



CITY OF CLARE

202 West Fifth Street | Clare, Michigan 48617-1490

Office 989.386.7541 | Fax 989.386.4508

www.cityofclare.org

CITY HALL

Ph 989.386.7541

Fx 989.386.4508

www.cityofclare.org

Manager x102

Assessor x103

Clerk x106

Treasurer x107

DEPARTMENT OF PUBLIC WORKS

Ph 989.386.2182 or

989.386.7541 x202

Fx 989.386.4508

UTILITY BILLING

Ph 989.386.7541 x201

W/WWT PLANT

Ph 989.386.2321

Fx 989.386.2387

POLICE DEPT. NON-EMERGENCY

Ph 989.386.2121

Fx 989.386.0440

FIRE DEPT. NON-EMERGENCY

Ph 989.386.2151

Fx 989.386.3020

PARKS & RECREATION

Ph 989.386.7541 x213

Fx 989.386.4508

AIRPORT

Ph 989.386.0445

Fx 989.386.4508

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

**Monday, October 16, 2023
6:00 p.m.**

AGENDA

1. **CALL TO ORDER**
 - A. **Pledge of Allegiance**
 - B. **Roll Call**
2. **CONSENT AGENDA – All items listed with an asterisk (*) are considered to be routine by the City Commission and shall be enacted by one motion. There will be no separate discussion of these items unless a Commissioner or citizen requests to do so, in which event the item shall be removed from the General Order of Business and considered in its normal sequence on the agenda.**
3. ***APPROVAL OF MINUTES**
4. ***APPROVAL OF AGENDA**
5. **PUBLIC COMMENT**
6. **OLD/UNFINISHED BUSINESS – None**
7. **NEW BUSINESS**
 - A. **Second Reading of Proposed Ordinance 2023-003 (Clarendon Glen PILOT)**
 1. ***Second Reading**
 2. **Adoption**
 - B. **Second Reading of Proposed Ordinance 2023-004 (Utilities Collection)**
 1. ***Second Reading**
 2. **Adoption**
 - C. **City of Clare & Clare Public Schools Intergovernmental Agreement – Crossing Guards**
 - D. **Fire Department Grant (MI Fire Equipment Grant Program) Acceptance**
8. **TREASURER'S REPORT**
9. ***DEPARTMENT REPORTS**
10. **CITY MANAGER'S REPORT**

11. *COMMUNICATIONS

12. EXTENDED PUBLIC COMMENT

13. COMMISSION DISCUSSION TOPICS

14. *APPROVAL OF BILLS

15. *PROFESSIONAL & EDUCATIONAL TRAINING OPPORTUNITIES

16. ADJOURNMENT

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

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

The regular meeting of the Clare City Commission was called to order at 6:00 p.m. in the City Commission Chambers of Clare City Hall, 202 West Fifth Street, Clare, Michigan by Mayor Pro Tem Bob Bonham who led with the Pledge of Allegiance. Present were: Commissioners Bob Bonham, Kim Bussell, and Maegan Jenkins. Absent: Pat Humphrey. Also, present: Jeremy Howard, City Manager; Shannon Sirpilla, City Treasurer; Dave Saad, Police Chief; Diane Lyon, City Clerk

2. CONSENT AGENDA:

Moved by Commissioner Bussell second by Commissioner Murphy to approve the items listed with an asterisk (*), Minutes, Communications, Professional Development, Board & Committee Appointments, First Reading of Ordinances 2023-003 & 2023-004, and Bills) that are considered routine by the City Commission. Roll call vote: Yeas: Commissioners Bob Bonham, Kim Bussell, Maegan Jenkins, and Carolyn (Gus) Murphy. Nays: None. Absent: Pat Humphrey. *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. **FIRST READING OF PROPOSED ORDINANCE 2023-003 (CLARENDON GLEN PILOT)**

***First Reading**

Mr. Chris Austin of CRA Development, LLC. purchases, re-develops, and then manages Rural Development and other affordable housing developments. Mr. Austin contacted the city regarding the recent purchase of Clarendon Glen Apartments.

Mr. Austin's vision is to renovate the property, spending nearly \$1M on improvements, by using the Low-Income Housing Tax Credit Program (LIHTC). This is a federal program administered by the Michigan State Housing Development Authority (MSHDA). The tax credit program is the primary financing mechanism for creating and preserving affordable housing.

To facilitate the renovations, CRA Development will use two different sources of financing and funding. First, by assuming the existing mortgage with the current lender, USDA Rural Development. Second, they will raise equity for this project through the sale of Low-Income Housing Tax Credits mentioned earlier. Both of the financing sources ensure that the property will continue to serve persons with incomes at 60% or less of the county median income.

The tax credits are the key element of this transaction and CRA Development must compete for those tax credits. Each year MSHDA conducts one funding round for Rural Development tax credits. Developers submit applications for their projects and the applications are scored using a competitive formula. There are approximately 3 times more applications each funding round than there are available tax credits, hence there are winners and losers.

To have any chance of winning a tax credit reservation, a project must have a PILOT ordinance in effect. A development with a PILOT ordinance has a point advantage over a development that does not have a PILOT ordinance in place. Furthermore, a PILOT is critical to maintaining affordable rents and financially stable property. In affordable housing developments, rents are restricted and expenses are regulated. PILOTs allow properties to maintain affordable rents and still operate the property in a financially stable manner.

A PILOT is the payment of a service charge in lieu of ad valorem taxes. It is a statutory means of providing property tax relief for affordable housing projects. It is permitted under Act 346 of the Michigan Statutes and the purpose of the statute is to make affordable housing more affordable.

Only properties that are specifically designated as affordable housing developments and meet specific criteria qualify for a PILOT. The PILOT is a fee, based on annual shelter rents, which are defined as rental income less utilities paid by the Landlord. PILOT's are calculated on a percentage basis that ranges from 0% to 10% of the annual shelter rents. The PILOT fee is then proportionally allocated to all of the various taxing units.

Mr. Austin has provided calculations to illustrate the effect of the proposed 10% PILOT. Under a 10% PILOT, annual revenues would decrease by about \$200 annually, these numbers are calculated using a conservative 95% occupancy rate, recent historical occupancy rates for Clarendon Glen are closer to 98% so the net effect would be closer to revenue neutral when compared to the current property tax. Fees paid under a PILOT are transparent. The finances of the property are audited annually and a copy of the audit is included with the PILOT calculations and payment.

The PILOT can run for any number of years, however in order to achieve the maximum amount of points it must run for more than 15 years. CRA desires to see the PILOT run for a 20-year term and that is the term outlined in the proposed Ordinance 2023-003. Notice of the public hearing for the proposed ordinance has been accomplished.

Mr. Austin has stressed that it is imperative to understand that the purpose of granting a PILOT is not to put money into CRA's pocket. As the owners of this property, they have the potential to earn a very limited annual return to the owner (RTO). The real beneficiaries are the residents, in that their rents are maintained at affordable levels; the project, in that the expenses can be maintained at a level to keep the property in good condition; and the community, in that it has revitalized affordable housing.

CRA is seeking the joint cooperation and participation of the City to assist in revitalizing and preserving Clarendon Glen Apartments as an affordable family housing development. With the PILOT and the tax credits, they will be able to offer totally renovated apartments and because of Federal rental assistance, no resident will pay more than 30% of their income towards the rent. Hot water and heat are included in the rents so the resident only pays for electricity.

All ordinance amendments require two readings and approval of the Clare City Commission subsequent to a public hearing. Subsequent to the conduct of the hearing, the Commission has the option of allowing a First Reading of the proposed Ordinance or denying the conduct of a First Reading, thereby rejecting the proposed new ordinance.

The City Commission is asked to conduct the required public hearing and approve or deny a First Reading of the proposed ordinance.

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

Public Comment: Mr. Chris Austin informed the Commission that application to the State is due by December 1 and a first round of awards will be announced around April 2024. The last time Clarendon Glen was remodeled was approximately 20 years ago. There will be no displacements for the most part during construction, but due to the extent of remodeling that will be required in handicap-accessible units, those residents will be put up in a hotel for about 4 days until their room remodel is complete. The interior of the facility will be completely renovated with major renovations taking place both inside and out.

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

B. FIRST READING OF PROPOSED ORDINANCE 2023-004 (UTILITY COLLECTION)

***First Reading**

Section 46-278 of the City of Clare Code of Ordinances deals with security deposits related to utility bills. In the past, the city has had a policy to return deposits to renters after one year, but this has led to the city having to write off large bills when rental properties are vacated without the bill being paid. This ordinance change is being recommended by the

City Attorney to remove the return of the security deposit until the rental agreement is terminated. At that time the security deposit will be applied to any outstanding balance of the utility bill. This should minimize the loss to the city as we have recently raised the security deposit and now will have this new ordinance change in place if the City Commission approves.

This change also clarifies that the security deposit is used only for utility accounts for rental units and not for homeowners. If a homeowner does not pay their utility bills our ordinance sets the standard for the collection of the unpaid amounts to be placed on the tax bill.

All ordinances require two readings and approval of the Clare City Commission subsequent to a public hearing. The required public notice announcing the hearing has been published. Subsequent to the conduct of the hearing, the Commission has the option of allowing a First Reading of the proposed Ordinance or denying the conduct of a First Reading, thereby rejecting the proposed new ordinance.

The City Commission is asked to conduct the required public hearing and approve or deny a First Reading of the proposed ordinance.

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

Public Comment: None.

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

C. CHARITABLE GAMING LICENSE – CLARE WRESTLING CLUB

The Clare Wrestling Club has requested that the City Commission consider adopting a Resolution enabling them to apply for the issuance of a state Gaming License, thereby allowing their organization to conduct various fund-raising events to support the community wrestling program.

Motion by Commissioner Bussell second by Commissioner Murphy to approve the charitable gaming license by adoption of Resolution 2023-075. Roll call vote: Yeas: Commissioners Bob Bonham, Kim Bussell, Maegan Jenkins, and Carolyn (Gus) Murphy. Nays: None. Absent: Pat Humphrey. None. *Motion Carried.*

D. APPROVE ELECTION INSPECTOR COMPENSATION

Chapter 4, Section 4.10 of the City Charter provides that the compensation of election personnel shall be determined in advance of an election by the City Commission. Currently, our election inspectors are paid \$12.00 while other temporary staff (soccer coaches, parks maintenance, etc.) are paid \$13.00 per hour. The precinct vice chairperson currently receives \$14/hr. and the chairperson is paid \$15/hr.

Election inspectors play an essential role in Michigan elections. They perform a wide variety of election duties ranging from processing voters and absentee ballots, to protecting the integrity of elections by securing voting equipment, maintaining order and security in the precinct, and ensuring the accuracy of election results.

Today's elections have become increasingly complex and demanding due to increasing security measures and amplified training requirements. In recent years, Clare, like other cities and townships across the state, has grappled with ongoing election inspector shortages. For elections to function well, it is critical that election officials recruit a sufficient number of qualified individuals from all political parties to serve as election inspectors. In order to retain and attract qualified individuals to fulfill this essential role in government, it is equally critical that these inspectors are paid a fair and equitable wage to perform their important and necessary duties. As such, I am proposing the following wage increase for election inspectors: Election Chair – \$17.00 per hour; Vice Chair – \$16.00 per hour; Election Inspector – \$14.00 per hour

The City's Election Commission met today at 5:00 p.m. and provided a recommendation for approval to the City Commission.

Motion by Commissioner Murphy second by Commissioner Bussell to approve the election inspector compensation by adoption of Resolution 2023-076. Roll call vote: Yeas: Commissioners Bob Bonham, Kim Bussell, and Carolyn (Gus) Murphy. Nays: None. Absent: Pat Humphrey. None. Abstain: Maegan Jenkins because she serves as an election inspector for the City of Clare. *Motion Carried*

E. APPROVAL OF MDOT RAIL-TRAIL CONSTRUCTION AGREEMENT 22-5568

The City of Clare has been working with the Michigan Department of Transportation (MDOT) and the Michigan Department of Natural Resources (MDNR) on a proposed project that will complete the "gap" that exists between the Pere Marquette Rail East Trail and the Pere Marquette West Trail in the City of Clare and Clare County for many years. The proposed project will extend the path along the abandoned rail corridor and road right-of-way from the Moose Lodge to Fourth Street in the City of Clare. The trail will continue to the east, eventually tying into the existing Pere Marquette Trail at Pine Street.

With the adoption of Resolution 2018-021, the City Commission authorized the application to MDOT for the US Department of Transportation Federal Highway Administration (FHWA) Transportation Alternate Program (TAP) Recreational Trails Program for grant funding. MDOT is now providing and requesting approval of the contractual agreement 22-5568 authorizing MDOT to construct the project work.

The Clare City Commission is now asked to approve contract agreement 22-5568 authorizing MDOT to commence and complete the pathway project construction. The City Commission is further asked to authorize its City Manager to sign the contractual agreement, to sign any and all related documents, and to authorize the City Treasurer to complete any necessary budget amendments and process payments related to the project.

Motion by Commissioner Murphy second by Commissioner Bussell to approve the contractual agreement with MDOT by adoption of Resolution 2023-077. Roll call vote: Yeas: Commissioners Bob Bonham, Kim Bussell, Maegan Jenkins, and Carolyn (Gus) Murphy. Nays: None. Absent: Pat Humphrey. None. *Motion Carried*.

F. JURISDICTIONAL TRANSFER OF PARCEL ID 015-026-100-22 AND 015-026-100-26 FROM GRANT TOWNSHIP TO THE CITY OF CLARE UNDER THE PROVISIONS OF ITS URBAN COOPERATION AGREEMENT

The City enjoys the provisions of an Urban Cooperation Agreement (UCA) with Grant Township. The Agreement, which was approved by both governmental entities in 2008, outlines the process, terms, and procedures of transfer of jurisdictional control of property from Grant Township to the City for those lands within District I of the UCA to the area designated as District II of the Urban Cooperation Agreement.

We have received a request from ALDI, Inc. to transfer jurisdictional control of approximately 5 acres of property on "Hamburger Hill", presently owned by Jim Paetschow, to the City.

In condensed terms, the UCA provides any property owner within the geographical boundaries of the area defined as District I the opportunity to request the transfer of jurisdictional control of their property to the City. Once the transfer is approved, it moves the property to District II which enables the property owner to receive available city services. If such a request is received, both governmental entities are required to post a notice of a public hearing in order to receive comments pertaining to the request. Following the conduct of the hearing, the governmental units are obliged to enter into an agreement transferring the jurisdictional control of the property within 30 days.

While there is a provision for petition and referendum regarding the transfer of jurisdiction in the UCA, that provision is not applicable to this particular request as there are no eligible petitioners who reside within the boundaries of the property to be transferred.

The City has posted notice of the requisite hearing. Grant Township has received notice of the public hearing.

The City Commission is requested to hold the hearing and approve the agreement for the transfer of jurisdictional control of the requested property.

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

Public Comment: None.

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

Motion by Commissioner Bussell second by Commissioner Murphy to approve the jurisdictional transfer of properties 015-026-100-22 and 015-026-100-26 from Grant Township to the City of Clare by adoption of Resolution 2023-078. Roll call vote: Yeas: Commissioners Bob Bonham, Kim Bussell, Maegan Jenkins, and Carolyn (Gus) Murphy. Nays: None. Absent: Pat Humphrey. None. *Motion Carried.*

G. JURISDICTIONAL TRANSFER OF PARCEL ID 015-027400-10, 10674 S CLARE AVE, FROM GRANT TOWNSHIP TO THE CITY OF CLARE UNDER THE PROVISIONS OF ITS URBAN COOPERATION AGREEMENT

The City enjoys the provisions of an Urban Cooperation Agreement (UCA) with Grant Township. The Agreement, which was approved by both governmental entities in 2008, outlines the process, terms, and procedures of transfer of jurisdictional control of property from Grant Township to the City for those lands within District I of the UCA to the area designated as District II of the Urban Cooperation Agreement.

We have received a request from Jim Paetschow to transfer jurisdictional control of property commonly known as 10674 South Clare Avenue to the City.

In condensed terms, the UCA provides any property owner within the geographical boundaries of the area defined as District I the opportunity to request the transfer of jurisdictional control of their property to the City. Once the transfer is approved, it moves the property to District II which enables the property owner to receive available city services. If such a request is received, both governmental entities are required to post a notice of a public hearing in order to receive comments pertaining to the request. Following the conduct of the hearing, the governmental units are obliged to enter into an agreement transferring the jurisdictional control of the property within 30 days.

While there is a provision for petition and referendum regarding the transfer of jurisdiction in the UCA, that provision is not applicable to this particular request as there are no eligible petitioners who reside within the boundaries of the property to be transferred.

The City has posted notice of the requisite hearing. Grant Township has received notice of the public hearing.

The City Commission is requested to hold the hearing and approve the agreement for the transfer of jurisdictional control of the requested property.

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

Public Comment: None.

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

Motion by Commissioner Bussell second by Commissioner Murphy to approve the jurisdictional transfer of properties 015-027-400-10, 10674 S Clare Avenue, from Grant Township to the City of Clare by adoption of Resolution 2023-079. Roll call vote: Yeas: Commissioners Bob Bonham, Kim Bussell, Maegan Jenkins, and Carolyn (Gus) Murphy. Nays: None. Absent: Pat Humphrey. None. *Motion Carried.*

H. *BOARD & COMMITTEE REAPPOINTMENT-GLENDA CARMONEY AND ANGIE COZAT TO THE CITY PLANNING COMMISSION

Resolution 2023-080 Approved by Consent Agenda.

I. *BOARD & COMMITTEE REAPPOINTMENT-MR. PETE SPITZLEY TO THE PARKS & RECREATION ADVISORY BOARD

Resolution 2023-081 Approved by Consent Agenda.

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

9. CITY MANAGER'S REPORT

Lake Shamrock Dredging and Dam Project. We continue to make progress on the mechanical dredging. The barge staging site and the hauling road have been relocated to the end of Shamrock Court. The operator will be working on the area in front of what used to be the public beach at Shamrock Park removing the sediment and the island that has formed there. Savin Lake Services is still waiting on EGLE for the permit so that they can put the hydraulic dredging equipment in the water. Work on the (spoils) holding cell at the airport has begun. The Dam feasibility study work is continuing. Luke and I recently met with the dam engineers to continue moving the project forward; we also met with EGLE who was onsite completing an inspection of the dam.

Street Reconstruction Project. Malley Construction has completed the work on the North Rainbow Drive street project.

Airport. The Commission approved rehab work on the Airport Apron and Taxiway. That work has now started. Fuel sales will be shut down for a few weeks during the project, but overall, there will be little interruption to the airport and pilots flying in or out.

City of Clare Pitch Competition. The Downtown Pitch Competition by MMDC and hosted at the Ideal Theater was a huge success. The winner of the night and the first-place prize of \$10,000 was Back Alley Pizza. Second place and also people's choice was Sweet Louise Candy & Gifts. They won \$1,420 in prize money (\$1,000 from sponsors and \$420 raised by the crowd that night). They also received a \$2,500 media package. Wildflower and Wren Market also won a \$2,500 media package. Make sure and stop in and congratulate them once they open up to the public.

Clare Family Fun Night. Clare's Family Night Out is taking place on Tuesday, October 3rd from 3pm – 8pm in the Wood's Household Parking lot and all around the Clare Area.

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

12. EXTENDED PUBLIC COMMENT: Mark Schefsky of Surrey Township expressed that it was very impressive to see a professionally run government meeting and that it (the meeting) was well done.

13. COMMISSION DISCUSSION TOPICS: None.

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

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

16. ADJOURNMENT: Motion by Commissioner Bussell seconded by Commissioner Murphy to adjourn the meeting. Roll call vote: Yeas: Commissioners Bob Bonham, Kim Bussell, Maegan Jenkins, and Carolyn (Gus) Murphy. Nays: None. Absent: Pat Humphrey. None. *Motion Carried.* The meeting adjourned at 6:31 p.m.

Bob Bonham, Mayor Pro Tem

Diane Lyon, City Clerk

AGENDA REPORT

TO: Mayor & City Commissioners
FROM: Jeremy Howard, City Manager
DATE: October 12, 2023

RE: Second Reading and Adoption-Proposed PILOT Ordinance 2023-003 – Clarendon Glen Apartments

For the Agenda of October 16, 2023

Background The City heard and considered extensive information related to the PILOT request of Chris Austin, CRA Development, at the scheduled meeting of October 2nd. The City Commission held a public hearing and approved a first reading of the proposed ordinance related to the request.

Since CRA Development intends to utilize the Low-Income Housing Tax Credit Program (LIHTC) administered by the Michigan State Housing Development Authority (MSHDA), MSHDA has completed a review of the proposed ordinance and it has requested minor revisions to proposed Ordinance 2023-003; those revisions have been incorporated into the attached Ordinance.

The affected taxing jurisdictions were notified of the proposed ordinance (*see att'd email*) to afford them the opportunity to provide comment regarding the ordinance. The City has received one comment (*att'd*) from Mid Michigan College President Tim Hood.

The City Commission is now asked to render a decision regarding the PILOT request. In making that decision, I suggest that the City Commission consider the value and the need of the housing offered to the community by CRA Development and the tax calculations (*see att'd*) that would be received by granting the PILOT; that each PILOT should be evaluated based upon its own merits; that this PILOT request is for 10%; and other factors that the Commission deems pertinent to this topic. If the Commission deems that a PILOT should be granted, approval of a second reading of the proposed ordinance is required. Whereas, if the City Commission does not believe the granting of the PILOT request is in the best interests of the community, a denial of proceeding to a second reading and disapproval of the PILOT request is needed.

Issues & Questions Specified. Should the City Commission direct a second reading and adopt the proposed PILOT ordinance?

Alternatives.

1. Direct a second reading and adopt the ordinance.
2. Do not direct a second reading and thereby/concurrently deny the adoption of the ordinance.
3. Set aside a decision regarding this matter to a later date.

Financial Impact. The fiscal impact is outlined in the attached spreadsheet.

Recommendation. I recommend that the City Commission direct a second reading and adopt the proposed PILOT Ordinance (Ordinance 2023-003) by approval of Resolution 2023-082.

Attachments.

1. Proposed PILOT Ordinance with revisions.
2. Notice to Taxing Jurisdictions.
3. Comment from Taxing Jurisdiction.
4. Ad Valorem/PILOT Calculations Prepared by CRA Development.
5. Resolution 2023-082.

ORDINANCE NO. 2023-003

AN ORDINANCE TO AMEND CHAPTER 16 OF THE CITY OF CLARE CODES OF ORDINANCE BY ADDING SECTION 16-67 TO AUTHORIZE THE PAYMENT OF AN ANNUAL SERVICE CHARGE IN LIEU OF TAXES (PILOT) FOR RESIDENTIAL UNITS HISTORICALLY SERVING LOW-INCOME PERSONS OR FAMILIES IN ACCORDANCE WITH THE STATE HOUSING DEVELOPMENT AUTHORITY ACT 346 OF THE PUBLIC ACTS OF MICHIGAN OF 1966, AS AMENDED, AND MATTERS RELATED THERETO, SPECIFICALLY FOR A HOUSING DEVELOPMENT THAT HAS OPERATED IN THE CITY FOR MANY YEARS AND IS KNOWN AS CLARENDON GLEN APARTMENTS.

THE CITY OF CLARE ORDAINS:

Section 1. Addition of Section 16-67, Clarendon Glen Apartments, Tax Exemption Ordinance. Section 16-67 of Chapter 16 of the Code of Ordinances, City of Clare, Michigan is created to read as follows.

(a) Preamble. It is acknowledged that it is a proper public purpose of the State of Michigan and its political subdivisions to provide housing for Low-Income Persons and Families and to encourage the development of such housing by providing a service charge in lieu of property taxes in accordance with Act 346. The City is authorized by Act 346 and this Ordinance to establish or change the annual service charge to be paid in lieu of taxes by any and all Classes of housing exempt from taxation under Act 346 at any amount it chooses, not to exceed the taxes that would be paid but for Act 346. It is further acknowledged that housing for Low-Income Persons and Families is a public necessity, and as the City will benefit and improve from such housing, the encouragement of the same by providing certain real-estate tax exemptions for such housing is a valid public purpose. The continuance of the provisions of this section for tax exemption and the annual service charge in lieu of all *ad valorem* taxes during the period contemplated in this section are essential to the determination of the economic feasibility of housing developments that are constructed or rehabilitated with financing extended in reliance on such tax exemption.

The City acknowledges that CRA Development, LLC. (the "Sponsor" as defined in subsection (b) below) has committed to rehabilitate, own, and operate a housing development identified as "Clarendon Glen Apartments" on certain property located at 220 Mary Street, parcel identification number 051-400-018-01, Clare, Michigan, which is legally described in subsection (b) (6) below, to serve Low-Income Persons and Families. The City further acknowledges that the Sponsor has offered to pay and will pay to the City, on account of this housing development an annual service charge for public services in lieu of all *ad valorem* property taxes.

(b) Definitions. The terms used within this section shall have the following meanings.

(1) "Act" means the State Housing Development Authority Act, being Act 346 of the Public Acts of Michigan of 1966, (1966 PA 346, as amended; MCL 125.1401 et seq).

- (2) "Annual Shelter Rent" means the total collections during an agreed annual period from or paid on behalf of all occupants of a housing project representing rent or occupancy charges, exclusive of charges for gas, electricity, heat, or other utilities furnished to the occupants by the Sponsor.
- (3) "Authority" means the Michigan State Housing Development Authority.
- (4) "Class" means the Housing Development known as Clarendon Apartments for Low Income Persons and Families.
- (5) "City" means the City of Clare, a home rule municipality organized pursuant to Public Act 279 of 1909, as amended, and located in Clare County, Michigan.
- ~~(6) "Contract Rents" means the total Contract Rents (as defined by HUD in regulations promulgated pursuant to Section 8 of the U.S. Housing Act of 1937, as amended) received in connection with the operation of the Housing Development governed by this section during an agreed annual period, exclusive of Utilities.~~
- (6) "Development" means the senior housing development to be located in the City on certain unplatted to be known as "The Clarendon Glen Apartments."
- (7) "HUD" means the United States Department of Housing and Urban Development.
- (8) "Housing Development" means Clarendon Glen Apartments for Low-Income Persons and Families which contain a significant element of housing for persons of low income and such elements of other housing, commercial, recreational, industrial, communal, and educational facilities as the Authority determines to improve the quality of the Housing Development as it relates to housing for persons of low income. The Housing Development is located on the property legally described as:

T17N R4W SEC 34--LOTS 18-19-20-21-22-29-30-31-32-33
GREENBRIAR ESTATES NO 1., Clare County, City of Clare,
Michigan.
- (9) "LIHTC Program" means the Low-Income Housing Tax Credit program administered by the Authority under Section 42 of the Internal Revenue Code of 1986, as amended.
- (10) "Low-Income Persons and Families" means persons and families eligible to move into and reside in the Housing Development.
- (11) "Mortgage Loan" means a loan that is Federally-Aided (as defined in Section

11 of the Act) or a loan or grant made or to be made by the Authority to the Sponsor for the construction, rehabilitation, acquisition, and/or permanent financing of the Housing Development governed by this section and secured by a mortgage on the Housing Development.

- (12) "Sponsor" means persons or entities that have applied to the Authority for the Tax Credits to finance a Housing Development. For the purposes of this section, the Sponsor is Wellington Limited Dividend Housing Association Limited Partnership.
- (13) "Tax Credits" means the low-income housing Tax Credits made available by the Authority to the Sponsor for rehabilitation of the Housing Development by the Sponsor in accordance with the Low-Income Housing Tax Credit Program administered by the Authority under Section 42 of the Internal Revenue Code of 1986, as amended.
- (14) "Utilities" means charges for gas, electric, water, sanitary sewer and other utilities furnished to the occupants that are paid by the housing development.

(c) Class of Housing Development. It is determined that the Class of Housing Development to which the tax exemption shall apply and for which an annual service charge shall be paid in lieu of such taxes shall be the Housing Development defined in this section, that is financed with a Mortgage Loan and known as Clarendon Glen Apartments for Low Income Persons and Families. This section shall apply only to this Housing Development to the extent that the Housing Development provides housing for Low-Income Persons and Families and is financed or assisted by HUD and the Authority pursuant to the Act.

(d) Establishment of Annual Service Charge.

(1) The City acknowledges that the Sponsor and HUD and/or the Authority have established the economic feasibility of the Housing Development in reliance upon the enactment and continuing effect of this section and the qualification of the Housing Development for exemption from all ad valorem property taxes and payment of an annual service charge in lieu of ad valorem taxes in an amount established in accordance with this section. In consideration of the Sponsor's offer to rehabilitate, own, and operate the Housing Development, the City agrees to accept payment of an annual service charge for public services in lieu of all ad valorem property taxes that would otherwise be assessed to the Housing Development under Michigan law.

Effective upon the adoption of this section and subject to the receipt by the City of the "Notification of Exemption" (or such other similar notification) by the Sponsor and/or the Authority, the annual service charge shall be equal to ten percent (10 %) of ~~Contract Rents~~ **Annual Shelter Rent**.

Nothing in this section shall be construed to exempt the **Housing** Development and the property on which it is to be constructed from any special assessments for street or other public improvements or as a result of its location within a business improvement district authorized by 1999 Public Act 49, as amended.

(2) The Housing Development, and the property on which it is constructed, shall be exempt from all ad valorem property taxes from and after the commencement of rehabilitation of the Housing Development by the Sponsor under the terms of this Ordinance.

(e) Limitation on the Payment of Annual Service Charge. Notwithstanding subsection (d), if any portion of the Housing Development is occupied by other than Low-Income Persons and Families, the full amount of the taxes that would be paid on those units of the Housing Development if the Housing Development were not tax-exempt shall be added to the annual service charge in lieu of taxes.

The term “low-income persons or families” as used herein shall be the same meaning as found in Section 15(a)(7) of the Act.

(f) Contractual Effect of Section. Notwithstanding the provisions of Section 15(a)(5) of the Act to the contrary, a contract between the City and the Sponsor with the Authority and HUD as third-party beneficiaries under the contract, to provide tax exemption and accept payments in lieu of taxes, as previously described, is effectuated by the enactment of this Ordinance.

(g) Payment of Annual Service Charge. The annual service charge in lieu of taxes shall be payable to the City in the same manner as ad valorem property taxes are payable to the City and distributed to the several units levying the general property tax in the same proportion as paid with the general property tax in the previous calendar year. The annual payment shall be paid on or before May 1 of each year for the previous calendar year. Collection procedures shall be in accordance with the provisions of the General Property Tax Act (1893 PA 206, as amended; MCL 211.11, et seq.). Annual payments in arrears shall be subject to interest of 1% per month until the 12th month after their due date, and to interest of 1.5% per month retroactive to the due date for annual payments in arrears for longer than 12 months.

Subject to any limitations imposed by law, the Sponsor, or its successor, shall provide to the City such accounting records, audits, and financial reports as the City shall reasonably require to verify the computation of the annual service charge as provided by this section as of December 31st of each year. The Sponsor shall maintain such records of rent or occupancy charges received and the occupancy of units in the Development as will permit the City to verify which of the units in the Development have been occupied by low-income persons or families. The audit shall include details with respect to occupancy of the Housing Development, Contract Rents received from the Housing Development, and the cost for Utilities during the audit period. Annual service charges payable pursuant to this section shall be a lien on the Development, and if delinquent, without prejudice to any remedies for arrears of payment or preceding breach of covenant, shall at the election of the City be collected and enforced in the same manner as general property taxes.

(h) Duration. This Ordinance shall remain in effect and shall not terminate for a period of twenty (20) years from the Effective Date, so long as a Mortgage Loan remains outstanding and unpaid and the housing project remains subject to income and rent restrictions under the LIHTC Program, and so long as the Housing Development submits the required annual ~~notification~~ verification of exemption pursuant to MCL125.1415a(1), as amended. If the Development is no longer subject to income and rent restrictions under the LIHTC Program, then the exemption from

all *ad valorem* property taxes established by this Ordinance shall terminate upon the payoff of the Mortgage Loan or upon the sale of the Development to an unrelated third party. The term of this section shall commence upon the issuance of the Notification to Local Assessor of Exemption as issued by the Authority.

(i) Severability. The various sections and provisions of this Ordinance shall be deemed to be severable, and should any section or provision of this Ordinance be declared by any court of competent jurisdiction to be unconstitutional or invalid the same shall not affect the validity of this Ordinance as a whole or any section or provision of this Ordinance, other than the section or provision so declared to be unconstitutional or invalid.

(k) Inconsistent Ordinances. All ordinances or parts of ordinances inconsistent or in conflict with the provisions of this Ordinance are repealed to the extent of such inconsistency or conflict.

Section 2. Effective Date. This Ordinance shall be published within 10 days of its enactment on _____ and it shall take effect 15 days after its enactment, as provided in the City Charter.

Passed by the City Commission of the CITY OF CLARE on _____ 2023, at its regular meeting with _____ commissioners in attendance, _____ voting aye, _____ nay. Adopted by the City Commission of the City of Clare this _____, 2023.

Signed: _____, Mayor

I hereby certify that the foregoing was duly adopted by the CITY COMMISSION of CITY OF CLARE, Michigan, at its regular meeting on the _____ 2023, that of _____ members of the City Commission, _____ were in attendance and _____ voted for the adoption of the Ordinance. I further certify that the above and foregoing ordinance is recorded in Ordinances for the CITY OF CLARE.

Effective Date: _____

This Ordinance shall take effect thirty (30) days following date of publication as required by law. All Ordinances or part Ordinances in conflict with any of the provisions of this Ordinance are hereby repealed.

Diane Lyon, Clerk

Diane Lyon

From: Diane Lyon
Sent: Wednesday, September 27, 2023 9:24 AM
To: sbissonnette; Tim Hood; 'tmager@cgresd.net'; Tom Pirnstill; assessor; 'Lori Mott'; Lori Phelps; 'Jim Walter'; 'MaryAnn Shurlow (maryannshurlow@gmail.com)'; 'Jenny Beemer'
Cc: Jeremy Howard; Shannon Sirpilla
Subject: Clarendon Glen PILOT Ordinance Request
Attachments: Clarendon Glen Pilot Request Letter.pdf; Ordinance 2023-004 Clarendon Glen PILOT.pdf

Good morning all,

The City of Clare has received a request (att'd) from Mr. Chris Austin, CRA Development Group, for the approval of a PILOT Ordinance (Payment in Lieu of Taxes) for Clarendon Glen Apartments. A copy of the proposed ordinance is attached. A first reading and public hearing of the Ordinance will take place at 6:00 p.m. on October 2, 2023, at the Clare City Commission meeting in the event you wish to provide comment in person at the public hearing. If you wish to provide written comments you may do so by providing a response to this email or mailing/dropping off your written comments to the office of the City Clerk by 4 pm on the date of the hearing.

Respectfully,

Diane Lyon, City Clerk
Clare City Hall
202 W. Fifth St.
Clare, MI 48617

Phone: (989) 424-4068
Fax: (989) 386-4508
Email: dlyon@cityofclare.gov
City Hall office hours Monday -Thursday 7:00am-5:30pm

Diane Lyon

From: Timothy Hood <thood@midmich.edu>
Sent: Wednesday, October 4, 2023 9:38 AM
To: Diane Lyon
Cc: sbissonnette; tmager@cgresd.net; Tom Pirstill; assessor; Lori Mott; Lori Phelps; Jim Walter; MaryAnn Shurlow (maryannshurlow@gmail.com); Jenny Beemer; Jeremy Howard; Shannon Sirpilla; Lillian Frick
Subject: Re: Clarendon Glen PILOT Ordinance Request

Good morning, Diane!

Thank you for the notice of intent, and we remain supportive with no concerns.

Much appreciated!
Tim

On Wed, Sep 27, 2023 at 9:24 AM Diane Lyon <DLyon@cityofclare.gov> wrote:

Good morning all,

The City of Clare has received a request (att'd) from Mr. Chris Austin, CRA Development Group, for the approval of a PILOT Ordinance (Payment in Lieu of Taxes) for Clarendon Glen Apartments. A copy of the proposed ordinance is attached. A first reading and public hearing of the Ordinance will take place at 6:00 p.m. on October 2, 2023, at the Clare City Commission meeting in the event you wish to provide comment in person at the public hearing. If you wish to provide written comments you may do so by providing a response to this email or mailing/dropping off your written comments to the office of the City Clerk by 4 pm on the date of the hearing.

Respectfully,

Diane Lyon, City Clerk

Clare City Hall

202 W. Fifth St.

Clare, MI 48617

Phone: (989) 424-4068

Fax: (989) 386-4508

Claredndon Glen Apartments (Clare, MI)

Property Tax Analysis

September 12, 2023

City Manager Jeremy Howard

Taxable Value \$275,400.00
 SEV
 Assessed Value \$275,400.00
 PILOT \$16,966.64

Ad Valorem/Pilot Allocations

| Description | Millage | Taxes | Pilot | Difference |
|---------------------|---------|-------------------|-------------|------------|
| SET | | \$1,652.40 | | |
| CITY OPERATING | | \$5,094.90 | | |
| CITY PARKS | | \$206.55 | | |
| CITY STREETS | | \$826.20 | | |
| COUNTY ALLOCATED | | \$1,291.68 | | |
| PM DIST LIBRARY | | \$273.27 | | |
| ADMIN FEE | | \$93.45 | | |
| SUMMER TAXES | | \$9,438.45 | | |
| COUNTY TRANSIT | | \$137.14 | | |
| COUNTY SENIORS | | \$131.66 | | |
| 911 EXTRA VOTED | | \$96.00 | | |
| ANIMAL CONTROL | | \$82.28 | | |
| GYPSY MOTH | | \$274.40 | | |
| MSU 4H | | \$35.66 | | |
| RESD OPERATING | | \$111.26 | | |
| RESD SPEC ED | | \$445.45 | | |
| RESD CAREER TECH | | \$273.14 | | |
| MID MICH COLLEGE | | \$335.51 | | |
| SCHOOL OPERATING | | \$4,952.24 | | |
| SCHOOL DEBT GO | | \$468.18 | | |
| SCHOOL DEBT QZAB | | \$330.48 | | |
| SCHOOL OPER FC | | \$0.00 | | |
| ADMIN FEE | | \$76.73 | | |
| WINTER TAXES | | \$7,750.13 | | |
| Total Taxes | | \$17,188.58 | \$16,966.64 | (\$221.94) |

PILOT Calculations

| | | |
|---------------------------|---------------|-------|
| Rental Income | \$ 204,912.00 | |
| Other Income | \$0.00 | |
| Less Vacancy - 5% | \$10,245.60 | 5.00% |
| Net Rental Income | \$ 194,666.40 | |
| Less Owner Paid Utilities | \$25,000.00 | |
| Net Annual Shelter Rents | \$169,666.40 | |
| PILOT Service Charge Rate | 10.00% | |
| PILOT Charge | \$16,966.64 | |

RESOLUTION 2023-082

A RESOLUTION OF THE CLARE CITY COMMISSION ADOPTING CLARENDON GLEN PILOT ORDINANCE 2023-003.

WHEREAS, the City of Clare has determined the need to amend its current Code of Ordinances; and

WHEREAS, the Clare City Commission, at a scheduled public meeting on the 6^h day of October 2023, held an appropriately noticed public hearing related to the amendment of its Code of Ordinances; considered the comments and any recommendations made or offered at the aforementioned public hearing; and directed the first reading of City Ordinance 2023-003, an ordinance to amend the Ordinance Codes of the City of Clare; and

WHEREAS, the Clare City Commission again considered said proposed amendment to its Code of Ordinances at a scheduled public meeting on the 16th day of October, 2023, and conducted a second reading of Ordinance 2023-003.

NOW THEREFORE BE IT RESOLVED THAT the Clare City Commission hereby approves Ordinance 2023-003, thereby amending the Code of Ordinances of the City of Clare.

BE IT FURTHER RESOLVED THAT said Ordinance shall become effective on the 31st day of October, 2023.

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 16th day of October, 2023.

Diane Lyon, City Clerk

AGENDA REPORT

To: Mayor Pat Humphrey and the Clare City Commission
From: Jeremy Howard, City Manager
Date: October 12, 2023
RE: Amendment of Chapter 46 Utilities Collection-Ordinance 2023-004, Second Reading and Adoption

For the Agenda of October 16, 2023

Background. Subsequent to holding a public hearing at its October 2, 2023, regular meeting, the Clare City Commission considered and approved a first reading of a proposed amendment to Section 46-278 of the City of Clare Code of Ordinances concerning rental property security deposits for utility services. The City received no public comment regarding the proposed ordinance amendment.

Currently, the city's policy is to return deposits to renters after one year of consecutive on-time payments, but this has led to the city having to write off sizeable utility bills when rental properties are vacated without the bill being paid. The City Attorney has recommended an ordinance amendment to address this issue by eliminating the return of the security deposit until the rental agreement is terminated. At that time the security deposit will be applied to any outstanding balance of the utility bill in order to minimize these losses to the city. The ordinance amendment further clarifies that the security deposit is applicable to rental units only and not to homeowners.

The City Commission may now direct a second reading and adopt the proposed ordinance change if it determines that it is in the City's best interests to do so.

Issues & Questions Specified. Should the City Commission direct a second reading and adopt the proposed amendment to Chapter 46 of the Ordinance Codes of the City of Clare?

Alternatives.

1. Direct a second reading and adopt the ordinance amendment.
2. Direct a second reading and do not adopt the ordinance amendment.
3. Set aside the decision regarding this matter to a later date.

Financial Impact. N/A.

Recommendation. I recommend that the City Commission direct a second reading and adopt Ordinance 2023-004 (*copy attached*) by approval of Resolution 2023-083 (*copy attached*).

Attachments.

1. Proposed Ordinance 2023-004.
2. Resolution 2023-083.

ORDINANCE NO. 2023 – 004

AN ORDINANCE TO AMEND THE CODE OF THE CITY OF CLARE BY amending the City Code, Chapter 46, Utilities, Collection

Section 46 of the Clare City Code is hereby amended and restated as follows:

Sec. 46-278. Collection.

- (a) *Security deposits.* The city commission shall adopt a security deposit as set by resolution of the city commission from time to time for residential customers establishing new accounts for water, sewer and/or solid waste/recycling service. The security deposit will be held in reserve by the city until the customer has ~~made payments, without any delinquencies, for a period of one year~~ **terminated their rental agreement with the landlord**. At that point, the security deposit will be **applied to any outstanding balance due or** refunded, without interest **if no outstanding balance exists**.
- (b) *Authorization for enforcement.*
- (1) The city treasurer is hereby authorized to enforce the payment of charges for water service, sewer service and garbage service. The department may discontinue water or sewer service should the account become delinquent and in excess of the security deposit amount and after the city has taken appropriate actions to notify residents of delinquencies.
 - (2) Where service has been discontinued, the city may apply the customer's security deposit toward payment of the delinquent account. If the security deposit is not sufficient to cover the delinquent account, an action of assumpsit may be instituted by the city treasurer against the delinquent customer.
- (c) *Placement of delinquent accounts on tax roll.* The charges for water service, sewage disposal service and solid waste/recycling collection, which, under the provisions of Public Act No. 94 of 1933 (MCL 141.101 et seq.), as amended, are made a lien on the premises to which furnished, are hereby recognized to constitute such lien; and the city treasurer shall, semiannually, certify all unpaid charges for such services furnished to any premises which have remained unpaid for a period of 30 days, to the city assessor, who shall place the charges on the next tax roll of the city. Such charges so assessed shall be collected in the same manner as general city taxes.

Passed by the City Commission of the CITY OF CLARE on October 16, 2023, at its regular meeting with _____ commissioners in attendance, _____ voting aye, _____ nay. Adopted by the City Commission of the City of Clare this 16th day of October 2023.

Signed: _____, Mayor

I hereby certify that the foregoing was duly adopted by the CITY COMMISSION of CITY OF CLARE, Michigan, at its regular meeting on the 16th of October 2023, that of _____ members of the City Commission, _____ were in attendance and _____ voted for the adoption of the Ordinance. I further certify that the above and foregoing ordinance is recorded in Ordinances for the CITY OF CLARE.

Effective Date: _____

This Ordinance shall take effect thirty (30) days following date of publication as required by law. All Ordinances or part Ordinances in conflict with any of the provisions of this Ordinance are hereby repealed.

Diane Lyon, Clerk

RESOLUTION 2023-083

A RESOLUTION OF THE CLARE CITY COMMISSION APPROVING ORDINANCE 2023-004, AN ORDINANCE TO AMEND CHAPTER 46, UTILITIES, COLLECTION OF THE ORDINANCE CODES OF THE CITY OF CLARE.

WHEREAS, Chapter 46 of the Ordinance Codes of the City of Clare City states that the Commission shall by resolution set a utility security deposit to be held in reserve by the city; and

WHEREAS, said security deposit currently is refunded following one year of consecutive on-time payments by a city utility customer; and

WHEREAS, said security deposit applies only to renters since past due utilities constitute a lien which may be placed on a homeowner's property; and

WHEREAS, the city has experienced financial loss when property rentals are vacated leaving the utility bills are left unpaid and the city is forced to write off the loss; and

WHEREAS, the City Attorney approved a recommended amendment to said Chapter 46 of the City's Ordinance Codes; and

WHEREAS, said amendment was reviewed and considered by the City Staff and subsequently recommended for adoption by said staff; and

WHEREAS, the City Commission has held a requisite public hearing and directed a First Reading of said Ordinance at its regularly scheduled public meeting on October 2, 2023; and

WHEREAS, the City Commission received no stated objections at said public hearing; has considered the recommended ordinance amendment, has directed a Second Reading of said proposed Ordinance and has subsequently determined that adoption of Ordinance 2023-004 is in the best interests of the City of Clare.

NOW THEREFORE BE IT RESOLVED THAT the City Commission of City of Clare ordains Ordinance 2023-004, thereby amending in its entirety Chapter 46 of the Ordinance Codes of the City of Clare to modify, amend, and update the current provisions of said Chapter of the City's Ordinance Codes related to the City's public Utilities Collection.

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 16th day of October, 2023.

Diane Lyon, City Clerk

AGENDA REPORT

To: Mayor Pat Humphrey and the Clare City Commission
From: Jeremy Howard, City Manager
Date: October 12, 2023
RE: City of Clare & Clare Public Schools Intergovernmental Agreement – Crossing Guards

For the Agenda of October 16, 2023

Background. Michigan Compiled Laws, Section 257.613c (*att'd*) places the responsibility of school crossing guards on the local law enforcement agency having jurisdiction over the local school crossing. Locating, hiring, and retaining qualified individuals to serve in this very part-time, low-paid position has become increasingly difficult. As such, Chief Saad and I met with Clare Public Schools (CPS) Superintendent Jim Walter to discuss funding a wage increase for this critical position. The City Staff has negotiated the terms of the Agreement with the CPS Superintendent (see *att'd* memo from Chief Saad). Consequently, we asked our City Attorney to craft an intergovernmental agreement (*copy att'd*). The City Commission is asked to consider and approve the agreement.

It is also recommended that the City Commission authorize its City Manager to execute any and all documents related to said agreement on behalf of the City of Clare and authorize the City Treasurer/Finance Director to make any and all necessary budget amendments.

Issues & Questions Specified. Should the City Commission approve an intergovernmental agreement with Clare Public Schools for the School Crossing Guard positions?

Alternatives.

1. Approve the proposed inter-governmental agreement.
2. Approve the proposed agreement with modifications or stipulations.
3. Do not approve the proposed agreement.
4. Set aside the decision regarding this matter to a later date.

Financial Impact. The City of Clare currently pays wages and benefits for City Crossing Guards to perform their duties and covers the cost of supplies and equipment to carry out their job. The proposed agreement stipulates that CPS will pay \$10,800.00 annually to help cover these expenses.

Recommendation. I recommend that the City Commission approve the proposed inter-governmental agreement and authorize its City Manager to execute any and all documents related to said agreement on behalf of the City of Clare and authorize the City Treasurer/Finance Director to make any and all necessary budget amendments by adoption of Resolution 2023-084 (*copy att'd*).

Attachments.

1. MCL 257.613c.
2. Memo from Chief Saad.
3. Proposed InterGov Agreement.
4. Resolution 2023-084.

MICHIGAN VEHICLE CODE (EXCERPT)
Act 300 of 1949

257.613c School crossing guard; responsibility of local law enforcement agency; instruction required; approval and conduct of courses.

Sec. 613c. (1) School crossing guards shall be the responsibility of the local law enforcement agency having immediate jurisdiction of the crossing.

(2) A person shall receive a minimum of 4 hours instruction before performing the duties of a school crossing guard. Two hours of additional instruction shall be given annually to a school crossing guard before the beginning of each school year. The courses of instruction shall be approved by the department of education and the department of state police and conducted by the local law enforcement agency having jurisdiction or its designee.

History: Add. 1978, Act 227, Imd. Eff. June 14, 1978.

Diane Lyon

Subject: FW: Crossing Guard Agreement

From: Dave Saad <DSaad@cityofclare.gov>

Sent: Tuesday, October 10, 2023 12:06 PM

To: Diane Lyon <DLyon@cityofclare.gov>

Cc: Shannon Sirpilla <SSirpilla@cityofclare.gov>; Jeremy Howard <JHoward@cityofclare.gov>

Subject: Re: Crossing Guard Agreement

Subject: Crossing Guard Funding Memo

I am pleased to inform you that Clare Public School will be contributing \$10,800 toward the cost of maintaining and providing pay increases for our dedicated school crossing guards. This funding will help the City of Clare Police Department cover both wages and necessary safety equipment to ensure the safety of our students and the entire school community.

Crossing guards play a crucial role in maintaining the safety of our students as they travel to and from school. By providing this financial support, the Clare school is reinforcing our shared commitment to creating a secure and nurturing environment for all our students.

We appreciate the dedication and hard work of our crossing guards, and we recognize the vital role they play in our school community. This investment in their wages and safety equipment demonstrates gratitude for their service and our commitment to prioritizing the well-being of our students.

If you have any questions or concerns regarding this funding allocation, please feel free to contact me.

Chief David Saad
City of Clare Police Department

CROSSING GUARD SERVICE AGREEMENT

AGREEMENT made _____, 2023, between the **CLARE PUBLIC SCHOOLS**, a public corporation, with its principal place of business at 201 E. State Street, Clare, MI 48617, hereinafter called "School", and the **CITY OF CLARE**, a Municipal Corporation of the County of Clare, of 202 W. Fifth Street, Clare, MI 48617, hereinafter called "City".

WHEREAS, School is a duly organized and existing school district providing public education to students residing in City and its surrounding Townships; and

WHEREAS, Section 613c (MCL 257.613c) places the responsibility of school crossing guards on the local law enforcement agency having jurisdiction of the crossing; and

WHEREAS, School has agreed to assist in the funding of the school crossing guard expense under the terms and conditions of this agreement.

NOW, THEREFORE, THE PARTIES AGREE:

- 1. Payments by School.** In consideration of the City implementing, training, equipping, and supervising school crossing guards within its corporate limits, School agrees to pay the City the following:
 - a) Ten Thousand Eight Hundred and no/100ths (\$10,800.00) Dollars towards the direct wage or payroll costs of the crossing guard personnel; and
 - b) Such other expenses as the Board of Education may approve from time-to-time.

The City will invoice the School annually in June of each year of the agreement period. Payment in full will be due to the City within sixty (60) days of the date of the invoice.

- 2. Warranty by City.** The City shall comply with the requirements set forth in 1949 PA 300, MCL 257.613b and 257.613c as amended. City shall assume full responsibility for the hiring, supervision and discipline of all crossing guard personnel.
- 3. School Crossing Stations.** The parties acknowledge that the following school crossings are currently being maintained in the City:
 - Intersection of Wheaton Street and McEwan Street;

- Intersection of State Street and Pine Street.

The City Manager, Chief of Police, and the School Business Manager shall meet annually to review the crossing guard locations. There shall be no modification of the crossing locations without the mutual consent of the parties.

Schedules for services shall be based on the school calendar and shall be furnished to City not later than _____ of each year hereafter by the Business Manager of the School.

4. Termination by School. School may cancel this Agreement upon written notice to City given on or before the beginning of the City's fiscal year. In the event that the School shall terminate this agreement after the beginning of the City's fiscal year, School shall pay to City the salary expense for the balance of the fiscal year plus any other expenses approved by the Board of Education. Thereafter, the crossing guards shall be the sole responsibility of City.

5. Assignment. This Agreement shall not be assigned or transferred.

IN WITNESS WHEREOF, the parties have hereunto set their hands and seals the day and year first above written.

Dated: CLARE PUBLIC SCHOOLS

BY: James Walter
ITS: Superintendent

Dated: CITY OF CLARE

BY: Pat Humphrey
ITS: Mayor

Dated: CITY OF CLARE

BY: Diane Lyon
ITS: Clerk

RESOLUTION 2023-084

A RESOLUTION OF THE CLARE CITY COMMISSION APPROVING AN INTERGOVERNMENTAL AGREEMENT BETWEEN CLARE PUBLIC SCHOOLS AND THE CITY OF CLARE.

WHEREAS, Clare Public Schools is a duly organized and existing school district providing public education to students residing in the City of Clare and its surrounding Townships; and

WHEREAS, Section 613c (MCL 257.613c) places the responsibility of school crossing guards on the local law enforcement agency having jurisdiction over the school crossing; and

WHEREAS, the City of Clare and Clare Public Schools (CPS) have enjoyed a long-standing relationship regarding the training, equipping, and supervising of the school crossing guards; and

WHEREAS, both parties desire to continue the said relationship and have negotiated terms for an intergovernmental agreement to outline the responsibilities of CPS and the City regarding the school crossing guards; and

WHEREAS, the Clare City Commission has reviewed the terms and conditions of said agreement and has determined approval of said agreement is mutually beneficial to both parties.

NOW THEREFORE BE IT RESOLVED THAT the City Commission of the City of Clare hereby approves an intergovernmental agreement, the terms and conditions of said agreement as outlined therein, between Clare Public Schools and the City of Clare stipulating the responsibilities of all parties associated with the school crossing guards for Clare Public Schools.

BE IT FURTHER RESOLVED THAT the Clare City Commission authorizes its City Manager to execute any and all documents related to said agreement on behalf of the City of Clare and authorizes the City Treasurer/Finance Director to make any and all necessary budget amendments.

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 16th day of October 2023.

Diane Lyon, City Clerk

AGENDA REPORT

To: Mayor Pat Humphrey and the Clare City Commission
From: Jeremy Howard, City Manager
Date: October 12, 2023
Regarding: Approval to Accept Fire Grant (MI Fire Equipment Grant Program)

For the Agenda of October 16, 2023

Background. The city was recently notified that we were successful in being awarded grant funds for the MI Fire Equipment Grant Program. The grant application (*att'd*) was submitted based on the number of local government entities that the Fire Department supports. The Clare City Commission is now asked to consider approving the acceptance of the grant award (*copy att'd*) and the terms therein as well as authorizing the City Manager and City Treasurer to sign any and all necessary documents and allow for any necessary budget amendments required to accept the funds.

Issues & Questions Specified. Should the Clare City Commission approve the acceptance of the MI Fire Equipment Grant Program Grant?

Alternatives.

1. Approve the acceptance of the MI Fire Equipment Grant Program grant.
2. Direct that the offer of the MI Fire Equipment Grant Program grant be rejected.
3. Defer/delay the decision of this matter to a subsequently scheduled City Commission meeting.

Financial Impact. As reflected in the grant correspondence, acceptance of the grant will provide the city with funds (\$40,520) to help offset Fire Department equipment purchases.

Recommendation. I recommend that the City Commission approve the acceptance of the grant for the MI Fire Equipment Grant Program as well as authorizing the City Manager and City Treasurer to sign any and all necessary documents and allow for any necessary budget amendments required to accept the funds by the adoption of Resolution 2023-085 (*copy att'd*).

Attachments.

1. MI Fire Equipment Grant Program Grant Application.
2. MI Fire Equipment Grant Program Grant Award Letter.
3. Resolution 2023-085.

MI Fire Equipment Grant Program Application

Issued under Public Act 166 of 2022.

Pursuant to Section 801(1) of Public Act 166 of 2022, the MI Fire Equipment Grant Program is a grant program intended to assist local government fire departments that are "predominately on-call, part-time or volunteer" to purchase fire equipment for firefighters. Through a competitive grant process, eligible fire departments will be reimbursed for allowable fire equipment purchases. Applications **must be submitted to the Michigan Department of Treasury via e-signature solution no later than July 10, 2023**, for consideration.

| PART 1: LOCAL GOVERNMENT INFORMATION | | |
|---|---|-----------|
| Local Unit Name Clare Fire Dept. | Local Unit Municipal Code 18-2010 37-2005 | |
| Contact Name James L Chapman | Contact Email Address jchapman@cityofclare.gov | |
| Contact Title Fire Chief | Contact Telephone Number 989-386-2151 | Extension |
| PART 2: GRANT ELIGIBILITY | | |
| <p>Eligibility for the MI Fire Equipment Grant Program will be determined by the grant requirements pursuant to PA 166 of 2022, Section 801(1), which are predominately on-call, part-time, or volunteer with purchasing fire gear for firefighters.</p> <p>"Fire Department" means a department, authority, or other governmental entity that safeguards life and property from damage from explosion, fire, or disaster and that provides fire suppression and other related services in this state. Organized fire department includes any lawfully organized firefighting force in this state. As defined in section 1 of the fire prevention code, 1941 PA 207, MCL 29.1</p> <p>"Local Unit of Government" means a city, village, township, tribal government or an authority or commission established by a county, village, city of township by resolution, motion, or charter.</p> <p>Does your city, village, township, tribal government, authority, or commission have a fire department where more than 50 percent of the firefighters are part-time, volunteer, or paid on call?</p> <p><input checked="" type="checkbox"/> Yes: The requesting local government certifies that it meets the eligibility criteria listed in MI Fire Equipment Grant Program.</p> <p><input type="checkbox"/> No: The requesting local government certifies that it does not meet the eligibility criteria listed in MI Fire Equipment Grant Program.</p> <p>Does the requesting local government fire department serve more than one local government as the primary provider of fire department services?</p> <p><input checked="" type="checkbox"/> Yes: The requesting local government fire department certifies that it is the primary provider of fire department services for more than one local government (please list all local governments in the table below).</p> <p><input type="checkbox"/> No: The requesting local government fire department certifies that it is primary provider of fire department services for only one local government.</p> | | |
| Number | Local Governments Provided Primary Fire Department Services | |
| 1 | City of Clare | |
| 2 | Grant Township | |
| 3 | Sheridan Township | |
| 4 | Wise Township 50% | |
| 5 | Vernon Township 50% | |
| 6 | | |

| | |
|----|--|
| 7 | |
| 8 | |
| 9 | |
| 10 | |

PART 3: GRANT QUALIFICATIONS (See Instructions)

To qualify for the MI Fire Equipment Grant Program, the eligible local government must be registered as having more than 50% "nonpaid" or "part paid" firefighters as presented in the Fire Service Directory established by LARA under Public Act 207 of 1941. Please provide the requested information below related to numbers of firefighters for the eligible local government fire department.

| NFIRS Code | Total Firefighters | No. of "Non paid" Firefighters | No. of "Part Paid" Firefighters |
|------------|--------------------|--------------------------------|---------------------------------|
| 1801 | 26 | 0 | 26 |

Do the numbers of "Non paid" and "Part Paid" firefighters listed in the table above represent more than 50 percent of the total number of firefighters listed in the table above for the eligible local government fire department?

- Yes:** The requesting local government certifies that the information listed above demonstrates that more than 50 percent of total firefighters are "Non Paid" or "Part Paid".
- No:** The requesting local government certifies that the information listed above demonstrates that more than 50 percent of total firefighters are not "Non paid" or "Part Paid".

PART 4: GRANT AWARD REQUEST

Eligible local government fire departments may submit a claim for a grant award up to \$10,000, pursuant to Section 801(1) of Public Act 166 of 2022. Please enter the requested grant award claim below.

Grant Award Amount Requested (\$10,000 per local government listed in Part 2): 40,520.28

Qualified Expenses (Enter \$ amounts for eligible expenditures already incurred for reimbursement. If Applicable.)

| | | | | |
|-------------------------|------------|--------------------------------------|-------------|----------------------------------|
| Turnout coats and pants | SCBA Masks | Gloves (structural, and extrication) | Hoods | Radios, batteries, and antennas |
| \$ 10,047.00 | \$ 605.00 | \$ 535.78 | \$ 3,300.00 | \$ 21532.50 |
| Flashlights | Helmets | Safety Vest for traffic accidents | Boots | Personal thermal imaging cameras |
| \$ | \$ | \$ | \$ 4,500.00 | \$ |

Supporting Documentation

- If the grant request is for expenditures for eligible items that have already been incurred, please attach supporting documentation.

PART 5: CERTIFICATION

I hereby certify to the best of my knowledge that the information provided in this application is true and that I am authorized to submit a claim on behalf of the qualified unit as the Chief Administrative Officer, to receive funds for the MI Fire Equipment Grant Program pursuant to and if I am submitting expenses for reimbursement that all expenditures for which reimbursement is requested are eligible, and that these expenditures will not be reimbursed from any other source.

| | |
|--|--|
| Chief Administrative Officer Signature <small>(as defined in MCL 141.422b)</small> | Printed Name of Chief Administrative Officer <small>(as defined in MCL 141.422b)</small> |
| Title | Date |



STATE OF MICHIGAN
DEPARTMENT OF TREASURY
LANSING

GRETCHEN WHITMER
GOVERNOR

RACHAEL EUBANKS
STATE TREASURER

September 14, 2023

Municipal Code: 182010

City of Clare
NFIRS Code: 01801
jchapman@cityofclare.org

Subject: MI Fire Equipment Grant Letter of Approval

Dear James Chapman:

The MI Fire Equipment Grant has been established to provide funding for the purchase of fire equipment for our part time, on call, or volunteer firefighters. Under the state's [fiscal year 2022-23 budget, Section 801](#), the Michigan Department of Treasury was appropriated \$12,000,000 to establish and operate a grant program to qualified local units of government to assist fire departments. Grant awards are not to exceed \$10,000 for qualified local governments.

Upon review of the City of Clare MI Fire Equipment Grant Application (Form 5874), City of Clare has been **approved** for a grant award under the MI Fire Equipment Grant Program as listed below:

- **Approved Award: \$40,520**

Grant awardees that have already submitted supporting documentation for eligible expenditures will be reviewed for reimbursement.

Grant awardees that have not already submitted requests for reimbursement will need to submit documentation of eligible expenses incurred on or after August 1, 2022, using [Form 6040-MI Fire Grant Program Reimbursement Request](#) to Treas-MIFireGrant@michigan.gov.

Requests for reimbursement should be submitted by September 30, 2023. Requests for reimbursement received after this date will be subject to available funds.

Funds will be disbursed utilizing the State of Michigan's [Sigma Vendor Self Service \(VSS\)](#) system upon receipt of all required documentation.

If you have any questions or require further assistance, please do not hesitate to contact the MI Fire Equipment Grant team at Treasury-MIFireGrant@michigan.gov.

Sincerely,



Kevin A. Smith, Deputy Treasurer
State and Local Finance
Michigan Department of Treasury

RESOLUTION 2023-085

A RESOLUTION OF THE CLARE CITY APPROVING THE ACCEPTANCE OF A MI FIRE EQUIPMENT GRANT PROGRAM GRANT.

WHEREAS, the City of Clare applied for a MI Fire Equipment Grant Program for the purpose of acquiring Fire Department equipment; and

WHEREAS, said grant provides approximately \$40,520 in funding to assist in defraying the costs of purchasing Fire Department equipment; and

WHEREAS, the City has been notified that said grant application has now been approved; and

WHEREAS, the City is now required to accept or decline said grant; and

WHEREAS, the City Commission has duly considered the fiscal requirements and other circumstances associated with the grant.

NOW THEREFORE BE IT RESOLVED THAT the City Commission of the City of Clare hereby approves the acceptance of the MI Fire Equipment Grant.

BE IT FURTHER RESOLVED THAT the Clare City Commission authorizes the Clare City Manager and/or the Clare City Treasurer to sign any and all necessary documents and approve the expenditures and budget amendments related to the grant project and to submit reimbursement requests for the applicable grant proceeds.

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 16th day of October, 2023.

Diane Lyon, City Clerk

To: Mayor Pat Humphrey and the Clare City Commission
From: Shannon M. Sirpilla
Treasurer / Finance Director
Date: October 11, 2023
Reference: Treasurer's Report for October 16, 2023

City Audit: We are still working on submissions through the online portal.

City Financials: September 2023 reconciliation is still in progress and will be available in my report at the next Commission meeting.

Property Taxes: We are still receiving summer tax payments. We have received one L-4029 from Mid-Michigan College for winter millage rates and a few requests for tax bills from mortgage companies for Winter taxes. Winter tax ACH payments will be scheduled for February 8, 2024. If the taxpayer requests that their Winter tax ACH payment be made prior to the end of this calendar year, those ACH payments will be scheduled for December 27, 2023.

“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
SEPTEMBER 2023
LUKE POTTER, DIRECTOR**

STREET WORK. We cold patched, bladed and brined roads. At Emerald Isle we graded the parking lot, painted the lot and painted the lot at the soccer fields. On N Rainbow we topsoiled, seeded and strawed. Handed out notices for blacktop and on the 19th black topping was done. We raised manholes on N Rainbow and fixed some approaches and finished up. We also installed mailboxes on N Rainbow on a couple of days. We also cut the overgrown shrubs in the right of way of John R and Vinewood.

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, and cleaned storm sewers. We tapped the main for Burger King and hooked up water for them. Then cleaned up the area from the water tap. We also fixed a 6” water main break on Woodlawn and cleanup up afterwards. We also did a flow test for Aldis.

CEMETERY WORK: We had one cremation burial and one double cremation burial this month at Cherry Grove. We dug and poured foundations on several days in the cemetery.

DREDGING: Dredged all month, picked up the turbidity curtain and pushed spoils on several days. We worked on the barge on the 7th, built the new road for the truck hauling spoils at the end of Shamrock. We used the county’s dozer at the spoil area, removed seawall, cleaned the dozer and prepped the new off-loading site. We installed seawall, finished the offloading site, moved the fuel tank for the excavator and restored the old road for dredging.

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 watered trees on several days this month. Worked on the police department roof, and worked on the dam spillway. We also cleaned up stump grindings and put topsoil, seed and straw down. And enjoyed the Labor Day weekend.

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

MANNATEC FUEL REPORT FOR PERIOD:

SEPTEMBER 1-30, 2023

| | GALLONS REGULAR | TOTAL COST | AVERAGE RATE | GALLONS DIESEL | TOTAL COST | AVERAGE RATE | AMOUNT BILLED |
|---------------------------|--------------------|---------------|-----------------|--------------------------|---------------|-----------------|-------------------|
| DEPT: | | | | | | | 0.00 |
| City Hall | | | | | | | 0.00 |
| Fire Dept | 60.974 | 176.40 | 2.893 | 67.335 | 252.53 | 3.750 | 428.93 |
| Police Dept | 657.428 | 1,927.12 | 2.931 | | | #DIV/0! | 1,927.12 |
| PD on DPW | | | #DIV/0! | | | #DIV/0! | |
| DPW | 236.672 | 686.82 | 2.902 | 690.366 | 2,586.77 | 3.747 | 4,335.87 |
| Cemetery | 82.625 | 240.26 | 2.908 | | | #DIV/0! | |
| Airport | | | #DIV/0! | | | #DIV/0! | |
| Parks | 196.505 | 572.42 | 2.913 | 66.899 | 249.60 | 3.731 | |
| W/WWT | 160.627 | 473.73 | 2.949 | | | #DIV/0! | 473.73 |
| Average Rate for Regular: | | | 2.545 | Average Rate for Diesel: | | 2.584 | \$7,165.65 |

September 2023

UTILITY WORK ORDERS

| <u>WORK ORDER TYPE</u> | <u># OF CUSTOMERS</u> |
|-----------------------------|---------------------------|
| <i>Service Turned ON</i> | 5 |
| <i>Customer Request Off</i> | 13 |
| <i>Sewer Problems</i> | |
| <i>Off for Non Payment</i> | 6 |
| <i>New Meter Head</i> | 3 |
| <i>Repair meter</i> | |
| <i>Estimated Meters</i> | 27 |
| <i>High Usage Check</i> | |
| <i>New RF</i> | 3 |
| | 57 |

EQUIPMENT RENTAL - September 2023

GENERAL FUND

| | | | | | |
|--------------------|---------------------|--|-----------|------------------------|------------------------|
| General Operations | 101-265.000-943.641 | | | | |
| Depot | 101-265.000-943.641 | | 21.24 | | |
| Cemetery | 101-276.000-943.641 | | 5,253.88 | | |
| Police | 101-301.000-943.641 | | 14,021.28 | | |
| Parking Lots/Flags | 101-441.000-943.641 | | 1,745.95 | | |
| Airport | 101-537.000-943.641 | | 707.81 | | |
| | | | | 101-000.000-001 | -\$21,750.16 cr |

MAJOR STREETS & TRUNKLINES

| | | | | | |
|-----------------------|---------------------|--|----------|------------------------|-----------------------|
| Trunklines | 202-446.001-943.641 | | 4,333.98 | | |
| Tkline Winter Cleanup | 202-446.001-943.641 | | | | |
| Major Streets | 202-449.000-943.641 | | 2,854.30 | | |
| | | | | 202-000.000-001 | -\$7,188.28 cr |

LOCAL STREETS:

| | | | | | |
|---------------------|--|--|----------|------------------------|------------------|
| 203-449.000-943.641 | | | 5,880.25 | 203-000.000-001 | \$0.00 cr |
|---------------------|--|--|----------|------------------------|------------------|

PARKS & DAM MTS.:

| | | | | | |
|----------|---------------------|--|-----------|------------------------|-----------------------|
| Dam Mts | 208-751.001-943.641 | | 1,013.57 | | |
| Parks | 208-751.001-943.641 | | 10,462.24 | | |
| Dredging | 208-741-004-702 | | 11,280.21 | | |
| | | | | 208-000.000-001 | -\$1,013.57 cr |

SEWER FUND

| | | | | | |
|------------------|---------------------|--|----------|------------------------|-----------------------|
| Sewer Treatment | 590-536.001-943.641 | | 1,092.76 | | |
| Sewer Collection | 590-536.002-946.641 | | 224.22 | | |
| | | | | 590-000.000-001 | -\$1,316.98 cr |

WATER FUND

| | | | | | |
|--------------------|---------------------|--|----------|------------------------|-----------------------|
| Water Trmt/Pumping | 591-536.003-946.641 | | 806.82 | | |
| Water Dist./Meters | 591-536.004-946.641 | | 2,060.01 | | |
| | | | | 591-000.000-001 | -\$2,866.83 cr |

MOBILE EQUIPMENT FUND

| | | | | | |
|-------------------|-----------------|--|--------------------|--|--------------|
| Cash Received | 641-000-001 | | \$61,758.52 | | |
| General Fund | 641-000-669.101 | | | | -\$21,750.16 |
| Major Sts/Tklines | 641-000-669.202 | | | | -\$7,188.28 |
| Local Sts | 641-000-669.203 | | | | \$0.00 |
| Parks | 641-000-669.208 | | | | -\$1,013.57 |
| Sewer | 641-000-669.590 | | | | -\$1,316.98 |
| Water | 641-000-669.591 | | | | -\$2,866.83 |

CONSOLIDATED FUND: Checks Written For:

| | | | | | |
|-------------------|-----------------|--|--|-------------|--|
| General Fund | 102-000-669.101 | | | \$21,750.16 | |
| Major Sts/Tklines | 102-000-669.202 | | | \$7,188.28 | |
| Local Sts | 102-000-669.203 | | | \$0.00 | |
| Parks | 102-000-669.208 | | | \$1,013.57 | |
| Sewer | 102-000-669.590 | | | \$1,316.98 | |
| Water | 102-000-669.591 | | | \$2,866.83 | |

| | | | | | |
|--------------------------|----------------------------|--|--------------------|--|--|
| EQUIPMENT RENTAL, | 102-000.000-067 | | \$34,135.82 | | |
| <u>ALL DEPOSITS:</u> | 102-000.000-001.001 | | | | |
| | 102-000.000-067.102 | | | | |

DPW MANHOOR REPORT FOR: Sep-23

| FUND | FUND NAME | REGULAR | | | TOTAL | OVERTIME | | | TOTAL | CLERICAL | | | TOTAL | O/T |
|-----------------|---------------------|---------|--------|--------|---------|----------|------|-------|-------|----------|-------|-------|--------|------|
| 101-265.000-702 | GF - City Hall | | | | 0.00 | | | | 0.00 | | | | 0.00 | |
| | Railroad | | 1 | 2 | 3.00 | | | | 0.00 | | | | | |
| 101-276.000-702 | Cemetery | | 7 | 62 | 69.00 | | | | 0.00 | | 4.25 | 3.5 | 7.75 | |
| 101-528.000-702 | Refuse Collection | | | | 0.00 | | | | 0.00 | | 16.3 | 15.85 | 32.15 | |
| 101-441.000-702 | Par/Flag/Pk Lot | | 2 | 5.5 | 2 | 9.50 | | | | 0.00 | | | | 0.00 |
| | DDA Pk Lot | | | 4 | 4 | 8.00 | | | | 0.00 | | | | 0.00 |
| 101-445.000-702 | City Trees/Lites | | 8 | 17 | 10 | 35.00 | | | | 0.00 | | | | 0.00 |
| | DDA Trees/Lites | | | 2 | | 2.00 | | | | 0.00 | | | | 0.00 |
| 101-537.000-702 | Airport | | | 1 | | 1.00 | | | | 0.00 | | | | 0.00 |
| 202-446.001-702 | Roadway Inspection | | | | | 0.00 | | | | 0.00 | | | | 0.00 |
| | TK Surface Mts | | | 3 | | 3.00 | | | | 0.00 | | | | 0.00 |
| | TK Shoulder Mts | | | | | 0.00 | | | | 0.00 | | | | 0.00 |
| | TK Sweeping | | | 22 | 22 | 44.00 | | | | 0.00 | | | | 0.00 |
| | Drain/Bkslopes | | | | | 0.00 | | | | 0.00 | | | | 0.00 |
| | TK Signs | | | | | 0.00 | | | | 0.00 | | | | 0.00 |
| | Snow & Ice | | | | | 0.00 | | | | 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. | | 26 | 29 | 55.00 | | | 1.25 | 1.25 | | | | 0.00 | |
| 202-499.003-702 | Snow & Ice | | | | | 0.00 | | | | 0.00 | | | | 0.00 |
| 202-499.004-702 | Administration | | | | | 0.00 | | | | | 3.5 | 3.5 | 7.00 | |
| 203-444.002-702 | Local Sts Sidewalks | | | | | 0.00 | | | | 0.00 | | | | 0.00 |
| 203-499.002-702 | Local Sts Maint. | | 86.25 | 104 | 190.25 | | | 4.25 | 4.25 | | | | 0.00 | |
| 203-499.003-702 | Snow & Ice | | | | | 0.00 | | | | 0.00 | | | | 0.00 |
| 203-499.004-702 | Administration | | | | | 0.00 | | | | | 3.5 | 3.5 | 7.00 | |
| 208-751.000-702 | Lake Sham/Dam | | 5 | 11 | 16.00 | | | | 0.00 | | | | 0.00 | |
| 208-751.000-702 | Lake Sham Pks | | 36.75 | 6 | 42.75 | | | 1.75 | 1.75 | | | | 0.00 | |
| 208-751.000-702 | Dredging | | 173 | 179 | 352.00 | | | 4 | 4.00 | | | | 0.00 | |
| 590-536.002-702 | Sewer | | 7 | 7 | 14.00 | | | | 0.00 | | 19.1 | 16.2 | 35.30 | |
| 591-536.004-702 | Water | | 6 | 71.5 | 36 | 113.50 | | 5 | 5.00 | | 18.1 | 16.2 | 34.30 | |
| 641-444.000-702 | DPW | | 68 | 50 | 118.00 | | | | 0.00 | | 5.25 | 4.75 | 10.00 | |
| | DPW Equip | | 66 | 48 | 114.00 | | 0.75 | 0.75 | 1.50 | | | | 0.00 | |
| | Fire Equip | | | 10 | 10.00 | | | 0.5 | 0.50 | | | | 0.00 | |
| | Police Equip | | 6 | 6 | 12.00 | | | | 0.00 | | | | 0.00 | |
| | Holiday/Funeral | | 80 | 8 | 88.00 | | | | 0.00 | | 10 | | 10.00 | |
| | OFF TIME | | 40 | 32 | 124 | 196.00 | | | 0.00 | | | 16.5 | 16.50 | |
| TOTALS | | 56.00 | 720.00 | 720.00 | 1496.00 | 0.00 | 6.50 | 11.75 | 18.25 | 0.00 | 80.00 | 80.00 | 160.00 | 0.00 |
| | | 1496.00 | | | | 18.25 | | | | 160.00 | | | | 0.00 |

DPW: PARKS/BLDG & GROUNDS MANHOUR REPORT FOR:

Sep-23

| FY 22-23 FUND | HOURLY WAGE | | FULL TIME | | | | FULL TIME | | | | SEASONAL | | | | SEASONAL | | | |
|---------------------|---------------|----------|----------------------------|-------|-------|-------|-----------------------------|-----|------|--------|----------------------------|--------|--------|--------|-----------------------------|-----|------|------|
| | FUND NAME | | EMPLOYEES REGULAR HOURS | | | | EMPLOYEES OVERTIME HOURS | | | | EMPLOYEES REGULAR HOURS | | | | EMPLOYEES OVERTIME HOURS | | | |
| 208-751.001-702 | Holiday | Funeral | 8.00 | | | 24.00 | | | | | | | | | | | | |
| | Sick | Vacation | 8.00 | 8.00 | | | | | | | | | | | | | | |
| | PARKS | | 4.00 | 39.00 | 42.50 | 85.50 | | | | 0.00 | 11.50 | 95.00 | 119.00 | 225.50 | | | | 0.00 |
| | DDA Work | | | 4.00 | 2.00 | 6.00 | | | | 0.00 | | 7.00 | 8.00 | 15.00 | | | | 0.00 |
| | BLDG & GRUNDS | | 4.00 | 21.00 | 27.50 | 52.50 | 0.50 | | | 0.50 | 9.00 | 74.00 | 120.50 | 203.50 | | | | 0.00 |
| 101-276.000-702 | Cemetery | | | | | 0.00 | | | 0.00 | 16.50 | 146.50 | 157.00 | 320.00 | | | | 0.00 | |
| 101-265.000-702 | Trustees | | | | | 0.00 | | | 0.00 | 8.00 | 48.00 | 69.00 | 125.00 | | | | 0.00 | |
| 101-537.000-702 | Airport Maint | | | | | 0.00 | | | 0.00 | | 24.75 | 16.00 | 40.75 | | | | 0.00 | |
| | | | | | | 0.00 | | | 0.00 | | | | 0.00 | | | | 0.00 | |
| | | | | | | 0.00 | | | 0.00 | | | | 0.00 | | | | 0.00 | |
| | | | 8.0 | 80.0 | 80.0 | 168.0 | 0.5 | 0.0 | 0.0 | 0.5 | 45.0 | 395.3 | 489.5 | 929.8 | 0.0 | 0.0 | 0.0 | 0.0 |
| GRAND TOTAL | | | 168.00 | | | 0.50 | | | | 929.75 | | | 0.00 | | | | | |

| PAY PERIOD: September 2023 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|----------------------------|--------------|---------------------------|-------------------------|-------------------------|-----------------------------------|-----------------------------|------------------------|----------------------------|---------------------------------|-------------------------------|---------------------------------|-----------------------------|-----------------------|------------------------------------|-------------------------------------|----------------------------------|-------------------------------------|--|--------------------------------------|-------------------------------------|--|--------------------------------------|--------------------|--------------------------|--|--------------------------|--------------------------|----------------|--------------|-----------|----------|--------|
| EQUIPMENT | 2023-24 RATE | 101-265-943 General Op | 101-265-943 Railroad | 101-276-943 Cemetery | 101-441-943 Prad/Flg & TK/Lots | 101-445-943 Trees/Lights | 101-537-943 Airport | 202-466.001-943 Roadway | 202-466.001-943 Intersection | 202-466.001-943 TK Surface | 202-466.001-943 TK Shoulders | 202-466.001-943 TK Sweep | 202-466.001-943 TK | 202-466.001-943 Drain/Backdames | 202-466.001-943 TK Signs/Signals | 202-466.001-943 TK Snow & Ice | 202-444.002-943 Mj Sis Sidewalks | 202-499.002-943 Mj Sis Preservation | 202-499.002-943 Mj Sis Snow & Ice | 203-444.002-943 Lo Sis Sidewalks | 203-499.002-943 Lo Sis Preservation | 203-499.002-943 Lo Sis 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 | HOURS TOTAL | DOLLAR TOTAL | | | |
| 3 - GMC Pickup | \$16.04 | | | | | 1.00 | | | | | | | | | | | | 4.25 | | | | | | | | | | | | 9.25 | 148.37 | |
| 5 - Dodge Pickup | \$12.75 | | | | | | | | | | | | | | | | | | | | | 4.00 | | | | 4.50 | 9.50 | | | | 18.00 | 229.50 |
| 6 - GMC Pickup | \$12.75 | | | | | | | | | | | | | | | | | | | | | | | | 41.50 | | | | | | 41.50 | 529.13 |
| 7 - Chevy Bucket Truck | \$10.62 | | | | 1.00 | 2.00 | | | | | | | | | | | | | | | | | | | 4.00 | | | | | | 7.00 | 74.34 |
| 8 - Int'l Dump Truck | \$53.40 | | | | | | | | | | | | | | | | | | | | | 9.00 | | 2.00 | 1.00 | 23.00 | 4.00 | 5.00 | | 44.00 | 2,349.60 | |
| 9 - Ford Dump Truck | \$53.40 | | | | | 3.00 | | | | | | | | | | | | | | | | | | | | | | | | 3.00 | 160.20 | |
| 10- Sterling Dump Truck | \$53.40 | | | | | | | | | | | | | | | | | | | | | 6.00 | | | | 5.00 | | | | 11.00 | 587.40 | |
| 14- Walk Behind Mower | \$23.29 | | | | | | | | | | | | | | | | | | | | | | | | 6.00 | | | | | 6.00 | 139.74 | |
| 18- Case Loader | \$40.61 | | | 3.00 | | | | | | | | | | | | | | | | | | 8.25 | 16.00 | | 40.00 | | 13.00 | | 80.25 | 3,258.95 | | |
| 20- Hyundai Loader | \$79.72 | | | | 1.50 | | | | | | | | | | | | | | | | | 8.50 | | | 10.00 | 16.00 | | | 36.00 | 2,869.92 | | |
| 21- Zero Turn Mower | \$31.11 | | | | | | | | | | | | | | | | | | | | | | | | 21.00 | | | | 21.00 | 653.31 | | |
| 22 - Brush Hog Mower | \$31.11 | | | | | | | | | | | | | | | | | | | | | | | | 89.00 | | | | 89.00 | 2,768.79 | | |
| 36- Brush Chipper | \$30.27 | | | | | 3.00 | | | | | | | | | | | | | | | | | | | 8.00 | | | | 11.00 | 332.97 | | |
| 37- Street Sweeper | \$103.19 | | | | 6.00 | | | | | | | 42.00 | | | | | | 27.00 | | | | 32.50 | | | | | | | 107.50 | 11,092.93 | | |
| 39- Chevy Pickup | \$10.62 | | | | | | | | | | | | | | | | | | | | | | | | 18.50 | | | | 18.50 | 196.47 | | |
| 40- Portable Air Comp | \$13.46 | | | | | | | | | | | | | | | | | | | | | | | | 32.00 | | | | 32.00 | 430.72 | | |
| 50 - Trailer | \$11.25 | | | | | | | | | | | | | | | | | | | | | | | | 2.50 | | | | 2.50 | 28.13 | | |
| 53A- Truck Unit | \$53.40 | | | | 2.00 | 9.00 | | | | | | | | | | | | | | | | 2.00 | | | 2.00 | | 15.00 | | 30.00 | 1,602.00 | | |
| 53B- Sewer Washer Unit | \$19.61 | | | | | 4.00 | | | | | | | | | | | | | | | | | | | | | | 1.00 | 5.00 | 98.05 | | |
| 56 - Push Mower | \$11.89 | | | | | | | | | | | | | | | | | | | | | | | | 1.00 | | | | 1.00 | 11.89 | | |
| 59- Ford Utility Truck | \$10.62 | | | 19.00 | | | | | | | | | | | | | | | | | | 31.00 | | 3.00 | 4.00 | 8.00 | 1.00 | 33.25 | 99.25 | 1,054.04 | | |
| 60- Dodge Pickup 4x4 | \$12.75 | | | | | | | | | | | | | | | | | | | | | | | | 48.00 | | | | 48.00 | 612.00 | | |
| 65- Push Mower | \$11.89 | | | | | | | | | | | | | | | | | | | | | | | | 1.00 | | | | 1.00 | 11.89 | | |
| 67- Chain Saw | \$4.11 | | | | | | | | | | | | | | | | | | | | | | | | 12.50 | | | | 12.50 | 51.38 | | |
| 69- Cut Off Saw | \$16.84 | | | | | | | | | | | | | | | | | | | | | | | | 2.00 | | | | 2.00 | 33.68 | | |
| 71- Zero Turn Mower | \$31.11 | | | | | | | | | | | | | | | | | | | | | | | | 47.50 | | | | 47.50 | 1,477.73 | | |
| 73- Wausau UB Scraper | \$7.88 | | | | | | | | | | | | | | | | | | | | | 4.00 | | | | | | | 4.00 | 31.52 | | |
| 81- Trackless Tractor | \$50.40 | | | | | | | | | | | | | | | | | | | | | | | | 3.00 | | | | 3.00 | 151.20 | | |
| 89 - Ford Pickup (Parks) | \$12.75 | | | | | | | | | | | | | | | | | | | | | | | | 108.00 | | | | 108.00 | 1,377.00 | | |
| 93 - Kubota Tractor | \$46.75 | | | | | | | | | | | | | | | | | | | | | | | | 4.00 | | | | 4.00 | 187.00 | | |
| 93A - Pallet Forks | \$6.66 | | | | | | | | | | | | | | | | | | | | | | | | 4.00 | | | | 4.00 | 26.64 | | |
| 94 - Bucket Attachment | \$5.24 | | | | | | | | | | | | | | | | | | | | | | | | 2.50 | | | | 2.50 | 13.10 | | |
| 97- Chevy Pickup | \$10.62 | | 2.00 | 2.00 | 4.00 | | 1.00 | | | | | | | | | | | | | | | 12.00 | | 20.00 | 6.00 | 9.00 | | 5.00 | 61.00 | 647.82 | | |
| 98- Airport Tractor | \$60.36 | | | | | | 1.50 | | | | | | | | | | | | | | | | | | | | | | 1.50 | 90.54 | | |
| 104- Cub Cadet Rider | \$31.11 | | | | | | 19.50 | | | | | | | | | | | | | | | | | | | | | | 19.50 | 606.65 | | |
| 105- Ford Pickup | \$12.75 | | | | | | | | | | | | | | | | | | | | | | 5.25 | 1.00 | | 1.00 | | 3.00 | 10.25 | 130.69 | | |
| 107- Trackless Mower | \$19.93 | | | | | | | | | | | | | | | | | | | | | | | | 3.00 | | | | 3.00 | 59.79 | | |
| 110 - Hydr Excavator | \$47.01 | | | | | | | | | | | | | | | | | | | | | | | | | 137.50 | | | 137.50 | 6,463.88 | | |
| 200- Zero Turn Mower | \$23.29 | | | 93.00 | | | | | | | | | | | | | | | | | | | | | | | | | 93.00 | 2,165.97 | | |
| 201- Zero Turn Mower | \$23.29 | | | 108.50 | | | | | | | | | | | | | | | | | | | | | | | | | 108.50 | 2,526.97 | | |
| 202- Weed Whip | \$4.02 | | | 22.00 | | | | | | | | | | | | | | | | | | | | | 11.00 | | | | 33.00 | 132.66 | | |
| 203- Weed Whip | \$4.02 | | | 22.50 | | | | | | | | | | | | | | | | | | | | | 27.00 | | | | 49.50 | 198.99 | | |
| 204- Back Pack Blower | \$3.72 | | | 2.00 | | | | | | | | | | | | | | | | | | | | | | | | | 2.00 | 7.44 | | |
| 205- Back Pack Blower | \$3.72 | | | 8.00 | | | | | | | | | | | | | | | | | | | | | | | | | 8.00 | 29.76 | | |
| 1007- Trimmer/Edger | \$4.02 | | | | | | | | | | | | | | | | | | | | | | | | 25.50 | | | | 25.50 | 102.51 | | |
| 1009- Trimmer/Edger | \$4.02 | | | | | | | | | | | | | | | | | | | | | | | | 21.00 | | | | 21.00 | 84.42 | | |
| | | 0.00 | 2.00 | 280.00 | 14.50 | 22.00 | 22.00 | 0.00 | 0.00 | 0.00 | 42.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 31.25 | 0.00 | 0.00 | 122.50 | 0.00 | 42.00 | 573.00 | 251.00 | 5.00 | 75.25 | 1482.50 | 45837.64 | | | |

| PERIOD: September 2023 | | | | | | | | | | | | | | | | | TOTAL | TOTAL |
|-------------------------|-----------|----------------------|----------------|-------------------------------|--------------|---------------|------------------|------------------|---------------|-----------------|---------------------------|-------------|---------------|----------|-----------|--|-------|-------|
| EQUIPMENT | 2023 Rate | DEPOT/SPECIAL EVENTS | CEMETERY | PARADES/FLAGS & phine lots | AIRPORT | TRUNKLINES | MAJOR STREETS | LOCAL STREETS | DAM | ALL PARKS | DREDGING LAKE SHAMROCK | SEWER | WATER | HOURS | DOLLARS | | | |
| 3 - GMC Pickup | \$16.04 | 0.00 | 0.00 | 1.00 16.04 | 0.00 | 0.00 | 4.25 68.17 | 0.00 | 0.00 | 4.00 64.16 | 0.00 | 0.00 | 0.00 | 9.25 | 148.37 | | | |
| 5 - Dodge Pickup | \$12.75 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 4.00 51.00 | 0.00 | 4.50 57.38 | 9.50 121.13 | 0.00 | 0.00 | 18.00 | 229.50 | | | |
| 6 - GMC Pickup | \$12.75 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 41.50 529.13 | 0.00 | 0.00 | 0.00 | 41.50 | 529.13 | | | |
| 7 - Ford Bucket Truck | \$10.62 | 0.00 | 0.00 | 3.00 31.86 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 4.00 42.48 | 0.00 | 0.00 | 0.00 | 7.00 | 74.34 | | | |
| 8 - Int'l Dump Truck | \$53.40 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 9.00 480.60 | 2.00 106.80 | 1.00 53.40 | 23.00 1228.20 | 4.00 213.60 | 5 267.00 | 44.00 | 2,349.60 | | | |
| 9 - Ford Dump Truck | \$53.40 | 0.00 | 0.00 | 3.00 160.20 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 3.00 | 160.20 | | | |
| 10- Sterling Dump Truck | \$53.40 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 6.00 320.40 | 0.00 | 0.00 | 5.00 267.00 | 0.00 | 0.00 | 11.00 | 587.40 | | | |
| 14 - Walk Behind Mower | \$23.29 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 6.00 139.74 | 0.00 | 0.00 | 0.00 | 6.00 | 139.74 | | | |
| 18- Case Loader | \$40.61 | 0.00 | 3.00 121.83 | 0.00 | 0.00 | 0.00 | 0.00 | 8.25 335.03 | 16.00 649.76 | 0.00 | 40.00 1624.40 | 0.00 | 13 527.93 | 80.25 | 3,258.95 | | | |
| 20- Hyundai Loader | \$79.72 | 0.00 | 0.00 | 1.50 119.58 | 0.00 | 0.00 | 0.00 | 8.50 677.62 | 0.00 | 10.00 797.20 | 16.00 1275.52 | 0.00 | 0.00 | 36.00 | 2,869.92 | | | |
| 21 - Zero Turn Mower | \$31.11 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 21.00 653.31 | 0.00 | 0.00 | 0.00 | 21.00 | 653.31 | | | |
| 22 - Brush Hog Mower | \$31.11 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 89.00 2768.79 | 0.00 | 0.00 | 0.00 | 89.00 | 2,768.79 | | | |
| 36- Brush Chipper | \$30.27 | 0.00 | 0.00 | 3.00 90.81 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 8.00 242.16 | 0.00 | 0.00 | 0.00 | 11.00 | 332.97 | | | |
| 37 - Street Sweeper | \$103.19 | 0.00 | 0.00 | 6.00 619.14 | 0.00 | 42.00 4333.98 | 27.00 2786.13 | 32.50 3353.68 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 107.50 | 11,092.93 | | | |
| 39 - Chevy Pickup | \$10.62 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 18.50 196.47 | 0.00 | 0.00 | 0.00 | 18.50 | 196.47 | | | |
| 40 - Portable Air Comp | \$13.46 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 32.00 430.72 | 0.00 | 0.00 | 0.00 | 32.00 | 430.72 | | | |
| 50 - Trailer | \$11.25 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 2.50 28.13 | 0.00 | 0.00 | 0.00 | 2.50 | 28.13 | | | |
| 53A- Truck Unit | \$53.40 | 0.00 | 0.00 | 11.00 587.40 | 0.00 | 0.00 | 0.00 | 2.00 106.80 | 0.00 | 0.00 | 2.00 106.80 | 0.00 | 15.00 801.00 | 30.00 | 1,602.00 | | | |
| 53B- Sewer Washer Unit | \$19.61 | 0.00 | 0.00 | 4.00 78.44 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 1.00 19.61 | 5.00 | 98.05 | | | |
| 56 - Push Mower | \$11.89 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 1.00 11.89 | 0.00 | 0.00 | 0.00 | 1.00 | 11.89 | | | |
| 59- Chevy Pickup 4x2 | \$10.62 | 0.00 | 19.00 201.78 | 0.00 | 0.00 | 0.00 | 0.00 | 31.00 329.22 | 3.00 31.86 | 4.00 42.48 | 8.00 84.96 | 1.00 10.62 | 33.25 353.12 | 99.25 | 1,054.04 | | | |
| 60 - Dodge Pickup 4x4 | \$12.75 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 48.00 612.00 | 0.00 | 0.00 | 0.00 | 48.00 | 612.00 | | | |
| 65 - Push Mower | \$11.89 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 1.00 11.89 | 0.00 | 0.00 | 0.00 | 1.00 | 11.89 | | | |
| 67 - Chain Saw | \$4.11 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 12.50 51.38 | 0.00 | 0.00 | 0.00 | 12.50 | 51.38 | | | |
| 69- Cut Off Saw | \$16.84 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 2.00 33.68 | 0.00 | 0.00 | 0.00 | 2.00 | 33.68 | | | |
| 71 - Zero Turn Mower | \$31.11 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 47.50 1477.73 | 0.00 | 0.00 | 0.00 | 47.50 | 1,477.73 | | | |
| 73 - Wausau UB Scraper | \$7.88 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 4.00 31.52 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 4.00 | 31.52 | | | |
| 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 | 3.00 | 151.20 | | | |
| 89- Ford Pickup | \$12.75 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 108.00 1377.00 | 0.00 | 0.00 | 0.00 | 108.00 | 1,377.00 | | | |
| 93 - Kubota Tractor | \$46.75 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 4.00 187.00 | 0.00 | 0.00 | 0.00 | 4.00 | 187.00 | | | |
| 93A - Pallet Forks | \$6.66 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 4.00 26.64 | 0.00 | 0.00 | 0.00 | 4.00 | 26.64 | | | |
| 94 - Bucket Attachment | \$5.24 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 2.50 13.10 | 0.00 | 0.00 | 0.00 | 2.50 | 13.10 | | | |
| 97- Chevy Pickup | \$10.62 | 2.00 21.24 | 2.00 21.24 | 4.00 42.48 | 1.00 10.62 | 0.00 | 0.00 | 12.00 127.44 | 20.00 212.40 | 6.00 63.72 | 9.00 95.58 | 0.00 | 5.00 53.10 | 61.00 | 647.82 | | | |
| 98 - Airport Tractor | \$60.36 | 0.00 | 0.00 | 0.00 1.50 90.54 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 1.50 | 90.54 | | | |
| 104 - Cub Cadet Rider | \$31.11 | 0.00 | 0.00 | 0.00 | 19.50 606.65 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 19.50 | 606.65 | | | |
| 105- Ford Pickup | \$12.75 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 5.25 66.94 | 1.00 12.75 | 0.00 | 1.00 12.75 | 0.00 | 3.00 38.25 | 10.25 | 130.69 | | | |
| 107 - Trackless Mower | \$19.93 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 3.00 59.79 | 0.00 | 0.00 | 0.00 | 3.00 | 59.79 | | | |
| 110 - Hyd Excavator | \$47.01 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 137.50 6463.88 | 0.00 | 0.00 | 137.50 | 6,463.88 | | | |
| 200 - Zero Turn Mower | \$23.29 | 0.00 | 93.00 2165.97 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 93.00 | 2,165.97 | | | |
| 201 - Zero Turn Mower | \$23.29 | 0.00 | 108.50 2526.97 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 108.50 | 2,526.97 | | | |
| 202 - Weed Whip | \$4.02 | 0.00 | 22.00 88.44 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 11.00 44.22 | 0.00 | 0.00 | 0.00 | 33.00 | 132.66 | | | |
| 203 - Weed Whip | \$4.02 | 0.00 | 22.50 90.45 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 27.00 108.54 | 0.00 | 0.00 | 0.00 | 49.50 | 198.99 | | | |
| 204 - Back Pack Blower | \$3.72 | 0.00 | 2.00 7.44 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 2.00 | 7.44 | | | |
| 205 - Back Pack Blower | \$3.72 | 0.00 | 8.00 29.76 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 8.00 | 29.76 | | | |
| 1007 - Trimmer/Edger | \$4.02 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 25.50 102.51 | 0.00 | 0.00 | 0.00 | 25.50 | 102.51 | | | |
| 1009 - Trimmer/Edger | \$4.02 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 21.00 84.42 | 0.00 | 0.00 | 0.00 | 21.00 | 84.42 | | | |
| | | 2.00 21.24 | 280.00 5253.88 | 36.50 1745.95 | 22.00 707.81 | 42.00 4333.98 | 31.25 2854.30 | 122.50 5880.25 | 42.00 1013.57 | 573.00 10462.24 | 251.00 11280.21 | 5.00 224.22 | 75.25 2060.01 | 1482.50 | 45837.64 | | | |
| | | | | | | | | | | | | | | 1,482.50 | 45,837.64 | | | |

| September-23 | | Police | | Water | | Waste Water | | TOTAL | TOTAL |
|-----------------------|------------|------------|----------|-----------|--------|-------------|---------|---------|-------------|
| EQUIPMENT | 2023 RATES | Department | | Treatment | | Treatment | | HOURS | DOLLARS |
| 1 - 2012 Ford Pickup | \$12.75 | | 0.00 | 25.50 | 325.13 | 34 | 433.50 | 59.50 | 758.63 |
| 61- Western Snow Plow | \$13.45 | | 0.00 | | 0.00 | | 0.00 | 0.00 | 0.00 |
| 16- 2008 Ford | \$11.89 | | 0.00 | 25.50 | 303.20 | 34 | 404.26 | 59.50 | 707.46 |
| 65- Push Mower | \$11.89 | | 0.00 | | 0.00 | | 0.00 | 0.00 | 0.00 |
| 4 - 2009 Ford Pickup | \$12.75 | | 0.00 | 14.00 | 178.50 | 20 | 255.00 | 34.00 | 433.50 |
| PATROL CARS | \$11.89 | 1179.25 | 14021.28 | | 0.00 | | 0.00 | 1179.25 | 14021.28 |
| | | 1179.25 | 14021.28 | 65.00 | 806.82 | 88.00 | 1092.76 | 1332.25 | \$15,920.86 |

1332.25 15,920.86

| | 1 | | 4 | | 16 | | |
|------------|------|------|------|------|------|------|-----------|
| | WA | WWT | WA | WWT | WA | WWT | |
| Sept 1-2 | 1.5 | 2.00 | 2.00 | 0.00 | 1.50 | 2.00 | 15,920.86 |
| Sept 3-9 | 6 | 8.00 | 3.00 | 5.00 | 6.00 | 8.00 | 45837.64 |
| Sept 10-16 | 6 | 8.00 | 3.00 | 5.00 | 6.00 | 8.00 | |
| Sept 17-23 | 6 | 8.00 | 3.00 | 5.00 | 6.00 | 8.00 | |
| Sept 24-30 | 6 | 8.00 | 3.00 | 5.00 | 6.00 | 8.00 | |
| | 25.5 | 34 | 14 | 20 | 25.5 | 34 | |

| | 46-1 | 46-2 | 46-3 | 46-4 | 46-5 Tahoe | |
|-------------|-------------|--------------|--------------|-------------|--------------|-------------|
| END HOURS | 8617 | 18133 | 25092 | 9197 | 18037 | 2405 |
| START HOURS | <u>8212</u> | <u>17950</u> | <u>24860</u> | <u>9145</u> | <u>17730</u> | <u>2268</u> |
| | 405 | 183 | 232 | 52 | 307 | 137 |

1179.25 Total Hrs

DEPARTMENT OF PUBLIC WORKS- MANHOUR September 2023)

| FUND | % OF HOURS | DEPARTMENT | September-23 | |
|---------------|-------------|-----------------------------------|--------------|--------------|
| | | | REG. | O/T |
| GENERAL FUND | 0.00% | General Fund | | |
| | 0.20% | Depot | 3.00 | |
| | 4.56% | Cemetery | 69.00 | |
| | 0.63% | Parades/Flags/Pking Lots | 9.50 | |
| | 0.53% | DDA Parking Lots | 8.00 | |
| | 2.31% | City Trees/Lites | 35.00 | |
| | 0.13% | DDA Trees/Lites | 2.00 | |
| | 0.07% | Airport | 1.00 | |
| TKLINE'S | 0.20% | Surface Maintenance | 3.00 | |
| | 0.00% | Drains & Backslopes | | |
| | 2.91% | Sweeping | 44.00 | |
| | 0.00% | Snow & Ice | | |
| | 0.00% | Cleanup winter debris (sand, etc) | | |
| MAJOR STREETS | 3.71% | MJ STS Preservation | 55.00 | 1.25 |
| | 0.00% | MJ STS Snow/Ice | | |
| LOCAL STREETS | 12.84% | LO STS Preservation | 190.25 | 4.25 |
| | 0.00% | LO STS Snow/Ice | | |
| PARKS | 1.06% | Lake Shamrock Dam | 16.00 | |
| PARKS | 2.94% | Lake Shamrock Park work | 42.75 | 1.75 |
| | 23.51% | Dredging Lake Shamrock | 352.00 | 4.00 |
| SEWER | 0.92% | Collection | 14.00 | |
| WATER | 7.83% | Distribution & Meter Mts. | 113.50 | 5.00 |
| DPW | 7.79% | DPW Admin/Bldg/Equip | 118.00 | |
| | 7.63% | DPW: Equip | 114.00 | 1.50 |
| | 0.69% | FIRE Truck | 10.00 | 0.50 |
| | 0.79% | DPW: PD Equipment | 12.00 | |
| | 0.00% | COVID 19 | | |
| | 5.81% | Holiday (Birthday) | 88.00 | |
| | 12.94% | PAID TIME OFF: | 196.00 | |
| 1514.25 | 100% | TOTALS: | 1496 | 18.25 |

| FUND | % OF HOURS | DEPARTMENT | September-23 | |
|--------------|-------------|--------------------|--------------|----------|
| | | | REG. | O/T |
| DPW Clerical | 4.84% | Cemetery Admin | 7.75 | |
| | 20.09% | Refuse Collection | 32.15 | |
| | 4.38% | Major Sts Admin | 7 | |
| | 4.38% | Local Sts Admin | 7 | |
| | 22.06% | Sewer Collection | 35.3 | |
| | 21.44% | Water Distribution | 34.3 | |
| | 6.25% | DPW Administration | 10 | |
| | 6.25% | Holiday (Birthday) | 10 | |
| | 10.31% | PAID TIME OFF: | 16.5 | |
| 160 | 100% | TOTALS: | 160 | 0 |

| FUND | % OF HOURS | DEPARTMENT | September-23 | |
|-------------------------------|-------------|-----------------|--------------|------------|
| | | | REG. | O/T |
| FULL TIME EMPLOYEE PARKS WORK | 50.74% | Parks Work | 85.5 | |
| | 3.56% | DDA Work | 6 | |
| | 31.45% | Bldgs & Grounds | 52.5 | 0.5 |
| | 4.75% | Holiday/Funeral | 8 | |
| | 9.50% | PAID TIME OFF | 16 | |
| 168.5 | 100% | TOTALS: | 168 | 0.5 |

| FUND | % OF HOURS | DEPARTMENT | September-23 | |
|--------------------|-------------|----------------------|---------------|----------|
| | | | REG. | O/T |
| SEASONAL EMPLOYEES | 24.25% | PARKS WORK | 225.5 | |
| | 1.61% | DDA WORK | 15 | |
| | 21.89% | BLDG & GROUNDS | 203.5 | |
| | 13.44% | TRUSTEE SUPERVISION* | 125 | |
| | 34.42% | CEMETERY MAINTENANCE | 320 | |
| | 0.00% | DPW | | |
| | 4.38% | AIRPORT MAINTENANCE | 40.75 | |
| 929.75 | 100% | TOTALS: | 929.75 | 0 |

| FUND | % OF HOURS | DEPARTMENT | September-23 |
|---------------------|------------|---|--------------|
| | | | REG. |
| *TRUSTEE WORK AREAS | 100.00% | PARKS: Water flowers, Mowing, Moving fuse, Moving Bleac | 125 |
| | 0.00% | | |
| | 0.00% | | |
| | 0.00% | | |
| | 0.00% | | |
| 125 | 100% | TOTALS: | 125 |



Monthly Fire Department Activity Report
September 2023 Incident Response:
Monthly Total: 18 Year End Total: 152

September was a relatively quiet month. We responded to 5 vehicle accidents. Three with injuries and two without injuries. One incident was the wife of one of our firefighters who is pregnant. Mom and baby were checked out and both were fine. The baby has recently been born. We respond to a report of a basement fire that turned out to be a propane refrigerator that had caught fire. There was no structural damage to the Amish house. We respond to a possible Bio-Hazard incident that turned out nothing serious. A resident on 6th street received a package that is designed for shipping medications. When they saw the shipping label they were alarmed and called 911. We were able to quickly identify the package contents and all is well. Other incident as listed.

Training:

- 2.0 hrs. Truck Check
- 2.5 hrs. Sexual Harassment / Intro to our new Cadet program
- 2.0 hrs. Drivers Training / Rodeo



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 |
|----------|-----------------|--|---|
| 2300165 | 9/1/2023 10:42 | 445 - Arcing, shorted electrical equipment | 303 W State ST, Clare, MI 48617 |
| 2300166 | 9/1/2023 19:03 | 322 - Motor vehicle accident with injuries | N McEwan ST & Wilcox Parkway DR, Clare, MI |
| 2300167 | 9/2/2023 13:11 | 322 - Motor vehicle accident with injuries | S Clare AVE & Colonville RD, Clare, MI |
| 2300168 | 9/2/2023 14:18 | 550 - Public service assistance, other | 6370 E North County Line RD, Clare, MI 48617 |
| 2300169 | 9/4/2023 19:27 | 251 - Excessive heat, scorch burns with no ignition | 5015 Dover RD, Clare, MI 48617 |
| 2300170 | 9/4/2023 22:57 | 6112 - Dispatched & cancelled at Hall | 307 Briarwood ST, Clare, MI 48617 |
| 2300171 | 9/7/2023 07:56 | 6111 - Dispatched & cancelled on scene | E Fifth ST & S Rainbow DR, Clare, MI |
| 2300172 | 9/13/2023 06:44 | 6111 - Dispatched & cancelled on scene | SB 127 / MM #158, Clare, MI 48617 |
| 2300173 | 9/16/2023 03:13 | 324 - Motor vehicle accident with no injuries. | Eberhart AVE & E Washington RD, Clare, MI |
| 2300174 | 9/18/2023 11:10 | 444 - Power line down | E. Surrey Rd. / W. of Athey, Clare, MI 48617 |
| 2300175 | 9/18/2023 15:17 | 451 - Biological hazard, confirmed or suspected | 303 W Sixth ST, Clare, MI 48617 |
| 2300176 | 9/19/2023 17:34 | 6111 - Dispatched & cancelled on scene | E Fifth ST & S McEwan ST, Clare, MI |
| 2300177 | 9/22/2023 12:20 | 1511 - Illegal burning of Solid Waste | 6795 Colonville RD, Clare, MI 48617 |
| 2300178 | 9/22/2023 15:21 | 463 - Vehicle accident, general cleanup | W Fifth ST & Beech ST, Clare, MI |
| 2300179 | 9/23/2023 12:25 | 600 - Good intent call, other | 141 E Ludington DR, Farwell, MI 48622 |
| 2300180 | 9/27/2023 12:36 | 611 - Dispatched & canceled en route | 7430 E Surrey RD, Clare, MI 48617 |
| 2300181 | 9/28/2023 06:39 | 322 - Motor vehicle accident with injuries | NB 127 at the North County Line MM 157, Clare, MI 48617 |
| 2300182 | 9/30/2023 01:49 | 743 - Smoke detector activation, no fire - unintentional | 1026 N McEwan ST, Clare, MI 48617 |

Total Number of Incidents: 18

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 '9/1/2023 00:00'
and '9/30/2023 23:59')



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

Continued, Current and Upcoming Programs and 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 and tag #artinclareco, they will be entered into a drawing for a \$25 prize.

The **Fall Youth Soccer** season started on September 9, 2023 and will run until October 14, 2023. Games are held between 8:30 a.m. – 3:30 p.m. for the pK – 8th grade groups. Concession during the games is run by the Clare High School Soccer coaches and parent volunteers.

An **Emerald Isle Recreation Complex Swag Fundraiser** took place on September 30, 2023 during the fall youth soccer games. Swantek Custom Creations were onsite to make Clare Soccer Wear and a portion of the proceeds will be donated back to the Emerald Isle Recreation Complex to go towards upcoming projects. We are waiting for a final confirmation on how much was raised.

Simmer has been working with the Clare Primary School Advisory Team for a service project at Shamrock Park on Friday, October 13, 2023 from 1-2:30 p.m. There will be 30-35 kids that day assisting at the park with clean-up.

The **Recreation Complex Raffle** tickets were bundled and checked out to the youth soccer players and handed out with their player bags. Tickets were bundled in sets of 30 and each player received one pack and are able to request more if they want. As we have done every year, the tickets are \$1/each or 6/\$5 and the proceeds will go towards Emerald Isle Recreation Complex projects. The players who sell all of their tickets are able to request additional packs and for every pack they sell they are entered into a player drawing for various prizes. The raffle prizes are: 1st Place - \$500, 2nd Place - \$250 and 3rd Place - \$100. The drawing will take place on October 14, 2023 at 12 p.m. at the Emerald Isle Recreation Complex.

Large Pumpkin/Gourd Scavenger Hunt will be happening again this year, thanks to the Swartz brothers. On social media we will be challenging people to look for the five gourds and post on the Clare Parks and Recreation Facebook page pictures with them and at least 4 of the 5 gourds. We will randomly select 2 winners from the scavenger hunt to win prizes.

Halloween events will take place on Saturday, October 28, 2023. The **Pumpkin Run** will be held once again at the Emerald Isle Recreation Complex with registration starting at 9 a.m. and then from 12-2 p.m. we will be holding a **Tract-or-Treat** in the complex parking lot. There will be one-way traffic through this event and the tractors will line up along the south line of the parking lot. The farmers will be handing out candy, pumpkins, apples, cheese sticks, etc... There will also be some local organizations handing out candy and playing games with the kids. Afterwards registered people can go and enjoy the program **Wizards, Wands and Potions** that is co-sponsored by Clare Parks and Recreation and the Pere Marquette District Library.

Past Programs and Events

Family Night Out – Simmer partnered with the library once again for a program during the community night out event. **Lord of the Gourd** was at the library on October 3, 2023 from 3-6 p.m. to do a live presentation of his gourd sculpting. The people who attended the program were able to be entered into the drawing to win one of his creations.

Gold Out Night - Clare Parks and Rec is partnered up with Woods Household and Clare High School Soccer again to do a Pediatric Cancer Awareness Night at the Emerald Isle Recreation Complex on 9/15/2023 during Pediatric Cancer Awareness Month. We showed the 1984 version of Karate Kid (Woods Household hosted the movie), the Clare High School Boys Varsity Soccer team held concessions (they secured the food license with the health department for soccer season and this will also cover this night). People came and donated supplies for the families and there was also a donation box at Jay's Sporting Goods.

Clare Parks and Recreation assisted with the **Annual Gateway Affair** at the Clare Family Moose Center on September 23, 2023. In the past this event has helped to raise funds for the Pere Marquette Rail-Trail Extension project and will continue to help raise funds for parks and recreation in Clare County. The cost was \$25/ticket and that ticket included entry into the event, an Italian dinner and the raffle. Simmer and Colosky were speakers at the event and discussed the PMR-T gap project and parks and recreation activities during the event and a silent auction included as well.

Additional Information

- The Clare-Gladwin RESD Parent Coalition received a grant for storywalk signs and Clare will be getting the sign holders and will also be getting a couple talking is teaching signs for out at Emerald Isle. One sign is nature based and the other will be sport related.
- The city has been meeting and corresponding with MDOT to keep the project moving for the Pere Marquette Rail-Trail extension. Current project schedule: Letting – 10/6/2023 • Anticipated construction start date – 4/1/24.

NEXT PRAB MEETING IS SCHEDULED FOR TUESDAY, OCTOBER 17, 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: September police activity

Dear Mr. Howard & City Commission:

I am pleased to present the monthly commission report for September 2023, highlighting the dedicated efforts of our police department in community engagement, proactive patrolling, and traffic safety initiatives.

Our department continued its commitment to community outreach through various programs, and community policing initiatives. Officers actively participated in local events, fostering positive relationships with residents and businesses.

A significant increase in traffic stops and issued citations was observed during the month. Our officers focused on enforcing traffic laws, targeting speeding, reckless driving, and DUI offenses. These efforts resulted in improved road safety and compliance, contributing to the overall well-being of our community members.

Training:

Sept 18, 19th Captain Lake and Sergeant Francisco attended Managing Police training class.

Sept 19th Chief attended CORE conference.

September 22nd, 23rd, 24th Clare Police Reserve Academy

Sept 27, 28, 29th – Chief attended MERS conference

Events:

Sept 15th – Chief attended Active Shooter tabletop exercise

Sept 22nd – Chief attended CTE mock interviews for Clare / Gladwin RESD

David Saad
Clare Police Chief

**CLARE POLICE DEPT**

Page 1

**INCIDENTS BY INCIDENT TYPE
SEPTEMBER 2023**

10/09/2023

| INCIDENT TYPE | DESCRIPTION | NUMBER THIS TYPE |
|---------------|--|------------------|
| 11001 | CSC I Penis/ Vagina | 1 |
| 13001 | Non-Aggravated Assault | 12 |
| 13002 | Aggravated/ Felonious Assault | 1 |
| 13003 | Intimidation/ Stalking | 10 |
| 22001 | Burglary - Forced Entry | 1 |
| 23003 | Larceny - Theft from Building | 2 |
| 23007 | Larceny - Other | 6 |
| 26001 | Fraud - False Pretence/ Swindle/ Confidence Game | 3 |
| 26003 | Fraud - Impersonation | 1 |
| 29000 | Damage to Property | 2 |
| 30001 | Retail Fraud - Misrepresentation | 1 |
| 35001 | Violation of Controlled Substance | 3 |
| 36003 | Peeping Tom | 1 |
| 36004 | Sex Offense - Other | 1 |
| 38001 | Family - Abuse/ Neglect Non-Violent | 3 |
| 38003 | Family - Other | 10 |
| 50000 | Obstructing Justice | 13 |
| 52003 | Weapons Offense - Other | 1 |
| 53001 | Disorderly Conduct | 1 |
| 53002 | Public Peace - Other | 1 |
| 54002 | Operating Under the Influence of Liquor or Drugs | 4 |
| 54003 | Traffic Violations | 1 |
| 55000 | Health and Safety | 6 |
| 57001 | Trespass - Other | 4 |
| 62000 | Conservation | 2 |
| 70000 | Juvenile Runaway | 1 |
| 91001 | Juvenile Deliquent | 6 |
| 93001 | Traffic Accident | 8 |
| 93001CD | Car/ Deer Accident | 5 |
| 93001PI | Traffic Accident with Injury | 3 |
| 93002 | Accident, Non-Traffic/ Private Property | 2 |
| 94002 | False Alarm Activation | 11 |
| 95001 | Accident, Fire | 3 |
| 98007 | Suspicious Persons | 31 |
| 98008 | Lost & Found Property | 1 |
| 98009 | Drug Overdose | 2 |
| 99001 | Suicide | 2 |
| 99002 | Natural Death | 1 |
| 99003 | Missing Persons | 1 |
| 99008 | General Assistance | 52 |
| 99009 | General Non-Criminal | 2 |
| ACO | Animal Control Complaint | 4 |
| AMBRES | Ambulance & Rescue | 1 |
| AMBRUN | Ambulance Run | 24 |



CLARE POLICE DEPT

INCIDENTS BY INCIDENT TYPE SEPTEMBER 2023

10/09/2023

| INCIDENT TYPE | DESCRIPTION | NUMBER THIS TYPE |
|------------------------|----------------------------|------------------|
| BOL | Be On the Look Out | 4 |
| BOL-WW | BOL Wrong Way Driver | 1 |
| MA | Motorist Assist | 5 |
| MARINE | Marine Complaint | 1 |
| ORV | Off Road Vehicle Complaint | 1 |
| OSTOP | ORV Traffic Stop | 1 |
| PC | Property Check | 271 |
| RD HAZAR | Vehicle/Object Road Hazard | 4 |
| SALV INS | SALVAGE INSPECTION | 21 |
| TP | TRAFFIC PATROL | 46 |
| TRANS | Inmate Transport | 1 |
| TSTOP | Traffic Stop | 114 |
| Total Incidents | | 721 |

Ticket Totals Report

From 9/1/2023 12:00:00 AM to 9/30/2023 12:00:00 AM

| Agency Name | Voided Ticket Count | Warning Violation Count | Total Ticket Count | Total Violation Count |
|------------------------|------------------------|----------------------------|-----------------------|--------------------------|
| Clare City Police Dept | 1 | 7 | 15 | 22 |

Auxiliary Division

2023

| September | Road Hours | Special Events | Meeting Hours | Training Hours | Other | Monthly Totals |
|--------------------------------|------------|----------------|---------------|----------------|------------|----------------|
| Blackwell, Doug | 55.5 | 0.5 | 1.5 | | | 57.5 |
| Chinavare, Ken | 9 | | 1.5 | 14 | 2 | 26.5 |
| Defoy, Mick | 12 | | 2 | 14 | 0.5 | 28.5 |
| Fassett, Lori | 8 | | 1.5 | | | 9.5 |
| Gilmore, Travis | 10 | | 5 | 7.5 | | 22.5 |
| Hahn, Bill | 8 | 5 | 1.5 | 6.5 | | 21 |
| Harger, Greg | 8 | | 1.5 | | | 9.5 |
| Jenkins, Dan | 8.5 | | | 13.5 | | 22 |
| Lemke, Shane | 8.5 | | 1.5 | | | 10 |
| Lombard, Rebeka (resigned 9/6) | | | | | | 0 |
| Lynch, Steve | 8 | 2.5 | 1.5 | | | 12 |
| Papenfus, Joel | 10.5 | | | 13.5 | | 24 |
| Pedjac, John | | | | | | 0 |
| Winter, Nick | 10.5 | | | | | 10.5 |
| Gregory, Brendan | 45.5 | 3 | 1.5 | 11 | 0.5 | 61.5 |
| Marshall, Orrin | 23 | | 1.5 | 6.5 | 0.5 | 31.5 |
| 0 | | | | | | 0 |
| 0 | | | | | | 0 |
| 0 | | | | | | 0 |
| 0 | | | | | | 0 |
| 0 | | | | | | 0 |
| 0 | | | | | | 0 |
| 0 | | | | | | 0 |
| 0 | | | | | | 0 |
| 0 | | | | | | 0 |
| 0 | | | | | | 0 |
| Officer Totals | 225 | 11 | 20.5 | 86.5 | 3.5 | 346.5 |

Clare School Liaison Officer Report: Sept-Oct 2023-2024

- Attended one staff/parent meetings
- Responded to three disruptive student incidents
- Initiated six traffic safety incidents
- Conducted two crossing guard/traffic assist
- Conducted two home visit/welfare/truancy checks
- Conducted four staff student meetings
- Conducted two general assists to school
- Conducted one general assist to parent
- Assisted with six MIP vape incidents
- Assisted with two school fights
- Conducted five parent meetings
- Assisted with homecoming parade
- Chaperoned/security for homecoming dance
- Attended four staff meetings
- Conducted five student meetings
- Investigated one suspicious incident
- Assisted with two threat assessments
- Provided security at one home football game
- Conducted crossing guard training for CPS
- 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

WATER TREATMENT DIRECTOR'S MONTHLY OPERATING REPORT SEPTEMBER 2023

Wastewater Treatment Plant

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

- Installed new fuel pump on the trash pump
- Robinson Mechanical began UV upgrade project
- Turned valves at lift station 2
- Pulled lift stations
 - Lift station 7
 - Lift station 3 pump covered in rags
- Sprayed weedkiller in drying beds
- Changed oil in vacuum pump

Water Treatment Plant

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

- Insufficient water supply at test site for new well, considering a new location
- RCL Construction began rehabilitation project on backwash and retention tank at WTP
- Replaced burnt out bulb on top of north water tower
- Removed tree from front of WTP
 - Filled in holes with black dirt and seeded straw
 - Rented stump grinder
- Adjusted low speed variable frequency drive at well 9
- Replaced valve on airstripper
- Changed tube in chlorine pump
- Placed gravel in the road at cell 2
- Passed proficiency testing
- Lawn maintenance at WTP properties

Landfill

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

- Cleared brush at landfill

Administrative Functions

During the month, the following administrative tasks were performed:

- Commission approved Peerless Midwest work on well
- Commission toured WWTP
- Submitted permit for new Aldi location

CITY MANAGER REPORT

TO: Mayor Pat Humphrey & Clare City Commission
FROM: Jeremy Howard, City Manager
DATE: October 12, 2023
RE: City Manager's Report

For the Agenda of October 16, 2023

Planning Commission Meeting. The Planning Commission had several items they approved over their last few meetings:

- Approval of a site plan/façade improvement application from Bishop Automotive. They are renovating the exterior of their existing building at 821 East Fifth Street and remodeling and expanding the office, showroom, and service areas with a 1,687-square-foot addition to the southwest section of the building. The Planning Commission also just approved an additional Service Bay to the original proposal. The Service Bay will be off the North Side of the building and add 5,200 square feet.
- Approval of a site plan application for the City of Clare for the construction of the well house for the MEDC CDBG WRI Grant well and water/wastewater plant upgrades project that we are working on currently.

Lake Shamrock Dredging and Dam Project. Mechanical dredging by the City is progressing nicely. We have had some equipment issues that we have had to work through, but the process is working well. With the days getting shorter our operator is back to working 5 days a week for 8 hours instead of the 10-hour days for days a week that we were using during the summer months. For the hydraulic dredging project, Savin Lake Services is still waiting on EGLE for the official permit so that they can put the hydraulic dredges in the water, but work on the holding cell at the airport has been nearly completed and the liner should begin to be installed in the cell hopefully starting October 16th. The Dam feasibility study work is continuing and is on track to give options/prices in November.

Last Civil War Veterans of Clare County Ceremony at Cherry Grove Cemetery. Saturday, October 7, 2023, at 2 PM the Last Civil War Veterans of Clare County Ceremony at Cherry Grove Cemetery in Clare was held. I was honored to be able to attend and say a few words from the City of Clare. Mary Warner, Utility Billing Clerk and Cemetery Clerk was also able to participate and laid flowers on the grave of the last Clare County Veteran. The ceremony detailed the incredible Civil War journeys of Reverend William N. Younglove and Mr. Elias Riegle. The men died one day apart in January of 1939. Reverend Younglove personally knew President Lincoln and his cabinet and family, John Wilkes Booth, and General Ulysses S. Grant. Additionally, he was at Ford Theater on that tragic day. Mr. Riegle fought under General Sherman during his famous campaigns in the Southeast in the final year of the war. The ceremony featured General Orlando M. Poe Camp 444 - Sons of Union Veterans of the Civil War Honor Guard dressed in Union Engineer and Infantry uniforms and firing 3 volleys with reproduction Civil War era rifles with Echo Taps being performed by high school students of Clare Bands. *See attached press release and pictures.*

Rail Trail (Clare Gap). This project continues to move forward. MDOT recently let the city know that the letting for the project has occurred and the Preliminary Bids have come in 2.57% less than the MDOT Engineers estimate. This is great news and should keep the project moving forward with construction to begin in the Spring of 2024 and hopefully complete next year.

City Department Tours. Normally on this second meeting of the month, we would do our next department tour, however, due to scheduling conflicts we will do our next tour at the first meeting in November. We will be heading to the Police Department for our next tour and information session.

Attachments:

1. Last Civil War Veterans of Clare County Ceremony at Cherry Grove Cemetery Press Release and Pictures.

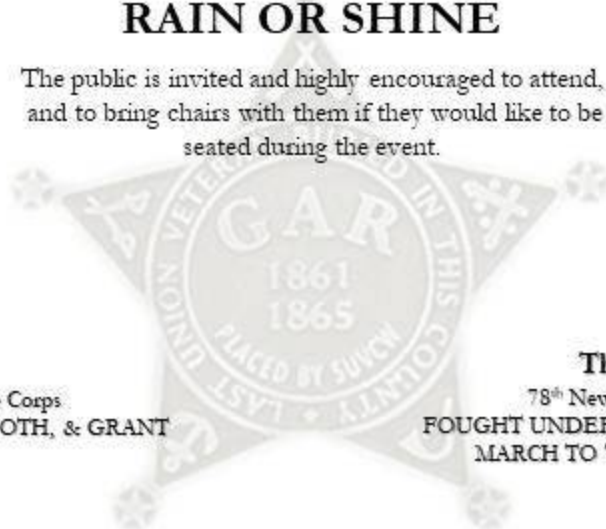
LAST CIVIL WAR VETERANS OF CLARE COUNTY CEREMONY

IN REMEMBRANCE OF THE FINAL TWO CIVIL WAR VETERANS
BURIED IN CLARE COUNTY

SATURDAY, 07 OCTOBER 2023 – 2 p.m.

**Cherry Grove Cemetery, Clare
RAIN OR SHINE**

The public is invited and highly encouraged to attend,
and to bring chairs with them if they would like to be
seated during the event.



Reverend William Younglove

27th Michigan Infantry & Veteran Reserve Corps
PERSONALLY KNEW LINCOLN, BOOTH, & GRANT
AND WAS AT FORD THEATER.

Died: 10 January 1939

The Last Veteran, Mr. Elias Riegler

78th New York Infantry & 102nd New York Infantry
FOUGHT UNDER SHERMAN DURING THE ATLANTA,
MARCH TO THE SEA, & CAROLINAS CAMPAIGNS

Died: 11 January 1939



PRESIDENT LINCOLN



JOHN WILKES BOOTH



GENERAL U. S. GRANT



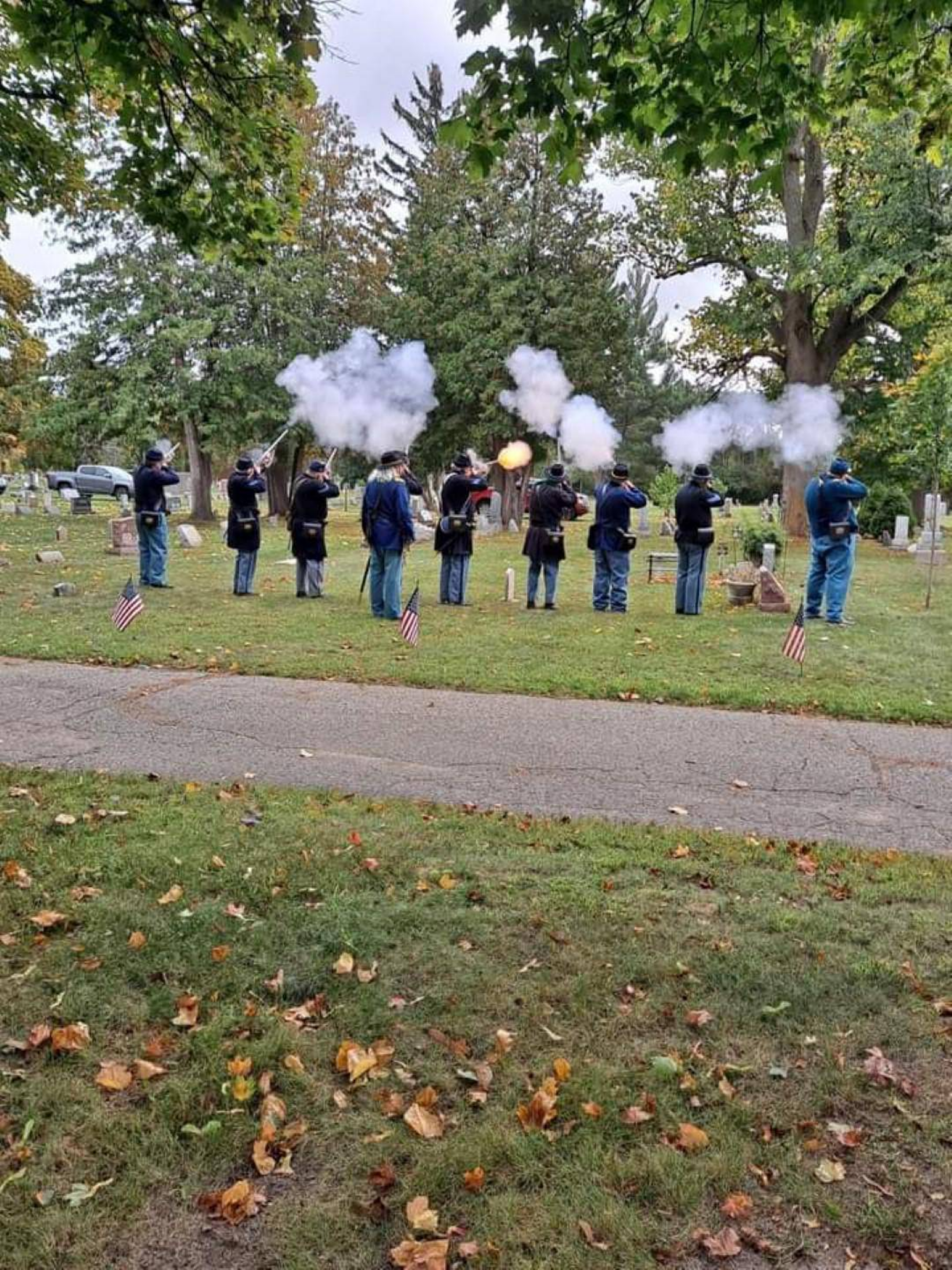
GENERAL W. T. SHERMAN

SERVICES CONDUCTED BY:
GENERAL ORLANDO M. POE CAMP 444
DEPARTMENT OF MICHIGAN
SONS OF UNION VETERANS OF THE CIVIL WAR

For more information contact: commander@genompocamp444.org
genompocamp444.org o facebook.com/genompocamp444









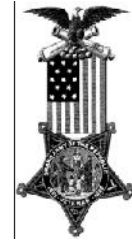








GENERAL ORLANDO M. POE CAMP 444
HEADQUARTERS: CADILLAC, MICH.
DEPARTMENT OF MICHIGAN
SONS OF UNION VETERANS OF THE CIVIL WAR



FOR IMMEDIATE RELEASE

XX September 2023

CONTACT: David Smith, LM, PDC
Commander, Camp 444
PHONE: 231.640.2406 (no texts)
E-MAIL: commander@genompoecamp444.org

CAMP 444 OF SONS OF UNION VETERANS OF THE CIVIL WAR TO HONOR THE LAST TWO CIVIL WAR VETERANS OF CLARE COUNTY

Last two Veterans died one day apart and served under and personally knew legendary figures of American History

CADILLAC, MICHIGAN – On Saturday, 07 October 2023 at 2PM (1400), the Brothers of General Orlando M. Poe Camp 444, Department of Michigan, Sons of Union Veterans of the Civil War (SUVCW) will be performing a two-part ceremony to honor the last two Civil War Veterans of Clare County at Clare’s historic Cherry Grove Cemetery.

Reverend William Younglove and Mr. Elias Riegle passed away on 10 and 11 January 1939 respectively, with both interred at Cherry Grove Cemetery. Reverend Younglove’s incredible life included personally knowing **John Wilkes Booth, President Abraham Lincoln, General Ulysses S. Grant**, and others of Lincoln’s family and cabinet. Mr. Riegle fought under **General William Tecumseh Sherman**, during the historic Atlanta, March to the Sea, and Carolinas Campaigns.

The City of Clare has been highly supportive of Camp 444’s lead up to the Last Union Veterans of Clare County Ceremony. Clare City Manager Jeremy Howard described the significance of honoring the lives of the last two soldierly connections to the Civil War for the city: “The City of Clare is excited to be able to participate as a stakeholder in this event. It is an honor to have the final two Civil War Veterans in Clare County to be buried at Cherry Grove Cemetery. Their unique circumstances and the timings of their deaths add to the story even more. The two gentleman being honored were truly witnesses to some amazing times in our history and would have had a perspective on the events that very few were able to say they took part in during our country’s history.”

The ceremony will provide the public a window into the past of the ceremonies and rituals of the Civil War Veterans of the Grand Army of the Republic. Additionally, the General Orlando M. Poe Camp 444 Honor Guard will be attired in Union Army Engineer and Infantry uniforms.

The public is invited and highly encouraged to attend, and to bring chairs with them if they would like to be seated during the event.

About General Orlando M. Poe Camp 444: Camp 444 (genompoecamp444.org) headquartered in Cadillac is the newest Camp in the Department of Michigan of the Sons of Union Veterans of the Civil War (SUVCW), established in 2021. The Camp currently is responsible for a geographical area of 5 counties across northern Michigan (Wexford, Missaukee, Roscommon, Osceola, and Clare), striving to document and preserve graves, monuments, and memorials honoring Union Veterans, as well as provide patriotic and historical education. The SUVCW is a fraternal organization dedicated to preserving the history and legacy of heroes who fought and worked to save the Union. Organized in 1881, and chartered by Congress in 1954, the SUVCW is the legal heir and successor of the Grand Army of the Republic.

AGENDA REPORT

TO: Mayor Pat Humphrey & Clare City Commissioners
FROM: Diane Lyon, City Clerk
DATE: October 11, 2023
RE: *Communications

For the Agenda of October 16, 2023.

***Note: This is a Consent Agenda item and is considered 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 October 16, 2023.**

FOIA Requests & Responses: The most recent FOIA requests and responses are attached for information- Hokenson.

Letter Opposing HB4965: As a board member of the Mid Michigan Area Cable Consortium, I submitted a letter on behalf of the city opposing HB4965 which would allow multibillion-dollar companies to provide streaming services using the city's ROW without paying franchise fees for the use of the city's ROW.

Veterans Services Newsletter: The October monthly newsletter is attached for your review.

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

- Notice of semi-annual DDA & LDFA informational meetings set
- Notice of Single Lot Assessment
- Cherry Grove Cemetery Clean-up

Attachments. As noted above.

REQUEST FOR PUBLIC RECORD (FOIA)

NAME OF REQUESTOR: Robert Hokenson DATE FILED: 9-26-23
COMPANY NA REQUEST FORM: WRITTEN ELECTRONIC
MAILING ADDRESS: 32703 Booc Street, Garden City, MI 48135
DAYTIME PHONE NUMBER: 989-817-6860 EMAIL: HokensonRobert@gmail.com

I REQUEST TO HAVE THE PUBLIC RECORD(S) SUPPLIED TO ME IN THE FOLLOWING FORM:

INSPECTION: _____ COPIES:

NAME AND DESCRIPTION OF THE MATERIAL, INFORMATION, DOCUMENTS, ETC. IDENTIFYING THE PUBLIC RECORD(S) DESIRED. DESCRIPTIONS MUST BE SPECIFIC IN ORDER TO PROVIDE THE CORRECT INFORMATION:

any and all phone calls, wellness checks, or reasons the police have shown up to 636 Cunningham street, Clare, MI 48617 from September 2020 to September 2023. please also include any notes or police reports that are attached.

PAYMENT MUST BE RECEIVED PRIOR TO DELIVERY OF PUBLIC RECORDS.

DELIVERY TO ABOVE ADDRESS: Yes _____ No

LIST ALTERNATE DELIVERY ADDRESS, IF APPLICABLE: 32703 Booc Street, Garden City, MI 48135

I understand a public body must respond to my request with five (5) business days after it is received and is allowed one (1) additional day to respond if it is received by Email, fax or other electronic means. The public body must grant or deny all or a portion of my request, or issue a notice extending for ten (10) business days, the period in which the public body must respond to my request. In place of these deadlines, I agree to allow the public body a reasonable time to process my request. I further understand that if I withdraw my request after the City has begun work on the request, I will be responsible for all costs incurred by the City of Clare up until the point of withdrawal.

Robert Hokenson
SIGNATURE

OFFICE USE ONLY

| | |
|---------------------------------|---------------------|
| COST: IN ADVANCE (OVER \$50.00) | FINAL ACCOUNT: |
| ESTIMATE _____ | MAILING _____ |
| - 50% _____ | LABOR _____ |
| AMOUNT DUE \$ _____ | ____ COPIES @ _____ |
| DATE AVAILABLE: _____ | TOTAL _____ |
| | (-) DEPOSIT _____ |



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

October 2, 2023

Robert Hokenson
32703 Bock Street
Garden City MI 48135

Phone: 989- 817-6860
hokensonrobert@gmail.com

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

Your request for public record(s) under the Michigan Freedom of Information Act ("FOIA"), dated September 26, 2023, and received in this office on September 26, 2023, for the following records - **any and all phone calls, wellness checks, or reasons the police have shown up to 636 Cunningham Street, Clare, MI 48617 from September 2020 to September 2023. Please also include any notes or police reports that are attached-** is acknowledged and is hereby: **Granted in part:**

1. All non-exempt information is being provided at this time. Some information is redacted under the provisions of **MCL 15.243 Section 13 Exemption (a) Information of a personal nature if public disclosure of the information would constitute a clearly unwarranted invasion of an individual's privacy.**

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

The City of Clare's FOIA Procedures and Guidelines and Summary are available for review on our website at www.cityofclare.org. A copy of this request will be kept on file for no less than one (1) year.

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

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

Diane Lyon
City Clerk & Freedom of Information Coordinator

The City of Clare is an Equal Opportunity Provider and Employer





To: Regulatory Reform Committee Rep. Tyrone Carter, Chair.

C/O Molly Wingrove, Committee Clerk

CITY HALL

Ph 989.386.7541

Fx 989.386.4508

www.cityofclare.org

Manager x102

Assessor x103

Clerk x106

Treasurer x107

From: The City of Clare

Date: October 9, 2023

Re: Opposition to HB4965

**DEPARTMENT OF
PUBLIC WORKS**

Ph 989.386.2182 or

989.386.7541 x202

Fx 989.386.4508

I am providing this letter opposing HB4965, which is before the House Regulatory and Reform Committee. Passing this bill will have a direct negative impact on local Video Service franchising revenue in the City of Clare.

UTILITY BILLING

Ph 989.386.7541 x201

Currently, the City of Clare collects Cable Television Franchise Fees of approximately \$48,256 annually. This revenue is necessary to operate and deliver public services in our community like police, fire, parks, and right-of-way maintenance.

W/WWT PLANT

Ph 989.386.2321

Fx 989.386.2387

With the decline and eventual retirement of traditional Cable Television services, these Constitutionally Mandated franchise fees will go to ZERO. All future paid subscription video services (YouTube TV, HULU, Netflix, AT&T Direct TV, ESPN+, etc.) will still be delivered through our Public Rights of Way at NO COST to these multibillion-dollar companies.

POLICE DEPT.

NON-EMERGENCY

Ph 989.386.2121

Fx 989.386.0440

Exempting paid subscription streaming services (YouTube TV, HULU, Netflix, AT&T Direct TV, ESPN+, etc.) from paying Public Right of Way (ROW) franchise fees will have a damaging effect on the City's bottom line for years to come if HB4965 is enacted.

FIRE DEPT.

NON-EMERGENCY

Ph 989.386.2151

Fx 989.386.3020

Please do not give away these legal and Constitutionally Mandated Right-of-way fees to multibillion-dollar corporations.

**PARKS &
RECREATION**

Ph 989.386.7541 x213

Fx 989.386.4508

Thank you for your time and consideration.

Diane M. Lyon
Clare City Clerk

AIRPORT

Ph 989.386.0445

Fx 989.386.4508



MONTHLY NEWSLETTER — October 2023



Upcoming Events

Mindy Taylor Benefit Spaghetti Dinner
October 15
5 pm - 8 pm
Harrison VFW

Veterans **FREE** Dental Care Day
November 3rd
9 am- 4 pm

Ongoing Events

Veterans Coffee

Hour:

2nd Tuesday of the Month
9-10am at the Hayes Township
Building

Veterans Breakfast:

3rd Saturday of the Month
8-10am at the Harrison VFW
Post 1075

Food Distribution:

Every 3rd Wednesday 10am-12 pm
Food Distribution and Haircuts
for Veterans
Farwell American Legion Post
558
&
Every 1st Saturday 9am
Clare County Fairgrounds

Contacts:

Director: Karl Hauser
hauserk@clareco.net
VSO: Allisha Gary
garya@clareco.net

225 W Main St Harrison,
MI 48625
Phone: (989) 539-3273
Fax:
(989)539-4925
M-F 8am—4:30pm
Closed 12-1 for Lunch

News from the Office

- Spaghetti Benefit Dinner for Mindy Taylor will be held at the Harrison VFW Post 1075 October 15, 2023 5 pm - 8 pm. There is a request for a \$20 donation per person. Dinner includes spaghetti, garlic bread, salad, dessert, and drinks. 100% of the proceeds go to costs not covered during her hospital stay in Detroit.
- Please join the Harrison Lions Club for their first ever Masquerade Charity Ball. It will be a fun, glamorous night filled with elegance and mystery, all while supporting an awesome charity - Dalis to the Rescue, a non-profit animal rescue. You can purchase your tickets at harrisonareachamber.com/calendar-of-events.
- My Community Dental Centers has announced their Veterans Day of **FREE** Dental Care on November 3, 2023. Veterans seeking dental care will have a choice to receive one of the following **FREE** dental services: cleaning, filling or extraction. Registration is required, please call 877-313-6232. This event will be held at Harrison MCDC Center, 815 N Clare Ave, Harrison.
- Need food assistance? It is just a phone call away. For help applying for food benefits and locating other food resources, call the Greater Lansing Food Bank (517) 899-9457 or www.gfoodbank.org
- October is Global Diversity Awareness Month, a month to celebrate and increase awareness about the diversity of cultures and ethnicities and the positive impact diversity can have on society.
- Fort Johnson, formerly known as Fort Polk, honors World War I hero William Henry Johnson. Sgt Henry Johnson's actions the night of May 15, 1918 earned him the nickname "Black Death." Defending allied lines, he saved a fellow soldier from capture and prevented a German raid from reaching his French allies. Sgt Henry Johnson died in 1929 at the age of 32 of myocarditis. However, the US refused to recognize Johnson's extraordinary actions for ninety-seven years. Sgt Johnson's decedents were presented with his Medal of Honor in 2015.
- Clare County Veterans Services office will be closed October 9 in honor of Indigenous Peoples Day, as well as October 26 and 27 for training.

Karl will be at the Clare VA Clinic VSO Office every Wednesday, 8am-4pm

Check out our new QR code! Scan this with your phone's camera and it will take you right to our Facebook page for up to date information!



Follow us on Facebook



Vol 2, Issue 2



VFW #1075

3190 N. Clare Ave. Harrison, Michigan 48625



and the

VFW # 1075 Auxiliary

**Mindy Taylor
Benefit
Spaghetti Dinner**



October 15, 2023

5:00 pm to 8:00 pm

**\$20 Donation
per person
Requested**

Dinner includes:

**\$20 Donation
per person
Requested**

Spaghetti

Garlic Bread

Salad

Dessert

Drinks

*** 100% of the proceeds go to Mindy Taylor for costs not covered during her hospital stay in Detroit. ***



Veterans **FREE** Dental Care Day!



Veterans, you are invited to join us:
Friday Nov 3rd | 9AM - 4PM

**CHOICE OF
FREE**

**Cleaning,
Filling, or
Extraction**

This event is for Uninsured Veterans only.
Valid Veteran ID Card, DD-214 or other proof of military service required.
Pre-registration is required. Participating MCDC locations only.

Harrison Dental Center

815 N Clare Ave,
Harrison, MI 48625

Supported by: Delta Dental Foundation
& Michigan Dental Association Foundation

Pre-registration Required: 1-877-313-6232



CITY OF CLARE

202 West Fifth Street | Clare, Michigan 48617-1490

Office 989.386.7541 | Fax 989.386.4508

www.cityofclare.org

CITY HALL

Ph 989.386.7541
Fx 989.386.4508
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Manager x102
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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

PUBLIC NOTICE

The City of Clare's Downtown Development Authority and the Local Development Finance Authority have scheduled their second of two semi-annual informational meetings for the year 2023, in accordance with PA57 of 2018 requirements.

The Clare Local Development Finance Authority will hold its public informational meeting on Thursday, November 9, 2023, at 8:00 a.m., at the Clare City Hall, Clare, Michigan.

The Clare Downtown Development Authority will hold its public informational meeting on Thursday, November 9, 2023, at 8:15 a.m., at the Clare City Hall, Clare, Michigan.

If you have questions or comments related to this meeting, please contact the City Treasurer at 989-424-4069 or via email at ssirpilla@cityofclare.org





CITY OF CLARE

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Fx 989.386.3020

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Fx 989.386.4508

AIRPORT

Ph 989.386.0445

Fx 989.386.4508

CITY OF CLARE PUBLIC NOTICE

The City Commission of Clare will hold a public hearing on Monday, November 20, 2023, at 6:00 p.m. at Clare City Hall, 202 W Fifth Street, to receive public comments pertaining to the approval of the Single Lot Assessment Roll for 2023 delinquent accounts. A copy of the assessment roll is available for review in the Clerk's office, Monday through Thursday, 8 am to 5 pm. The City Commission will accept comments at the hearing or in writing if the written comments are received by the City Clerk not later than 5 p.m. on the date of the hearing. The City of Clare is an equal opportunity provider and employer.

Diane Lyon
Clare City Clerk





CITY OF CLARE

202 West Fifth Street | Clare, Michigan 48617-1490

Office 989.386.7541 | Fax 989.386.4508

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Fx 989.386.3020

PARKS & RECREATION

Ph 989.386.7541 x213

Fx 989.386.4508

AIRPORT

Ph 989.386.0445

Fx 989.386.4508

PUBLIC NOTICE

CEMETERY CLEANUP NOTICE

Please take notice that the annual Cherry Grove Cemetery Fall Cleanup is scheduled for October 16th – November 1, 2023. In accordance with the Rules & Regulations, any person having summer decorations they wish to keep should remove them prior to October 15th, 2023; and winter decorations may be placed after November 1, 2023. The City of Clare is an equal opportunity provider and employer.

Luke Potter
Director of Public Works





PAYABLES REPORT FOR COMMISSIONERS

EXP CHECK RUN DATES 10/17/2023 - 11/06/2023 BOTH JOURNALIZED AND UNJOURNALIZED OPEN BANK CODE: CONSO

| VENDOR | INVOICE # | DESCRIPTION | Posting Date | Check Run | AMOUNT |
|-------------------------|---------------|---|--------------|------------|----------|
| 21ST CENTURY MEDIA - M | 531984 101020 | PUBLIC NOTICE: BISHOP AUTO SI | 10/17/2023 | 10/17/2023 | 252.00 |
| ACE HARDWARE | 99763/1 | DUCT TAPE (60YDS) - CEMETERY | 10/17/2023 | 10/17/2023 | 8.99 |
| ACE HARDWARE | 99817/1 | LABOR - WWTP | 10/17/2023 | 10/17/2023 | 6.00 |
| ALERT-ALL CORP | 223090819 | FIRE SAFETY KITS - FIRE DEPT | 10/17/2023 | 10/17/2023 | 2,112.00 |
| ALEXANDER RUIZ | 2023 SOCCER C | 2023 SOCCER COACH FEE WAIVER | 10/17/2023 | 10/17/2023 | 30.00 |
| ALRO STEEL CORPORATION | DJC6873CE | STEEL PIPE FOR BARGE (LK SHAM | 10/17/2023 | 10/17/2023 | 558.79 |
| AMAZON CAPITAL SERVICES | 1J7K-VX9Q-6PT | EMT FIRST AID POUCH - PD 46-K | 10/17/2023 | 10/17/2023 | 23.38 |
| AMAZON CAPITAL SERVICES | 1XLL-MT1F-K3W | LEGAL PADS & TWO-WAY RADIO BA | 10/17/2023 | 10/17/2023 | 882.19 |
| AMAZON CAPITAL SERVICES | 1YKQ-HXNF-MXN | 3X5 RED FLAG - PD | 10/17/2023 | 10/17/2023 | 6.58 |
| AMAZON CAPITAL SERVICES | 16H4-HJGX-3G6 | NARCAN POUCH - PD | 10/17/2023 | 10/17/2023 | 14.99 |
| ANDY BREWER | 2023 SOCCER C | 2023 SOCCER COACH FEE WAIVER | 10/17/2023 | 10/17/2023 | 35.00 |
| ASHTON POET | 2023 SOCCER C | 2023 SOCCER COACH FEE WAIVER | 10/17/2023 | 10/17/2023 | 35.00 |
| BRAD DAVIS | 2023 SOCCER C | 2023 SOCCER COACH FEE WAIVER | 10/17/2023 | 10/17/2023 | 35.00 |
| CLARE AUTOMOTIVE SUPPL | 100531049482 | ALARM BACK UP - CFD #1844 | 10/17/2023 | 10/17/2023 | 30.99 |
| CLARE AUTOMOTIVE SUPPL | 100531050234 | SS80W90 OIL (1QT): POLY HOPPE | 10/17/2023 | 10/17/2023 | 5.99 |
| CLARE AUTOMOTIVE SUPPL | 100531050770 | BATTERY; GLASS FUSE - FIRE DE | 10/17/2023 | 10/17/2023 | 132.74 |
| CLARE AUTOMOTIVE SUPPL | 1049075 | CREDIT: OVERPAYMENT | 10/17/2023 | 10/17/2023 | -61.56 |
| CLARE AUTOMOTIVE SUPPL | 100531048558 | ACETYLENE - DPW | 10/17/2023 | 10/17/2023 | 47.99 |
| CLARE AUTOMOTIVE SUPPL | 100531050343 | REAR HUB - CPD #46-K9 | 10/17/2023 | 10/17/2023 | 190.09 |
| CLARE COUNTY COMMUNITY | NOVEMBER 2023 | CODE ENFORCEMENT SERVICES: NC | 10/17/2023 | 10/17/2023 | 1,500.00 |
| CLARE COUNTY SHERIFF DE | 10052023 | PD MODEMS, CELLPHONES (09/14- | 10/17/2023 | 10/17/2023 | 500.79 |
| CLARE HARDWARE | 444774 | CORDLESS DRILL KIT; IMPACT DF | 10/17/2023 | 10/17/2023 | 216.98 |
| CLARE HARDWARE | 444105 | 8 CHAIN SAWS SHARPENED - DPW | 10/17/2023 | 10/17/2023 | 40.00 |
| CLARE HARDWARE | 444236 | FLUSH LEVER - SHAMROCK PARK | 10/17/2023 | 10/17/2023 | 7.99 |
| CLARE HARDWARE | 444438 | REBAR TIEWIRE - PARKS/REC | 10/17/2023 | 10/17/2023 | 9.49 |
| CLARE HARDWARE | 444530 | GALV PIPE; PIPE THREADING; WF | 10/17/2023 | 10/17/2023 | 37.26 |
| CONSUMERS ENERGY | 203588892543 | 10725 S EBERHART AVE (09/05/2 | 10/26/2023 | 10/26/2023 | 266.89 |
| CONSUMERS ENERGY | 203588892544 | 10843 S EBERHART AVE (09/05/2 | 10/26/2023 | 10/26/2023 | 31.52 |
| CONSUMERS ENERGY | 204478776030 | 40 CONSUMERS ENERGY PKWY STE | 10/26/2023 | 10/26/2023 | 79.19 |
| CONSUMERS ENERGY | 205101683773 | 40 CONSUMERS ENERGY PKWY STE | 10/26/2023 | 10/26/2023 | 38.64 |
| CONSUMERS ENERGY | 205101683775 | 4715 COLONVILLE RD (09/03/23- | 10/26/2023 | 10/26/2023 | 256.29 |
| CONSUMERS ENERGY | 205991539682 | 10807 S EBERHART AVE HANGAR 3 | 10/26/2023 | 10/26/2023 | 32.64 |
| CONSUMERS ENERGY | 206436260905 | 4565 E COLONVILLE RD SIGN (09 | 10/26/2023 | 10/26/2023 | 45.35 |
| CONSUMERS ENERGY | 202165021714 | STREET LIGHT(S) (09/01/23-09/10/31/2023 | 10/31/2023 | 10/31/2023 | 2,701.27 |
| CONSUMERS ENERGY | 203588887320 | STREET LIGHT(S) (09/01/23-09/10/31/2023 | 10/31/2023 | 10/31/2023 | 557.44 |
| CONSUMERS ENERGY | 205368658382 | 48617 LED LIGHT RD (09/01/23-10/31/2023 | 10/31/2023 | 10/31/2023 | 1,566.29 |
| CONSUMERS ENERGY | 208743100047 | TRAFFIC LIGHT(S) (09/01/23-09 | 10/31/2023 | 10/31/2023 | 6.47 |
| DANIEL DONOVAN | 2023 SOCCER C | 2023 SOCCER COACH FEE WAIVER | 10/17/2023 | 10/17/2023 | 35.00 |
| DAVE ALDRICH | 10072023 PK R | REFUND PAVILION DEPOSIT: SHAM | 10/17/2023 | 10/17/2023 | 50.00 |
| DEVON KLAUMANN | 10102023 BOOT | REIMBURSE: WORK BOOTS (10/5/2 | 10/17/2023 | 10/17/2023 | 125.00 |



PAYABLES REPORT FOR COMMISSIONERS

EXP CHECK RUN DATES 10/17/2023 - 11/06/2023 BOTH JOURNALIZED AND UNJOURNALIZED OPEN BANK CODE: CONSO

| VENDOR | INVOICE # | DESCRIPTION | Posting Date | Check Run | AMOUNT |
|----------------------------|---------------|--|--------------|------------|-----------|
| DINGES FIRE COMPANY | PRE1547 | FIRE BOOTS, BLOCKING HOODS - | 10/17/2023 | 10/17/2023 | 7,800.00 |
| DTE ENERGY | 10172023 3680 | 207 W FIFTH (08/24/23-09/25/23) | 10/17/2023 | 10/17/2023 | 76.36 |
| DTE ENERGY | 10172023 3692 | 202 W 5TH (08/24/23-09/25/23) | 10/17/2023 | 10/17/2023 | 52.98 |
| DTE ENERGY | 10172023 1145 | 1532 N MCEWAN (08/24/23-09/25/23) | 10/17/2023 | 10/17/2023 | 50.06 |
| DTE ENERGY | 10172023 1158 | 11175 S EBERHART (08/24/23-09/25/23) | 10/17/2023 | 10/17/2023 | 117.28 |
| DTE ENERGY | 10172023 1171 | 305 MAPLE ST (08/24/23-09/25/23) | 10/17/2023 | 10/17/2023 | 50.06 |
| DTE ENERGY | 10172023 1184 | 305 MAPLE ST APT FP (08/24/23-09/25/23) | 10/17/2023 | 10/17/2023 | 50.06 |
| DTE ENERGY | 10172023 1199 | 1551 MCEWAN (08/24/23-09/25/23) | 10/17/2023 | 10/17/2023 | 56.93 |
| DTE ENERGY | 10172023 2413 | 4715 COLONVILLE RD (08/24/23-10/17/2023) | 10/17/2023 | 10/17/2023 | 53.84 |
| DTE ENERGY | 10172023 2429 | 201 W 4TH (08/24/23-09/25/23) | 10/17/2023 | 10/17/2023 | 55.39 |
| DTE ENERGY | 10172023 6605 | 307 MAPLE (08/24/23-09/25/23) | 10/17/2023 | 10/17/2023 | 80.94 |
| ELM CREEK LAWN AND LAND | 22720 | CITY MOWING: SEPTEMBER 2023 | 10/17/2023 | 10/17/2023 | 405.00 |
| ETNA SUPPLY | S105327429.00 | METER ADAPTER - DPW/WATER | 10/17/2023 | 10/17/2023 | 343.00 |
| FAMILY FARM & HOME | 4939/Q | DOG FOOD FOR K-9 OFFICER | 10/17/2023 | 10/17/2023 | 87.99 |
| FOUR SEASONS EXTERMINATION | 41524? | PEST CONTROL MONTHLY SERVICE | 10/17/2023 | 10/17/2023 | 125.00 |
| FRANK NEWMAN | 2023 SOCCER C | 2023 SOCCER COACH FEE WAIVER | 10/17/2023 | 10/17/2023 | 35.00 |
| FUSSMAN DESIGNS | 28128 | NEW PD VEHICLE GRAPHICS & LETTERS | 10/17/2023 | 10/17/2023 | 1,350.00 |
| GARIGLIO, SARAH | 12 MONTHS/NO | UB deposit refund for account | 10/17/2023 | 10/17/2023 | 240.00 |
| GARY L TODD | 10172023-GT | AIRPORT MANAGER SERVICES | 10/17/2023 | 10/17/2023 | 1,325.50 |
| GFL ENVIRONMENTAL | 0062981853 | OCTOBER-23 COLLECTION | 10/17/2023 | 10/17/2023 | 15,135.84 |
| GOURDIE-FRASER, INC. | 2225311 | SERVICES: 08/20/23-09/23/23: | 10/17/2023 | 10/17/2023 | 4,150.00 |
| GOURDIE-FRASER, INC. | 2309703 | ENGINEERING SVCS: 08/20/23-09/23/23: | 10/17/2023 | 10/17/2023 | 700.00 |
| GOURDIE-FRASER, INC. | 2226905 | ENGINEERING SERVICES: 08/20/23-09/23/23: | 10/17/2023 | 10/17/2023 | 4,512.00 |
| HEATHER GHENT | 2023 SOCCER C | 2023 SOCCER COACH FEE WAIVER | 10/17/2023 | 10/17/2023 | 40.00 |
| HERSHBERGER'S HARDWARE | 76662 | 8 SHELF BRACKETS; 2 BOARDS (10/17/2023) | 10/17/2023 | 10/17/2023 | 81.28 |
| HOERAUF AND NEVILL, P.C. | 53137 | SEPTEMBER 2023 PROFESSIONAL SERVICES | 10/17/2023 | 10/17/2023 | 878.75 |
| IZAK POST | 2023 SOCCER C | 2023 SOCCER COACH FEE WAIVER | 10/17/2023 | 10/17/2023 | 30.00 |
| JACK DOHENY COMPANY | 208103 | LED MICROPULSE LIGHT - DPW SERVICES | 10/17/2023 | 10/17/2023 | 218.45 |
| JASON KELLY | 2023 SOCCER C | 2023 SOCCER COACH FEE WAIVER | 10/17/2023 | 10/17/2023 | 35.00 |
| JOHNSON, NOAH | DEPOSIT OVERF | UB refund for account: 6THW-C | 10/17/2023 | 10/17/2023 | 102.11 |
| JOHNSTON ELEVATOR INC | 000639 | STRAW BALES (22); GRASS SEED | 10/17/2023 | 10/17/2023 | 619.80 |
| JUSTIN WALLS | 2023 SOCCER C | 2023 SOCCER COACH FEE WAIVER | 10/17/2023 | 10/17/2023 | 35.00 |
| KASEY THREN | 2023 SOCCER C | 2023 SOCCER COACH FEE WAIVER | 10/17/2023 | 10/17/2023 | 35.00 |
| KATELYNN TILMANN | 2023 SOCCER C | 2023 SOCCER COACH FEE WAIVER | 10/17/2023 | 10/17/2023 | 40.00 |
| KELSEY MCCONNELL | 2023 SOCCER C | 2023 SOCCER COACH FEE WAIVER | 10/17/2023 | 10/17/2023 | 40.00 |
| KEVIN RICHARDS | 2023 SOCCER C | 2023 SOCCER COACH FEE WAIVER | 10/17/2023 | 10/17/2023 | 30.00 |
| KRAPOHL FORD LINCOLN MFG | 603545 | BATTERY & LABOR - CPD 46-3 | 10/17/2023 | 10/17/2023 | 381.85 |
| LEANN WELCH | 2023 SOCCER C | 2023 SOCCER COACH FEE WAIVER | 10/17/2023 | 10/17/2023 | 35.00 |
| MARC SCHREIBER | 2023 SOCCER C | 2023 SOCCER COACH FEE WAIVER | 10/17/2023 | 10/17/2023 | 70.00 |



PAYABLES REPORT FOR COMMISSIONERS

EXP CHECK RUN DATES 10/17/2023 - 11/06/2023 BOTH JOURNALIZED AND UNJOURNALIZED OPEN BANK CODE: CONSO

| VENDOR | INVOICE # | DESCRIPTION | Posting Date | Check Run | AMOUNT |
|---------------------------|---------------|-----------------------------------|--------------|------------|------------|
| MATT CONNER | 2023 SOCCER C | 2023 SOCCER COACH FEE WAIVER | 10/17/2023 | 10/17/2023 | 35.00 |
| MAURER'S TEXTILE RENTAL | 2766990 | YODER UNIFORMS - DPW | 10/17/2023 | 10/17/2023 | 33.85 |
| MICHAEL CROSS | 10102023 BOOT | REIMBURSE: WORK BOOTS (10/5/21) | 10/17/2023 | 10/17/2023 | 125.00 |
| MICHIGAN CONFERENCE OF | 11012023 | HEALTH INSURANCE: NOVEMBER 20 | 10/17/2023 | 10/17/2023 | 40,321.40 |
| MYMICHIGAN HEALTH | 700000315 110 | SERVICES: 3002642733 | 10/17/2023 | 10/17/2023 | 53.00 |
| PRECISE MRM, LLC. | IN200-1044749 | DATA PLAN: SALT TRUCKS (AUG '10 | 10/17/2023 | 10/17/2023 | 20.00 |
| RESOURCE RENTAL LLC | 37991 | RENTAL: STUMPGRINDER W/TRAILER | 10/17/2023 | 10/17/2023 | 180.00 |
| SAVIN LAKE SERVICES, INC | 9315 | LK SHAMROCK DREDGING (PHASE 3) | 10/17/2023 | 10/17/2023 | 175,000.00 |
| SAVIN LAKE SERVICES, INC | 9317 | LK SHAMROCK DREDGING (PHASE 4) | 10/17/2023 | 10/17/2023 | 175,000.00 |
| SEITER BROTHERS LUMBER | 103912 | QUIKCRETE GRAVEL MIX (1,680 LBS) | 10/17/2023 | 10/17/2023 | 141.75 |
| SEITER BROTHERS LUMBER | 103920 | QUIKCRETE GRAVEL MIX (240 LBS) | 10/17/2023 | 10/17/2023 | 20.25 |
| STATE CHEMICAL SOLUTIONS | 903066105 | AIR FRESHENERS (6 BTLS) - PD | 10/17/2023 | 10/17/2023 | 220.60 |
| STATE OF MICH WITHHOLDING | SEPTEMBER 202 | W/H & SALES/USE TAX: 09/2023 | 10/17/2023 | 10/17/2023 | 6,572.99 |
| STITCHES FOR BRITCHES | 1636 | EMBROIDER CITY LOGO (6) - WWI | 10/17/2023 | 10/17/2023 | 72.00 |
| STITCHES FOR BRITCHES | 1629 | SEWN ON PATCHES - PD (CHINA VASE) | 10/17/2023 | 10/17/2023 | 12.00 |
| STITCHES FOR BRITCHES | 1634 | SEWN ON PATCHES - PD (FASSETTI) | 10/17/2023 | 10/17/2023 | 12.00 |
| TEAMSTERS LOCAL #214 | NOVEMBER 2023 | TEAMSTER DUES: NOV 2023 | 10/17/2023 | 10/17/2023 | 688.00 |
| TONY TAYLOR | 2023 SOCCER C | 2023 SOCCER COACH FEE WAIVER | 10/17/2023 | 10/17/2023 | 35.00 |
| TYLER GILLIS | 2023 SOCCER C | 2023 SOCCER COACH FEE WAIVER | 10/17/2023 | 10/17/2023 | 35.00 |
| USDA RURAL DEVELOPMENT | 11012023 92-0 | SANITARY SEWER SYSTEM 92-08 I | 11/01/2023 | 11/01/2023 | 26,261.92 |
| WAIST DEEP DUMPSTERS, INC | 2693 | DREDGING SPOILS HAULING: SEPT | 10/17/2023 | 10/17/2023 | 13,650.00 |
| WIELAND TRUCKS | 08252023 | CREDIT: INV 95637C PAID TWICE | 10/17/2023 | 10/17/2023 | -181.21 |
| WIELAND TRUCKS | 96482C | AIR DRYER - FIRE DEPT #1847 | 10/17/2023 | 10/17/2023 | 301.83 |
| WIELAND TRUCKS | 96489C | REPAIR PARTS FIRE ENGINE 1847 | 10/17/2023 | 10/17/2023 | 135.95 |
| WINN TELECOM | 10012023 | PHONE & COMMUNICATION SVCS: OC | 10/17/2023 | 10/17/2023 | 2,797.03 |
| WITBECK'S FAMILY FOODS | 00306392 | DRINKS & SNACKS - FIRE DEPT M | 10/17/2023 | 10/17/2023 | 18.93 |
| WITBECK'S FAMILY FOODS | 00591980 | LAUNDRY SOAP - WWTP | 10/17/2023 | 10/17/2023 | 26.98 |
| Sub Total: | | | | | 493,565.40 |



PAYABLES REPORT FOR COMMISSIONERS

< RUN DATES 10/04/2023 - 10/16/2023 BOTH JOURNALIZED AND UNJOURNALIZED PAID BANK CODE: CONSO - CHECK TYPE: PAI

| VENDOR | VENDOR ID | INVOICE # | DESCRIPTION | POSTING DATE | AMOUNT |
|-----------------------------------|-----------|-------------|-------------------------------|--------------|------------|
| FIRST NATIONAL BANK OF GALLS, LLC | 6654 | 7548 101920 | SAAD: GAS; OPERATING SUPPLIE | 10/09/2023 | 2,097.74 |
| MALLEY CONSTRUCTION | 1791 | 025730105-1 | SHIPPING: LG JUMP BAG - PD | 10/04/2023 | 10.99 |
| VPS CONVENIENCE STORE | 6839 | 23-231 | STREET IMPROVEMENT: N. RAINBO | 10/04/2023 | 151,580.03 |
| VPS CONVENIENCE STORE | 6623 | NP 65197686 | DPW GAS: SEP '23 (BG:2105369 | 10/04/2023 | 4,335.87 |
| VPS CONVENIENCE STORE | 6623 | NP 65197687 | FIRE DEPT GAS: SEP '23 (BG:2 | 10/04/2023 | 428.93 |
| VPS CONVENIENCE STORE | 6623 | NP 65197688 | POLICE DEPT GAS: SEP '23 (BG | 10/04/2023 | 1,927.12 |
| VPS CONVENIENCE STORE | 6623 | NP 65197689 | WWWT GAS: SEP '23 (BG:210539 | 10/04/2023 | 473.73 |
| | | | | | 160,854.41 |
| | | | | | 493,565.40 |
| | | | OPEN INVOICE TOTAL: | | |
| | | | Grand Total: | | 654,419.81 |

COMMISSION APPROVAL:

AGENDA REPORT

TO: Mayor Pat Humphrey & Clare City Commissioners
FROM: Diane Lyon, City Clerk
DATE: October 11, 2023
RE: *Professional & Education Training Opportunities

For the Agenda of October 16, 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 October 16, 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 including 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.

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



Speaker Resources

| DATE | EVENT | LOCATION |
|------|-------|----------|
|------|-------|----------|

2023

| | | |
|-------|---|---------|
| Oct 9 | LEAGUE EVENT: Live with the League | Virtual |
|-------|---|---------|

| | | |
|-----------|---|---------------|
| Oct 18-20 | LEAGUE EVENT: Convention | Traverse City |
|-----------|---|---------------|

| | | |
|--------|---|---------|
| Oct 23 | LEAGUE EVENT: Live with the League | Virtual |
|--------|---|---------|

| | | |
|--------|---|---------|
| Nov 13 | LEAGUE EVENT: Live with the League | Virtual |
|--------|---|---------|

| | | |
|-----------|---|-------------|
| Nov 16-17 | MAM Mayors and Presidents Institute | Frankenmuth |
|-----------|---|-------------|

| | | |
|--------|---|---------|
| Nov 27 | LEAGUE EVENT: Live with the League | Virtual |
|--------|---|---------|

| | | |
|--------|--|---------|
| Nov 30 | LEAGUE EVENT: Newly Elected Official Training | Lansing |
|--------|--|---------|

| | | |
|--------|---|---------|
| Dec 11 | LEAGUE EVENT: Live with the League | Virtual |
|--------|---|---------|

| | | |
|--------|--|---------|
| Dec 13 | LEAGUE EVENT: Newly Elected Official Training | Virtual |
|--------|--|---------|

2024

| | | |
|--------|--|------------------|
| Jan 25 | LEAGUE EVENT: Newly Elected Official Training | Sterling Heights |
|--------|--|------------------|



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[Programs & Services](#)

[Education & Events](#)

[Resources & Research](#)

[Advocacy](#)

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| | | |
|-----------|--|-----------------|
| Feb 10 | LEAGUE EVENT: Newly Elected Official Training | Virtual |
| Feb 23-24 | LEAGUE EVENT: Elected Officials Academy Winter Summit | Virtual |
| Mar 12 | MAMA Advanced Institute | Lansing |
| Mar 12-13 | LEAGUE EVENT: CapCon | Lansing |
| Apr 6 | LEAGUE EVENT: Newly Elected Official Training | Virtual |
| May 17-18 | LEAGUE EVENT: Elected Officials Academy Spring Summit | Mt. Pleasant |
| Jun 21-22 | MAMA-GLS Joint Meeting | Mackinac Island |
| Aug 7-9 | MAM Summer Workshop | Big Rapids |
| Sep 11-13 | LEAGUE EVENT: Convention | Mackinac Island |
| Sep 28 | MAMA Fall Law Program | Lansing |
| Nov 30 | LEAGUE EVENT: Newly Elected Officials Academy | Lansing |
| Dec 13 | LEAGUE EVENT: Newly Elected Officials Academy | Virtual |

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2023 MAM Mayors and Presidents Institute

2023 MAM Mayors and Presidents Institute
November 16-17, 2023
The Bavarian Inn Lodge, Frankenmuth, MI

The Michigan Association of Mayors (MAM) is hosting its biennial Mayors and Presidents Institute on November 16-17, 2023, at the Bavarian Inn Lodge in Frankenmuth. The event will include sessions on the role of the mayor/village president, the mayor/president and manager relationship, core policies like the Open Meetings Act (OMA), parliamentary procedure, and more. The Mayors and Presidents Institute will provide both new and seasoned officials with essential skills and knowledge to help them serve their communities. Attendees will also enjoy invaluable networking time to foster relationships among peers.

Agenda

Thursday, November 16

5:30 – 9:00 pm: Networking Dinner & Sessions

Friday, November 17

9:00 am – 3:45 pm: Sessions & Networking Lunch

Cost Per Person:

MAM Members: \$205 Early Bird Rate (cutoff is 10/19/23)

\$230 if registering after 10/19/23

Nonmembers: \$275 Early Bird Rate (cutoff is 10/19/23)

\$315 if registering after 10/19/23

Includes 2024 MAM membership for mayors, village presidents, and township supervisors of Michigan communities that are members of the Michigan Municipal League

Workshop Location:

The Bavarian Inn Lodge

1 Covered Bridge Lane

Frankenmuth, MI 48734

Registration

To register online, login to the right, and then click the "Register Myself" or "Register Someone Else" button below. Registration and cancellation deadline is **November 9 at 5:00 pm**.

[Click here](#) for a faxable registration form.

Housing Reservations:

The Bavarian Inn Lodge

Housing reservations can be made via phone or website. To book reservations via phone please call (855) 652-7200 and use the group code **13J6ZV**.

To book reservations online please visit [this link](#) and use group code **13J6ZV**

Group housing cutoff for the MAM room block is set for **November 2, 2023**.

When: 11/16/2023 - 11/17/2023

Where: The Bavarian Inn Lodge
1 Covered Bridge Lane
Frankenmuth, MI 48734

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Newly Elected Officials Training - Lansing

REGISTRATION OPENS OCTOBER 16TH

Newly Elected Officials Training – In Person November 30, 2023 Lansing, MI

Our Newly Elected Officials Training aims to educate first-time elected officials and refresh seasoned officials with core topics and basic functions you'll need to hit the ground running in your role as a public official. These trainings cover topics like:

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

About the Speakers

League Staff, Experienced Elected Officials, & Plante Moran

Agenda

5:30 pm Check-in and light dinner
6:00 pm Session begins
9:15 pm Adjourn

Cost Per Person

Registration Fee, \$125

[Click here for a faxable registration form.](#)

Location Information

MML Capital Office
208 N. Capitol Ave., 2nd Floor
Lansing, MI 48933

[League Capital Office Map](#)

Parking

North Capitol Ramp
316 N. Capitol Avenue
Lansing, MI 48933

Education Credits Approved for This Program

3 EOA

Cancellation Policy

All cancellations must be submitted in writing by email to registration@mml.org. No refunds will be given for cancellation requests received after **11/23/2023**. For a full list of registration policies, please [click here](#).

When: 11/30/2023 - 11/30/2023

Where: 208 N Capitol Ave #1
Lansing, MI 48933

Sign In

Username

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Virtual Newly Elected Officials Training

REGISTRATION OPENS OCTOBER 16TH

Newly Elected Officials Training - Virtual
December 13, 2023
Virtual - Zoom

Our Newly Elected Officials Training aims to educate first-time elected officials and refresh seasoned officials with core topics and basic functions you'll need to hit the ground running in your role as a public official. These trainings cover topics like:

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

About the Speakers

League Staff, Experienced Elected Officials, & Plante Moran

Agenda

5:30 pm Welcome and Introduction

9:15 pm Adjourn

Breaks and breakout discussions are included within the agenda

Cost Per Person

Registration Fee, \$95

[Click here for a faxable registration form.](#)

Location

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

Education Credits Approved For This Program

3 EOA

Cancellation Policy

All cancellations must be submitted in writing either by email to registration@mml.org. No refunds will be given for cancellation requests received after **12/6/2023**. For a full list of registration policies, [click here](#).

When: 12/13/2023 - 12/13/2023

Where: Zoom (Virtual)

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Username

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Event Calendar

- APA Events
- MAP Events
- Emerging Planning Professional
- MAP Network & Learn
- On Site Workshops
- Other Events
- Partner Events

October 2023

| Sunday | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday |
|--|---|---------|---|--|--|--|
| 1 | 2 ● MSHDA Housing TIF Training for ... | 3 | 4 ● Planning Michigan Annual Confe ... | 5 ● Better Cities Film Festival ● Planning Michigan Annual Confe ... | 6 ● Better Cities Film Festival ● Planning Michigan Annual Confe ... | 7 ● Better Cities Film Festival |
| 8 ● Better Cities Film Festival | 9 ● MSHDA Housing TIF Training for ... | 10 | 11 | 12 | 13 ● MSHDA Housing TIF Training for ... | 14 |
| 15 | 16 | 17 | 18 | 19 | 20 | 21 |
| 22 | 23 | 24 | 25 | 26 ● Renewable Energy Mobile Tour - ... | 27 | 28 |
| 29 | 30 | 31 | 1 | 2 | 3 | 4 |

Quick Links

- [Planning Michigan Conference Registration](#)
- [Thank you Corporate Members](#)
- [Donate to MAP](#)
- [Contact MAP Staff](#)

Upcoming Events

- Thu Oct 26, 2023
[Renewable Energy Mobile Tour - Central Michigan](#)
Category: MAP Events
 - Thu Nov 2, 2023
[Developing Scenario-Based Plans](#)
Category: MAP Events
 - Thu Dec 14, 2023
[Engaging the Community through Charrettes](#)
Category: MAP Events
 - Thu Dec 14, 2023
[Holiday Gathering](#)
Category: MAP Network & Learn
 - Thu Jan 18, 2024
[Integrating Resilience Plans and Implementation Efforts](#)
Category: MAP Events
- [View Full Calendar](#)

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.

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.

Quick Links

[Planning Michigan Conference Registration](#)

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Category: MAP Network & Learn

Thu Jan 18, 2024

[Integrating Resilience Plans and Implementation Efforts](#)

Category: MAP Events

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Event Calendar

Renewable Energy Mobile Tour - Central Michigan

Thursday, October 26, 2023
8:00 AM - 5:00 PM EDT
Category: MAP Events



This full day tour, which starts in the Lansing area, will provide participants with hands on (and eyes and ears) experience of wind and solar facilities. Tours are offered to anyone who participated in any of the following sessions: MAP’s Renewable Energy Academy on April 13, NEMCOG’s Planning & Zoning for Wind & Solar Training Series, or Michigan Township Association’s Annual Conference Breakout Session “Here Comes the Sun: What Your Township Needs to do to Prepare for Solar Energy” on April 18.

Participation in any of these introductory trainings is required to be eligible to register for the facility tours. In order to be more knowledgeable when writing plans, ordinances, and policies, professionals are also strongly encouraged to attend. Light lunch and refreshments included, cost is \$15.

[Register here](#)

[Download as iCal file](#)

Quick Links

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Thu Jan 18, 2024
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Category: MAP Events

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Event Calendar

Engaging the Community through Charrettes

Thursday, December 14, 2023
1:00 PM - 2:30 PM EDT
Category: MAP Events

Engaging the Community Through Charrettes

Thursday, December 14, 2023, 1:00-2:30 pm
Holly Madill, AICP, Outreach Specialist at Michigan State University Planning and Zoning Center

Charrettes are a design-based collaboration technique that uses feedback loops to capture community preferences and express them visually. The consensus products that result from this process can then provide a common reference to inform policy, regulation, and implementation.

To register, go to [MAP's Coastal Resilience Webinar Series](#) webpage.

Contact: Wendy Rampson at wrampson@planningmi.org

[Download as iCal file](#)

Quick Links

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- [Thank you Corporate Members](#)
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Upcoming Events

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