



CITY OF CLARE

202 West Fifth Street | Clare, Michigan 48617-1490

Office 989.386.7541 | Fax 989.386.4508

www.cityofclare.org

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

Monday, June 19, 2023

6:00 p.m.

AGENDA

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

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. Recognition – Clare High School Boy's Track/Field – 2023 State Champions
 - B. Approve FY22/23 Year-End Budget Amendments
 - C. Approve Airport Roof Replacement Bid and Award Contract
 - D. Approve Police Department Roof Replacement Bid and Award Contract
 - E. Approve MEDC CDBG WRI Project Construction Bid
 - F. ***Board & Committee Appointments**
Clare Airport Advisory Board – (Martin Elzroth & Rodger Hicks)
8. **TREASURER'S REPORT**
9. ***DEPARTMENT REPORTS**
10. **CITY MANAGER'S REPORT**
11. ***COMMUNICATIONS**





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12. EXTENDED PUBLIC COMMENT

13. COMMISSION DISCUSSION TOPICS

14. *APPROVAL OF BILLS

DEPARTMENT OF PUBLIC WORKS

Ph 989.386.2182 or
989.386.7541 x202
Fx 989.386.4508

15. *PROFESSIONAL & EDUCATIONAL TRAINING OPPORTUNITIES

16. ADJOURNMENT

UTILITY BILLING

Ph 989.386.7541 x201

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.

W/WWT PLANT

Ph 989.386.2321
Fx 989.386.2387

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.

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Fx 989.386.0440

FIRE DEPT. NON-EMERGENCY

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AIRPORT

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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 Bob Bonham, Kim Bussell, Pat Humphrey, Maegan Jenkins, and Carolyn (Gus) Murphy. Absent: None. Also, present: Jeremy Howard, City Manager; Shannon Sirpilla, City Treasurer; Diane Lyon, City Clerk; Dave Saad, Police Chief; and DPW Director Luke Potter.

2. CONSENT AGENDA:

Moved by Commissioner Bonham second by Commissioner Murphy to approve the items listed with an asterisk (*) (Agenda, Minutes, Communications, Professional Development, and Bills) that are considered to be routine by the City Commission. Roll call vote: Yeas: Commissioners Bob Bonham, Kim Bussell, Pat Humphrey, Maegan Jenkins, and Carolyn (Gus) Murphy. Nays: None. Absent: None. *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. APPROVAL OF FISCAL YEAR 2023/2024 BUDGET, CAPITAL IMPROVEMENTS PROGRAM, AND TAX MILLAGE

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 2023/24 Budget, the City Staff presented the proposed FY2023/24 Capital Improvements Plan (CIP) to the Planning Commission on April 12th to review and discuss the requested/proposed capital improvement budgets. The City Commission then held two budget workshops on April 17th and May 15th during which the Department Heads, the City Manager, and the City Treasurer/Finance Director presented the proposed Fiscal Year 2023/24 budget and CIP to the Commissioners for input and discussion. The City Commission is now asked to approve those items and to set the millage rate.

Prior to adopting/approving the budget/CIP, and the millage rate, the City Commission is required to hold a public hearing to receive comments regarding the budget, and the CIP, and set the proposed tax millage to be collected for the new fiscal year commencing July 1st. Notice of the hearing (copy attached) has been completed as required.

Motion by Commissioner Bonham second by Commissioner Bussell to approve the FY2023/2024 Budget, CIP Projects, adoption of Resolution 2023-034, and approve the Tax Millage by the adoption of Resolution 2023-035. Roll call vote: Yeas: Commissioners Bob Bonham, Kim Bussell, Pat Humphrey, Maegan Jenkins, and Carolyn (Gus) Murphy. Nays: None. Absent: None. *Motion Carried.*

B. APPROVAL OF FISCAL YEAR 2023/2024 FEE & RATE SCHEDULE

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

- Change PA 425 request item to District II Transfer Request
- Tax Exemption Program Application price from \$150 to \$200
- False Alarm Fees from \$35 for 3rd & subsequent alarms to \$50
- Parking between sidewalk & curb infraction from \$15 to \$25
- Parking too far from curb infraction from \$15 to \$25
- Fire supplies/miscellaneous rates to be determined per incident.
- Increase in utility deposit fees.
- A 3% increase in waste service fees this fiscal year.
- 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, at which time the amount of increase will be evaluated.

Motion by Commissioner Bussell second by Commissioner Murphy to approve the FY2023/2024 Fee & Rate Schedule by the adoption of Resolution 2023-036. Roll call vote: Yeas: Commissioners Bob Bonham, Kim Bussell, Pat Humphrey, Maegan Jenkins, and Carolyn (Gus) Murphy. Nays: None. Absent: None. *Motion Carried.*

C. CLARE COUNTY INTERGOVERNMENTAL SERVICES AGREEMENT-NINE DAYS EARLY VOTING CONSOLIDATION

In November 2022, Michigan voters approved Proposal 22-2, amending Article II of the Michigan Constitution, which established a registered voter's right to vote in person in statewide and Federal elections at an early voting site. The site is required to be open for at least nine consecutive days for at least eight hours a day, beginning on the second Saturday before the election and ending on the Sunday before the election. The proposal specified that early voting sites are governed like election-day polling places, except that an early voting site could serve voters from more than six precincts and from more than one municipality within a county.

This new unfunded mandate has proved to be of great concern to townships and cities on how to implement and pay for nine days of early voting on top of the expense and coordination efforts of operating a precinct on Election Day. If the City ran early voting our City Clerk, Diane Lyon, estimates the cost to run approximately \$6,500 on top of approximately \$5,900 to operate on Election Day for one election. The City will hold a minimum of three elections in 2024.

To assist Clare County townships and cities with the expense of conducting early voting, the Clare County Board of Commissioners has approved the hiring of an Elections Coordinator at the County to manage and run consolidated early voting for the nine days prior to an election at the County with no cost attributable to the jurisdictions. County Clerk, Lori Martin and Clare County Administrator, Lori Phelps, have developed a proposed intergovernmental services agreement for the County to provide the required nine days of early voting for all State and Federal Elections for the City of Clare and all other Clare County jurisdictions desiring to enter into this agreement. This intergovernmental agreement expires on December 31, 2024.

Motion by Commissioner Bonham second by Commissioner Murphy to approve the Intergovernmental Agreement by the adoption of Resolution 2023-037. Roll call vote: Yeas: Commissioners Bob Bonham, Kim Bussell, Pat Humphrey, Maegan Jenkins, and Carolyn (Gus) Murphy. Nays: None. Absent: None. *Motion Carried.*

D. WAIVER OF FIRST RIGHT OF REFUSAL-PROPERTY TAX FORECLOSURES

The City has received a Notice of Judgment of Foreclosure on two parcels (051-180-028-00 & 051-624-003-00) located within the City of Clare. The City Commission is asked to determine whether it wishes to waive its right of first refusal for the property. The City Staff recommends the City Commission exercise that right, thereby allowing the County to dispose of the property through foreclosure proceedings. This will also allow the property to remain on the tax roll rather than the city taking ownership and therefore not being able to collect future taxes on the parcels.

Motion by Commissioner Murphy second by Commissioner Jenkins to approve a waiver of the First Right of Refusal to purchase the property by the adoption of Resolution 2023-038. Roll call vote: Yeas: Commissioners Bob Bonham, Kim Bussell, Pat Humphrey, Maegan Jenkins, and Carolyn (Gus) Murphy. Nays: None. Absent: None. *Motion Carried.*

E. WATER/WASTEWATER GLASSWARE CLEANER BID APPROVAL

The Glassware Cleaner at the City's Waste Water Plant recently experienced a complete and unplanned failure. City staff utilizes this equipment for lab glassware cleaning and disinfection daily and it is an integral part of testing and lab use. City staff, therefore, solicited sealed bids to allow the city to purchase and replace this piece of equipment. The City Commission is asked to consider approving the bids and award the bid to the low bidder, USA Blue Book, in the amount of \$10,268.

Motion by Commissioner Murphy second by Commissioner Bonham to approve the bids and purchase of a glassware cleaner from USA Blue Book by the adoption of Resolution 2023-039. Roll call vote: Yeas: Commissioners Bob Bonham, Kim Bussell, Pat Humphrey, Maegan Jenkins, and Carolyn (Gus) Murphy. Nays: None. Absent: None. *Motion Carried.*

F. CLARE COUNTY HAZARD MITIGATION PLAN APPROVAL

The City has received notice from the Clare County Director of 911 & Emergency Management, that the Clare County Hazard Mitigation Plan has been approved by Clare County as well as by appropriate state and federal agencies. Said Plan enables Clare County and any local

governmental entities within Clare County that adopt the Plan as theirs to apply for state and federal emergency assistance funds in the event of a qualifying disaster. The City Commission is asked to adopt the Clare County Hazard Mitigation Plan.

Motion by Commissioner Jenkins second by Commissioner Bussell to approve the Clare County Hazard Mitigation Plan by the adoption of Resolution 2023-040. Roll call vote: Yeas: Commissioners Bob Bonham, Kim Bussell, Pat Humphrey, and Carolyn (Gus) Murphy. Nays: None. Absent: Maegan Jenkins. *Motion Carried.*

G. INTRODUCTION OF NEW EMPLOYEE-HEAVY EQUIPMENT OPERATOR/DREDGE OPERATOR – KURT LEHMKUHLE

The City's Dredging Operator recently took another position in Oregon, thus the City initiated a search to find a new Heavy Equipment Operator / Dredging Operator. After interviewing several candidates, Kurt Lehmkuhle was selected as the new operator. Kurt comes to us from K&S Underground out of Midland where he has been working as an operator since June of 2020. Previous to his work for K&S, he worked several other labor/construction jobs. Kurt graduated from Shepherd and now lives in Harrison. He is excited to be working for the City of Clare and we feel he will be an asset to the city for many years to come. Kurt was present at tonight's meeting for introduction to the Commission.

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

9. CITY MANAGER'S REPORT

Lake Shamrock Dredging Project. Mechanical dredging is back on now that we are into June and the fish spawning pause is over. Our new dredging operator is doing great and is learning the process quickly. Lake spoils are being hauled out to the north side of the airport under our current EGLE mechanical dredging permit. The hydraulic dredging contractor is hard at work preparing and submitting permits to EGLE. He is hopeful to get a revised permit and after looking at the airport site and digging test holes, he would like to use the very south end of the property for the holding cells if allowed as this would shorten the distance we would need to pump the material.

City Hall Windows. The new windows on City Hall are now finished. The flashing has been completed around all the windows on the South and East side of the building where the aluminum was placed many years ago. It looks very nice now and the city crews did an excellent job. I am hoping to have the remaining cement window sills painted white on the other two sides of the building to match the flashing.

Michigan Green Communities. Clare was again recognized this year for environmental leadership by the statewide Michigan Green Communities program. As part of the Michigan Green Communities (MGC) Challenge, 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. 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. You can also find more information in the recent press release from the Michigan Municipal League at the following address: <https://mml.org/news/press-releases/48-michigan-communities-recognized-sustainability-accomplishments>

Summer Concert Series. The 2023 Summer Concert Series starts on June 8th and runs through the summer every Thursday night from 6-8. It is once again being held at Shamrock Park following another extensive survey. Attendees stated that they liked the shade at Shamrock Park, the pavilions if it rains, as well as the bathrooms and play area for kids.

City Department Tours. At the last City Commission meeting, the Commission requested that we implement tours of the city departments directly following future City Commission meetings. I think this is a great idea and will allow our departments and employees to show some of the amazing work they do as well as share any problems or concerns that they feel are important for the Commission to see and have a better understanding of when having conversations. Tonight, we will be starting those tours with the Department of Public Works. After the meeting is adjourned, we will head over to the DPW building for an informal tour. I will continue to schedule these department tours for future meetings as well.

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

11. EXTENDED PUBLIC COMMENT: None.
12. COMMISSION DISCUSSION TOPICS: The Commission directed staff to request that Consumers Energy install a street light at the intersection of Rainbow Drive and Eastwood.
13. *APPROVAL OF BILLS: *Approved by Consent Agenda.*
14. *PROFESSIONAL & EDUCATIONAL TRAINING OPPORTUNITIES: *Approved by Consent Agenda.*
15. ADJOURNMENT: Motion by Commissioner Bonham second by Commissioner Bussell to adjourn the meeting. Roll call vote: Yeas: Commissioners Bob Bonham, Kim Bussell, Pat Humphrey, Maegan Jenkins, and Carolyn (Gus) Murphy. Nays: None. Absent: None. *Motion Carried.* Meeting adjourned at 6:37 p.m.

Pat Humphrey, Mayor

Diane Lyon, City Clerk

AGENDA REPORT

TO: Mayor Pat Humphrey & the Clare City Commission
FROM: Jeremy Howard, City Manager
DATE: June 15, 2023
RE: Recognition – Clare High School Boy’s Track/Field – 2023 State Champions

For the Agenda of June 19, 2023

Background. Last month, the Clare High School Boy’s Track and Field team won the State Championship title. We have invited the coaching staff and team to attend the meeting of Monday, June 19, 2023 to allow the Clare City Commission an opportunity to formally recognize the team and coaching staff for this distinctive and prestigious achievement.

Issues & Questions Specified. Should the City Commission formally recognize the Clare High School Boy’s Track and Field Team and coaching staff for winning the 2023 state championship title?

Alternatives.

1. Formally recognize the team.
2. Do not recognize the team.
3. Defer decision regarding the matter to a subsequently scheduled meeting.

Financial Impact. The cost of a frame and Key of Excellence and certificates and pins.

Recommendation. I recommend that the City Commission formally recognize the Clare High School Boy’s Track and Field Team and coaching staff for their 2023 state championship title by presentation of Resolution 2023-041 (*att’d*) and Mayoral Key of Excellence and Certificate (*att’d*).

Attachment.

1. Resolution 2023-041.
2. Mayoral Key of Excellence Certificate.
3. Team Picture.

RESOLUTION 2023-041

A RESOLUTION OF THE CLARE CITY COMMISSION RECOGNIZING THE CLARE HIGH SCHOOL BOY'S TRACK AND FIELD TEAM AND ITS COACHING STAFF FOR ITS OUTSTANDING ACHIEVEMENT OF EARNING THE 2023 D3 HIGH SCHOOL TRACK AND FIELD STATE CHAMPIONSHIP TITLE.

WHEREAS, the Clare High School Track and Field Team and its Coaching Staff attained the distinctive and prestigious achievement of winning the 2023 D3 High School Track and Field State Championship; and

WHEREAS, said outstanding achievement is a direct reflection and credit to all members of the Team and its coaching staff and demonstrates their amazing dedication, tireless resolve, exceptional talent, premier team spirit, and extraordinary commitment to excellence; and

WHEREAS, said achievement has brought great pride to the City of Clare and to the surrounding communities; and

WHEREAS, the Clare City Commission deems that it is appropriate and fitting to formally recognize said outstanding achievement and in particular the individual members of the Clare High School Track and Field Team and its Coaching Staff.

NOW THEREFORE BE IT RESOLVED THAT, on behalf of the residents of the City of Clare, the Mayor of the City of Clare, and the Clare City Commission, we hereby formally recognize and honor the Clare High School Track and Field Team and its Coaching Staff for attaining the distinctive and prestigious achievement of winning the 2023 D3 High School Track and Field State Championship.

BE IT FURTHER RESOLVED THAT the City Commission offers its highest praise and congratulations to each of the Clare High School Track and Field Team members and its Coaching Staff.

BE IT FURTHER RESOLVED THAT the Mayor and City Commission offers all the members of the Clare High School Track and Field Team and its coaching staff their sincere wishes for continued success and similar achievement in all future endeavors.

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 19th day of June, 2023.

Diane Lyon, City Clerk

~ Celebrating ~

EXCELLENCE

The Mayor and City Commission of the City of Clare hereby awards
The Clare Boys' Track and Field

This Certificate of Excellence for demonstrating phenomenal dedication, unmitigated resolve, tremendous determination, exceptional teamwork, extraordinary talent, and exemplary sportsmanship in winning the 2023 Clare Boys' Track and Field MITCA State Championship. This tremendous accomplishment is a direct reflection on the entire Team, coaching staff, and support staff who collectively attained the absolute highest standard of excellence through their remarkable accomplishment. They have brought immense credit upon themselves, their families, the City of Clare, and surrounding communities. Their great triumph is a source of local pride and establishes them all as resident heroes. By presentation of this Mayoral Excellence Award, this outstanding team and each of its elite members and coaches have joined a select group of individuals, businesses, and groups who have consistently reaffirmed that Excellence is not a single act, but a way of life.



*Pat Humphrey, Mayor
June 19, 2023*

*Pride is a personal
commitment; It is
attitude which
separates excellence
from mediocrity.*



AGENDA REPORT

To: Mayor Pat Humphrey and the Clare City Commission
From: Jeremy Howard, City Manager and Shannon Sirpilla, Treasurer
Date: June 13, 2023
Regarding: Fiscal Year 2022/23 Budget Amendments

For the Agenda of June 19, 2023

Background State Law requires that a budget of the revenues and expenditures of a municipality be annually approved for its general and special revenue funds prior to the beginning of the fiscal year and that the amendments to the said budget are to be presented for review when/as required. The Clare City Commission approved the fiscal year 2022/2023 budget on June 5, 2023, and has amended the budget as needed throughout the year. However, there remain some additional "housekeeping" type budget amendments that will be required to be considered during the final City Commission meeting of the current fiscal year to be held on Monday, June 19, 2023.

Issues & Questions Specified Should the City Commission approve the recommended budget amendments for the fiscal year 2022/23?

Alternatives

1. Approve the recommended budget amendments.
2. Do not approve the budget amendments.

Financial Impact As outlined in Resolution 2023-042.

Recommendation It is the recommendation of the City's Treasurer and Finance Director that the proposed budget amendments be approved by adoption of Resolution 2023-042.

Attachments

1. Resolution 2023-042.

RESOLUTION 2023-042

A RESOLUTION OF THE CLARE CITY COMMISSION APPROVING AMENDMENTS TO THE CITY OF CLARE'S FISCAL 2022/23 BUDGET.

WHEREAS, it has been determined by city management that various housekeeping-type budget amendments to the City of Clare's adopted 2022/23 budget are required;

WHEREAS, a reallocation of previously approved fiscal budget funds will reduce the amount of activity-level budget amendments that are necessary;

NOW THEREFORE, BE IT RESOLVED THAT the City Commission of the City of Clare hereby approves the following fund/activity budget amendments to the previously adopted/amended fiscal 2022/23:

<u>General Fund</u>	<u>Fund / Activity Number</u>	<u>Prior Budget</u>	<u>Amended Budget</u>	<u>Increase / (Decrease)</u>
CURRENT PROPERTY TAXES	101-000.000-403.000	1,646,577.19	1,707,706.96	\$ 61,129.77
INTEREST AND PENALTIES TAXES	101-000.000-445.000	5,000.00	10,174.92	\$ 5,174.92
TELECOMMUNICATIONS PERMIT FEE	101-000.000-477.000	-	750.00	\$ 750.00
PEDDLER/SOLICITOR PERMITS	101-000.000-490.006	150.00	400.00	\$ 250.00
SITE PLANS AND SPECIAL USE PERMITS	101-000.000-490.007	9,000.00	29,350.00	\$ 20,350.00
STATE GRANTS	101-000.000-539.000	-	2,940.00	\$ 2,940.00
STATE LIQUOR LICENSES	101-000.000-567.000	6,000.00	6,675.35	\$ 675.35
LOCAL COMMUNITY STABILIZATION SHARE APPR	101-000.000-573.000	180,000.00	257,904.54	\$ 77,904.54
CHARGES FOR SERVICES	101-000.000-607.000	2,000.00	34,590.66	\$ 32,590.66
CHARGES FOR SERVICES - POLICE	101-000.000-626.301	74,552.40	80,538.82	\$ 5,986.42
CHARGES FOR SERVICES - PD SALVAGE INSP	101-000.000-626.304	-	11,950.00	\$ 11,950.00
CEMETERY FOUNDATIONS	101-000.000-633.000	3,000.00	4,557.40	\$ 1,557.40
GRAVE OPENINGS	101-000.000-634.000	10,000.00	11,371.52	\$ 1,371.52
INTEREST AND DIVIDENDS	101-000.000-664.000	300.00	1,582.18	\$ 1,282.18
WIRELESS-RENTAL	101-000.000-670.000	-	7,000.00	\$ 7,000.00
CABLE FRANCHISE FEES	101-000.000-671.000	45,000.00	48,569.96	\$ 3,569.96
LAND LEASES	101-000.000-671.003	17,000.00	17,653.87	\$ 653.87
AIRPORT FUEL SALES	101-000.000-671.008	100,000.00	131,068.12	\$ 31,068.12
AIRPORT T-HANGAR RENT	101-000.000-671.011	10,000.00	11,845.00	\$ 1,845.00
PD CAMERA DONATIONS	101-000.000-675.307	-	5,450.00	\$ 5,450.00
YOUTH POLICE ACADEMY DONATIONS	101-000.000-675.308	-	620.00	\$ 620.00
REFUNDS AND REIMBURSEMENTS	101-000.000-676.000	500.00	37,357.12	\$ 36,857.12
SALVAGE INSPECTION SUPPLIES	101-301.000-956.304	-	8,721.28	\$ 8,721.28
INSURANCE	101-441.000-963.000	-	3,375.33	\$ 3,375.33
FRINGE BENEFITS	101-448.000-716.000	274.40	869.30	\$ 594.90
AVIATION FUEL	101-595.000-731.000	90,000.00	182,099.67	\$ 92,099.67
TRANSFER OUT – MAJOR STREETS	101-999.000-999.202	-	10,000.00	10,000.00
TRANSFER (OUT) – LOCAL STREET	101-999.000-999.203	5,000.00	15,000.00	10,000.00
TRANSFER (OUT) - PUBLIC SAFETY DEBT SERV	101-999.000-999.303	28,878.00	63,982.67	\$ 35,104.67
<u>Major Street Fund</u>				
TRUNKLINE MAINTENANCE	202-000.000-550.000	40,000.00	62,383.19	\$ 22,383.19
GRANTS - OTHER	202-000.000-569.000	-	1,500.00	\$ 1,500.00
TRANSFERS IN – GENERAL FUND	202-931.000-699.101		10,000.00	10,000.00
WAGES	202-446.001-702.000	19,361.68	25,361.68	\$ 6,000.00
FRINGE BENEFITS	202-446.001-716.000	6,963.47	10,963.47	\$ 4,000.00
RETIREMENT	202-446.001-718.000	5,859.84	7,859.84	\$ 2,000.00
MISCELLANEOUS	202-446.001-956.000	-	17,000.00	\$ 17,000.00
FRINGE BENEFITS	202-449.002-716.000	15,498.47	17,498.47	\$ 2,000.00
<u>Local</u>				
TTRANSFERS IN – GENERAL FUND	203-931.000-699.101	5,000.00	15,000.00	10,000.00
<u>Municipal Street Fund</u>				
CURRENT PROPERTY TAXES	204-000.000-403.000	267,008.60	277,245.41	\$ 10,236.81
REFUNDS AND REIMBURSEMENTS	204-000.000-676.000	-	41,513.75	\$ 41,513.75
CAPITAL OUTLAY	204-449.001-970.000	194,642.00	385,900.30	\$ 129,979.15
<u>Fire Fund</u>				

TRANSFER (OUT) - PUBLIC SAFETY DEBT SERV	206-999.000-999.303	19,252.00	23,403.11	\$	4,151.11
<u>Parks & Recreation</u>					
STATE GRANTS	208-000.000-539.000	30,000.00	311,196.22	\$	281,196.22
SPECIAL ASSESSMENTS	208-000.000-672.000	49,409.76	70,181.42	\$	20,771.66
DONATIONS - RAILROAD DEPOT	208-000.000-675.005	200.00	5,351.66	\$	5,151.66
REFUNDS AND REIMBURSEMENTS	208-000.000-676.000	-	2,654.98	\$	2,654.98
SUPPLIES	208-751.002-728.000	11,500.00	14,922.64	\$	3,422.64
INSURANCE	208-751.003-963.000	300.00	2,257.06	\$	1,957.06
CAPITAL OUTLAY	208-751.003-970.000	-	2,706.21	\$	2,706.21
PROFESSIONAL AND CONTRACTUAL SERVICES	208-751.004-801.000	15,000.00	17,370.00	\$	2,370.00
INSURANCE	208-751.004-963.000	300.00	1,072.33	\$	772.33
CAPITAL OUTLAY	208-751.004-970.000	-	68,239.36	\$	68,239.36
<u>Local Development Finance Authority</u>					
CAPTURED TAXES	214-000.000-428.000	4,446.46	5,085.05	\$	638.59
ELECTRICITY	214-222.000-922.000	1.50	701.50	\$	700.00
<u>Downtown Development Authority</u>					
CAPTURED PROPERTY TAXES	248-000.000-428.000	91,347.13	103,731.84	\$	12,384.71
REFUNDS AND REIMBURSEMENTS	248-000.000-676.000	-	5,582.88	\$	5,582.88
CAPITAL OUTLAY	248-737.001-970.000	-	31,000.00	\$	31,000.00
PRINCIPAL	248-906.000-991.000	63,000.00	65,000.00	\$	2,000.00
<u>Drug Law Enforcement</u>					
SUPPLIES	265-301.000-727.000	-	2,913.14	\$	2,913.14
<u>Police Training 302</u>					
POLICE TRAINING 302	287-000.000-675.301	-	1,562.26	\$	1,562.26
<u>Public Safety Building Debt Service</u>					
TRANSFER IN - GENERAL FUND	303-931.000-699.101	28,878.00	63,982.67	\$	35,104.67
TRANSFER IN - FIRE FUND	303-931.000-699.206	19,252.00	23,403.11	\$	4,151.11
<u>Water System Fund</u>					
PRP AIR STRIPPER REIMB	591-000.000-628.001	149,296.28	202,952.74	\$	53,656.46
CAPITAL OUTLAY	591-536.003-970.000	-	328,195.15	\$	328,195.15
DRAIN IMPROVEMENTS	591-536.004-801.970	-	18,030.92	\$	18,030.92
<u>Data Processing</u>					
PROFESSIONAL AND CONTRACTUAL SERVICES	636-228.000-801.000	30,000.00	50,000.00	\$	20,000.00
<u>DPW Equipment Fund</u>					
FEDERAL GRANTS	640-000.000-502.000	-	27,000.00	\$	27,000.00
STATE GRANTS	640-000.000-539.000	-	98,845.28	\$	98,845.28
CAPITAL OUTLAY	640-441.000-970.000	37,250.00	105,250.00	\$	68,000.00

FURTHERMORE, BE IT RESOLVED THAT the City Commission of the City of Clare hereby approves the above-identified fund/activity budget amendments to the previously adopted/amended fiscal 2022/23.

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 19th day of June, 2023.

Diane Lyon, City Clerk

AGENDA REPORT

TO: Mayor & City Commissioners
FROM: Jeremy Howard, City Manager
DATE: June 15, 2023
RE: Airport Terminal Roof Bids

For the Agenda of June 19, 2023

Background. The roof of the City's Municipal Airport Terminal has been leaking for years and although we have completed repairs with patches and temporary fixes in the past, it has deteriorated to a point that it needs to be replaced. Consequently, the City solicited bids for a new roof.

As reflected in the bid tab (att'd), the city received bids from four vendors. Airport Manager Gary Todd has completed a review of the bid documents submitted and has made a recommendation to award the bid to Raymond Beachy Roofing for the reasons outlined in the attached memo. I concur with Gary's recommendation in awarding the bid to Raymond Beachy Roofing.

The City Commission is asked to approve the bids and authorize the expenditure of funds to repair and replace the roof, and to authorize the City Manager and/or Airport Manager to sign any and all documents necessary to complete this project.

Issues & Questions Specified. Should the City Commission approve the bids and authorize the expenditure of funds to replace the roof?

Alternatives.

1. Approve the bids and authorize the expenditure of funds in the amount of the bid offered by Raymond Beachy Roofing.
2. Approve the bids and authorize the expenditure of funds in an amount commensurate with one of the other bidders.
3. Direct the solicitation of new bids.
4. Direct this project not be completed.
5. Set aside decision regarding this matter to a subsequently scheduled public meeting.

Financial Impact. The City has earmarked budgeted funds for this project in the approved 2023/2024 CIP and budget. The bid from Beachy Roofing is \$13,409.50.

Recommendation. I recommend that the City Commission approve the bids and authorize the expenditure of funds in an amount of up to \$13,409.50, and award the work to Raymond Beachy Roofing for this project by adoption of Resolution 2023-043 (*copy att'd*).

Attachments.

1. Bid Tab.
2. Memo from Airport Manager.
3. Resolution 2023-043.



BID TAB SHEET

202 West 5th Street, Clare Michigan 48617
 (989) 386-7541 phone (989) 386-4508 fax

www.cityofclare.gov

Project Name and Term: Clare Municipal Aiport Terminal Roof Project **Due Date &Time:** 5/31/23 10:00 AM

Company/Owner/Website	Address/Email/Phone/Fax	Warranty	Amount
C&I Building Maintenance, Inc.	1895 15 Mile Rd. NE	Opt. 1: 20YR	\$ 24,060.00
	Sparta MI 49345	Opt. 2: 15YR	\$ 22,780.00
	(616) 866-1301	Opt. 3: 15YR	\$ 15,060.00
Stormshield Roofing	1407 Lake Lansing Rd.	20YR	\$ 20,575.00
	Lansing MI 48906		
	(517) 801-2022		
	Vince@StormShield-Roofing.com		
Five Star Commercial Roofing Systems, Inc.	7290 West 600 South	Opt. 1: 20 Year	\$ 14,265.00
	New Palestine IN 46163	Opt. 2: 15 Year	\$ 13,805.00
	(888) 288-8631	Opt. 3: 10 Year	\$ 12,885.00
	www.fivestarroof.com		
Raymond Beachy Roofing	1431 W. Kittle Rd.	Opt. 1: 18 Year	\$ 13,409.50
	Mio MI 48647	Opt. 2: 15 Year	\$ 12,378.00
	(989) 826-1293		
	raymondbeachyroofing@gmail.com		

Bids Opened By: Gary Todd, Diane Lyon & Jeremy Howard

Date & Time 5/31/2023 10:05

Bid Narrative

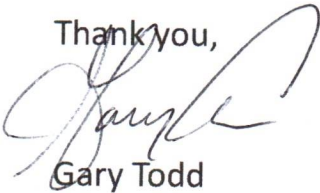
Clare Municipal Airport – Terminal Roof RFQ

May 31, 2023

The Airport Terminal Roof has been leaking for a number of years with many patches and temporary fixes, but the time has come for a new roof. Funding has been earmarked to replace the Terminal Roof and an RFQ was advertised, with a sealed bid deadline of May 31, 2023.

Four roofing contractors submitted bids with varying options above the minimum 15-year warranty. It is my recommendation to accept the low bid of Raymond Beachy Roofing for their 18-year warranty option at \$13,409.50. Their process will add rigidity to the roof along with an additional R-6 insulating property. Work will not be scheduled until after July 1, 2023 to be completed in FY23/24.

Thank you,



Gary Todd

Airport Manager

Clare Municipal Airport

RESOLUTION 2023-043

A RESOLUTION OF THE CLARE CITY COMMISSION APPROVING THE BIDS AND AUTHORIZING THE EXPENDITURE OF FUNDS TO REPLACE AND REPAIR THE ROOF OF THE CITY'S MUNICIPAL AIRPORT TERMINAL.

WHEREAS, the City's 2023/2024 approved Capital Improvement Program (CIP) and Budget includes funding for replacing the roof of the City's Municipal Airport Terminal; and

WHEREAS, the City solicited bids for the replacement of said roof; and

WHEREAS, the City received four bids; and

WHEREAS, City Staff have reviewed said bids for compliance with bid specifications and City requirements and has subsequently recommended that the City Commission approve the bids and award the work to Raymond Beachy Roofing; and

WHEREAS, the City Commission has reviewed and considered said recommendation and deemed it reasonable, appropriate, prudent, and in the best interests of the City.

NOW THEREFORE BE IT RESOLVED THAT the Clare City Commission hereby approves the bid of Raymond Beachy Roofing to repair and replace the roof of the City's Municipal Airport Terminal and authorizes the expenditure of up to \$13,409.50 in City funds to repair and replace said roof.

BE IT FURTHER RESOLVED THAT the Clare City Commission hereby authorizes the City Manager and/or City Airport Manager to execute all documents needed to accomplish said repairs and replacement.

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 19th day of June, 2023.

Diane Lyon, City Clerk

AGENDA REPORT

TO: Mayor & City Commissioners
FROM: Jeremy Howard, City Manager
DATE: June 15, 2023
RE: Police Department Roof Bids

For the Agenda of June 19, 2023

Background. The roof of the City Police Department has deteriorated to the point that the integrity of the roof of the building has been compromised and is leaking. The roof needs to be replaced and repaired soon so as not to cause further damage to the structure or the expensive equipment housed there. Consequently, the City solicited bids for a new roof.

As reflected in the att'd bid tab, the city received bids from four vendors. Police Chief David Saad has completed a review of the bid documents submitted and has made a recommendation to award the bid to Raymond Beachy Roofing for the reasons outlined in the attached Bid Memo. The recommended bidder is the second lowest bid, but I concur with the Chief due to the reasons outlined in his memo and am recommending the bid be awarded to Raymond Beachy Roofing.

The City Commission is asked to approve the bids and authorize the expenditure of funds to repair and replace the roof, and to authorize the City Manager to sign any and all documents necessary to complete this project.

Issues & Questions Specified. Should the City Commission approve the bids and authorize the expenditure of funds to replace the roof?

Alternatives.

1. Approve the bids and authorize the expenditure of funds in the amount of the bid offered by Raymond Beachy Roofing.
2. Approve the bids and authorize the expenditure of funds in an amount commensurate with one of the other bidders.
3. Direct the solicitation of new bids.
4. Direct this project not be completed.
5. Set aside decision regarding this matter to a subsequently scheduled public meeting.

Financial Impact. The City has budgeted for this project in the approved 2023/2024 CIP schedule and budget. The bid from Raymond Beachy Roofing is \$20,150.00.

Recommendation. I recommend that the City Commission approve the bids and authorize the expenditure of funds in an amount of up to \$20,150.00, and award the work to Raymond Beachy Roofing for this project by adoption of Resolution 2023-044 (*copy att'd*).

Attachments.

1. Bid Tab.
2. Memo from Police Chief.
3. Resolution 2023-044.



BID TAB SHEET

202 West 5th Street, Clare Michigan 48617
 (989) 386-7541 phone (989) 386-4508 fax

www.cityofclare.gov

Project Name and Term: Public Safety Building Police Dept. Roof Project **Due Date & Time:** 5/31/23 10:00 AM

Company/Owner/Website	Address/Email/Phone/Fax	Warranty	Amount
C&I Building Maintenance, Inc.	1895 15 Mile Rd. NE	Opt. 1: 20YR	\$ 36,140.00
	Sparta MI 49345	Opt. 2: 15YR	\$ 22,260.00
	(616) 866-1301		
Stormshield Roofing	1407 Lake Lansing Rd.	20YR	\$ 34,825.00
	Lansing MI 48906		
	(517) 801-2022		
	Vince@StormShield-Roofing.com		
Five Star Commercial Roofing Systems, Inc.	7290 West 600 South	20 Year	\$ 17,900.00
	New Palestine IN 46163		
	(888) 288-8631		
	www.fivestarroof.com		
Raymond Beachy Roofing	1431 W. Kittle Rd.	Opt. 1: 18 Year	\$ 20,150.00
	Mio MI 48647	Opt. 2: 15 Year	\$ 18,600.00
	(989) 826-1293		
	raymondbeachyroofing@gmail.com		

Bids Opened By: Gary Todd, Diane Lyon & Jeremy Howard

Date & Time 5/31/2023 10:05

Bid Narrative

Clare Police Department – Public Safety Building Roof RFQ

May 31, 2023

The Clare Public Safety Building (old fire department garage bay) has many patches and temporary fixes but needs a new roof. Funding has been earmarked to replace this roof and an RFQ was advertised, with a sealed bid deadline of May 31, 2023.

Four roofing contractors submitted bids with varying options with a minimum 15-year warranty.

The lowest bid from Five Star Roofing removes the current membrane and replaces it with a bid of \$17,900.00. I am concerned with additional upcharges and replacement costs not in the bid for foam and board replacement using this process.

Raymond Beachy Roofing cleans the existing membrane and adds a second roof over the existing one. This is a simpler process, adds an additional R-6 insulation, there are no other charges in addition to the bid provided, and there will be an 18-year warranty option at a fixed cost of \$20,150.

It is my recommendation to accept the bid of Raymond Beachy Roofing.

Work will not be scheduled until after July 1, 2023, to be completed in FY23/24.

Thank you,

David Saad

Chief of Police

City of Clare

RESOLUTION 2023-044

A RESOLUTION OF THE CLARE CITY COMMISSION APPROVING THE BIDS AND AUTHORIZING THE EXPENDITURE OF FUNDS TO REPLACE AND REPAIR THE ROOF OF THE CITY'S POLICE DEPARTMENT.

WHEREAS, the City's 2023/2024 approved Capital Improvement Program (CIP) and Budget includes funding for replacing the roof of the City's Police Department; and

WHEREAS, the City solicited bids for the replacement of said roof; and

WHEREAS, the City received bids from four vendors; and

WHEREAS, City Staff have reviewed said bids for compliance with bid specifications and City requirements and has subsequently recommended that the City Commission approve the bids and award the work to Raymond Beachy Roofing; and

WHEREAS, the City Commission has reviewed and considered said recommendation and deemed it reasonable, appropriate, prudent, and in the best interests of the City.

NOW THEREFORE BE IT RESOLVED THAT the Clare City Commission hereby approves the bid of Raymond Beachy Roofing to repair and replace the roof of the City's Police Department and authorizes the expenditure of up to \$20,150 in City funds to repair and replace said roof.

BE IT FURTHER RESOLVED THAT the Clare City Commission hereby authorizes the City Manager to execute all documents needed to accomplish said repairs and replacement.

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 19th day of June 2023.

Diane Lyon, City Clerk

AGENDA REPORT

To: Mayor Pat Humphrey and the Clare City Commission
From: Jeremy Howard, City Manager
Date: June 15, 2023
Regarding: Approval of Construction Contract – Michigan Economic Development Corporation (MEDC) Community Development Block Grant (CDBG) Water Resources Infrastructure (WRI) Grant Project

For the Agenda of June 19, 2023

Background. In October of 2022, the City of Clare was awarded a \$2.77 million dollar grant (2 million in grant funds and 770,000 in city matching funds (match amount was increased earlier this year to \$954,490 with the price changes to the project related to SCADA)) from the MEDC CDBG WRI program for the construction of a new water well, water treatment facility improvements, new chemical feed system, electrical updates, lab updates, new backwash and retention tanks, new and integrated SCADA system, replacement of high service pumps and other water-related infrastructure improvements.

In consultation with the engineering staff of Gourdie-Fraser, the construction component of the project was bid out with bids received on April 27, 2023. As reflected in the memo and bid tabs (*att'd*) from the City's Engineer Gordie-Fraser, the city received bids from only one vendor. The original bid estimate for the construction costs for this project based on cost estimates gathered in 2022 was a little over 2 million. The bid received for the project was just under 3.55 million from RCL Construction, Inc. based out of Sanford, MI. GFA and staff completed an extensive review of the bid documents submitted and as explained in detail in the GFA memo undertook the process of value engineering the project. That work resulted in a reduction in the cost of just under \$600,000. RCL is in agreement to reduce their bid based on the value engineering changes and GFA and staff are now making a recommendation to award the bid to RCL Construction, Inc. in the amount of \$2,953,281.

The City Commission is asked to approve the bid and authorize the expenditure of funds for the project, to authorize the City Manager and/or Mayor to sign any and all documents necessary to complete this project, and authorize the City Treasurer/Finance Director to make any and all necessary budget amendments.

The City Commission is also asked to approve a revised resolution (*att'd*) with the new updated matching fund amount for the grant and the source of funding for that match.

Issues & Questions Specified. Should the City Commission approve the bids and authorize the expenditure of funds related to the Construction Contract for the Michigan Economic Development Corporation (MEDC) Community Development Block Grant (CDBG) Water Resources Infrastructure (WRI) Grant Project?

Alternatives.

1. Approve the bids and authorize the expenditure of funds in the amount of the bid offered by RCL Construction, Inc.
2. Approve the bids and authorize the expenditure of funds in an amount commensurate with one of the other bidders.
3. Direct the solicitation of new bids.
4. Direct this project not be completed.
5. Set aside decision regarding this matter to a subsequently scheduled public meeting.

Financial Impact. The City Treasurer has verified that the City has funds for this project in the in the water fund in combination with some additional funds from the General Fund and funds that should be received by the PRP's for their portion of the cost of the project.

Recommendation. I recommend that the City Commission approve the bid and authorize the expenditure of funds in the amount of \$2,953,281, and award the work to RCL Construction, Inc. for this project by adoption of Resolution 2023-045 (*copy att'd*). I would also recommend that the City Commission approve a new resolution (*att'd*) with the updated matching fund amounts for the grant and the source of funding for that match by adoption of Resolution 2023-046.

Attachments.

1. Bid Tab.
2. Memo from City Engineer.
3. Resolution 2023-045.
4. Resolution 2023-046.



June 13, 2023

City Commission
City of Clare
202 W. Fifth Street
Clare, MI 48617

Re: City of Clare
Letter of Recommendation for the 2023 Water Treatment Facility Upgrades
GFA #22253

Dear Commissioners:

We have reviewed the bids received on April 27, 2023 for the above referenced project. The sole responsive bidder to the project and their base bid price is summarized as follows:

	<i>Bid</i>
1. RCL	\$3,545,240.00

Upon review of the bid prices, the total project came in exceptionally higher than anticipated as the original engineer estimate was \$2,078,790. The cost estimate was originally generated in March 2022 and was based upon quotes from the specified equipment manufacturers along with multipliers to account for installation at that time.

Gourdie-Fraser evaluated the received bid and inquired with the bidder to provide some explanation for price discrepancy and high prices. From our experience the current bidding market is volatile with rising equipment prices. Secondly, the lack of available labor and materials in addition to fuel price increases also are contributing to the increased bid price received. To further compound, the project has multiple facets and unfortunately the funding source for this project, CDBG MEDC required it to be bid and managed as one (1) contract rather than broken up into divisions. This consolidation required the prime General Contractor to utilize multiple subcontractors thus adding additional complexity and markups to the project bid prices and excluded smaller qualified contractors from bidding. This was supported by the lack of bids submitted for this project. Typically, the City receives on average two (2) to three (3) competitive bids from local contractors whereas this project there was one (1).



Despite the unanticipated high costs, this project represents a unique opportunity for the City to pursue much needed improvements to the existing treatment facility and increase water supply capacity in the system with the aid of grant funds. Therefore, GFA along with City staff began to evaluate the project and work with the sole bidder on Value Engineering. This process identified essential and non-essential components of the project. The essential components of the project were those identified in that are crucial to ensure long term operations of critical infrastructure including upgrades, rehabilitation and/ or replacement to remain in compliance with EGLE and ensure quality / quantity water supply to your customers. Non-essential components of the project were those deemed desirable but not mandatory and/or could be completed by staff at a later date. Attached for your review is the original bid tab and revised bid tab reflecting the Value Engineering and cost reductions as coordinated with RCL Construction. The major components eliminated and/or amended to provide the cost savings are identified below:

- Re-use of the existing conductors for the Motor Control Centers
- Elimination of the removal the abandoned Filter #4 (To be completed at later date)
- Elimination of the Gravel Access to proposed Well #10 (To be completed at later date)
- Elimination of Traffic Control for the watermain (To be provided by the City Staff)
- Upgrades and Rehabilitation of High Service Pumps rather than complete replacement
- Reduction of Wellhouse sizing and piping configuration changes for proposed Well #10
- Elimination of built in contingencies of watermain line for Proposed Well #10

Overall, this process of review and Value Engineering generated a cost reduction to the overall base bid of \$591,959.

GFA has extensive past working experience with RCL and can attest they provide an exceptional quality project for the City. Therefore, considering the information presented above and the continually rising prices coupled with the need for this project, it is our recommendation that the City accept the amended bid of \$2,953,281 to complete the project. GFA will be providing all construction administration and oversight to ensure compliance with City standards and evaluate for cost saving measures as the project progresses.

Please contact me if you have any questions.

Very truly yours,
Gourdie-Fraser, Inc.

A handwritten signature in blue ink, appearing to read 'Jennifer A. Graham'.

Jennifer A. Graham, P.E.
Project Manager

enclosures

Bid Results
CITY OF CLARE
2023 Water Treatment Facility Upgrades
GFA Project No. 22253

Item No.	Description	Unit	Estimated Quantity	RCL	
				Bid Unit Price	Bid Price
WELL AND WELL HOUSE					
1	Mobilization	LS	1	\$ 90,800.00	\$ 90,800.00
2	Type I Production Well # 10	LS	1	\$ 139,800.00	\$ 139,800.00
3	Monitoring Well, 5"	EA	2	\$ 19,000.00	\$ 38,000.00
4	Performance Testing	LS	1	\$ 23,000.00	\$ 23,000.00
5	Well House Building	SF	250	\$ 366.00	\$ 91,500.00
6	Well House Piping, Valves, & Fittings	LS	1	\$ 109,400.00	\$ 109,400.00
7	Production Well #10 Equipment	LS	1	\$ 48,900.00	\$ 48,900.00
8	Site Electrical Service Allowance	LS	1	\$ 70,000.00	\$ 70,000.00
9	Wellhouse Instrumentation	LS	1	\$ 23,700.00	\$ 23,700.00
10	Well House Electrical/HVAC	LS	1	\$ 98,000.00	\$ 98,000.00
11	Well House Access Drive	SY	450	\$ 115.00	\$ 51,750.00
12	Well House Security Fence & Gates, 8' High	LS	1	\$ 20,700.00	\$ 20,700.00
13	Site Restoration	LS	1	\$ 8,600.00	\$ 8,600.00
WATER MAIN					
1	Mobilization	LF	1	\$ 193,000.00	\$ 193,000.00
2	8" Water Main, C900 DR 18	LF	3,700	\$ 160.00	\$ 592,000.00
3	8" Water Main, HDPE, Directional Drill	LF	900	\$ 240.00	\$ 216,000.00
4	8" Gate Valves & Boxes	EA	5	\$ 3,450.00	\$ 17,250.00
5	Tapping Sleeves & Valve, 10"	EA	1	\$ 8,600.00	\$ 8,600.00
6	Asphalt, Road Replacement	SY	1,600	\$ 64.00	\$ 102,400.00
7	Asphalt, Drive Replacement	SY	400	\$ 66.00	\$ 26,400.00
8	Gravel, Road Replacement	SY	2,700	\$ 16.50	\$ 44,550.00
9	Gravel, Drive Replacement	SY	400	\$ 12.50	\$ 5,000.00
10	Curb & Gutter Replacement	LF	900	\$ 51.00	\$ 45,900.00
11	5" Concrete Sidewalk Replacement	SF	3,300	\$ 10.30	\$ 33,990.00
12	Concrete, Driveway Restoration	SF	2,200	\$ 11.50	\$ 25,300.00
13	Tree Replacement	EA	10	\$ 3,450.00	\$ 34,500.00
14	Traffic Control	LS	1	\$ 34,500.00	\$ 34,500.00
15	Site Restoration	LS	1	\$ 57,500.00	\$ 57,500.00
WATER TREATMENT FACILITY					
1	Mobilization	LS	1	\$ 63,000.00	\$ 63,000.00
2	Main Motor Control Center Removal and Replacement	LS	1	\$ 283,000.00	\$ 283,000.00
3	Main Circuit Breaker Removal and Replacement	LS	1	N/A - Included	N/A - Included
4	Chlorine Feed Equipment Removal and Replacement	LS	1	\$ 65,200.00	\$ 65,200.00
5	Fluoride Feed Equipment Replacement	LS	1	\$ 62,000.00	\$ 62,000.00
6	Phosphate Feed Equipment Replacement	LS	1	\$ 70,500.00	\$ 70,500.00
7	High Service Pump & Motor Replacement	EA	2	\$ 203,000.00	\$ 406,000.00
8	High Service Pump Variable Frequency Drive	EA	2	N/A - Included	N/A - Included
9	WTF Instrumentation	LS	1	\$ 23,000.00	\$ 23,000.00
10	Backwash Tank Improvements	LS	1	\$ 56,800.00	\$ 56,800.00
11	Pressure Filter #4 Removal	LS	1	\$ 38,000.00	\$ 38,000.00
12	Overflow Discharge Piping Restraint and Bury	LS	1	\$ 11,500.00	\$ 11,500.00
13	Retention Tank Improvements	LS	1	\$ 99,800.00	\$ 99,800.00
14	Chemical Feed Room HVAC, Electrical Plumbing Improvements	LS	1	\$ 39,500.00	\$ 39,500.00
15	Chlorine Room HVAC, Electrical and Plumbing Improvements	LS	1	\$ 24,700.00	\$ 24,700.00
16	Lab Furniture Replacement	LS	1	\$ 24,800.00	\$ 24,800.00
17	Lab Equipment Allowance	LS	1	\$ 2,000.00	\$ 2,000.00
18	WTF SCADA – Controls & Programming Upgrade Coordination	LS	1	\$ 11,300.00	\$ 11,300.00
19	Well No. 8 Security Fence & Gates, 8' High	LS	1	\$ 11,100.00	\$ 11,100.00
20	Site Restoration	LS	1	\$ 2,000.00	\$ 2,000.00
				TOTAL OF BID	\$ 3,545,240.00

Bid Results
CITY OF CLARE
2023 Water Treatment Facility Upgrades - RCL VE
GFA Project No. 22253

Item No.	Description	Unit	Estimated Quantity	RCL	
				Bid Unit Price	Bid Price
WELL AND WELL HOUSE					
1	Mobilization	LS	1	\$ 90,800.00	\$ 90,800.00
2	Type I Production Well # 10	LS	1	\$ 139,800.00	\$ 139,800.00
3	Monitoring Well, 5"	EA	2	\$ 19,000.00	\$ 38,000.00
4	Performance Testing	LS	1	\$ 23,000.00	\$ 23,000.00
5	Well House Building -SIZE ADJUSTMENT	SF	200	\$ 366.00	\$ 73,200.00
6	Well House Piping, Valves, & Fittings - REARRANGE / ELMINATE	LS	1	\$ 86,611.00	\$ 86,611.00
7	Production Well #10 Equipment	LS	1	\$ 48,900.00	\$ 48,900.00
8	Site Electrical Service Allowance	LS	1	\$ 70,000.00	\$ 70,000.00
9	Wellhouse Instrumentation - REMOVE TRANSDUCERS	LS	1	\$ 21,000.00	\$ 21,000.00
10	Well House Electrical/HVAC	LS	1	\$ 98,000.00	\$ 98,000.00
11	Well House Access Drive - REMOVE	SY	0		\$ -
12	Well House Security Fence & Gates, 8' High	LS	1	\$ 20,700.00	\$ 20,700.00
13	Site Restoration	LS	1	\$ 8,600.00	\$ 8,600.00
REDUCTION					\$ 397,711.00
WATER MAIN					
1	Mobilization	LF	1	\$ 193,000.00	\$ 193,000.00
2	8" Water Main, C900 DR 18 - 10% OVERAGE	LF	3,400	\$ 160.00	\$ 544,000.00
3	8" Water Main, HDPE, Directional Drill	LF	900	\$ 240.00	\$ 216,000.00
4	8" Gate Valves & Boxes	EA	5	\$ 3,450.00	\$ 17,250.00
5	Tapping Sleeves & Valve, 10"	EA	1	\$ 8,600.00	\$ 8,600.00
6	Asphalt, Road Replacement - 10% Overage	SY	1,450	\$ 64.00	\$ 92,800.00
7	Asphalt, Drive Replacement - 10 % Overage	SY	360	\$ 66.00	\$ 23,760.00
8	Gravel, Road Replacement - 10% overage	SY	2,450	\$ 16.50	\$ 40,425.00
9	Gravel, Drive Replacement - 10% overage	SY	360	\$ 12.50	\$ 4,500.00
10	Curb & Gutter Replacement - 10% overage	LF	810	\$ 51.00	\$ 41,310.00
11	5" Concrete Sidewalk Replacement - 10% overage	SF	3,000	\$ 10.30	\$ 30,900.00
12	Concrete, Driveway Restoration - 10% overage	SF	2,000	\$ 11.50	\$ 23,000.00
13	Tree Replacement - remove	EA	0	\$ 3,450.00	\$ -
14	Traffic Control - Reduce	LS	1	\$ 10,000.00	\$ 10,000.00
15	Site Restoration	LS	1	\$ 57,500.00	\$ 57,500.00
REDUCTION					\$ 1,042,545.00
WATER TREATMENT FACILITY					
1	Mobilization	LS	1	\$ 63,000.00	\$ 63,000.00
2	Main Motor Control Center Removal and Replacement - REUSE CONDUCTORS	LS	1	\$ 280,000.00	\$ 280,000.00
3	Main Circuit Breaker Removal and Replacement	LS	1	Included	included
4	Chlorine Feed Equipment Removal and Replacement	LS	1	\$ 65,200.00	\$ 65,200.00
5	Fluoride Feed Equipment Replacement	LS	1	\$ 62,000.00	\$ 62,000.00
6	Phosphate Feed Equipment Replacement	LS	1	\$ 70,500.00	\$ 70,500.00
7	High Service Pump & Motor Replacement - USE ALT PUMP	EA	2	\$ 47,200.00	\$ 94,400.00
8	High Service Pump Variable Frequency Drive	EA	2	Included	included
9	WTF Instrumentation - REMOVE	LS	1	\$ 13,025.00	\$ 13,025.00
10	Backwash Tank Improvements	LS	1	\$ 56,800.00	\$ 56,800.00
11	Pressure Filter #4 Removal - REMOVE	LS	0		\$ -
12	Overflow Discharge Piping Restraint and Bury	LS	1	\$ 11,500.00	\$ 11,500.00
13	Retention Tank Improvements	LS	1	\$ 99,800.00	\$ 99,800.00
14	Chemical Feed Room HVAC, Electrical Plumbing Improvements	LS	1	\$ 39,500.00	\$ 39,500.00
15	Chlorine Room HVAC, Electrical and Plumbing Improvements	LS	1	\$ 24,700.00	\$ 24,700.00
16	Lab Furniture Replacement	LS	1	\$ 24,800.00	\$ 24,800.00
17	Lab Equipment Allowance	LS	1	\$ 2,000.00	\$ 2,000.00
18	WTF SCADA – Controls & Programming Upgrade Coordination	LS	1	\$ 11,300.00	\$ 11,300.00
19	Well No. 8 Security Fence & Gates, 8' High	LS	1	\$ 11,100.00	\$ 11,100.00
20	Site Restoration	LS	1	\$ 2,000.00	\$ 2,000.00
TOTAL OF BID					\$ 2,953,281.00

\$ 718,611.00

\$ 1,303,045.00

\$ 931,625.00

RESOLUTION 2023-045

A RESOLUTION OF THE CLARE CITY COMMISSION APPROVING PROPOSED CONTRACT FOR A CONSTRUCTION CONTRACT FOR THE MICHIGAN ECONOMIC DEVELOPMENT CORPORATION (MEDC) COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) WATER RESOURCES INFRASTRUCTURE (WRI) GRANT PROJECT WITH RCL CONSTRUCTION, INC.

WHEREAS, the City of Clare applied to the Michigan Economic Development Corporation (MEDC) for a \$2.77 million-dollar (original application amount) Community Development Block Grant (CDBG) Water Resource Infrastructure (WRI) grant; and

WHEREAS, the City solicited bids for the construction portion of the project; and

WHEREAS, the City received one bid; and

WHEREAS, City Staff have reviewed said bid for compliance with bid specifications and City requirements and has subsequently recommended that the City Commission approve the bid and award the construction project to RCL Construction Inc.; and

WHEREAS, the City Commission has reviewed and considered said recommendation and deemed it reasonable, appropriate, prudent, and in the best interests of the City.

NOW THEREFORE BE IT RESOLVED THAT the Clare City Commission hereby approves the bid of RCL Construction Inc. and authorizes the expenditure of \$2,953,281 in City funds for the construction portion of the WRI project of which \$2,000,000 is being funded by a Michigan Economic Development Corporation (MEDC) Community Development Block Grant (CDBG) Water Resource Infrastructure (WRI) grant.

BE IT FURTHER RESOLVED THAT the Clare City Commission authorizes the City Treasurer to complete all necessary budget amendments and the Mayor and/or the City Manager to execute any and all documents related to said contractual agreements on behalf of the City of Clare.

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 19th day of June, 2023.

Diane Lyon, City Clerk

RESOLUTION 2023-046

AN AUTHORIZING RESOLUTION OF THE CLARE CITY COMMISSION IN RELATION TO A MICHIGAN ECONOMIC DEVELOPMENT CORPORATION (MEDC) COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) WATER RESOURCES INFRASTRUCTURE (WRI) GRANT PROJECT.

WHEREAS, the Michigan Strategic Fund has invited Units of General Local Government to apply for its Water-Related Infrastructure (WRI) Competitive Funding Round; and

WHEREAS, the City of Clare desires to request two million dollars (\$2,000,000) in CDBG funds for a Water-Related Infrastructure (WRI) Grant for water system improvements including the installation of a Type I Water Well (Well No. 10) and transmission lines, upgrades to the Water Treatment Plant including electrical, high service pumps, SCADA, and Asset Management / Record drawings; and

WHEREAS, the (UGLG) commits additional local funds from its water fund and general fund in the amount of \$1,867,626; and

WHEREAS, the proposed project is consistent with the local Community Development Plan as described in the Application; and

WHEREAS, the proposed project will benefit all residents of the project area and 51% percent of the residents of the City of Clare are low and moderate-income persons as determined by the Census Data provided by the US Department of Housing and Urban Development; and

WHEREAS, local funds and any other funds to be invested in the project will not be obligated/incurred prior to a formal grant award, completion of the environmental review procedures, and/or a formal written authorization to obligate/incur costs from the Michigan Economic Development Corporation.

NOW, THEREFORE, BE IT RESOLVED that the City of Clare hereby designates the City Manager as the Environmental Review Certifying Officer, the person authorized to certify the Michigan CDBG Application, the person authorized to sign the Grant Agreement and payment requests, and the person authorized to execute any additional documents required to carry out and complete the grant.

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 19th day of June, 2023.

Diane Lyon, City Clerk

AGENDA REPORT

To: Mayor Pat Humphrey & the Clare City Commission
From: Jeremy Howard, City Manager
Date: June 15, 2023
Regarding: *Board & Committee Appointments – Airport Advisory Board
(Martin Elzroth & Rodger Hicks)

For the Agenda of June 19, 2023

***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 June 19, 2023.**

Background. Mr. Martin Elzroth and Mr. Rodger Hicks terms on the city's Airport Advisory Board have recently expired. Staff has polled the appointees to determine whether they are willing to have the Commission renew their terms; both have indicated they are willing to continue serving. Consequently, the City Commission is asked to renew the terms of the appointments of Mr. Martin Elzroth and Mr. Rodger Hicks to the Clare Municipal Airport Advisory Board.

Issues & Questions. Should the City Commission renew the appointments of the board and committee members noted above?

Alternatives.

1. Approve the renewals of appointment.
2. Selectively approve one of the renewals of appointment.
3. Do not renew either of the appointments and select other individuals to serve.
4. Leave these positions vacant.
5. Set the decision aside to a subsequently scheduled public meeting.

Financial Impact. N/A.

Recommendation. I recommend that the City Commission approve the renewals of appointment by adoption of Resolutions 2023-047 to the Clare Municipal Airport Advisory Board (*copy attached*).

Attachment.

1. Resolution 2023-047.

RESOLUTION 2023-047

A RESOLUTION OF THE CLARE CITY COMMISSION RENEWING THE APPOINTMENTS OF MARTIN ELZROTH AND RODGER HICKS TO CONTINUE SERVING AS VOTING MEMBERS OF THE CITY OF CLARE MUNICIPAL AIRPORT ADVISORY BOARD.

WHEREAS, the appointed terms of Martin Elzroth & Rodger Hicks as voting members of the City of Clare Municipal Airport Advisory Board have expired; and

WHEREAS, said individuals have all agreed to continue serving in said positions at the will of the City Commission of the City of Clare; and

WHEREAS, the Mayor and City Commission considers all said individuals fully qualified and is highly pleased with their performance as members of said Advisory Board.

NOW THEREFORE BE IT RESOLVED that the City Commission of the City of Clare hereby renews the appointments of Martin Elzroth & Rodger Hicks, said appointments being effective the 19th day of June, 2023 and terminating on 18th day of June, 2026.

BE IT FURTHER RESOLVED that said appointments are voluntary and without compensation and that said individuals may resign said appointments by providing the City Commission written notice of their respective intentions to do so.

BE IT FURTHER RESOLVED that said appointments are at-will appointments of the City Commission and can be revoked, terminated, or rescinded by the City Commission at its discretion without stated cause and without prior notice.

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:

ABSTAIN:

Resolution approved for adoption on this 19th day of June, 2023.

Diane Lyon, City Clerk

To: Mayor Pat Humphrey and the Clare City Commission
From: Shannon M Sirpilla
Treasurer / Finance Director
Date: June 13, 2023
Reference: Treasurer's Report for June 19, 2023

Fiscal Year 2023/24 Budget: The Commission Approved fiscal year 2023-2024 budget has been imported into BS&A.

Fiscal Year 2022/23 Budget: Budget amendments have been determined and a Resolution has been provided for Commission approval. Due to the lack of available materials and products, our Capital Improvement project expenditures were substantially less than we budgeted for fiscal year 2022-2023.



Airport Manager Report

June 2023

Fuel sales are steady and we are seeing some good flying weather. We have surpassed the first 5 months of last year's sales by 28%. We will need one more tanker of fuel before fiscal year end.

We just received the approval for the Taxi-lane project that was in limbo. MDOT Aero decided not to request an MOS from the FAA for the taxi-lane width change. We will handle this thru change orders and should be able to get contracts sent over shortly. Pyramid Paving is the general contractor and they are OK with changing the specs for the width and the increased quantities of material and labor needed. I will have contracts added to the next City Commission meeting agenda and try to get approvals at one swoop.

The Terminal Roof bids are in and 4 contractors submitted sealed bids. I have reviewed the bids and recommend we accept the low bid from Beachy Roofing. He will provide an inch of closed cell spray insulation and then two top coats of primer and weather sealer. This system comes with an 18-year warranty. This project is planned to start after July 1.

RC Jets are returning this year. This coming weekend is an informal fly in starting on Friday the 16th. We have brush hogged the event area and will be ready to hear some awesome jet sounds. They plan on coming again this Summer with a formal event that we can advertise and promote.

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
MAY 2023
LUKE POTTER, DIRECTOR**

STREET WORK. We fixed up areas that were affected by the plows, cold patched, fixed a sink hole on Schoolcrest, dug out areas for hot patch and hot patched areas from water leaks and also East 5th and McEwan. We prepped E 4th for asphalt, blacktopped basecoat, removed curb, dug out for new curb and then backfilled behind the curb on E 4th and prepped for asphalt. We paved 4th Street on the 18th and picked up the barricades on the 19th. We bladed and brined roads on a couple days and also brined for Farwell.

WATER & SEWER WORK: Water and sewer work this month included our regular schedule of Miss Digs, meter readings, shut offs for non-payment, manual reads, meter work, and washing sewers/preventive maintenance. We also fixed a leaking valve and worked on sprinklers.

CEMETERY WORK: We had three full burials and four cremation burials at Cherry Grove this month. We cut trees at the cemetery and planted a couple of trees. We also set foundation forms and poured foundations on a couple of days,

MISCELLANEOUS WORK: We chipped brush, cleaned, washed and waxed trucks, and cleaned and worked on trucks and did maintenance and cleaned at the garage on several days. We laid topsoil down at the airport, screened topsoil several days then cleaned up the screener and took it back to Harrison.. We sent the vactor up to Harrison to help CCRC. And helped Harrison load up art sculptures, installed new sculptures downtown and hung Senior banners. We cut trees on Vinewood, trimmed tree by the venue and watered trees. We worked on #20 (hyd loader) and the windows at city hall thru out the month. Showed new employee, Kurt Lehmkuhle around town. Two holidays this month, Mothers Day and Memorial Day. Put out flags for memorial day and parade.

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

May 2023

UTILITY WORK ORDERS

<u>WORK ORDER TYPE</u>	<u># OF CUSTOMERS</u>
<i>Service Turned ON</i>	8
<i>Customer Request Off</i>	1
<i>Sewer Problems</i>	
<i>Off for Non Payment</i>	8
<i>payment made turn on</i>	7
<i>New Meter Head</i>	0
<i>Repair meter</i>	1
<i>Estimated Meters</i>	
<i>High Usage Check</i>	
<i>New RF</i>	<u>1</u>
	26

MANNATEC FUEL REPORT FOR PERIOD: MAY 1-31-2022

DEPT:	GALLONS REGULAR	TOTAL COST	AVERAGE RATE	GALLONS DIESEL	TOTAL COST	AVERAGE RATE	AMOUNT BILLED
Fire Dept	62.211	173.59	2.790	65.306	209.25	3.204	382.84
FD- non fuel		1.05					1.05
Police Dept	481.200	1,327.42	2.759				1,327.42
DPW	149.262	401.04	2.687	857.832	2,784.70	3.246	3,910.23
Parks	157.700	425.93	2.701	7.293	23.91	3.278	
Cemetery	105.635	274.65	2.600			#DIV/0!	
W/WWT	211.307	591.00	2.797				591.00
Average Rate for Regular:			3.267	Average Rate for Diesel:		#DIV/0!	
						Total Bill:	\$6,212.54

EQUIPMENT RENTAL - May 2023

GENERAL FUND

General Operations	101-265.000-943.641	1,372.47	
Depot	101-265.000-943.641	32.08	
Cemetery	101-276.000-943.641	5,976.51	
Police	101-301.000-943.641	7,814.70	
Parking Lots/Flags	101-441.000-943.641	1,941.20	
Airport	101-537.000-943.641	1,702.47	
		101-000.000-001	-\$18,839.43 cr

MAJOR STREETS & TRUNKLINES

Trunklines	202-446.001-943.641	5,235.59	
Tkline Winter Cleanup	202-446.001-943.641		
Major Streets	202-449.000-943.641	4,679.00	
		202-000.000-001	-\$9,914.59 cr

<u>LOCAL STREETS:</u>	203-449.000-943.641	4,604.72	
		203-000.000-001	-\$4,604.72 cr

PARKS & DAM MTS.:

Dam Mts	208-751.001-943.641		
Parks	208-751.001-943.641	10,279.21	
Dredging	208-741-004-702	1,285.93	
		208-000.000-001	\$0.00 cr

SEWER FUND

Sewer Treatment	590-536.001-943.641	1,193.04	
Sewer Collection	590-536.002-946.641	76.73	
		590-000.000-001	-\$1,269.77 cr

WATER FUND

Water Trmt/Pumping	591-536.003-946.641	831.03	
Water Dist./Meters	591-536.004-946.641	154.43	
		591-000.000-001	-\$985.46 cr

MOBILE EQUIPMENT FUND

Cash Received	641-000-001	\$47,179.11	
General Fund	641-000-669.101		-\$18,839.43
Major Sts/Tklines	641-000-669.202		-\$9,914.59
Local Sts	641-000-669.203		-\$4,604.72
Parks	641-000-669.208		\$0.00
Sewer	641-000-669.590		-\$1,269.77
Water	641-000-669.591		-\$985.46

CONSOLIDATED FUND: Checks Written For:

General Fund	102-000-669.101		\$18,839.43
Major Sts/Tklines	102-000-669.202		\$9,914.59
Local Sts	102-000-669.203		\$4,604.72
Parks	102-000-669.208		\$0.00
Sewer	102-000-669.590		\$1,269.77
Water	102-000-669.591		\$985.46

EQUIPMENT RENTAL,	102-000.000-067	\$35,613.97	
<u>ALL DEPOSITS:</u>	102-000.000-001.001		
	102-000.000-067.102		

DPW MANHOUR REPORT FOR: May-23

FUND	FUND NAME	REGULAR			TOTAL	OVERTIME			TOTAL	CLERICAL			TOTAL	O/T
101-265.000-702	GF - City Hall	79	75	5	159.00				0.00				0.00	
	Railroad		1											
101-276.000-702	Cemetery	67	76		143.00	2	8		10.00	3.5	4	1	8.50	
101-528.000-702	Refuse Collection				0.00				0.00	16.6	16.9	5.1	38.60	
101-441.000-702	Par/Flag/Pk Lot	23	5.38	3	31.38	3		2	5.00				0.00	
	DDA Pk Lot	10	13	1	24.00	0.5			0.50				0.00	
101-445.000-702	City Trees/Lites	2		7	9.00				0.00				0.00	
	DDA Trees/Lites	9	32		41.00	0.5			0.50				0.00	
101-537.000-702	Airport	4	9		13.00				0.00				0.00	
202-446.001-702	Roadway Inspection				0.00				0.00				0.00	
	TK Surface Mts		3	14	17.00				0.00				0.00	
	TK Shoulder Mts				0.00				0.00				0.00	
	TK Sweeping	14	25.25	7	46.25				0.00				0.00	
	Drain/Bkslopes				0.00				0.00				0.00	
	TK Signs				0.00				0.00				0.00	
	Snow & Ice		1.5		1.50				0.00				0.00	
	Hauling Snow				0.00				0.00				0.00	
202-444.002-702	Major Sts Sidewalks				0.00				0.00				0.00	
202-499.002-702	Major Sts Maint.	101	59	11	171.00		5		5.00				0.00	
202-499.003-702	Snow & Ice				0.00				0.00				0.00	
202-499.004-702	Administration				0.00				0.00	3.5	4	1	8.50	
203-444.002-702	Local Sts Sidewalks				0.00				0.00				0.00	
203-499.002-702	Local Sts Maint.	31	73.5	14	118.50				0.00				0.00	
203-499.003-702	Snow & Ice				0.00				0.00				0.00	
203-499.004-702	Administration				0.00				0.00	3.5	4	1	8.50	
208-751.000-702	Lake Sham/Dam		7		7.00				0.00				0.00	
208-751.000-702	Lake Sham Pks	11	6	3	20.00				0.00				0.00	
208-751.000-702	Dredging		8	16	24.00				0.00				0.00	
590-536.002-702	Sewer	3	2	2	7.00				0.00	18.2	17.3	5.2	40.70	
591-536.004-702	Water	19	22.12	6	47.12		2		2.00	18.2	17.3	5.2	40.70	
641-444.000-702	DPW	130.5	103.5	38	272.00				0.00	5.25	6	1.5	12.75	
	DPW Equip	69	66	15	150.00	1	1		2.00				0.00	
	Fire Equip				0.00	2			2.00				0.00	
	Police Equip	3	6		9.00				0.00				0.00	
	Holiday/Funeral		16	66	82.00				0.00			10	10.00	
	OFF TIME	64.5	69.75	8	142.25				0.00	11.25	10.5		21.75	
TOTALS		640.00	680.00	216.00	1535.00	9.00	16.00	2.00	27.00	80.00	80.00	30.00	190.00	0.00
		1536.00			27.00			190.00			0.00			

DPW: PARKS/BLDG & GROUNDS MANHOUR REPORT FOR:

May-23

FY 22-23 FUND	HOURLY WAGE		FULL TIME EMPLOYEES REGULAR HOURS				FULL TIME EMPLOYEES OVERTIME HOURS				SEASONAL EMPLOYEES REGULAR HOURS				SEASONAL EMPLOYEES OVERTIME HOURS			
	FUND NAME																	
208-751.001-702	Holiday	Funeral				0.00												
	Sick	Vacation																
	PARKS					0.00				0.00	155.00	178.75	43.50	377.25				0.00
	DDA Work					0.00				0.00				0.00				0.00
	BLDG & GRUNDS					0.00				0.00				0.00				0.00
101-276.000-702	Cemetery				0.00				0.00	147.50	140.00	32.00	319.50				0.00	
101-265.000-702	Trustees				0.00				0.00	70.50	72.00	16.00	158.50				0.00	
101-537.000-702	Airport Maint				0.00				0.00		36.50	6.00	42.50				0.00	
					0.00				0.00				0.00				0.00	
					0.00				0.00				0.00				0.00	
			0.0	0.0	0.0	0.0	0.0	0.0	0.0	373.0	427.3	97.5	897.8	0.0	0.0	0.0	0.0	
GRAND TOTAL			0.00				0.00				897.75				0.00			

PAY PERIOD: May 2023																						HOURS TOTAL	DOLLAR TOTAL															
EQUIPMENT	2022-23 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/Backstones	202-466,001-943 TK Signs/Signals	202-466,001-943 TK Snow & Ice	202-444,002-943 MJ S/S Sidewalks	202-499,002-943 MJ S/S Preservation	202-499,002-943 MJ S/S Snow & Ice	203-444,002-943 Lo S/S Sidewalks	203-499,002-943 Lo S/S Preservation	203-499,002-943 Lo S/S Snow & Ice	208-751-702 Dam	208-751-702 All Parks	208-751,004-702 Dredging Lake Shamrock	590-536,002-943 Sewer	591-536,004-943 Water												
3 - GMC Pickup	\$16.04			2.00	9.50																									2.00		4.00	17.50	280.70				
5 - Dodge Pickup	\$12.75																								11.00								11.00	140.25				
6 - GMC Pickup	\$12.75	10.00																						2.00									12.00	153.00				
7 - Chevy Bucket Truck	\$10.62			17.00	12.50	18.00																											47.50	504.45				
8 - Int'l Dump Truck	\$53.40																10.00				3.00												13.00	694.20				
9 - Ford Dump Truck	\$53.40			11.00		2.00											11.00				15.00												39.00	2,082.60				
10- Sterling Dump Truck	\$53.40				1.00				7.00								7.00				2.00												17.00	907.80				
11- Ford Dump Truck	\$39.52																				10.00												10.00	395.20				
12- Sterling Dump Truck	\$53.40																				5.00												5.00	267.00				
14- Walk Behind Mower	\$23.29																								2.00								2.00	46.58				
18- Case Loader	\$40.61	2.00		9.00			4.00										27.00				10.00						1.00						53.00	2,152.33				
20- Hyundai Loader	\$79.72			2.00		5.00															6.00												19.00	1,514.68				
21- Zero Turn Mower	\$31.11																																52.50	1,633.28				
22 - Brush Hog Mower	\$31.11																																26.00	808.86				
24- Monroe UB Scraper	\$7.88																				5.00												5.00	39.40				
36- Brush Chipper	\$30.27			11.00		2.00											13.00				14.00												40.00	1,210.80				
37- Street Sweeper	\$103.19	5.00			7.00		6.00				46.25						13.00				12.00												89.25	9,209.71				
39- Chevy Pickup	\$10.62				1.00												4.00				5.00												39.00	49.00	520.38			
50 - Trailer	\$11.25																																23.00	23.00	258.75			
51- Ford Taurus City Hall Car	\$11.89																																6.00	6.00	71.34			
53A- Truck Unit	\$53.40	8.00																			3.00												16.00	854.40				
53B- Sewer Washer Unit	\$19.61	8.00																			2.00												10.00	196.10				
59- Ford Utility Truck	\$10.62	6.00		25.50	1.00												8.00				1.00												3.00	1.00	8.50	54.00	573.48	
60- Dodge Pickup 4x4	\$12.75					8.00																												33.00	420.75			
71- Zero Turn Mower	\$31.11																																	58.00	58.00	1,804.38		
81- Trackless Tractor	\$50.40																																	3.00	3.00	151.20		
84- Sweeper Broom	\$24.57																																	3.00	3.00	73.71		
88 - Utility Trailer	\$11.25																																	3.00	3.00	33.75		
89 - Ford Pickup (Parks)	\$12.75																																		53.00	53.00	675.75	
93 - Kubota Tractor	\$46.75																																		78.00	78.00	3,646.50	
97- Chevy Pickup	\$10.62																																	1.00	1.00	10.62		
98- Airport Tractor	\$60.36						5.00																											5.00	5.00	301.80		
104- Cub Cadet Rider	\$31.11						19.90																												19.90	19.90	619.09	
105- Ford Pickup	\$12.75			7.00					7.00												2.00														1.00	2.00	19.00	242.25
110 - Hydr Excavator	\$47.01																																		16.00	16.00	752.16	
200 - Zero Turn Mower	\$23.29				75.50																														75.50	1,758.40		
201- Zero Turn Mower	\$23.29				81.00																														81.00	1,886.49		
202- Weed Whip	\$4.02				45.00																														45.00	180.90		
203- Weed Whip	\$4.02				41.00																														41.00	164.82		
1007- Trimmer/Edger	\$4.02																																		4.00	4.00	16.08	
1008- Trimmer/Edger	\$4.02																																		3.00	3.00	12.06	
1009- Trimmer/Edger	\$4.02																																		18.50	18.50	74.37	
		39.00	0.00	327.00	32.00	35.00	34.90	0.00	14.00	0.00	46.25	0.00	0.00	0.00	0.00	99.00	0.00	0.00	0.00	95.00	0.00	0.00	412.00	26.00	4.00	12.50						1176.65	37340.36					

PERIOD: May 2023	2023 Rate		GENERAL OP	DEPOT/SPECIAL EVENTS	CEMETERY	PARADES/FLAGS & pking lots	AIRPORT	TRUNKLINES	MAJOR STREETS	LOCAL STREETS	ALL PARKS	DREDGING LAKE SHAMROCK	SEWER	WATER	TOTAL HOURS	TOTAL DOLLARS													
3 - GMC Pickup	\$16.04		0.00	2.00	32.08	0.00	9.50	152.38	0.00	0.00	0.00	2.00	32.08	0.00	4	64.16	17.50	280.70											
5 - Dodge Pickup	\$12.75		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	11.00	140.25	0.00	0.00	0.00	0.00	11.00	140.25											
6 - GMC Pickup	\$12.75	10.00	127.50	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2.00	25.50	0.00	0.00	0.00	0.00	12.00	153.00											
7 - Ford Bucket Truck	\$10.62		0.00	0.00	17.00	180.54	30.50	323.91	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	47.50	504.45											
8 - Int'l Dump Truck	\$53.40		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	10.00	534.00	3.00	160.20	0.00	0.00	13.00	694.20											
9 - Ford Dump Truck	\$53.40		0.00	0.00	11.00	587.40	2.00	106.80	0.00	0.00	11.00	587.40	15.00	801.00	0.00	0.00	39.00	2,082.60											
10- Sterling Dump Truck	\$53.40		0.00	0.00	0.00	1.00	53.40	0.00	7.00	373.80	7.00	373.80	2.00	106.80	0.00	0.00	17.00	907.80											
11 - Ford Dump Truck	\$39.52		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	10.00	395.20	0.00	0.00	0.00	0.00	10.00	395.20											
12- Sterling Dump Truck	\$53.40		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	5.00	267.00	0.00	0.00	0.00	0.00	5.00	267.00											
14 - Walk Behind Mower	\$23.29		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2.00	46.58	0.00	0.00	0.00	2.00	46.58												
18- Case Loader	\$40.61	2.00	81.22	0.00	9.00	365.49	0.00	4.00	162.44	0.00	27.00	1096.47	10.00	406.10	0.00	1.00	40.61	2,152.33											
20- Hyundai Loader	\$79.72		0.00	0.00	2.00	159.44	5.00	398.60	0.00	0.00	6.00	478.32	0.00	6.00	478.32	0.00	19.00	1,514.68											
21 - Zero Turn Mower	\$31.11		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	52.50	1633.28	0.00	0.00	0.00	0.00	52.50	1,633.28											
22 - Brush Hog Mower	\$31.11		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	26.00	808.86	0.00	0.00	0.00	0.00	26.00	808.86											
24 - Monroe UB Scraper	\$7.88		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	5.00	39.40	0.00	0.00	0.00	0.00	5.00	39.40											
29 - Meyers Snow Plow	\$13.45		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00											
36- Brush Chipper	\$30.27		0.00	0.00	11.00	332.97	2.00	60.54	0.00	0.00	13.00	393.51	14.00	423.78	0.00	0.00	40.00	1,210.80											
37 - Street Sweeper	\$103.19	5.00	515.95	0.00	0.00	7.00	722.33	6.00	619.14	46.25	4772.54	13.00	1341.47	12.00	1238.28	0.00	0.00	89.25	9,209.71										
39 - Chevy Pickup	\$10.62		0.00	0.00	0.00	1.00	10.62	0.00	0.00	0.00	4.00	42.48	5.00	53.10	39.00	414.18	0.00	49.00	520.38										
50 - Trailer	\$11.25		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	23.00	258.75	0.00	0.00	0.00	23.00	258.75											
51- City Hall Car	\$11.89		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	6.00	71.34	0.00	0.00	0.00	6.00	71.34											
53A- Truck Unit	\$53.40	8.00	427.20	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3.00	160.20	5.00	267.00	0.00	0.00	16.00	854.40											
53B- Sewer Washer Unit	\$19.61	8.00	156.88	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2.00	39.22	0.00	0.00	0.00	0.00	10.00	196.10											
59- Chevy Pickup 4x2	\$10.62	6.00	63.72	0.00	25.50	270.81	1.00	10.62	0.00	0.00	8.00	84.96	1.00	10.62	3.00	31.86	0.00	1.00	10.62	8.50	90.27	54.00	573.48						
60 - Dodge Pickup 4x4	\$12.75		0.00	0.00	0.00	8.00	102.00	0.00	0.00	0.00	0.00	25.00	318.75	0.00	0.00	0.00	0.00	33.00	420.75										
71 - Zero Turn Mower	\$31.11		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	58.00	1804.38	0.00	0.00	0.00	58.00	1,804.38											
81- Trackless Tractor	\$50.40		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3.00	151.20	0.00	0.00	0.00	0.00	3.00	151.20											
84 - Sweeper Broom	\$24.57		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3.00	73.71	0.00	0.00	0.00	0.00	3.00	73.71											
88 - Utility Trailer	\$11.25		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3.00	33.75	0.00	0.00	0.00	3.00	33.75											
89- Ford Pickup	\$12.75		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	53.00	675.75	0.00	0.00	0.00	53.00	675.75											
90 - Trailers	\$11.84		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00											
93 - Kubota Tractor	\$46.75		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	78.00	3646.50	0.00	0.00	0.00	78.00	3,646.50											
93A - Pallet Forks	\$6.66		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00											
96 - Swenson Spreader	\$12.97		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00											
97- Chevy Pickup	\$10.62		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1.00	10.62	0.00	0.00	0.00	1.00	10.62											
98 - Airport Tractor	\$60.36		0.00	0.00	0.00	0.00	5.00	301.80	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	5.00	301.80											
104 - Cub Cadet Rider	\$31.11		0.00	0.00	0.00	0.00	19.90	619.09	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	19.90	619.09											
105- Ford Pickup	\$12.75		0.00	0.00	7.00	89.25	0.00	0.00	7.00	89.25	0.00	2.00	25.50	0.00	1.00	12.75	2.00	25.50	0.00	19.00	242.25								
110 - Hydr Excavator	\$47.01		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	16.00	752.16	0.00	0.00	16.00	752.16											
200 - Zero Turn Mower	\$23.29		0.00	0.00	75.50	1758.40	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	75.50	1,758.40											
201 - Zero Turn Mower	\$23.29		0.00	0.00	81.00	1886.49	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	81.00	1,886.49											
202 - Weed Whip	\$4.02		0.00	0.00	45.00	180.90	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	45.00	180.90											
203 - Weed Whip	\$4.02		0.00	0.00	41.00	164.82	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	41.00	164.82											
1007 - Trimmer/Edger	\$4.02		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4.00	16.08	0.00	0.00	0.00	4.00	16.08											
1008 - Trimmer/Edger	\$4.01		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3.00	12.03	0.00	0.00	0.00	3.00	12.03											
1009 - Trimmer/Edger	\$4.02		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	18.50	74.37	0.00	0.00	0.00	18.50	74.37											
		39.00	1372.47	2.00	32.08	325.00	5976.51	67.00	1941.20	34.90	1702.47	60.25	5235.59	99.00	4679.00	95.00	4604.72	412.00	10279.21	26.00	1285.93	4.00	76.73	12.50	154.43	1176.65	37340.33		
																												1,176.65	37,340.34

May-23		Police		Water		Waste Water		TOTAL	TOTAL
EQUIPMENT	2023 RATES	Department		Treatment		Treatment		HOURS	DOLLARS
1 - 2012 Ford Pickup	\$12.75	0.00		27.00	344.25	36	459.00	63.00	803.25
61- Western Snow Plow	\$13.45	0.00			0.00		0.00	0.00	0.00
16- 2008 Ford	\$11.89	0.00		27.00	321.03	36	428.04	63.00	749.07
65- Push Mower	\$11.89	0.00			0.00		0.00	0.00	0.00
4 - 2009 Ford Pickup	\$12.75	0.00		13.00	165.75	24	306.00	37.00	471.75
PATROL CARS	\$11.89	657.25	7814.70		0.00		0.00	657.25	7814.70
		657.25	7814.70	67.00	831.03	96.00	1193.04	820.25	\$9,838.77

820.25 9,838.77

	1		4		16		
	WA	WWT	WA	WWT	WA	WWT	
May 1-6	5.5	7.00	3.00	5.00	5.50	7.00	9,838.77
May 7-13	6	8.00	3.00	5.00	6.00	8.00	37340.33
May 14-20	6	8.00	3.00	5.00	6.00	8.00	
May 21-27	6	8.00	3.00	5.00	6.00	8.00	
May 28-31	3.5	5.00	1.00	4.00	3.50	5.00	\$47,179.10
	27	36	13	24	27	36	

	46-1	46-2	46-3	46-4	46-5 Tahoe	
END HOURS	7528	17196	24780	9103	17446	1767
START HOURS	<u>7252</u>	<u>17024</u>	<u>24710</u>	<u>9090</u>	<u>17320</u>	<u>1604</u>
	276	172	70	13	126	163

657.25 Total Hrs

DEPARTMENT OF PUBLIC WORKS- MANHOUR May 2023)

FUND	% OF HOURS	DEPARTMENT	March-23	
			REG.	O/T
GENERAL FUND	10.18%	General Fund	159.00	
	0.00%	Depot		
	9.80%	Cemetery	143.00	10.00
	2.33%	Parades/Flags/Pking Lots	31.38	5.00
	1.57%	DDA Parking Lots	24.00	0.50
	0.58%	City Trees/Lites	9.00	
	2.66%	DDA Trees/Lites	41.00	0.50
	0.83%	Airport	13.00	
TKLINE'S	1.09%	Surface Maintenance	17.00	
	0.00%	Drains & Backslopes		
	2.96%	Sweeping	46.25	
	0.10%	Snow & Ice	1.50	
	0.00%	Cleanup winter debris (sand, etc)		
MAJOR STREETS	11.27%	MJ STS Preservation	171.00	5.00
	0.00%	MJ STS Snow/Ice		
LOCAL STREETS	7.59%	LO STS Preservation	118.50	
	0.00%	LO STS Snow/Ice		
PARKS	0.45%	Lake Shamrock Dam	7.00	
PARKS	1.28%	Lake Shamrock Park work	20.00	
	1.54%	Dredging Lake Shamrock	24.00	
SEWER	0.45%	Collection	7.00	
WATER	3.14%	Distribution & Meter Mts.	47.12	2.00
DPW	17.41%	DPW Admin/Bldg/Equip	272.00	
	9.73%	DPW: Equip	150.00	2.00
	0.13%	FIRE Truck		2.00
	0.58%	DPW: PD Equipment	9.00	
	0.00%	COVID 19		
	5.25%	Holiday (Birthday)	82.00	
	9.11%	PAID TIME OFF:	142.25	
1562	100%	TOTALS:	1535	27

FUND	% OF HOURS	DEPARTMENT	March-23	
			REG.	O/T
DPW Clerical	4.47%	Cemetery Admin	8.5	
	20.32%	Refuse Collection	38.6	
	4.47%	Major Sts Admin	8.5	
	4.47%	Local Sts Admin	8.5	
	21.42%	Sewer Collection	40.7	
	21.42%	Water Distribution	40.7	
	6.71%	DPW Administration	12.75	
	5.26%	Holiday (Birthday)	10	
	11.45%	PAID TIME OFF:	21.75	
190	100%	TOTALS:	190	0

FUND	% OF HOURS	DEPARTMENT	March-23	
			REG.	O/T
FULL TIME EMPLOYEE PARKS WORK	#DIV/0!	Parks Work		
	#DIV/0!	DDA Work		
	#DIV/0!	Bldgs & Grounds		
	#DIV/0!	Holiday/Funeral		
	#DIV/0!	PAID TIME OFF		
0	#DIV/0!	TOTALS:	0	0

FUND	% OF HOURS	DEPARTMENT	March-23	
			REG.	O/T
SEASONAL EMPLOYEES	42.02%	PARKS WORK	377.25	
	0.00%	DDA WORK		
	0.00%	BLDG & GROUNDS		
	17.66%	TRUSTEE SUPERVISION*	158.5	
	35.59%	CEMETERY MAINTENANCE	319.5	
	0.00%	DPW		
	4.73%	AIRPORT MAINTENANCE	42.5	
897.75	100%	TOTALS:	897.75	0

FUND	% OF HOURS	DEPARTMENT	March-23
			REG.
*TRUSTEE WORK AREAS	100.00%	PARKS: turn water on at pettit park, staining bathrooms at Stamina Stadium, work on hot water heater at ball field, mowing, work on sprinklery system, water flowers	160
	0.00%		
	0.00%		
	0.00%		
	0.00%		
160	100%	TOTALS:	160

* VIKING GIVES

* VIKING GIVES
USA

* VIKING GIVES
LTD

* VIKING GIVES
MIDWEST

* VIKING GIVES
GREAT LAKES

* LINDCO
Equipment Sales

The Unfortunate Reality of Ordering Trucks & Equipment

If a government agency does not continue their normal annual purchasing of trucks and equipment, the following could occur:

1. Will result in not getting a build slot when the truck manufacturer's order bank opens. All orders placed by customers while order banks are closed should be processed first.
2. Their fleet is going to fall further behind in rotating vehicles out of service.
3. They could possibly lose current year budget money due to not spending it.
4. They could eventually get pushed into 2026 chassis model year, which will be accompanied by large increases due to new government emission requirements. The 2026 model year will probably start production third quarter of 2025.

Old Normal Chassis/Equipment Purchase Process:

1. Go to bid or get quotes.
2. Award bid.
3. Issue purchase order.
4. Truck dealer orders chassis.
5. Truck dealer orders equipment from Viking.
6. Chassis arrives at Viking in approximately 120 days.
7. Viking completes unit within approximately 90 days.
8. Total chassis with equipment delivery time frame of approximately 210 days.
9. No price increases during the process.

This process does not exist anymore.

New Normal Chassis/Equipment Purchase Process:

1. Get Sourcewell quote.
2. Issue purchase order.
3. Viking orders chassis of your choice from dealer of your choice.
4. Viking orders or manufactures equipment.
5. Chassis arrives to Viking in approximately 365-500 days.
6. Viking completes unit within approximately 120-180 days.
7. Total chassis with equipment delivery time frame of approximately 485-680 days.
8. There will probably be price increases during the process.

***This is the new process of ordering.
Chassis and equipment delivery might improve.
If a truck is ordered that Viking has in stock, delivery
time frames will be improved.***



1346 W Columbia Ave, Suite 201 ♦ Battle Creek, MI 49015
Phone (269) 288-4010 ♦ Fax (269) 288-4099
Web Site: www.vikinggives.com

Sourcewell 
Awarded Contract



Monthly Fire Department Activity Report

May 2023 Incident Response:

Monthly Total: 28 Year End Total: 95

May was a busy month. We responded to 4 vehicle accidents all with no injuries. We responded to 3 vehicle fires. We assisted HFD three times for mutual aid on structure fires. We assisted STFD on a machine fire at Future Mold in Farwell. The fire was confined to a machine and we helped with smoke removal. We responded to multiple burning complaints as well as four grass and brush fires. A woods fire on Pebble Creek Dr. on the west side of five lakes was moving towards a resident. We were able to get it contained before it damaged the house. We are having extreme fire conditions with it being very dry. The DNR reports this is the driest April since the 1930's. Other incidents as listed.

Training:

2.0 hrs. Truck Check

2.0 hrs. Pump Ops

2.0 hrs. Pump and Ladder Ops





Clare Fire Department

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

Incident Reports by Incident Number

Incident	Alarm Date/Time	Incident Type	Address
2300068	5/2/2023 22:02	651 - Smoke scare, odor of smoke	230 Mary ST, Clare, MI 48617
2300069	5/3/2023 10:04	710 - Malicious, mischievous false call, other	205 E Wheaton ST, Clare, MI 48617
2300070	5/4/2023 08:05	131 - Passenger vehicle fire	10197 S Clare AVE, Clare, MI 48617
2300071	5/5/2023 10:18	111 - Building fire	2129 Bilkare ST, Harrison, MI 48625
2300072	5/7/2023 08:29	111 - Building fire	3400 Hatton RD, Harrison, MI 48625
2300073	5/8/2023 09:57	445 - Arcing, shorted electrical equipment	SB127 / MM 160, Clare, MI 48617
2300074	5/9/2023 13:01	445 - Arcing, shorted electrical equipment	636 Cunningham ST, Clare, MI 48617
2300075	5/9/2023 21:25	1001 - Fire in a structure, not the structure itself	215 Weber S, Farwell, MI 48622
2300076	5/12/2023 16:09	5311 - Smoke or Odor Complaint	S. Grant Ave / Bet. Surrey rd & Beaverton Rd., Clare, MI 48617
2300077	5/13/2023 18:13	631 - Authorized controlled burning	8550 E North County Line RD, Clare, MI 48617
2300078	5/13/2023 19:52	324 - Motor vehicle accident with no injuries.	E B 10 / E of 127, Clare, MI 48617
2300079	5/15/2023 08:00	324 - Motor vehicle accident with no injuries.	NB 127 / N of the Mackie, Clare, MI 48617
2300080	5/15/2023 08:22	600 - Good intent call, other	1141 N McEwan ST, Clare, MI 48617
2300081	5/17/2023 21:12	311 - Medical assist, assist EMS crew	201 Mary ST, Clare, MI 48617
2300082	5/18/2023 19:00	5311 - Smoke or Odor Complaint	10318 S Clare AVE #137, Clare, MI 48617
2300083	5/21/2023 12:47	143 - Grass fire	250 Clarabella RD, Clare, MI 48617
2300084	5/26/2023 11:52	4441 - Line down - Communication	2095 Deep Woods DR, Clare, MI 48617
2300085	5/24/2023 17:40	111 - Building fire	4320 W. Lilly Lk. RD, Harrison, MI 48625
2300086	5/24/2023 18:00	143 - Grass fire	Beaverton between Cornwell & Eberhart, Clare, MI 48617
2300087	5/25/2023 18:04	143 - Grass fire	500 Industrial DR, Clare, MI 48617
2300088	5/26/2023 16:35	1131 - Cooking fire, confined stove or oven	235 Gateway DR #203, Clare, MI 48617
2300089	5/26/2023 16:58	9002 - Lift Assist	821 Schoolcrest ST ##2, Clare, MI 48617
2300090	5/27/2023 18:16	1511 - Illegal burning of Solid Waste	570 Witbeck DR, Clare, MI 48617
2300091	5/28/2023 16:38	142 - Brush or brush-and-grass mixture fire	8081 Pebble Creek DR, Clare, MI 48617

Incident	Alarm Date/Time	Incident Type	Address
2300092	5/28/2023 18:29	324 - Motor vehicle accident with no injuries.	SB 127 MM 162, Clare, MI 48617
2300093	5/29/2023 19:44	324 - Motor vehicle accident with no injuries.	EB 10 / E. of 127, Clare, MI 48617
2300094	5/30/2023 19:20	131 - Passenger vehicle fire	SB 127 ? E. Grass Lake Rd., Clare, MI 48617
2300095	5/3/2023 16:24	131 - Passenger vehicle fire	NB 127 / MM 157, Clare, MI 48617

Total Number of Incidents: 28

Incident Alarm Date/Time Incident Type

Address

Report Filter Settings

Report File Name: Incident Reports by Incident Number

Filter Name: Last Month

Filter Expression: (Not Is Null [IncidentNumber]) And ([AlarmDateTime] is between '5/1/2023 00:00' and '5/31/2023 23:59')



Monthly Director's Report, June 2023
City of Clare Parks and Recreation
Prepared by Joy Simmer

Current and Upcoming Programs/Events

Senior Cards and Coffee takes place on Thursdays at the Pere Marquette District Library from 10-12 p.m. in one of the small group rooms. The card games that are played is determined by what the group wants to play and the group is supplied with coffee and card decks.

Art in Sculpture is a collaboration between Clare Parks and Recreation, Middle Michigan Development Corporation, the Clare County Arts Council, local artist Jeff Best and is headed by C. Santini. The current art pieces will be at their current location until April 30, 2024. Simmer is working on creating a selfie contest with the CCAC, where we will do three different months and when they take pictures of them with the sculptures, they will be entered into a drawing for a \$25 prize.

The **2023 Clare Summer Concert Series** has now started and the series will run from 6-8 p.m. on Thursday evenings from June 8, 2023 to August 24, 2023 at Shamrock Park. The concerts kicked off on June 8th with various organizations attending the concert and providing handouts and information to the participants.

Clare Parks and Recreation and the Pere Marquette District Library are looking to bring back the town **scavenger hunts** this summer and will be posting them online to be able to be done independently by residents and visitors.

Depot Days is a new and upcoming event/fundraiser for restrooms outside of the Clare Union Railroad Depot. The event will take place on July 15, 2023 and will be a collaborative effort between community members, organizations, businesses and the City of Clare. Simmer and S. Buccilli are organizing the event and have already secured interest in bakers for a bake sale, entertainment, and silent auction items. The flyer has been completed. Simmer posted a save the date and created an online event page on Facebook and an event flyer.

Summer Soccer Camp will be held this year during the week of June 19 – 22. This camp will be held in conjunction with the Clare Varsity Soccer program. A portion of the proceeds from the camp will go to the Clare Parks and Recreation Dept. (for supply costs) with a majority being kept by the varsity program. There is no cap on how many children may participate and we are taking registrations up until the first day of the program. Participants have the option to attend a goalie camp and/or soccer skills and tactics camp, the camp is open for children in grades 2-8 and is \$30 for soccer skills & tactic camp, \$20 for goalie camp or \$40 to attend both. Registrations forms were printed and distributed to the schools during the second week of May.

Early **Soccer Registration** started on May 16, 2023. Early registration will run until June 16th and then late registration will take place from June 17th – July 17th.

Grants

Clare Parks and Recreation received the \$10,000 grant funds from the **Clare County Community Foundation**. This grant will allow the city to purchase the permanent back decking for the Clare Union Railroad Depot and a couple of benches and trash receptacles that can be placed outside of the building and used during programs/events and once the Pere Marquette Rail-Trail Extension is completed. The materials and supplies have arrived and are awaiting construction/installation right now.

A \$150,000 grant request was submitted to the **Michigan Trails Fund** by Simmer to assist with the additional funds that may be needed complete the Pere Marquette Rail-Trail grant extension. With the potential redesign of a portion of the trail, additional funds will need to be secured. Simmer received notification on 4/12/2023 that Clare Parks and Recreation has been awarded the \$150,000 to go towards the trail project, the MTF rep sent the acceptance paperwork and the agreements have been completed, we are just awaiting the disbursement.

Park Information and Updates:

Emerald Isle Recreation Complex Playground Area – The Pour-in-Place (PIP) surfacing will be completed in 2023. Being added to the schedule for construction of late summer/fall 2023.

Additional Information

- The Clare-Gladwin RESD Parent Coalition received a grant for storywalk signs for Gladwin and it didn't work out with placing them in Gladwin, so Clare will now be getting the sign holders and will also be getting a couple talking is teaching signs for out at Emerald Isle. One sign will be nature based and the other will be sport related.
- Mid-Michigan Industries (MMI) has been working with Clare Parks and Recreation again for the summer of 2023 to have a work crew assisting with City Park clean-up and potential rejuvenation projects. This program allows them to give their persons served work experience. It is anticipated that there will be two crews and the 1st group will be in place June to July and the second group will start in July and run until the end of August.
- Clare Junior Firefighter Academy is being planned for August 11, 2023.
- Wonders of Water Camp is being planned and will take place on July 21, 2023 at Shamrock Park.

NEXT PRAB MEETING IS SCHEDULED FOR TUESDAY, JULY 18, 2023



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
SUBJECT: May police activity

Dear Mr. Howard & City Commission:

Summer is in full swing. We continue our commitment to build relationships and sustain trust and goodwill between the community and law enforcement. We look forward to a safe and enjoyable summer in the “City of Festivals”. As usual we will increase traffic visibility and enforcement on primary and secondary streets due to higher traffic flow.

Training:

May 1st-5th Officer Stotzel attended Evidence Tech training.
May 17th – Chief and Sergeant Francisco attended FOIA training

Events:

May 1st Officer Brian David ten years of service
May 6th – Mid Michigan Community College graduation at Clare High School
May 21st – Cleanup at Rod and Gun Club
May 29th – Memorial Day parade

School

See attached report from Liaison Officer Brian David

David Saad
Clare Police Chief

Ticket Totals Report

From 5/1/2023 12:00:00 AM to 5/31/2023 12:00:00 AM

Agency Name	Voided Ticket Count	Warning Violation Count	Total Ticket Count	Total Violation Count
Clare City Police Dept	0	2	11	13

**CLARE POLICE DEPT**

Page 1

**INCIDENTS BY INCIDENT TYPE
MAY 2023**

06/13/2023

INCIDENT TYPE	DESCRIPTION	NUMBER THIS TYPE
11001	CSC 1 Penis/ Vagina	1
11007	CSC 2 Sexual Contact - Forcible	1
13001	Non-Aggravated Assault	3
13003	Intimidation/ Stalking	16
22001	Burglary - Forced Entry	1
23007	Larceny - Other	7
26001	Fraud - False Pretence/ Swindle/ Confidence Game	2
29000	Damage to Property	1
35001	Violation of Controlled Substance	1
36004	Sex Offense - Other	1
38001	Family - Abuse/ Neglect Non-Violent	1
38003	Family - Other	9
48000	Obstructing Police	1
50000	Obstructing Justice	3
52003	Weapons Offense - Other	1
53002	Public Peace - Other	2
54001	Hit & Run Motor Vehicle Accident	1
54002	Operating Under the Influence of Liquor or Drugs	1
55000	Health and Safety	3
57001	Trespass - Other	3
62000	Conservation	3
70000	Juvenile Runaway	1
91001	Juvenile Delinquent	16
93001	Traffic Accident	13
93001CD	Car/ Deer Accident	5
93001PI	Traffic Accident with Injury	1
93002	Accident, Non-Traffic/ Private Property	4
94001	Valid Alarm Activation	2
94002	False Alarm Activation	6
95001	Accident, Fire	7
98007	Suspicious Persons	20
98008	Lost & Found Property	5
99001	Suicide	2
99008	General Assistance	78
99009	General Non-Criminal	3
ACO	Animal Control Complaint	8
AMBRES	Ambulance & Rescue	1
AMBRUN	Ambulance Run	16
BOL	Be On the Look Out	9
BOL-WW	BOL Wrong Way Driver	1
GP	GENERAL PATROL	1
LOCK	SCHOOL LOCKDOWN DRILL	2
MA	Motorist Assist	11
PC	Property Check	351

**CLARE POLICE DEPT**

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MA	Motorist Assist	11
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Clare School Liaison Officer Report: Apr-May 2022-2023

- Attended fourteen staff/student meetings
- Initiated three traffic safety incidents
- Conducted one traffic assists
- Responded to two disruptive student incidents
- Attended seven attendance meetings
- Assisted with two threat assessments
- Attended two staff/parent meetings
- Conducted two general assists to school
- Attended five staff meetings
- Conducted two parent meeting
- Conducted one security walk through with CCSD
- Conducted five student meetings
- Conducted eleven home visit/welfare checks
- Assisted with four MIP of a vape/marijuana vape at school
- Assisted with one CSC investigation
- Conducted one general assist to a student
- Attended monthly case review meeting
- Investigated a domestic assault incident
- Conducted one assist to CPS
- Initiated one truancy incident
- 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

Auxiliary Division

2023

May	Road Hours	Special Events	Meeting Hours	Training Hours	Other	Monthly Totals
Blackwell, Doug	6.5					6.5
Chinavare, Ken		8	1	2		11
Defoy, Mick						0
Fassett, Lori	8.5	7	1		2	18.5
Gilmore, Travis	8		1	2	0.5	11.5
Hahn, Bill	8.5	3	1			12.5
Harger, Greg	8	4				12
Jenkins, Dan			1		0.5	1.5
Lemke, Shane	8		1		0.5	9.5
Lombard, Rebeka						0
Lynch, Steve	8.5	3	1		0.5	13
Papenfus, Joel	8					8
Pedjac, John	8					8
Winter, Nick	8.5	4.5	1			14
Gregory, Brendan	23		1	2		26
Marshall, Orrin	9.5		1	2	0.5	13
0						0
0						0
0						0
0						0
0						0
0						0
0						0
0						0
0						0
0						0
Officer Totals	113	29.5	10	8	4.5	165

WATER TREATMENT DIRECTOR'S MONTHLY OPERATING REPORT MAY 2023

Wastewater Treatment Plant

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

- Repaired closures on doors in clarifier room and bathroom at WWTP
- Installed a new shut off valve on DI water
- Pulled rags and debris from lift station 8
- Received and installed new muffle furnace
- Performed routine maintenance on lawncare equipment

Water Treatment Plant

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

- Received new truck
- Installed a new screen on retention tank overflow pipe
- Changed outlet at well 9
- Cleaned treatment plant and well houses

Landfill

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

- Began biannual landfill sampling

Administrative Functions

During the month, the following administrative tasks were performed:

- Held discussion with PRPs regarding billing
- Bid meeting for glassware washer at WWTP lab
 - Received one bid
- Sent out request for bids for new gate and fence repairs at WWTP
- Hired seasonal help – Jayven Hamilton
- Submitted construction permit for Speedway expansion

CITY MANAGER REPORT

TO: Mayor Pat Humphrey & Clare City Commission
FROM: Jeremy Howard, City Manager
DATE: June 15, 2023
RE: City Manager's Report

For the Agenda of June 19, 2023

DDA and LDFA Meetings. The city recently conducted the first of the annual mandated public meetings for both boards. Both meetings went well and were held in person at City Hall. We will hold the second required annual meeting for both boards this fall.

Lake Shamrock Dredging Project. Mechanical dredging is continuing. This past week we also made some repairs to the bank where we have the barge come to shore to offload material. We were able to use sheet piling to shore up the edge where the excavator and trucks meet. Our city crew did an excellent and these temporary items will be movable to our next location on the lake as well. Our new operator is doing a great job and will be starting to dredge 10 hours a day, four days a week, which also works well for our hauling company too. This should allow us to get even more loads out per day and week as we lose less time for start and finish times daily for the week. DPW, Airport and I met with the hydraulic dredging contractor to confirm the holding cell location on the south end of the airport and it looks like they have a plan that will work and will be submitting permits to EGLE hopefully in the next couple weeks. They are still hopeful to be able to get a revised permit and if they can do that, they would like to begin dredging yet this summer/fall.

Summerfest. The 2023 Clare Summerfest is the week of June 19th through June 25th. There will be lots of great events throughout the community the entire week. Check out the flyer attached to this report and look on the Chamber website for more information (<https://www.claremichigan.com/summerfest>). Reminder: We still need help as usual grilling and serving hot dogs on Saturday at Shamrock Park before the fireworks. Typically we are able to get some City Commissioners and City Department Heads and Staff to do this so hopefully you can join in the fun this year again.

Summer Concert Series. The 2023 Summer Concert Series in Shamrock Park starts June 8th and runs through the summer every Thursday night from 6-8. It is once again being held at Shamrock Park after we did another extensive survey. Attendees stated they liked the shade at Shamrock Park and the pavilions if it rains, as well as the bathrooms and play area for kids. See the attached flyer for more information on who will be playing at each concert.

City Department Tours. Last meetings Department tour after our meeting went really well. Thanks to DPW for showing the Commission around the facility and equipment. As I mentioned, we will try and do these maybe every other meeting so we do not have one tonight, but do hope to tour the Wastewater Treatment Facility at our next meeting (July 3rd).

Attachments:

1. 2023 Clare Summerfest Flyers.



SUMMERFEST

June 19 - June 25

Monday 19th

- 8:30pm **Movie in the Park by Wood's Household** @ Shamrock Park

Tuesday 20th

- 6pm-9pm **Community Cares for Clare**

Wednesday 21st

- 4pm-8pm **Business After Hours** @ Buccilli's Pizza of Clare

Thursday 22nd

- 8am-4pm **City-Wide Garage Sales**
- 6pm-8pm **Summer Concert Series** @ Shamrock Park
- 8:30pm **Clare Jaycees Rubber Ducky Race** @ Clare VFW

Friday 23rd

- 8am-4pm **City-Wide Garage Sales**
- **Side-Walk Sales** Downtown
- 12pm-10pm **Use Free Ice Cream Coupon**
- 5pm-10pm **Kaye Brothers Amusements Carnival**
- 7pm **Ice Cream 5K Run and fun Walk** @ Clare High School

Saturday 24th

- 8am-4pm **City-Wide Garage Sales**
- 8am **Sweat Shaker Bike Race** @ Mid Michigan College (Harrison Campus)
- 9am-4pm **Craft Show and Side-Walk Sales** Downtown
- 10am-4pm **Food/Drink Trucks** Downtown. 4pm-10pm @ Shamrock Park
- 10am-10pm **Kaye Brothers Amusements Carnival**
- 12pm **Frog Jumping Contest** @ Clare VFW
- 1pm-6pm **Michigan Pork Festival** @ Shamrock Park - See Flyer for details
- 5:30pm **State Farm Teddy Bear Races** @ Shamrock Park. Sign up 4:30pm
- 6pm **Witbeck's Free Family Food Event** @ Shamrock Park
- 8pm **Gateway Community Band Concert** @ Shamrock Park
- Dusk - **Fireworks** @ Shamrock Park

Sunday 25th

- 12pm-5pm **Kaye Brothers Amusements Carnival**

989-386-2442 www.claremichigan.com

Thank you to our Summerfest sponsors!



Witbeck's Family Foods Michigan Pork Producers Association Buccilli's Pizza of Clare R.B. Harsh Construction, Inc





MONDAY, JUNE 19, 2023 AT 8 PM

Clare Summerfest - Movie at Shamrock Park

Shamrock Park

About Discussion

Going

Invite



Details

195 people responded



Event by North Light Movie Night

Shamrock Park

Public · Anyone on or off Facebook

Kick off movie event for the summer sponsored by the Clare Chamber of Commerce. This year we will be showing Lightyear!

Tv & movies

Clare, Michigan



SUMMERFEST

Community Cares for Clare!

Tuesday, June 20th

6pm to 9pm

Bring your civic organization, club, family, and friends and come out to help us beautify and clean up Clare for the summer!

Meet us at the Pere Marquette District Library Parking Lot at 6pm.

If you know of anyone in need of assistance or if you would like to sign up to help, send us an email to events@claremichigan.com or call us at (989)386-2442.



Thank you to our Summerfest sponsors!



Witbeck's Family Foods Michigan Pork Producers Association Buccilli's Pizza of Clare R.B. Harsh Construction, Inc



Business After Hours

BUCCILLI'S PIZZA OF CLARE
IS CELEBRATING ITS

50th Anniversary

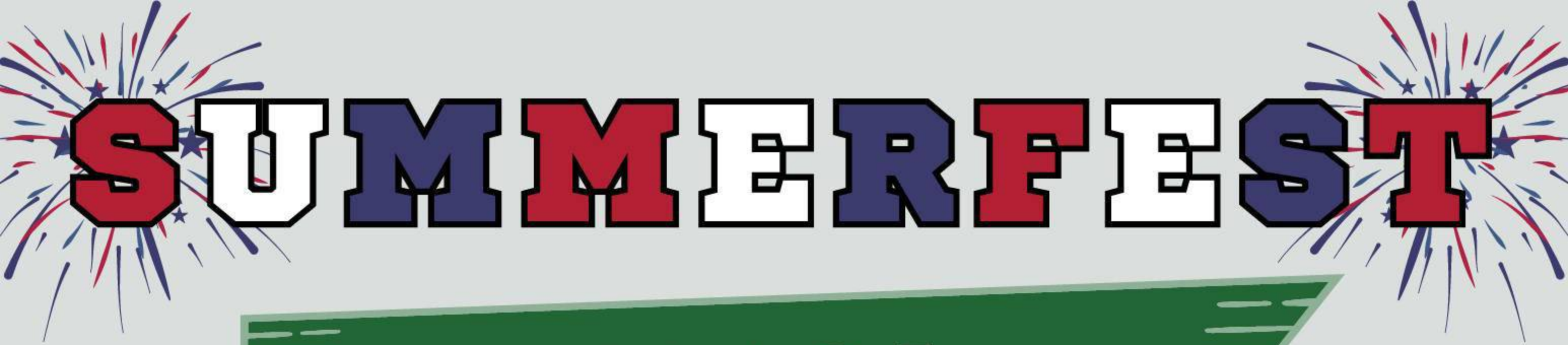
JOIN US IN CELEBRATING THIS MILESTONE ON

JUNE 21st

4pm - 8pm

THERE WILL BE FOOD, DRINKS,
DOOR PRIZES AND MORE!





CLARE
CITY-WIDE

GARAGE

SALES!

JUNE 22-24, 2023

8AM-4PM THURSDAY, FRIDAY, AND SATURDAY
There will be garage sales all over Clare.

If you are participating, contact the
Clare Area Chamber of Commerce at
(989)386-2442 or email us at
office@claremichigan.com with your
address and days you plan to participate.



Thank you to our Summerfest sponsors!



Witbeck's Family Foods Michigan Pork Producers Association Buccilli's Pizza of Clare R.B. Harsh Construction, Inc



CLARE SUMMER CONCERT SERIES

SHAMROCK PARK - 221 WILCOX PARKWAY
JUNE 8 - AUGUST 24, 2023
6-8 P.M.

GRAB YOUR
CHAIR AND COME
ON OUT!!!

JUNE

SUMMER KICK-OFF

8TH

THE MUSIC LADY
EXTRAORDINARY FOLK MUSIC

15TH

WOODMAN UNPLUGGED
ACOUSTIC

22ND

COUNTRY EXPRESS
OLD TIME COUNTRY

29TH

SOUTHBOUND
CLASSIC ROCK

JULY

6TH

KEVIN CHAMBERLAIN
COUNTRY

13TH

THE REAL DEAL
BLUES

20TH

SUNSHINE STRING BAND
VARIETY

27TH

STEPHANIE TERPENING
MULTI-GENERATION POP & FOLK



LIVE
MUSIC

AUGUST

3RD

CROSSTOWN DRIFTERS
SOUTHERN/CLASSIC ROCK

10TH

23 NORTH
OLDIES

17TH

THE GABE & TOM SHOW
VARIETY

24TH

**JONATHAN HARPER
& FRIENDS**
ACOUSTIC/CONTEMPORARY

Thank you to our sponsors!!!



FOR MORE INFORMATION
Please visit www.cityofclare.gov
or find us on Facebook at Clare Parks and Recreation

SUMMER FUN
KIDS ACTIVITY EVERY WEEK!

OLD 27
Car Tour
DOWNTOWN CLARE ON AUGUST 25TH
FOR MORE INFO VISIT THE CLARE AREA CHAMBER OF COMMERCE



RUBBER DUCKY RACE

Thursday, June 22, 2023

Clare VFW
145 Wilcox Pkwy
Clare, MI 48617



1st Place:
\$100 Cash
2nd Place:
\$50 Cash
3rd Place:
\$25 Clare Cash

Adopt a Duck \$5

Adopt & Decorate
a Duck \$10
Payments via Eventbrite and Cash

Duck drop at 8:30 pm
Need not be present to win
*Decorated ducks
must be turned in by
June 21st*

PORTION OF PROCEEDS GOING TO MID MICHIGAN COLLEGE - STUDENT VETERANS OF AMERICA



Sponsored by:
Clare Jaycees & Clare Area Chamber of Commerce



SUMMERFEST

FREE ICE CREAM

TICKETS ARE ONLY GOOD FOR
FRIDAY, JUNE 23TH, 2023
12PM-10PM

GET YOUR FREE
TICKETS AT ANY EVENT
HAPPENING EARLIER IN
THE WEEK OR AT THE
CLARE AREA CHAMBER
OF COMMERCE



989-386-2442
CLAREMICHIGAN.COM

TICKETS CAN BE USED
AT TRACKSIDE MEAT
MARKET, MCEWAN
STREET FUDGE & ICE
CREAM SHOP, AND
CULVERS ON FRIDAY

Thank you to our Summerfest sponsors!



Witbeck's Family Foods Michigan Pork Producers Association Buccilli's Pizza of Clare R.B. Harsh Construction, Inc



SUMMERFEST

JUNE 23RD TO 25TH

FRIDAY 5PM-10PM

SATURDAY 10AM-10PM

SUNDAY 12PM-5PM

@Shamrock Park

JOIN US FOR SOME FUN!



Kaye Brothers Amusements, LLC

For more information

Call: 989-386-2442

email: events@claremichigan.com



Thank you to our Summerfest sponsors!



Witbeck's Family Foods Michigan Pork Producers Association Buccilli's Pizza of Clare R.B. Harsh Construction, Inc



Clare Dairy Phil Ice Cream Summerfest 5K

Dairy Phil

Fri June 23, 2023

Clare, MI 48617 US [Directions](#)



Clare, MI

Events

Clare Dairy Phil Ice Cream Summerfest 5K

\$20

7:00PM EDT

8:00PM EDT

Registration ends June 21, 2023 at 11:59pm EDT

[Sign Up](#)

SUMMERFEST

CRAFT & VENDOR MARKET



JUNE 24TH, 2023
9AM-4PM

DOWNTOWN CLARE

989-386-2442
CLAREMICHIGAN.COM



Thank you to our Summerfest sponsors!



Witbeck's Family Foods Michigan Pork Producers Association Buccilli's Pizza of Clare R.B. Harsh Construction, Inc

SUMMERFEST

FROG JUMP

CONTEST



SATURDAY, JUNE 24th @ 12pm

Find the frog of your dreams, give him a name, like Manfred Hanover, and bring him to the Clare VFW at high noon for the races.

Prizes for Fastest Frog
& Longest Jump

Free Entry

Just find and bring your
prize winning frog!

Categories

up - 8

9 - 12

13 - 18

19 - 107

For more information

Call: 989-386-2442

email: events@claremichigan.com

Sponsored By



Thank you to our Summerfest sponsors!



Witbeck's Family Foods Michigan Pork Producers Association Buccilli's Pizza of Clare R.B. Harsh Construction, Inc

SUMMERFEST

State Farm

Teddy Bear Racing

SATURDAY, JUNE 24th

Race starts at 5:30pm
@Shamrock Park

Age Groups: 3, 4, and 5 years old.

The top 3 in each age group will
win a teddy bear!

Anyone that signs up will receive
a t-shirt!

Sign-up starts at 4:30pm at
Shamrock Park.



Sponsored By



For more information
Call: 989-386-2442
email: events@claremichigan.com



Thank you to our Summerfest sponsors!



Witbeck's Family Foods Michigan Pork Producers Association Buccilli's Pizza of Clare R.B. Harsh Construction, Inc

SUMMERFEST

FIREWORKS

JUNE 24TH,

2023

Starting at Dusk
from Barnes Island



Thank you to our Summerfest sponsors!



Witbeck's Family Foods Michigan Pork Producers Association Buccilli's Pizza of Clare R.B. Harsh Construction, Inc

CLARE

SUMMERFEST

1ST ANNUAL

MICHIGAN PORK FESTIVAL



Saturday, June 24th

Clare - Shamrock Park - Small Pavilion

- 1-6pm** 4H Tent - Information and Activities
- 2pm** Make your own Pork Rub Station - Free
- 2pm** Chamber Member Pork Cooking Competition
- 2:30pm** Member Cooking Competition - Communities Favorite
- 3pm** Hog Calling Contest
- 3:30pm** Pork Chop Flipping Contest
- 4pm** Pig Knowledge Trivia
- 4:45pm** Chop Contest (Chops/Side Burns)
- Dusk** Fireworks

Sponsored By



989-386-2442
CLAREMICHIGAN.COM

Thank you to our Summerfest sponsors!



Witbeck's Family Foods Buccilli's Pizza of Clare R.B. Harsh Construction, Inc

SUMMERFEST



1st Annual

MICHIGAN PORK FESTIVAL

*Clare Area Chamber Member Pork Chop
Cooking Competition*

1. Agree to participate
2. Plan your pork entrée
3. Receive your pork chops
Friday morning 6-23-23
4. Cook your pork **Saturday
afternoon 6-24-23**



5. Deliver pork to Shamrock Park between **1:50 & 2pm Saturday**
6. Win an award from the Clare Area Chamber & the Michigan Pork Producers Association

www.ClareMichigan.com
989-386-2442



SUMMERFEST

CHOP COMPETITION

Guide To Facial Hair

Friendly Mutton Chops



• • •
**Best Chops in
Clare!**
• • •

Stop by Shamrock Park
Small Pavillion for
Judging as part of the
Michigan Pork Festival

JUNE 24TH @ 4:45PM



For more info

989-386-2442

www.ClareMichigan.com

AGENDA REPORT

TO: Mayor Pat Humphrey & Clare City Commissioners
FROM: Diane Lyon, City Clerk
DATE: June 15, 2023
RE: *Communications

For the Agenda of June 19, 2023

***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 June 19, 2023.**

FEMA Approval Letter: FEMA has provided a letter of approval for the City of Clare as a member of the multi-jurisdictional Clare County Hazard Mitigation Plan.

Free Drive-Thru Food Distribution: The Greater Lansing Food Banking will be hosting a free drive-thru mobile food distribution at the Clare County Fairgrounds in Harrison on Saturday, July 8th.

Site Plans, Special Use Permits, Variance Requests & Public Notices:

- Lake Shamrock Dam Engineering RFP

Attachments. As noted above.



FEMA

June 9, 2023

Mr. Matt Schnepf
State Hazard Mitigation Officer
Michigan State Police
Emergency Management and
Homeland Security Division
P.O. Box 30634
Lansing, MI 48909

Dear Mr. Schnepf:

Thank you for submitting adoption documentation for the 2023 Clare County Hazard Mitigation Plan. The plan was reviewed based on the local plan criteria contained in 44 CFR Part 201, as authorized by the Disaster Mitigation Act of 2000. The plan met the required criteria for a multi-jurisdictional hazard mitigation plan and the plan is now approved for Summerfield Township and the City of Clare. Please submit adoption resolutions for any remaining jurisdictions who participated in the planning process.

The approval of this plan ensures continued availability of the full complement of Hazard Mitigation Assistance (HMA) Grants. All requests for funding, however, will be evaluated individually according to the specific eligibility and other requirements of the particular program under which the application is submitted.

We encourage the communities to follow the plan's schedule for monitoring and updating the plan and to continue their efforts to implement the mitigation measures. The expiration date of the 2023 Clare County Natural Hazard Mitigation Plan is May 25th, 2028. The plan must be reviewed, revised as appropriate, resubmitted, and approved no later than the plan expiration date.

Please pass on our congratulations to these communities for completing this significant action. If you or the communities have any questions, please contact Meghan Cuneo at (202) 615-5294 or meghan.cuneo@fema.dhs.gov.

Sincerely,

John Wethington
Chief (acting), Risk Analysis Branch
Mitigation Division



Free Drive-Through Mobile Food Distribution

Greater Lansing Food Bank- Clare County

Saturday - July 8, 2023

Registration: Starts at 9:00 a.m.

Distribution: Starts at 10:00 a.m.

Clare County Fairgrounds

418 Fairlane St., Harrison, MI 48625

Please Note:

- **Line up will be behind the grandstands - please enter off of Fairlane Street.**
- Food will be placed in your trunk/hatchback, so please make room in advance.
- Please stay in your vehicle for registration and food distribution.
- Restrooms will NOT be available.
- If you are not feeling well, please have someone pick up food for you.
- Everyone who is in need of food are welcome to participate.

For more information contact:
Clare County Food Facebook page
or

Greater Lansing Food Bank at: www.greaterlansingfoodbank.org,
GLFoodBank1 (on Facebook) or call 517/908-3680



CITY OF CLARE REQUEST FOR PROPOSAL **ENGINEERING DESIGN SERVICES**

The City of Clare is seeking proposals from qualified engineering consultants to provide plans for replacement of the Lake Shamrock Dam and walkway, and installation of a new emergency spillway. The Lake Shamrock Dam is an earthen structure that is 20 feet high and 890 feet long. It was constructed in 1962 and provides storage for approximately 120 acres of surface water. The drainage area is 85 square miles. The lake is a popular natural resource for the City of Clare, and it provides various recreation opportunities for residents and visitors. A large park is also located along its shores.

Bids must include all elements of work stipulated within the Requests For Proposal, Proposals must be signed by an authorized representative of the company, bids must be submitted in a sealed envelope clearly marked as RFP-Engineering Design Services-LSD Project, and shall be submitted to arrive at Clare City Hall, 202 West Fifth Street, Clare, Michigan, 48617, no later than 11:00 am, July 12, 2023, at which time the proposals will be opened. Postmarks will not be accepted.

Proposal specs can be found on the city's website www.cityofclare.gov. Questions regarding the Project should be directed to Director of Public Works, Luke Potter @ 989-329-5092 or lpotter@cityofclare.gov.

The City of Clare reserves the right to accept and/or reject any and/or all proposals or any portion thereof. The City of Clare is an equal opportunity provider and employer.

Diane Lyon
Clare City Clerk





PAYABLES REPORT FOR COMMISSIONERS

EXP CHECK RUN DATES 06/20/2023 - 07/03/2023 BOTH JOURNALIZED AND UNJOURNALIZED OPEN BANK CODE: CONSO

VENDOR	INVOICE #	DESCRIPTION	Posting Date	Check Run	AMOUNT
1ST CHOICE OFFICE OUTLI	168958		06/20/2023	06/20/2023	227.98
ACE HARDWARE	98588/1	PICTURE HANGING STRIPS; KEY	06/20/2023	06/20/2023	13.82
ACE HARDWARE	98607/1	2-CYCLE OIL - WWTP	06/20/2023	06/20/2023	12.92
AMAZON CAPITAL SERVICES	14JG-RLCX-L19	STORAGE CABINET - PARKS/REC	06/20/2023	06/20/2023	199.99
ATCO INTERNATIONAL	I0613850	GLISTEN WWT	06/20/2023	06/20/2023	106.80
BOB'S TIRE STORE	39476	ROLLER TRAILER TIRES - DPW	06/20/2023	06/20/2023	196.00
CENTRAL ASPHALT PAVING	25096	HMA TOP MIX (4 TONS) - DPW/SI	06/20/2023	06/20/2023	249.00
CHRISTINA GOATLEY	06122023 PK R	REFUND PAVILION DEPOSIT: PETT	06/20/2023	06/20/2023	50.00
CLARE AUTOMOTIVE SUPPL	100531038383	BLUE DEF & WINDOW SQUEEGEE -	06/20/2023	06/20/2023	42.56
CLARE AUTOMOTIVE SUPPL	100531037694	WHEEL CYLINDER - DPW #51	06/20/2023	06/20/2023	11.62
CLARE AUTOMOTIVE SUPPL	100531038140	DIESEL EXHAUST FLUID (80 BTL	06/20/2023	06/20/2023	920.00
CLARE AUTOMOTIVE SUPPL	100531038354	MIRROR ADHESIVE - CPD #46-K9	06/20/2023	06/20/2023	3.29
CLARE AUTOMOTIVE SUPPL	100531038594	HAND CLEANER - DPW SHOP	06/20/2023	06/20/2023	29.97
CLARE COUNTY COMMUNITY	JULY 2023	CODE ENFORCEMENT SERVICES: JU	06/20/2023	06/20/2023	1,500.00
CLARE COUNTY SHERIFF DE	06022023	PD MODEMS, CELLPHONES (5/14-6	06/20/2023	06/20/2023	392.49
CLARE HARDWARE	440409	TOILET SHIMS; SILICONE CAULK	06/20/2023	06/20/2023	15.48
CLARE HARDWARE	440558	PARTS: SCREW PUMP DRAIN VALVE	06/20/2023	06/20/2023	30.47
CLARE HARDWARE	440630	CONTRACTOR BAGS - FIRE DEPT	06/20/2023	06/20/2023	34.99
CONSUMERS ENERGY	203855676413	48617 LED LIGHT RD (05/01/23-06/23/2023	06/23/2023	06/23/2023	1,499.61
CONSUMERS ENERGY	205457462082	TRAFFIC LIGHT(S) (05/01/23-05/06/23/2023	06/23/2023	06/23/2023	6.35
CONSUMERS ENERGY	205457462083	STREET LIGHT(S) (05/01/23-05/06/23/2023	06/23/2023	06/23/2023	428.07
CONSUMERS ENERGY	205457462084	STREET LIGHT(S) (05/01/23-05/06/23/2023	06/23/2023	06/23/2023	2,764.34
CONSUMERS ENERGY	201630891477	10807 S EBERHART AVE HANGAR	06/28/2023	06/28/2023	33.38
CONSUMERS ENERGY	202698782037	4565 E COLONVILLE RD SIGN (05/05/23-06/28/2023	06/28/2023	06/28/2023	50.00
CONSUMERS ENERGY	202787768379	40 CONSUMERS ENERGY PKWY STE	06/28/2023	06/28/2023	40.96
CONSUMERS ENERGY	202787768382	4715 COLONVILLE RD (05/05/23-06/28/2023	06/28/2023	06/28/2023	310.23
CONSUMERS ENERGY	203588711553	10725 S EBERHART AVE (05/05/2023-06/28/2023	06/28/2023	06/28/2023	292.72
CONSUMERS ENERGY	203588711554	10843 S EBERHART AVE (05/05/2023-06/28/2023	06/28/2023	06/28/2023	29.57
CONSUMERS ENERGY	204567602775	40 CONSUMERS ENERGY PKWY STE	06/28/2023	06/28/2023	80.01
COYNE OIL CORP	807658	HYDRAULIC OIL (55 GAL) - DPW	06/20/2023	06/20/2023	582.19
CP PLUMBING & HEATING	4462	WATER HEATER REPAIR - PETTIT	06/20/2023	06/20/2023	130.00
ELM CREEK LAWN AND LANI	22623	RED MULCH - WWTP	06/20/2023	06/20/2023	18.00
ELM CREEK LAWN AND LANI	22034	MOWING: CODE ENFORCEMENT (MAY	06/20/2023	06/20/2023	675.00
ELM CREEK LTD	195242	FLOWERS, POTTING SOIL, HOSTAS	06/20/2023	06/20/2023	181.86
EVOQUA WATER TECHNOLOG	905889783	WWT REACT CARBON	06/20/2023	06/20/2023	445.07
FIRST ADVANTAGE OHSC	2502302305	SERVICES: DRG-245624491-01	06/20/2023	06/20/2023	44.91
GARY L TODD	06202023-GT	AIRPORT MANAGER SERVICES	06/20/2023	06/20/2023	1,325.50
GERBER CONSTRUCTION, IN	2021049 06082	2021 WATER LINE REPLACEMENTS	06/20/2023	06/20/2023	7,728.24
GFL ENVIRONMENTAL	0061352822	MAY-23 COLLECTION	06/20/2023	06/20/2023	14,697.00
HAMILTON ELECTRIC CO IN	0061130	REPAIR: OEM THERMO SCIENTIFIC	06/20/2023	06/20/2023	1,500.00



PAYABLES REPORT FOR COMMISSIONERS

EXP CHECK RUN DATES 06/20/2023 - 07/03/2023 BOTH JOURNALIZED AND UNJOURNALIZED OPEN BANK CODE: CONSO

VENDOR	INVOICE #	DESCRIPTION	Posting Date	Check Run	AMOUNT
HOERAUF AND NEVILL, P.C	52914	MAY/23 PROFESSIONAL SERVICES	06/20/2023	06/20/2023	786.25
HORIZON TREE SERVICE	05262023	TREE TRIMMING - W. FIRST ST	06/20/2023	06/20/2023	500.00
IDEAL THEATER CLARE, LI	6	MOVIE VIEWING: YOUTH POLICE A	06/20/2023	06/20/2023	250.00
JACK'S AUTO GLASS INC	54403	WINDSHIELD - CPD #46-K9	06/20/2023	06/20/2023	547.00
JAY'S SPORTING GOODS IN	10211572	RED DOT GUN SIGHT - PD	06/20/2023	06/20/2023	499.00
JAY'S SPORTING GOODS IN	10229632	SHOTGUN TRADE-IN REMAINING BA	06/20/2023	06/20/2023	36.25
JENNIFER COOK	06122023 PK R	REFUND PAVILION DEPOSIT: SHAM	06/20/2023	06/20/2023	50.00
JOHNSTON ELEVATOR INC	000224	GRASS SEED (25LBS) - CEMETERY	06/20/2023	06/20/2023	73.95
JOSH SHUSTER	06072023-WB R	REIMBURSE WORK BOOTS (6/1/23	06/20/2023	06/20/2023	159.00
KIESLER'S POLICE SUPPL	IN215419	AMMUNITION	06/20/2023	06/20/2023	1,430.12
KRAPOHL FORD LINCOLN ME	72939	FAN & MOTOR ASSEMBLY - CPD #4	06/20/2023	06/20/2023	222.65
LISA BOLTON	06122023 PK R	REFUND PAVILION DEPOSIT: SHAM	06/20/2023	06/20/2023	50.00
MAURER'S TEXTILE RENTAI	2716357	YODER UNIFORMS - DPW	06/20/2023	06/20/2023	33.85
MCCONNELL FARM SUPPLY :	166786	CHIPPER PARTS - DPW #36	06/20/2023	06/20/2023	56.00
MELISSA SWANSON	2023 SOCCER R	REFUND SOCCER CAMP FEE: AIDEN	06/20/2023	06/20/2023	30.00
MICHIGAN CONFERENCE OF	07012023	HEALTH INSURANCE: JULY 2023	06/20/2023	06/20/2023	52,170.50
PINE ENVIRONMENTAL, LLC	US1-230039514	LANDFILL METER RENTAL (5/26-6	06/20/2023	06/20/2023	800.66
PRECISE MRM, LLC.	200-1042918	SALT TRUCKS DATA PLAN (APR 20	06/20/2023	06/20/2023	20.00
PVS TECHNOLOGIES	335149	FERRIC CHLORIDE SOLUTION (44,	06/20/2023	06/20/2023	9,591.80
SALLY ZIELINSKI	06122023 PK R	REFUND PAVILION DEPOSIT: SHAM	06/20/2023	06/20/2023	25.00
SCIENTIFIC BRAKE - MT.	030264108	AMBER LED MINI LIGHT BAR; 3-F	06/20/2023	06/20/2023	107.27
SEITER BROTHERS LUMBER	100247	ROD REBAR (5/8 X 20') - PARKS	06/20/2023	06/20/2023	21.50
SEITER BROTHERS LUMBER	100304	2 SHIMS (8" PLASTIC HD); 4X6-	06/20/2023	06/20/2023	30.13
STAPLES	3538768740	CALC RIBBON, OFFICE CHAIR - F	06/20/2023	06/20/2023	175.27
STAPLES	3538589601	(2) TRIPPLITE SURGE UPS - I.T.	06/20/2023	06/20/2023	67.85
STATE OF MICH WITHHOLD:	MAY 2023	W/H & SALES/USE TAX: MAY 2023	06/20/2023	06/20/2023	5,558.66
STITCHES FOR BRITCHES	1530	12 HATS DPW W/CLARE LOGO SAFE	06/20/2023	06/20/2023	231.00
STITCHES FOR BRITCHES	1538	ALTERATIONS: 2 UNIFORMS - FIF	06/20/2023	06/20/2023	112.50
STITCHES FOR BRITCHES	1540	VEST REPAIR - PD (B. DAVID)	06/20/2023	06/20/2023	8.48
TAMMIE ARMSTRONG	06122023 PK R	REFUND PAVILION DEPOSIT: SHAM	06/20/2023	06/20/2023	50.00
TARA HOVEY	06122023 PK R	REFUND PAVILION DEPOSIT: PETI	06/20/2023	06/20/2023	50.00
TEAMSTERS LOCAL #214	JULY 2023	JULY 2023 DUES: HOURLY & SUPE	06/20/2023	06/20/2023	728.00
THIELEN TURF IRRIGATION	231205	CITY HALL SPRINKLERS	06/20/2023	06/20/2023	145.00
THIELEN TURF IRRIGATION	231178	SPRINKLER REPAIRS - CEMETERY	06/20/2023	06/20/2023	651.25
TRACE ANALYTICAL LABOR	3060198	QUARTERLY WASTEWATER ANAYLSIS	06/20/2023	06/20/2023	432.00
ULINE	164211875	10 SMOOTH BOLLARD SLEEVES - A	06/20/2023	06/20/2023	514.30
WARNER NORCROSS & JUDD	2340113	PD TELEPHONE CONFERENCE	06/20/2023	06/20/2023	110.00
WEATHERPROOFING TECHNOI	97129202	ROOF PATCHING & REPAIR SERVIC	06/20/2023	06/20/2023	2,200.00
WIELAND TRUCKS	94914C	BRAKE TOWEL - DPW	06/20/2023	06/20/2023	36.22



PAYABLES REPORT FOR COMMISSIONERS

EXP CHECK RUN DATES 06/20/2023 - 07/03/2023 BOTH JOURNALIZED AND UNJOURNALIZED OPEN BANK CODE: CONSO

VENDOR	INVOICE #	DESCRIPTION	Posting Date	Check Run	AMOUNT
WINN TELECOM	06012023	PHONE & COMMUNICATIONS: JUN 20	06/20/2023	06/20/2023	2,636.44
Sub Total:					118,098.29

COMMISSION APPROVAL:

AGENDA REPORT

TO: Mayor Pat Humphrey & Clare City Commissioners
FROM: Diane Lyon, City Clerk
DATE: 06.15.2023
RE: *Professional & Education Training Opportunities

For the Agenda of June 19, 2023

***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 June 19, 2023.**

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).

1. Michigan Municipal League Upcoming Events. The MML also 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. Michigan State University Extension. MSU offers a number of educational events. Many of the offerings are related to zoning, land use, and community planning.

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.gov

Jun 12	LEAGUE EVENT: Live with the League	Virtual
Jun 23-24	23rd Annual MAMA & GLS Summer Education Conference	Thompsonville
Jun 26	LEAGUE EVENT: Live with the League	Virtual
Jul 10	LEAGUE EVENT: Live with the League	Virtual
Jul 24	LEAGUE EVENT: Live with the League	Virtual
Jul 24-27	MME Summer Workshop	Frankenmuth
Aug 9-11	MAM Summer Workshop	Northville
Oct 18-20	LEAGUE EVENT: Convention	Traverse City
Nov 16-17	MAM Mayors and Presidents Institute	Frankenmuth
2024		
Mar 12-13	LEAGUE EVENT: CapCon	Lansing
Sept 11-13	LEAGUE EVENT: Convention	Mackinac Island
2025		
Sept 15-19	LEAGUE EVENT: Convention	Grand Rapids

Contact

info@mml.org

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.

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.

Quick Links

[Thank you Corporate Members](#)

[Donate to MAP](#)

[Contact MAP Staff](#)

Upcoming Events

Wed Jun 14, 2023

[EPP Coffee Hour](#)

Category: Emerging Planning Professional

Thu Jun 15, 2023

[Zoning Board of Appeals](#)

Category: On Site Workshops

Thu Jun 22, 2023

[Corktown Neighborhood Tour](#)

Category: MAP Network & Learn

Thu Jun 29, 2023

[2023 Grant Funding Opportunity:
Creating a Culture of Resilience
Capacity Building](#)

Category: Other Events

Thu Jul 13, 2023

[Oakland County Virtual Training
Series](#)

Category: Other Events

[View Full Calendar](#)

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.

Michigan Association of Planning
1919 West Stadium Boulevard, Suite 4
Ann Arbor, MI 48103
info@planningmi.org
734.913.2000 (office)
734.913.2061 (fax)



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planning

Filter by content type

Events

- All Events
- Open for Registration

Find events near me

- Use my location
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Geolocation

Enter your location or open the map.

Enter your location

Open Map

Select distance

10 Miles

County

Start Date

06/14/2023

Community

- Civic Engagement
- Conflict Resolution
- Economic Development

Search Results

JUN 13

TELL ME MORE TUESDAYS LEISURE EDUCATION

June 13, 2023 7:00PM - 8:00PM

Join 4-H Staff to learn the basics about 4-H project areas, explore project ideas, discover resources, and gain skills for project presentation.

JUN 19

BUILDING STRONG SOVEREIGN NATIONS SERIES: ECONOMIC RESILIENCY

June 19, 2023 1:00PM - 4:30PM Saginaw Chippewa Tribal College, South Building, Room 2, 2274 Enterprise Dr., Mt. Pleasant, MI 48858 OR ZOOM

The Building Strong Sovereign Nations: Anishinaabek Leadership for Seven Generations program returns in 2023 for a series of dynamic events supporting tribal efforts to build strong communities, organizations, and governments.

JUN 20

BUILDING STRONG SOVEREIGN NATIONS SERIES: ANISHINABEK LEADERSHIP

June 20, 2023 1:00PM - 4:30PM Adikameg Hall, Bay Mills Community College, 12140 W. Lakeshore Dr. Brimley MI 49715 OR ZOOM

The Building Strong Sovereign Nations: Anishinaabek Leadership for Seven Generations program returns in 2023 for a series of dynamic events supporting tribal efforts to build strong communities, organizations, and governments.

JUN 22

2023 MASTER CITIZEN PLANNER LIVE WEBINAR SERIES

June 22, 2023 6:30PM - 7:30PM Zoom

- Facilitation
- Farm & Farmers Markets
- Fiscal Management
- Government
- Leadership
- Livable Communities
- Planning
- Public Policy
- Tourism
- Water Quality

Planning

- Community Planning
- Environmental Planning
- Land Division
- Land Use Checklists & Samples
- Public Participation
- Tribal Planning
- Zoning
- Zoning Court Cases

Family

- Aging
- Bullying
- Caregiving
- Child & Family Development
- Homeownership
- Managing Relationships

- Money Management
- Tribal Education
- Violence Prevention

Search

AUG
9

CASH CRUNCH - NAVIGATING MONEY CHALLENGES AUGUST-2023

August 9, 2023 4:00PM - 5:00PM Zoom

Dealing with sudden income loss is very stressful. Learn tools to help you manage your finances and debts.

SEP
6

HOW MUCH HOME CAN YOU AFFORD? - SEPTEMBER 6, 2023

September 6, 2023 12:00PM - 1:00PM Zoom

Looking to buy a home? Learn how to calculate how much home you can afford based on your current income during this 1-hour event.

SEP
11

CITIZEN PLANNER OTTAWA COUNTY CLASSROOM PROGRAM 2023

September 11, 2023 - October 16, 2023 Ottawa County Administrative Building in the Main Conference Room at 12220 Fillmore St, West Olive, MI, 49460

This six-session series covers land use education and training. The course is intended for local appointed and elected officials, zoning administrators and interested citizens.

SEP
13

CITIZEN PLANNER LAPEER COUNTY CLASSROOM PROGRAM 2023

September 13, 2023 - October 18, 2023 571 Borland Rd., Imlay City, MI 48444

This six-session series covers land use education and training. The course is intended for local appointed and elected officials, zoning administrators and

interested citizens.

SEP
19

EVERY PENNY COUNTS: SAVINGS STRATEGIES - SEPTEMBER 19, 2023

September 19, 2023 12:00PM - 1:00PM Online via Zoom

This one-hour webinar will discuss where to find the money to save and ten strategies to make savings happen.

SEP
21

2023 MASTER CITIZEN PLANNER LIVE WEBINAR SERIES

September 21, 2023 6:30PM - 7:30PM Zoom

This webinar series is designed to offer continuing education for Master Citizen Planners in a convenient online opportunity and is open to all planning and zoning officials.

OCT
4

CITIZEN PLANNER TRAVERSE CITY CLASSROOM PROGRAM 2023

October 4, 2023 - November 8, 2023 East Bay Township Hall at 1965 N Three Mile Rd., Traverse City, MI 49696

This six-session series covers land use education and training. The course is intended for local appointed and elected officials, zoning administrators and interested citizens.

OCT
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CITIZEN PLANNER JACKSON COUNTY CLASSROOM PROGRAM 2023

October 12, 2023 - November 16, 2023 1715 Lansing Ave., Jackson, MI 49202 in Suite 257

This six-session series covers land use education and training. The course is intended for local appointed and elected officials, zoning administrators and interested citizens.

OCT
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2023 MASTER CITIZEN PLANNER LIVE WEBINAR SERIES

October 19, 2023 6:30PM - 7:30PM Zoom

This webinar series is designed to offer continuing education for Master Citizen Planners in a convenient online opportunity and is open to all planning and zoning officials.

NOV
16

2023 MASTER CITIZEN PLANNER LIVE WEBINAR SERIES

November 16, 2023 6:30PM - 7:30PM Zoom

This webinar series is designed to offer continuing education for Master Citizen Planners in a convenient online opportunity and is open to all planning and zoning officials.

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