

The regular meeting of the Clare City Commission was called to order at 6:00 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 Pat Humphrey, Maegan Jenkins, Nick Loomis and Carolyn (Gus) Murphy. Absent: Bob Bonham. Also, present: Jeremy Howard, City Manager; CPD Chief Dave Saad; CPD Captain John Lake; CPD Sergeant Tom Francisco; Dan Jenkins, Tree Advisory Board; Shannon Sirpilla, Treasurer; Jaynie Hoerauf, City Attorney; and Diane Lyon, City Clerk.

2. CONSENT AGENDA:

Moved by Commissioner Jenkins 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 Pat Humphrey, Maegan Jenkins, Nick Loomis and Carolyn (Gus) Murphy. Nays: None. Absent: Bob Bonham. *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. FISCAL YEAR 2022-2023 BUDGET, CIP SCHEDULE, AND TAX MILLAGE RATE APPROVAL

The Charter of the City of Clare stipulates that the City Commission shall adopt a budget for the upcoming fiscal year at the first scheduled City Commission meeting in June. In preparation for the approval of the Fiscal Year 2022/23 Budget, City Staff presented the proposed FY2022/23 Capital Improvement Program Schedule to the Planning Commission on April 13th to review to discuss the requested/proposed capital improvement budgets. The Planning Commission provided a recommendation of approval to the City Commission.

The full City Commission held two budget workshops during the month of May during which the Department Heads, the City Manager, and the City Treasurer/Finance Director presented the proposed Fiscal Year 2022/23 budget. The City Commission is now asked to approve the proposed budget and millage rate.

Prior to adopting/approving the budget the City Commission is required to hold a public hearing to receive comment regarding the proposed budget and the proposed tax millage to be collected for the new fiscal year commencing July 1st. Notice of the hearing has been completed as required.

Motion by Commissioner Murphy second by Commissioner Jenkins to open the public hearing. Roll call vote: Yeas: Commissioners Pat Humphrey, Maegan Jenkins, Nick Loomis, and Carolyn (Gus) Murphy. Nays: None. Absent: Bob Bonham. *Motion Carried.*

Public Comment: None.

Motion by Commissioner Murphy second by Commissioner Jenkins to close the public hearing. Roll call vote: Yeas: Commissioners Pat Humphrey, Maegan Jenkins, Nick Loomis, and Carolyn (Gus) Murphy. Nays: None. Absent: Bob Bonham. *Motion Carried.*

Motion by Commissioner Murphy second by Commissioner Jenkins to approve the FY2022-2023 budget, CIP schedule, and tax millage rate by adoption of Resolution 2022-049. Roll call vote: Yeas: Commissioners Pat Humphrey, Maegan Jenkins, Nick Loomis, and Carolyn (Gus) Murphy. Nays: None. Absent: Bob Bonham. *Motion Carried.*

B. FY 2022-2023 FEE & RATE SCHEDULE APPROVAL

In conjunction with the annual budget process, the City Staff reviews and recommends appropriate changes to the City's Fee and Rate Schedule. That review has been completed, and the City Staff recommends the following changes to our current fee structure to cover actual costs of services:

- Amendment to fees that require public notice.
- An increase to tie-down ramp fees at the airport.
- Increase for hydrant water for commercial purposes and non-residents.
- Increase mowing fees.
- Fine increase for parking within 15' of a hydrant.
- Increase to water turn on fees.
- Increase in utility deposit fees.
- A 3% increase in water rates and 4% increase in sanitary sewer service rates this fiscal year and a 16.6% decrease in waste services for an overall City Utility Rate decrease of 2.6%.
- A perpetual water and sewer service rate increase of 3% annually until such time that enterprise funds become sufficient to cover water and sewer infrastructure improvements, which will be evaluated periodically.

Motion by Commissioner Jenkins second by Commissioner Loomis to approve the engineering agreement with Mead & Hunt by adoption of Resolution 2022-050. Roll call vote: Yeas: Commissioners Pat Humphrey, Maegan Jenkins, Nick Loomis, and Carolyn (Gus) Murphy. Nays: None. Absent: Bob Bonham. *Motion Carried.*

C. *BOARD & COMMITTEE REAPPOINTMENT- PARKS AND RECREATION ADVISORY BOARD, MARGIE DILL

Resolution 2022-051 approved by consent agenda.

D. *BOARD & COMMITTEE REAPPOINTMENT- TREE ADVOCACY BOARD, DAN JENKINS

Resolution 2022-052 approved by consent agenda.

8. TREASURER'S REPORT: The Treasurer provided a report to the Commission.

9. CITY MANAGER'S REPORT

Clare Area Community Foundation Grant. The City of Clare recently submitted and was awarded a grant from the Clare Area Community Foundation to cover the full cost of a Police Golf Cart. The main objective is to provide greater visibility and stronger show of police presence. We want the public to see officers and feel safe in Clare. Golf carts can be used to assist in transporting those with physical disabilities, transporting an arrested subject out of the congested area, an injured person to an ambulance staging area, and to transport needed equipment. Golf carts maneuver places the patrol vehicles cannot go in crowds. Festivals and events can be highly congested and usually closed to vehicle traffic. We believe the purchase and use of a golf cart by officers will increase visibility and as a result increase safety of the public. The golf cart will also be utilized during the annual Youth Police Academy to teach basic driving skills, traffic safety, and complete an obstacle course.

Michigan Green Communities. Clare was recently recognized for environmental leadership by the statewide Michigan Green Communities program. As part of the 2021 Michigan Green Communities (MGC) Challenge, 44 participating local governments were awarded gold, silver, or bronze seals of achievement reflecting community leadership in areas such as energy efficiency, climate adaptation and resilience, recycling, environmental justice, and more. Ten communities received bronze certification, twelve received silver certification, and twenty-two received gold certification. The City of Clare achieved silver status for exemplary action in multiple categories, including items in categories related to planning, economic development, land use, climate resilience, climate adaptation, energy efficiency, renewable energy, materials management (AKA recycling, composting, waste diversion), water conservation and protection, clean mobility, and community engagement. One recent project included updating City buildings from fluorescent lighting to LED lighting throughout the municipal buildings.

Summer Concert Series. The 2022 Summer Concert Series in Shamrock Park starts June 9th and runs through the summer every Thursday night from 6-8.

Lake Shamrock Dredging Project. We now have a signed MOU with the Department of Treasury to continue working to obtain the 6.8 million in funding designated for the project. Now that June is here, we will be able to start dredging again under our permit so we look forward to continuing the process with the barge and excavator as we continue meeting at the same time with engineers and companies that will potentially be able to partner with us to expand the project.

10. *COMMUNICATIONS: *Approved by Consent Agenda.*
11. EXTENDED PUBLIC COMMENT: None.
12. COMMISSION DISCUSSION TOPICS: None.
13. *APPROVAL OF BILLS: *Approved by Consent Agenda.*
14. *PROFESSIONAL & EDUCATIONAL TRAINING OPPORTUNITIES: *Approved by Consent Agenda.*
15. CLOSED SESSION: OMA, 15.268, Section 8.1© -POAM & COAM LABOR AGREEMENTS
Motion by Commissioner Loomis second by Commissioner Murphy to go into closed session at 6:17 p.m. Roll call vote: Yeas: Commissioners Pat Humphrey, Maegan Jenkins, Nick Loomis, and Carolyn (Gus) Murphy. Nays: None. Absent: Bob Bonham. *Motion Carried.*

Motion by Commissioner Murphy second by Commissioner Loomis to go into open session. Roll call vote: Yeas: Commissioners Pat Humphrey, Maegan Jenkins, Nick Loomis, and Carolyn (Gus) Murphy. Nays: None. Absent: Bob Bonham. *Motion Carried.*
16. APPROVE CLOSED SESSION MINUTES:
Motion by Commissioner Loomis second by Commissioner Jenkins approve the closed session minutes. Roll call vote: Yeas: Commissioners Pat Humphrey, Maegan Jenkins, Nick Loomis, and Carolyn (Gus) Murphy. Nays: None. Absent: Bob Bonham. *Motion Carried.*
17. APPROVE POAM LABOR AGREEMENT:
Motion by Commissioner Loomis second by Commissioner Murphy to approve the Police Officer's Association of Michigan Labor Agreement by adoption of Resolution 2022-053. Roll call vote: Yeas: Commissioners Pat Humphrey, Maegan Jenkins, Nick Loomis and Carolyn (Gus) Murphy. Nays: None. Absent: Bob Bonham. *Motion Carried.*
18. APPROVE COAM LABOR AGREEMENT:
Motion by Commissioner Loomis second by Commissioner Murphy to approve the Command Officer's Association of Michigan Labor Agreement by adoption of Resolution 2022-053. Roll call vote: Yeas: Commissioners Pat Humphrey, Maegan Jenkins, Nick Loomis and Carolyn (Gus) Murphy. Nays: None. Absent: Bob Bonham. *Motion Carried.*
19. ADJOURNMENT: Motion by Commissioner Jenkins second by Commissioner Murphy to adjourn the meeting. Roll call vote: Yeas: Commissioners Pat Humphrey, Maegan Jenkins, Nick Loomis, and Carolyn (Gus) Murphy. Nays: None. Absent: Bob Bonham. *Motion Carried.* Meeting adjourned at 6:53 p.m.

Pat Humphrey, Mayor

Diane Lyon, City Clerk