*** Fund Balance ***			
101-000.000-391.000	FISCAL FUND BALANCE	346,150.98	558,232.15
Total Fund Balance		**346,150.98**	**558,232.15**
Beginning Fund Balance		**346,150.98**	**558,232.15**
Net of Revenues VS Expenditures		**695,168.61**	**643,750.05**
Ending Fund Balance		**1,041,319.59**	**1,201,982.20**
Total Liabilities And Fund Balance		**1,042,242.36**	**1,364,082.61**

Fund 150 CEMETERY PERPETUAL CARE

GL Number	Description	PERIOD ENDED 12/31/2020	PERIOD ENDED 12/31/2021
	*** Assets ***		
150-000.000-001.000	CASH	311,645.60	318,026.14
	Total Assets	**311,645.60**	**318,026.14**
	*** Liabilities ***		
	Total Liabilities	**0.00**	**0.00**
	*** Fund Balance ***		
150-000.000-390.000	FUND BALANCE	11,318.97	26,272.75
150-000.000-390.001	NONEXPENDABLE FUND BALANCE	290,927.27	290,927.27
	Total Fund Balance	**302,246.24**	**317,200.02**
	Beginning Fund Balance	**302,246.24**	**317,200.02**
	Net of Revenues VS Expenditures	**9,399.36**	**826.12**
	Ending Fund Balance	**311,645.60**	**318,026.14**
	Total Liabilities And Fund Balance	**311,645.60**	**318,026.14**

Fund 202 MAJOR STREETS

GL Number	Description	PERIOD ENDED 12/31/2020	PERIOD ENDED 12/31/2021
*** Assets ***			
202-000.000-001.000	CASH	178,381.23	168,234.82
Total Assets		**178,381.23**	**168,234.82**
*** Liabilities ***			
Total Liabilities		**0.00**	**0.00**
*** Fund Balance ***			
202-000.000-391.000	FISCAL FUND BALANCE	245,587.00	261,879.62
Total Fund Balance		**245,587.00**	**261,879.62**
Beginning Fund Balance		**245,587.00**	**261,879.62**
Net of Revenues VS Expenditures		**(67,205.77)**	**(93,644.80)**
Ending Fund Balance		**178,381.23**	**168,234.82**
Total Liabilities And Fund Balance		**178,381.23**	**168,234.82**

Fund 203 LOCAL STS FUND

GL Number	Description	PERIOD ENDED 12/31/2020	PERIOD ENDED 12/31/2021
*** Assets ***			
203-000.000-001.000	CASH	2,144.79	18,226.85
203-000.000-045.000	SPECIAL ASSESSMENTS RECEIVABLE	948.17	525.74
Total Assets		**3,092.96**	**18,752.59**
*** Liabilities ***			
203-000.000-339.000	DEFERRED REVENUES	948.17	525.74
Total Liabilities		**948.17**	**525.74**
*** Fund Balance ***			
203-000.000-391.000	FISCAL FUND BALANCE	(14,116.98)	45,962.77
Total Fund Balance		**(14,116.98)**	**45,962.77**
Beginning Fund Balance		**(14,116.98)**	**45,962.77**
Net of Revenues VS Expenditures		**16,261.77**	**(27,735.92)**
Ending Fund Balance		**2,144.79**	**18,226.85**
Total Liabilities And Fund Balance		**3,092.96**	**18,752.59**

Fund 204 MUNICIPAL STREET FUND

GL Number	Description	PERIOD ENDED 12/31/2020	PERIOD ENDED 12/31/2021
*** Assets ***			
204-000.000-001.000	CASH	237,710.64	157,130.40
Total Assets		**237,710.64**	**157,130.40**
*** Liabilities ***			
Total Liabilities		**0.00**	**0.00**
*** Fund Balance ***			
204-000.000-391.000	FISCAL FUND BALANCE	37,199.89	66,932.28
Total Fund Balance		**37,199.89**	**66,932.28**
Beginning Fund Balance		**37,199.89**	**66,932.28**
Net of Revenues VS Expenditures		**200,510.75**	**90,198.12**
Ending Fund Balance		**237,710.64**	**157,130.40**
Total Liabilities And Fund Balance		**237,710.64**	**157,130.40**

Fund 206 FIRE FUND

GL Number	Description	PERIOD ENDED 12/31/2020	PERIOD ENDED 12/31/2021
*** Assets ***			
206-000.000-001.000	CASH	122,616.83	834,388.49
206-000.000-040.000	ACCOUNTS RECEIVABLE	3,061.59	1,965.00
206-000.000-043.001	ALLOWANCE FOR UNCOLLECTIBLE ACCOUNTS	277.33	(315.34)
206-000.000-111.000	INVENTORY	253.10	253.10
Total Assets		**126,208.85**	**836,291.25**
*** Liabilities ***			
206-000.000-339.000	DEFERRED REVENUES	91,505.87	91,505.87
Total Liabilities		**91,505.87**	**91,505.87**
*** Fund Balance ***			
206-000.000-391.000	FISCAL FUND BALANCE	399,295.70	(2,432.46)
Total Fund Balance		**399,295.70**	**(2,432.46)**
Beginning Fund Balance		**399,295.70**	**(2,432.46)**
Net of Revenues VS Expenditures		**(364,592.72)**	**747,217.84**
Ending Fund Balance		**34,702.98**	**744,785.38**
Total Liabilities And Fund Balance		**126,208.85**	**836,291.25**

Fund 208 PARKS AND RECREATION

GL Number	Description	PERIOD ENDED 12/31/2020	PERIOD ENDED 12/31/2021
*** Assets ***			
208-000.000-001.000	CASH	113,656.81	135,840.94
208-000.000-001.208	LAKE SHAMROCK 2021 BOND PROCEEDS	0.00	1,060,117.80
208-000.000-045.000	SPECIAL ASSESSMENTS RECEIVABLE	0.00	594,646.00
Total Assets		**113,656.81**	**1,790,604.74**
*** Liabilities ***			
208-000.000-283.000	DEPOSITS PAYABLE - PARK RENTALS	(350.00)	(420.00)
208-000.000-339.000	DEFERRED REVENUES	0.00	594,646.00
Total Liabilities		**(350.00)**	**594,226.00**
*** Fund Balance ***			
208-000.000-390.000	FUND BALANCE	129,988.79	1,196,814.03
Total Fund Balance		**129,988.79**	**1,196,814.03**
Beginning Fund Balance		**129,988.79**	**1,196,814.03**
Net of Revenues VS Expenditures		**(15,981.98)**	**(435.29)**
Ending Fund Balance		**114,006.81**	**1,196,378.74**
Total Liabilities And Fund Balance		**113,656.81**	**1,790,604.74**

Fund 210 DDA(DOWNTOWN DVLPMT AUTHORITY)

GL Number	Description	PERIOD ENDED 12/31/2020	PERIOD ENDED 12/31/2021
	*** Assets ***		
210-000.000-001.000	CASH	183,972.69	167,222.24
210-000.000-040.000	ACCOUNTS RECEIVABLE	1,399.60	932.94
	Total Assets	**185,372.29**	**168,155.18**
	*** Liabilities ***		
	Total Liabilities	**0.00**	**0.00**
	*** Fund Balance ***		
210-000.000-391.000	FISCAL FUND BALANCE	61,594.98	120,149.71
	Total Fund Balance	**61,594.98**	**120,149.71**
	Beginning Fund Balance	**61,594.98**	**120,149.71**
	Net of Revenues VS Expenditures	**123,777.31**	**48,005.47**
	Ending Fund Balance	**185,372.29**	**168,155.18**
	Total Liabilities And Fund Balance	**185,372.29**	**168,155.18**

Fund 214 LOCAL DEVELOPMENT FINANCE AUTH

GL Number	Description	PERIOD ENDED 12/31/2020	PERIOD ENDED 12/31/2021
	*** Assets ***		
214-000.000-001.000	CASH	4,489.93	4,159.14
	Total Assets	**4,489.93**	**4,159.14**
	*** Liabilities ***		
	Total Liabilities	**0.00**	**0.00**
	*** Fund Balance ***		
214-000.000-391.000	FISCAL FUND BALANCE	211.89	133.10
	Total Fund Balance	**211.89**	**133.10**
	Beginning Fund Balance	**211.89**	**133.10**
	Net of Revenues VS Expenditures	**4,278.04**	**4,026.04**
	Ending Fund Balance	**4,489.93**	**4,159.14**
	Total Liabilities And Fund Balance	**4,489.93**	**4,159.14**

Fund 243 BROWNFIELD REDEVELOPMENT AUTHORITY FUND

GL Number	Description	PERIOD ENDED 12/31/2020	PERIOD ENDED 12/31/2021
	*** Assets ***		
243-000.000-001.000	CASH	4,634.10	4,635.29
	Total Assets	**4,634.10**	**4,635.29**
	*** Liabilities ***		
	Total Liabilities	**0.00**	**0.00**
	*** Fund Balance ***		
243-000.000-390.000	FUND BALANCE	4,632.59	4,634.91
	Total Fund Balance	**4,632.59**	**4,634.91**
	Beginning Fund Balance	**4,632.59**	**4,634.91**
	Net of Revenues VS Expenditures	**1.51**	**0.38**
	Ending Fund Balance	**4,634.10**	**4,635.29**
	Total Liabilities And Fund Balance	**4,634.10**	**4,635.29**

Fund 265 DRUG LAW ENFORCEMENT FUND

GL Number	Description	PERIOD ENDED 12/31/2020	PERIOD ENDED 12/31/2021
*** Assets ***			
265-000.000-001.000	CASH	697.36	2,893.75
Total Assets		**697.36**	**2,893.75**
*** Liabilities ***			
Total Liabilities		**0.00**	**0.00**
*** Fund Balance ***			
265-000.000-390.000	FUND BALANCE	2,892.90	2,893.51
Total Fund Balance		**2,892.90**	**2,893.51**
Beginning Fund Balance		**2,892.90**	**2,893.51**
Net of Revenues VS Expenditures		**(2,195.54)**	**0.24**
Ending Fund Balance		**697.36**	**2,893.75**
Total Liabilities And Fund Balance		**697.36**	**2,893.75**

Fund 287 POLICE TRAINING 302 FUND

GL Number	Description	PERIOD ENDED 12/31/2020	PERIOD ENDED 12/31/2021
	*** Assets ***		
287-000.000-001.000	CASH	639.45	339.45
	Total Assets	**639.45**	**339.45**
	*** Liabilities ***		
	Total Liabilities	**0.00**	**0.00**
	*** Fund Balance ***		
287-000.000-391.000	FISCAL FUND BALANCE	1,718.87	639.45
	Total Fund Balance	**1,718.87**	**639.45**
	Beginning Fund Balance	**1,718.87**	**639.45**
	Net of Revenues VS Expenditures	**(1,079.42)**	**(300.00)**
	Ending Fund Balance	**639.45**	**339.45**
	Total Liabilities And Fund Balance	**639.45**	**339.45**

Fund 590 SEWER SYSTEM FUND

GL Number	Description	PERIOD ENDED 12/31/2020	PERIOD ENDED 12/31/2021
	*** Assets ***		
590-000.000-001.000	CASH	587,325.06	230,224.44
590-000.000-001.012	CASH - 2012 USDA BOND RESERVE ACCT	92,323.94	102,833.72
590-000.000-001.013	CASH - 2012 USDA BOND RRI ACCT	79,733.68	88,792.13
590-000.000-001.014	2014 USDA SEWER BOND PMT RESERVE ACCOUNT	8,662.30	10,163.24
590-000.000-001.015	2014 USDA SEWER BOND RRI RESERVE ACCOUNT	27,159.28	31,865.24
590-000.000-034.000	A/R TO TAXES	500.00	500.00
590-000.000-040.000	ACCOUNTS RECEIVABLE	(9,000.00)	3,299.00
590-000.000-043.000	A/R UTILITIES	52,913.90	60,675.58
590-000.000-043.001	ALLOWANCE FOR UNCOLLECTIBLE ACCOUNTS	(3,300.00)	(3,300.00)
590-000.000-111.000	INVENTORY	42,807.45	45,821.90
590-000.000-130.000	LAND	10,756.50	10,756.50
590-000.000-132.000	LAND IMPROVEMENTS	425,546.53	425,546.53
590-000.000-133.000	ACCUMULATED DEPRECIATION - LAND IMPROVEM	(386,537.61)	(389,481.52)
590-000.000-136.000	BUILDINGS, ADDITIONS, ETC.	4,940,381.44	4,940,381.44
590-000.000-137.000	ACCUMULATED DEPRECIATION-BUILDINGS	(3,703,468.05)	(3,785,672.29)
590-000.000-138.000	EQUIPMENT	1,918,064.08	1,918,064.08
590-000.000-145.000	ACCUMULATED DEPRECIATION - EQUIPMENT	(843,792.84)	(903,049.55)
590-000.000-146.000	OFFICE EQUIPMENT AND FURNITURE	17,002.77	17,002.77
590-000.000-147.000	ACCUMULATED DEPR. - OFFICE EQUIPMENT	(17,002.77)	(17,002.77)
590-000.000-154.001	SEWER SYSTEM - LAGOONS	1,424,188.64	1,424,188.64
590-000.000-154.002	SEWER SYSTEM - COLLECTION	4,973,846.38	4,973,846.38
590-000.000-155.000	ACCUMULATED DEPR. - SEWER SYSTEM	(3,370,771.71)	(3,508,478.17)
590-000.000-158.000	CONSTRUCTION IN PROGRESS	0.00	6,946.40
	Total Assets	**6,267,338.97**	**5,683,923.69**
	*** Liabilities ***		
590-000.000-256.000	ACCRUED INT PAYABLE	11,182.93	10,665.22
590-000.000-276.000	DUE TO SEWER CUSTOMERS	(2,728.25)	(2,478.25)
590-000.000-285.000	SECURITY DEPOSITS	17,700.00	16,400.00
590-000.000-306.000	2011 USDA RURAL DEVELOPMENT BONDS	2,250,953.69	2,201,953.69
590-000.000-312.000	2012 REFUNDING BONDS - SEWER SYSTEM	50,000.00	25,000.00
590-000.000-314.000	2014 RURAL DEVELOPMENT BONDING	308,000.00	303,000.00
	Total Liabilities	**2,635,108.37**	**2,554,540.66**
	*** Fund Balance ***		
590-000.000-391.000	NET ASSETS	3,431,781.67	3,262,176.73
590-000.000-391.002	BOND RESERVE - 2011 RURAL DEV BOND PMT	92,318.81	102,818.81
590-000.000-391.003	BOND RESERVE - 2011 RURAL DEV - RRI	79,730.27	88,780.27
590-000.000-391.004	BOND RESERVE - 2014 RURAL DEV BOND PMT	8,662.09	10,162.09
590-000.000-391.005	BOND RESERVE - 2014 RURAL DEV RRI	27,158.10	31,861.10
	Total Fund Balance	**3,639,650.94**	**3,495,799.00**
	Beginning Fund Balance	**3,639,650.94**	**3,495,799.00**
	Net of Revenues VS Expenditures	**(7,420.34)**	**(366,415.97)**
	Ending Fund Balance	**3,632,230.60**	**3,129,383.03**
	Total Liabilities And Fund Balance	**6,267,338.97**	**5,683,923.69**

Fund 591 WATER SYSTEM FUND

GL Number	Description	PERIOD ENDED 12/31/2020	PERIOD ENDED 12/31/2021
	*** Assets ***		
591-000.000-001.000	CASH	195,804.12	1,811,021.81
591-000.000-001.016	2014 & 2019 USDA WATER BOND PMT RESERVES	18,629.89	26,722.17
591-000.000-001.017	2014 & 2019 USDA WATER BOND RRI RESERVES	42,670.37	70,746.11
591-000.000-040.000	ACCOUNTS RECEIVABLE	(8,077.93)	725.00
591-000.000-043.000	A/R UTILITIES	37,973.16	42,955.45
591-000.000-043.001	ALLOWANCE FOR UNCOLLECTIBLE ACCOUNTS	(1,750.00)	(1,750.00)
591-000.000-111.000	INVENTORY	6,705.90	6,117.40
591-000.000-130.000	LAND	42,632.25	42,632.25
591-000.000-136.000	BUILDING, ADDITIONS AND IMPROVEMENTS	454,584.99	454,584.99
591-000.000-137.000	ACCUMULATED DEPRECIATION-BUILDINGS	(405,571.33)	(408,066.61)
591-000.000-138.000	EQUIPMENT	25,186.84	25,186.84
591-000.000-145.000	ACCUMULATED DEPR. - EQUIPMENT	(19,197.41)	(20,664.21)
591-000.000-152.001	WATER SYSTEM - WELLS	866,968.03	866,968.03
591-000.000-152.003	WATER SYSTEM - PUMPING	143,787.93	143,787.93
591-000.000-152.004	WATER SYSTEM - STANDPIPES	973,376.91	973,376.91
591-000.000-152.005	WATER SYSTEM - MAINS	1,827,873.50	1,827,873.50
591-000.000-152.007	WATER SYSTEM - TRANSMISSION	3,663,930.72	3,684,957.29
591-000.000-153.000	ACCUMULATED DEPR. WATER SYSTEM	(2,174,800.45)	(2,341,706.37)
591-000.000-158.000	CONSTRUCTION IN PROGRESS	0.00	69,285.49
	Total Assets	**5,690,727.49**	**7,274,753.98**
	*** Liabilities ***		
591-000.000-256.000	ACCRUED INT PAYABLE	15,758.95	15,224.78
591-000.000-276.000	DUE TO WATER CUSTOMERS	(2,519.72)	(2,519.72)
591-000.000-312.000	2012 REFUNDING BONDS - WATER SYSTEM	60,000.00	30,000.00
591-000.000-314.000	2014 RURAL DEVELOPMENT BONDING	515,000.00	507,000.00
591-000.000-316.000	WATER PLANT BONDS - 2019	1,473,000.00	1,448,000.00
	Total Liabilities	**2,061,239.23**	**1,997,705.06**
	*** Fund Balance ***		
591-000.000-391.000	NET ASSETS	3,552,626.26	5,089,348.05
591-000.000-391.004	BOND RESERVE - RURAL DEV BOND PMT	18,628.99	26,718.99
591-000.000-391.005	BOND RESERVE - RURAL DEV RRI	42,668.31	70,738.31
	Total Fund Balance	**3,613,923.56**	**5,186,805.35**
	Beginning Fund Balance	**3,613,923.56**	**5,186,805.35**
	Net of Revenues VS Expenditures	**15,564.70**	**90,243.57**
	Ending Fund Balance	**3,629,488.26**	**5,277,048.92**
	Total Liabilities And Fund Balance	**5,690,727.49**	**7,274,753.98**

Fund 636 DATA PROCESSING

GL Number	Description	PERIOD ENDED 12/31/2020	PERIOD ENDED 12/31/2021
*** Assets ***			
636-000.000-001.000	CASH	3,316.24	27,843.34
636-000.000-146.000	OFFICE EQUIPMENT AND FURNITURE	492,857.10	518,177.56
636-000.000-147.000	ACCUMULATED DEPR. - OFFICE EQUIPMENT	(396,047.79)	(424,745.41)
Total Assets		**100,125.55**	**121,275.49**
*** Liabilities ***			
Total Liabilities		**0.00**	**0.00**
*** Fund Balance ***			
636-000.000-391.000	NET ASSETS	139,367.36	124,339.04
Total Fund Balance		**139,367.36**	**124,339.04**
Beginning Fund Balance		**139,367.36**	**124,339.04**
Net of Revenues VS Expenditures		**(39,241.81)**	**(3,063.55)**
Ending Fund Balance		**100,125.55**	**121,275.49**
Total Liabilities And Fund Balance		**100,125.55**	**121,275.49**

Fund 641 MOBILE EQUIPMENT

GL Number	Description	PERIOD ENDED 12/31/2020	PERIOD ENDED 12/31/2021
	*** Assets ***		
641-000.000-001.000	CASH	113,215.92	129,357.09
641-000.000-043.000	A/R UTILITIES	1,397.43	1,024.81
641-000.000-043.001	ALLOWANCE FOR UNCOLLECTIBLE ACCOUNTS	(120.00)	(120.00)
641-000.000-109.000	INVENTORY - STREET ROAD SALT	1,764.47	15,801.70
641-000.000-109.001	INVENTORY - STREET COLD PATCH	125.00	531.33
641-000.000-111.000	INVENTORY	29,719.74	32,987.24
641-000.000-130.000	LAND	85,000.00	85,000.00
641-000.000-136.000	BUILDING, ADDITIONS AND IMPROVEMENTS	667,283.12	667,283.12
641-000.000-137.000	ACCUMULATED DEPRECIATION-BUILDINGS	(543,147.96)	(565,539.92)
641-000.000-138.000	EQUIPMENT	606,534.24	606,534.24
641-000.000-139.000	OTHER EQUIPMENT	16,787.52	16,787.52
641-000.000-145.000	ACCUMULATED DEPR. - EQUIPMENT	(589,353.02)	(600,087.31)
641-000.000-148.000	VEHICLES - DPW	1,272,083.39	1,279,386.05
641-000.000-148.001	VEHICLES - POLICE	214,382.68	214,382.68
641-000.000-149.000	ACCUMULATED DEPRECIATION - VEHICLES	(1,063,722.48)	(1,136,405.80)
	Total Assets	**811,950.05**	**746,922.75**
	*** Liabilities ***		
641-000.000-207.000	NOTES PAYABLE	22,963.00	23,375.00
641-000.000-307.001	STREET SWEEPER PURCHASE - 2007	0.00	(412.00)
641-000.000-308.000	2017 ELGIN STREETSWEEPER	192,553.00	181,090.00
641-000.000-309.000	2018 FREIGHTLINER	80,500.00	68,998.00
	Total Liabilities	**296,016.00**	**273,051.00**
	*** Fund Balance ***		
641-000.000-391.000	NET ASSETS	497,053.39	447,896.68
	Total Fund Balance	**497,053.39**	**447,896.68**
	Beginning Fund Balance	**497,053.39**	**447,896.68**
	Net of Revenues VS Expenditures	**18,880.66**	**25,975.07**
	Ending Fund Balance	**515,934.05**	**473,871.75**
	Total Liabilities And Fund Balance	**811,950.05**	**746,922.75**

Fund 701 GENERAL AGENCY FUND

GL Number	Description	PERIOD ENDED 12/31/2020	PERIOD ENDED 12/31/2021
*** Assets ***			
701-000.000-001.000	CASH	0.00	13,117.00
Total Assets		**0.00**	**13,117.00**
*** Liabilities ***			
701-000.000-206.000	FIRE INSURANCE SETTLEMENT ESCROW	0.00	13,117.00
Total Liabilities		**0.00**	**13,117.00**
Beginning Fund Balance		**0.00**	**0.00**
Net of Revenues VS Expenditures		**0.00**	**0.00**
Ending Fund Balance		**0.00**	**0.00**
Total Liabilities And Fund Balance		**0.00**	**13,117.00**

Fund 703 PROPERTY TAX FUND

GL Number	Description	PERIOD ENDED 12/31/2020	PERIOD ENDED 12/31/2021
	*** Assets ***		
703-000.000-001.000	CASH	606,034.78	801,814.36
703-000.000-018.000	TAXES RECEIVABLE - SUMMER	234,130.93	241,473.79
703-000.000-019.000	TAXES RECEIVABLE - WINTER	1,618,937.62	1,566,480.99
	Total Assets	**2,459,103.33**	**2,609,769.14**
	*** Liabilities ***		
703-000.000-202.000	ACCTS PAYABLE	12,759.11	0.00
703-000.000-214.101	DUE TO GENERAL FUND	171,003.27	176,868.30
703-000.000-214.203	DUE TO LOCAL STREET FUND	159.30	159.33
703-000.000-214.204	DUE TO MUNICIPAL STREETS	17,844.64	18,106.06
703-000.000-214.208	DUE TO PARKS FUND	4,429.50	2,319.16
703-000.000-214.590	DUE TO SEWER FUND	2,015.76	2,101.63
703-000.000-214.591	DUE TO WATER FUND	1,438.69	609.34
703-000.000-214.641	DUE TO MOBILE EQUIPMENT	76.05	42.00
703-000.000-215.001	DUE TO COMPONENT UNIT - DDA	20,822.63	21,125.15
703-000.000-215.002	DUE TO COMPONENT UNIT - LDFA	650.30	2,970.62
703-000.000-222.001	DUE TO CLARE COUNTY	800,923.08	637,363.80
703-000.000-222.002	DUE TO ISABELLA COUNTY	112,259.36	395,973.96
703-000.000-223.000	DUE TO LIBRARY - PMDL	5,860.53	5,953.20
703-000.000-225.000	DUE TO CLARE PUBLIC SCHOOLS	1,289,282.81	1,328,552.30
703-000.000-228.000	DUE TO STATE OF MICHIGAN	9,789.65	8,315.83
703-000.000-230.001	DUE TO ISABELLA COUNTY TRANSIT	8,958.01	9,308.46
703-000.000-274.000	UNDISTRIBUTED TAX COLLECTIONS	214.24	0.00
703-000.000-276.000	DUE TO TAXPAYERS (OVERPAYMENT REFUNDS)	616.40	0.00
	Total Liabilities	**2,459,103.33**	**2,609,769.14**
	*** Fund Balance ***		
	Total Fund Balance	**0.00**	**0.00**
	Beginning Fund Balance	**0.00**	**0.00**
	Net of Revenues VS Expenditures	**0.00**	**0.00**
	Ending Fund Balance	**0.00**	**0.00**
	Total Liabilities And Fund Balance	**2,459,103.33**	**2,609,769.14**

Fund 704 IMPREST PAYROLL FUND

GL Number	Description	PERIOD ENDED 12/31/2020	PERIOD ENDED 12/31/2021
*** Assets ***			
704-000.000-001.000	CASH	17,564.50	26,576.50
Total Assets		**17,564.50**	**26,576.50**
*** Liabilities ***			
704-000.000-228.000	DUE TO STATE OF MICHIGAN	7,163.32	7,500.49
704-000.000-231.001	AFLAC PAYABLE	247.55	225.66
704-000.000-231.002	MERS PAYABLE	49,026.56	58,615.02
704-000.000-231.003	BLUE CROSS PAYABLE	(39,663.37)	(49,700.66)
704-000.000-231.005	TEAMSTERS PAYABLE	(694.00)	18.50
704-000.000-231.015	DEFERRED COMP PAYABLE - MERS 457	1,484.44	9,917.49
Total Liabilities		**17,564.50**	**26,576.50**
Beginning Fund Balance		**0.00**	**0.00**
Net of Revenues VS Expenditures		**0.00**	**0.00**
Ending Fund Balance		**0.00**	**0.00**
Total Liabilities And Fund Balance		**17,564.50**	**26,576.50**

Fund 765 HATTON TOWNSHIP LANDFILL TRUST FUND

GL Number	Description	PERIOD ENDED 12/31/2020	PERIOD ENDED 12/31/2021
	*** Assets ***		
765-000.000-003.000	CERTIFICATES OF DEPOSIT	207,593.55	209,217.12
	Total Assets	**207,593.55**	**209,217.12**
	*** Liabilities ***		
	Total Liabilities	**0.00**	**0.00**
	*** Fund Balance ***		
765-000.000-390.000	FUND BALANCE	207,593.55	209,217.12
	Total Fund Balance	**207,593.55**	**209,217.12**
	Beginning Fund Balance	**207,593.55**	**209,217.12**
	Net of Revenues VS Expenditures	**0.00**	**0.00**
	Ending Fund Balance	**207,593.55**	**209,217.12**
	Total Liabilities And Fund Balance	**207,593.55**	**209,217.12**

Fund 901 GENERAL FIXED ASSETS

GL Number	Description	PERIOD ENDED 12/31/2020	PERIOD ENDED 12/31/2021
	*** Assets ***		
901-000.000-130.101	LAND - GFA, GENERAL FUND	3,290,474.88	3,132,174.88
901-000.000-130.206	LAND - GFA, FIRE DEPARTMENT	5,675.00	5,675.00
901-000.000-130.208	LAND - GFA, PARKS & RECREATION	985,494.24	980,494.24
901-000.000-130.210	LAND - DDA	108,126.20	108,126.20
901-000.000-132.101	LAND IMPROVEMENTS - GFA, GENERAL FUND	2,612,043.44	2,612,043.44
901-000.000-132.202	ROAD IMPROVEMENTS - MAJOR STREETS	1,183,399.01	1,183,399.01
901-000.000-132.203	ROAD IMPROVEMENTS - LOCAL STREETS	729,482.59	729,482.59
901-000.000-132.204	ROAD IMPROVEMENTS - MUNICIPAL STREETS	716,886.95	949,451.34
901-000.000-132.208	LAND IMPROVEMENTS - GFA, PARKS AND REC.	1,257,577.27	1,257,577.27
901-000.000-132.210	LAND IMPROVEMENTS - DDA	490,632.76	490,632.76
901-000.000-132.211	SIDEWALK IMPROVEMENTS	164,130.19	164,130.19
901-000.000-132.214	LAND IMPROV - LDFA	94,016.27	94,016.27
901-000.000-133.000	ACCUMULATED DEPRECIATION - LAND IMPROVEM	(1,164,183.82)	(1,434,750.22)
901-000.000-133.210	ACCUM DEPR - LAND IMPROV - DDA	(309,415.45)	(334,971.35)
901-000.000-133.214	ACCUM DEPR - LAND IMPROV - LDFA	(45,080.93)	(49,227.57)
901-000.000-136.101	BUILDINGS, ETC. - GFA, GENERAL FUND	1,774,127.03	1,774,127.03
901-000.000-136.206	BUILDINGS, ETC. - GFA, FIRE DEPARTMENT	461,759.56	461,759.56
901-000.000-136.208	BUILDINGS, ETC. - PARKS & RECREATION	360,896.42	360,896.42
901-000.000-137.000	ACCUMULATED DEPRECIATION-BUILDINGS	(1,381,683.39)	(1,449,640.47)
901-000.000-138.101	EQUIPMENT - GFA, GENERAL FUND	415,528.57	428,296.57
901-000.000-138.206	EQUIPMENT - GFA, FIRE DEPARTMENT	716,352.46	779,625.38
901-000.000-138.208	EQUIPMENT - GFA, PARKS & RECREATION	173,322.77	185,045.57
901-000.000-138.210	EQUIPMENT - DDA	138,200.00	138,200.00
901-000.000-138.500	ACCUMULATED DEPRECIATION-EQUIPMENT	(910,147.02)	(853,985.66)
901-000.000-139.210	ACCUM DEPR - EQUIP (DDA)	(138,200.00)	(138,200.00)
901-000.000-146.206	OFFICE EQUIPMENT - GFA, FIRE DEPARTMENT	1,269.00	1,269.00
901-000.000-147.000	ACCUMULATED DEPR. - OFFICE EQUIPMENT	(1,269.00)	(1,269.00)
901-000.000-148.206	VEHICLES - FIRE DEPARTMENT	1,259,664.47	1,259,664.47
901-000.000-149.000	ACCUMULATED DEPRECIATION - VEHICLES	(666,356.03)	(719,134.27)
901-000.000-158.000	CONSTRUCTION IN PROGRESS	1,532,245.13	1,876,691.54
901-000.000-158.210	CONSTRUCTION IN PROGRESS - DDA	22,161.00	274,943.63
	Total Assets	**13,877,129.57**	**14,266,543.82**
	*** Liabilities ***		
	Total Liabilities	**0.00**	**0.00**
	*** Fund Balance ***		
901-000.000-130.399	INVESTMENT IN LAND	4,389,770.32	4,226,470.32
901-000.000-132.399	INVESTMENT IN LAND IMPROVEMENTS	7,560,466.68	8,378,706.89
901-000.000-136.399	INVESTMENT IN BUILDINGS, ETC.	2,006,621.35	2,018,173.55
901-000.000-138.399	INVESTMENT IN EQUIPMENT	620,239.78	832,753.86
901-000.000-148.399	INVESTMENT IN VEHICLES	852,009.44	852,010.20
901-000.000-391.000	FISCAL FUND BALANCE	(1,551,978.00)	(2,041,571.00)
	Total Fund Balance	**13,877,129.57**	**14,266,543.82**
	Beginning Fund Balance	**13,877,129.57**	**14,266,543.82**
	Net of Revenues VS Expenditures	**0.00**	**0.00**
	Ending Fund Balance	**13,877,129.57**	**14,266,543.82**
	Total Liabilities And Fund Balance	**13,877,129.57**	**14,266,543.82**

Fund 902 GENERAL LONG-TERM DEBT

GL Number	Description	PERIOD ENDED 12/31/2020	PERIOD ENDED 12/31/2021
	*** Assets ***		
902-000.000-186.000	AMOUNT TO BE PROVIDED - LTD	1,513,000.00	3,293,000.00
	Total Assets	**1,513,000.00**	**3,293,000.00**
	*** Liabilities ***		
902-000.000-256.000	ACCRUED INT PAYABLE	24,135.27	22,369.31
902-000.000-256.210	ACCRUED INT PAYABLE	1,269.92	1,269.92
902-000.000-306.001	2006 DDA BOND	171,000.00	0.00
902-000.000-312.000	2012 REFUNDING BONDS -PUBLIC SAFETY BLDG	450,000.00	415,000.00
902-000.000-313.000	SOCCER COMPLEX LOAN PAYABLE	55,514.23	37,453.78
902-000.000-315.000	NORTH INFRASTRUCTURE DEBT	499,000.00	486,000.00
902-000.000-318.000	2015 HP E-ONE 78' AERIAL	364,718.46	0.03
902-000.000-319.000	2016 LED STREET/SIDEWALK LIGHT FIXTURES	95,770.60	87,064.19
902-000.000-320.000	2016 SOUTH REC COMPLEX	305,000.00	291,000.00
902-000.000-321.000	2018 FREIGHTLINER DUMP TRUCK	92,000.00	80,500.00
902-000.000-322.000	2017 ELGIN STREETSWEEPER	204,015.04	192,552.24
902-000.000-323.000	2020A DDA REFUNDING BONDS	0.00	147,000.00
902-000.000-324.000	2020B DDA STREETSCAPE BONDS	0.00	271,000.00
902-000.000-325.000	LAKE SHAMROCK 2021 BOND	0.00	1,300,000.00
	Total Liabilities	**2,262,423.52**	**3,331,209.47**
	*** Fund Balance ***		
902-000.000-391.000	FISCAL FUND BALANCE	(749,423.52)	(38,209.47)
	Total Fund Balance	**(749,423.52)**	**(38,209.47)**
	Beginning Fund Balance	**(749,423.52)**	**(38,209.47)**
	Net of Revenues VS Expenditures	**0.00**	**0.00**
	Ending Fund Balance	**(749,423.52)**	**(38,209.47)**
	Total Liabilities And Fund Balance	**1,513,000.00**	**3,293,000.00**

Fund 934 GASB ACCRUALS

GL Number	Description	PERIOD ENDED 12/31/2020	PERIOD ENDED 12/31/2021
	*** Assets ***		
934-000.000-045.208	SPECIAL ASSESSMENTS RECEIVABLE	0.00	594,646.00
934-000.000-084.000	DUE FROM GOVT ACTIVITIES	258,598.00	227,595.00
934-000.000-195.101	DEFERRED OUTFLOWS-GW GOVERNMENTAL	0.00	775,521.00
934-000.000-195.590	DEFERRED OUTFLOWS - SEWER	50,126.00	93,630.00
934-000.000-195.591	DEFERRED OUTFLOWS - WATER	41,013.00	76,607.00
	Total Assets	**349,737.00**	**1,767,999.00**
	*** Liabilities ***		
934-000.000-214.000	DUE TO BUS TYPE ACTIVITIES	258,598.00	227,595.00
934-000.000-334.101	NET PENSION LIABILITY-GW GOVERNMENTAL	0.00	3,734,308.00
934-000.000-334.590	NET PENSION LIABILITY - SEWER	507,836.00	450,850.00
934-000.000-334.591	NET PENSION LIABILITIES - WATER	277,549.00	368,877.00
934-000.000-339.000	DEFERRED REVENUES	(948.00)	(948.00)
934-000.000-360.101	DEFERRED INFLOWS-GW GOVERNMENTAL	0.00	113,006.00
934-000.000-360.590	DEFERRED INFLOWS - SEWER	13,325.00	13,643.00
934-000.000-360.591	DEFERRED INFLOWS - WATER	10,903.00	11,163.00
	Total Liabilities	**1,067,263.00**	**4,918,494.00**
	*** Fund Balance ***		
934-000.000-390.000	FUND BALANCE	(179,556.00)	(2,984,956.00)
934-000.000-391.000	FISCAL FUND BALANCE	(537,970.00)	(165,539.00)
	Total Fund Balance	**(717,526.00)**	**(3,150,495.00)**
	Beginning Fund Balance	**(717,526.00)**	**(3,150,495.00)**
	Net of Revenues VS Expenditures	**0.00**	**0.00**
	Ending Fund Balance	**(717,526.00)**	**(3,150,495.00)**
	Total Liabilities And Fund Balance	**349,737.00**	**1,767,999.00**

Airport Manager Report

January 2022

A new Private Pilot Ground School class will begin January 12th at the Terminal Building. This 10-week class will prepare flight students to take and pass the FAA knowledge test for a Private Pilot rating. The class will be full with 10 students attending, and be taught by 2 flight instructors. Flight lessons are still ongoing, but with the winter weather, they are much more sporadic.

I was notified in late December that the airport will be receiving additional infrastructure funding from the federal level. Part of the Infrastructure Bill that was passed by Congress and signed by President Biden, will provide an additional $159,000 per year for the next 5 years to our airport. This is in addition to the $150,000 Federal AIP funding that we already receive. Details are still being worked out as to how the State will receive and administer the funds, but this funding will be eligible for projects that are in our 5-year plan. Our hopes will be to accelerate the timeline of existing projects and upgrade our existing pavements sooner. Currently, we need more hangar rental space. But in order to use the AIP funding for this, our primary pavements must score a 70 or better. Hopefully, with this increased funding, we can get our pavements improved and be working towards hangar rentals sooner. Lack of hangar space is the main item restricting our growth as an airport.

Best Regards,

Gary Todd - Airport Manager

"This is a Consent Agenda item and is considered as routine by the City Commission. As such, this matter shall be automatically enacted by one motion with all other Consent Agenda items unless a Commissioner or citizen requests that the item be individually discussed, in which event it shall be removed from the Consent Agenda and considered and acted upon in its designated sequence on the approved Agenda of the Clare City Commission."

DEPARTMENT OF PUBLIC WORKS
DEPARTMENT REPORT
NOVEMBER 2021
LUKE POTTER, DIRECTOR

STREET WORK. We cold patched, and bladed gravel roads and repaired street signs. On the 5th we plowed and salted the highways of 2" snow. On the 6th cleaned up streets, plowed the airport and hauled snow. On the 7th we plowed everything 2" snow, salt sanded gravel streets and local streets. On the 8th we salted, plowed the airport and plowed parking lots. On the 10th we salted major and local streets. On the 23rd we came in to plow 4" snow and on the 24th came in early to plow everything. On the 27th we plowed everything 2" snow and on the 28th we came in to plow everything 2" snow. And we did storm cleanup on the 16th.

WATER & SEWER WORK: Water and sewer work this month included our regular schedule of Miss Digs, meter readings, manual reads, meter work, meter appointments, water shutoffs, and washing sewers/preventive maintenance. We capped the water service at the Methodist church, televised sewer and repaired sewer on Maple Street, televised sewer at 307 John R and we cut, capped 128 E Fourth Street for demolition. We worked with Gerber every day. We also spotted services that were not identified for lead, tried to find the water line for the old MMI building and tapped the water main for 102 Hillcrest.

CEMETERY WORK: We had one cremation burial and five full burials in December We set and poured a foundation and had two burials in the Catholic cemetery.

SHAMROCK LAKE WORK: We moved the sludge box to the barge on the 14th.

MISCELLANEOUS WORK: We chipped brush, washed and cleaned trucks and equipment and the garage on several days. We wired the caboose, worked at the depot and graveled the depot parking lot this month. And we cut down a tree at 110 W Wheaton and another at 216 John R Street.

Attachments. Manhour Report, Utility Work Order, Report, Fuel Report, Equipment Report

DECEMBER 2021

UTILITY WORK ORDERS

WORK ORDER TYPE	# OF CUSTOMERS
Service Turned ON	1
Customer Request Off	7
Sewer Problems	
Off for Non Payment	5
New Meter	1
New RF	1
High Usage Check	2
Repair meter	
Estimated Meters	
High Usage Check	1
	18

MANNATEC FUEL REPORT FOR PERIOD:

DECEMBER 1-31, 2021

DEPT:	GALLONS REGULAR	TOTAL COST	AVERAGE RATE	GALLONS DIESEL	TOTAL COST	AVERAGE RATE	AMOUNT BILLED 0.00
City Hall							0.00
Fire Dept	94.584	227.74	2.408	118.866	326.30	2.745	554.04
Police Dept	566.243	1,305.10	2.305				1,305.10
DPW	336.376	775.23	2.305	1103.872	3,026.57	2.742	4,168.58
Parks	52.478	124.55	2.373	88.424	242.23		
W/WWT	159.150	365.34	2.296	23.099	62.36		427.70
	Average Rate for Regular:		2.337	Average Rate for Diesel:		1.372	**$6,455.42**
						Total Bill:	

EQUIPMENT RENTAL - DECEMBER 2021

GENERAL FUND				
General Operations	101-265.000-943.641	451.88		
Depot	101-265.000-943.641	184.02		
Cemetery	101-276.000-943.641	1,795.87		
Police	101-301.000-943.641	18,219.24		
Parking Lots/Flags	101-441.000-943.641	1,766.16		
Airport	101-537.000-943.641	2,181.83		
			101-000.000-001	**-$24,599.00 cr**
MAJOR STREETS & TRUNKLINES				
Trunklines	202-446.001-943.641	4,175.14		
Tkline Winter Cleanup	202-446.001-943.641	0.00		
Major Streets	202-449.000-943.641	5,532.80		
			202-000.000-001	**-$9,707.94 cr**
LOCAL STREETS:	203-449.000-943.641	7,446.09		
			203-000.000-001	**-$7,446.09 cr**
PARKS & DAM MTS.:				
Parks & Dam Mts	208-751.001-943.641	5,030.04		
Dredging	208-751.004-702.000641	12.44		
			208-000.000-001	**-$5,042.48 cr**
SEWER FUND				
Sewer Treatment	590-536.001-943.641	1,160.93		
Sewer Collection	590-536.002-946.641	1,859.82		
			590-000.000-001	**-$3,020.75 cr**
WATER FUND				
Water Trmt/Pumping	591-536.003-946.641	858.61		
Water Dist./Meters	591-536.004-946.641	3,463.54		
			591-000.000-001	**-$4,322.15 cr**

MOBILE EQUIPMENT FUND			
Cash Received	641-000-001	**$54,138.41**	
General Fund	641-000-669.101		-$24,599.00
Major Sts/Tklines	641-000-669.202		-$9,707.94
Local Sts	641-000-669.203		-$7,446.09
Parks	641-000-669.208		-$5,042.48
Sewer	641-000-669.590		-$3,020.75
Water	641-000-669.591		-$4,322.15
CONSOLIDATED FUND: Checks Written For:			
General Fund	102-000-669.101		$24,599.00
Major Sts/Tklines	102-000-669.202		$9,707.94
Local Sts	102-000-669.203		$7,446.09
Parks	102-000-669.208		$5,042.48
Sewer	102-000-669.590		$3,020.75
Water	102-000-669.591		$4,322.15
EQUIPMENT RENTAL, ALL DEPOSITS:	**102-000.000-067**	**$54,138.41**	
	102-000.000-001.001		
	102-000.000-067.102		

DPW MANHOUR REPORT FOR: Dec-21

FUND	FUND NAME	REGULAR			TOTAL	OVERTIME			TOTAL	CLERICAL			TOTAL	O/T
101-265.000-702	GF - City Hall	19	28.5	10	57.50				0.00				0.00	
	Railroad													
101-276.000-702	Cemetery	26	11.5	17.25	54.75				0.00	2.5	2.7	1.2	6.40	
101-528.000-702	Refuse Collection				0.00				0.00	12.75	12.27	6.12	31.14	
101-441.000-702	Par/Flag/Pk Lot	5			5.00				0.00				0.00	
	DDA Pk Lot	18.5		3	21.50			2	2.00				0.00	
101-445.000-702	City Trees/Lites		4		4.00				0.00				0.00	
	DDA Trees/Lites	2	2		4.00				0.00				0.00	
101-537.000-702	Airport	12		11.5	23.50		1	1	2.00				0.00	
202-446.001-702	Roadway Inspection				0.00				0.00				0.00	
	TK Surface Mts	3			3.00				0.00				0.00	
	TK Shoulder Mts		1		1.00				0.00				0.00	
	TK Sweeping		4		4.00				0.00				0.00	
	Drain/Bkslopes				0.00				0.00				0.00	
	TK Signs				0.00				0.00				0.00	
	Snow & Ice	10		17.5	27.50	5.5	8	5	18.50				0.00	
	Hauling Snow	6			6.00				0.00				0.00	
202-444.002-702	Major Sts Sidewalks				0.00				0.00				0.00	
202-499.002-702	Major Sts Maint.	31	30		61.00				0.00				0.00	
202-499.003-702	Snow & Ice	9.5		8.75	18.25	1.5	3	1	5.50				0.00	
202-499.004-702	Administration				0.00				0.00	2.5	2.7	1.2	6.40	
203-444.002-702	Local Sts Sidewalks		1.5		1.50				0.00				0.00	
203-499.002-702	Local Sts Maint.	44	46	4.75	94.75				0.00				0.00	
203-499.003-702	Snow & Ice	18		17.75	35.75	2	8.5	3	13.50				0.00	
203-499.004-702	Administration				0.00				0.00	2.5	2.7	1.2	6.40	
208-751.000-702	Lake Sham/Dam & Pks	3	3		6.00				0.00				0.00	
208-751-004-702	Dredging		4		4.00				0.00				0.00	
590-536.002-702	Sewer	56.5	1		57.50				0.00	13	15.29	6.24	34.53	
591-536.004-702	Water	98.5	107	55	260.50			3	3.00	13	14.04	6.24	33.28	
641-444.000-702	DPW	101	163.5	4	268.50		0.5		0.50	3.75	4.3	1.8	9.85	
	DPW Equip	44	55		99.00	0.5	5.25		5.75				0.00	
	Fire Equip		3		3.00				0.00				0.00	
	Police Equip	4	6	2	12.00		2		2.00				0.00	
	Holiday/Funeral		128	128	256.00				0.00		16	16	32.00	
	OFF TIME	61	41	68.5	170.50				0.00	10	10		20.00	
TOTALS		572.00	640.00	348.00	1560.00	9.50	28.25	15.00	52.75	60.00	80.00	40.00	180.00	0.00
		1560.00				52.75				180.00				0.00

DPW: PARKS/BLDG & GROUNDS *MANHOUR REPORT FOR:* Dec-21

FY 17-18 FUND	HOURLY WAGE FUND NAME	FULL TIME EMPLOYEES REGULAR HOURS				FULL TIME EMPLOYEES OVERTIME HOURS				SEASONAL EMPLOYEES REGULAR HOURS				SEASONAL EMPLOYEES OVERTIME HOURS			
208-751.001-702	Holiday Funeral		16.00	16.00	38.00												
	Sick Vacation	6.00															
	PARKS	1.00	2.00	11.00	14.00				0.00	5.50	7.50	6.00	19.00				0.00
	DDA Work	8.00	3.00		11.00				0.00		3.00		3.00				0.00
	BLDG & GRUNDS	49.00	59.00	13.00	121.00				0.00	58.50	53.50	18.00	130.00				0.00
101-276.000-702	Cemetery				0.00				0.00				0.00				0.00
101-265.000-702	Trustees				0.00				0.00				0.00				0.00
101-537.000-702	Airport Maint				0.00				0.00				0.00				0.00
					0.00				0.00				0.00				0.00
					0.00				0.00				0.00				0.00
		64.0	**80.0**	**40.0**	**184.0**	**0.0**	**0.0**	**0.0**	**0.0**	**64.0**	**64.0**	**24.0**	**152.0**	**0.0**	**0.0**	**0.0**	**0.0**
GRAND TOTAL		**184.00**				**0.00**				**152.00**				**0.00**			

PAY PERIOD: December 2021 EQUIPMENT	2021 RATE	101-265-943 General Op	101-265-943 Railroad	101-276-943 Cemetery	101-441-943 Prad/Flg & PkLots	101-445-943 Trees/Lights	101-537-943 Airport	202-466.001-943 Roadway Inspection	202-466.001-943 TK Surface	202-466.001-943 TK Shoulders	202-466.001-943 TK Sweep	202-466.001-943 TK Drain/Backslopes	202-466.001-943 TK Signs/Signals	202-466.001-943 TK Snow & Ice	202-444.002-943 Mj Sts Sidewalks	202-499.002-943 Mj Sts Preservation	202-499.002-943 Mj Sts Snow & Ice	203-444.002-943 Lo Sts Sidewalks	203-499.002-943 Lo Sts Preservation	203-499.002-943 Lo Sts Snow & Ice	208-751-702 Dam & All Parks	208-751.004-702 Dredging Lake Shamrock	590-536.002-943 Sewer	591-536.004-943 Water	HOURS TOTAL	DOLLAR TOTAL
3 - GMC Pickup	$15.80	6.50	6.00	5.00												2.00			2.00					16.00	37.50	592.50
5 - Dodge Pickup	$12.44	3.00			1.00											1.00			4.50						9.50	118.18
6 - GMC Pickup	$12.44						11.00			1.00						6.00			6.00			1.00	18.00		43.00	534.92
7 - Chevy Bucket Truck	$11.21		1.00			4.00													3.00		13.00				21.00	235.41
8 - Int'l Dump Truck	$53.63	1.00			3.00		5.00							10.00			9.00		5.00	10.00					43.00	2,306.09
9 - Ford Dump Truck	$53.63						3.00							4.00		21.00	6.50		25.00	11.50					71.00	3,807.73
10- Sterling Dump Truck	$53.63			0.25	3.50									22.25			16.25		5.00	20.75					68.00	3,646.84
11- Ford Dump Truck	$36.62						1.00													1.00					2.00	73.24
12- Sterling Dump Truck	$53.63	1.00			3.00		4.00							8.00		1.00	6.00		1.00	9.00					33.00	1,769.79
18- Case Loader	$39.92			22.25					3.00							4.50		3.00	1.50					22.00	56.25	2,245.50
20- Hyundai Loader	$66.21	2.00		5.75	13.00									14.00		4.50			5.50	4.00	2.00				50.75	3,360.16
23- Root UB Scraper	$8.25						3.00							4.00			6.50			11.50					25.00	206.25
24- Monroe UB Scraper	$8.25						4.00							6.00			5.00			4.00					19.00	156.75
25- Root UB Scraper	$8.25													6.50			6.50			8.25					21.25	175.31
36- Brush Chipper	$26.49															12.00			14.00						26.00	688.74
37- Street Sweeper	$101.43										4.00					9.00			7.00						20.00	2,028.60
39- Chevy Pickup	$11.21																				9.00				9.00	100.89
51- Ford Taurus City Hall Car	$12.91																						2.00	2.00	4.00	51.64
53A- Truck Unit	$53.63			2.00																			20.00	22.00	44.00	2,359.72
53B- Sewer Washer Unit	$19.28																						20.00	10.00	30.00	578.40
53C- Catch Basin Unit	$28.42			2.00																				12.00	14.00	397.88
59- Ford Uitlity Truck	$11.21		1.00	1.00																			8.00	43.00	53.00	594.13
67- Chain Saw	$3.85																				1.00				1.00	3.85
73- Wausau UB Scraper	$8.25						5.00							8.00			9.00			10.00					32.00	264.00
75- Tailgate Spreader	$4.34																			4.00					4.00	17.36
81- Trackless Tractor	$48.29																				67.75				67.75	3,271.65
82- Snow Plow	$12.03																				64.75				64.75	778.94
86- Salt Spreader	$15.76																				3.00				3.00	47.28
89 - Ford Pickup (Parks)	$12.44																				35.50				35.50	441.62
93 - Kubota Tractor	$37.29			4.25												3.50			3.50		2.00				13.25	494.09
93A - Pallet Forks	$5.33																				2.00				2.00	10.66
96- Swenson Spreader	$9.82			0.25	2.50									13.75			8.75			12.50					37.75	370.71
97- Chevy Pickup	$11.21	2.00	4.00	1.00			1.00												3.00		2.00			5.00	18.00	201.78
98- Airport Tractor	$55.76						22.50																		22.50	1,254.60
105- Ford Pickup	$12.44	4.00		7.00	25.25											5.00			5.00				5.00		51.25	637.55
204- Back Pack Blower	$3.66		6.00																					15.00	21.00	76.85
1009- Trimmer/Edger	$3.80																								0.00	0.00
		19.50	18.00	50.75	51.25	4.00	59.50	0.00	3.00	1.00	4.00	0.00	0.00	96.50	0.00	69.50	73.50	3.00	91.00	106.50	202.00	1.00	73.00	147.00	1074.00	33899.61

PERIOD: DECEMBER 2021 EQUIPMENT	2021 RATE	GENERAL OP		DEPOT/SPECIAL EVENTS		CEMETERY		PARADES/FLAGS & pking lots		AIRPORT		TRUNKLINES		MAJOR STREETS		LOCAL STREETS		DAM & ALL PARKS		DREDGING LAKE SHAMROCK		SEWER		WATER		TOTAL HOURS	TOTAL DOLLARS
3 - GMC Pickup	$15.80	6.50	102.70	6.00	94.80	5.00	79.00		0.00		0.00		0.00	2.00	31.60	2.00	31.60		0.00		0.00		0.00	16	252.80	37.50	592.50
5 - Dodge Pickup	$12.44	3.00	37.32		0.00		0.00	1.00	12.44		0.00		0.00	1.00	12.44	4.50	55.98		0.00		0.00		0.00		0.00	9.50	118.18
6 - GMC Pickup	$12.44		0.00		0.00		0.00		0.00	11.00	136.84	1.00	12.44	6.00	74.64	6.00	74.64		0.00	1.00	12.44	18.00	223.92		0.00	43.00	534.92
7 - Ford Bucket Truck	$11.21		0.00	1.00	11.21		0.00	4.00	44.84		0.00		0.00		0.00	3.00	33.63	13.00	145.73		0.00		0.00		0.00	21.00	235.41
8 - Int'l Dump Truck	$53.63	1.00	53.63		0.00		0.00	3.00	160.89	5.00	268.15	10.00	536.30	9.00	482.67	15.00	804.45		0.00		0.00		0.00		0.00	43.00	2,306.09
9 - Ford Dump Truck	$53.63		0.00		0.00		0.00		0.00	3.00	160.89	4.00	214.52	27.50	1474.83	36.50	1957.50		0.00		0.00		0.00		0.00	71.00	3,807.73
10- Sterling Dump Truck	$53.63		0.00		0.00	0.25	13.41	3.50	187.71		0.00	22.25	1193.27	16.25	871.49	25.75	1380.97		0.00		0.00		0.00		0.00	68.00	3,646.84
11- Ford Dump Truck	$36.62		0.00		0.00		0.00		0.00	1.00	36.62		0.00		0.00	1.00	36.62		0.00		0.00		0.00		0.00	2.00	73.24
12- Sterling Dump Truck	$53.63	1.00	53.63		0.00		0.00	3.00	160.89	4.00	214.52	8.00	429.04	7.00	375.41	10.00	536.30		0.00		0.00		0.00		0.00	33.00	1,769.79
18- Case Loader	$39.92		0.00		0.00	22.25	888.22		0.00		0.00	3.00	119.76	4.50	179.64	4.50	179.64		0.00		0.00		0.00	22	878.24	56.25	2,245.50
20- Hyundai Loader	$66.21	2.00	132.42		0.00	5.75	380.71	13.00	860.73		0.00	14.00	926.94	4.50	297.95	9.50	629.00	2.00	132.42		0.00		0.00		0.00	50.75	3,360.16
23 - Root UB Scraper	$8.25		0.00		0.00		0.00		0.00	3.00	24.75	4.00	33.00	6.50	53.63	11.50	94.88		0.00		0.00		0.00		0.00	25.00	206.25
24 0 Monroe UB Scraper	$8.25		0.00		0.00		0.00		0.00	4.00	33.00	6.00	49.50	5.00	41.25	4.00	33.00		0.00		0.00		0.00		0.00	19.00	156.75
25 - Root UB Scraper	$8.25		0.00		0.00		0.00		0.00		0.00	6.50	53.63	6.50	53.63	8.25	68.06		0.00		0.00		0.00		0.00	21.25	175.31
36- Brush Chipper	$26.49		0.00		0.00		0.00		0.00		0.00		0.00	12.00	317.88	14.00	370.86		0.00		0.00		0.00		0.00	26.00	688.74
37- Street Sweeper	$101.43		0.00		0.00		0.00		0.00		0.00	4.00	405.72	9.00	912.87	7.00	710.01		0.00		0.00		0.00		0.00	20.00	2,028.60
39 - Chevy Pickup	$11.21		0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	9.00	100.89		0.00		0.00		0.00	9.00	100.89
51- City Hall Car	$12.91		0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	2.00	25.82	2.00	25.82	4.00	51.64
53A- Truck Unit	$53.63		0.00		0.00	2.00	107.26		0.00		0.00		0.00		0.00		0.00		0.00		0.00	20.00	1072.60	22.00	1179.86	44.00	2,359.72
53B- Sewer Washer Unit	$19.28		0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	20.00	385.60	10.00	192.80	30.00	578.40
53C - Catch Basin Unit	$28.42		0.00		0.00	2.00	56.84		0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	12.00	341.04	14.00	397.88
59- Chevy Pickup 4x2	$11.21		0.00	1.00	11.21	1.00	11.21		0.00		0.00		0.00		0.00		0.00		0.00		0.00	8.00	89.68	43.00	482.03	53.00	594.13
67 - Chain Saw	$3.85		0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	1.00	3.85		0.00		0.00		0.00	1.00	3.85
73 - Wausau UB Scraper	$8.25		0.00		0.00		0.00		0.00	5.00	41.25	8.00	66.00	9.00	74.25	10.00	82.50		0.00		0.00		0.00		0.00	32.00	264.00
75 - Tailgate Spreader	$4.34		0.00		0.00		0.00		0.00		0.00		0.00		0.00	4.00	17.36		0.00		0.00		0.00		0.00	4.00	17.36
81- Trackless Tractor	$48.29		0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	67.75	3271.65		0.00		0.00		0.00	67.75	3,271.65
82 - Snow Plow	$12.03		0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	64.75	778.94		0.00		0.00		0.00	64.75	778.94
86 - Salt Spreader	$15.76		0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	3.00	47.28		0.00		0.00		0.00	3.00	47.28
89- Ford Pickup	$12.44		0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	35.50	441.62		0.00		0.00		0.00	35.50	441.62
93- Kubota Tractor	$37.29		0.00		0.00	4.25	158.48		0.00		0.00		0.00	3.50	130.52	3.50	130.52	2.00	74.58		0.00		0.00		0.00	13.25	494.09
93A - Pallet Forks	$5.33		0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	2.00	10.66		0.00		0.00		0.00	2.00	10.66
96 - Swenson Spreader	$9.82		0.00		0.00	0.25	2.46	2.50	24.55		0.00	13.75	135.03	8.75	85.93	12.50	122.75		0.00		0.00		0.00		0.00	37.75	370.71
97- Chevy Pickup	$11.21	2.00	22.42	4.00	44.84	1.00	11.21		0.00	1.00	11.21		0.00		0.00	3.00	33.63	2.00	22.42		0.00		0.00	5.00	56.05	18.00	201.78
98 - Airport Tractor	$55.76		0.00		0.00		0.00		0.00	22.50	1254.60		0.00		0.00		0.00		0.00		0.00		0.00		0.00	22.50	1,254.60
105- Ford Pickup	$12.44	4.00	49.76		0.00	7.00	87.08	25.25	314.11		0.00		0.00	5.00	62.20	5.00	62.20		0.00		0.00	5.00	62.20		0.00	51.25	637.55
204 - Back Pack Blower	$3.66		0.00	6.00	21.96		0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	15	54.90	21.00	76.85
		19.50	451.88	18.00	184.02	50.75	1795.87	55.25	1766.16	59.50	2181.83	104.50	4175.14	143.00	5532.80	200.50	7446.09	202.00	5030.04	1.00	12.44	73.00	1859.82	147.00	3463.54	1074.00	33899.61
																										1,074.00	33,899.61

December-21		Police		Water		Waste Water			TOTAL	TOTAL
EQUIPMENT	2021 RATES	Department		Treatment		Treatment			HOURS	DOLLARS
1 - 2012 Ford Pickup	$12.44		0.00	27.00	335.88	35	435.40		62.00	771.28
61- Western Snow Plow	$12.03		0.00		0.00		0.00		0.00	0.00
16- 2008 Ford	$12.91		0.00	27.00	348.57	35	451.85		62.00	800.42
65- Push Mower	$11.68		0.00		0.00		0.00		0.00	0.00
4 - 2009 Ford Pickup	$12.44		0.00	14.00	174.16	22	273.68		36.00	447.84
PATROL CARS	$12.91	1411.25	18219.24		0.00		0.00		1411.25	18219.24
		1411.25	18219.24	68.00	858.61	92.00	1160.93		1571.25	$20,238.78
									1571.25	*20,238.78*

	1		4		16	
	WA	WWT	WA	WWT	WA	WWT
Dec 1-4	3.5	4.00	2.00	2.00	3.50	4.00
Dec 5-11	6	8.00	3.00	5.00	6.00	8.00
Dec 12-18	6	8.00	3.00	5.00	6.00	8.00
Dec 19-25	6	8.00	3.00	5.00	6.00	8.00
Dec 26-31	5.5	7.00	3.00	5.00	5.50	7.00
	27	35	14	22	27	35

20,238.78

33899.61

$54,138.39

	46-1	46-2	46-3	46-4	46-5		
END HOURS	16210	11500	19611	8592	14845		
START HOURS	15312	11412	19572	8501	14550		
	898	88	39	91	295	1411.25	Total Hrs

Hummer #2	7823	End Miles		
	7823	Start Miles		
	0	=	0.25	Parade

Hummer #1	9670	End Miles		
	9670	Start Miles		
	0	=	0.00	Parade

DEPARTMENT OF PUBLIC WORKS- MANHOUR DEC 2021)

FUND	% OF HOURS	DEPARTMENT	September-21	
			REG.	O/T
GENERAL FUND	3.57%	General Fund	57.50	
	0.00%	Depot		
	3.39%	Cemetery	54.75	
	0.31%	Parades/Flags/Pking Lots	5.00	
	1.46%	DDA Parking Lots	21.50	2.00
	0.25%	City Trees/Lites	4.00	
	0.25%	DDA Trees/Lites	4.00	
	1.58%	Airport	23.50	2.00
TKLINE'S	0.19%	Surface Maintenance	3.00	
	0.25%	Sweeping	4.00	
	0.06%	Shoulder Maintenance	1.00	
	2.85%	Snow & Ice	27.50	18.50
	0.37%	Cleanup winter debris (sand, etc)	6.00	
MAJOR STREETS	3.78%	MJ STS Preservation	61.00	
	1.47%	MJ STS Snow/Ice	18.25	5.5
LOCAL STREETS	5.97%	LO STS Preservation	96.25	
	3.05%	LO STS Snow/Ice	35.75	13.5
	0.37%	Lake Shamrock Dam & Park work	6.00	
PARKS	0.25%	Lake Shamrock Dredging	4.00	
SEWER	3.57%	Collection	57.50	
WATER	16.34%	Distribution & Meter Mts.	260.50	3.00
DPW	16.68%	DPW Admin/Bldg/Equip	268.50	0.50
	6.50%	DPW: Equip	99.00	5.75
	0.19%	FIRE Truck	3.00	
	0.87%	DPW: PD Equipment	12.00	2.00
	0.00%	COVID 19		
	15.87%	Holiday (Birthday)	256.00	
	10.57%	PAID TIME OFF:	170.50	
1612.75	**100%**	**TOTALS:**	**1560**	**52.75**

FUND	% OF HOURS	DEPARTMENT	September-21	
			REG.	O/T
DPW Clerical	3.56%	Cemetery Admin	6.4	
	17.30%	Refuse Collection	31.14	
	3.56%	Major Sts Admin	6.4	
	3.56%	Local Sts Admin	6.4	
	19.18%	Sewer Collection	34.53	
	18.49%	Water Distribution	33.28	
	5.47%	DPW Administration	9.85	
	17.78%	Holiday (Birthday)	32	
	11.11%	PAID TIME OFF:	20	
180	**100%**	**TOTALS:**	**180**	**0**

FUND	% OF HOURS	DEPARTMENT	September-21	
			REG.	O/T
FULL TIME EMPLOYEE PARKS WORK	7.61%	Parks Work	14	
	5.98%	DDA Work	11	
	65.76%	Bldgs & Grounds	121	
	17.39%	Holiday/Funeral	32	
	3.26%	PAID TIME OFF	6	
184	**100%**	**TOTALS:**	**184**	**0**

FUND	% OF HOURS	DEPARTMENT	September-21	
			REG.	O/T
SEASONAL EMPLOYEES	12.50%	PARKS WORK	19	
	1.97%	DDA WORK	3	
	85.53%	BLDG & GROUNDS	130	
	0.00%	TRUSTEE SUPERVISION*		
	0.00%	CEMETERY MAINTENANCE		
	0.00%	DPW		
	0.00%	AIRPORT MAINTENANCE		
152	**100%**	**TOTALS:**	**152**	**0**

FUND	% OF HOURS	DEPARTMENT	September-21 REG.
***TRUSTEE WORK AREAS**	#DIV/0!		
	#DIV/0!		
	#DIV/0!		
	#DIV/0!		
	#DIV/0!		
0	100%	TOTALS:	**0**

Clearly Clare MICHIGAN
Where the north begins at the crossroads of Rt 10 and 127.
Clearly another way of life.
202 West Fifth Street, Clare, Michigan 48617 phone: (989) 386-7541 fax: (989) 386-4508
www.cityofclare.org

MEMORANDUM

TO: Jeremy Howard and the Clare City Commission

FROM: Clare Police Department

DATE: Jan 17, 2022

SUBJECT: December and year totals for 2021, Police Stats

Dear Jeremy & City Commission:

The CPD stats for December and the year of 2021 are attached for review.

Officers were fitted for new ballistic vests. A 50% Grant was acquired and used to help pay for these.

New Patrol Vehicle has arrived and is being prepped for service.

Please contact me if you have any questions.

Respectfully,

Brian Gregory
Clare Police Chief

INCIDENT TYPE	DESCRIPTION	NUMBER THIS TYPE
13001	Non-Aggravated Assault	8
13002	Aggravated/ Felonious Assault	1
13003	Intimidation/ Stalking	10
22001	Burglary - Forced Entry	1
23007	Larceny - Other	1
26001	Fraud - False Pretence/ Swindle/ Confidence Game	1
26006	Fraud - Bad Checks	1
29000	Damage to Property	4
30002	Retail Fraud - Theft	1
36004	Sex Offense - Other	1
38001	Family - Abuse/ Neglect Non-Violent	1
38003	Family - Other	2
50000	Obstructing Justice	7
53001	Disorderly Conduct	4
53002	Public Peace - Other	1
54001	Hit & Run Motor Vehicle Accident	1
54002	Operating Under the Influence of Liquor or Drugs	2
54003	Traffic Violations	2
70000	Juvenile Runaway	1
91001	Juvenile Deliquent	8
93001	Traffic Accident	24
93001CD	Car/ Deer Accident	4
93001PI	Traffic Accident with Injury	2
93002	Accident, Non-Traffic/ Private Property	3
94001	Valid Alarm Activation	1
94002	False Alarm Activation	14
95001	Accident, Fire	1
97006	Accident, All Other	1
98006	Civil	1
98007	Suspicious Persons	18
99001	Suicide	2
99002	Natural Death	1
99008	General Assistance	44
99009	General Non-Criminal	2
ACO	Animal Control Complaint	3
AMBRUN	Ambulance Run	31
BOL	Be On the Look Out	2
EJA	Elder Justice Abuse required reporting	1
LI	LIQUOR INSPECTION	1
LINES DN	LINES DOWN	1
MA	Motorist Assist	10
PC	Property Check	158
RD HAZAR	Vehicle/Object Road Hazard	7
REPO	Repo	1

INCIDENT TYPE	DESCRIPTION	NUMBER THIS TYPE
SALV INS	SALVAGE INSPECTION	3
TP	TRAFFIC PATROL	11
TSTOP	Traffic Stop	41
Total Incidents		**446**

11 parking
8 moving Violations

INCIDENT TYPE	DESCRIPTION	NUMBER THIS TYPE
09001	Murder/ Non-Negligent Manslaughter (Voluntary)	2
11001	CSC 1 Penis/ Vagina	7
11007	CSC 2 Sexual Contact - Forcible	2
11008	CSC 4 Sexual Contact - Forcible	1
12000	Robbery	1
13001	Non-Aggravated Assault	126
13002	Aggravated/ Felonious Assault	10
13003	Intimidation/ Stalking	112
22001	Burglary - Forced Entry	12
23005	Larceny - Theft from Motor Vehicle	8
23006	Larceny - Theft of Motor Vehicle Parts/ Accesories	2
23007	Larceny - Other	65
24001	Motor Vehicle Theft	10
25000	Forgery/ Counterfeiting	1
26001	Fraud - False Pretence/ Swindle/ Confidence Game	13
26002	Fraud - Credit Card/ ATM	6
26005	Fraud - Wire	1
26006	Fraud - Bad Checks	3
29000	Damage to Property	27
30002	Retail Fraud - Theft	9
35001	Violation of Controlled Substance	29
36004	Sex Offense - Other	5
38001	Family - Abuse/ Neglect Non-Violent	9
38003	Family - Other	16
41002	Liquor Violations - Others	2
42000	Drunkenness - Except OUIL	1
48000	Obstructing Police	8
50000	Obstructing Justice	52
50001	State of Emerg/Gov Order	2
52001	Weapons Offense - Concealed	2
52002	Weapson Offense - Explosives	2
52003	Weapons Offense - Other	11
53001	Disorderly Conduct	9
53002	Public Peace - Other	33
54001	Hit & Run Motor Vehicle Accident	11
54002	Operating Under the Influence of Liquor or Drugs	30
54003	Traffic Violations	31
55000	Health and Safety	13
57001	Trespass - Other	27
62000	Conservation	16
70000	Juvenile Runaway	11
73000	Miscellaneous Criminal Offense	1
91001	Juvenile Deliquent	69
93001	Traffic Accident	141

INCIDENT TYPE	DESCRIPTION	NUMBER THIS TYPE
93001CD	Car/ Deer Accident	48
93001FA	Traffic Accident - Fatal	3
93001PI	Traffic Accident with Injury	28
93002	Accident, Non-Traffic/ Private Property	30
93002PI	Private Property PIA	2
94001	Valid Alarm Activation	26
94002	False Alarm Activation	163
95001	Accident, Fire	22
97006	Accident, All Other	1
98006	Civil	25
98007	Suspicious Persons	281
98008	Lost & Found Property	32
98009	Drug Overdose	3
99001	Suicide	28
99002	Natural Death	10
99003	Missing Persons	13
99008	General Assistance	661
99009	General Non-Criminal	24
ACO	Animal Control Complaint	43
AIRCRAFT	AIRCRAFT ACCIDENT	1
AMBNARC	Narcan Administered	1
AMBRES	Ambulance & Rescue	6
AMBRUN	Ambulance Run	330
AMBRUNCV	COVID-19 RELATED AMBRUN/AMBRES	2
BOL	Be On the Look Out	99
BOL-WW	BOL Wrong Way Driver	15
COM911	911 incident for Resolution Center	1
EJA	Elder Justice Abuse required reporting	3
GP	GENERAL PATROL	3
HOME	HOMELESS/INDIGENT	1
LI	LIQUOR INSPECTION	9
LINES DN	LINES DOWN	9
LOCK	SCHOOL LOCKDOWN DRILL	1
MA	Motorist Assist	124
ORV	Off Road Vehicle Complaint	1
ORVPI	ORV PI ACCIDENT	3
PC	Property Check	2032
PS	Paper Service	28
RD HAZAR	Vehicle/Object Road Hazard	67
REPO	Repo	8
SALV INS	SALVAGE INSPECTION	3
STORM	WATCH AND/ OR WARNING	1
TP	TRAFFIC PATROL	307
TRANS	Inmate Transport	3

INCIDENT TYPE	DESCRIPTION	NUMBER THIS TYPE
TSTOP	Traffic Stop	629
Total Incidents		**6079**

Res. SGT. Chinavare
1-4-2022

Chief's Copy (Chis mailbox on door)

Auxiliary Division

2021

December	Road Hours	Special Events	Meeting Hours	Training Hours	Other	Monthly Totals
Bensal, Corey (Resigned 4-21-21)						0
Blackwell, Doug	20.5		0.5		6	27
Chinavare, Ken	8		0.5		1	9.5
Defoy, Mick	9					9
Garver, Daylen (Resigned 5-9-21)						0
Gilmore, Travis	9		0.5		0.5	10
Harger, Greg			0.5		6.5	7
Hill, Jim (Resigned 3-4-21)						0
Jenkins, Dan	16		1.5			17.5
Kenny, Josh (Resigned 3-20-21)						0
Lemke, Shane	8		0.5		1	9.5
Lynch, Steve	8.5					8.5
Papenfus, Joel	8		0.5		0.5	9
Pedjac, John	9					9
Squires, Emily						0
Winter, Nick	10		0.5		0.5	11
Delaney, Bryce (Admin leave)						0
Fritz, Mike	8		0.5		1.5	10
Hahn, Bill	8		0.5		2	10.5
Lombard, Rebeka	9		0.5		1.5	11
0						0
0						0
0						0
0						0
0						0
Officer Totals	**131**	**0**	**6.5**	**0**	**21**	**158.5**

Auxiliary Division

2021	Road Hours	Special Events	Meeting Hours	Training Hours	Other	Monthly Totals
January	254	0	6	12	6	**278**
February	227.5	0	6	51.5	2.5	**287.5**
March	271.5	32.5	5.5	10.5	14.5	**334.5**
April	180	0	3.5	122.5	16.5	**322.5**
May	187.5	28	0	28	3	**246.5**
June	118	17.5	5	10	0	**150.5**
July	164	2	7	0	3	**176**
August	127	12	10	0	17.5	**166.5**
September	102.5	21.5	3.5	202	14.5	**344**
October	175	27	10	10	10.5	**232.5**
November	149.5	18	11.5	4	3	**186**
December	131	0	6.5	0	21	**158.5**
Annual Totals	**2087.5**	**158.5**	**74.5**	**450.5**	**112**	**2883**
Bensal, Corey (Resigned 4-21-21)	25.5	6	2	21.5	1.5	56.5
Blackwell, Doug	448.5	2	1	13	12.5	477
Chinavare, Ken	128	32.5	7.5	39.5	28.5	236
Defoy, Mick	102	17	5	40.5	11.5	176
Garver, Daylen (Resigned 5-9-21)	44	0	0.5	8.5	0.5	53.5
Gilmore, Travis	139	10	7	31.5	19	206.5
Harger, Greg	108.5	31	6	26	8.5	180
Hill, Jim (Resigned 3-4-21)	0	0	0	0	0	0
Jenkins, Dan	327	3	7	33.5	9	379.5
Kenny, Josh (Resigned 3-20-21)	18.5	0	1.5	5.5	2.5	28
Lemke, Shane	132	6.5	7.5	22	2	170
Lynch, Steve	79	5	3.5	8	2.5	98
Papenfus, Joel	107	12	6	34	1.5	160.5
Pedjac, John	91	2.5	0	6.5	0	100
Squires, Emily	70	5	3	20	0.5	98.5
Winter, Nick	137	12	7.5	39.5	2	198
Delaney, Bryce (Admin leave)	40.5	4	2	25	1.5	73
Fritz, Mike	41.5	4	2.5	24	1.5	73.5
Hahn, Bill	23.5	2.5	2.5	26.5	4	59
Lombard, Rebeka	25	3.5	2.5	25.5	3	59.5
	0	0	0	0	0	0
	0	0	0	0	0	0
	0	0	0	0	0	0
	0	0	0	0	0	0
	0	0	0	0	0	0
Officer Totals	**2087.5**	**158.5**	**74.5**	**450.5**	**112**	**2883**

Clare School Liaison Officer Report: Nov-Dec-Jan 2021-2022

- Conducted one general assist to school
- Conducted three general assist to parents
- Attended six attendance meetings
- Responded to ten disruptive student incidents
- Investigated a parking complaint
- Initiated six traffic safety incidents
- Conducted twelve home visit/welfare/truancy checks
- Attended eight staff/student meetings
- Attended eight staff meetings
- Conducted eleven student meetings
- Investigated six suspicious situations
- Started two CSC/Assault investigations
- Attended 4 CAC interviews
- Conducted one assist to ICSD
- Investigated reported knife at school (Unfounded)
- Conducted eleven assists to the crossing guard/traffic assists
- Responded to a fight at school
- Responded to a parking complaint
- Investigated an online harassment incident
- Conducted one CPS assist
- Conducted one Outside Threat Drill at Pioneer High School
- Teaching 3rd hour Intro to Flight (drone) class at CHS
- Continue to conduct regular foot patrol thru all Clare schools

B.R. David
Patrolman/School Liaison Officer
Clare City Police Department
207 W. 5th St
Clare, MI 48617
989-386-2121
989-386-1248

Clare Fire Department
207 W. Fifth Street Clare, Michigan 48617 Ph: (989) 386-2151 Fax: (989) 386-3020

Monthly Fire Department Activity Report
December 2021 Incident Response:
Monthly Total: 37 Year End Total: 269

December was a record-breaking month with 37 calls up from 14 calls last month. We responded to nine car accidents, three with injuries and six without injuries. We had one car fire. There was one structure fire in our district that caused minor damage to a pole barn where we found a fire in the wall. We responded to one request for mutual aid from Coleman FD for a tender on a structure fire. We responded to 18 Weather related incidents due to high winds. These involved trees down blocking the road, trees down with power lines, trees down in the power lies causing them to arc. We had a single wide trailer where a tree fell on the trailer while the home owner was still inside. There were no injuries with exception to the home which was literally cut in half. The grand finale for 2021 was the water rescue of a female driver. She was rescued from her partially submerged vehicle in the tobacco river, just below the dam. She was not injured and was transported and treated for hypothermia. Other incidents as listed.

Training:
2.0 hrs. Truck Check
1.0 hrs. Traffic Safety Training

Monthly Director's Report, January 2022
City of Clare Parks and Recreation
Prepared by Joy Simmer

Current and Upcoming Programs/Events

The Senior Cards and Coffee has resumed at the Pere Marquette District Library. The group is supplied with coffee and card decks. The program takes place on Wednesdays from 10-12 p.m.

Emerald Isle Recreation Complex

The butterfly and pollen garden interpretive signage is being researched still to decide on signage for the garden area. The local Girl Scout Troop #50831 insect hotel will be placed within the butterfly and pollen garden. The insect hotel will be installed until the spring.

The Clare-Gladwin RESD Parent Coalition rep is still waiting for award notification to move forward with sensory play signs to be placed within the playground area at the Emerald Isle Recreation Complex. The grant was submitted at the end of 2021 to purchase these signs and Simmer has agreed that it will be a great addition. The signage would be relevant to what playground equipment already exists and would be a nature-based theme. Simmer, the youth services librarian at the Pere Marquette District Library and the Clare-Gladwin RESD parents services coordinator will meet once the grant notification has come through sometime after January of 2022.

Additional Information

Simmer ordered donation recognition plates for the DPW/cemetery and for the Emerald Isle Recreation Complex projects. Simmer has approved the plates and is waiting for a call to pick-up.

Past Programs/Events

Santa Mailbox was placed in the front entrance of City Hall from November 2nd.until December 6, 2021. This program helps to provide a direct mailing service between residents of the Clare area and Santa Claus himself. Mail was able to be delivered to Clare City Hall or dropped off at the Pere Marquette District Library. Children, who dropped their letters in the box before the deadline were able to receive a letter from the North Pole before Christmas. The control letter came back on December 22, 2021, verifying that the children did receive their letters prior to Christmas.

Upcoming Programs/Events

Art in Sculpture – Parks and Recreation has been working with Middle Michigan Development Corporation, the Clare County Arts Council, and local artist Jeff Best for this 2022 art event.

The city has been continuing to meet and correspond with MDOT to keep the project moving for the Pere Marquette Rail-Trail extension. Simmer submitted a timeline update for the project to

MDOT. The project timeline had to be adjusted because the project needed to include the need for a ROW phase to be included due to consents to grade being required, as well as additional survey work at Pioneer Parkway to evaluate trail routing options. Proposed Schedule: • Plan Review (GI Meeting) – January 13, 2022 • Plan Completion/ROW Certification – February 2022 • Letting – 7/1/2022 • Anticipated construction start date – sometime in late summer 2022

The Irish Pet Photo Contest will start at the end of January and will run until March 16, 2022 at 3 p.m. Proceeds from the contest will go to the Spay-Neuter Animal Project. This is a collaboration between Clare Parks and Recreation and the Pere Marquette District Library. Members from the S-NAP will be picking the top three entries. Submissions are able to be dropped off or submitted online. The winners of the Irish themed contest can win one of three top prizes; 1st Place: $75 in Clare Cash, 2nd Place: $50 in Clare Cash, 3rd Place: a $25 in Clare Cash. Winners will be announced on The Irish Pet Photo Contest Facebook Page on Saturday, March 19th at 6 p.m.

Simmer finalized the draft of the 5-Year Michigan DNR Recreation Master Plan . There is a public meeting on 1/17/2022 and the plan is available for public view on the City of Clare website, on Facebook, the Pere Marquette District Library, and at Clare City Hall. This has to be submitted to the MDNR by February 1, 2022 for approval.

In the Works

2022 Easter themed events and the Clare Summer Concert Series. Also, will be meeting with the library to discuss 2022 events, meeting scheduled for 1/20/22.

WATER TREATMENT DIRECTOR'S MONTHLY OPERATING REPORT December 2021

Wastewater Treatment Plant

In addition to their routine duties, our Operators performed the following tasks:

- Repaired several electrical issues at well 9 and the WWTP blower
- Adjusted SCADA power voltage at lift station 7
- Pulled aerator 15 and 16 out of the ponds for repair
- Sampled County Wide Septic
- Changed oil in screw pump
- Winter weather work
    - Snow removal and salted properties
    - Repaired salt spreader
- Removed several trees from WWTP property
- Pulled lift station 2 several times
- Replaced radio in lift station number 7

Water Treatment Plant

In addition to their routine duties, our Operators performed the following tasks:

- Changed out fan motor on the booster station heater
- Took booster station pump 1 out of service for repair
- Purchased electric motor lift to move pump motor
- Loaned generator to Harrison during power outage
- Repaired the airstripper heater

Landfill

In addition to their routine duties, our Operators performed the following tasks:

- Completed George Shull's well project

Administrative Functions

During the month, the following administrative tasks were performed:

- Submitted PFAS report to EGLE
- Sent out annual billing for IPP inspection
- Submitted annual IPP report
- Conducted employee safety training
- Submitted annual storm water pollution prevention plan report

CITY MANAGER REPORT

TO: Mayor Pat Humphrey & Clare City Commission
FROM: Jeremy Howard, City Manager
DATE: January 13, 2022
RE: City Manager's Report

For the Agenda of January 17, 2022

Planning Commission / City Commission Annual Joint Meeting: Every year the City Commission and Planning Commission hold a joint meeting to discuss the Planning Commission Annual Report for the previous year along with any other topics of interest. This year after talking with the Planning Commission at their January 12 meeti, I would again suggest that the City Commission attend the night of the Planning Commission meeting. Their next meeting is Wednesday, February 9th at 6:30 p.m. so I would recommend as in the past that we meet at 5:30 p.m. that same night so that the joint meeting can be completed in that hour before their regular meeting. We will work on getting that special meeting set and noticed. I have attached the approved 2021 Planning Commission Annual Report for you to check it out as a preview for the meeting.

Planning Commission. The Planning Commission approved 1 site plan at their last meeting.

- Renosol Corporation – Consumers Energy Parkway – Fabricating Polyurethane Components

They selected their 2022 Chairperson (Jason Lowe) and Vice Chairperson (Nick Wyman) and did the annual review of their bylaws to start the meeting. They also reviewed and approved their 2021 annual report.

Lake Shamrock Dredging. We did hear back from EGLE and they are considering letting our new location become a minor permit change. Luke and I are meeting with our engineer to try and work that out and if we can do that, we will bring you the contract for spoils locations ASAP.

Shamrock Park Ice Rink. Exciting news. For the first time in a couple of years (COVID), we were able to open the ice rink at Shamrock Park. I have attached the flyer that we have shared out through our social media platforms. It seems to be generating a lot of excitement from people and I have seen people using it already.

Police Tahoe/Buy-Back Program DPW Service Trucks. Just as an FYI – I wanted to let the Commission know that we did finally receive the Police Tahoe that was ordered and partially grant funded almost 2 years ago. Due to the delay in receiving the Tahoe that vehicle was not in the budget for FY21/22. However, no budget amendment is needed because we had budgeted for the purchase of a DPW service truck (Buy Back Program) this year, but because of the delays on vehicles, we will be using the money slated for DPW service truck to pay for the partial cost of the Tahoe. We then hope to purchase 2 new service trucks in the buy-back program in FY22/23.

Police Vehicles – Hummers. Recently the Police Department made the decision to get rid the department's Hummers that were obtained from the military surplus years ago. At the time we received Hummers, we were using Crown Vics and saw a need for these four-wheel drive vehicles. At this point, with having nearly our entire fleet four-wheel drive, it makes more sense to create garage space for patrol vehicles and other equipment. The City of St. Louis took one functional hummer (parade Hummer), and Bay City will be taking the other functional Hummer and the inoperable parts Hummer stored at the airport.

Attachments:

1. 2021 Planning Commission Annual Report.
2. Ice Rink Flyer.

ICE

Baby

Shamrock Large Pavilion
Ice Rink
Starting at 3 p.m. 1/10/22

The Shamrock Large Pavilion Ice Rink will be open from 8 a.m. - 11 p.m. starting at 3 p.m. 1/10/22 until weather no longer permits. This rink is open for recreational skating and is free and open to the public. Please be respectful of other skaters and pick up after yourselves.

Thank you - Clare Parks and Recreation

AGENDA REPORT

TO: Mayor Pat Humphrey & Clare City Commissioners
FROM: Diane Lyon, City Clerk
DATE: January 13, 2022
RE: *Communications

For the Agenda of January 17, 2022

***Note: This is a Consent Agenda item and is considered as routine by the City Commission. As such, this matter shall be automatically enacted by one motion with all other Consent Agenda items unless a Commissioner or citizen requests this item be individually discussed, in which event it shall be removed from the Consent Agenda and considered and acted upon in its designated sequence on the approved Clare City Commission agenda of January 17, 2022.**

FOIA Requests & Responses: The most recent FOIA requests and responses are attached for information. SmartProcure and Open The Books-American Transparency.

Site Plans, Special Use Permits, Variance Requests & Public Notices:
None.

Attachments. As noted above.

Diane Lyon

From: kdeloian@smartprocure.com
Sent: Monday, January 10, 2022 5:23 PM
To: Diane Lyon
Subject: SmartProcure FOIA Request to Clare City For PO/Vendor Information

Good afternoon Ms. Lyon,

SmartProcure is submitting a FOIA request to Clare City for any and all purchasing records from Oct 8, 2021 to current. The request is limited to readily available records without physically copying, scanning or printing paper documents**.** Any editable electronic document is acceptable.

The specific information requested from your record keeping system is:

1. Purchase order number. If purchase orders are not used a comparable substitute is acceptable, i.e., invoice, encumbrance, or check number
2. Purchase date
3. Line item details (Detailed description of the purchase)
4. Line item quantity
5. Line item price
6. Vendor ID number, name, address, contact person and their email address

If you would like to let me know what type of financial software you use, I may have report samples that help to determine how, or if, you are able to respond.

Please email the information or use the following web link. There is no file size limitation:

http://upload.smartprocure.com/?st=MI&org=ClareCity

If this request was misrouted, please forward to the correct contact person and reply to this communication with the appropriate contact information.

If you have any questions, please feel free to respond to this email or I can be reached at the phone number below in my signature.

Best Regards,
Ken Deloian
Data Acquisition Specialist
100 S MILITARY TRL STE 13
#4968
DEERFIELD BEACH, FL 33442-9991
Direct: 561-609-6943 | Fax: 561-609-6928 | Support: 954-420-9900
Email: kdeloian@smartprocure.com | www.smartprocure.com

CITY OF CLARE
202 West Fifth Street | Clare, Michigan 48617-1490
Office 989.386.7541 | Fax 989.386.4508
www.cityofclare.org

CITY HALL
Ph 989.386.7541
Fx 989.386.4508
www.cityofclare.org
Manager x102
Assessor x103
Clerk x106
Treasurer x107

DEPARTMENT OF PUBLIC WORKS
Ph 989.386.2182 or
989.386.7541 x202
Fx 989.386.4508

UTILITY BILLING
Ph 989.386.7541 x201

W/WWT PLANT
Ph 989.386.2321
Fx 989.386.2387

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

January 13, 2021

Ms. Rachel Vogel
American Transparency
michigan@openthebooks.com
Boca Raton, FL 33497-0999

RE: **Freedom of Information Act ("FOIA") Request Response**

Your request for public record(s) under the Michigan Freedom of Information Act ("FOIA"), dated January 12, 2022, and received January 13,2021, for the following records is acknowledged and is hereby: **Granted.**

An electronic file (ie Excel, PDF, Word) of any and all employees including part-time, temporary, seasonal employees and elected officials for year of 2021 (fiscal or calendar year). Each employee record should contain the year of compensation, first name, middle initial, last name, hire date (mm-dd-yyyy), base salary amount, bonus amount, overtime amount, gross annual wages and position title.

Please forward all future requests to the attention of the FOIA Coordinator at info@cityofclare.org. Written requests may be made to the FOIA Coordinator at 202 West Fifth Street, Clare MI 48617.

A copy of this request will be kept on file for no less than one (I) year.

Diane M. Lyon

Diane Lyon, FOIA Coordinator

Where the north begins at the crossroads of Rt 10 and 127.

202 West Fifth Street, Clare, Michigan 48617
www.cityofclare.org
phone: (989) 386-7541 fax: (989) 386-4508

January 11, 2022

Ken Deloian
Data Acquisition Specialist
SmartProcure
100 S. Military Trl., Ste 13 #4968
Deerfield Beach FL 33442-9991

561-609-6943
kdeloian@smartprocure.com

RE: **Freedom of Information Act ("FOIA") Request Response**

Your request for public record(s) under the Michigan Freedom of Information Act ("FOIA"), dated October 8, 2021, and received January 11, 2022 for the following records is acknowledged and your request is hereby **Granted** for the following information: any and all purchasing records from 10/08/2021 through current (01/11/2022).

The City of Clare's FOIA Procedures and Guidelines and Summary are available for review on our website at www.cityofclare.org.

If your FOIA request has been denied in whole or in part, you may do one of the following at your option:

(1) Commence an action in the circuit court to compel disclosure of the public records or information within 180 days after the governmental unit's final determination to deny your request. If the circuit court orders disclosure of all or a portion of the public record or information, you have the right to receive reasonable attorney's fees, costs, and disbursements. If the circuit court determines that the governmental unit arbitrarily and capriciously denied your request, you also have the right to receive punitive damages in the amount of $500.00. Please see MCL 12.231 *et seq.* for further information on the Freedom of Information Act.
(2) Submit to the City Manager a written appeal that specifically states the word **"appeal"** and identifies the reason(s) for reversal of the denial. Your appeal should be sent to City of Clare – City Manager, 202 West Fifth Street, Clare, MI 48617-1490.

A copy of this request will be kept on file for no less than one (1) year.

Diane Lyon, City Clerk

Diane Lyon

From: Michigan@OpenTheBooks.com
Sent: Wednesday, January 12, 2022 4:40 PM
To: Diane Lyon
Subject: New FOIA - City of Clare submitted on 01/12/2022

01/12/2022

Diane Lyon

Pursuant to the FOIA, this is a request for a copy of the following records: An electronic file (ie Excel, PDF, Word) of any and all employees including part-time, temporary, seasonal employees and elected officials for year of 2021 (fiscal or calendar year). Each employee record should contain the year of compensation, first name, middle initial, last name, hire date (mm-dd-yyyy), base salary amount, bonus amount, overtime amount, gross annual wages and position title.

The principal purpose of this is to make this information more accessible to the public and to access and disseminate information regarding the health, safety, and welfare of the general public. This request is not principally for personal or commercial benefit. Our agency is just exercising the general rights of the public. For these reasons, we are requesting a waiver of fees. If there is a charge for this service, please obtain my approval in writing prior to proceeding with request.

All documents can be e-mailed to Michigan@OpenTheBooks.com or mailed in electronic format (preferred format would be .csv or .xls). If any documents are not provided in the format specified, please provide the state or federal statutes relied upon for that decision. If any record or portion of a record responsive to this request is contained in a record or portion of a record deemed unresponsive to the request, I would like to inspect the entire document. Under the Open Records Act/Freedom of Information Act, all non-exempt portions of any partially-exempt documents must be disclosed. If any records or portions of records are withheld, please state the exemption on which you rely, the basis on which the exemption is invoked, and the name of the individual responsible for the decision.

Thank you for your prompt consideration of my request. If you have any questions, or if I can be of any assistance, please e-mail me at Michigan@OpenTheBooks.com.

Sincerely,

Rachel Vogel
American Transparency
P.O. Box 970999
Boca Raton, FL 33497-0999

Clare, Michigan
A Cool City Michigan Main Street Community

PAYABLES REPORT FOR COMMISSIONERS

EXP CHECK RUN DATES 01/18/2022 - 02/07/2022BOTH JOURNALIZED AND UNJOURNALIZED OPEN BANK CODE: CONSO

VENDOR	INVOICE #	DESCRIPTION	Posting Dat	Check Run	AMOUNT
1ST CHOICE OFFICE OUTLE	160247	3 4" D-RING BINDERS - WWTP	01/18/2022	01/18/2022	32.97
AARON M OLSON	01112022-REIM	REIMBURSEMENT: 3X4 WHITE MAGN	01/18/2022	01/18/2022	139.99
ACE HARDWARE	93730	R04 KEY - CITY HALL	01/18/2022	01/18/2022	1.79
AMAZON CAPITAL SERVICES	1MQF-XJVW-HNV	KEYLESS ENTRY DOOR LOCK - CIT	01/18/2022	01/18/2022	78.98
AMAZON CAPITAL SERVICES	1H4G-CJQT-76Y	WALLPAPER STEAMER - DPW	01/18/2022	01/18/2022	71.74
AMERICAN WATER WORKS AS	7001982419	MEMBERSHIP RENEWAL: 00377899	01/18/2022	01/18/2022	372.00
AMERICAN WATER WORKS AS	7001982632	MEMBERSHIP RENEWAL: 01067859	01/18/2022	01/18/2022	238.00
ANDREWS HOOPER & PAVLIK	167944	FINANCIAL AUDIT SERVICES: FY	01/18/2022	01/18/2022	10,000.00
ARBOR DAY FOUNDATION	01122022	MEMBERSHIP DUES: POTTER	01/18/2022	01/18/2022	15.00
AWOL, INC	2021-1177	DEPOT CLEANING: DEC 2021	01/18/2022	01/18/2022	252.00
CHAD MICHELS	01032022-WB	BOOT ALLOWANCE	01/18/2022	01/18/2022	169.95
CHARTER COMMUNICATIONS	0058568121621	CABLE SERVICES - PUBLIC SAFET	01/18/2022	01/18/2022	133.66
CITY OF CLARE	01122022	WATER/SEWER: JANUARY 2022	01/18/2022	01/18/2022	1,275.91
CLARE AREA CHAMBER OF C	2022 MEMBERSH	2022 MEMBERSHIP - CITY OF CLA	01/18/2022	01/18/2022	450.00
CLARE AUTOMOTIVE SUPPLY	100530983379	AIR FILTER - DPW #18	01/18/2022	01/18/2022	66.42
CLARE AUTOMOTIVE SUPPLY	100530983499	BREATHER; RET AIR FILTER (INV	01/18/2022	01/18/2022	-20.57
CLARE AUTOMOTIVE SUPPLY	100530985034	OXYGEN - DPW TORCHES	01/18/2022	01/18/2022	39.00
CLARE AUTOMOTIVE SUPPLY	100530985296	THERMOSTAT & SEAL - CPD 46-2	01/18/2022	01/18/2022	10.58
CLARE AUTOMOTIVE SUPPLY	100530985314	HYDRAULIC HOSE; COUPLINGS - D	01/18/2022	01/18/2022	78.86
CLARE AUTOMOTIVE SUPPLY	100530985357	DIESEL EXHAUST FLUID - DPW TR	01/18/2022	01/18/2022	129.90
CLARE COUNTY COMMUNITY	FEBRUARY 2022	CODE ENFORCEMENT SERVICES: FE	01/18/2022	01/18/2022	1,500.00
CLARE COUNTY REVIEW	62424	12/6/21 CITY COMMISSION MINUT	01/18/2022	01/18/2022	102.50
CLARE COUNTY REVIEW	62420	PUBLIC NOTICES: RENOSOL SITE	01/18/2022	01/18/2022	159.50
CLARE COUNTY SHERIFF DE	01042022	CLARE MODEMS, CELLPHONES (12/	01/18/2022	01/18/2022	375.49
CLARE COUNTY TREASURER	01052022	TRAILER PARK FEES 10/01/21-12	01/18/2022	01/18/2022	545.00
CLARE HARDWARE	422403	PAINT TRAY LINER - CITY HALL	01/18/2022	01/18/2022	4.98
CLARE HARDWARE	422398	PAINT, COVER, PAINTBRUSH; RET	01/18/2022	01/18/2022	73.96
CLARE HARDWARE	422521	11" CABLE TIES (100 PC): BANN	01/18/2022	01/18/2022	10.99
CLARE HARDWARE	422545	1/2X3' ZP SMOOTH ROD - DPW	01/18/2022	01/18/2022	9.99
CLARE HARDWARE	422631	FASTENERS - FIRE DEPT	01/18/2022	01/18/2022	5.24
CLARE HARDWARE	422263	3/4" CTS STIFFENER (4) - DPW/	01/18/2022	01/18/2022	18.76
CLARE HARDWARE	422416	SINGLE KEY CUT (DROP BOX) - C	01/18/2022	01/18/2022	1.79
CLARE HARDWARE	422470	FASTENERS - DDA (WETEL PLATE)	01/18/2022	01/18/2022	3.24
CLARE HARDWARE	422639	5# 6X1-5/8" PH DRYWALL SCREWS	01/18/2022	01/18/2022	21.49
CONSUMERS ENERGY	203676945364	48617 LED LIGHT RD (12/01/21-	01/25/2022	01/25/2022	774.33
CONSUMERS ENERGY	206346425660	TRAFFIC LIGHT(S) (12/01/21-12	01/25/2022	01/25/2022	6.53
CONSUMERS ENERGY	206346425661	STREET LIGHT(S) (12/01/21-12/	01/25/2022	01/25/2022	797.01
CONSUMERS ENERGY	206346425662	STREET LIGHT(S) (12/01/21-12/	01/25/2022	01/25/2022	3,576.92
CONSUMERS ENERGY	205100752215	4565 E COLONVILLE RD SIGN (12	01/27/2022	01/27/2022	47.68
CONSUMERS ENERGY	205278727395`	10725 S EBERHART AVE (12/04/2	01/27/2022	01/27/2022	327.29

Clare, Michigan
A Cool City Michigan Main Street Community

PAYABLES REPORT FOR COMMISSIONERS

EXP CHECK RUN DATES 01/18/2022 - 02/07/2022BOTH JOURNALIZED AND UNJOURNALIZED OPEN BANK CODE: CONSO

VENDOR	INVOICE #	DESCRIPTION	Posting Dat	Check Run	AMOUNT
CONSUMERS ENERGY	205278727396	10843 S EBERHART AVE (12/04/2	01/27/2022	01/27/2022	30.36
CONSUMERS ENERGY	205367732285	10807 S EBERHART AVE HANGAR 3	01/27/2022	01/27/2022	33.76
CONSUMERS ENERGY	204121883116	40 CONSUMERS ENERGY PKWY STE	01/27/2022	01/27/2022	107.47
CONSUMERS ENERGY	203142971617	4715 COLONVILLE RD (12/04/21-	01/27/2022	01/27/2022	325.24
CONSUMERS ENERGY	203676949105	40 CONSUMERS ENERGY PKWY STE	01/27/2022	01/27/2022	260.26
CONSUMERS ENERGY	601012835031	11175 S. EBERHART AVE (12/05/	01/31/2022	01/31/2022	6,482.75
CONSUMERS ENERGY	205011797963	48617 LED LIGHT RD (12/01/21-	02/02/2022	02/02/2022	782.13
CONSUMERS ENERGY	206346440039	STREET LIGHT(S) (12/01/21-12/	02/02/2022	02/02/2022	3,561.59
CONSUMERS ENERGY	205456725723	501 FOREST AVE (12/09/21-01/1	02/02/2022	02/02/2022	57.22
CONSUMERS ENERGY	204388880771	327 BROOKWOOD DR (12/09/21-01	02/02/2022	02/02/2022	130.66
COUNTY WIDE SEPTIC, LL(	115430	PORTA JON SERVICED UNITS: 12/	01/18/2022	01/18/2022	300.00
COUNTY WIDE SEPTIC, LL(	115431	PORTA-JON SERVICE 12/31/21-1/	01/18/2022	01/18/2022	180.00
DANIEL BITTNER	01032022	FIRE LOSS INSURANCE ESCROW FU	01/18/2022	01/18/2022	13,117.00
DBI BUSINESS INTERIORS	237763-0	DRY ERASE MARKERS & WHITE BOA	01/18/2022	01/18/2022	27.99
DBI BUSINESS INTERIORS	238477-0	CARDSTOCK (1 RM) - DPW MECHAN	01/18/2022	01/18/2022	21.10
DBI BUSINESS INTERIORS	239517-0	PRINTER TONER - FIRE DEPT	01/18/2022	01/18/2022	120.99
DIANE LYON	01042022-MILE	MILEAGE REIMBURSE: 12/9/21 EI	01/18/2022	01/18/2022	16.80
DINGES FIRE COMPANY	25256	STRUCTURAL FIRE BOOTS (1PAIR)	01/18/2022	01/18/2022	380.29
DINGES FIRE COMPANY	23766	FIRE BOOTS (1 PAIR) - FIRE DE	01/18/2022	01/18/2022	379.00
DTE ENERGY	01182022 1199	1551 MCEWAN ST (11/24/21-12/2	01/18/2022	01/18/2022	34.99
DTE ENERGY	01182022 3680	207 W 5TH ST (11/24/21-12/22/	01/18/2022	01/18/2022	1,175.73
DTE ENERGY	01182022 3692	202 W 5TH ST (11/24/21-12/22/	01/18/2022	01/18/2022	732.78
DTE ENERGY	01182022 9024	307 MAPLE ST (11/24/21-12/22/	01/18/2022	01/18/2022	2,114.13
DTE ENERGY	01182022 1145	1532 N MCEWAN ST (11/24/21-12	01/18/2022	01/18/2022	93.31
DTE ENERGY	01182022 2413	4715 COLONVILLE RD (11/24/21-	01/18/2022	01/18/2022	38.25
DTE ENERGY	01182022 2429	201 W 4TH ST (11/24/21-12/22/	01/18/2022	01/18/2022	173.88
DTE ENERGY	01182022 1158	11175 S EBERHART AVE (11/24/2	01/18/2022	01/18/2022	979.95
DTE ENERGY	01182022 1171	305 MAPLE ST (11/24/21-12/22/	01/18/2022	01/18/2022	147.65
DTE ENERGY	01182022 1184	305 MAPLE ST APT FP (11/24/21	01/18/2022	01/18/2022	91.87
ELHORN ENGINEERING COMI	290731	EL-CHLOR (6 55-GAL); CARUS (1	01/18/2022	01/18/2022	1,633.00
ETNA SUPPLY	S104260991.00	PLASTIC METER PIT; METER COVE	01/18/2022	01/18/2022	420.00
FAMILY FARM & HOME	4088	K-9 OFFICER FOOD - POLICE DEP	01/18/2022	01/18/2022	65.99
FERGUSON WATERWORKS #3:	SC11801	DECEMBER SERVICE CHARGE - DPW	01/18/2022	01/18/2022	65.42
GARY L TODD	01182022-GT	AIRPORT MANAGER SERVICES	01/18/2022	01/18/2022	1,300.00
GERBER CONSTRUCTION, IN	2021049-1	2021 WATER LINE REPLACEMENTS	01/18/2022	01/18/2022	119,109.86
JAYNIE SMITH HOERAUF P(	52260	LEGAL SERVICES: 10/29/21-12/2	01/18/2022	01/18/2022	1,535.50
JOY SIMMER	01052022-12MI	MILEAGE REIMBURSE: 12/7/21-12	01/18/2022	01/18/2022	40.21
JOY SIMMER	01052022-0105	MILEAGE REIMBURSE: 1/4/22 DON	01/18/2022	01/18/2022	27.96
KIESLER'S POLICE SUPPL:	IN179595	AMMUNITION - POLICE DEPT	01/18/2022	01/18/2022	321.48

Clare, Michigan
A Cool City Michigan Main Street Community

PAYABLES REPORT FOR COMMISSIONERS

EXP CHECK RUN DATES 01/18/2022 - 02/07/2022BOTH JOURNALIZED AND UNJOURNALIZED OPEN BANK CODE: CONSO

VENDOR	INVOICE #	DESCRIPTION	Posting Dat	Check Run	AMOUNT
KRAPOHL FORD LINCOLN MI	64587	REAR LAMP ASSEMBLY-HIGH MOUNT	01/18/2022	01/18/2022	61.38
KRAPOHL FORD LINCOLN MI	64712	WATER PUMP; T-CHAIN PARTS - C	01/18/2022	01/18/2022	544.17
KRAPOHL FORD LINCOLN MI	64747	9 INTAKE MANIFOLD GASKETS - C	01/18/2022	01/18/2022	41.46
LORI FOESS	874860	16 INSIDE LINER ARM PATCHES (	01/18/2022	01/18/2022	160.00
MAURER'S TEXTILE RENTAI	2489110	YODER UNIFORMS - DPW	01/18/2022	01/18/2022	32.88
MCMASTER CARR SUPPLY C(	70475562	ELECTRICAL TAPE; PAPER ROLL;	01/18/2022	01/18/2022	154.42
MRWA	2020-02748	REGISTER: 2022 LIMITED TREATM	01/18/2022	01/18/2022	320.00
NATIONAL INSURANCE SERV	1477633	JANUARY 2022 PREMIUM	01/18/2022	01/18/2022	2,417.82
OWENS SOFT WATER, INC	548791	PURIFIED WATER 4 5GAL BOTTLES	01/18/2022	01/18/2022	26.00
PERCEPTIVE CONTROLS IN(	15283	REMOTE SUPPORT: LIFT STATION	01/18/2022	01/18/2022	252.00
PITNEY BOWES INC	1019753081	2 POSTAGE INK CARTRIDGES	01/18/2022	01/18/2022	161.68
PK CONTRACTING	215086-1	PAVEMENT MARKINGS: CONSUMERS	01/18/2022	01/18/2022	6,630.80
PRECISE MRM, LLC.	200-1034511	SALT TRUCK DATA PLAN: NOV 202	01/18/2022	01/18/2022	20.00
S&S WORLDWIDE, INC	IN100918551	4 SPLIT EQUIPMENT CARTS - PAF	01/18/2022	01/18/2022	839.96
SCIENTIFIC BRAKE & EQU:	0301302522	PARTS FOR RD8'6"X84 FLATBED F	01/18/2022	01/18/2022	3,904.00
SEITER ELECTRIC INC	61554	100 341 - POLICE DEPT	01/18/2022	01/18/2022	19.95
SEITER ELECTRIC INC	51557	8 S39915 BULBS - POLICE DEPT	01/18/2022	01/18/2022	64.00
SESAC, INC.	88047 2022	2022 MUSIC PERFORMANCE LICENS	01/18/2022	01/18/2022	513.00
SHULTS EQUIPMENT LLC	0106879-IN	2 SHOCK SPRINGS - DPW BLADE T	01/18/2022	01/18/2022	337.96
STATE CHEMICAL SOLUTIOI	902262051	QUART TIER PROGRAM TIER 1 - F	01/18/2022	01/18/2022	114.45
STATE OF MICHIGAN	17295	WATER OPERATORS LIMITED TREAT	01/18/2022	01/18/2022	60.00
TEAMSTERS LOCAL #214	FEBRUARY 2022	FEBRUARY 2022 DUES: SUPERVISC	01/18/2022	01/18/2022	766.00
TRUCK & TRAILER SPECIAI	BSO015950	2 SKID SHOES/CURB GUARDS - DF	01/18/2022	01/18/2022	320.26
WIELAND TRUCKS	50439	ENGINE REPAIR/SENSOR - DPW #1	01/18/2022	01/18/2022	139.65
			Sub Total:		196,217.28

Clare, Michigan
A Cool City Michigan Main Street Community

PAYABLES REPORT FOR COMMISSIONERS

(RUN DATES 01/05/2022 - 02/07/2022BOTH JOURNALIZED AND UNJOURNALIZED PAID BANK CODE: CONSO - CHECK TYPE: PAI

VENDOR	VENDOR ID	INVOICE #	DESCRIPTION	POSTING DATE	AMOUNT
FIRST NATIONAL BANK OF	6654	4093 011920	GREGORY: EVIDENCE BAGS; TRAN:	01/05/2022	140.74
FIRST NATIONAL BANK OF	6654	7936 011920	SIMMER: REC SUPPLIES; FIRST /	01/05/2022	231.73
FIRST NATIONAL BANK OF	6654	8738 011920	CLARK: SHOP CRANE & TIE DOWN:	01/11/2022	314.20
MCGUIRE CHEVROLET PONT	1069	12231 01072	2021 CHEVY TAHOE POLICE VEHI(	01/11/2022	41,236.55
VPS CONVENIENCE STORE	6623	NP61396489	DPW GAS: DEC 2021 (BG:210536	01/05/2022	4,168.58
VPS CONVENIENCE STORE	6623	NP 61396490	FIRE GAS: DEC 2021 (BG:21053	01/05/2022	554.04
VPS CONVENIENCE STORE	6623	NP 61396491	POLICE GAS: DEC 2021 (BG:210	01/05/2022	1,305.10
VPS CONVENIENCE STORE	6623	NP 61396492	W/WWT GAS: DEC 2021 (BG:2105	01/05/2022	427.70
					48,378.64

OPEN INVOICE TOTAL: _____

Grand Total: _____

COMMISSION APPROVAL:

_____

_____

_____

_____

_____

AGENDA REPORT

TO: Mayor Pat Humphrey & Clare City Commissioners
FROM: Diane Lyon, City Clerk
DATE: January 13, 2022
RE: *Professional & Education Training Opportunities

For the Agenda of January 17, 2022.

***Note: This is a Consent Agenda item and is considered as routine by the City Commission. As such, this matter shall be automatically enacted by one motion with all other Consent Agenda items unless a Commissioner or citizen requests this item be individually discussed, in which event it shall be removed from the Consent Agenda and considered and acted upon in its designated sequence on the approved Clare City Commission agenda of January 17, 2022.**

Commissioners are encouraged to attend educational and training events. Please submit the attached Professional Development Training Request to the City Clerk if you are interested in attending any educational or training event(s). If there are specific professional development topics or areas of interest in which you desire training, please contact the City Clerk.

1. Michigan Municipal League Upcoming Events. The MML provides many opportunities for training and professional development to include a vast selection of webinars available for viewing. The current offerings are attached for review & consideration.

2. American Planning Association-Michigan Chapter. The Michigan APA likewise offers training sessions and onsite workshops for city officials. If you are interested in having the City host an onsite workshop, please contact the City Clerk. The most current opportunities for professional development are attached for your consideration.

3. National League of Cities. The National League of Cities professional development offerings are attached for consideration.

Attachments: as outlined above.

Clearly another way of life.

CITY OF CLARE
Professional Development Training Request

Today's Date:_____

Your Name & Title:_____

Name of Training Event:_____

Location of Training Event: _____

Date(s) & Times of Training Event:_____

If you are required to sign up for break-out sessions, which break-out sessions & times would you like to attend:

_____

_____

_____

_____

Do you have and special food requirements (if the event is serving food)?

_____

Will you need a city vehicle to attend this event? Yes ☐ No ☐
(If the answer is no, a mileage reimbursement form will be provided)

Will you need overnight accommodations? Yes ☐ No ☐

Do you have special needs regarding accommodations? _____

Please return this completed form to: Diane Lyon, City Clerk
202 W. Fifth St.
Clare, MI 48617

Or you may email the form to: dlyon@cityofclare.org

Jump to...

- League Calendar
- Convention
- Capital Conference
- U.P. Education Summit
- On-Site Programs
- Elected Officials Academy
- Leading Edge

Resources

- Speaker Resources
- Newly Elected Officials

Training/Events

League educational events provide up-to-date information on major issues and concerns relating to local government. These events include everything from annual conferences and conventions to webinars and on-site classes. Some of our more popular educational activities are listed below. Consult the online League Calendar for more details, including dates, times, locations and specific topics.

League Calendar>

Training Registration Policies>

Convention Registration Policies>

Capital Conference Registration Policies>

Annual Convention
Local officials and experts come together for a few days each fall to learn the new programs and strategies that will improve their communities.

Capital Conference
An annual opportunity for local officials to learn what's going on at the State Capitol; experience Lansing at the height of legislative activity!

Virtual Programs
The League offers Advanced and Standard customized education programs brought to you virtually. Search our inventory of programs by category or title.

Webinars On-Demand
Recorded webinars viewed right from your desktop.

Annual Expo
The annual Expo is hosted in conjunction with the League's Capital Conference, held in the Spring.

Training Partners
These are organizations that the League partners with to provide additional training opportunities.

More to Explore on mml.org...

Coronavirus Resources

ON-DEMAND WEBINAR LIBRARY

ELECTED OFFICIALS ACADEMY

ON-SITE SEMINARS

SPEAKER RESOURCES

REGISTRATION/CANCELLATION POLICIES

Follow Us On...

Newly Elected Officials Training (VIRTUAL)

Newly Elected Officials Training
January 20, 2022
VIRTUAL - Due to COVID-19, this event has recently been changed to a virtual event.

Our Newly Elected Officials Training aims to educate first-time elected officials and refresh seasoned officials with core topics and basic functions you'll need to hit the ground running in your role as a public official. Now, we're making it easier than ever for you to access the information you need by offering our Newly Elected Officials training that covers:

- Introduction to League Services
- Overview of Basic Local Government
- Roles and Responsibilities of Elected Officials
- Open Meetings Act (OMA)
- Freedom of Information Act (FOIA)
- Government Finance
- Elected Officials Academy Ambassador Panel

About the Speakers

League Staff, Experienced Elected Officials, & Plante Moran

Agenda

Begin 6:00 pm; Adjourn 9:15 pm

Cost Per Person

League Member, Business Alliance Participants, $75
League Nonmember Government, Limited Associate Members, $130

Registration Form

Location - Virtual
Zoom links will be sent in a confirmation email to registered attendees. Please save the Zoom link.

Education Credits Approved For This Program

3 EOA

Cancellation Policy
All cancellations must be submitted in writing either by email to registration@mml.org. No refunds will be given for cancellation requests received after 1/13/2022. For a full list of registration policies, click here.

When: 1/20/2022 - 1/20/2022

Where: Zoon (VIRTUAL)

Sign In

Username

Password

Remember me on this computer

Sign In

Forgot my password or my username

Create a new account

Newly Elected Officials Training (VIRTUAL)

Newly Elected Officials Training
January 22, 2022
(VIRTUAL)

Our Newly Elected Officials Training aims to educate first-time elected officials and refresh seasoned officials with core topics and basic functions you'll need to hit the ground running in your role as a public official. Now, we're making it easier than ever for you to access the information you need by offering our Newly Elected Officials training that covers:

- Introduction to League Services
- Overview of Basic Local Government
- Roles and Responsibilities of Elected Officials
- Open Meetings Act (OMA)
- Freedom of Information Act (FOIA)
- Government Finance
- Elected Officials Academy Ambassador Panel

About the Speakers

League Staff, Experienced Elected Officials, & Plante Moran

Agenda

January 22, 2022
8:30 am - 12:25 pm (Zoom)

Cost Per Person

League Member, Business Alliance Participants, $75
League Nonmember Government, Limited Associate Members $130

Registration Form

Location
Virtual
Zoom links will be sent in a confirmation email to registered attendees. Please save the Zoom link.

Education Credits Approved For This Program

3 EOA

Cancellation Policy
All cancellations must be submitted in writing either by email to registration@mml.org. No refunds will be given for cancellation requests received after 1/10/2022. For a full list of registration policies, click here.

When: 1/22/2022 - 1/22/2022

Sign In

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Michigan Municipal Executives

A State Affiliate of ICMA

2022 MME Winter Institute

MME Winter Institute Conference Information

About

The Michigan Municipal Executives 2022 Winter Institute will bring Michigan's municipal leaders to Troy from January 25 - 28th. This year's focus is on Personal Development, Relationship Management, General Management, Finance, & Ethics.

The 2022 Winter Institute will be at the Detroit-Troy Marriott. **Click to reserve your hotel room.**

Registration

Agenda

Venue & Hotel

Sponsors

Share!

MME Listserv

Join today

MME Blog

Year-End Wrap Up, Much to Share
January 10, 2022

Winter Institute Set for Troy in January
January 10, 2022

Early Career Outreach Committee Updates
January 10, 2022

Making New Members Feel Comfortable
January 10, 2022

Contact Information

General Information:
Ph: 734-662-3246
Fax: 734-669-4223

Membership Services:
Email: membership@mme.org

Conference Registration:
Email: registration@mme.org

MME Listserv:
Email: listmanager@mme.org

MME Website:
Email: webposting@mml.org

Elected Officials Academy Core Weekender

Elected Officials Academy Core Weekender
Friday & Saturday, February 11-12, 2022

All elected municipal officials must have a basic foundation of knowledge upon which to build their effectiveness as community leaders. This weekend seminar offers the most critical information in four short courses—Legal Framework, Leadership Roles & Responsibilities, Financial Management, and Planning & Zoning—in a compact format that facilitates achievement of Level One of the Michigan Municipal League's Elected Officials Academy. The Elected Officials Academy (EOA) is a voluntary continuing education program established to encourage and recognize the efforts of local elected officials to become effective leaders. Learn more about the EOA at eoa.mml.org. Upon completion of this program attendees will be able to differentiate between the role of the councilmember and the role of the mayor/president, discuss the Uniform Budgeting and Accounting Act, identify where taxes and revenue sharing come from, use zoning checks and balances, and make effective zoning decisions.

About the Speakers
A panel of experienced speakers

Full Agenda

Agenda
Friday, February 11, 2022
Check-in 5:30 pm; A light dinner; Begin 6:00 pm;
Adjourn 9:00 pm

Saturday, February 12, 2022
Check-in 7:30 am; Begin 8:00 am; Lunch; Adjourn 3:00 pm

Cost Per Person
League Member communities, $195
Nonmember Government, $260

Registration Form

Location
H Hotel
111 W Main St, Midland, MI 48640

Housing
Group reservations are available at the H Hotel.

H Hotel
111 W Main St, Midland, MI 48640

Group room rate: $140

To make a reservation, **follow this link,** and select "Attendee".

Education Credits Approved For This Program
8 EOA

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Create a new account

EOA Budgeting and Finance Advanced Weekender

Elected Officials Academy Budget & Finance Advanced Weekender
Friday & Saturday, February 11-12, 2022

Seasoned elected officials who have attended the EOA "Core Weekender" are ready to jump up to the next level of service with more in-depth knowledge of municipal issues. Formal presentations about municipal budgeting, understanding financial statements and audits, priority based budgeting, utility rate settings, overview of the League's ServeMI City program, funding community projects and discussion in a relaxed environment that is often the most effective way for local elected officials to develop and enhance their knowledge and capabilities.

Upon completion of this program, attendees will be able to:
1. Have a deeper understanding of municipal finance
2. Learn how understanding financial documents will help ensure your community's fiscal stability
3. Develop an understanding of your utility rate setting objectives, operational costs, cash outflow, establishing adequate reserves, and developing a multi-year tool for your community
4. Have a deeper knowledge of funding agencies and the resources and programs these agencies provide
5. Learn about the ServeMI City program and what services they provide for your community

Registratants *must attend* the EOA Core Weekender before registering for the EOA Advanced Weekender.

About the Speakers
A panel of experienced speakers

Full Agenda

Agenda
Friday, February 11, 2022
Check-in 5:30 pm; A light dinner; Begin 6:00 pm;
Adjourn 9:00 pm

Saturday, February 12, 2022
Check-in 7:30 am; Begin 8:00 am; Lunch; Adjourn 3:00 pm

Cost Per Person
League Member communities, $195
Nonmember Government, $260

Registration Form

Location
H Hotel
111 W Main St, Midland, MI 48640

Housing
Group reservations are available at the H Hotel.

H Hotel
111 W Main St, Midland, MI 48640

Sign In

Username

Password

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Sign In

Forgot my password or my username

Create a new account

(http://blogs.mml.org/wp/cc)

Partnerships and Policy: Fueling a Community Revival

MARCH 15-16, 2022

CapCon 2022 is all about getting our members to think deeply about partnerships and their effectiveness for changing and creating policy that builds community wealth. The event will dovetail Convention 2021, Trust and Belonging: Sparking a Community Revival, by helping attendees convert the energy and inspiration they got from that engagement into practical and actionable tools that support their community's vision.

Objective

CapCon 2022 attendees will leave this year's event with:

- Tangible information and tools that help them access extensive federal and state resources
- The latest news on priority policy issues in Lansing and DC
- Stronger or new relationships with key policy leaders such as legislators and state cabinet heads (e.g. MSHDA, LEO, MEDC, etc.)
- The latest information on MML partnerships via our coalition efforts such as State ARP, City Business Collaborative, ServeMi City, and philanthropy
- New inspiration from community leaders representing big and small cities who've used partnerships to achieve something special

Overview

- Preconference Workshops = 3
- General Sessions = 3
- Breakout Sessions = 10
- Welcome Reception at Expo Hall
- Awards Gala
- "Office Hours"
- MML Board Meeting
- AFFL Meetings
    - MAMA
    - MWIMG

(http://blogs.mml.org/wp/cc)

Conference Agenda-at-a-glance

Tuesday, March 15, 2022

8:00 am – 6:00 pm	Conference Registration
9:00 am – 12:00 pm	Workshops (http://blogs.mml.org/wp/cc/conference-workshops-2/)
9:00 am – 4:30 pm	MAMA Mid-Winter Institute (https://www.mml.org/sites/Members/Event_Display.aspx?EventKey=20C01&WebsiteKey=6c903230-4a06-4cc8-8cd2-d7c66df022f1) *
10:00 am – 1:00 pm	MML Board of Trustees Meeting & Lunch
12:00 – 1:15 pm	Michigan Women in Municipal Government Luncheon*
12:00 – 1:30 pm	Open Office Hours with State Agencies (http://blogs.mml.org/wp/cc/general-information/) Meetings with Legislators (on your own)
1:45 – 3:30 pm	Capital Conference Welcome General Session
3:30 – 4:30 pm	General Session: Legislative Team Breaks It Down
4:30 – 6:30 pm	MML Liability & Property Pool (http://blogs.mml.org/wp/cc/general-information/) Capital Conference Welcome Reception (http://blogs.mml.org/wp/cc/general-information/)

Wednesday, March 16, 2022

7:30 am – 3:30 pm	Conference Registration
7:30 – 8:30 am	Legislative Breakfast (http://blogs.mml.org/wp/cc/general-information/)

8:00 am – 3:00 pm	Annual Expo
8:30 – 10:00 am	General Session: Meet the Leaders Helping Shape the Future of Michigan
10:00 – 10:30 am	Networking Break in Expo Hall
10:45 -Noon	Breakout Sessions (http://blogs.mml.org/wp/cc/breakout-sessions/)
Noon – 1:00 pm	Networking Luncheon Michigan Black Caucus of Local Elected Officials Meeting/Lunch
1:00 – 1:30 pm	Dessert & Networking Break in Expo Hall
1:30 – 2:45 pm	General Session: Leveraging the Power of Community Capital
2:45 – 3:30 pm	Networking Break in Expo Hall
2:45 – 4:30 pm	Open Office Hours with State Agencies Meetings with Legislators (on your own)
3:30 – 4:30 pm	Breakout Sessions (http://blogs.mml.org/wp/cc/breakout-sessions/)

*Indicates additional fee

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Conferences and Events

The Michigan Association of Planning's education programs provide participants with the skills and knowledge to make good land use decisions. Our instructors enable new community planning officials to better understand their roles and responsibilities, reacquaint experienced officials with current planning tools and techniques, provide the professional planner with professional development opportunities, and broaden urban planning students knowledge of statewide best practices.

Annual Training Programs

Planning Michigan Conference

- MAP's premiere, annual educational event
- General sessions, national experts, breakouts, mobiles, networking, basic and advanced courses
- #1 source of best planning practices in Michigan
- Click here for information about this year's conference.

Quick Links

Thank you Corporate Members

Donate to MAP

Contact MAP Staff

Upcoming Events

Wed Jan 12, 2022
Emerging Planning Professionals Coffee Hour
Category: Emerging Planning Professional

Wed Jan 12, 2022
Sign Guidebook Q and A
Category: MAP Events

Wed Jan 19, 2022
MAP Reads

Student Conference

- MAP is dedicated to supporting student development in the planning profession
- Connects the future generation of planners from 8 Michigan universities to seasoned planners and state land use leaders
- Student led and managed, the event attracts more than 125 students annually.
- Click here for information about this year's student conference.

Specialty Programs

- **Spring Institute** - Recent topics have included: Social Equity Aging in Place, Climate Adaptation, as well as Entrepreneurs and Economic Development
- **Transportation Bonanza** - Safe Routes to School implementation, multi-modal transportation
- **MAP Reads** - Every other month group meets to discuss a planning-related text. Click here to see the current and past discussion topics.
- **Regional Workshops** - Each spring, MAP brings our workshops for officials to communities across the state.

On-Site Workshops

Our On-Site Program offers a menu of topics to choose from with the option to customize programming for your community's needs.

- These programs come to you! We deliver the instructor and curriculum, you coordinate invitations and the facility: cost effective training convenient and close to home.
- Topics include Planning and Zoning Essentials, Site Plan Review, Zoning Board of Appeals, Zoning Administration, Planning for Health, Capital Improvements Programs, and more.
- Click here for more information.

Category: MAP Network & Learn

Tue Jan 25, 2022

Woodland Preservation Webinar

Category: MAP Events

Fri Jan 28, 2022

Michigan Transportation Planning Association Conference Session Proposals Due

Category: Other Events

View Full Calendar

Event Calendar

Woodland Preservation Webinar

Tuesday, January 25, 2022
5:30 PM - 7:00 PM EST
Category: MAP Events

For decades, many local ordinances have required preservation of existing trees and planting of new trees to protect the environment and to preserve quality of life in our communities. Two recent court decisions have brought the implementation of those requirements into question. Join MAP Law Committee members, Richard Norton, Emily Palacios, and Mark Wyckoff as they present a tale of two townships and two court cases. Learn how to bolster your natural preservation ordinances from legal challenges.

MAP Member Price: $25 Non Member Price: $30

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Michigan Transportation Planning Association

A voluntary association of public organizations and agencies responsible for the administration of transportation planning activities throughout the State of Michigan

Member Agencies

Meet the MTPA Partner Organizations

More

2022 MTPA Conference

JULY 26-29, 2022

DOWNTOWN FLINT @
THE UNIVERSITY OF MICHIGAN-FLINT
RIVERFRONT BANQUET CENTER
& THE HILTON GARDEN INN FLINT

2022 Congressional City Conference

The Congressional City Conference (CCC) provides local leaders with the tools and connections to help build a brighter future for our nation's cities, towns and villages. Join us March 14-16, 2022 in Washington, DC with pre-conference activities happening on March 12-13.

REGISTER TODAY

CONGRESSIONAL CITY CONFERENCE CITY SUMMIT

UPCOMING CONFERENCES & MEETINGS

Program

Topic

Event Type

Skip to Content

Community & Economic Development, Health & Wellness

JAN 11TH, 2022, 4:00PM – 5:00PM

Health & Resilience through the Arts- Information Session

American Rescue Plan Act, Community & Economic Development, Economic Opportunity & Workforce Development, Local Authority & Intergovernmental Relations

JAN 12TH, 2022, 3:00PM – 4:00PM

Skip to Content

ARPA Compliance Session 1 – Coronavirus Local Fiscal Recovery Funds Compliance: Audit Readiness

Preparing municipalities for the audit process The U.S. Treasury has stated that the Single Audit Act of 1984 and its current implementing regulation will apply to Coronavirus Local Fiscal Recovery...

Community & Economic Development, Economic Opportunity & Workforce Development, Infrastructure, Innovation, Technology

JAN 19TH, 2022, 2:00PM – 3:00PM

Digital Equity 2022 Webinar Series

Economic Opportunity & Workforce Development, Entrepreneurship

JAN 19TH, 2022, 3:00PM – 4:00PM

City Innovation Ecosystems Speaker Series

Skip to Content

Members Only

American Rescue Plan Act, Community & Economic Development, Municipal Finance

JAN 24TH, 2022, 1:30PM – 2:45PM

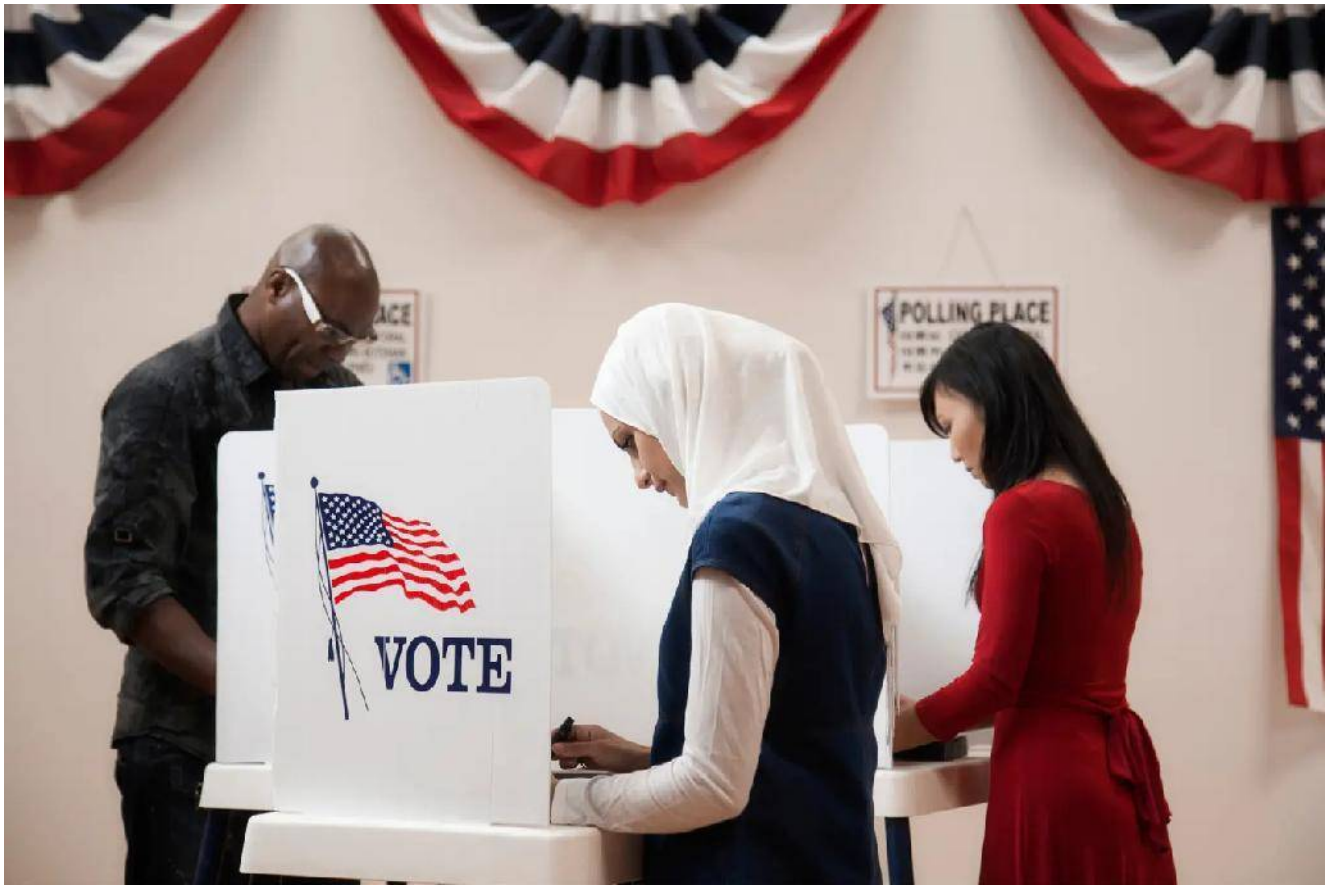
ARPA Office Hour: Grant Writing & Reporting

Skip to Content

Leadership FEB 2ND, 2022, 12:00PM – 1:00PM

New Member Orientation

Skip to Content



Census, Civic Engagement, Education and Early Childhood Success, Expanded Learning, Leadership, Sustainability & Resilience, Voting, Youth Engagement

FEB 2ND, 2022, 2:00PM – 3:00PM

Local Democracy Initiative Webinar Series

Community & Economic Development, Innovation

FEB 9TH, 2022, 2:00PM – FEB 10TH, 2022, 2:00PM

Capstone Challenge Showcase & Awards

View Past Events

VIEW ALL

AGENDA REPORT

TO: Mayor Pat Humphrey and the Clare City Commission
FROM: Jeremy Howard, City Manager
DATE: January 13, 2022
RE: **CLOSED SESSION TOPIC - Labor Negotiations**

For the Agenda of January 17, 2022

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*Background***.** The City's Collective Bargaining Agreements (CBA) with the Teamsters (Supervisory and Hourly) groups and the employee health insurance offered as a part of our city employee contracts through the Teamsters (MCTWF) expire at the end of March 2022. The POAM and COAM bargaining units will expire at the end of this fiscal year. We are beginning to schedule our preliminary meetings with the respective CBA business representatives and union stewards at this time. The City's negotiating team will consist of myself, the City Attorney, City Treasurer, and City Clerk. Before we begin the negotiations, we would like to share some information and get the City Commission's guidance. The Commission is asked to convene a closed session as allowed under the Open Meetings Act, 15.268, Section 8.1.(c). "For strategy and negotiation sessions connected with the negotiation of a collective bargaining agreement".

Issues & Questions Specified. Should the City Commission convene a closed session meeting to discussion labor negotiation strategy?

Alternatives.

1. Convene a Closed Session meeting.
2. Do not convene a closed session meeting.
3. Set aside decision regarding this matter to a later date.

Financial Impact. Presently indeterminable.

Recommendation. I recommend that the City Commission convene, by appropriate motion and vote, a closed session meeting for the purpose of labor negotiation strategy discussions.

Attachments. None.