



## 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, December 18, 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. **Retirement Recognition** – Gary Todd, Airport Manager
  - B. **Approval of 2024 Poverty Exemption Policy & Guidelines and Income Levels**
  - C. **Annual Review of City Commission By-Laws for 2024**
8. **TREASURER'S REPORT**
9. **\*DEPARTMENT REPORTS**
10. **CITY MANAGER'S REPORT**
11. **\*COMMUNICATIONS**
12. **EXTENDED PUBLIC COMMENT**
13. **COMMISSION DISCUSSION TOPICS**





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### 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.*

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