



## CITY OF CLARE

202 West Fifth Street | Clare, Michigan 48617-1490

Office 989.386.7541 | Fax 989.386.4508

[www.cityofclare.org](http://www.cityofclare.org)

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

**Monday, November 20, 2023**

**6:00 p.m.**

#### AGENDA

#### CITY HALL

Ph 989.386.7541

Fx 989.386.4508

[www.cityofclare.org](http://www.cityofclare.org)

Manager x102

Assessor x103

Clerk x106

Treasurer x107

#### DEPARTMENT OF PUBLIC WORKS

Ph 989.386.2182 or

989.386.7541 x202

Fx 989.386.4508

#### UTILITY BILLING

Ph 989.386.7541 x201

#### W/WWT PLANT

Ph 989.386.2321

Fx 989.386.2387

#### POLICE DEPT. NON-EMERGENCY

Ph 989.386.2121

Fx 989.386.0440

#### FIRE DEPT. NON-EMERGENCY

Ph 989.386.2151

Fx 989.386.3020

#### PARKS & RECREATION

Ph 989.386.7541 x213

Fx 989.386.4508

#### AIRPORT

Ph 989.386.0445

Fx 989.386.4508

1. **CALL TO ORDER**
  - A. **Pledge of Allegiance**
  - B. **Roll Call**
2. **CONSENT AGENDA** – All items listed with an asterisk (\*) are considered to be routine by the City Commission and shall be enacted by one motion. There will be no separate discussion of these items unless a Commissioner or citizen requests to do so, in which event the item shall be removed from the General Order of Business and considered in its normal sequence on the agenda.
3. **\*APPROVAL OF MINUTES**
4. **\*APPROVAL OF AGENDA**
5. **PUBLIC COMMENT**
6. **OLD/UNFINISHED BUSINESS** – None
7. **NEW BUSINESS**
  - A. **Single Lot Assessments**
    - (1) **Public Hearing**
    - (2) **Approval of Assessment Roll**
  - B. **Traffic Control Order 002-2023**  
(No Parking – North Side of Schoolcrest – From Deer Lake east to dead end)
8. **TREASURER'S REPORT**
9. **\*DEPARTMENT REPORTS**
10. **CITY MANAGER'S REPORT**
11. **\*COMMUNICATIONS**
12. **EXTENDED PUBLIC COMMENT**
13. **COMMISSION DISCUSSION TOPICS**





## CITY OF CLARE

202 West Fifth Street | Clare, Michigan 48617-1490

Office 989.386.7541 | Fax 989.386.4508

[www.cityofclare.org](http://www.cityofclare.org)

### CITY HALL

Ph 989.386.7541  
Fx 989.386.4508  
[www.cityofclare.org](http://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

### 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](mailto: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; Dale Clark, WWTP Superintendent; 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 (\*), Agenda, Minutes, Communications, Professional Development, Board & Committee Appointments, and Bills) that are considered routine by the City Commission. Roll call vote: Yeas: Commissioners Bob Bonham, Kim Bussell, Pat Humphrey, and Carolyn (Gus) Murphy. Nays: None. Absent: Maegan Jenkins. *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. **EMPLOYEE SERVICE RECOGNITION-TOM QUICK, 35 YEARS OF SERVICE**

Assistant Water Treatment Superintendent Tom Quick has spent the past thirty-five years of his life serving the residents of this community. The City Commission is asked to formally recognize Tom for his impeccable, amazing service.

Motion by Commissioner Bonham second by Commissioner Murphy to recognize the service of Mr. Tom Quick by adoption of Resolution 2023-086. Roll call vote: Yeas: Commissioners Bob Bonham, Kim Bussell, Pat Humphrey, and Carolyn (Gus) Murphy. Nays: None. Absent: Maegan Jenkins. None. *Motion Carried.*

Mayor Humphrey presented a plaque recognizing Tom Quick's years of service.

B. **MDOT PERFORMANCE RESOLUTION**

The City enjoys an agreement with MDOT to work within and maintain (on a reimbursable basis) the MDOT road system (U.S. BR-127 & U.S. BR-10/M-115) that courses through the City of Clare on a permit basis. MDOT requires the City to submit an annual performance resolution outlining the parameters and conditions of this agreement and to identify municipal individuals who are authorized to submit permits related to work within the state's trunk lines. The City Commission is asked to approve the resolution.

Motion by Commissioner Murphy second by Commissioner Bonham to approve the agreement by adoption of Performance Resolution 2023-087. 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*

C. **\*BOARD & COMMITTEE APPOINTMENTS-DDA, RYNEARSON & MURPHY**

*Resolution 2023-088 Approved by Consent Agenda.*

D. **\*BOARD & COMMITTEE APPOINTMENTS-BRA, RYNEARSON & MURPHY**

*Resolution 2023-089 Approved by Consent Agenda.*

E. **\*BOARD & COMMITTEE APPOINTMENTS-DDA, AMY SHINDORF**

*Resolution 2023-090 Approved by Consent Agenda.*

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

9. CITY MANAGER'S REPORT

Lake Shamrock Dredging and Dam Project. Mechanical dredging by the City is continuing in front of Shamrock Park. We will continue with our barge and excavator for as long as

the weather/ice will allow into late Fall and Winter. 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. We did receive a version of the permit, but it was not for the right area/quantities so Savin is working with EGLE to correct that issue currently. Prep work on the holding cell at the airport has been more or less completed and crews are working on laying out pipe and installing pipes on the road crossing on Eberhart and the crossing on Washington. The Dam feasibility study work is continuing and is on track to give options/prices in November.

MML Conference. Mayor Humphrey, Mayor Pro Tem Bonham, and I all recently attended the Michigan Municipal League Convention October 18-20 in Traverse City, MI at the Grand Traverse Resort. It was great to see and learn about all the interesting projects going on in and around Traverse City. The Community Excellence Awards were a great part of the event and the winner, the City of Bridgman presented a great project that showcased turning a vacant lot into an active outdoor community gathering space. The sessions were informational and included information on legislative items being discussed, current topics, and tours of facilities and public spaces.

Finance Director/Treasurer. As you know, Shannon Sirpilla's last official day with the City of Clare was November 2<sup>nd</sup> as she took the position of City Manager for the City of Beaverton. We are sad to see Shannon leave the City of Clare, but we wish her all the best in the next phase of her career just up the road. The posting for the new Finance Director/Treasurer has been out for a couple of weeks now and luckily, we have received several applications that will be worth interviewing for the position. Similar to when we hired Shannon, I have been coordinating with the Mayor and Mayor Pro Tem to find times that we can interview the candidates with them and a couple of members of staff including myself. Hopefully, we can have a qualified candidate in place quickly.

Clare Public Schools Bond Proposal. As a reminder, the CPS bond proposal is on the November 7 election ballot. Polls will be open from 7 am – 8 pm on November 7.

City Department Tours. Tonight, we will continue with our informal city department tours at the Police Department. After the meeting is adjourned, we will head over to the PD for a guided informational tour by department staff. You will be able to tour the facility, see the equipment, and learn more about Police operations.

11. \*COMMUNICATIONS: *Approved by Consent Agenda.*
12. EXTENDED PUBLIC COMMENT: None.
13. COMMISSION DISCUSSION TOPICS: Mayor Humphrey noted that there was a very nice tribute for Chris Burns at the MML Conference.
14. \*APPROVAL OF BILLS: *Approved by Consent Agenda.*
15. \*PROFESSIONAL & EDUCATIONAL TRAINING OPPORTUNITIES: *Approved by Consent Agenda.*
16. ADJOURNMENT: Motion by Commissioner Murphy seconded by Commissioner Bussell to adjourn the meeting. Roll call vote: Yeas: Commissioners Bob Bonham, Kim Bussell, Pat Humphrey, and Carolyn (Gus) Murphy. Nays: None. Absent: Maegan Jenkins. None. *Motion Carried.* The meeting adjourned at 6:16 p.m.

---

Pat Humphrey, Mayor

---

Diane Lyon, City Clerk

## AGENDA REPORT

TO: Mayor Pat Humphrey & the Clare City Commission  
FROM: Jeremy Howard, City Manager  
DATE: November 16, 2023  
RE: Single Lot Assessments

For the Agenda of November 20, 2023

---

Background. The City Staff has prepared a single lot assessment roll (*copy att'd*) for charges invoiced but not paid by respective property owners. The City Commission is asked to consider and approve the assessment roll, thereby allowing these charges to be included on the tax bills of the respective parties.

Public Notice (*att'd*) of the public hearing associated with the Assessment Roll has been made, and the property owners listed on the Roll have been notified by first class mail regarding the roll and the scheduled public hearing to hear comments related to the Roll. To date the City has received no written comments related to the Roll.

The City Commission is now asked to conduct the scheduled public hearing and consider approving the assessment roll with the charges for each single lot to allow the Treasurer to have the charges placed on the respective property owner's tax bill.

Issues & Questions Specified. Should the City Commission hold the hearing and approve the assessment roll?

Alternatives.

1. Hold the public hearing and approve the roll.
2. Hold the public hearing and approve the roll with amendments.
3. Do not hold the public hearing, thereby flawing the assessment process and, in essence, disapproving the assessment roll.
4. Set the matter aside for further consideration and/or discussion at a subsequently scheduled meeting.

Financial Impact. Initiation of the process for a Single Lot Assessment will allow the City to recoup the expenses, fees, and charges from the property owners listed on the Assessment Roll.

Recommendation. I recommend that the City Commission approve by motion the conduct of a public hearing to hear objections to the proposed assessment roll and subsequently approve – or approve with amendment, as appropriate – the assessment roll by adoption of Resolution 2023-091 (*copy att'd*).

Attachments.

1. Assessment Roll.
2. Public Notice.
3. Resolution 2023-091.

10/31/2023

**Certification of City Clerk authenticating the Special Assessment Roll**

State of Michigan I HEREBY CERTIFY that the foregoing and annexed is the Special assessment roll of City of Clare

The special assessment code is: DLQINV for the Tax Year 2023, the following are the Single Lot Special

County of Clare Assessments to be spread on the Winter 2023 tax roll: Signed: \_\_\_\_\_

City Clerk

Diane Lyon

10/31/2023

**Single Lot Special Assessments**

Page 1

Parcel # Owner	Sp Assessment Code Property Address	Amount of Special	10% Admin Fee	Total Due
051-360-001-00 ANGLIN TERI	DLQINV 308 JOHN R	180.00	18.00	198.00
051-034-203-25 C&J RENTALS LLC	DLQINV 408 W WHEATON AVE	180.00	18.00	198.00
051-034-204-05 COON BRADLEY JASON	DLQINV 405 W WHEATON AVE	90.00	9.00	99.00
051-034-203-19 LANGLOIS JOSHUA	DLQINV 308 W WHEATON AVE	90.00	9.00	99.00
051-062-001-00 STANLEY WILLIAM R & WANDA	DLQINV 305 W SIXTH ST	45.00	4.50	49.50
051-088-016-00 ADMIRAL REAL ESTATE 1 LLC	DLQINV 126 N MCEWAN ST	90.00	9.00	99.00
051-034-203-14 BOLLE MARK G	DLQINV 1007 MAPLE ST	90.00	9.00	99.00
Records: 7	Totals:	765.00	76.50	841.50

Aged Accounts Receivable Report for CITY OF CLARE  
Population: All Records  
Aging as of 10/31/23

CUSTOMER # NAME	INVOICE #	SERVICE DATE	CURRENT	OVER 30	OVER 60	OVER 90	OVER 120	TOTAL
051-034-203-14 MARK BOLLE	0000005472	05/31/2023	0.00	0.00	0.00	90.00	0.00	90.00
051-034-203-19 MICHELLE MCQUAY	0000005468	05/31/2023	0.00	0.00	0.00	90.00	0.00	90.00
051-034-203-25 C & J RENTALS, LLC	0000005462	05/31/2023	0.00	0.00	0.00	180.00	0.00	180.00
051-034-204-05 COON BRADLEY JASON	0000005467	05/31/2023	0.00	0.00	0.00	90.00	0.00	90.00
	0000005510	07/31/2023	0.00	90.00	0.00	0.00	0.00	90.00
	0000005535	08/31/2023	180.00	0.00	0.00	0.00	0.00	180.00
			-----					
			180.00	90.00	0.00	90.00	0.00	360.00
051-057-002-50 SONJA WOOD	0000005559	09/30/2023	90.00	0.00	0.00	0.00	0.00	90.00
051-061-014-00 MARTIN ALEX DAVID	0000005561	09/30/2023	90.00	0.00	0.00	0.00	0.00	90.00
051-062-001-00 WILLIAM & WANDA STANLEY	0000005469	05/31/2023	0.00	0.00	0.00	45.00	0.00	45.00
051-067-015-00 MORRIS DAWN	0000005562	09/30/2023	90.00	0.00	0.00	0.00	0.00	90.00
051-088-016-00 ADMIRAL REAL ESTATE 1 LLC	0000005471	05/31/2023	0.00	0.00	0.00	90.00	0.00	90.00
	0000005511	07/31/2023	0.00	180.00	0.00	0.00	0.00	180.00
	0000005558	09/30/2023	180.00	0.00	0.00	0.00	0.00	180.00
			-----					
			180.00	180.00	0.00	90.00	0.00	450.00
051-264-008-00 AMANDA LUNDY	0000005530	08/31/2023	270.00	0.00	0.00	0.00	0.00	270.00
051-360-001-00 TERI ANGLIN	0000005461	05/31/2023	0.00	0.00	0.00	180.00	0.00	180.00
18-002-10-014-00 DONOVAN J ZIEHM	0000005532	08/31/2023	360.00	0.00	0.00	0.00	0.00	360.00
	0000005560	09/30/2023	360.00	0.00	0.00	0.00	0.00	360.00
			-----					
			720.00	0.00	0.00	0.00	0.00	720.00
GRAND TOTALS:			1,620.00	270.00	0.00	765.00	0.00	2,655.00
JOURNALIZED AMOUNTS ONLY:								2,655.00
NON-JOURNALIZED AMOUNTS ONLY:								0.00
BILLING ITEM BREAKDOWN								
-----								
MOWING			1,620.00	270.00	0.00	765.00	0.00	2,655.00

# AFFIDAVIT OF PUBLICATION

State of Michigan  
County of Clare

R. Michael Wilcox, being duly sworn says he is one of the principal clerks of the Clare County Review, a weekly newspaper published and circulated in said county. The annexed is a printed copy of a notice which was published in said newspaper on the following date(s), to wit:

10/6/23

R Michael Wilcox  
R. Michael Wilcox

Subscribed and sworn to before me this

12 day of November A.D. 2023

Julie K. Hotchkiss  
Julie Hotchkiss

Notary Public, Allegan County, Michigan.  
Acting In Allegan County, Michigan

My commission expires 03/15/2029

**WILCOX NEWSPAPERS, LLC**  
**DBA WILCOX NEWSPAPERS**  
P.O. Box 189, Allegan, MI 49010 - (269) 657-5080

**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



**RESOLUTION 2023-091**

**A RESOLUTION OF THE CLARE CITY COMMISSION APPROVING THE ASSESSMENT ROLL FOR SINGLE LOT ASSESSMENTS.**

**WHEREAS**, the City Commission has deemed it necessary and appropriate to establish single lot assessments against specific properties within the City of Clare to recoup certain uncollected charges from the owners of said specific properties, the list of said uncollected charges submitted to the City Commission; and

**WHEREAS**, a single lot assessment roll delineating all individuals who were to be assessed for said uncollected charges has been prepared and filed with the City Clerk, who in turn has provided due and legal notice of a public hearing to review the assessment roll for said single lot assessments and to receive objections to said roll in writing; and

**WHEREAS**, said hearing date has been set for the 20<sup>th</sup> day of November 2023; and

**WHEREAS**, the City Commission has held said public hearing and received objections to said single lot assessments and determined that said assessment roll is appropriate and correct.

**NOW THEREFORE BE IT RESOLVED THAT** said single lot assessment roll is determined to be fair and equitable and the assessments are determined to be in proportion to the services received.

**BE IT FURTHER RESOLVED THAT** said Roll, as prepared and reported to the City Commission, be and the same hereby is confirmed.

**BE IT FURTHER RESOLVED THAT** the City Treasurer shall utilize said Roll to place said uncollected/unpaid charges for services on the tax rolls of the City, thereby allowing the City to recoup its charges for uncollected/unpaid services, and that all said uncollected/unpaid charges for services shall be payable to the City in full in accordance with the payment instructions and schedules of said tax roll(s).

**BE IT FURTHER RESOLVED THAT** a warrant shall be attached by the City Clerk to a certified copy of the Roll within ten (10) days of this Resolution, herein commanding the City Treasurer to collect from each of the persons assessed on said Roll the amount of money assessed to and set opposite his name therein.

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

**This Resolution was introduced by Commissioner \_\_\_\_\_ and supported by Commissioner \_\_\_\_\_. The Resolution declared adopted by the following roll call vote:**

**YEAS:**

**NAYS:**

**ABSENT:**

Resolution approved for adoption on this 20<sup>th</sup> day of November, 2023.

---

Diane Lyon, City Clerk

## AGENDA REPORT

TO: Mayor Pat Humphrey and the Clare City Commission  
FROM: Jeremy Howard, City Manager  
DATE: November 16, 2023  
RE: Traffic Control Order 002-2023 (Vehicular Parking Restriction – North side of Schoolcrest from Deer Lake east to dead end)

For the Agenda of November 20, 2023.

---

**Background.** Parking along the north side of Schoolcrest Avenue in front of Stamina Stadium has been causing significant inconvenience to the residents and local business in that area. Vehicles have been obstructing the driveways of residences and blocking access to a local business establishment due to parking in front of Stamina Stadium. As such, the residents and the business owner have requested that the City prohibit parking on the north side of the street in the area of Stamina Stadium in Clare to allow access to their driveways.

The City's Traffic & Safety Committee met on November 1, 2023, and has reviewed the request and recommended approval of said request (*meeting minutes att'd*). The City Commission is now asked to approve the request by the issuance of a Traffic Control Order (*copy of TCO002-2023 att'd*).

**Issues & Questions Specified.** Should the City Commission approve Traffic Control Order 002-2023?

**Alternatives.**

1. Approve the TCO.
2. Approve the TCO with modifications/amendments.
3. Disapprove the TCO.
4. Set aside the decision regarding this matter to a later date.

**Financial Impact:** Signage and paint to implement the TCO is estimated to be approximately \$300.

**Recommendation.** I recommend that the City Commission approve Traffic Control Order 002-2023 by adoption of Resolution 2023-092 (*copy att'd*).

**Attachments.**

1. 11.1.2023 TCC Minutes.
2. TCO 002-2023.
3. Resolution 2023-092.



# CLARE CITY POLICE DEPARTMENT

**Chief David Saad**  
207 West Fifth Street  
Clare, Michigan 48617  
Phone: 989-386-2121

## CLARE CITY TRAFFIC SAFETY COMMITTEE MINUTES 11-1-2023

### I. CALL TO ORDER

City of Clare Traffic & Safety Committee Meeting was held on November 1<sup>st</sup>, 2023 at 17:00 hours by Chair David Saad

- a. ROLL CALL at the Clare Public Safety Building. Located at 207 W. Fifth St. Clare MI 48617.  
Present: Luke Potter (via phone), Jeffrey Klaus, Jeremy Howard, David Saad, Greg Rynearson and Larry Wyman

Absent: None

### II. OLD BUSINESS None

### III NEW BUSINESS

Item #1

**NO PARKING ZONE - NORTH SIDE OF SCHOOLCREST STREET IN FRONT OF STAMINA STADIUM**

Discussion:

Parking along the north side of Schoolcrest Street in front of Stamina Stadium has been causing significant inconvenience to the residents and local businesses. Vehicles have been obstructing driveways of residences and blocking access to a local business establishment due to parking in front of Stamina Stadium.

In light of the recurring problem the Traffic Safety Committee discussed designated no parking zone in front of Stamina Stadium. The implementation of no parking signs and painted markings by the Clare DPW on the street would serve as a clear indication to drivers that parking in this area is strictly prohibited. By creating a no parking zone, we believe that it will deter vehicles from obstructing driveways and blocking access to the local business. Enforcement of the no parking would be enforced by the City of Clare Police Department.

The proposal was carefully reviewed and endorsed by the local Traffic Safety Board. This is believed to be the most effective and practical course of action to address the ongoing parking issues.

Motion was made by Potter, second by Wyman Roll call: Ayes: all Nays: none

Action:

If approved by City Commission the DPW install no parking signs and paint no parking along the north side of the street on Schoolcrest in front of Stamina Stadium.

### IV. OTHER BUSINESS- None



# CLARE POLICE DEPARTMENT

**Chief David Saad**  
207 West Fifth Street  
Clare, Michigan 48617  
Phone: 989-386-2121  
Fax: 989-386-0440

## CITY OF CLARE TRAFFIC CONTROL ORDER

NO: 002-2023

A. ISSUED BY: Chief David Saad  
(TRAFFIC ENGINEER)

DATE: 11-20-2023

B. WORK TO BE DONE BY Luke Potter DPW superintendent

C. FILED AND ATTESTED \_\_\_\_\_ DATE: \_\_\_\_\_

D. LOCATION

1. **NO PARKING ZONE - NORTH SIDE OF SCHOOLCREST STREET IN FRONT OF STAMINA STADIUM**

E. CONTENT:

1. **NO PARKING SIGNS AND PAINTED MARKINGS INSTALLED ALONG THE NORTH SIDE OF THE STREET OF SCHOOLCREST IN FRONT OF STAMINA STADIUM TO SERVE AS A CLEAR INDICATION TO DRIVERS THAT PARKING IN THIS AREA IS STRICTLY PROHIBITED.**

DATE OF EXPIRATION: None

RESOLUTION ADOPTION DATE: November 20, 2023

**RESOLUTION 2023-092**

**A RESOLUTION OF THE CLARE CITY COMMISSION APPROVING TRAFFIC CONTROL ORDER 002-2023.**

**WHEREAS**, parking along the north side of Schoolcrest Avenue in front of Stamina Stadium has been causing significant inconvenience to the residents and a local business in that area; and

**WHEREAS**, the City's Traffic & Safety Committee met on November 1, 2023, and has reviewed said request and recommended approval of the request; and

**WHEREAS**, said recommendation has been incorporated in a proposed Traffic Control Order, said Order being designated as TCO 002-2023; and

**WHEREAS**, said TCO 002-2023 has been reviewed and considered by the City Commission and determined to be an appropriate and prudent solution to the aforementioned request.

**NOW THEREFORE BE IT RESOLVED THAT** the Clare City Commission hereby approves Traffic Control Order 002-2023 and directs its City Manager to task the City's Street Administrator to ensure that appropriate signage and markings are installed to implement the provisions of the Traffic Control Order and that appropriate enforcement actions are taken relative to said Order.

**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 20<sup>th</sup> day of November, 2023.

---

Diane Lyon, City Clerk

**To:** Mayor Pat Humphrey and the Clare City Commission  
**From:** Cheryl L. Coon  
Deputy Treasurer  
**Date:** November 14, 2023  
**Reference:** Treasurer's Report for November 20, 2023

**City Audit:** We have been actively working to wrap up the audit prior to the deadline. Met with Danielle Hoppe on Tuesday, November 14, 2023 and we have just a handful of items to verify and/or correct and the audit will be complete. Danielle stated that they should be ready to present the audit in December.

---

**Fiscal Year 2024 Grant Progress:**

MEDC CDBG WRI is currently up to date with reimbursement and payments received - \$81,291.25  
Dredging and Dam is currently up to date with reimbursement and payments expected - \$1,057,767.68

---

**City Financials:**

October 2023 reconciliation is in process. **Updated October reconciliation documents will be made available at the next commission meeting.**

---

**Property Taxes:**

Both Tax and Assessing Database backups have been submitted to Clare and Isabella County Equalization departments for balancing. Both counties have confirmed we are in balance. This information has been sent out to KCI for printing no later than the second week of November, to be mailed out to taxpayers December 1<sup>st</sup>.

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.

**CITY OF CLARE**  
**CASH AND INVESTMENT SUMMARY (UNAUDITED) BY BANK**  
**FROM 10/01/2023 TO 10/31/2023**

<u>Financial Institution/Account Description</u>	<u>Balance 10/01/2023</u>	<u>Total Increases</u>	<u>Total Decreases</u>	<u>Balance 10/31/2023</u>
<b><u>City of Clare Accounts</u></b>				
Mercantile/Consolidated Account	\$ 6,204,308.70	\$ 924,948.70	\$ 1,525,096.83	5,604,160.57
Mercantile/Rural Development Bond & Interest Acct	120,052.17	208.40	-	120,260.57
Mercantile/Rural Development RRI Acct	116,174.57	201.67	-	116,376.24
Mercantile/USDA Sewer Bond Pmt Reserve Acct	13,197.10	2.89	-	13,199.99
Mercantile/USDA Sewer Bond RRI Reserve Acct	41,377.41	9.07	-	41,386.48
Mercantile/USDA Water Bond Pmt Reserve Acct	43,005.96	9.43	-	43,015.39
Mercantile/USDA Water Bond RRI Reserve Acct	128,336.55	222.78	-	128,559.33
Mercantile/Money Market Account	75,698.98	131.41	-	75,830.39
Mercantile Property Tax Account	59,299.17	58,147.74	55,426.03	62,020.88
Petty Cash and Cash on Hand	750.00	-	-	750.00
Mercantile/Hatton Township Landfill Trust Fund	210,055.60	-	-	210,055.60
<b>Total - City of Clare Accounts</b>	<b><u>\$ 7,012,256.21</u></b>	<b><u>\$ 983,882.09</u></b>	<b><u>\$ 1,580,522.86</u></b>	<b><u>\$ 6,415,615.44</u></b>
<b><u>City of Clare Component Unit Accounts</u></b>				
Mercantile/DDA Account	211,107.28	357.06	38,185.34	173,279.00
<b>Total - City of Clare Component Unit Accounts</b>	<b><u>\$ 211,107.28</u></b>	<b><u>\$ 357.06</u></b>	<b><u>\$ 38,185.34</u></b>	<b><u>\$ 173,279.00</u></b>

Fund 101 GENERAL FUND

GL Number	Description	PERIOD ENDED 10/31/2022	PERIOD ENDED 10/31/2023
<b>*** Assets ***</b>			
101-000.000-001.000	CASH	1,984,153.73	2,180,841.07
101-000.000-001.002	CASH ON HAND	650.00	650.00
101-000.000-001.003	PETTY CASH	100.00	100.00
101-000.000-001.009	ACH RECEIPT ACCT	1,000.00	0.00
101-000.000-002.001	CASH - MERCANTILE	74,763.09	75,830.39
101-000.000-028.000	TAXES RECEIVABLE	0.00	(64.57)
101-000.000-040.000	ACCOUNTS RECEIVABLE	13,331.55	28,719.28
101-000.000-040.248	DUE FROM DDA	1,346.53	2,492.70
101-000.000-040.271	ACCOUNTS RECEIVABLE - LIBRARY	440.00	0.00
101-000.000-043.000	A/R UTILITIES	11,234.11	11,313.96
101-000.000-043.001	ALLOWANCE FOR UNCOLLECTIBLE ACCOUNTS	(1,025.00)	(1,025.00)
101-000.000-084.703	DUE FROM TAX FUND	130.33	4,734.98
101-000.000-111.000	INVENTORY	2,267.36	2,668.16
101-000.000-111.001	INVENTORY - AIRPORT FUEL	30,221.10	30,221.10
101-000.000-123.595	PREPAID SALES TAX - AVIATION FUEL	4,229.90	739.60
<b>Total Assets</b>		<b>2,122,842.70</b>	<b>2,337,221.67</b>
<b>*** Liabilities ***</b>			
101-000.000-202.000	ACCTS PAYABLE	(7.49)	0.00
101-000.000-214.222	DUE TO COUNTY- TR FEES	0.00	105.50
101-000.000-214.225	DUE TO COUNTY - SCHOOL TR FEES	0.00	422.00
101-000.000-214.703	DUE TO TAX ACCOUNT	0.00	(5,713.92)
101-000.000-228.000	DUE TO STATE OF MICHIGAN - AIRPORT	1,217.01	855.62
101-000.000-228.101	DUE TO THE STATE OF MICHIGAN - BAGS	14.75	8.47
101-000.000-276.000	DUE TO UTILITY CUSTOMERS	367.18	367.18
101-000.000-339.000	DEFERRED REVENUES	323,357.99	323,357.99
<b>Total Liabilities</b>		<b>324,949.44</b>	<b>319,402.84</b>
<b>*** Fund Balance ***</b>			
101-000.000-391.000	FISCAL FUND BALANCE	693,641.89	693,641.89
<b>Total Fund Balance</b>		<b>693,641.89</b>	<b>693,641.89</b>
<b>Beginning Fund Balance</b>		<b>693,641.89</b>	<b>693,641.89</b>
<b>Net of Revenues VS Expenditures - 22-23</b>			<b>287,269.07</b>
<b>*22-23 End FB/23-24 Beg FB</b>		<b>980,910.96</b>	
<b>Net of Revenues VS Expenditures - Current Year</b>		<b>1,104,251.37</b>	<b>1,036,907.87</b>
<b>Ending Fund Balance</b>		<b>1,797,893.26</b>	<b>2,017,818.83</b>
<b>Total Liabilities And Fund Balance</b>		<b>2,122,842.70</b>	<b>2,337,221.67</b>

\* Year Not Closed



Fund 151 CEMETERY TRUST FUND

GL Number	Description	PERIOD ENDED 10/31/2022	PERIOD ENDED 10/31/2023
<b>*** Assets ***</b>			
151-000.000-001.000	CASH	330,452.01	34,746.47
151-000.000-001.002	PERPETUAL CARE ACCT	0.00	303,908.23
<b>Total Assets</b>		<b>330,452.01</b>	<b>338,654.70</b>
<b>*** Liabilities ***</b>			
<b>Total Liabilities</b>		<b>0.00</b>	<b>0.00</b>
<b>*** Fund Balance ***</b>			
151-000.000-390.000	FUND BALANCE	24,664.59	19,464.59
151-000.000-390.001	NONEXPENDABLE FUND BALANCE	294,977.27	300,177.27
<b>Total Fund Balance</b>		<b>319,641.86</b>	<b>319,641.86</b>
<b>Beginning Fund Balance</b>		<b>319,641.86</b>	<b>319,641.86</b>
<b>Net of Revenues VS Expenditures - 22-23</b>			<b>16,731.86</b>
<b>*22-23 End FB/23-24 Beg FB</b>		<b>336,373.72</b>	
<b>Net of Revenues VS Expenditures - Current Year</b>		<b>10,810.15</b>	<b>2,280.98</b>
<b>Ending Fund Balance</b>		<b>330,452.01</b>	<b>338,654.70</b>
<b>Total Liabilities And Fund Balance</b>		<b>330,452.01</b>	<b>338,654.70</b>

\* Year Not Closed

Fund 202 MAJOR STREETS

GL Number	Description	PERIOD ENDED 10/31/2022	PERIOD ENDED 10/31/2023
*** Assets ***			
202-000.000-001.000	CASH	201,909.35	219,713.55
202-000.000-078.000	DUE FROM STATE	0.00	3,606.90
<b>Total Assets</b>		<b>201,909.35</b>	<b>223,320.45</b>
*** Liabilities ***			
<b>Total Liabilities</b>		<b>0.00</b>	<b>0.00</b>
*** Fund Balance ***			
202-000.000-391.000	FISCAL FUND BALANCE	269,002.76	269,002.76
<b>Total Fund Balance</b>		<b>269,002.76</b>	<b>269,002.76</b>
<b>Beginning Fund Balance</b>		<b>269,002.76</b>	<b>269,002.76</b>
<b>Net of Revenues VS Expenditures - 22-23</b>			<b>17,770.43</b>
<b>*22-23 End FB/23-24 Beg FB</b>		<b>286,773.19</b>	
<b>Net of Revenues VS Expenditures - Current Year</b>		<b>(67,093.41)</b>	<b>(63,452.74)</b>
<b>Ending Fund Balance</b>		<b>201,909.35</b>	<b>223,320.45</b>
<b>Total Liabilities And Fund Balance</b>		<b>201,909.35</b>	<b>223,320.45</b>

\* Year Not Closed

Fund 203 LOCAL STS FUND

GL Number	Description	PERIOD ENDED 10/31/2022	PERIOD ENDED 10/31/2023
*** Assets ***			
203-000.000-001.000	CASH	68,760.45	81,018.23
203-000.000-045.000	SPECIAL ASSESSMENTS RECEIVABLE	525.74	525.74
<b>Total Assets</b>		<b>69,286.19</b>	<b>81,543.97</b>
*** Liabilities ***			
203-000.000-339.000	DEFERRED REVENUES	525.74	525.74
<b>Total Liabilities</b>		<b>525.74</b>	<b>525.74</b>
*** Fund Balance ***			
203-000.000-391.000	FISCAL FUND BALANCE	63,832.65	63,832.65
<b>Total Fund Balance</b>		<b>63,832.65</b>	<b>63,832.65</b>
<b>Beginning Fund Balance</b>		<b>63,832.65</b>	<b>63,832.65</b>
<b>Net of Revenues VS Expenditures - 22-23</b>			<b>10,083.28</b>
<b>*22-23 End FB/23-24 Beg FB</b>		<b>73,915.93</b>	
<b>Net of Revenues VS Expenditures - Current Year</b>		<b>4,927.80</b>	<b>7,102.30</b>
<b>Ending Fund Balance</b>		<b>68,760.45</b>	<b>81,018.23</b>
<b>Total Liabilities And Fund Balance</b>		<b>69,286.19</b>	<b>81,543.97</b>

\* Year Not Closed

Fund 204 MUNICIPAL STREET FUND

GL Number	Description	PERIOD ENDED 10/31/2022	PERIOD ENDED 10/31/2023
*** Assets ***			
204-000.000-001.000	CASH	297,235.56	209,743.84
<b>Total Assets</b>		<b>297,235.56</b>	<b>209,743.84</b>
*** Liabilities ***			
<b>Total Liabilities</b>		<b>0.00</b>	<b>0.00</b>
*** Fund Balance ***			
204-000.000-391.000	FISCAL FUND BALANCE	131,690.05	131,690.05
<b>Total Fund Balance</b>		<b>131,690.05</b>	<b>131,690.05</b>
<b>Beginning Fund Balance</b>		<b>131,690.05</b>	<b>131,690.05</b>
<b>Net of Revenues VS Expenditures - 22-23</b>			<b>(2,566.46)</b>
<b>*22-23 End FB/23-24 Beg FB</b>		<b>129,123.59</b>	
<b>Net of Revenues VS Expenditures - Current Year</b>		<b>165,545.51</b>	<b>80,620.25</b>
<b>Ending Fund Balance</b>		<b>297,235.56</b>	<b>209,743.84</b>
<b>Total Liabilities And Fund Balance</b>		<b>297,235.56</b>	<b>209,743.84</b>

\* Year Not Closed

Fund 206 FIRE FUND

GL Number	Description	PERIOD ENDED 10/31/2022	PERIOD ENDED 10/31/2023
<b>*** Assets ***</b>			
206-000.000-001.000	CASH	308,379.66	334,808.29
206-000.000-040.000	ACCOUNTS RECEIVABLE	15,892.48	13,682.47
206-000.000-043.001	ALLOWANCE FOR UNCOLLECTIBLE ACCOUNTS	311.16	0.00
206-000.000-111.000	INVENTORY	253.10	253.10
<b>Total Assets</b>		<b>324,836.40</b>	<b>348,743.86</b>
<b>*** Liabilities ***</b>			
206-000.000-339.000	DEFERRED REVENUES	91,505.87	91,505.87
<b>Total Liabilities</b>		<b>91,505.87</b>	<b>91,505.87</b>
<b>*** Fund Balance ***</b>			
206-000.000-391.000	FISCAL FUND BALANCE	291,719.00	291,719.00
<b>Total Fund Balance</b>		<b>291,719.00</b>	<b>291,719.00</b>
<b>Beginning Fund Balance</b>		<b>291,719.00</b>	<b>291,719.00</b>
<b>Net of Revenues VS Expenditures - 22-23</b>			<b>36,123.08</b>
<b>*22-23 End FB/23-24 Beg FB</b>		<b>327,842.08</b>	
<b>Net of Revenues VS Expenditures - Current Year</b>		<b>(58,388.47)</b>	<b>(70,604.09)</b>
<b>Ending Fund Balance</b>		<b>233,330.53</b>	<b>257,237.99</b>
<b>Total Liabilities And Fund Balance</b>		<b>324,836.40</b>	<b>348,743.86</b>

\* Year Not Closed

Fund 208 PARKS AND RECREATION

GL Number	Description	PERIOD ENDED 10/31/2022	PERIOD ENDED 10/31/2023
*** Assets ***			
208-000.000-001.000	CASH	78,618.21	(460,932.02)
208-000.000-001.208	LAKE SHAMROCK 2021 BOND PROCEEDS	988,808.34	990,830.02
208-000.000-040.000	ACCOUNTS RECEIVABLE	310.25	175.00
208-000.000-045.000	SPECIAL ASSESSMENTS RECEIVABLE	594,646.00	594,646.00
<b>Total Assets</b>		<b>1,662,382.80</b>	<b>1,124,719.00</b>
*** Liabilities ***			
208-000.000-283.000	DEPOSITS PAYABLE - PARK RENTALS	(145.00)	330.00
208-000.000-339.000	DEFERRED REVENUES	594,646.00	594,646.00
<b>Total Liabilities</b>		<b>594,501.00</b>	<b>594,976.00</b>
*** Fund Balance ***			
208-000.000-390.000	FUND BALANCE	1,203,416.62	1,203,416.62
<b>Total Fund Balance</b>		<b>1,203,416.62</b>	<b>1,203,416.62</b>
<b>Beginning Fund Balance</b>		<b>1,203,416.62</b>	<b>1,203,416.62</b>
<b>Net of Revenues VS Expenditures - 22-23</b>			<b>255,005.15</b>
<b>*22-23 End FB/23-24 Beg FB</b>		<b>1,458,421.77</b>	
<b>Net of Revenues VS Expenditures - Current Year</b>		<b>(135,534.82)</b>	<b>(928,678.77)</b>
<b>Ending Fund Balance</b>		<b>1,067,881.80</b>	<b>529,743.00</b>
<b>Total Liabilities And Fund Balance</b>		<b>1,662,382.80</b>	<b>1,124,719.00</b>

\* Year Not Closed

Fund 214 LOCAL DEVELOPMENT FINANCE AUTH

GL Number	Description	PERIOD ENDED 10/31/2022	PERIOD ENDED 10/31/2023
*** Assets ***			
214-000.000-001.000	CASH	3,789.80	2,971.22
<b>Total Assets</b>		<b>3,789.80</b>	<b>2,971.22</b>
*** Liabilities ***			
<b>Total Liabilities</b>		<b>0.00</b>	<b>0.00</b>
*** Fund Balance ***			
214-000.000-391.000	FISCAL FUND BALANCE	(447.76)	(447.76)
<b>Total Fund Balance</b>		<b>(447.76)</b>	<b>(447.76)</b>
<b>Beginning Fund Balance</b>		<b>(447.76)</b>	<b>(447.76)</b>
<b>Net of Revenues VS Expenditures - 22-23</b>			<b>520.32</b>
<b>*22-23 End FB/23-24 Beg FB</b>		<b>72.56</b>	
<b>Net of Revenues VS Expenditures - Current Year</b>		<b>4,237.56</b>	<b>2,898.66</b>
<b>Ending Fund Balance</b>		<b>3,789.80</b>	<b>2,971.22</b>
<b>Total Liabilities And Fund Balance</b>		<b>3,789.80</b>	<b>2,971.22</b>

\* Year Not Closed

Fund 243 BROWNFIELD REDEVELOPMENT AUTHORITY FUND

GL Number	Description	PERIOD ENDED 10/31/2022	PERIOD ENDED 10/31/2023
*** Assets ***			
243-000.000-001.000	CASH	4,635.68	4,647.39
<b>Total Assets</b>		<b>4,635.68</b>	<b>4,647.39</b>
*** Liabilities ***			
<b>Total Liabilities</b>		<b>0.00</b>	<b>0.00</b>
*** Fund Balance ***			
243-000.000-390.000	FUND BALANCE	4,635.53	4,635.53
<b>Total Fund Balance</b>		<b>4,635.53</b>	<b>4,635.53</b>
<b>Beginning Fund Balance</b>		<b>4,635.53</b>	<b>4,635.53</b>
<b>Net of Revenues VS Expenditures - 22-23</b>			<b>5.98</b>
*22-23 End FB/23-24 Beg FB		4,641.51	
<b>Net of Revenues VS Expenditures - Current Year</b>		<b>0.15</b>	<b>5.88</b>
<b>Ending Fund Balance</b>		<b>4,635.68</b>	<b>4,647.39</b>
<b>Total Liabilities And Fund Balance</b>		<b>4,635.68</b>	<b>4,647.39</b>

\* Year Not Closed



Fund 248 DOWNTOWN DEVELOPMENT AUTHORITY

GL Number	Description	PERIOD ENDED 10/31/2022	PERIOD ENDED 10/31/2023
*** Assets ***			
248-000.000-001.000	CASH	168,811.67	173,279.00
<b>Total Assets</b>		<b>168,811.67</b>	<b>173,279.00</b>
*** Liabilities ***			
<b>Total Liabilities</b>		<b>0.00</b>	<b>0.00</b>
*** Fund Balance ***			
248-000.000-391.000	FISCAL FUND BALANCE	134,218.25	134,218.25
<b>Total Fund Balance</b>		<b>134,218.25</b>	<b>134,218.25</b>
<b>Beginning Fund Balance</b>		<b>134,218.25</b>	<b>134,218.25</b>
<b>Net of Revenues VS Expenditures - 22-23</b>			<b>(7,802.90)</b>
<b>*22-23 End FB/23-24 Beg FB</b>		<b>126,415.35</b>	
<b>Net of Revenues VS Expenditures - Current Year</b>		<b>34,593.42</b>	<b>46,863.65</b>
<b>Ending Fund Balance</b>		<b>168,811.67</b>	<b>173,279.00</b>
<b>Total Liabilities And Fund Balance</b>		<b>168,811.67</b>	<b>173,279.00</b>

\* Year Not Closed

Fund 265 DRUG LAW ENFORCEMENT FUND

GL Number	Description	PERIOD ENDED 10/31/2022	PERIOD ENDED 10/31/2023
*** Assets ***			
265-000.000-001.000	CASH	2,893.97	(17.84)
<b>Total Assets</b>		<b>2,893.97</b>	<b>(17.84)</b>
*** Liabilities ***			
<b>Total Liabilities</b>		<b>0.00</b>	<b>0.00</b>
*** Fund Balance ***			
265-000.000-390.000	FUND BALANCE	2,893.89	2,893.89
<b>Total Fund Balance</b>		<b>2,893.89</b>	<b>2,893.89</b>
<b>Beginning Fund Balance</b>		<b>2,893.89</b>	<b>2,893.89</b>
<b>Net of Revenues VS Expenditures - 22-23</b>			
*22-23 End FB/23-24 Beg FB		(17.84)	(2,911.73)
<b>Net of Revenues VS Expenditures - Current Year</b>		<b>0.08</b>	<b>0.00</b>
<b>Ending Fund Balance</b>		<b>2,893.97</b>	<b>(17.84)</b>
<b>Total Liabilities And Fund Balance</b>		<b>2,893.97</b>	<b>(17.84)</b>

\* Year Not Closed

Fund 287 POLICE TRAINING 302 FUND

GL Number	Description	PERIOD ENDED 10/31/2022	PERIOD ENDED 10/31/2023
*** Assets ***			
287-000.000-001.000	CASH	824.88	3,289.02
<b>Total Assets</b>		<b>824.88</b>	<b>3,289.02</b>
*** Liabilities ***			
<b>Total Liabilities</b>		<b>0.00</b>	<b>0.00</b>
*** Fund Balance ***			
287-000.000-391.000	FISCAL FUND BALANCE	397.04	397.04
<b>Total Fund Balance</b>		<b>397.04</b>	<b>397.04</b>
<b>Beginning Fund Balance</b>		<b>397.04</b>	<b>397.04</b>
<b>Net of Revenues VS Expenditures - 22-23</b>			<b>1,562.26</b>
*22-23 End FB/23-24 Beg FB		1,959.30	
<b>Net of Revenues VS Expenditures - Current Year</b>		<b>427.84</b>	<b>1,329.72</b>
<b>Ending Fund Balance</b>		<b>824.88</b>	<b>3,289.02</b>
<b>Total Liabilities And Fund Balance</b>		<b>824.88</b>	<b>3,289.02</b>

\* Year Not Closed

Fund 303 PUBLIC SAFETY BLDG DEBT SERVIC

GL Number	Description	PERIOD ENDED 10/31/2022	PERIOD ENDED 10/31/2023
*** Assets ***			
303-000.000-001.000	CASH	29,760.83	54,598.43
<b>Total Assets</b>		<b>29,760.83</b>	<b>54,598.43</b>
*** Liabilities ***			
<b>Total Liabilities</b>		<b>0.00</b>	<b>0.00</b>
*** Fund Balance ***			
303-000.000-391.000	FISCAL FUND BALANCE	(48,143.76)	(48,143.76)
<b>Total Fund Balance</b>		<b>(48,143.76)</b>	<b>(48,143.76)</b>
<b>Beginning Fund Balance</b>		<b>(48,143.76)</b>	<b>(48,143.76)</b>
<b>Net of Revenues VS Expenditures - 22-23</b>			<b>66,033.79</b>
*22-23 End FB/23-24 Beg FB		17,890.03	
<b>Net of Revenues VS Expenditures - Current Year</b>		<b>77,904.59</b>	<b>36,708.40</b>
<b>Ending Fund Balance</b>		<b>29,760.83</b>	<b>54,598.43</b>
<b>Total Liabilities And Fund Balance</b>		<b>29,760.83</b>	<b>54,598.43</b>

\* Year Not Closed

Fund 590 SEWER SYSTEM FUND

GL Number	Description	PERIOD ENDED 10/31/2022	PERIOD ENDED 10/31/2023
<b>*** Assets ***</b>			
590-000.000-001.000	CASH	249,595.28	228,246.06
590-000.000-001.012	CASH - 2012 USDA BOND RESERVE ACCT	113,396.98	120,260.57
590-000.000-001.013	CASH - 2012 USDA BOND RRI ACCT	97,896.74	116,376.24
590-000.000-001.014	2014 USDA SEWER BOND PMT RESERVE ACCOUNT	11,669.73	13,199.99
590-000.000-001.015	2014 USDA SEWER BOND RRI RESERVE ACCOUNT	36,588.60	41,386.48
590-000.000-034.000	A/R TO TAXES	500.00	500.00
590-000.000-040.000	ACCOUNTS RECEIVABLE	652.95	1,697.65
590-000.000-043.000	A/R UTILITIES	42,853.45	44,431.31
590-000.000-043.001	ALLOWANCE FOR UNCOLLECTIBLE ACCOUNTS	(3,300.00)	(3,300.00)
590-000.000-111.000	INVENTORY	53,851.75	62,740.15
590-000.000-130.000	LAND	10,756.50	10,756.50
590-000.000-132.000	LAND IMPROVEMENTS	425,546.53	425,546.53
590-000.000-133.000	ACCUMULATED DEPRECIATION - LAND IMPROVEM	(389,481.52)	(389,481.52)
590-000.000-136.000	BUILDINGS, ADDITIONS, ETC.	4,940,381.44	4,940,381.44
590-000.000-137.000	ACCUMULATED DEPRECIATION-BUILDINGS	(3,785,672.29)	(3,785,672.29)
590-000.000-138.000	EQUIPMENT	2,296,519.08	2,317,538.48
590-000.000-143.000	ACCUMULATED DEPRECIATION - EQUIPMENT	(903,049.55)	(903,049.55)
590-000.000-146.000	OFFICE EQUIPMENT AND FURNITURE	17,002.77	17,002.77
590-000.000-147.000	ACCUMULATED DEPR. - OFFICE EQUIPMENT	(17,002.77)	(17,002.77)
590-000.000-154.001	SEWER SYSTEM - LAGOONS	1,465,524.49	1,465,524.49
590-000.000-154.002	SEWER SYSTEM - COLLECTION	4,973,846.38	4,973,846.38
590-000.000-155.000	ACCUMULATED DEPR. - SEWER SYSTEM	(3,508,478.17)	(3,508,478.17)
590-000.000-158.000	CONSTRUCTION IN PROGRESS	6,946.40	6,946.40
<b>Total Assets</b>		<b>6,136,544.77</b>	<b>6,179,397.14</b>
<b>*** Liabilities ***</b>			
590-000.000-202.000	ACCTS PAYABLE	42.85	0.00
590-000.000-256.000	ACCRUED INT PAYABLE	10,665.22	10,665.22
590-000.000-276.000	DUE TO SEWER CUSTOMERS	(2,428.25)	(2,728.25)
590-000.000-285.000	SECURITY DEPOSITS	16,970.00	19,920.00
590-000.000-306.000	2011 USDA RURAL DEVELOPMENT BONDS	2,151,953.69	2,100,953.69
590-000.000-312.000	2012 REFUNDING BONDS - SEWER SYSTEM	4,428.57	(1,285.72)
590-000.000-314.000	2014 RURAL DEVELOPMENT BONDING	298,000.00	293,000.00
<b>Total Liabilities</b>		<b>2,479,632.08</b>	<b>2,420,524.94</b>
<b>*** Fund Balance ***</b>			
590-000.000-391.000	NET ASSETS	3,391,244.51	3,362,866.51
590-000.000-391.002	BOND RESERVE - 2011 RURAL DEV BOND PMT	113,318.81	118,568.81
590-000.000-391.003	BOND RESERVE - 2011 RURAL DEV - RRI	97,830.27	114,755.27
590-000.000-391.004	BOND RESERVE - 2014 RURAL DEV BOND PMT	11,662.09	13,162.09
590-000.000-391.005	BOND RESERVE - 2014 RURAL DEV RRI	36,564.10	41,267.10
<b>Total Fund Balance</b>		<b>3,650,619.78</b>	<b>3,650,619.78</b>
<b>Beginning Fund Balance</b>		<b>3,650,619.78</b>	<b>3,650,619.78</b>
<b>Net of Revenues VS Expenditures - 22-23</b>			<b>137,434.27</b>
<b>*22-23 End FB/23-24 Beg FB</b>		<b>3,788,054.05</b>	
<b>Net of Revenues VS Expenditures - Current Year</b>		<b>6,292.91</b>	<b>(29,181.85)</b>
<b>Ending Fund Balance</b>		<b>3,656,912.69</b>	<b>3,758,872.20</b>
<b>Total Liabilities And Fund Balance</b>		<b>6,136,544.77</b>	<b>6,179,397.14</b>

\* Year Not Closed

Fund 591 WATER SYSTEM FUND

GL Number	Description	PERIOD ENDED 10/31/2022	PERIOD ENDED 10/31/2023
<b>*** Assets ***</b>			
591-000.000-001.000	CASH	1,763,838.83	1,613,196.88
591-000.000-001.016	2014 & 2019 USDA WATER BOND PMT RESERVES	34,831.40	43,015.39
591-000.000-001.017	2014 & 2019 USDA WATER BOND RRI RESERVES	98,870.48	128,559.33
591-000.000-040.000	ACCOUNTS RECEIVABLE	26,198.04	45,993.74
591-000.000-043.000	A/R UTILITIES	36,478.30	35,056.39
591-000.000-043.001	ALLOWANCE FOR UNCOLLECTIBLE ACCOUNTS	(1,750.00)	(1,750.00)
591-000.000-111.000	INVENTORY	2,436.57	2,436.57
591-000.000-130.000	LAND	42,632.25	42,632.25
591-000.000-136.000	BUILDING, ADDITIONS AND IMPROVEMENTS	454,584.99	454,584.99
591-000.000-137.000	ACCUMULATED DEPRECIATION-BUILDINGS	(408,066.61)	(408,066.61)
591-000.000-138.000	EQUIPMENT	25,186.84	25,186.84
591-000.000-143.000	ACCUMULATED DEPR. - EQUIPMENT	(20,664.21)	(20,664.21)
591-000.000-146.000	WATER TREATMENT PLANT	8,956.40	8,956.40
591-000.000-152.001	WATER SYSTEM - WELLS	897,086.03	1,208,756.18
591-000.000-152.003	WATER SYSTEM - PUMPING	143,787.93	143,787.93
591-000.000-152.004	WATER SYSTEM - STANDPIPES	1,352,349.77	1,843,823.12
591-000.000-152.005	WATER SYSTEM - MAINS	1,827,873.50	1,827,873.50
591-000.000-152.007	WATER SYSTEM - TRANSMISSION	3,684,957.29	3,684,957.29
591-000.000-153.000	ACCUMULATED DEPR. WATER SYSTEM	(2,341,706.37)	(2,341,706.37)
591-000.000-158.000	CONSTRUCTION IN PROGRESS	69,285.49	69,285.49
<b>Total Assets</b>		<b>7,697,166.92</b>	<b>8,405,915.10</b>
<b>*** Liabilities ***</b>			
591-000.000-256.000	ACCRUED INT PAYABLE	15,224.78	15,224.78
591-000.000-276.000	DUE TO WATER CUSTOMERS	(2,519.72)	(2,489.17)
591-000.000-312.000	2012 REFUNDING BONDS - WATER SYSTEM	11,265.31	6,061.23
591-000.000-314.000	2014 RURAL DEVELOPMENT BONDING	498,000.00	489,000.00
591-000.000-316.000	WATER PLANT BONDS - 2019	1,423,000.00	1,397,000.00
<b>Total Liabilities</b>		<b>1,944,970.37</b>	<b>1,904,796.84</b>
<b>*** Fund Balance ***</b>			
591-000.000-391.000	NET ASSETS	5,511,436.19	5,475,276.19
591-000.000-391.004	BOND RESERVE - RURAL DEV BOND PMT	34,808.99	42,898.99
591-000.000-391.005	BOND RESERVE - RURAL DEV RRI	98,808.31	126,878.31
<b>Total Fund Balance</b>		<b>5,645,053.49</b>	<b>5,645,053.49</b>
<b>Beginning Fund Balance</b>		<b>5,645,053.49</b>	<b>5,645,053.49</b>
<b>Net of Revenues VS Expenditures - 22-23</b>			<b>844,350.56</b>
<b>*22-23 End FB/23-24 Beg FB</b>		<b>6,489,404.05</b>	
<b>Net of Revenues VS Expenditures - Current Year</b>		<b>107,143.06</b>	<b>11,714.21</b>
<b>Ending Fund Balance</b>		<b>5,752,196.55</b>	<b>6,501,118.26</b>
<b>Total Liabilities And Fund Balance</b>		<b>7,697,166.92</b>	<b>8,405,915.10</b>

\* Year Not Closed

Fund 636 DATA PROCESSING

GL Number	Description	PERIOD ENDED 10/31/2022	PERIOD ENDED 10/31/2023
<b>*** Assets ***</b>			
636-000.000-001.000	CASH	40,849.84	48,113.81
636-000.000-146.000	OFFICE EQUIPMENT AND FURNITURE	518,177.56	518,177.56
636-000.000-147.000	ACCUMULATED DEPR. - OFFICE EQUIPMENT	(424,745.41)	(424,745.41)
<b>Total Assets</b>		<b>134,281.99</b>	<b>141,545.96</b>
<b>*** Liabilities ***</b>			
636-000.000-202.000	ACCOUNTS PAYABLE	(81.98)	0.00
<b>Total Liabilities</b>		<b>(81.98)</b>	<b>0.00</b>
<b>*** Fund Balance ***</b>			
636-000.000-391.000	NET ASSETS	132,140.18	132,140.18
<b>Total Fund Balance</b>		<b>132,140.18</b>	<b>132,140.18</b>
<b>Beginning Fund Balance</b>		<b>132,140.18</b>	<b>132,140.18</b>
<b>Net of Revenues VS Expenditures - 22-23</b>			<b>3,173.26</b>
<b>*22-23 End FB/23-24 Beg FB</b>		<b>135,313.44</b>	
<b>Net of Revenues VS Expenditures - Current Year</b>		<b>2,223.79</b>	<b>6,232.52</b>
<b>Ending Fund Balance</b>		<b>134,363.97</b>	<b>141,545.96</b>
<b>Total Liabilities And Fund Balance</b>		<b>134,281.99</b>	<b>141,545.96</b>

\* Year Not Closed

Fund 640 DPW EQUIPMENT REVOLVING FUND

GL Number	Description	PERIOD ENDED 10/31/2022	PERIOD ENDED 10/31/2023
<b>*** Assets ***</b>			
640-000.000-001.000	CASH	97,305.64	102,371.68
640-000.000-043.000	A/R UTILITIES	1,384.86	1,521.73
640-000.000-043.001	ALLOWANCE FOR UNCOLLECTIBLE ACCOUNTS	(120.00)	(120.00)
640-000.000-109.000	INVENTORY - STREET ROAD SALT	36,224.03	33,278.09
640-000.000-109.001	INVENTORY - STREET COLD PATCH	661.26	661.26
640-000.000-111.000	INVENTORY	32,502.08	31,851.37
640-000.000-130.000	LAND	85,000.00	85,000.00
640-000.000-136.000	BUILDING, ADDITIONS AND IMPROVEMENTS	667,283.12	667,283.12
640-000.000-137.000	ACCUMULATED DEPRECIATION-BUILDINGS	(565,539.92)	(565,539.92)
640-000.000-138.000	EQUIPMENT	611,822.24	611,822.24
640-000.000-139.001	OTHER EQUIPMENT	16,787.52	16,787.52
640-000.000-143.000	ACCUMULATED DEPR. - EQUIPMENT	(600,087.31)	(600,087.31)
640-000.000-148.000	VEHICLES - DPW	1,678,685.18	1,745,721.36
640-000.000-148.001	VEHICLES - POLICE	270,208.23	270,208.23
640-000.000-149.000	ACCUMULATED DEPRECIATION - VEHICLES	(1,136,405.80)	(1,136,405.80)
<b>Total Assets</b>		<b>1,195,711.13</b>	<b>1,264,353.57</b>
<b>*** Liabilities ***</b>			
640-000.000-202.000	ACCTS PAYABLE	433.30	0.00
640-000.000-207.000	NOTES PAYABLE	23,375.00	23,375.00
640-000.000-276.000	DUE TO UTILITY CUSTOMERS	21.57	21.57
640-000.000-308.000	2017 ELGIN STREETSWEeper	181,090.00	181,090.00
640-000.000-309.000	2018 FREIGHTLINER	68,998.00	68,998.00
640-000.000-311.001	STREET SWEEPER PURCHASE - 2007	(412.00)	(412.00)
<b>Total Liabilities</b>		<b>273,505.87</b>	<b>273,072.57</b>
<b>*** Fund Balance ***</b>			
640-000.000-391.000	NET ASSETS	905,395.27	905,395.27
<b>Total Fund Balance</b>		<b>905,395.27</b>	<b>905,395.27</b>
<b>Beginning Fund Balance</b>		<b>905,395.27</b>	<b>905,395.27</b>
<b>Net of Revenues VS Expenditures - 22-23</b>			<b>188,436.34</b>
<b>*22-23 End FB/23-24 Beg FB</b>		<b>1,093,831.61</b>	
<b>Net of Revenues VS Expenditures - Current Year</b>		<b>16,809.99</b>	<b>(102,550.61)</b>
<b>Ending Fund Balance</b>		<b>922,205.26</b>	<b>991,281.00</b>
<b>Total Liabilities And Fund Balance</b>		<b>1,195,711.13</b>	<b>1,264,353.57</b>

\* Year Not Closed



Fund 701 GENERAL AGENCY FUND

GL Number	Description	PERIOD ENDED 10/31/2022	PERIOD ENDED 10/31/2023
*** Assets ***			
701-000.000-001.000	CASH	13,835.00	15,009.00
<b>Total Assets</b>		<b>13,835.00</b>	<b>15,009.00</b>
*** Liabilities ***			
701-000.000-206.000	FIRE INSURANCE SETTLEMENT ESCROW	13,835.00	15,009.00
<b>Total Liabilities</b>		<b>13,835.00</b>	<b>15,009.00</b>
<b>Beginning Fund Balance</b>		<b>0.00</b>	<b>0.00</b>
<b>Net of Revenues VS Expenditures - 22-23</b>			<b>0.00</b>
*22-23 End FB/23-24 Beg FB		0.00	
<b>Net of Revenues VS Expenditures - Current Year</b>		<b>0.00</b>	<b>0.00</b>
<b>Ending Fund Balance</b>		<b>0.00</b>	<b>0.00</b>
<b>Total Liabilities And Fund Balance</b>		<b>13,835.00</b>	<b>15,009.00</b>

\* Year Not Closed

Fund 703 PROPERTY TAX FUND

GL Number	Description	PERIOD ENDED 10/31/2022	PERIOD ENDED 10/31/2023
<b>*** Assets ***</b>			
703-000.000-001.000	CASH	20,800.83	62,020.88
703-000.000-018.000	TAXES RECEIVABLE - SUMMER	(2,817,574.61)	(6,170,226.33)
703-000.000-019.000	TAXES RECEIVABLE - WINTER	279,865.37	(1,860,812.48)
703-000.000-084.101	DUE FROM GENERAL FUND	0.00	(5,713.92)
<b>Total Assets</b>		<b>(2,516,908.41)</b>	<b>(7,974,731.85)</b>
<b>*** Liabilities ***</b>			
703-000.000-214.101	DUE TO GENERAL FUND	(1,383,890.72)	(3,098,949.17)
703-000.000-214.203	DUE TO LOCAL STREET FUND	159.33	159.33
703-000.000-214.204	DUE TO MUNICIPAL STREETS	(224,992.07)	(501,820.90)
703-000.000-214.208	DUE TO PARKS FUND	(60,568.87)	(170,499.26)
703-000.000-214.590	DUE TO SEWER FUND	1,089.78	783.35
703-000.000-214.591	DUE TO WATER FUND	200.77	(26.73)
703-000.000-214.640	DUE TO MOBILE EQUIPMENT	16.81	5.34
703-000.000-215.001	DUE TO COMPONENT UNIT - DDA	(67,984.72)	(176,162.86)
703-000.000-215.002	DUE TO COMPONENT UNIT - LDFA	(93,046.77)	(98,295.28)
703-000.000-222.001	DUE TO CLARE COUNTY	(963,885.08)	(2,651,470.13)
703-000.000-222.002	DUE TO ISABELLA COUNTY	223,729.44	11,569.19
703-000.000-223.000	DUE TO LIBRARY - PMDL	(74,501.28)	(166,177.46)
703-000.000-225.000	DUE TO CLARE PUBLIC SCHOOLS	145,155.69	(1,089,084.63)
703-000.000-228.000	DUE TO STATE OF MICHIGAN	(21,702.58)	(27,465.28)
703-000.000-230.001	DUE TO ISABELLA COUNTY TRANSIT	2,052.48	(6,033.18)
703-000.000-274.000	UNDISTRIBUTED TAX COLLECTIONS	1,274.38	(2,297.07)
703-000.000-276.000	DUE TO TAXPAYERS (OVERPAYMENT REFUNDS)	0.00	1,047.89
<b>Total Liabilities</b>		<b>(2,516,893.41)</b>	<b>(7,974,716.85)</b>
<b>*** Fund Balance ***</b>			
<b>Total Fund Balance</b>		<b>0.00</b>	<b>0.00</b>
<b>Beginning Fund Balance</b>		<b>0.00</b>	<b>0.00</b>
<b>Net of Revenues VS Expenditures - 22-23</b>			<b>(15.00)</b>
<b>*22-23 End FB/23-24 Beg FB</b>		<b>(15.00)</b>	
<b>Net of Revenues VS Expenditures - Current Year</b>		<b>(15.00)</b>	<b>0.00</b>
<b>Ending Fund Balance</b>		<b>(15.00)</b>	<b>(15.00)</b>
<b>Total Liabilities And Fund Balance</b>		<b>(2,516,908.41)</b>	<b>(7,974,731.85)</b>

\* Year Not Closed

Fund 704 IMPREST PAYROLL FUND

GL Number	Description	PERIOD ENDED 10/31/2022	PERIOD ENDED 10/31/2023
<b>*** Assets ***</b>			
704-000.000-001.000	CASH	(11,034.70)	(59,034.53)
<b>Total Assets</b>		<b>(11,034.70)</b>	<b>(59,034.53)</b>
<b>*** Liabilities ***</b>			
704-000.000-228.000	DUE TO STATE OF MICHIGAN	5,553.39	5,756.90
704-000.000-229.000	DUE TO FEDERAL GOV'T	0.00	0.01
704-000.000-231.001	AFLAC PAYABLE	(435.17)	(311.50)
704-000.000-231.002	MERS PAYABLE	34,444.06	(2,735.18)
704-000.000-231.003	BLUE CROSS PAYABLE	(51,788.26)	(60,797.76)
704-000.000-231.005	TEAMSTERS PAYABLE	(77.00)	(697.00)
704-000.000-231.015	DEFERRED COMP PAYABLE - MERS 457	1,268.28	(250.00)
<b>Total Liabilities</b>		<b>(11,034.70)</b>	<b>(59,034.53)</b>
<b>Beginning Fund Balance</b>		<b>0.00</b>	<b>0.00</b>
<b>Net of Revenues VS Expenditures - 22-23</b>		<b>0.00</b>	<b>0.00</b>
<b>*22-23 End FB/23-24 Beg FB</b>		<b>0.00</b>	<b>0.00</b>
<b>Net of Revenues VS Expenditures - Current Year</b>		<b>0.00</b>	<b>0.00</b>
<b>Ending Fund Balance</b>		<b>0.00</b>	<b>0.00</b>
<b>Total Liabilities And Fund Balance</b>		<b>(11,034.70)</b>	<b>(59,034.53)</b>

\* Year Not Closed

Fund 765 HATTON TOWNSHIP LANDFILL TRUST FUND

GL Number	Description	PERIOD ENDED 10/31/2022	PERIOD ENDED 10/31/2023
<b>*** Assets ***</b>			
765-000.000-003.000	CERTIFICATES OF DEPOSIT	209,635.94	210,055.60
<b>Total Assets</b>		<b>209,635.94</b>	<b>210,055.60</b>
<b>*** Liabilities ***</b>			
<b>Total Liabilities</b>		<b>0.00</b>	<b>0.00</b>
<b>*** Fund Balance ***</b>			
765-000.000-390.000	FUND BALANCE	209,635.94	209,635.94
<b>Total Fund Balance</b>		<b>209,635.94</b>	<b>209,635.94</b>
<b>Beginning Fund Balance</b>		<b>209,635.94</b>	<b>209,635.94</b>
<b>Net of Revenues VS Expenditures - 22-23</b>			<b>419.66</b>
<b>*22-23 End FB/23-24 Beg FB</b>		210,055.60	
<b>Net of Revenues VS Expenditures - Current Year</b>		0.00	0.00
<b>Ending Fund Balance</b>		209,635.94	210,055.60
<b>Total Liabilities And Fund Balance</b>		<b>209,635.94</b>	<b>210,055.60</b>

\* Year Not Closed

Fund 901 GENERAL FIXED ASSETS

GL Number	Description	PERIOD ENDED 10/31/2022	PERIOD ENDED 10/31/2023
*** Assets ***			
901-000.000-130.101	LAND - GFA, GENERAL FUND	3,067,932.88	3,067,932.88
901-000.000-130.206	LAND - GFA, FIRE DEPARTMENT	5,675.00	5,675.00
901-000.000-130.208	LAND - GFA, PARKS & RECREATION	980,494.24	980,494.24
901-000.000-130.248	LAND - DDA	108,126.20	108,126.20
901-000.000-132.101	LAND IMPROVEMENTS - GFA, GENERAL FUND	2,612,043.44	2,612,043.44
901-000.000-132.202	ROAD IMPROVEMENTS - MAJOR STREETS	1,183,399.01	1,183,399.01
901-000.000-132.203	ROAD IMPROVEMENTS - LOCAL STREETS	729,482.59	729,482.59
901-000.000-132.204	ROAD IMPROVEMENTS - MUNICIPAL STREETS	1,158,177.20	1,359,700.85
901-000.000-132.208	LAND IMPROVEMENTS - GFA, PARKS AND REC.	1,278,950.68	1,365,107.00
901-000.000-132.211	SIDEWALK IMPROVEMENTS	164,130.19	164,130.19
901-000.000-132.214	LAND IMPROV - LDFA	94,016.27	94,016.27
901-000.000-132.248	LAND IMPROVEMENTS - DDA	490,632.76	490,632.76
901-000.000-133.000	ACCUMULATED DEPRECIATION - LAND IMPROVEM	(1,434,750.22)	(1,434,750.22)
901-000.000-133.214	ACCUM DEPR - LAND IMPROV - LDFA	(49,227.57)	(49,227.57)
901-000.000-133.248	ACCUM DEPR - LAND IMPROV - DDA	(334,971.35)	(334,971.35)
901-000.000-136.101	BUILDINGS, ETC. - GFA, GENERAL FUND	1,774,127.03	1,805,541.64
901-000.000-136.206	BUILDINGS, ETC. - GFA, FIRE DEPARTMENT	461,759.56	504,647.56
901-000.000-136.208	BUILDINGS, ETC. - PARKS & RECREATION	360,896.42	360,896.42
901-000.000-137.000	ACCUMULATED DEPRECIATION-BUILDINGS	(1,449,640.47)	(1,449,640.47)
901-000.000-138.101	EQUIPMENT - GFA, GENERAL FUND	436,666.57	436,666.57
901-000.000-138.206	EQUIPMENT - GFA, FIRE DEPARTMENT	793,228.23	860,473.83
901-000.000-138.208	EQUIPMENT - GFA, PARKS & RECREATION	199,080.95	199,080.95
901-000.000-138.248	EQUIPMENT - DDA	138,200.00	138,200.00
901-000.000-139.000	ACCUMULATED DEPRECIATION-EQUIPMENT	(853,985.66)	(853,985.66)
901-000.000-139.248	ACCUM DEPR - EQUIP (DDA)	(138,200.00)	(138,200.00)
901-000.000-146.206	OFFICE EQUIPMENT - GFA, FIRE DEPARTMENT	1,269.00	1,269.00
901-000.000-147.000	ACCUMULATED DEPR. - OFFICE EQUIPMENT	(1,269.00)	(1,269.00)
901-000.000-148.206	VEHICLES - FIRE DEPARTMENT	1,658,263.24	1,658,263.24
901-000.000-149.000	ACCUMULATED DEPRECIATION - VEHICLES	(514,134.27)	(514,134.27)
901-000.000-158.000	CONSTRUCTION IN PROGRESS	1,876,691.54	1,876,691.54
901-000.000-158.248	CONSTRUCTION IN PROGRESS - DDA	274,943.63	274,943.63
<b>Total Assets</b>		<b>15,072,008.09</b>	<b>15,501,236.27</b>
*** Liabilities ***			
<b>Total Liabilities</b>		<b>0.00</b>	<b>0.00</b>
*** Fund Balance ***			
901-000.000-130.399	INVESTMENT IN LAND	4,162,228.32	4,162,228.32
901-000.000-132.399	INVESTMENT IN LAND IMPROVEMENTS	8,608,806.16	8,896,486.13
901-000.000-136.399	INVESTMENT IN BUILDINGS, ETC.	2,018,173.55	2,092,476.16
901-000.000-138.399	INVESTMENT IN EQUIPMENT	868,762.09	936,007.69
901-000.000-148.399	INVESTMENT IN VEHICLES	1,455,608.97	1,455,608.97
901-000.000-391.000	FISCAL FUND BALANCE	(2,041,571.00)	(2,041,571.00)
<b>Total Fund Balance</b>		<b>15,072,008.09</b>	<b>15,501,236.27</b>
<b>Beginning Fund Balance</b>		<b>15,072,008.09</b>	<b>15,501,236.27</b>
<b>Net of Revenues VS Expenditures - 22-23</b>			<b>0.00</b>
<b>*22-23 End FB/23-24 Beg FB</b>		<b>15,501,236.27</b>	
<b>Net of Revenues VS Expenditures - Current Year</b>		<b>0.00</b>	<b>0.00</b>
<b>Ending Fund Balance</b>		<b>15,072,008.09</b>	<b>15,501,236.27</b>
<b>Total Liabilities And Fund Balance</b>		<b>15,072,008.09</b>	<b>15,501,236.27</b>

\* Year Not Closed

Fund 902 GENERAL LONG-TERM DEBT

GL Number	Description	PERIOD ENDED 10/31/2022	PERIOD ENDED 10/31/2023
*** Assets ***			
902-000.000-184.000	AMOUNT TO BE PROVIDED - LTD	3,293,000.00	4,443,000.00
<b>Total Assets</b>		<b>3,293,000.00</b>	<b>4,443,000.00</b>
*** Liabilities ***			
902-000.000-256.000	ACCRUED INT PAYABLE	17,045.41	17,045.41
902-000.000-256.248	ACCRUED INT PAYABLE	1,269.92	1,269.92
902-000.000-312.000	2012 REFUNDING BONDS -PUBLIC SAFETY BLDG	380,000.00	380,000.00
902-000.000-313.000	SOCCER COMPLEX LOAN PAYABLE	18,907.50	18,907.50
902-000.000-315.000	NORTH INFRASTRUCTURE DEBT	473,000.00	473,000.00
902-000.000-318.000	2015 HP E-ONE 78' AERIAL	0.03	0.03
902-000.000-319.000	2016 LED STREET/SIDEWALK LIGHT FIXTURES	78,357.78	78,357.78
902-000.000-320.000	2016 SOUTH REC COMPLEX	277,000.00	277,000.00
902-000.000-321.000	2018 FREIGHTLINER DUMP TRUCK	69,000.00	69,000.00
902-000.000-322.000	2017 ELGIN STREETSWEeper	180,676.78	180,676.78
902-000.000-323.000	2020A DDA REFUNDING BONDS	112,000.00	112,000.00
902-000.000-324.000	2020B DDA STREETSCAPE BONDS	244,000.00	244,000.00
902-000.000-325.000	2021A LAKE SHAMROCK BOND	1,212,000.00	1,212,000.00
902-000.000-326.000	2021B CAPITAL IMPROVEMENT BOND	0.00	1,150,000.00
<b>Total Liabilities</b>		<b>3,063,257.42</b>	<b>4,213,257.42</b>
*** Fund Balance ***			
902-000.000-391.000	FISCAL FUND BALANCE	229,742.58	229,742.58
<b>Total Fund Balance</b>		<b>229,742.58</b>	<b>229,742.58</b>
<b>Beginning Fund Balance</b>		<b>229,742.58</b>	<b>229,742.58</b>
<b>Net of Revenues VS Expenditures - 22-23</b>			<b>0.00</b>
<b>*22-23 End FB/23-24 Beg FB</b>		<b>229,742.58</b>	
<b>Net of Revenues VS Expenditures - Current Year</b>		<b>0.00</b>	<b>0.00</b>
<b>Ending Fund Balance</b>		<b>229,742.58</b>	<b>229,742.58</b>
<b>Total Liabilities And Fund Balance</b>		<b>3,293,000.00</b>	<b>4,443,000.00</b>

\* Year Not Closed

Fund 934 GASB ACCRUALS

GL Number	Description	PERIOD ENDED 10/31/2022	PERIOD ENDED 10/31/2023
<b>*** Assets ***</b>			
934-000.000-045.208	SPECIAL ASSESSMENTS RECEIVABLE	594,646.00	594,646.00
934-000.000-084.000	DUE FROM GOVT ACTIVITIES	227,595.00	227,595.00
934-000.000-195.101	DEFERRED OUTFLOWS-GW GOVERNMENTAL	775,521.00	775,521.00
934-000.000-195.590	DEFERRED OUTFLOWS - SEWER	93,630.00	93,630.00
934-000.000-195.591	DEFERRED OUTFLOWS - WATER	76,607.00	76,607.00
<b>Total Assets</b>		<b>1,767,999.00</b>	<b>1,767,999.00</b>
<b>*** Liabilities ***</b>			
934-000.000-214.000	DUE TO BUS TYPE ACTIVITIES	227,595.00	227,595.00
934-000.000-334.101	NET PENSION LIABILITY-GW GOVERNMENTAL	3,734,308.00	3,734,308.00
934-000.000-334.590	NET PENSION LIABILITY - SEWER	450,850.00	450,850.00
934-000.000-334.591	NET PENSION LIABILITIES - WATER	368,877.00	368,877.00
934-000.000-339.000	DEFERRED REVENUES	(948.00)	(948.00)
934-000.000-360.101	DEFERRED INFLOWS-GW GOVERNMENTAL	113,006.00	113,006.00
934-000.000-360.590	DEFERRED INFLOWS - SEWER	13,643.00	13,643.00
934-000.000-360.591	DEFERRED INFLOWS - WATER	11,163.00	11,163.00
<b>Total Liabilities</b>		<b>4,918,494.00</b>	<b>4,918,494.00</b>
<b>*** Fund Balance ***</b>			
934-000.000-390.000	FUND BALANCE	(2,984,956.00)	(2,984,956.00)
934-000.000-391.000	FISCAL FUND BALANCE	(165,539.00)	(165,539.00)
<b>Total Fund Balance</b>		<b>(3,150,495.00)</b>	<b>(3,150,495.00)</b>
<b>Beginning Fund Balance</b>		<b>(3,150,495.00)</b>	<b>(3,150,495.00)</b>
<b>Net of Revenues VS Expenditures - 22-23</b>			<b>0.00</b>
<b>*22-23 End FB/23-24 Beg FB</b>		<b>(3,150,495.00)</b>	
<b>Net of Revenues VS Expenditures - Current Year</b>		<b>0.00</b>	<b>0.00</b>
<b>Ending Fund Balance</b>		<b>(3,150,495.00)</b>	<b>(3,150,495.00)</b>
<b>Total Liabilities And Fund Balance</b>		<b>1,767,999.00</b>	<b>1,767,999.00</b>

\* Year Not Closed



## **Airport Manager Report**

**November 2023**

Fuel sales are still ahead of last year's figures, despite being closed for 18 days during the Apron project. We will need another tanker of fuel before the end of December.

Our Apron and Taxi Street paving projects are completed and we are very happy with the final outcome. At the 11<sup>th</sup> hour, MDOT received the BIL funding and then expedited the contracts over, so that we could complete the projects this year. Construction started on Sept 25<sup>th</sup> and concluded on October 15<sup>th</sup>. We did have to widen the existing taxi lane to 25', but this didn't cause as big of a problem as we had anticipated. Restoration was completed with hydro-spraying for grass, and we even have grass growing at this point. We did have one major concern when all the asphalt trucks weight destroyed our entry drive. The contractor stood tall and paved an inch and a half over the severely cracked drive. This looks and drives much better, but we know the cracks will eventually make their way to the top again. The drive wasn't in great shape to start with, so overall we consider it a win.

On October 12<sup>th</sup>, during the chaos of the paving projects, we had our tri-annual Airport Inspection. The only items that were noted were the tree obstructions south of Washington Road that were in the protected approach to runway 04. The drone had flown all our approaches in September and this is the only approach that had some issues. 5 trees. The inspector agreed to give us a short time to remove these trees before she filed her report. I can now attest that we have removed 14 trees between DPW and a tree contractor. I have taken pictures of the non-obstructed approach and sent them to MDOT. We are awaiting the results.

My replacement, Gabe, has completed a weeks' worth of training from me, and he also attended a one-day Airport Class put on by the MAAE. He has taken the State Airport Manager Test and passed. He is very close to assuming the helm on a day-to-day basis. Best regards, Gary Todd – Airport Manager





**Monthly Director's Report, November 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 Thursday mornings 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.

The **Stuffed Animal Slumber Party** will be taking place on November 10<sup>th</sup> at 5 p.m. at the Pere Marquette District Library. At the event children will be able to bring in a doll or stuffed animal and we will do a couple of crafts. After the crafts are complete the children will leave their stuffed animal overnight and when they pick up their friend in the morning, they will be sent home with a keepsake letter and pictures from the slumber party.

The Pere Marquette District Library and Clare Parks and Recreation are holding a **Gingerbread House Decorating Contest** from December 9<sup>th</sup> – 15<sup>th</sup> and the top 3 will win some prizes. Submissions will be accepted at the library. New this year we will also be doing a **Gingerbread Decorating Party** for those who would like to participate in our gingerbread decorating contest, but do not have the supplies. We have a limited number of supplies, so registration is required. Judging for the gingerbread submissions will take place between December 9<sup>th</sup> to December 15<sup>th</sup>.

The **Santa Mailbox** was placed in the front entrance of City Hall on November 8<sup>th</sup>. This program provides a direct mailing service between the children in the Clare area and Santa Claus himself. Mail will be able to be delivered to Clare City Hall or dropped off at the Pere Marquette District Library. Children, who drop their letters in the box before December 6<sup>th</sup> at 3 p.m. will receive a letter from the North Pole before Christmas. Simmer sends out a control letter to confirm the date the letters come back to Clare.

**North Pole Calling** will take place on Wednesday, December 6, 2023 between 6:00 - 8:00 p.m. During this time Santa Claus will take a small break from his duties at the "North Pole" to contact the registered children and chat with them about life at the North Pole and getting ready for Christmas.

Past Programs and Events

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

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 were able to request more if they wanted. As we have done every year, the tickets were \$1/each or 6/\$5 and the proceeds go towards Emerald Isle Recreation Complex projects. For each pack sold they were entered into a player drawing for various prizes. The raffle prizes were: 1st Place - \$500, 2nd Place - \$250 and 3rd Place - \$100 and the drawing took place on October 14, 2023 at 12 p.m. at the Emerald Isle Recreation Complex.

Simmer has been working with the **Clare Primary School Advisory Team** for a service project at Shamrock Park that had been rescheduled from the Friday, October 13, 2023 date because of the rain. The reschedule took place on October 27, 2023 at 9 a.m. There were 27 kids that attended and assisted with clean-up.

**Halloween** events took place on Saturday, October 28, 2023. The Pumpkin Run was held once again at the Emerald Isle Recreation Complex with registration starting at 9 a.m. and then from 12-2 p.m. Tract-or-Treat took place in the complex parking lot. The farmers handed out candy, pumpkins, apples, cheese sticks, etc... Afterwards registered people were able to go and enjoy the program Wizards, Wands and Potions that was a collaboration between Clare Parks and Recreation and the Pere Marquette District Library.

**Large Pumpkin Scavenger Hunt** was once again able to take place due to Todd Swartz and his family. On social media we challenged people to look for the five pumpkins and tag #clareparksandrecreation with pictures of them and at least 4 of the 5 pumpkins. We selected six winners from the challenge using a winner wheel. All winners have been contacted and won either a fire roaster, a fishing pole, or a \$10 Buccilli's gift card.

#### 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 – 10/6/23 and anticipated construction start date is 4/1/24.

**\*\*\*NEXT PRAB MEETING IS SCHEDULED FOR TUESDAY, JANUARY 16, 2024\*\*\***

# GINGERBREAD HOUSE DECORATING PARTY

NOVEMBER 30TH  
5-7 PM

Registration Required.



"This organization is an equal opportunity employer"



# LETTERS TO SANTA

## SANTA'S MAILBOX



*Santa Claus will be coming to pick up your letters! Drop off your postage-free letter along with your return address for Santa by 3 p.m. on December 6th. You can drop off your letter at his Santa Mailbox located in the front entrance of Clare City Hall or you can leave your letter in the dropbox located at the Pere Marquette District Library. The letters will be mailed to the North Pole and Santa will read your wish list and write you a letter back!!!*



**Drop off to :**

**Clare City Hall**

**202 W. Fifth St., Clare**



**OR**

**The Pere Marquette District Library**

**185 E. Fourth St., Clare**





# Special Invitation for...

## A STUFFED ANIMAL SLUMBER PARTY

FRIDAY, NOVEMBER 10, 2023  
5:00 P.M.



# Join Us!



WHERE: THE PERE MARQUETTE DISTRICT LIBRARY - LOWER LEVEL

WEAR: YOUR JAMMIES OR COMFY CLOTHING

BRING: YOUR FAVORITE SMALL TO MEDIUM SIZED STUFFED ANIMAL

(MAKE SURE TO BRING A STUFFY THAT YOU ARE OKAY WITH LEAVING WITH LIBRARY AND RECREATION CHAPERONES)

We will give your stuffed animal an "owner tag" when you arrive. You can stay for some games and crafts, then we will read a group bedtime story, and then you will leave your friend at the library overnight. There will be staff staying with them during the night, so no need to worry about them getting into too much trouble!

You will be able to pick up your friend the next day and they will be sent home with a letter with pictures from the fun that they had overnight.

For more information, please contact the Pere Marquette District Library Circulation Desk at (989) 386-7576 or Clare Parks and Recreation at (989) 424-4074.



*“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  
OCTOBER 2023  
LUKE POTTER, DIRECTOR**

---

**STREET WORK:** We cold patched, bladed and the soccer complex and brined roads. We crack sealed the airport on the 9<sup>th</sup> and crack sealed on several more days in October. We hauled gravel, dug out spots to hot patch and prepped areas for new concrete sidewalks. We dug area on Woodlawn to hot patch, hot mixed, placed black dirt on the shoulders at the airport and topsoiled shoulders. We graveled the depot lot and added gravel to streets. On the 26<sup>th</sup> we got cold patch.

**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 did meter appointments to repair or replace meters and RF's on several days. We repaired a service on Orchard on the 20<sup>th</sup>. And flushed water mains and pumped hydrants all week of the 23<sup>rd</sup>.

**CEMETERY WORK:** We had three cremation burials and one full burial this month at Cherry Grove. We dug and poured foundations on several days in the cemetery. We pulled forms at the cemetery. And dug a grave for a catholic burial on the 5<sup>th</sup>.

**DREDGING:** Dredged all month, and pushed spoils on several days. We repaired the spud for the barge on the 3<sup>rd</sup>.

**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 hauled sand for the cell at the airport, hauled gravel from the airport and fixed the driveway. Worked at the depot and homecoming parade. Hauled scrap to Fairs and set out big pumpkins. We cut brush at the VFW a couple of days, and cut a tree at the airport for glide slope. Did trench box safety on the 26<sup>th</sup>. Got things around for the pumpkin run and worked on the backhoe on the 27<sup>th</sup>. Sucked up leaves in the park to help Gary, did crossing guard for the Police Department again and hauled sand from the airport and cut trees along the lakeshore of Shamrock.

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

## MANNATEC FUEL REPORT FOR PERIOD:

**OCTOBER 1-31-2023**

	GALLONS REGULAR	TOTAL COST	AVERAGE RATE	GALLONS DIESEL	TOTAL COST	AVERAGE RATE	AMOUNT BILLED
<b>DEPT:</b>							
Airport							
Fire Dept	68.588	194.63	2.838	120.517	442.37	3.671	637.00
Police Dept	693.444	1,947.83	2.809				1,947.83
DPW	300.922	848.97	2.821	1082.672	3,993.82	3.689	5,941.82
Parks	219.363	610.23	2.782	80.756	293.99	3.640	
Cemetery	69.759	194.81	2.793			#DIV/0!	
W/WWT	160.200	462.29	2.886				462.29
Average Rate for Regular:			3.386	Average Rate for Diesel:		#DIV/0!	<b>\$8,988.94</b>
						<b>Total Bill:</b>	<b>\$8,988.94</b>

## October 2023

### UTILITY WORK ORDERS

<u>WORK ORDER TYPE</u>	<u># OF CUSTOMERS</u>
<i>Service Turned ON</i>	1
<i>Customer Request Off</i>	4
<i>Sewer Problems</i>	
<i>Off for Non Payment</i>	5
<i>New Meter Head</i>	3
<i>Repair meter</i>	
<i>Estimated Meters</i>	
<i>High Usage Check</i>	
<i>New RF</i>	1
	14



## EQUIPMENT RENTAL - October 2023

### GENERAL FUND

General Operations	101-265.000-943.641				
Depot	101-265.000-943.641		206.18		
Cemetery	101-276.000-943.641		3,976.43		
Police	101-301.000-943.641		10,240.26		
Parking Lots/Flags	101-441.000-943.641		1,137.05		
Airport	101-537.000-943.641		1,757.53		
				<b>101-000.000-001</b>	<b>-\$17,317.45 cr</b>

### MAJOR STREETS & TRUNKLINES

Trunklines	202-446.001-943.641		5,572.26		
Tkline Winter Cleanup	202-446.001-943.641		0.00		
Major Streets	202-449.000-943.641		4,357.26		
				<b>202-000.000-001</b>	<b>-\$9,929.52 cr</b>

### LOCAL STREETS:

203-449.000-943.641			8,731.65		
				<b>203-000.000-001</b>	<b>-\$8,731.65 cr</b>

### PARKS & DAM MTS.:

Dam Mts	208-751.001-943.641		1,846.44		
Parks	208-751.001-943.641		11,272.78		
Dredging	208-741-004-702		8,756.08		
				<b>208-000.000-001</b>	<b>-\$1,846.44 cr</b>

### SEWER FUND

Sewer Treatment	590-536.001-943.641		1,180.29		
Sewer Collection	590-536.002-946.641		1,042.56		
				<b>590-000.000-001</b>	<b>-\$2,222.85 cr</b>

### WATER FUND

Water Trmt/Pumping	591-536.003-946.641		818.71		
Water Dist./Meters	591-536.004-946.641		2,440.98		
				<b>591-000.000-001</b>	<b>-\$3,259.69 cr</b>

### MOBILE EQUIPMENT FUND

Cash Received	641-000-001		<b>\$63,336.46</b>		
General Fund	641-000-669.101				-\$17,317.45
Major Sts/Tklines	641-000-669.202				-\$9,929.52
Local Sts	641-000-669.203				-\$8,731.65
Parks	641-000-669.208				-\$1,846.44
Sewer	641-000-669.590				-\$2,222.85
Water	641-000-669.591				-\$3,259.69

### CONSOLIDATED FUND: Checks Written For:

General Fund	102-000-669.101				\$17,317.45
Major Sts/Tklines	102-000-669.202				\$9,929.52
Local Sts	102-000-669.203				\$8,731.65
Parks	102-000-669.208				\$1,846.44
Sewer	102-000-669.590				\$2,222.85
Water	102-000-669.591				\$3,259.69

<b>EQUIPMENT RENTAL,</b>	<b>102-000.000-067</b>		<b>\$43,307.60</b>		
<u>ALL DEPOSITS:</u>	<b>102-000.000-001.001</b>				
	<b>102-000.000-067.102</b>				

**DPW MANHOOR REPORT FOR: Oct-23**

FUND	FUND NAME	REGULAR			TOTAL	OVERTIME			TOTAL	CLERICAL			TOTAL	O/T
101-265.000-702	GF - City Hall	8			8.00				0.00				0.00	
	Railroad		4											
101-276.000-702	Cemetery	21	12.5	1	34.50	0.75	2		2.75	4	3.5	1	8.50	
101-528.000-702	Refuse Collection				0.00				0.00	20.4	14.05	5.1	39.55	
101-441.000-702	Par/Flag/Pk Lot	10.5		1	11.50				0.00				0.00	
	DDA Pk Lot	7	2	1	10.00				0.00				0.00	
101-445.000-702	City Trees/Lites		3		3.00				0.00				0.00	
	DDA Trees/Lites		12	2	14.00				0.00				0.00	
101-537.000-702	Airport	58	40		98.00				0.00				0.00	
202-446.001-702	Roadway Inspection				0.00				0.00				0.00	
	TK Surface Mts		0.25		0.25				0.00				0.00	
	TK Shoulder Mts				0.00				0.00				0.00	
	TK Sweeping	28	19	7	54.00				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.	37	27.71	4	68.71				0.00				0.00	
202-499.003-702	Snow & Ice				0.00				0.00				0.00	
202-499.004-702	Administration				0.00				0.00	4	3.5	1	8.50	
203-444.002-702	Local Sts Sidewalks				0.00				0.00				0.00	
203-499.002-702	Local Sts Maint.	63.5	55.75	1	120.25				0.00				0.00	
203-499.003-702	Snow & Ice				0.00				0.00				0.00	
203-499.004-702	Administration				0.00				0.00	4	3.5	1	8.50	
208-751.000-702	Lake Sham/Dam	6	1	12	19.00				0.00				0.00	
208-751.000-702	Lake Sham Pks		8	38	46.00				0.00				0.00	
208-751.000-702	Dredging	140	92.5	10	242.50				0.00				0.00	
590-536.002-702	Sewer	19	17		36.00	3			3.00	20.8	15.6	5.2	41.60	
591-536.004-702	Water	70.5	143.54	12	226.04				0.00	20.8	15.6	5.2	41.60	
641-444.000-702	DPW	138.5	151.5	27	317.00				0.00	6	4.75	1.5	12.25	
	DPW Equip	59.5	57	16	132.50	0.5	4		4.50				0.00	
	Fire Equip	8.5	16		24.50	2.25			2.25				0.00	
	Police Equip	12	7		19.00				0.00				0.00	
	Holiday/Funeral				0.00				0.00				0.00	
	OFF TIME	33	50.25	16	99.25				0.00		19.5		19.50	
<b>TOTALS</b>		720.00	720.00	148.00	1584.00	6.50	6.00	0.00	12.50	80.00	80.00	20.00	180.00	0.00
		1588.00			12.50			180.00			0.00			

**DPW: PARKS/BLDG & GROUNDS MANHOUR REPORT FOR:**

**Oct-23**

FY 23-24 FUND	HOURLY WAGE		FULL TIME EMPLOYEES REGULAR HOURS				FULL TIME EMPLOYEES OVERTIME HOURS			SEASONAL EMPLOYEES REGULAR HOURS				SEASONAL EMPLOYEES OVERTIME HOURS			
	FUND NAME																
208-751.001-702	Holiday	Funeral				24.00											
	Sick	Vacation	16.00		8.00												
	PARKS		41.00	64.00	8.00	113.00		0.50	0.50	139.50	204.50	40.00	384.00			0.00	
	DDA Work			2.00		2.00			0.00		2.00		2.00			0.00	
	BLDG & GRUNDS		23.00	14.00		37.00			0.00	88.50	30.00	1.00	119.50			0.00	
101-276.000-702	Cemetery					0.00			0.00	131.00	133.00	32.00	296.00			0.00	
101-265.000-702	Trustees					0.00			0.00	72.00	68.00	16.00	156.00			0.00	
101-537.000-702	Airport Maint					0.00			0.00	8.00	7.50	0.00	15.50			0.00	
						0.00			0.00				0.00			0.00	
						0.00			0.00				0.00			0.00	
			<b>80.0</b>	<b>80.0</b>	<b>16.0</b>	<b>176.0</b>	<b>0.0</b>	<b>0.5</b>	<b>0.0</b>	<b>0.5</b>	<b>439.0</b>	<b>445.0</b>	<b>89.0</b>	<b>973.0</b>	<b>0.0</b>	<b>0.0</b>	<b>0.0</b>
<b>GRAND TOTAL</b>			<b>176.00</b>				<b>0.50</b>				<b>973.00</b>				<b>0.00</b>		

PAY PERIOD: October 2023																	HOURS TOTAL	DOLLAR TOTAL													
EQUIPMENT	2022-23 RATE	101-265-943 General Op	101-265-943 Railroad	101-276-943 Cemetery	101-441-943 Prad/Flg & PkLots	101-445-943 Trees/Lights	101-537-943 Airport	202-466.001-943 Roadway Inspection	202-466.001-943 TK Surface	202-466.001-943 TK Shoulders	202-466.001-943 TK Sweep	202-466.001-943 TK	202-466.001-943 Drain/Backstones	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 Dann	208-751-702 All Parks	208-751.004-702 Dredging Lake Shannock	590-536.002-943 Sewer	591-536.004-943 Water					
2- Utility Trailer	\$11.25																												6.00	67.50	
3 - GMC Pickup	\$16.04			3.00													7.00				8.75				14.00	4.00	1.00	1.00	38.75	621.55	
5 - Dodge Pickup	\$12.75																									12.50			12.50	159.38	
6 - GMC Pickup	\$12.75																								24.00				24.00	306.00	
7 - Chevy Bucket Truck	\$10.62																							4.00					4.00	42.48	
8 - Int'l Dump Truck	\$53.40																				6.00						10.00	5.00	6.50	27.50	1,468.50
9 - Ford Dump Truck	\$53.40																						10.00			1.00			35.00	1,869.00	
10- Sterling Dump Truck	\$53.40																				16.00				10.00		2.00	2.00	14.00	747.60	
12- Sterling Dump Truck	\$53.40																				2.00								2.00	106.80	
18- Case Loader	\$40.61			3.00													1.00									43.00	7.00	9.00	63.00	2,558.43	
20- Hyundai Loader	\$79.72		2.00																		11.00		12.00	1.00	7.00				35.00	2,790.20	
22 - Brush Hog Mower	\$31.11																												18.00	559.98	
23- Root UB Scraper	\$7.88																				6.00								6.00	47.28	
24- Monroe UB Scraper	\$7.88																				2.00								2.00	15.76	
33- Int'l Rotary Mower	\$17.52																								16.00				16.00	280.32	
35- Air Leaf Blower	\$6.04																								5.50				5.50	33.22	
36- Brush Chipper	\$30.27																	8.00			10.00		10.00	51.00	1.00			80.00	2,421.60		
37- Street Sweeper	\$103.19				10.00						54.00							34.00							6.00		2.00		161.75	16,690.98	
39- Chevy Pickup	\$10.62																								15.00				15.00	159.30	
50 - Trailer	\$11.25																								18.50				18.50	208.13	
53A- Truck Unit	\$53.40																									1.00	2.00	2.00	5.00	267.00	
53B- Sewer Washer Unit	\$19.61																									1.00	2.00	2.00	5.00	98.05	
53C- Catch Basin Unit	\$28.91																										2.00		2.00	57.82	
59- Ford Utility Truck	\$10.62			1.00													2.50				2.50						2.00		79.50	844.29	
60- Dodge Pickup 4x4	\$12.75																								54.50				54.50	694.88	
65- Push Mower	\$11.89																								3.00				3.00	35.67	
67- Chain Saw	\$4.11																								27.00				27.00	110.97	
71- Zero Turn Mower	\$31.11																								63.00				63.00	1,959.93	
73- Wausau UB Scraper	\$7.88																				6.00								6.00	47.28	
77- Power Box Rake	\$11.08																								5.00				5.00	55.40	
80- Steiner Tractor	\$46.75																								5.00				5.00	233.75	
81- Trackless Tractor	\$50.40																								19.00				19.00	957.60	
84- Sweeper Broom	\$24.57																								2.00				2.00	49.14	
89 - Ford Pickup (Parks)	\$12.75																								103.00				103.00	1,313.25	
90 - Trailer	\$11.84																								9.00				9.00	106.56	
91- Backpack Leaf Blower	\$3.55																								13.00				13.00	56.80	
93 - Kubota Tractor	\$46.75																								23.00				23.00	1,075.25	
94 - Bucket Attachment	\$5.24																								21.00				21.00	110.04	
97- Chevy Pickup	\$10.62		2.00	3.00	2.50	5.00															2.00		5.00			13.00	2.00	11.00	45.50	483.21	
98- Airport Tractor	\$60.36																												0.50	30.18	
104- Cub Cadet Rider	\$31.11																												33.80	1,051.52	
105- Ford Pickup	\$12.75		2.00	3.50	2.00																							57.00	105.50	1,345.13	
110 - Hydr Excavator	\$47.01																												103.50	4,865.54	
200- Zero Turn Mower	\$23.29			74.00																									74.00	1,723.46	
201- Zero Turn Mower	\$23.29			73.00																									73.00	1,700.17	
204- Back Pack Blower	\$3.72			35.00																									35.00	130.20	
205- Back Pack Blower	\$3.72			44.50																									44.50	165.54	
1002- Hand Blower	\$3.72																								11.00				11.00	40.92	
1004- Trimmer/Edger	\$4.02																								1.50				1.50	6.03	
1007- Trimmer/Edger	\$4.02																								26.00				26.00	104.52	
1009- Trimmer/Edger	\$4.02																								55.50				55.50	223.11	
		0.00	6.00	240.00	14.50	5.00	79.30	0.00	0.00	0.00	54.00	0.00	0.00	0.00	0.00	60.50	0.00	0.00	0.00	131.00	0.00	37.00	622.50	207.00	36.50	148.50	1641.80	51097.20			

PERIOD: October 2023																			TOTAL	TOTAL							
EQUIPMENT	2023 Rate	DEPOT/SPECIAL EVENTS	CEMETERY		PARADES-FLAGS & piking lots		AIRPORT	TRUNKLINES	MAJOR STREETS	LOCAL STREETS	DAM	ALL PARKS		DREDGING LAKE SHAMROCK		SEWER	WATER		HOURS	DOLLARS							
2- Utility Trailer	\$11.25		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	6.00	67.50	0.00	0.00	0.00	0.00	0.00	6.00	67.50							
3 - GMC Pickup	\$16.04		0.00	3.00	48.12	0.00	0.00	0.00	7.00	112.28	8.75	140.35	0.00	14.00	224.56	4.00	64.16	1.00	16.04	1	16.04	38.75	621.55				
5 - Dodge Pickup	\$12.75		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	12.50	159.38	0.00	0.00	0.00	0.00	12.50	159.38						
6 - GMC Pickup	\$12.75		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	24.00	306.00	0.00	0.00	0.00	0.00	0.00	24.00	306.00						
7 - Ford Bucket Truck	\$10.62		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4.00	42.48	0.00	0.00	0.00	0.00	0.00	0.00	4.00	42.48						
8 - Int'l Dump Truck	\$53.40		0.00	0.00	0.00	0.00	0.00	0.00	0.00	6.00	320.40	0.00	0.00	10.00	534.00	5.00	267.00	6.5	347.10	27.50	1,468.50						
9 - Ford Dump Truck	\$53.40		0.00	0.00	0.00	0.00	0.00	8.00	427.20	16.00	854.40	10.00	534.00	0.00	1.00	53.40	0.00	0.00	0.00	35.00	1,869.00						
10- Sterling Dump Truck	\$53.40		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	10.00	534.00	2.00	106.80	2	106.80	14.00	747.60						
12- Sterling Dump Truck	\$53.40		0.00	0.00	0.00	0.00	0.00	0.00	0.00	2.00	106.80	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2.00	106.80						
18- Case Loader	\$40.61		0.00	3.00	121.83	0.00	0.00	0.00	1.00	40.61	0.00	0.00	0.00	43.00	1746.23	7.00	284.27	9	365.49	63.00	2,558.43						
20- Hyundai Loader	\$79.72	2.00	159.44	0.00	0.00	2.00	159.44	0.00	0.00	11.00	876.92	12.00	956.64	1.00	79.72	7.00	558.04	0.00	0.00	35.00	2,790.20						
22 - Brush Hog Mower	\$31.11		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	18.00	559.98	0.00	0.00	0.00	0.00	18.00	559.98							
23 - Root UB Scraper	\$7.88		0.00	0.00	0.00	0.00	0.00	0.00	0.00	6.00	47.28	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	6.00	47.28						
24 - Monroe UB Scraper	\$7.88		0.00	0.00	0.00	0.00	0.00	0.00	0.00	2.00	15.76	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2.00	15.76						
33 - Int'l Rotary Mower	\$17.52		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	16.00	280.32	0.00	0.00	0.00	0.00	0.00	16.00	280.32						
35 - Air Leaf Blower	\$6.04		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	5.50	33.22	0.00	0.00	0.00	0.00	0.00	5.50	33.22						
36- Brush Chipper	\$30.27		0.00	0.00	0.00	0.00	0.00	8.00	242.16	10.00	302.70	10.00	302.70	51.00	1543.77	1.00	30.27	0.00	0.00	80.00	2,421.60						
37 - Street Sweeper	\$103.19		0.00	0.00	10.00	1031.90	0.00	54.00	5572.26	34.00	3508.46	57.75	5959.22	0.00	6.00	619.14	0.00	0.00	0.00	161.75	16,690.98						
39 - Chevy Pickup	\$10.62		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	15.00	159.30	0.00	0.00	0.00	0.00	0.00	15.00	159.30						
50 - Trailer	\$11.25		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	18.50	208.13	0.00	0.00	0.00	0.00	0.00	18.50	208.13						
53A- Truck Unit	\$53.40		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	53.40	1.00	53.40	2.00	106.80	2.00	106.80	5.00	267.00					
53B- Sewer Washer Unit	\$19.61		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1.00	19.61	2.00	39.22	2.00	39.22	5.00	98.05						
53C - Catch Basin Unit	\$28.91		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2.00	57.82	0.00	0.00	2.00	57.82							
59- Chevy Pickup 4x2	\$10.62		0.00	1.00	10.62	0.00	2.00	21.24	0.00	2.50	26.55	2.50	26.55	0.00	0.00	13.50	143.37	58.00	615.96	79.50	844.29						
60 - Dodge Pickup 4x4	\$12.75		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	54.50	694.88	0.00	0.00	0.00	0.00	0.00	54.50	694.88						
65 - Push Mower	\$11.89		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3.00	35.67	0.00	0.00	0.00	0.00	0.00	3.00	35.67						
67 - Chain Saw	\$4.11		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	27.00	110.97	0.00	0.00	0.00	0.00	0.00	27.00	110.97						
71 - Zero Turn Mower	\$31.11		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	63.00	1959.93	0.00	0.00	0.00	0.00	0.00	63.00	1,959.93						
73 - Wausau UB Scraper	\$7.88		0.00	0.00	0.00	0.00	0.00	0.00	0.00	6.00	47.28	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	6.00	47.28						
77 - Power Box Rake	\$11.08		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	5.00	55.40	0.00	0.00	0.00	0.00	0.00	5.00	55.40						
80 - Steiner Tractor	\$46.75		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	5.00	233.75	0.00	0.00	0.00	0.00	0.00	5.00	233.75						
81 - Trackless Tractor	\$50.40		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	19.00	957.60	0.00	0.00	0.00	0.00	0.00	19.00	957.60						
84 - Sweepre Broom	\$24.57		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2.00	49.14	0.00	0.00	0.00	0.00	0.00	2.00	49.14						
89- Ford Pickup	\$12.75		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	103.00	1313.25	0.00	0.00	0.00	0.00	0.00	103.00	1,313.25						
90 - Trailer	\$11.84		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	9.00	106.56	0.00	0.00	0.00	0.00	0.00	9.00	106.56						
91 - Backpack Leaf Blower	\$3.55		0.00	0.00	0.00	0.00	3.00	10.65	0.00	0.00	0.00	0.00	13.00	46.15	0.00	0.00	0.00	0.00	0.00	16.00	56.80						
92 - Kubota Tractor	\$46.75		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	23.00	1075.25	0.00	0.00	0.00	0.00	0.00	23.00	1,075.25						
93A - Pallet Forks	\$6.66		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00						
94 - Bucket Attachment	\$5.24		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	21.00	110.04	0.00	0.00	0.00	0.00	0.00	21.00	110.04						
97- Chevy Pickup	\$10.62	2.00	21.24	3.00	31.86	7.50	79.65	0.00	0.00	2.00	21.24	5.00	53.10	0.00	13.00	138.06	2.00	21.24	11.00	116.82	45.50	483.21					
98 - Airport Tractor	\$60.36		0.00	0.00	0.00	0.00	0.50	30.18	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.50	30.18						
104 - Cub Cadet Rider	\$31.11		0.00	0.00	0.00	0.00	33.80	1051.52	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	33.80	1,051.52						
105- Ford Pickup	\$12.75	2.00	25.50	3.50	44.63	2.00	25.50	38.00	484.50	0.00	0.00	1.00	12.75	0.00	2.00	25.50	0.00	0.00	57.00	726.75	105.50	1,345.13					
110 - Hydr Excavator	\$47.01		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	103.50	4865.54	0.00	0.00	0.00	0.00	103.50	4,865.54						
200 - Zero Turn Mower	\$23.29		0.00	74.00	1723.46	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	74.00	1,723.46						
201 - Zero Turn Mower	\$23.29		0.00	73.00	1700.17	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	73.00	1,700.17						
204 - Back Pack Blower	\$3.72		0.00	35.00	130.20	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	35.00	130.20						
205- Back Pack Blower	\$3.72		0.00	44.50	165.54	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	44.50	165.54						
1002 - Hand Blower	\$3.72		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	11.00	40.92	0.00	0.00	0.00	0.00	0.00	11.00	40.92						
1004 - Trimmer/Edger	\$4.02		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1.50	6.03	0.00	0.00	0.00	0.00	0.00	1.50	6.03						
1007 - Trimmer/Edger	\$4.02		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	26.00	104.52	0.00	0.00	0.00	0.00	0.00	26.00	104.52						
1009 - Trimmer/Edger	\$4.02		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	55.50	223.11	0.00	0.00	0.00	0.00	0.00	55.50	223.11						
		6.00	206.18	240.00	3976.43	19.50	1137.05	79.30	1757.53	54.00	5572.26	60.50	4357.26	131.00	8731.65	37.00	1846.44	622.50	11272.78	207.00	8756.08	36.50	1042.56	148.50	2440.98	1641.80	51,097.20
																						1,641.80	51,097.20				

October-23		Police		Water		Waste Water		TOTAL	TOTAL
EQUIPMENT	2023 RATES	Department		Treatment		Treatment		HOURS	DOLLARS
1 - 2012 Ford Pickup	\$12.75	0.00		26.50	337.88	36	459.00	62.50	796.88
61- Western Snow Plow	\$13.45	0.00			0.00		0.00	0.00	0.00
16- 2008 Ford	\$11.89	0.00		26.50	315.09	36	428.04	62.50	743.13
65- Push Mower	\$11.89	0.00			0.00		0.00	0.00	0.00
4 - 2009 Ford Pickup	\$12.75	0.00		13.00	165.75	23	293.25	36.00	459.00
PATROL CARS	\$11.89	861.25	10240.26		0.00		0.00	861.25	10240.26
		861.25	10240.26	66.00	818.71	95.00	1180.29	1022.25	\$12,239.26

1022.25      12,239.26

	1		4		16		
	WA	WWT	WA	WWT	WA	WWT	
Oct 1-7	6	8.00	3.00	5.00	6.00	8.00	12,239.26
Oct 8-14	6	8.00	3.00	5.00	6.00	8.00	51097.20
Oct 15-21	6	8.00	3.00	5.00	6.00	8.00	
Oct 22-28	6	8.00	3.00	5.00	6.00	8.00	
Oct 29-31	2.5	4.00	1.00	3.00	2.50	4.00	
	26.5	36	13	23	26.5	36	

	46-1	46-2	46-3	46-4	46-5 Tahoe		
END HOURS	9037	18309	25148	9202	18241	2620	36.5
START HOURS	<u>8617</u>	<u>18133</u>	<u>25092</u>	<u>9197</u>	<u>18037</u>	<u>2405</u>	<u>36.5</u>
	420	176	56	5	204	215	0
	861.25 Total Hrs						

DEPARTMENT OF PUBLIC WORKS- MANHOUR October 2023)

FUND	% OF HOURS	DEPARTMENT	October-23	
			REG.	O/T
GENERAL FUND	0.50%	General Fund	8.00	
	0.00%	Depot		
	2.33%	Cemetery	34.50	2.75
	0.72%	Parades/Flags/Pking Lots	11.50	
	0.63%	DDA Parking Lots	10.00	
	0.19%	City Trees/Lites	3.00	
	0.88%	DDA Trees/Lites	14.00	
	6.14%	Airport	98.00	
TKLINE'S	0.02%	Surface Maintenance	0.25	
	3.38%	Sweeping	54.00	
	0.00%	Signs		
	0.00%	Snow & Ice		
	0.00%	Cleanup winter debris (sand, etc)		
MAJOR STREETS	4.30%	MJ STS Preservation	68.71	
	0.00%	MJ STS Snow/Ice		
LOCAL STREETS	7.53%	LO STS Preservation	120.25	
	0.00%	LO STS Snow/Ice		
PARKS	1.19%	Lake Shamrock Dam	19.00	
PARKS	2.88%	Lake Shamrock Park work	46.00	
	15.19%	Dredging Lake Shamrock	242.50	
SEWER	2.44%	Collection	36.00	3.00
WATER	14.16%	Distribution & Meter Mts.	226.04	
DPW	19.86%	DPW Admin/Bldg/Equip	317.00	
	8.58%	DPW: Equip	132.50	4.50
	1.68%	FIRE Truck	24.50	2.25
	1.19%	DPW: PD Equipment	19.00	
	0.00%	COVID 19		
	0.00%	Holiday (Birthday)		
	6.22%	PAID TIME OFF:	99.25	
1596.5	<b>100%</b>	<b>TOTALS:</b>	<b>1584</b>	<b>12.5</b>

FUND	% OF HOURS	DEPARTMENT	October-23	
			REG.	O/T
DPW Clerical	4.72%	Cemetery Admin	8.5	
	21.97%	Refuse Collection	39.55	
	4.72%	Major Sts Admin	8.5	
	4.72%	Local Sts Admin	8.5	
	23.11%	Sewer Collection	41.6	
	23.11%	Water Distribution	41.6	
	6.81%	DPW Administration	12.25	
	0.00%	Holiday (Birthday)		
	10.83%	PAID TIME OFF:	19.5	
180	<b>100%</b>	<b>TOTALS:</b>	<b>180</b>	<b>0</b>

FUND	% OF HOURS	DEPARTMENT	October-23	
			REG.	O/T
FULL TIME EMPLOYEE PARKS WORK	64.31%	Parks Work	113	0.5
	1.13%	DDA Work	2	
	20.96%	Bldgs & Grounds	37	
	0.00%	Holiday/Funeral		
	13.60%	PAID TIME OFF	24	
176.5	<b>100%</b>	<b>TOTALS:</b>	<b>176</b>	<b>0.5</b>

FUND	% OF HOURS	DEPARTMENT	October-23	
			REG.	O/T
SEASONAL EMPLOYEES	39.47%	PARKS WORK	384	
	0.21%	DDA WORK	2	
	12.28%	BLDG & GROUNDS	119.5	
	16.03%	TRUSTEE SUPERVISION*	156	
	30.42%	CEMETERY MAINTENANCE	296	
	0.00%	DPW		
	1.59%	AIRPORT MAINTENANCE	15.5	
973	<b>100%</b>	<b>TOTALS:</b>	<b>973</b>	<b>0</b>



FUND	% OF HOURS	DEPARTMENT	October-23
			REG.
*TRUSTEE WORK AREAS	100.00%	PARKS: Watering flowers, Cutting brush, Mowing, Chipping brush, Putting up signs at soccer field, Picking up leaves, Moving bleachers back, Taking flowers down, Take down soccer nets, Move soccer nets, work on ice rink, Removing leaves	157
	0.00%		
	0.00%		
	0.00%		
	0.00%		
157	100%	TOTALS:	157



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](http://www.cityofclare.org)

## **MEMORANDUM**

**TO:** Jeremy Howard and the Clare City Commission  
**FROM:** Clare Police Department  
**SUBJECT:** **October** police activity

### **Dear Mr. Howard & City Commission:**

I had the privilege of representing our police department at the International Association of Chief of Police conference in San Diego, California. Key areas of discussion included department morale, performance, teamwork, job satisfaction, retention, recruitment, and commitment. This conference was grant funded.

I'm pleased to inform you that Sergeant Francisco, a dedicated K9 officer with 9 1/2 years of service, successfully completed his K9 recertification. In addition, K9 Falco, who joined our department three years ago, has proven to be a valuable asset. Together with Sergeant Francisco, they excel in article searches, narcotic searches, building searches, tracking, and apprehension, contributing significantly to the successful location of various articles, narcotics, and hidden dangerous subjects.

#### Training:

Oct 9-13<sup>th</sup> Chief ERT school  
Oct 14-17<sup>th</sup> IACP conference  
Oct 16<sup>th</sup> Stotzel Abandoned Vehicle Law  
Oct 24-26<sup>th</sup> Sgt Francisco K-9 recertification  
Oct 31<sup>st</sup>-Nov 1<sup>st</sup> Stotzel Property Room Management training

#### Events:

Oct 3<sup>rd</sup> Family Night Out  
Oct 6<sup>th</sup> Clare Homecoming  
Oct 28<sup>th</sup> Pumpkin Run / Trunk R Treat  
Oct 31<sup>st</sup> Halloween

#### School

See attached report from Liaison Officer Brian David

David Saad  
Clare Police Chief



# CLARE POLICE DEPT

## INCIDENTS BY INCIDENT TYPE

10/01/2023 - 11/30/2023

11/15/2023

INCIDENT TYPE	DESCRIPTION	NUMBER THIS TYPE
11001	CSC 1 Penis/ Vagina	1
13001	Non-Aggravated Assault	12
13003	Intimidation/ Stalking	20
22001	Burglary - Forced Entry	4
23007	Larceny - Other	6
26005	Fraud - Wire	1
26006	Fraud - Bad Checks	1
27000	Embezzlement	1
29000	Damage to Property	1
35001	Violation of Controlled Substance	1
36004	Sex Offense - Other	2
38001	Family - Abuse/ Neglect Non-Violent	4
38003	Family - Other	6
48000	Obstructing Police	1
50000	Obstructing Justice	15
53002	Public Peace - Other	4
54001	Hit & Run Motor Vehicle Accident	2
54002	Operating Under the Influence of Liquor or Drugs	4
54003	Traffic Violations	2
55000	Health and Safety	5
57001	Trespass - Other	2
91001	Juvenile Deliquent	6
93001	Traffic Accident	12
93001CD	Car/ Deer Accident	16
93001FA	Traffic Accident - Fatal	1
93001PI	Traffic Accident with Injury	3
93002	Accident, Non-Traffic/ Private Property	2
94002	False Alarm Activation	8
95001	Accident, Fire	3
98006	Civil	2
98007	Suspicious Persons	32
98008	Lost & Found Property	5
99001	Suicide	1
99002	Natural Death	1
99003	Missing Persons	1
99008	General Assistance	69
99009	General Non-Criminal	4
ACO	Animal Control Complaint	3
AMB3RUN	Ambulance Run	30
BOI	Be On the Look Out	12
GP	GENERAL PATROL	3
LI	LIQUOR INSPECTION	1
MA	Motorist Assist	12
PC	Property Check	431



# CLARE POLICE DEPT

Page 2

## INCIDENTS BY INCIDENT TYPE

10/01/2023 - 11/30/2023

11/15/2023

INCIDENT TYPE	DESCRIPTION	NUMBER THIS TYPE
RD HAZAR	Vehicle/Object Road Hazard	7
SALV INS	SALVAGE INSPECTION	20
TP	TRAFFIC PATROL	74
TR-52	ABANDONED VEHICLE	1
TSTOP	Traffic Stop	188
<b>Total Incidents</b>		<b>1043</b>

# Ticket Totals Report

From 10/1/2023 12:00:00 AM to 10/31/2023 12:00:00 AM

Agency Name	Voided Ticket Count	Warning Violation Count	Total Ticket Count	Total Violation Count
Clare City Police Dept	1	4	14	19

## **Clare School Liaison Officer Report: Oct-Nov 2023-2024**

- Attended three staff/parent meetings
- Responded to two disruptive student incidents
- Initiated six traffic safety incidents
- Conducted three crossing guard/traffic assist
- Conducted one home visit/welfare/truancy checks
- Conducted two staff/student meetings
- Assisted with one MIP vape incident
- Assisted with two school fights
- Attended two attendance meetings
- Conducted four parent meetings
- Attended five staff meetings
- Conducted three student meetings
- Investigating one child abuse/neglect incident
- Conducted one staff security review
- Provided security at one home football game
- Teaching 3<sup>rd</sup> hour Intro to Flight (drone) class at CHS
- Continue to conduct regular foot patrol thru all Clare schools

B.R. David  
Patrolman/School Liaison Officer  
Clare City Police Department

## Auxiliary Division

2023

October	Road Hours	Special Events	Meeting Hours	Training Hours	Other	Monthly Totals
Blackwell, Doug	90	10	1.5		1	102.5
Chinavare, Ken	10	3	0.5	1.5	1	16
Defoy, Mick		3.5				3.5
Fassett, Lori		2.5	0.5	1	2	6
Gilmore, Travis	10.5		0.5	1.5		12.5
Hahn, Bill	8.5		0.5	1.5		10.5
Harger, Greg		2.5	0.5			3
Jenkins, Dan	8					8
Lemke, Shane	8		1			9
Lombard, Rebeka (resigned 9/6)						0
Lynch, Steve	9	3.5				12.5
Papenfus, Joel	8					8
Pedjac, John	8					8
Winter, Nick	9.5			1		10.5
Gregory, Brendan	24	20	0.5	1.5	2	48
Marshall, Orrin	9.5		0.5	1.5		11.5
0						0
0						0
0						0
0						0
0						0
0						0
0						0
0						0
0						0
0						0
<b>Officer Totals</b>	<b>203</b>	<b>45</b>	<b>6</b>	<b>9.5</b>	<b>6</b>	<b>269.5</b>

# WATER TREATMENT DIRECTOR'S MONTHLY OPERATING REPORT OCTOBER 2023

## **Wastewater Treatment Plant**

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

- UV unit upgrades
  - Robinson Mechanical finished UV unit installation
  - Held training with Perceptive, Glasco, and Robinson Mechanical
  - Will return for additional training
- Received wastewater from Glorious Cannabis
- Removed and repaired VFD
- Trimmed fruit trees and removed leaves on WWTP property

## **Water Treatment Plant**

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

- Power outage and fuses blown after car accident at 5<sup>th</sup> St and Maple
- Drilled hole for new well at soccer complex
  - Met with GFA to discuss insufficient water issue
- Welders made repairs to south water tower
- Changed screen on discharge pipe at well 9
- Changed chlorine injection point
- Changed oil in screen conveyor

## **Landfill**

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

- Completed semiannual landfill sampling

## **Administrative Functions**

During the month, the following administrative tasks were performed:

- Submitted permit for Aldi
- Sent in biosolids report to EGLE
- EGLE lab inspection took place on Thursday, October 26
- Submitted monthly state reports for water and wastewater



## CITY MANAGER REPORT

TO: Mayor Pat Humphrey & Clare City Commission  
FROM: Jeremy Howard, City Manager  
DATE: November 16, 2023  
RE: City Manager's Report

For the Agenda of November 20, 2023

---

Lake Shamrock Dredging and Dam Project. Mechanical dredging by the City is continuing in front of Shamrock Park. If you have not had a chance to go check out the beach area at the park you should the next time you are in that neighborhood. You can really see it now with the beachside cleaned up and the majority of the lakefront at the beach dredged. For the hydraulic dredging project, Savin Lake Services is still waiting on a finalized permit from EGLE but are ready to go. The pipe is laid from the holding cell back to the edge of the lake and the road crossings of Washington and Eberhart have been repaired. The Dam feasibility study work is continuing and is on track to give options/prices to staff on November 28. Luke and I met with them on the 14<sup>th</sup> and discussed the potential design options and I am excited to see the final designs so that we can decide what direction we will be going with the project.

Treasurer/Finance Director Position. Mayor Humphrey, Mayor ProTem Bonham, Clerk Lyon and I all recently conducted application reviews/interviews for the position. I am happy to say that we have a candidate that is very qualified (25 years in local city government), had a great interview, glowing references, and we have made her a tentative offer of the job. She has accepted and is excited to start, and we are now working on background and financial checks. I will be drafting a contract for her that I hope to bring you at your next meeting for approval of her hiring.

Holiday Decorations. As I am sure you have noticed, the holiday decorations are up. Though it isn't even Thanksgiving yet, Christmas will be around the corner. The decorations were selected by the DDA and are new this year (Christmas Trees (red and green), Candy Canes, Wreaths) and they look really nice lit up at night throughout the main corridors.

Holiday Closures and Hours. Speaking of holidays, Thanksgiving is upon us. Just a reminder that City Hall hours will be from 8:00 a.m. to 4:30 p.m. the week of Thanksgiving on Monday through Wednesday (20<sup>th</sup> through the 22<sup>nd</sup>) and then the office will be closed on Thursday and Friday (23<sup>rd</sup> and 24<sup>th</sup>) for the holiday. Happy Thanksgiving!

January City Commission Meeting Dates. Just to get you thinking about next year, we will soon be needing to put together the City Commission Meeting schedule for next year. In 2024, our first meeting date falls on the Holiday for New Years. The New Years Eve and New Years Day holidays are observed Monday and Tuesday of that week. This leaves us with a few options that I would like you to weigh in on to give us some direction.

1. We could schedule that first meeting of the year for Wednesday, January 3<sup>rd</sup>.
2. We could move our first January meeting to Monday the 8<sup>th</sup> and still have our 2<sup>nd</sup> regular meeting on Monday the 15<sup>th</sup>.
3. We could move our first January meeting to Monday the 8<sup>th</sup> and then move our 2<sup>nd</sup> regular meeting to Monday the 22<sup>nd</sup>.
4. You could just cancel the first meeting that would have been held on the 1<sup>st</sup> and just have the second regular meeting on the 15<sup>th</sup> of January.
5. Or some other schedule that you would like.

Attachments: None.

## AGENDA REPORT

TO: Mayor Pat Humphrey & Clare City Commissioners  
FROM: Diane Lyon, City Clerk  
DATE: November 16, 2023  
RE: \*Communications

For the Agenda of November 14, 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 November 14, 2023.**

---

FOIA Requests & Responses: The most recent FOIA requests and responses are attached for information. Clarissa Filhart; Ashley Fox.

Mobile Food Distribution: Clare County's December Mobile Food Distribution will take place at Clare County Transit, 1473 Transportation Drive in Harrison on December 2, with registration starting at 9 a.m.

Site Plans, Special Use Permits, Variance Requests & Public Notices:  
December Board of Review.

Attachments. As noted above.

## Diane Lyon

---

**From:** Clarissa Filhart <cookiefil@yahoo.com>  
**Sent:** Monday, November 6, 2023 7:18 AM  
**To:** Clarissa Filhart; Diane Lyon  
**Subject:** Re: Saturday and Tuesday's EPB

November 6, 2023

Diane,

Please amend the November 3, 2023, FOIA request for the download of the QVF on November 4, 2023, to request today's (November 6, 2023) download of the QVF.

Thank you,  
Clarissa Filhart  
9088 N. Leaton Rd.  
Clare, MI 48617

[Sent from Yahoo Mail on Android](#)

On Fri, Nov 3, 2023 at 2:42 PM, Clarissa Filhart  
<cookiefil@yahoo.com> wrote:

November 3, 2023

Diane,

I hope you are doing well on this first Friday in November. I'm confident you haven't missed hearing from me, but I still love you!

Will you create a digital copy and a paper copy of the EPB after it is downloaded Saturday, from the state, and a second set of digital and paper records after the November 7, 2023, election in the City of Clare's precinct 1 (Isabella County), please?

As you know, MCL 168.509gg, requires the driver's license and date of birth fields to be closed prior to duplicating the records, but the other components are able to be disclosed lawfully.

Jocelyn Benson has lost another lawsuit regarding her unlawful directives and is being required to re-write or rescind components of the clerk's refresh manual because of unlawful content. Benson is now 0-6. My hope is to have the truth brought out into the light because it is evident that something is not right in the state's records. The FOIA that I sent for all of Isabella County's EPB for November 8, 2022, was missing two jurisdictions. One was my jurisdiction. The answer to the missing data was, "we have given you everything that is in the database that the bureau of elections manages".

If there are costs for creating this Freedom of Information Act request, please advise. If clarification is necessary for any aspect of this request is necessary let me know.

Respectfully,  
Clarissa Filhart  
989 339 6850  
9088 N. Leaton Rd.  
Clare, MI 48617



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

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

November 13, 2023

RESPONSE TO REQUEST FOR PUBLIC RECORD

Clarissa Filhart  
9088 N. Leaton Rd.  
Clare, MI 48617

Tel: (989) 339-6850  
cookiefil@yahoo.com

RE: FOIA Request #2023-096 via email dated 11/3/2023, revised on 11/6/23, and again revised on 11/6/23 and received on 11/8/2023.

**Revision #2 Request:** Please amend my original FOIA request from November 3, 2023, to request the downloaded QVF for November 4, 2023, to a request for today's (November 6, 2023) download of the QVF.

**Original Request:** Will you create a digital copy and a paper copy of the EPB after it is downloaded Saturday, from the state, and a second set of digital and paper records after the November 7, 2023, election in the City of Clare's precinct 1 (Isabella County), please?

**Response to Request.**  X  Your request as described is denied under exemptions MCL 15.243(1)(y), MCL 15.243(z), and MCL 168.509gg. Per the Michigan Bureau of Elections, requests for epb data must be directed to the Bureau, to ensure that sensitive information related to both individual voters and the epb are removed before public disclosure of otherwise available information. Please contact the Michigan Secretary of State's Office at [Michigan.gov/ContactSOS](http://Michigan.gov/ContactSOS) if you do not agree with this decision.

The City of Clare's FOIA Procedures and Guidelines and Summary are available for review on our website at [www.cityofclare.org](http://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.

  
\_\_\_\_\_  
FOIA Coordinator or Authorized Representative

November 13, 2023  
Response Date

*The City of Clare is an Equal Opportunity Provider and Employer*



## Diane Lyon

---

**From:** FOIA@cityofclare.gov  
**Sent:** Tuesday, November 14, 2023 10:43 AM  
**To:** FOIA  
**Subject:** New submission from Request for Examination or Copy of Records (FOIA)

### Requestor Information

**Name**

Ashley Fox

**Date of Birth**

07/01/1989

**Street Address**

415 W. Railway St

**City**

Coleman

**State**

MI

**Zip Code**

48618

**Daytime Phone:**

(989) 259-0075

**Email**

[afox69258@gmail.com](mailto:afox69258@gmail.com)

### Request Information

**Date/Time of Incident:**

12/31/2021

**CPD Comp #:**

Do not have

**Type of Incident:**

Civil

**Location of Incident:**

McDonald's in clare

**I am requesting the following record(s):**

Pastor Jeremy Bare call the police to the McDonald's in clare on this date. I spoke to police and informed them that my boyfriend Russ Sandoval was threatening me with a gun and abusing me to the point that I was scared to go home. I also mentioned that there was another gun and drugs in the home.

**I am requesting the above record(s) for:**

Copying

**Please check this box if you wish to receive a "True Copy" of the requested record(s):**

Check Here

# Free Drive-Through Mobile Food Distribution

GREATER LANSING  
foodbank



FEEDING  
AMERICA

Greater Lansing Food Bank- Clare County



clarecountyfood.com

Partial sponsorship of this month's food distribution donated by United Way of Clare and Gladwin Counties

## Saturday - December 2, 2023

Registration: Starts at 9:00 a.m.

Distribution: Starts at 10:00 a.m.

### Clare County Transit Building

1473 Transportation Dr., Harrison, MI 48625

#### Please Note:

- **Distribution will be a single lane pick up, so wait time may be extended**
- Food will be placed in your trunk/hatchback, so please make room in advance.
- Please stay in your vehicle for registration and food distribution.
- Restrooms will NOT be available.
- If you are not feeling well, please have someone pick up food for you.
- Everyone who is in need of food are welcome to participate.

For more information contact:

Clare County Food Facebook page or

Greater Lansing Food Bank at:

[www.greaterlansingfoodbank.org](http://www.greaterlansingfoodbank.org),

GLFoodBank1 (on Facebook) or call 517/908-3680

The Greater Lansing Food Bank - Clare County Food

is an equal opportunity provider





**PUBLIC NOTICE**  
**December Board of Review**

The **City of Clare Board of Review** will hold a meeting on **Tuesday, December 12, 2023, at 1 pm** at Clare City Hall, 202 Fifth Street, Clare MI 48617. The purpose of this meeting is to correct the assessment roll as allowed by MCL 211.53b. This meeting is subject to the Open Meetings Act. This institution is an equal opportunity provider and employer.

Sharon Frischman, MMAO, AI-GRS  
City Assessor





**PAYABLES REPORT FOR COMMISSIONERS**

EXP CHECK RUN DATES 11/21/2023 - 12/04/2023 BOTH JOURNALIZED AND UNJOURNALIZED OPEN BANK CODE: CONSO

VENDOR	INVOICE #	DESCRIPTION	Posting Date	Check Run	AMOUNT
ABC FASTENER GROUP, INC	A527523	WASHERS (FLAT, LOCK) HEX NUTS	11/21/2023	11/21/2023	230.95
ABC FASTENER GROUP, INC	A527853	PUSH IN BRASS FITTINGS (3) -	11/21/2023	11/21/2023	22.68
AIRGAS USA LLC	5502865898	CYLINDER LEASES: 2 OXYGEN, 1	11/21/2023	11/21/2023	267.95
AL FOOR JR	25754	DPW POWER WASHER: PARTS & LABE	11/21/2023	11/21/2023	630.00
AMAZON CAPITAL SERVICES	1GWV-VVNT-1X6	2-PORT HDMI SPLITTER - PD	11/21/2023	11/21/2023	80.38
AMAZON CAPITAL SERVICES	1J1H-XH1P-61Q	DYMO LABELS; CHECK SCANNER CI	11/21/2023	11/21/2023	52.99
AMAZON CAPITAL SERVICES	1WDR-KCWD-LNV	HDMI DISPLAY CABLES (2) - PD	11/21/2023	11/21/2023	23.29
BOB'S TIRE STORE	41260	GOLF CART TIRE TUBE	11/21/2023	11/21/2023	13.00
BOB'S TIRE STORE	41305	2 TUBES & LABOR - DPW #93 & #	11/21/2023	11/21/2023	32.00
BUCCILLI'S PIZZA	11082023	ELECTION WORKER MEALS: 11/7/2	11/21/2023	11/21/2023	74.74
CAROL SANTINI	11072023 ELEC	ELECTION INSPECTOR: 11/7/23 S	11/21/2023	11/21/2023	217.62
CCI	12374100	RADIO EQUIPMNT REMOVAL & INST	11/21/2023	11/21/2023	187.50
CCI	12374000	RADIO EQUIPMNT REMOVAL & INST	11/21/2023	11/21/2023	252.50
CITY OF CLARE	NOVEMBER 2023	WATER/SEWER: NOV. 2023	11/21/2023	11/21/2023	1,263.97
CLARE AUTOMOTIVE SUPPL	100531052197	LOCK RING PLIERS - DPW	11/21/2023	11/21/2023	32.99
CLARE AUTOMOTIVE SUPPL	100531053035	RETURN: LOCK RING PLIERS (INV	11/21/2023	11/21/2023	-32.99
CLARE AUTOMOTIVE SUPPL	100531052791	VAC SYSTEM OIL - DPW #53	11/21/2023	11/21/2023	5.29
CLARE AUTOMOTIVE SUPPL	100531052830	LOW PROFILE FUSE - DPW #59	11/21/2023	11/21/2023	8.69
CLARE AUTOMOTIVE SUPPL	100531053062	BLACK PLASTIC FLUSH - CPD #46	11/21/2023	11/21/2023	1.18
CLARE AUTOMOTIVE SUPPL	100531053606	DIESEL EXHAUST FLUID - FIRE D	11/21/2023	11/21/2023	39.96
CLARE AUTOMOTIVE SUPPL	445168	PENCIL FLAME MAPP - DPW #7	11/21/2023	11/21/2023	25.49
CLARE AUTOMOTIVE SUPPL	445192	PAINT (1 GAL) - SKATING RINK	11/21/2023	11/21/2023	47.99
CLARE AUTOMOTIVE SUPPL	100531053181	BATTERY TESTER - DPW SHOP	11/21/2023	11/21/2023	28.39
CLARE AUTOMOTIVE SUPPL	100531053611	AIR FILTER - CPD #46-5	11/21/2023	11/21/2023	17.77
CLARE AUTOMOTIVE SUPPL	100531053672	AIR FILTER - CPD	11/21/2023	11/21/2023	29.41
CLARE COUNTY SHERIFF DE	11062023	PD MODEMS, CELLPHONES (10/14-	11/21/2023	11/21/2023	549.13
CLARE HARDWARE	445216	DOOR PULL; NUTS, BOLTS, FASTE	11/21/2023	11/21/2023	6.27
CLARE HARDWARE	445231	SPRAY PAINT; NUTS, BOLTS, FAS	11/21/2023	11/21/2023	19.49
CLARE HARDWARE	445243	PAINT (1GAL) - SKATING RINK	11/21/2023	11/21/2023	47.99
CLARE HARDWARE	445281	PAINT (1QT); 2" BRUSH - CITY	11/21/2023	11/21/2023	32.48
CLARE HARDWARE	445319	PAINT (1QT) - CITY HALL	11/21/2023	11/21/2023	19.99
CLARE HARDWARE	445476	LEAF RAKE - CEMETERY	11/21/2023	11/21/2023	25.49
CLARE HARDWARE	445524	CAULK (24 TUBES) - SKATING RI	11/21/2023	11/21/2023	107.76
CLARE HARDWARE	445703	ANTI-FREEZE (6GAL) - PARKS/RE	11/21/2023	11/21/2023	35.94
CLARE HARDWARE	445734	2 LEAF RAKES - DPW	11/21/2023	11/21/2023	37.98
CLARE HARDWARE	445883	ELECTRONIC KEYPAD ENTRY LOCK	11/21/2023	11/21/2023	154.99
CLARE HARDWARE	445884	PAINT; RETURN AIR GRILLE - CI	11/21/2023	11/21/2023	19.98
CLARE HARDWARE	445983	9X2 1/2 " SCREWS - CITY HALL	11/21/2023	11/21/2023	9.59
CLARE HARDWARE	K44733	CABLE TIES (100PC) - DPW/WATE	11/21/2023	11/21/2023	8.99
CLARE HARDWARE	445109	TOILET TANK LEVER - SHAMROCK	11/21/2023	11/21/2023	11.49



**PAYABLES REPORT FOR COMMISSIONERS**

EXP CHECK RUN DATES 11/21/2023 - 12/04/2023 BOTH JOURNALIZED AND UNJOURNALIZED OPEN BANK CODE: CONSO

VENDOR	INVOICE #	DESCRIPTION	Posting Date	Check Run	AMOUNT
CLARE HARDWARE	445156	DUCT TAPE - DPW/WATER	11/21/2023	11/21/2023	11.99
CLARE HARDWARE	445936	3 ANCHOR SHACKLES (1/4") - DPW	11/21/2023	11/21/2023	10.47
CLARE HARDWARE	445971	FLAT (1-1/4X4'); FASTENERS - DPW	11/21/2023	11/21/2023	31.64
CLARE HARDWARE	446131	2 SHOVELS - DPW	11/21/2023	11/21/2023	61.98
CLARE HARDWARE	446167	2 SINGLE CUT KEYS - SEWER KEY	11/21/2023	11/21/2023	3.98
COMPASS DRUG SCREENING	442665	SERVICES: 0167356260, 016735611	11/21/2023	11/21/2023	165.00
CONNIE MCGREGOR	11072023	ELECTION INSPECTOR: 11/7/23	11/21/2023	11/21/2023	175.00
CONSUMERS ENERGY	206080565372	TRAFFIC LIGHT(S) (10/01/23-10/11/27/2023)	11/27/2023	11/27/2023	6.47
CONSUMERS ENERGY	206080565373	STREET LIGHT(S) (10/01/23-10/11/27/2023)	11/27/2023	11/27/2023	662.34
CONSUMERS ENERGY	206080565374	STREET LIGHT(S) (10/01/23-10/11/27/2023)	11/27/2023	11/27/2023	2,668.00
CONSUMERS ENERGY	206436300559	48617 LED LIGHT RD (10/01/23-11/27/2023)	11/27/2023	11/27/2023	1,586.84
CONSUMERS ENERGY	206969967448	11175 S. EBERHART AVE (10/05/11/30/2023)	11/30/2023	11/30/2023	9,111.35
CONSUMERS ENERGY	204122887800	501 FOREST AVE (10/11/23-11/01/2023)	12/04/2023	12/04/2023	42.35
CONSUMERS ENERGY	204389872211	327 BROOKWOOD DR (10/11/23-11/01/2023)	12/04/2023	12/04/2023	88.32
CONSUMERS ENERGY	204923792085	396 SHAMROCK CT (10/11/23-11/12/04/2023)	12/04/2023	12/04/2023	28.92
CONSUMERS ENERGY	206703210533	315 W FIRST ST (10/11/23-11/01/2023)	12/04/2023	12/04/2023	341.67
CSI EMERGENCY APPARATUS	69900	ANNUAL MAINTENANCE: FD PUMP T1	11/21/2023	11/21/2023	827.36
DEMONTE, JAMES	DEPOSIT OVERF	UB refund for account: CUNN-C1	11/21/2023	11/21/2023	39.96
DIANE LYON	11092023	MILE REIMBURSE MILEAGE: 10/17-11/7/23	11/21/2023	11/21/2023	73.88
DIETSCH, DONALD	DEPOSIT OVERF	UB refund for account: WLCX-C1	11/21/2023	11/21/2023	106.91
ELHORN ENGINEERING COMI	299779	EL-CHLOR (220GALS); FLOUROSII	11/21/2023	11/21/2023	1,670.00
GALLS, LLC	026176874	2 CHAIN HANDCUFFS - PD	11/21/2023	11/21/2023	70.39
GFL ENVIRONMENTAL	0063304589	NOVEMBER-23 COLLECTION	11/21/2023	11/21/2023	15,144.48
GOURDIE-FRASER, INC.	2225312	SERVICES: 09/24-10/21/23 - '21	11/21/2023	11/21/2023	2,905.00
GRAINGER	9897778008	OPERATING SUPPLIES - WWTP	11/21/2023	11/21/2023	621.94
GRAND TRAVERSE RUBBER S	469385	T-BOLT CLAMPS; CAMLOCK ALUMIN	11/21/2023	11/21/2023	34.20
HACH COMPANY	13806529	LAB SUPPLIES: PHOSPHORUS - WW	11/21/2023	11/21/2023	184.98
HERSHBERGER'S HARDWARE	80596	TREATED LUMBER 4X4X8 (QTY 3)	11/21/2023	11/21/2023	38.97
HOERAUF AND NEVILL, P.C	53180	OCT 2023 PROFESSIONAL SERVICE	11/21/2023	11/21/2023	712.25
HUMPHREY, SAM OR MARIAH	DEPOSIT OVERF	UB refund for account: 1STW-C1	11/21/2023	11/21/2023	63.57
HUTSON, INC	10197829	MIX OIL: CHAINSAWS & WEED WHI	11/21/2023	11/21/2023	97.83
INTERSTATE BILLING SERV	S59173	BALL BEARING; SEALS - DPW	11/21/2023	11/21/2023	370.72
JARED STOTZEL	11132023	REIMBURSE MEAL (10/31 PD TRAI	11/21/2023	11/21/2023	11.20
JENNIFER KINBERG	11132023	MILE REIMBURSE MILEAGE: 11/7/23	11/21/2023	11/21/2023	19.78
JOHNSTON ELEVATOR INC	000731	GRASS SEED - CEMETERY	11/21/2023	11/21/2023	73.95
KAREN HATHON	11072023	ELECTION INSPECTOR: 11/7/23	11/21/2023	11/21/2023	198.74
MAEGAN JENKINS	11072023	ELECTION INSPECTOR: 11/7/23	11/21/2023	11/21/2023	244.04
MAMC	2024	MBRSHIP RENEWAL: J. KINE	11/21/2023	11/21/2023	75.00
MARVIN CHRISTOPHER KINI	11072023	ELECTION INSPECTOR: 11/7/23	11/21/2023	11/21/2023	236.82



**PAYABLES REPORT FOR COMMISSIONERS**

EXP CHECK RUN DATES 11/21/2023 - 12/04/2023 BOTH JOURNALIZED AND UNJOURNALIZED OPEN BANK CODE: CONSO

VENDOR	INVOICE #	DESCRIPTION	Posting Date	Check Run	AMOUNT
MAURER'S TEXTILE RENTAL	2781848	YODER UNIFORMS - DPW	11/21/2023	11/21/2023	33.85
MAURER'S TEXTILE RENTAL	2784755	YODER UNIFORMS - DPW	11/21/2023	11/21/2023	33.85
MAVERICK LASER	5127	PLAQUES: SHAMROCK MEM TREE; F	11/21/2023	11/21/2023	62.75
MCGUIRE CHEVROLET PONTIAC	112066	WASHER FLUID CAP - CPD #46-1	11/21/2023	11/21/2023	6.62
MICHIGAN MUNICIPAL LEAGUE	26629	CDL CONSORTIUM DRIVERS FEE -	11/21/2023	11/21/2023	990.00
MICHIGAN MUNICIPAL TREASURER	9154	REGISTER: C. COON (11/28 PROF	11/21/2023	11/21/2023	69.00
MICHIGAN STATE FIREMAN'S	2024 DEPT MBR	2024 DEPARTMENT MEMBERSHIP -	11/21/2023	11/21/2023	75.00
MYMICHIGAN HEALTH	700000315 120	SERVICES: 3002746761; 3002746	11/21/2023	11/21/2023	213.00
NANCY L. MYERS	11072023 ELEC	ELECTION INSPECTOR: 11/7/23 S	11/21/2023	11/21/2023	182.93
NATIONAL HIGHWAY MAINTENANCE	12644	ROADSAVER SALT (4,500 CSP) -	11/21/2023	11/21/2023	5,400.00
NICK WYMAN	11072023 ELEC	ELECTION INSPECTOR: 11/7/23 S	11/21/2023	11/21/2023	240.00
PINE ENVIRONMENTAL, LLC	US1-230078284	GAS ANALYSER RENTAL (10/31-11	11/21/2023	11/21/2023	650.98
QT POD	0427-SP2023	SUBSCRIPTION RENEWAL: 12/01/2	11/21/2023	11/21/2023	945.00
RITE-WAY ASPHALT PAVING	202300070	ASPHALT PATCH: WOODLAWN WATER	11/21/2023	11/21/2023	5,099.00
ROBINSON ELECTRICAL/MECH	21309 #2	UV DISINFECTION LIGHT EQPMNT	11/21/2023	11/21/2023	244,938.74
SCHELLHAS SALES & DELIVERY	0472	C FOLD TOWELS (3CSSES); TOILET	11/21/2023	11/21/2023	248.75
SEITER BROTHERS LUMBER	105153	QUIKCRETE GRAVEL MIX (10 80#	11/21/2023	11/21/2023	67.50
SEITER ELECTRIC INC	62542	LED DUSK TO DAWN LIGHT - SALT	11/21/2023	11/21/2023	120.00
STAPLES	3551748584	WINDOW ENVELOPES (1BOX); PAPER	11/21/2023	11/21/2023	39.72
STAPLES	3550253197	HAND SOAP (DPW); PAPER TOWELS	11/21/2023	11/21/2023	76.90
STATE OF MICHIGAN	591-11161309		11/21/2023	11/21/2023	50.00
STATE OF MICHIGAN	11082023	RENEW DRNKG WTR TRTMNT/DIST C	11/21/2023	11/21/2023	95.00
STATE OF MICHIGAN	761-11165886	SAMPLE TESTING: LANDFILL - WW	11/21/2023	11/21/2023	2,300.00
STITCHES FOR BRITCHES	1662	SEWN ON PATCHES (6 SHIRTS) -	11/21/2023	11/21/2023	72.00
SUSAN ATWOOD	11072023 ELEC	ELECTION INSPECTOR: 11/7/23 S	11/21/2023	11/21/2023	212.50
TASHA JEAN KING	11072023 ELEC	ELECTION INSPECTOR: 11/7/23 S	11/21/2023	11/21/2023	171.32
TEAMSTERS LOCAL #214	DECEMBER 2023	DECEMBER DUES	11/21/2023	11/21/2023	693.00
THE BANK OF NEW YORK MELLON	CLARECITY12R	CLARE CITY OF 2012 RFDG BDS F	11/21/2023	11/21/2023	5,972.50
THIELEN TURF IRRIGATION	233071	REPAIR BROKEN SEWER LINE - LK	11/21/2023	11/21/2023	580.00
USDA RURAL DEVELOPMENT	12012023	INTEREST PYMTS: WTR 91-14; SW	12/01/2023	12/01/2023	21,553.22
VC3 INC	129084	ONEDRIVE BUSINESS PLAN: NOV '1	11/21/2023	11/21/2023	20.00
VC3 INC	129085	CLOUD DATA & RECOVERY AGMT: N	11/21/2023	11/21/2023	16.00
WAIST DEEP DUMPSTERS, INC	2740	HAULING SLUDGE: OCT '23 - LK	11/21/2023	11/21/2023	15,100.00
ZINSER PLUMBING & HEATING	6277	12 BACKFLOW TESTS - DPW/WATER	11/21/2023	11/21/2023	1,500.00

Sub Total: 351,288.72

COMMISSION APPROVAL:

---

---

---

---

---

---

## AGENDA REPORT

TO: Mayor Pat Humphrey & Clare City Commissioners  
FROM: Diane Lyon, City Clerk  
DATE: November 16, 2023  
RE: \*Professional & Education Training Opportunities

For the Agenda of November 20, 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 November 20, 2023.**

Commissioners are encouraged to attend educational and training events. Please submit the attached Professional Development Training Request to the City Clerk if you are interested in attending any educational or training event(s).

1. Michigan Municipal League Upcoming Events. The MML also provides many opportunities for training and professional development to include a vast selection of webinars available for viewing. The current offerings are attached for review & consideration.
2. American Planning Association-Michigan Chapter. The Michigan APA likewise offers training sessions and onsite workshops for city officials. If you are interested in having the City host an onsite workshop, please contact the City Clerk. The most current opportunities for professional development are attached for your consideration.

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

DATE	EVENT	LOCATION
<b>2023</b>		
Nov 13	<b>LEAGUE EVENT:</b> <a href="#">Live with the League</a>	Virtual
Nov 16-17	<a href="#">MAM Mayors and Presidents Institute</a>	Frankenmuth
Nov 27	<b>LEAGUE EVENT:</b> <a href="#">Live with the League</a>	Virtual
Nov 30	<b>LEAGUE EVENT:</b> <a href="#">Newly Elected Official Training</a>	Lansing
Dec 7	<a href="#">MWIMG Presents: Mentorship &amp; Building a Network</a>	Virtual
Dec 11	<b>LEAGUE EVENT:</b> <a href="#">Live with the League</a>	Virtual
Dec 13	<b>LEAGUE EVENT:</b> <a href="#">Newly Elected Official Training</a>	Virtual
<b>2024</b>		
Jan 25	<b>LEAGUE EVENT:</b> <a href="#">Newly Elected Official Training</a>	Sterling Heights
Jan 29-Feb 1	<a href="#">MME Winter Institute</a>	Lansing
Feb 10	<b>LEAGUE EVENT:</b> <a href="#">Newly Elected Official Training</a>	Virtual
Feb 23-24	<b>LEAGUE EVENT:</b> Elected Officials Academy Winter Summit	Virtual
Mar 12	MAMA Advanced Institute	Lansing



May 17-18	<b>LEAGUE EVENT:</b> 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	<b>LEAGUE EVENT:</b> Convention	Mackinac Island
Sep 28	MAMA Fall Law Program	Lansing
Nov 30	<b>LEAGUE EVENT:</b> Newly Elected Officials Academy	Lansing
Dec 13	<b>LEAGUE EVENT:</b> Newly Elected Officials Academy	Virtual
<b>2025</b>		
Mar 18-19	<b>LEAGUE EVENT:</b> CapCon	Lansing
Sep 17-19	<b>LEAGUE EVENT:</b> Convention	Grand Rapids

## Contact

info@mml.org

734.662.3246

## Event Calendar

[APA Events](#)
[MAP Events](#)
[Emerging Planning Professional](#)
[MAP Network & Learn](#)

[On Site Workshops](#)
[Other Events](#)
[Partner Events](#)

### November 2023

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
29	30	31	1	2	3	4
5	6	7	8 ● <a href="#">Kickstarting Sustainability Pl</a>	9 ● <a href="#">Developing Scenario-Based Plan ...</a>	10	11
12	13	14	15 ...	16 ● <a href="#">November SRTS Basics Webinar</a>	17	18
19	20	21	22	23	24	25
26	27	28	29 ● <a href="#">Women in Planning - November M ...</a>	30	1	2

## Quick Links

- [Thank you Corporate Members](#)
- [Donate to MAP](#)
- [Contact MAP Staff](#)

## Upcoming Events

- Thu Nov 16, 2023

[November SRTS Basics Webinar](#)

Category: Other Events
- Wed Nov 29, 2023

[Women in Planning - November Meet Up](#)

Category: Partner Events
- Fri Dec 1, 2023

[EPP Coffee Hour](#)

Category: Emerging Planning Professional
- Tue Dec 5, 2023

[December SRTS Basics Webinar](#)

Category: Other Events
- Thu Dec 14, 2023

[Engaging the Community through Charrettes](#)

Category: MAP Events

[View Full Calendar](#)

# Event Calendar

[APA Events](#)
[MAP Events](#)
[Emerging Planning Professional](#)
[MAP Network & Learn](#)

[On Site Workshops](#)
[Other Events](#)
[Partner Events](#)

## December 2023

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
26	27	28	29	30	1	2
					● <a href="#">EPP Coffee Hour</a>	
3	4	5	6	7	8	9
		● <a href="#">December SRTS Basics Webinar</a>				
10	11	12	13	14	15	16
				● <a href="#">Engaging the Community though ...</a>		
				● <a href="#">Holiday Gathering</a>		
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31	1	2	3	4	5	6

## Quick Links

- [Thank you Corporate Members](#)
- [Donate to MAP](#)
- [Contact MAP Staff](#)

## Upcoming Events

- Thu Nov 16, 2023

[November SRTS Basics Webinar](#)

Category: Other Events
- Wed Nov 29, 2023

[Women in Planning - November Meet Up](#)

Category: Partner Events
- Fri Dec 1, 2023

[EPP Coffee Hour](#)

Category: Emerging Planning Professional
- Tue Dec 5, 2023

[December SRTS Basics Webinar](#)

Category: Other Events
- Thu Dec 14, 2023

[Engaging the Community though Charrettes](#)

Category: MAP Events

[View Full Calendar](#)

## Engaging the Community through Charrettes

Thursday, December 14, 2023

1:00 PM - 2:30 PM EST

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](mailto:wrampson@planningmi.org)

[Download as iCal file](#)

---

### Quick Links

[Thank you Corporate Members](#)

[Donate to MAP](#)

[Contact MAP Staff](#)

---

### Upcoming Events

Thu Nov 16, 2023

[November SRTS Basics Webinar](#)

Category: Other Events

Wed Nov 29, 2023

[Women in Planning - November Meet Up](#)

Category: Partner Events

Fri Dec 1, 2023

[EPP Coffee Hour](#)

Category: Emerging Planning Professional

Tue Dec 5, 2023

[December SRTS Basics Webinar](#)

Category: Other Events

Thu Dec 14, 2023

[Engaging the Community through Charrettes](#)

Category: MAP Events

[View Full Calendar](#)

## December SRTS Basics Webinar

Tuesday, December 05, 2023

10:00 AM - 11:00 AM EST

Category: Other Events

The Safe Routes to School Basics webinar will provide you with general information about the SRTS program. It will discuss the following:

1. What is Safe Routes to School?
2. How the six Es framework helps affect change in your school community
3. The SRTS Action Planning Steps
4. Federal Funding
5. Available resources

[Register here](#)

[Download as iCal file](#)

## Quick Links

---

[Thank you Corporate Members](#)

[Donate to MAP](#)

[Contact MAP Staff](#)

## Upcoming Events

---

Thu Nov 16, 2023

[November SRTS Basics Webinar](#)

Category: Other Events

Wed Nov 29, 2023

[Women in Planning - November Meet Up](#)

Category: Partner Events

Fri Dec 1, 2023

[EPP Coffee Hour](#)

Category: Emerging Planning Professional

Tue Dec 5, 2023

[December SRTS Basics Webinar](#)

Category: Other Events

Thu Dec 14, 2023

[Engaging the Community through Charrettes](#)

Category: MAP Events

[View Full Calendar](#)