



CITY OF CLARE

202 West Fifth Street | Clare, Michigan 48617-1490

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www.cityofclare.org

CITY HALL

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Manager x102

Assessor x103

Clerk x106

Treasurer x107

CLARE CITY COMMISSION

Meeting held at Clare City Hall

202 W. Fifth St., Clare MI

Monday, March 18, 2024

6:00 p.m.

AGENDA

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. Special Event Permit – City Park – MI Rock Stop Gifts & More, LLC
 - B. Private Well Permit – 752 Blossomwood Drive – Aaron and Ellison Olson
 - C. *Board & Committee Appointment – Local Development Finance Authority (LDFA) – (Steve Stark)
8. **TREASURER’S REPORT**
9. ***DEPARTMENT REPORTS**
10. **CITY MANAGER’S REPORT**
11. ***COMMUNICATIONS**
12. **EXTENDED PUBLIC COMMENT**



13. COMMISSION DISCUSSION TOPICS

14. *APPROVAL OF BILLS

15. *PROFESSIONAL & EDUCATIONAL TRAINING OPPORTUNITIES

16. ADJOURNMENT

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

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

The regular meeting of the Clare City Commission was called to order at 6:00 p.m. in the City Commission Chambers of Clare City Hall, 202 West Fifth Street, Clare, Michigan by Mayor Pro Tem Bob Bonham who led with the Pledge of Allegiance. Present were: Commissioners Bob Bonham, Kim Bussell, Maegan Jenkins, and Gus Murphy. Absent: Pat Humphrey. Also, present: Jeremy Howard, City Manager; Vicki Corlew, City Treasurer; Police Chief, David Saad; Parks & Rec Director, Joy Simmer; Parks Supervisor, Gary Bauer; DPW Director, Luke Potter; Fire Chief, Jim Chapman; Asst. Fire Chief, Sam Eberhart; and Diane Lyon, City Clerk.

2. CONSENT AGENDA:

Moved by Commissioner Jenkins second by Commissioner Bussell to approve the items listed with an asterisk (*), Agenda, Minutes, Communications, Professional Development, Board and Committee Appointments, and Bills) that are considered routine by the City Commission. Roll call vote: Yeas: Commissioners Bob Bonham, Kim Bussell, Maegan Jenkins, and Carolyn (Gus) Murphy. Nays: None. Absent: Pat Humphrey. *Motion Carried.*

3. *APPROVAL OF MINUTES;

Approved by Consent Agenda.

4. *APPROVAL OF AGENDA;

Approved by Consent Agenda.

5. PUBLIC COMMENT: None

6. UNFINISHED BUSINESS: None.

7. NEW BUSINESS:

A. RECOGNITION OF EMPLOYEE GARY BAUER-15 YEARS AS PARKS SUPERVISOR

Gary Bauer has faithfully served the residents of the City of Clare for the past fifteen years, as the City's Parks Supervisor. The City Commission is asked to formally recognize Gary for his exemplary, faithful, and dedicated public service.

Motion by Commissioner Murphy second by Commissioner Bussell to recognize Gary's service to the community by adoption of Resolution 2024-011. Roll call vote: Yeas: Commissioners Bob Bonham, Kim Bussell, Carolyn (Gus) Murphy, and Maegan Jenkins. Nays: None. Absent: Pat Humphrey. *Motion Carried.*

B. APPROVE THE PURCHASE OF A UTV/GRASS RIG FOR THE CLARE FIRE DEPARTMENT

After 20 years of use, the city's Grass Rig for the City's Fire Department has reached the end of its useful life and needs replacement. The Fire Department budgeted the purchase for FY23/24 and recently solicited bids for a new Utility Vehicle/Grass Rig to combat grass fires, wildland fire-fighting, and off-road rescue.

As noted by Fire Chief Jim Chapman, the city received ten bids. A review of the bid documents submitted has been completed and the Fire Chief recommends the second lowest bid because it has a larger cargo box and the largest seating area thus it will be a better fit for our application. I concur with the Fire Chief's assessment and recommend making the purchase from Lakeside Motor Sports in Mecosta. Lakeside is also taking our existing rig (20 years old and we paid \$10,795) in on trade and giving us \$6,500 towards the cost of the new UTV.

The City Commission is asked to approve the bids and authorize the expenditure of funds for the purchase of a new UTV, authorize the City Manager to sign all documents necessary to complete this purchase, and authorize the City Treasurer to make any necessary budget amendments related to the purchase.

Motion by Commissioner Bussell second by Commissioner Murphy to authorize the UTV purchase by adoption of Resolution 2024-012. Roll call vote: Yeas: Commissioners Bob Bonham, Kim Bussell, and Carolyn (Gus) Murphy. Abstain: Maegan Jenkins as she is a fire department employee. Nays: None. Absent: Pat Humphrey. *Motion Carried.*

C. APPROVE A CONTRACTUAL AGREEMENT WITH CLARE LITTLE LEAGUE

Two years ago, the City's Parks & Recreation Director, made a recommendation to establish a formal agreement with Clare Little League for the use and maintenance of the Stamina Stadium ball fields to define and clarify the responsibilities of each party Joy, Luke Potter (Director of Public Works), Clare Little League representatives, and I recently met and collaborated to amend the agreement for the use and maintenance of Stamina Stadium ball fields. All parties are pleased with the agreement and wish to continue using the agreement in the future.

The proposed agreement is for two years covering the 2024-2025 seasons however, the revised agreement adds two, two-year automatic renewals.

The City Commission is now asked to consider approving the proposed agreement.

Motion by Commissioner Jenkins second by Commissioner Murphy to the agreement with Clare Little League by adoption of Resolution 2024-013. Roll call vote: Yeas: Commissioners Bob Bonham, Kim Bussell, Maegan Jenkins, and Carolyn (Gus) Murphy. Nays: None. Absent: Pat Humphrey. *Motion Carried.*

D. UPDATE BANKING SIGNATORIES

With the restructuring of the Treasurer and Finance Director's office, we need to update our bank signatories.

A complete review of all of the City's bank accounts has been completed and is summarized for the Commission's review. The City Commission is asked to approve the new list of signatories.

Motion by Commissioner Murphy second by Commissioner Bussell to approve the updated listing of bank signatories by adoption of Resolution 2024-014. Roll call vote: Yeas: Commissioners Bob Bonham, Kim Bussell, Maegan Jenkins, and Carolyn (Gus) Murphy. Nays: None. Absent: Pat Humphrey. *Motion Carried.*

E. *BOARD & COMMITTEE REAPPOINTMENTS-BOARD OF REVIEW-MR. DENNIS PURKIS, MR. WAYNE TERPENING, MRS. CAROL SANTINI, AND ALTERNATE MR. IZAK POST.

Resolution 2024-015 Approved by Consent Agenda.

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

9. CITY MANAGER'S REPORT

Lake Shamrock Dredging. We received notice from EGLE that we must pause all dredging because the original permit that was approved 5 years ago expired at the beginning of February. After Luke and I and Savin Lake Services met with EGLE staff on February 14th, we submitted a new permit the next week which included a request for an expedited review and public comment period. EGLE received the permit and stated that they hoped they would be able to issue a new permit by the early part of March so that we could begin dredging again as soon as the weather allows. We are working with DNR Fisheries to ascertain whether can dredge within a specified area of the lake during the normal 2-4 months pause for fish spawning. Those conversations are still ongoing, but we are hopeful we can come to an agreement that satisfies fisheries spawning requirements and may still allow us to do some limited dredging during that time. The Dam feasibility study work is essentially complete and we are waiting to hear back on additional grant funding possibilities to help with the next phase of the project.

Aviation Professional of the Year Award. The Michigan Aeronautics Commission (MAC) and the Michigan Department of Transportation (MDOT) recently announced award winners for outstanding achievements in improving Michigan aviation at their 2024 Michigan Airport Conference held in East Lansing on Feb. 22. This year the Aviation Professional of the Year Award went to recently retired Airport Manager Gary Todd for Clare Municipal Airport. He was recognized for his outstanding contributions and sustained excellence serving as the airport's manager for the past decade and his exemplary leadership in maintaining the airport in top condition. Gary also was recognized for collaborating with others in the aviation community to share his knowledge and provide flight training. His dedication and hard work contributed to aspirational standards for many aviation professionals. Congratulations to a well-deserved award and honor to Gary for all for all of the work he did in his career as the Clare Airport Manager.

“Clarence” the Leprechaun. Clarence the Leprechaun and the Clare Blarney Stone have arrived at City Hall at the corner of 5th and Beech Streets. Clarence was commissioned by the Clare County Arts Council and created by local artist, Jeff Best of Devil’s Rope Studio. The sculpture and the Blarney Stone will have their permanent residence here at City Hall but will make an appearance each year downtown in the street for the Irish Festival. Thank you to all of those involved in making this project come to fruition.

Irish Festival. Clare’s 49th annual Irish Festival is coming up from March 13-17 and will have lots of great activities during the week and weekend. Flyers have been provided with this report. Hopefully everyone can attend the events and I encourage everyone to join in with Irish Spirit Week (see below for details on the days) as well.

Monday – Funky Socks – Pull out some Irish socks to kick off the week!
 Tuesday – Shamrockin’ – Add Shamrocks to your outfit!
 Wednesday – Pot of Gold – Dress as a pot of gold – Black & Gold!
 Thursday – Rainbow – Add some rainbow colors to your outfit!
 Friday – Top of the Morning to Ya – Wear your best Irish-Styled hat!
 Saturday – Luck of the Irish – Wear any green you have in your closet!
 Sunday – Irish Goodbye – Represent your favorite small town by wearing a Clare shirt!

March Board of Review. The March Board of Review will meet at Clare City Hall, 202 W. Fifth Street, Clare MI 48617, at the following times:

March 5, 2024 (2:00 pm) – Organizational Meeting – No Appeals
 March 11, 2024 (9:00 am – 3:00 pm) – Appeal Hearing
 March 12, 2024 (2:00 pm – 5:00 pm and 6:00 pm – 9:00 pm) – Appeal Hearing

If you have questions about your Tax Assessment Change Notice or wish to schedule an appointment, contact the City Assessor’s Office at 989-424-4066 or 517-940-2823, or email Assessor@cityofclare.gov.

11. *COMMUNICATIONS: *Approved by Consent Agenda.*
12. EXTENDED PUBLIC COMMENT: None.
13. COMMISSION DISCUSSION TOPICS: Bob Bonham has noticed that some people are leaving their trash/recycle bins out at the curb.
14. *APPROVAL OF BILLS: *Approved by Consent Agenda.*
15. *PROFESSIONAL & EDUCATIONAL TRAINING OPPORTUNITIES: *Approved by Consent Agenda.*
16. ADJOURNMENT: Motion by Commissioner Bussell seconded by Commissioner Jenkins to adjourn the meeting. Roll call vote: Yeas: Commissioners Bob Bonham, Kim Bussell, Maegan Jenkins, and Carolyn (Gus) Murphy. Nays: None. Absent: Pat Humphrey. *Motion Carried.* The meeting adjourned at 6:32 p.m.

Bob Bonham, Mayor Pro Tem

Diane Lyon, City Clerk

AGENDA REPORT

TO: Mayor Pat Humphrey and the Clare City Commission
FROM: Jeremy Howard, City Manager
DATE: March 14, 2024
RE: Parks Special Use Application – City Park – MI Rock Stop Gifts & More, LLC

For the Agenda of March 18, 2024.

Background. The City has received a Parks Special Use Application (*copy att'd*) from Mr. Damon Dubois to host a “for-profit” craft show and fair at City Park on August 24, 2024, from 8:00 a.m. to 6:00 p.m. All commercial, for-profit activities at the City’s parks require the City Commission’s sanction and approval (*Ordinance Code Extract Sect.30-71(7) att'd*) in advance of the event. Mr. Dubois has requested the Commission approve his request.

Issues & Questions Specified. Should the City Commission approve the Parks Special Use Application of Mr. Dubois?

Alternatives.

1. Approve the request.
2. Deny the request.
3. Set aside the decision regarding this matter to a later date.

Financial Impact. Mr. Dubois is being charged the City’s Parks Special Use Application fee and non-resident gazebo rental fee. A peripheral benefit to the City is the draw of the crowd and potential economic benefit to the City’s local merchants.

Recommendation. I recommend the City Commission approve the request by adoption of Resolution 2024-016 including the requirement that Mr. Dubois obtains adequate insurance coverage for the event designating the City as an Additional Insured and the stipulation that “flea market” items not be allowed as the City prohibits flea markets.

Attachments.

1. Parks Special Use Application.
2. Sec. 30-71 (7) of City Ord. Codes.
3. Resolution 2024-016.



CITY OF CLARE

AGREEMENT FOR USE OF PARKS AND/OR FACILITIES FOR CEREMONY AND SPECIAL PARK USE

GENERAL INFORMATION

1. Clare City Parks are open from 6 a.m. – 11:00 p.m., May 1 – Nov. 1. Parks may be winterized earlier if frost occurs.
2. Permits are recommended for any ceremony or event.
3. Permit only assures use of the specified area of the park and not exclusive use of the park.
4. Picnic tables are assigned to picnic areas by group size based on approximately 6-8 people per table. Additional picnic tables will not be provided for groups who exceed the recommended picnic area capacity.
5. Relocation of picnic tables from one area to another is prohibited.
6. The Parks and Facilities Rental Permit for Ceremony Purposes should be carried at all times during the event.
7. We recommend you post a "reserved" sign on the pavilion and/or park area the morning of your event.
8. No confetti decoration is allowed in the parks. Confetti is a danger to local wildlife and is very difficult to dispose of.
9. **NO ALCOHOLIC BEVERAGES ALLOWED IN ANY CITY PARK.**
10. Set up of commercial and private tents requiring staking into the ground are strictly prohibited due to presence of underground utilities.
11. There shall be no commercial for-profit activity within the City parks unless expressly sanctioned by the City. Whether such activities shall be approved within a city park land shall be within the sole discretion of the Clare City Commission.
12. Parks may not be reserved before January 1 of each year.

SHAMROCK PARK

- Little league baseball diamond
- (1) Large picnic pavilion w/electricity
- (1) Small picnic pavilion w/electricity
- Indoor Restrooms
- Playground equipment
- Grill (by the small pavilion)
- Shamrock Lake (62 acres)
- Ice-skating rink (seasonal)
- Pavilion 1 (Large-120 x 60) **120 People**
 - o 15 picnic tables (1 Handicapped)
 - o Electricity
- Pavilion 2 (Small- 24 x 48) **48 People**
 - o 6 picnic tables (1 Handicapped)
 - o Electricity

PETTIT PARK

- Potable water
- Indoor Restrooms & Showers
- Playground equipment
- Grills
- Camp Sites, electric and primitive
- Pavilion (30 x 56) **64 People**
 - o 8 picnic tables (All Universal Access)
 - o Electricity

CLARE CITY PARK

- Potable water
- No restrooms
- Large Gazebo **48 People**
 - o 6 picnic tables (1 Handicapped)
 - o Electricity

FEES: Fees are subject to change annually (by June 30), upon approval of the Clare City Commission. In order to reserve, payment must be received up front.

SPECIAL PARK USE: \$50 Fee

ADDITIONAL FEES

Resident /Non-Profit
 Shamrock Large Pavilion (Full Rental): \$50 Fee
 Shamrock Large Pavilion (Half Rental): \$25 Fee
 Shamrock Small Pavilion: \$25 Fee
 Pettit Pavilion: \$50 Fee
 City Park Gazebo: \$25 Fee

Non-Resident
 Shamrock Large Pavilion (Full Rental): \$75 Fee
 Shamrock Large Pavilion (Half Rental): \$50 Fee
 Shamrock Small Pavilion: \$50 Fee
 Pettit Pavilion: \$75 Fee
 City Park Gazebo: \$50 Fee

This permit grants the following named team or group the use of the following facility at the stated times. (In the event a regular City of Clare event is scheduled at the same time, the city event will take precedence). No refunds or rain checks will be issued. In the event this group or team decides not to use the above facility on the above date, they are urged to call 386-7541 to inform the Parks and Recreation Department.

Residents, please allow up to 4 weeks for deposits to be returned.

Contact Person Damon DuBois Phone (989) 714-1721 E-Mail mirockstop@gmail.com
 Address 1230 Vinewood St. Apt. 6 City Resident? YES / NO City Clare State MI Zip 48617
 Requested Park/Facility: Clare City Park # in Party _____ Reason for Request Gem and Mineral show
 Use Date(s) 08/24/24 Time From 8am to 6pm

RELEASE AND HOLD HARMLESS AGREEMENT

It is agreed by the organization using the facilities that it will be responsible for any damage to property. It is further agreed that the signing party will hold the City of Clare harmless for any damage or injury that the signing organization might incur during its use and occupation of the above-named facilities. It is further agreed by the organization that all debris deposited during the usage of the above-named facility shall be picked up and properly disposed of. **Any damage would be an additional charge to the rental fee.**

Damon DuBois 03/13/2024
 Signature of Organization Representative/Individual Date

I have read and agree to the park rules and regulations Damon DuBois 03/13/2024
 Signature Date

Office Use Only: City Resident/Non-Profit? Yes [] No [] Amt. Paid _____ Cash _____ Ck# _____ Date _____ Staff _____			
DEPOSITS SHOULD BE PLACED IN – GL#208-000.000-626.001			

Parks and Recreation Use Only:

Signature of City Buildings and Grounds Maintenance Director _____ Date _____

City Resident/Non-Profit Yes [] No [] Refund Yes [] No [] Inspected by _____ Notes _____

Sec. 30-71. - General unlawful acts upon park lands.

Upon city park lands, it shall be unlawful to:

- (1) *Curfew.* Enter or be present within any park between the hours of 11:00 p.m. and 6:00 a.m. Only properly registered campers may be present within Pettit Park during the curfew hours.
- (2) *Vandalism and theft.* Remove, damage, destroy or deface any tree, shrub or wildflower, or remove, damage, destroy or deface any park facility without written permission.
- (3) *Disorderly conduct.* Engage in violent, abusive, loud, vulgar, lewd, obscene or any other disorderly conduct that constitutes a breach of the peace, or disturb or annoy others in their activities.
- (4) *Alcoholic liquors and controlled substances.* Possess or consume any alcoholic liquors or other controlled substances within any park.
- (5) *Fires.* Burn a ground fire for any reason, except in designated fire pits, grills, fireplaces or units authorized by the city parks and recreation department and the city fire chief. Personal grills are authorized. No fire is to be left unattended at any time.
- (6) *Waste and refuse.* Deposit waste or refuse any place except in the authorized containers provided by the parks and recreation department, and deposit waste or refuse in any park container that was generated outside the park boundaries.
- (7) *Peddle or solicit.* Peddle or solicit, or post bills or advertisements upon any park lands or facilities without written permission. There shall be no commercial for profit activity within the city parks unless expressly sanctioned by the city. Whether such activities shall be approved within city park land shall be within the sole discretion of the city commission.
- (8) *Overnight storage.* Leave any personal property overnight, such as vehicles, camping units, personal grills, tables and other items without written permission.
- (9) *Smoke-free areas.* Smoke any substance in or within 25 feet of the boundaries of any area designated as smoke-free.
- (10) *Unsafe playground equipment.* Use any park facilities, apparatus, playground equipment or other municipal property in a manner that it is not designed or, or in a manner that may result in injury to self or others, or misuse any park facilities, apparatus, playground equipment or other municipal property, i.e. adults using equipment designed for children, climbing upon fences.

(Code 1985, § 3.2; Ord. No. 2007-01, 2-20-2007; Ord. No. 2008-01, 3-3-2008)

RESOLUTION 2024-016

A RESOLUTION OF THE CLARE CITY COMMISSION APPROVING A PARKS SPECIAL USE APPLICATION.

WHEREAS, the City of Clare has received a commercial, for-profit Parks Special Use Application from Mr. Damon Dubois, owner of MI Rock Stop Gifts & More, LLC, to organize and host a vendor show at Clare City Park on August 24, 2024, from 6:00 a.m. to 8:00 p.m.; and

WHEREAS, Section 30-71 (7) of the Ordinance Codes of the City of Clare stipulates that advance approval of the Clare City Commission is required for any commercial activities conducted within the parks and recreation properties of the City; and

WHEREAS, Mr. Dubois has made said request well in advance of the proposed date; and

WHEREAS, the City Staff has reviewed the request and recommends approval of the application with the specific stipulations that proof of insurance listing the City of Clare as an Additional Insured be provided to the City and be in effect on the date of the event; with the understanding that the City of Clare prohibits flea market activities within its geographical boundaries and flea market items shall not be allowed for sale; and that all other requirements of the City be met in respect to payment of services performed by the City to support the event; and

WHEREAS, the City Commission has reviewed the application and the recommendations of its Staff and deems that said recommendations are reasonable, prudent, and in the best interests of the City of Clare.

NOW THEREFORE BE IT RESOLVED that the City Commission of the City of Clare hereby approves the Parks Special Use Application of Mr. Damon Dubois, owner of MI Rock Stop Gifts & More, LLC, to organize and host a “for-profit” craft show and fair at City Park on August 24, 2024 from 6:00 a.m. to 8:00 p.m. with the stipulations that proof of insurance listing the City of Clare as an Additional Insured be provided to the City and be in effect on the date of the event; with the understanding that the City of Clare prohibits flea market activities within its geographical boundaries and flea market items shall not be allowed at the vendor and craft show; and that all other requirements of the City be met in respect to payment of services performed by the City to support the event.

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 18th day of March, 2024.

Diane M. Lyon, City Clerk

AGENDA REPORT

TO: Mayor Pat Humphrey and the Clare City Commission
FROM: Jeremy Howard, City Manager
DATE: March 14, 2024
RE: Private Well Request – 752 Blossomwood Drive – Aaron and Ellison Olson

For the Agenda of March 18, 2024

Background. Section 46-312 of the Ordinance Codes (*copy of extract att'd*) of the City of Clare requires that a permit be approved by the City Commission for any private well drilled within the City's boundaries.

Aaron and Ellison Olson are constructing a new residence at 752 Blossomwood Drive in Clare. They plan to install a geothermal environmental system for their new residence and have requested permission (*copy of private well request att'd*) to construct a private water well to use as the water source for the geothermal system. The residence will concurrently be connected to available public water and sanitary sewer service. The private well will not be located within the City's Wellhead Protection Area. The Commission is asked to approve the request.

Issues & Questions Specified. Should the City Commission approve the private well permit of Aaron and Ellison Olson?

Alternatives.

1. Approve the permit.
2. Disapprove the permit.
3. Set aside the matter for further discussion and consideration at a subsequently scheduled public meeting.

Financial Impact. The permit fee is \$20.

Recommendation. I recommend that the City Commission approve the private well permit by adoption of Resolution 2024 -017 (*copy att'd*).

Attachments.

1. Extract of City Ordinance Code.
2. Private Well Permit Request.
3. Resolution 2024-017.



PRIVATE WELL REQUEST

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

\$20.00 Application Fee

A REQUEST FOR INSTALLATION OR ENLARGEMENT OF A PRIVATE WATER WELL AS DEFINED IN CHAPTER 46 OF THE CLARE CITY CODE. THE WELL MUST BE A MINIMUM OF 25 FEET DEEP AND A MAXIMUM OF TWO(2) INCHES IN DIAMETER

NAME OF PROPERTY OWNER: Adam & Ellison Olson DATE: 3/11/24

PHONE: (989) 600-9587 EMAIL: elmorse1@gmail.com

PROPERTY OWNER ADDRESS: 604 N. Rainbow Dr. Clare, MI 48617

ADDRESS OF WELL REQUEST: 752 Blossomwood Dr. Clare, MI 48617
(IF DIFFERENT FROM ABOVE)

PROPERTY ID# OF WELL REQUEST: 051-675-0301 PURPOSE: Geothermal

heating & cooling

APPROXIMATE WELL DEPTH (25' MINIMUM): 100' DIAMETER (1-1/4" MINIMUM): 5"

DESCRIPTION OF APPROXIMATE PROPOSED LOCATION OF REQUESTED WELL: _____

On North East corner of house lot.

[Signature]
SIGNATURE OF PROPERTY OWNER

3/11/24
DATE

DATE FEE RECEIVED: 3/12/2024 CASH CHECK 20⁰⁰ BY: JK
(CIRCLE ONE)

PERMIT APPROVED _____

PERMIT DENIED _____

DATE APPROVED/DENIED _____

CITY CLERK OR AUTHORIZED REPRESENTATIVE _____

Sec. 46-312. Permit required.

No person shall dig or drill a private well upon any land within the city without having first secured a permit from the city commission, nor shall any private well be extended or enlarged without having first secured a permit under this article.

(Code 1985, § 2.132)

RESOLUTION 2024-017

A RESOLUTION OF THE CLARE CITY COMMISSION APPROVING A PRIVATE WELL PERMIT.

WHEREAS, the City has received a request to allow the construction and use of a private well at the residence presently being constructed at 752 Blossomwood Drive in the City of Clare, said private well to be used as the primary water source for a geothermal heating system being installed at said residence; and

WHEREAS, said private well will be located outside the City's designated Wellhead Protection Area; and

WHEREAS, it is in the best interests of the City and the environment to grant permission to drill a new private well at said residential location for said environmentally-friendly use.

NOW THEREFORE BE IT RESOLVED THAT the City Commission of the City of Clare hereby approves the private well request of Aaron and Ellison Olson to drill a new private well at 752 Blossomwood Drive in Clare, MI.

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 18th day of March, 2024.

Diane Lyon, City Clerk

AGENDA REPORT

To: Mayor Pat Humphrey and the Clare City Commission
From: Jeremy Howard, City Manager
Date: March 14, 2024
Regarding: *Board & Committee Reappointment
Local Development Finance Authority – Mr. Steve Stark

For the Agenda of March 18, 2024

***Note:** This is a Consent Agenda item and is considered routine by the City Commission. As such, this matter shall be automatically enacted by one motion with all other Consent Agenda items unless a Commissioner or citizen requests this item be individually discussed, in which event it shall be removed from the Consent Agenda and considered and acted upon in its designated sequence on the approved Clare City Commission agenda of March 18, 2024.

Background The appointment term of Clare LDFA member Steve Stark has expired. Mr. Stark has expressed his willingness and desire to serve another four-year term at the will of the Mayor and City Commission. The City Commission is asked to approve the reappointment.

Issues & Questions. Should the City Commission approve the proposed reappointment?

Alternatives.

1. Approve the reappointment.
2. Appoint another individual to serve as a voting member of the Clare LDFA.
3. Leave the position vacant.
4. Set the decision aside for a subsequently scheduled public meeting.

Financial Impact. Members of the aforementioned Board & Committee receive no compensation for serving.

Recommendation. I recommend that the City Commission approve the reappointment of Mr. Steve Stark to the Local Development Finance Authority by adoption of Resolution 2024-018 (*copy attached*).

Attachment.

1. Resolution 2024-018.

RESOLUTION 2024-018

A RESOLUTION OF THE CLARE CITY COMMISSION RENEWING THE APPOINTMENT OF MR. STEVE STARK AS A VOTING MEMBER OF THE CITY OF CLARE LOCAL DEVELOPMENT FINANCE AUTHORITY (LDFA).

WHEREAS, the appointed term of Steve Stark as a member of the City of Clare Local Development Finance Authority (LDFA) has expired; and

WHEREAS, Mr. Stark has agreed to serve another term as a member of said Board at the will of the Mayor of Clare and the Clare City Commission and the Chairperson of the LDFA; and

WHEREAS, the Mayor of Clare has recommended the renewal of said appointment.

NOW THEREFORE BE IT RESOLVED that the City Commission of the City of Clare hereby renews the appointment of Steve Stark as a voting member of the Clare Local Development Finance Authority, the said appointment is effective the 18th day of March 2024 and terminates on the 17th day of March 2028.

BE IT FURTHER RESOLVED that said appointment is voluntary and without compensation and that said appointee may resign said appointment by providing the Chairperson of the Clare LDFA with written notice of her intention to do so.

BE IT FURTHER RESOLVED that said appointment is an at-will appointment to the LDFA and may be terminated on his/her own volition or by the Mayor of the City of Clare in consultation with the Chairperson of the LDFA at their discretion with or without stated cause or prejudice and without prior notice.

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

The Resolution was introduced by Commissioner _____ and supported by Commissioner _____. The Resolution declared adopted by the following roll call vote:

YEAS:

NAYS:

ABSENT:

Resolution approved for adoption on this 18th day of March, 2024.

Diane Lyon, City Clerk

To: Mayor Pat Humphrey and the Clare City Commission
From: Vicki Corlew
Treasurer and Finance Director
Date: March 14, 2024
Reference: Treasurer's Report for March 18, 2024

Property Taxes:

All tax paperwork for settlement has been sent to Clare and Isabella Counties. Now we are just waiting to hear if our numbers match with what the counties have.

Budget:

All budget requests from department heads have been turned in and entered into the new budget. Jeremy and I will meet next week to go over the numbers and then meet with department heads if needed. The timeline for the budget process, unless the Commission would like it changed, will be the CIP being presented to the Planning Commission at their meeting on April 10th, then the Commission will have 2 budget workshops to review the budget and ask questions at the meetings on April 15th and May 6th. The budget will then be presented for approval at the Commission meeting on June 3rd.

City Financials:

All accounts are reconciled through February 29, 2024. Financial information is provided below.

CITY OF CLARE
CASH AND INVESTMENT SUMMARY (UNAUDITED) BY BANK
FROM 02/01/2024 TO 02/29/2024

<u>Financial Institution/Account Description</u>	<u>Balance 02/01/2024</u>	<u>Total Increases</u>	<u>Total Decreases</u>	<u>Balance 02/29/2024</u>
<u>City of Clare Accounts</u>				
Mercantile/Consolidated Account	\$ 4,089,859.87	\$ 709,335.92	\$ 837,801.21	3,961,394.58
Mercantile/Rural Development Bond & Interest Acct	120,861.75	190.13	-	121,051.88
Mercantile/Rural Development RRI Acct	116,958.01	183.99	-	117,142.00
Mercantile/USDA Sewer Bond Pmt Reserve Acct	13,208.30	2.62	-	13,210.92
Mercantile/USDA Sewer Bond RRI Reserve Acct	41,412.56	8.23	-	41,420.79
Mercantile/USDA Water Bond Pmt Reserve Acct	43,042.51	8.55	-	43,051.06
Mercantile/USDA Water Bond RRI Reserve Acct	129,202.00	203.25	-	129,405.25
Mercantile/Money Market Account	76,209.47	119.89	-	76,329.36
Mercantile Property Tax Account	370,302.32	1,038,277.15	1,330,138.29	78,441.18
Petty Cash and Cash on Hand	750.00	-	-	750.00
Mercantile/Hatton Township Landfill Trust Fund	210,055.60	-	-	210,055.60
Total - City of Clare Accounts	<u><u>\$ 5,211,862.39</u></u>	<u><u>\$ 1,748,329.73</u></u>	<u><u>\$ 2,167,939.50</u></u>	<u><u>\$ 4,792,252.62</u></u>
<u>City of Clare Component Unit Accounts</u>				
Mercantile/DDA Account	171,612.29	8,469.97	3,265.85	176,816.41
Total - City of Clare Component Unit Accounts	<u><u>\$ 171,612.29</u></u>	<u><u>\$ 8,469.97</u></u>	<u><u>\$ 3,265.85</u></u>	<u><u>\$ 176,816.41</u></u>

User: VCORLEW

DB: Clare

PERIOD ENDING 02/29/2024

*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	2023-24	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	02/29/2024 NORMAL (ABNORMAL)	MONTH 02/29/2024 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 101 - GENERAL FUND						
Revenues						
Dept 000.000 - GENERAL						
101-000.000-403.000	CURRENT PROPERTY TAXES	1,805,965.20	1,716,343.12	39,494.65	89,622.08	95.04
101-000.000-412.000	DELINQUENT PERSONAL PROPERTY TAXES	1,000.00	440.04	0.00	559.96	44.00
101-000.000-445.000	INTEREST AND PENALTIES TAXES	5,000.00	2,664.51	702.65	2,335.49	53.29
101-000.000-447.000	ADMIN. FEES - TAXES	56,199.54	52,646.54	12,261.58	3,553.00	93.68
101-000.000-490.003	YARD SALE PERMITS	100.00	50.00	0.00	50.00	50.00
101-000.000-490.004	ZONING VARIANCES	100.00	0.00	0.00	100.00	0.00
101-000.000-490.005	REZONING APPLICATIONS	0.00	150.00	0.00	(150.00)	100.00
101-000.000-490.006	PEDDLER/SOLICITOR PERMITS	150.00	530.00	105.00	(380.00)	353.33
101-000.000-490.007	SITE PLANS AND SPECIAL USE PERMITS	9,000.00	6,475.00	200.00	2,525.00	71.94
101-000.000-502.000	FEDERAL GRANTS	774,025.00	0.00	0.00	774,025.00	0.00
101-000.000-539.000	STATE GRANTS	0.00	2,934.16	0.00	(2,934.16)	100.00
101-000.000-567.000	STATE LIQUOR LICENSES	6,000.00	6,308.50	0.00	(308.50)	105.14
101-000.000-568.000	STATE REVENUE SHARING	428,063.00	229,445.55	71,954.00	198,617.45	53.60
101-000.000-568.301	STATE REVENUE SHARING CVTRS-PS	0.00	804.00	268.00	(804.00)	100.00
101-000.000-573.000	LOCAL COMMUNITY STABILIZATION SHARE APPR	120,000.00	119,347.77	0.00	652.23	99.46
101-000.000-606.002	PUBLIC FACILITY RENTAL FEES	100.00	25.00	0.00	75.00	25.00
101-000.000-607.000	CHARGES FOR SERVICES	2,000.00	3,283.98	442.15	(1,283.98)	164.20
101-000.000-610.301	YOUTH POLICE ACADEMY	0.00	15.00	0.00	(15.00)	100.00
101-000.000-626.257	CHARGES FOR SERVICES - ASSESSOR	0.00	150.00	0.00	(150.00)	100.00
101-000.000-626.301	CHARGES FOR SERVICES - POLICE	85,855.32	522.75	45.00	85,332.57	0.61
101-000.000-626.304	CHARGES FOR SERVICES - PD SALVAGE INSP	2,000.00	8,500.00	1,300.00	(6,500.00)	425.00
101-000.000-633.000	CEMETERY FOUNDATIONS	3,000.00	2,784.00	151.20	216.00	92.80
101-000.000-634.000	GRAVE OPENINGS	6,000.00	6,330.79	104.33	(330.79)	105.51
101-000.000-636.001	COLUMBARIUM NICHE SALES	600.00	3,000.00	600.00	(2,400.00)	500.00
101-000.000-636.002	COLUMBARIUM ENGRAVING FEES	500.00	500.00	250.00	0.00	100.00
101-000.000-640.000	GARBAGE COLLECTION FEES	194,000.00	113,512.32	16,099.67	80,487.68	58.51
101-000.000-643.000	CEMETERY LOT SALES	0.00	2,100.00	0.00	(2,100.00)	100.00
101-000.000-646.000	COLOR TRASH BAGS	2,000.00	760.76	78.15	1,239.24	38.04
101-000.000-647.000	LAWN WASTE BAGS	500.00	349.05	0.00	150.95	69.81
101-000.000-657.000	ORDINANCE FINES - CITY	200.00	590.00	270.00	(390.00)	295.00
101-000.000-657.001	ORDINANCE FINES - COUNTY	2,000.00	728.14	37.50	1,271.86	36.41
101-000.000-660.000	LATE FEES - UTIL	3,000.00	2,055.80	243.98	944.20	68.53
101-000.000-663.000	CIVIL INFRACTION FINES	300.00	0.00	0.00	300.00	0.00
101-000.000-664.000	INTEREST AND DIVIDENDS	500.00	8,006.60	909.95	(7,506.60)	1,601.32
101-000.000-670.000	WIRELESS-RENTAL	12,000.00	8,000.00	1,000.00	4,000.00	66.67
101-000.000-671.000	CABLE FRANCHISE FEES	45,000.00	33,799.15	10,828.83	11,200.85	75.11
101-000.000-671.001	TRAILER PARK FEES	350.00	324.96	0.00	25.04	92.85
101-000.000-671.003	LAND LEASES	17,000.00	33,954.92	4,110.12	(16,954.92)	199.73
101-000.000-671.005	IN LIEU OF TAXES	9,000.00	0.00	0.00	9,000.00	0.00
101-000.000-671.008	AIRPORT FUEL SALES	110,000.00	87,872.87	7,387.48	22,127.13	79.88
101-000.000-671.011	AIRPORT T-HANGAR RENT	11,000.00	8,685.00	1,080.00	2,315.00	78.95
101-000.000-675.305	POLICE DEPT DONATIONS	500.00	500.00	0.00	0.00	100.00
101-000.000-675.307	PD CAMERA DONATIONS	500.00	0.00	0.00	500.00	0.00
101-000.000-675.308	YOUTH POLICE ACADEMY DONATIONS	500.00	0.00	0.00	500.00	0.00
101-000.000-676.000	REFUNDS AND REIMBURSEMENTS	500.00	3,028.24	0.00	(2,528.24)	605.65
101-000.000-676.262	REFUNDS AND REIMBURSEMENTS - ELECTIONS	0.00	24,742.01	0.00	(24,742.01)	100.00
101-000.000-692.000	MISCELLANEOUS	100.00	2,755.36	2,533.56	(2,655.36)	2,755.36
101-000.000-692.001	CASH OVER	0.00	40.00	0.00	(40.00)	100.00
Total Dept 000.000 - GENERAL		3,714,608.06	2,495,055.89	172,457.80	1,219,552.17	67.17

User: VCORLEW

DB: Clare

PERIOD ENDING 02/29/2024

*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	2023-24	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BGD USED
		AMENDED BUDGET	02/29/2024 NORMAL (ABNORMAL)	MONTH 02/29/2024 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 101 - GENERAL FUND						
Revenues						
Dept 931.000 - TRANSFERS IN AND OTHER SOURCES						
101-931.000-699.151	TRANSFER IN - PERPETUAL CARE	6,000.00	4,000.00	500.00	2,000.00	66.67
101-931.000-699.202	TRANSFER IN - MAJOR STREET FUND	2,000.00	1,336.00	167.00	664.00	66.80
101-931.000-699.203	TRANSFER IN - LOCAL STREETS	2,000.00	1,336.00	167.00	664.00	66.80
101-931.000-699.206	TRANSFER IN - FIRE FUND	2,000.00	1,502.67	167.00	497.33	75.13
101-931.000-699.208	TRANSFERS IN - PARKS & REC	2,000.00	1,502.67	167.00	497.33	75.13
101-931.000-699.214	TRANSFER IN - LDFA	4,588.69	3,056.00	382.00	1,532.69	66.60
101-931.000-699.248	INTERFUND TRANSFER - FROM THE DDA	2,000.00	1,502.67	167.00	497.33	75.13
101-931.000-699.590	TRANSFERS IN - SEWER FUND	10,000.00	7,497.33	833.00	2,502.67	74.97
101-931.000-699.591	TRANSFERS IN - WATER FUND	10,000.00	7,497.33	833.00	2,502.67	74.97
101-931.000-699.636	TRANSFERS IN - DATA PROCESSING	11,000.00	8,252.69	917.00	2,747.31	75.02
101-931.000-699.640	TRANSFERS IN - MOBILE EQUIPMENT	1,000.00	747.33	83.00	252.67	74.73
Total Dept 931.000 - TRANSFERS IN AND OTHER SOURCES		52,588.69	38,230.69	4,383.00	14,358.00	72.70
TOTAL REVENUES		3,767,196.75	2,533,286.58	176,840.80	1,233,910.17	67.25
Expenditures						
Dept 101.000 - CITY COMMISSION						
101-101.000-716.000	FRINGE BENEFITS	750.00	445.85	41.31	304.15	59.45
101-101.000-801.000	PROFESSIONAL AND CONTRACTUAL SERVICES	0.00	3,658.76	0.00	(3,658.76)	100.00
101-101.000-808.000	CABLE CONSORTIUM FRANCHISE FEES	17,000.00	13,519.66	4,331.53	3,480.34	79.53
101-101.000-943.636	INTERNAL SERVICE FUND - DATA PROCESSING	700.00	464.00	58.00	236.00	66.29
101-101.000-956.000	MISCELLANEOUS	1,000.00	195.35	0.00	804.65	19.54
101-101.000-956.101	ELECTRONIC COMMUNICATION SERVICE STIPEND	900.00	400.00	50.00	500.00	44.44
101-101.000-958.000	PROFESSIONAL DEVELOPMENT	3,000.00	3,169.97	0.00	(169.97)	105.67
101-101.000-963.000	INSURANCE	23,000.00	19,481.27	0.00	3,518.73	84.70
Total Dept 101.000 - CITY COMMISSION		46,350.00	41,334.86	4,480.84	5,015.14	89.18
Dept 172.000 - CITY MANAGEMENT/ADMINISTRATION						
101-172.000-702.000	WAGES	102,788.06	72,166.79	8,739.72	30,621.27	70.21
101-172.000-715.001	PAYROLL TAXES	7,863.29	5,654.72	668.59	2,208.57	71.91
101-172.000-716.000	FRINGE BENEFITS	1,064.32	816.42	69.90	247.90	76.71
101-172.000-718.000	RETIREMENT	29,503.00	20,991.62	2,469.60	8,511.38	71.15
101-172.000-727.000	SUPPLIES	250.00	182.95	0.00	67.05	73.18
101-172.000-943.636	INTERNAL SERVICE FUND - DATA PROCESSING	700.00	464.00	58.00	236.00	66.29
101-172.000-956.000	MISCELLANEOUS	500.00	403.48	0.00	96.52	80.70
101-172.000-958.000	PROFESSIONAL DEVELOPMENT	6,000.00	3,893.73	0.00	2,106.27	64.90
Total Dept 172.000 - CITY MANAGEMENT/ADMINISTRATION		148,668.67	104,573.71	12,005.81	44,094.96	70.34
Dept 191.000 - FISCAL SERVICES						
101-191.000-702.000	WAGES	87,791.65	50,114.56	9,034.70	37,677.09	57.08
101-191.000-715.001	PAYROLL TAXES	6,716.06	3,711.92	664.37	3,004.14	55.27
101-191.000-716.000	FRINGE BENEFITS	18,712.99	11,990.50	1,995.81	6,722.49	64.08
101-191.000-718.000	RETIREMENT	19,444.54	9,441.09	2,072.57	10,003.45	48.55
101-191.000-727.000	SUPPLIES	2,000.00	338.83	0.00	1,661.17	16.94
101-191.000-741.000	POSTAGE	1,000.00	959.57	34.08	40.43	95.96
101-191.000-801.000	PROFESSIONAL AND CONTRACTUAL SERVICES	26,000.00	20,024.23	3,100.00	5,975.77	77.02

PERIOD ENDING 02/29/2024

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GL NUMBER	DESCRIPTION	2023-24	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	02/29/2024 NORMAL (ABNORMAL)	MONTH 02/29/2024 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 101 - GENERAL FUND						
Expenditures						
101-191.000-824.000	BANK SERVICE CHARGES	1,000.00	194.02	0.00	805.98	19.40
101-191.000-943.636	INTERNAL SERVICE FUND - DATA PROCESSING	4,200.00	2,800.00	350.00	1,400.00	66.67
101-191.000-956.000	MISCELLANEOUS	1,000.00	311.59	0.00	688.41	31.16
101-191.000-958.000	PROFESSIONAL DEVELOPMENT	2,000.00	1,864.87	478.00	135.13	93.24
Total Dept 191.000 - FISCAL SERVICES		169,865.24	101,751.18	17,729.53	68,114.06	59.90
Dept 215.000 - CLERK						
101-215.000-702.000	WAGES	152,080.44	97,033.10	11,221.09	55,047.34	63.80
101-215.000-715.001	PAYROLL TAXES	11,634.15	7,157.88	820.66	4,476.27	61.52
101-215.000-716.000	FRINGE BENEFITS	36,962.73	20,588.04	1,617.76	16,374.69	55.70
101-215.000-718.000	RETIREMENT	33,154.55	21,797.96	2,569.38	11,356.59	65.75
101-215.000-727.000	SUPPLIES	1,200.00	1,242.23	1,136.78	(42.23)	103.52
101-215.000-727.001	OFFICE SUPPLIES - CITY WIDE	2,300.00	907.27	28.28	1,392.73	39.45
101-215.000-741.000	POSTAGE	2,500.00	1,153.84	159.18	1,346.16	46.15
101-215.000-801.000	PROFESSIONAL AND CONTRACTUAL SERVICES	300.00	52.80	0.00	247.20	17.60
101-215.000-900.000	PRINTING & PUBLISHING	10,000.00	4,742.52	1,033.96	5,257.48	47.43
101-215.000-930.000	REPAIR AND MAINTENANCE	100.00	0.00	0.00	100.00	0.00
101-215.000-943.636	INTERNAL SERVICE FUND - DATA PROCESSING	4,200.00	2,800.00	350.00	1,400.00	66.67
101-215.000-956.000	MISCELLANEOUS	300.00	0.00	0.00	300.00	0.00
101-215.000-958.000	PROFESSIONAL DEVELOPMENT	2,100.00	1,798.09	89.84	301.91	85.62
Total Dept 215.000 - CLERK		256,831.87	159,273.73	19,026.93	97,558.14	62.01
Dept 247.000 - BOARD OF REVIEW						
101-247.000-702.000	WAGES	1,500.00	90.00	0.00	1,410.00	6.00
101-247.000-715.001	PAYROLL TAXES	114.75	6.88	0.00	107.87	6.00
101-247.000-716.000	FRINGE BENEFITS	0.00	(0.05)	0.00	0.05	100.00
101-247.000-900.000	PRINTING & PUBLISHING	300.00	0.00	0.00	300.00	0.00
101-247.000-958.000	PROFESSIONAL DEVELOPMENT	700.00	465.00	435.00	235.00	66.43
Total Dept 247.000 - BOARD OF REVIEW		2,614.75	561.83	435.00	2,052.92	21.49
Dept 257.000 - ASSESSOR						
101-257.000-727.000	OFFICE SUPPLIES	700.00	484.14	0.00	215.86	69.16
101-257.000-741.000	POSTAGE	1,500.00	1,174.36	1,000.40	325.64	78.29
101-257.000-801.000	PROFESSIONAL AND CONTRACTUAL SERVICES	37,000.00	21,358.67	3,241.67	15,641.33	57.73
101-257.000-943.636	INTERNAL SERVICE FUND - DATA PROCESSING	4,400.00	2,800.00	350.00	1,600.00	63.64
101-257.000-956.000	MISCELLANEOUS	50.00	25.00	0.00	25.00	50.00
101-257.000-958.000	PROFESSIONAL DEVELOPMENT	0.00	0.00	(435.00)	0.00	0.00
Total Dept 257.000 - ASSESSOR		43,650.00	25,842.17	4,157.07	17,807.83	59.20
Dept 262.000 - ELECTIONS						
101-262.000-703.000	PER DIEMS	36,208.00	2,348.41	90.44	33,859.59	6.49
101-262.000-727.000	SUPPLIES	7,500.00	155.40	0.00	7,344.60	2.07
101-262.000-741.000	POSTAGE	650.00	1,763.11	277.58	(1,113.11)	271.25
101-262.000-801.000	PROFESSIONAL AND CONTRACTUAL SERVICES	0.00	857.55	0.00	(857.55)	100.00
101-262.000-900.000	PRINTING & PUBLISHING	1,600.00	0.00	0.00	1,600.00	0.00

PERIOD ENDING 02/29/2024

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GL NUMBER	DESCRIPTION	2023-24	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	02/29/2024 NORMAL (ABNORMAL)	MONTH 02/29/2024 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 101 - GENERAL FUND						
Expenditures						
101-262.000-956.000	MISCELLANEOUS	800.00	0.00	0.00	800.00	0.00
Total Dept 262.000 - ELECTIONS		46,758.00	5,124.47	368.02	41,633.53	10.96
Dept 265.000 - BUILDING AND GROUNDS						
101-265.000-702.000	WAGES	23,368.36	11,527.35	343.66	11,841.01	49.33
101-265.000-715.001	PAYROLL TAXES	1,787.68	898.31	24.08	889.37	50.25
101-265.000-716.000	FRINGE BENEFITS	6,203.28	5,978.81	152.40	224.47	96.38
101-265.000-718.000	RETIREMENT	1,568.16	951.33	105.21	616.83	60.67
101-265.000-727.000	OFFICE SUPPLIES	0.00	14.72	0.00	(14.72)	100.00
101-265.000-728.000	OPERATING SUPPLIES	5,000.00	908.59	277.19	4,091.41	18.17
101-265.000-728.001	OPERATING SUPPLIES - ROAD SALT	2,000.00	1,305.53	654.10	694.47	65.28
101-265.000-801.000	PROFESSIONAL AND CONTRACTED SERVICES	6,500.00	4,015.27	573.61	2,484.73	61.77
101-265.000-850.000	TELEPHONE AND COMMUNICATIONS	6,000.00	3,711.07	446.99	2,288.93	61.85
101-265.000-920.000	SEWER	1,600.00	46.27	46.27	1,553.73	2.89
101-265.000-921.000	WATER	2,000.00	57.04	51.25	1,942.96	2.85
101-265.000-922.000	ELECTRICITY	8,500.00	5,903.76	492.14	2,596.24	69.46
101-265.000-923.000	NATURAL GAS	4,500.00	2,063.14	736.95	2,436.86	45.85
101-265.000-930.000	REPAIRS - BUILDING AND GROUNDS	10,600.00	4,186.26	15.49	6,413.74	39.49
101-265.000-931.000	REPAIRS - EQUIPMENT	500.00	0.00	0.00	500.00	0.00
101-265.000-943.000	EQUIPMENT RENTAL - OUTSIDE SERVICES	100.00	0.00	0.00	100.00	0.00
101-265.000-943.640	INTERNAL SERVICE FUND - MOBILE EQUIPMENT	2,200.00	1,464.00	183.00	736.00	66.55
101-265.000-956.000	MISCELLANEOUS	500.00	0.00	0.00	500.00	0.00
101-265.000-963.000	INSURANCE	3,750.00	3,310.75	0.00	439.25	88.29
Total Dept 265.000 - BUILDING AND GROUNDS		86,677.48	46,342.20	4,102.34	40,335.28	53.47
Dept 266.000 - ATTORNEY						
101-266.000-801.000	CITY ATTORNEY	20,000.00	6,132.75	508.75	13,867.25	30.66
101-266.000-801.001	OTHER ATTORNEYS	2,500.00	254.00	0.00	2,246.00	10.16
Total Dept 266.000 - ATTORNEY		22,500.00	6,386.75	508.75	16,113.25	28.39
Dept 268.000 - CEMETERY						
101-268.000-702.000	WAGES	46,137.28	26,615.41	1,062.07	19,521.87	57.69
101-268.000-715.001	PAYROLL TAXES	3,529.50	2,044.90	73.82	1,484.60	57.94
101-268.000-716.000	FRINGE BENEFITS	9,071.87	3,497.58	378.88	5,574.29	38.55
101-268.000-718.000	RETIREMENT	4,539.56	2,901.05	324.58	1,638.51	63.91
101-268.000-728.000	OPERATING SUPPLIES	8,500.00	4,093.30	329.33	4,406.70	48.16
101-268.000-801.000	PROFESSIONAL AND CONTRACTUAL SERVICES	1,500.00	220.00	0.00	1,280.00	14.67
101-268.000-921.000	WATER	14,500.00	812.39	0.00	13,687.61	5.60
101-268.000-922.000	ELECTRICITY	1,700.00	841.98	92.33	858.02	49.53
101-268.000-930.000	REPAIR - BUILDINGS AND GROUNDS	3,500.00	1,099.91	0.00	2,400.09	31.43
101-268.000-943.636	INTERNAL SERVICE FUND - DATA PROCESSING	700.00	464.00	58.00	236.00	66.29
101-268.000-943.640	INTERNAL SERVICE FUND - MOBILE EQUIPMENT	15,000.00	10,000.00	1,250.00	5,000.00	66.67
101-268.000-956.000	MISCELLANEOUS	250.00	0.00	0.00	250.00	0.00
101-268.000-963.000	INSURANCE	1,500.00	1,274.27	0.00	225.73	84.95
101-268.000-970.000	CAPITAL OUTLAY	5,000.00	0.00	0.00	5,000.00	0.00
Total Dept 268.000 - CEMETERY		115,428.21	53,864.79	3,569.01	61,563.42	46.67

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PERIOD ENDING 02/29/2024

DB: Clare

*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	2023-24 AMENDED BUDGET	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
			NORMAL (ABNORMAL)	MONTH 02/29/2024 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 101 - GENERAL FUND						
Expenditures						
Dept 301.000 - POLICE						
101-301.000-702.000	WAGES	519,033.79	335,153.16	39,516.59	183,880.63	64.57
101-301.000-715.001	PAYROLL TAXES	39,706.08	24,753.47	2,836.56	14,952.61	62.34
101-301.000-716.000	FRINGE BENEFITS	139,379.18	83,921.94	10,238.33	55,457.24	60.21
101-301.000-718.000	RETIREMENT	143,520.97	99,952.85	11,305.11	43,568.12	69.64
101-301.000-727.000	OFFICE SUPPLIES	5,500.00	1,964.48	293.28	3,535.52	35.72
101-301.000-728.000	OPERATING SUPPLIES	14,000.00	12,434.19	3,397.60	1,565.81	88.82
101-301.000-741.000	POSTAGE	300.00	106.74	9.01	193.26	35.58
101-301.000-758.000	UNIFORMS & CLEANING	5,700.00	4,304.37	358.94	1,395.63	75.52
101-301.000-801.000	PROFESSIONAL AND CONTRACTED SERVICES	30,000.00	31,225.05	3,991.60	(1,225.05)	104.08
101-301.000-835.000	EMPLOYEE PHYSICALS	1,500.00	166.00	0.00	1,334.00	11.07
101-301.000-850.000	TELEPHONE/COMMUNICATIONS	8,500.00	4,639.00	558.85	3,861.00	54.58
101-301.000-899.001	DRUG TESTING	1,350.00	0.00	0.00	1,350.00	0.00
101-301.000-920.000	SEWER	1,500.00	1,038.31	147.22	461.69	69.22
101-301.000-921.000	WATER	1,200.00	1,043.65	143.71	156.35	86.97
101-301.000-922.000	ELECTRICITY	7,500.00	4,423.90	486.40	3,076.10	58.99
101-301.000-923.000	NATURAL GAS	4,500.00	1,843.69	696.02	2,656.31	40.97
101-301.000-930.000	REPAIRS - BUILDINGS AND GROUNDS	15,000.00	993.65	0.00	14,006.35	6.62
101-301.000-931.000	REPAIRS - EQUIPMENT	5,500.00	2,816.98	688.00	2,683.02	51.22
101-301.000-943.000	EQUIPMENT RENTAL - OUTSIDE SERVICES	800.00	0.00	0.00	800.00	0.00
101-301.000-943.636	INTERNAL SERVICE FUND - DATA PROCESSING	11,100.00	7,400.00	925.00	3,700.00	66.67
101-301.000-943.640	INTERNAL SERVICE FUND - MOBILE EQUIPMENT	25,000.00	16,664.00	2,083.00	8,336.00	66.66
101-301.000-953.000	TRAINING 302	2,000.00	0.00	0.00	2,000.00	0.00
101-301.000-954.000	AUXILARY POLICE	7,500.00	3,227.94	12.00	4,272.06	43.04
101-301.000-956.000	MISCELLANEOUS	5,000.00	1,990.51	335.74	3,009.49	39.81
101-301.000-956.301	YOUTH POLICE ACADEMY	0.00	120.00	0.00	(120.00)	100.00
101-301.000-956.304	SALVAGE INSPECTION SUPPLIES	0.00	7,464.24	4,475.88	(7,464.24)	100.00
101-301.000-956.305	PD DONATION EXPENSE	0.00	200.00	200.00	(200.00)	100.00
101-301.000-956.307	CITY CAMERA PROJECT	0.00	4,948.33	464.99	(4,948.33)	100.00
101-301.000-958.000	PROFESSIONAL DEVELOPMENT	8,700.00	6,728.86	1,299.62	1,971.14	77.34
101-301.000-963.000	INSURANCE	18,000.00	14,621.59	0.00	3,378.41	81.23
101-301.000-970.000	CAPITAL OUTLAY	64,000.00	20,085.30	0.00	43,914.70	31.38
Total Dept 301.000 - POLICE		1,085,790.02	694,232.20	84,463.45	391,557.82	63.94
Dept 371.000 - BLDG INSPECTION / CODE ENFORCEMENT						
101-371.000-741.000	POSTAGE	100.00	20.40	3.45	79.60	20.40
101-371.000-801.000	PROFESSIONAL AND CONTRACTUAL SERVICES	19,000.00	13,305.00	1,500.00	5,695.00	70.03
Total Dept 371.000 - BLDG INSPECTION / CODE ENFORCEMENT		19,100.00	13,325.40	1,503.45	5,774.60	69.77
Dept 441.000 - DEPARTMENT OF PUBLIC WORKS						
101-441.000-702.000	WAGES	26,454.98	17,313.01	2,097.48	9,141.97	65.44
101-441.000-715.001	PAYROLL TAXES	2,023.81	1,296.70	152.62	727.11	64.07
101-441.000-716.000	FRINGE BENEFITS	6,721.33	4,752.05	451.96	1,969.28	70.70
101-441.000-718.000	RETIREMENT	7,984.93	5,264.25	627.45	2,720.68	65.93
101-441.000-801.000	PROFESSIONAL AND CONTRACTUAL SERVICES	5,000.00	3,400.00	0.00	1,600.00	68.00
101-441.000-930.000	REPAIRS - BUILDINGS AND GROUNDS	100.00	0.00	0.00	100.00	0.00
101-441.000-943.640	INTERNAL SERVICE FUND - MOBILE EQUIPMENT	12,500.00	6,400.00	800.00	6,100.00	51.20
101-441.000-956.000	MISCELLANEOUS	50.00	0.00	0.00	50.00	0.00
101-441.000-958.000	PROFESSIONAL DEVELOPMENT	700.00	0.00	0.00	700.00	0.00

PERIOD ENDING 02/29/2024

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GL NUMBER	DESCRIPTION	2023-24	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BGDGT USED
		AMENDED BUDGET	02/29/2024 NORMAL (ABNORMAL)	MONTH 02/29/2024 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 101 - GENERAL FUND						
Expenditures						
101-441.000-963.000	INSURANCE	0.00	3,485.27	0.00	(3,485.27)	100.00
Total Dept 441.000 - DEPARTMENT OF PUBLIC WORKS		61,535.05	41,911.28	4,129.51	19,623.77	68.11
Dept 445.000 - DRAINS - PUBLIC BENEFIT						
101-445.000-801.000	PROFESSIONAL AND CONTRACTUAL SERVICES	17,000.00	13,087.74	0.00	3,912.26	76.99
Total Dept 445.000 - DRAINS - PUBLIC BENEFIT		17,000.00	13,087.74	0.00	3,912.26	76.99
Dept 448.000 - STREET LIGHTING						
101-448.000-702.000	WAGES	732.72	455.08	54.48	277.64	62.11
101-448.000-715.001	PAYROLL TAXES	56.05	33.60	3.91	22.45	59.95
101-448.000-716.000	FRINGE BENEFITS	275.26	1,346.19	19.20	(1,070.93)	489.06
101-448.000-718.000	RETIREMENT	221.87	141.62	16.66	80.25	63.83
101-448.000-728.000	SUPPLIES	500.00	0.00	0.00	500.00	0.00
101-448.000-922.000	ELECTRICITY	55,000.00	41,036.38	5,502.32	13,963.62	74.61
101-448.000-943.640	INTERNAL SERVICE FUND - MOBILE EQUIPMENT	2,900.00	1,936.00	242.00	964.00	66.76
Total Dept 448.000 - STREET LIGHTING		59,685.90	44,948.87	5,838.57	14,737.03	75.31
Dept 526.000 - LANDFILL CLOSURE						
101-526.000-702.000	WAGES	2,983.01	1,792.48	199.64	1,190.53	60.09
101-526.000-715.001	PAYROLL TAXES	228.20	135.07	14.47	93.13	59.19
101-526.000-716.000	FRINGE BENEFITS	623.44	524.20	44.14	99.24	84.08
101-526.000-718.000	RETIREMENT	775.99	480.70	52.22	295.29	61.95
101-526.000-728.000	SUPPLIES	1,000.00	247.04	143.56	752.96	24.70
101-526.000-741.000	POSTAGE AND SHIPPING	200.00	45.46	0.00	154.54	22.73
101-526.000-801.000	PROFESSIONAL AND CONTRACTED SERVICES	40,000.00	18,054.53	0.00	21,945.47	45.14
101-526.000-931.000	REPAIRS - EQUIPMENT	1,000.00	19.37	0.00	980.63	1.94
101-526.000-956.000	MISCELLANEOUS	250.00	0.00	0.00	250.00	0.00
Total Dept 526.000 - LANDFILL CLOSURE		47,060.64	21,298.85	454.03	25,761.79	45.26
Dept 528.000 - REFUSE COLLECTION/DISPOSAL						
101-528.000-702.000	WAGES	11,523.58	7,069.69	840.39	4,453.89	61.35
101-528.000-715.001	PAYROLL TAXES	881.55	494.60	56.98	386.95	56.11
101-528.000-716.000	FRINGE BENEFITS	1,223.24	2,028.06	98.60	(804.82)	165.79
101-528.000-718.000	RETIREMENT	3,489.63	2,188.71	257.08	1,300.92	62.72
101-528.000-741.000	POSTAGE	2,200.00	1,597.95	234.04	602.05	72.63
101-528.000-759.000	COLOR TRASH BAGS	2,000.00	1,374.00	0.00	626.00	68.70
101-528.000-759.001	YARD WASTE BAGS	2,000.00	1,287.53	0.00	712.47	64.38
101-528.000-801.000	CONTRACTED SERVICES	191,700.00	124,375.54	15,138.00	67,324.46	64.88
101-528.000-943.636	INTERNAL SERVICE FUND - DATA PROCESSING	1,400.00	936.00	117.00	464.00	66.86
Total Dept 528.000 - REFUSE COLLECTION/DISPOSAL		216,418.00	141,352.08	16,742.09	75,065.92	65.31
Dept 595.000 - AIRPORT						
101-595.000-702.000	WAGES	11,528.47	5,279.14	316.31	6,249.33	45.79

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GL NUMBER	DESCRIPTION	2023-24	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	02/29/2024 NORMAL (ABNORMAL)	MONTH 02/29/2024 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 101 - GENERAL FUND						
Expenditures						
101-595.000-715.001	PAYROLL TAXES	881.93	401.61	22.04	480.32	45.54
101-595.000-716.000	FRINGE BENEFITS	1,833.11	1,950.85	112.16	(117.74)	106.42
101-595.000-718.000	RETIREMENT	1,128.20	790.28	96.90	337.92	70.05
101-595.000-728.000	SUPPLIES	700.00	119.67	0.00	580.33	17.10
101-595.000-731.000	AVIATION FUEL	112,500.00	71,204.35	0.00	41,295.65	63.29
101-595.000-731.001	AVIATION FUEL CREDIT CARD FEE	3,000.00	2,200.57	202.34	799.43	73.35
101-595.000-801.000	PROFESSIONAL AND CONTRACTED SERVICE	40,000.00	27,455.60	1,823.61	12,544.40	68.64
101-595.000-850.000	TELEPHONE AND COMMUNICATIONS	5,200.00	3,535.60	408.54	1,664.40	67.99
101-595.000-922.000	ELECTRICITY	5,200.00	2,870.23	332.10	2,329.77	55.20
101-595.000-923.000	NATURAL GAS/PROPANE	3,000.00	2,784.50	0.00	215.50	92.82
101-595.000-930.000	REPAIRS - BUILDINGS AND GROUNDS	15,500.00	21,519.02	(8,984.36)	(6,019.02)	138.83
101-595.000-931.000	REPAIR - EQUIPMENT	8,000.00	402.33	0.00	7,597.67	5.03
101-595.000-943.636	INTERNAL SERVICE FUND - DATA PROCESSING	700.00	464.00	58.00	236.00	66.29
101-595.000-943.640	INTERNAL SERVICE FUND - MOBILE EQUIPMENT	2,000.00	1,336.00	167.00	664.00	66.80
101-595.000-956.000	MISCELLANEOUS	500.00	149.89	0.00	350.11	29.98
101-595.000-958.000	PROFESSIONAL DEVELOPMENT	500.00	0.00	0.00	500.00	0.00
101-595.000-960.000	PERMIT FEES AND LICENSING	400.00	310.00	260.00	90.00	77.50
101-595.000-963.000	INSURANCE	7,300.00	4,609.50	0.00	2,690.50	63.14
101-595.000-970.000	CAPITAL OUTLAY	894,001.00	13,454.19	8,984.36	880,546.81	1.50
Total Dept 595.000 - AIRPORT		1,113,872.71	160,837.33	3,799.00	953,035.38	14.44
Dept 701.000 - PLANNING						
101-701.000-801.000	PROFESSIONAL AND CONTRACTUAL SERVICES	5,000.00	0.00	0.00	5,000.00	0.00
101-701.000-880.000	COMMUNITY PROMOTION	20,000.00	17,535.00	0.00	2,465.00	87.68
101-701.000-958.000	PROFESSIONAL DEVELOPMENT	800.00	0.00	0.00	800.00	0.00
Total Dept 701.000 - PLANNING		25,800.00	17,535.00	0.00	8,265.00	67.97
Dept 906.000 - DEBT SERVICE						
101-906.000-991.000	PRINCIPAL	22,706.41	0.00	0.00	22,706.41	0.00
101-906.000-995.000	INTEREST EXPENSE/AGENT FEES	20,675.21	8,699.85	0.00	11,975.36	42.08
Total Dept 906.000 - DEBT SERVICE		43,381.62	8,699.85	0.00	34,681.77	20.05
Dept 955.000 - NON DEPARTMENTAL						
101-955.000-801.000	EMERGENCY WARNING SIRENS/SYSTEMS	250.00	1,870.16	753.60	(1,620.16)	748.06
101-955.000-951.000	GRANT TWP MILL REIM	700.00	0.00	0.00	700.00	0.00
101-955.000-951.001	VERNON TWP. REVENUE SHARING	3,000.00	8,061.98	0.00	(5,061.98)	268.73
101-955.000-951.003	LAND LEASE/SALES DUE TO THE IDC	1,100.00	0.00	0.00	1,100.00	0.00
101-955.000-951.004	GRANT TWP UCA MILLAGE REIMBURSMNT	0.00	10,185.45	0.00	(10,185.45)	100.00
Total Dept 955.000 - NON DEPARTMENTAL		5,050.00	20,117.59	753.60	(15,067.59)	398.37
Dept 999.000 - TRANSFERS (OUT) AND OTHER USES						
101-999.000-999.203	TRANSFER (OUT) - LOCAL STREET	5,000.00	3,336.00	417.00	1,664.00	66.72
101-999.000-999.206	TRANSFER (OUT) - FIRE FUND	105,206.25	71,472.00	8,934.00	33,734.25	67.94
101-999.000-999.208	TRANSFER (OUT) - PARKS AND RECREATION	390,000.00	260,000.00	32,500.00	130,000.00	66.67
101-999.000-999.303	TRANSFER (OUT) - PUBLIC SAFETY DEBT SERV	28,962.49	29,899.84	2,414.00	(937.35)	103.24

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GL NUMBER	DESCRIPTION	2023-24	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	02/29/2024 NORMAL (ABNORMAL)	MONTH 02/29/2024 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 101 - GENERAL FUND						
Expenditures						
Total Dept 999.000 - TRANSFERS (OUT) AND OTHER USES		529,168.74	364,707.84	44,265.00	164,460.90	68.92
TOTAL EXPENDITURES		4,163,206.90	2,087,109.72	228,332.00	2,076,097.18	50.13
Fund 101 - GENERAL FUND:						
TOTAL REVENUES		3,767,196.75	2,533,286.58	176,840.80	1,233,910.17	67.25
TOTAL EXPENDITURES		4,163,206.90	2,087,109.72	228,332.00	2,076,097.18	50.13
NET OF REVENUES & EXPENDITURES		(396,010.15)	446,176.86	(51,491.20)	(842,187.01)	112.67

PERIOD ENDING 02/29/2024

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GL NUMBER	DESCRIPTION	2023-24	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BGD USED
		AMENDED BUDGET	02/29/2024 NORMAL (ABNORMAL)	MONTH 02/29/2024 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 151 - CEMETERY TRUST FUND						
Revenues						
Dept 000.000 - GENERAL						
151-000.000-643.000	LOT SALES	1,500.00	1,868.00	168.00	(368.00)	124.53
151-000.000-664.000	INTEREST	600.00	6,631.36	957.66	(6,031.36)	1,105.23
Total Dept 000.000 - GENERAL		2,100.00	8,499.36	1,125.66	(6,399.36)	404.73
TOTAL REVENUES		2,100.00	8,499.36	1,125.66	(6,399.36)	404.73
Expenditures						
Dept 268.000 - CEMETERY						
151-268.000-956.000	MISCELLANEOUS	50.00	600.00	0.00	(550.00)	1,200.00
Total Dept 268.000 - CEMETERY		50.00	600.00	0.00	(550.00)	1,200.00
Dept 999.000 - TRANSFERS (OUT) AND OTHER USES						
151-999.000-999.101	TRANSFER (OUT) - GENERAL FUND	6,000.00	4,000.00	500.00	2,000.00	66.67
Total Dept 999.000 - TRANSFERS (OUT) AND OTHER USES		6,000.00	4,000.00	500.00	2,000.00	66.67
TOTAL EXPENDITURES		6,050.00	4,600.00	500.00	1,450.00	76.03
Fund 151 - CEMETERY TRUST FUND:						
TOTAL REVENUES		2,100.00	8,499.36	1,125.66	(6,399.36)	404.73
TOTAL EXPENDITURES		6,050.00	4,600.00	500.00	1,450.00	76.03
NET OF REVENUES & EXPENDITURES		(3,950.00)	3,899.36	625.66	(7,849.36)	98.72

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PERIOD ENDING 02/29/2024

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GL NUMBER	DESCRIPTION	2023-24	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BGDGT USED
		AMENDED BUDGET	02/29/2024 NORMAL (ABNORMAL)	MONTH 02/29/2024 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 202 - MAJOR STREETS						
Revenues						
Dept 000.000 - GENERAL						
202-000.000-548.000	ACT 48 STATE OF MI METRO ACT	10,000.00	0.00	0.00	10,000.00	0.00
202-000.000-550.000	TRUNKLINE MAINTENANCE	40,000.00	5,638.54	0.00	34,361.46	14.10
202-000.000-551.000	ACT 51	328,619.00	180,046.06	36,933.08	148,572.94	54.79
202-000.000-569.000	GRANTS - OTHER	0.00	1,300.00	0.00	(1,300.00)	100.00
202-000.000-664.000	INTEREST AND DIVIDENDS	0.00	807.53	85.04	(807.53)	100.00
202-000.000-676.000	REFUNDS AND REIMBURSEMENTS	0.00	1,206.17	0.00	(1,206.17)	100.00
202-000.000-692.000	MISCELLANEOUS	0.00	1,066.64	133.33	(1,066.64)	100.00
Total Dept 000.000 - GENERAL		378,619.00	190,064.94	37,151.45	188,554.06	50.20
TOTAL REVENUES		378,619.00	190,064.94	37,151.45	188,554.06	50.20
Expenditures						
Dept 444.000 - SIDEWALKS						
202-444.000-702.000	WAGES	3,378.88	1,912.29	226.71	1,466.59	56.60
202-444.000-715.001	PAYROLL TAXES	258.48	137.73	15.87	120.75	53.28
202-444.000-716.000	FRINGE BENEFITS	1,530.63	969.65	104.72	560.98	63.35
202-444.000-718.000	RETIREMENT	1,025.42	594.36	69.43	431.06	57.96
202-444.000-728.000	OPERATING SUPPLIES	2,500.00	2,004.47	0.00	495.53	80.18
202-444.000-943.640	INTERNAL SERVICE FUND - MOBILE EQUIPMENT	1,700.00	1,136.00	142.00	564.00	66.82
Total Dept 444.000 - SIDEWALKS		10,393.41	6,754.50	558.73	3,638.91	64.99
Dept 446.001 - STATE TRUNKLINE MAINTENANCE						
202-446.001-702.000	WAGES	20,077.06	12,943.71	1,685.21	7,133.35	64.47
202-446.001-715.001	PAYROLL TAXES	1,535.90	932.74	118.08	603.16	60.73
202-446.001-716.000	FRINGE BENEFITS	8,559.49	6,166.81	697.19	2,392.68	72.05
202-446.001-718.000	RETIREMENT	6,095.91	4,019.62	516.90	2,076.29	65.94
202-446.001-728.000	OPERATING SUPPLIES	5,500.00	2,830.19	1,537.99	2,669.81	51.46
202-446.001-728.001	OPERATING SUPPLIES - ROAD SALT	15,500.00	12,523.81	6,274.73	2,976.19	80.80
202-446.001-801.000	PROFESSIONAL AND CONTRACTUAL SERVICES	1,100.00	0.00	0.00	1,100.00	0.00
202-446.001-922.000	ELECTRICITY	600.00	52.26	6.76	547.74	8.71
202-446.001-943.640	INTERNAL SERVICE FUND - MOBILE EQUIPMENT	34,300.00	22,864.00	2,858.00	11,436.00	66.66
Total Dept 446.001 - STATE TRUNKLINE MAINTENANCE		93,268.36	62,333.14	13,694.86	30,935.22	66.83
Dept 449.002 - PRESERVATION STREETS						
202-449.002-702.000	WAGES	44,156.45	26,602.06	3,189.73	17,554.39	60.25
202-449.002-715.001	PAYROLL TAXES	3,377.97	1,918.18	223.40	1,459.79	56.78
202-449.002-716.000	FRINGE BENEFITS	17,980.92	12,295.68	1,279.72	5,685.24	68.38
202-449.002-718.000	RETIREMENT	13,400.30	8,265.74	976.13	5,134.56	61.68
202-449.002-728.000	OPERATING SUPPLIES	8,000.00	4,884.63	0.00	3,115.37	61.06
202-449.002-801.000	PROFESSIONAL AND CONTRACTUAL SERVICES	6,800.00	5,185.00	0.00	1,615.00	76.25
202-449.002-801.208	PROFESSIONAL SERVICES - TREES	2,500.00	1,315.00	0.00	1,185.00	52.60
202-449.002-801.970	DRAIN IMPROVEMENTS	13,540.81	12,991.52	0.00	549.29	95.94
202-449.002-943.640	INTERNAL SERVICE FUND - MOBILE EQUIPMENT	24,700.00	16,464.00	2,058.00	8,236.00	66.66
202-449.002-956.000	MISCELLANEOUS	200.00	0.00	0.00	200.00	0.00

PERIOD ENDING 02/29/2024

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GL NUMBER	DESCRIPTION	2023-24	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BGDGT USED
		AMENDED BUDGET	02/29/2024 NORMAL (ABNORMAL)	MONTH 02/29/2024 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 202 - MAJOR STREETS						
Expenditures						
Total Dept 449.002 - PRESERVATION STREETS		134,656.45	89,921.81	7,726.98	44,734.64	66.78
Dept 449.003 - WINTER MAINTENANCE						
202-449.003-728.000	OPERATING SUPPLIES	5,000.00	1,498.42	1,498.42	3,501.58	29.97
202-449.003-728.001	OPERATING SUPPLIES - ROAD SALT	5,000.00	3,527.94	1,767.58	1,472.06	70.56
202-449.003-943.640	INTERNAL SERVICE FUND - MOBILE EQUIPMENT	12,500.00	8,336.00	1,042.00	4,164.00	66.69
Total Dept 449.003 - WINTER MAINTENANCE		22,500.00	13,362.36	4,308.00	9,137.64	59.39
Dept 449.004 - ADMIN, ENGINEERING & RECORD KEEPING						
202-449.004-702.000	WAGES	8,121.30	5,026.20	600.67	3,095.10	61.89
202-449.004-715.001	PAYROLL TAXES	621.28	365.08	42.38	256.20	58.76
202-449.004-716.000	FRINGE BENEFITS	2,441.92	1,388.37	172.91	1,053.55	56.86
202-449.004-718.000	RETIREMENT	2,459.20	1,562.30	183.72	896.90	63.53
202-449.004-801.000	PROFESSIONAL AND CONTRACTUAL SERVICES	2,000.00	0.00	0.00	2,000.00	0.00
202-449.004-943.101	TRANSFERS OUT - GENERAL FUND	2,000.00	1,336.00	167.00	664.00	66.80
202-449.004-943.640	INTERNAL SERVICE FUND - MOBILE EQUIPMENT	3,900.00	2,600.00	325.00	1,300.00	66.67
202-449.004-956.000	MISCELLANEOUS	100.00	0.00	0.00	100.00	0.00
Total Dept 449.004 - ADMIN, ENGINEERING & RECORD KEEPING		21,643.70	12,277.95	1,491.68	9,365.75	56.73
Dept 999.000 - TRANSFERS (OUT) AND OTHER USES						
202-999.000-999.000	TRANSFERS OUT - LOCAL STREETS	164,000.00	109,336.00	13,667.00	54,664.00	66.67
Total Dept 999.000 - TRANSFERS (OUT) AND OTHER USES		164,000.00	109,336.00	13,667.00	54,664.00	66.67
TOTAL EXPENDITURES		446,461.92	293,985.76	41,447.25	152,476.16	65.85
Fund 202 - MAJOR STREETS:						
TOTAL REVENUES		378,619.00	190,064.94	37,151.45	188,554.06	50.20
TOTAL EXPENDITURES		446,461.92	293,985.76	41,447.25	152,476.16	65.85
NET OF REVENUES & EXPENDITURES		(67,842.92)	(103,920.82)	(4,295.80)	36,077.90	153.18

PERIOD ENDING 02/29/2024

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GL NUMBER	DESCRIPTION	2023-24		YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	NORMAL	02/29/2024	MONTH 02/29/2024	BALANCE	
Fund 203 - LOCAL STS FUND							
Revenues							
Dept 000.000 - GENERAL							
203-000.000-403.000	CURRENT PROPERTY TAXES	0.00		25.00	0.00	(25.00)	100.00
203-000.000-445.000	INTEREST AND PENALTIES TAXES	0.00		3.51	0.00	(3.51)	100.00
203-000.000-548.000	ACT 48 STATE OF MI METRO ACT	3,000.00		0.00	0.00	3,000.00	0.00
203-000.000-551.000	ACT 51	143,303.00		78,642.16	16,132.26	64,660.84	54.88
203-000.000-569.000	GRANTS - OTHER	0.00		1,300.00	0.00	(1,300.00)	100.00
203-000.000-664.000	INTEREST AND DIVIDENDS	2.00		246.46	33.92	(244.46)	2,323.00
203-000.000-676.000	REFUNDS AND REIMBURSEMENTS	0.00		1,758.72	0.00	(1,758.72)	100.00
Total Dept 000.000 - GENERAL		146,305.00		81,975.85	16,166.18	64,329.15	56.03
Dept 931.000 - TRANSFERS IN AND OTHER SOURCES							
203-931.000-699.101	TRANSFER IN - GENERAL FUND	5,000.00		3,336.00	417.00	1,664.00	66.72
203-931.000-699.202	TRANSFER IN - MAJOR STREET FUND	164,000.00		109,336.00	13,667.00	54,664.00	66.67
Total Dept 931.000 - TRANSFERS IN AND OTHER SOURCES		169,000.00		112,672.00	14,084.00	56,328.00	66.67
TOTAL REVENUES		315,305.00		194,647.85	30,250.18	120,657.15	61.73
Expenditures							
Dept 444.000 - SIDEWALKS							
203-444.000-702.000	WAGES	3,378.88		1,912.40	226.69	1,466.48	56.60
203-444.000-715.001	PAYROLL TAXES	258.48		137.83	15.88	120.65	53.32
203-444.000-716.000	FRINGE BENEFITS	1,530.63		969.69	104.73	560.94	63.35
203-444.000-718.000	RETIREMENT	1,025.42		594.36	69.43	431.06	57.96
203-444.000-728.000	OPERATING SUPPLIES	2,500.00		0.00	0.00	2,500.00	0.00
203-444.000-943.640	INTERNAL SERVICE FUND - MOBILE EQUIPMENT	1,700.00		1,136.00	142.00	564.00	66.82
Total Dept 444.000 - SIDEWALKS		10,393.41		4,750.28	558.73	5,643.13	45.70
Dept 449.001 - CONSTRUCTION STREETS (INCL. ENG.& ROW)							
203-449.001-728.000	OPERATING SUPPLIES	50.00		66.63	0.00	(16.63)	133.26
203-449.001-801.000	PROFESSIONAL AND CONTRACTUAL SERVICES	600.00		0.00	0.00	600.00	0.00
203-449.001-943.640	INTERNAL SERVICE FUND - MOBILE EQUIPMENT	3,800.00		2,536.00	317.00	1,264.00	66.74
Total Dept 449.001 - CONSTRUCTION STREETS (INCL. ENG.& ROW)		4,450.00		2,602.63	317.00	1,847.37	58.49
Dept 449.002 - PRESERVATION STREETS							
203-449.002-702.000	WAGES	86,871.44		52,667.73	6,471.96	34,203.71	60.63
203-449.002-715.001	PAYROLL TAXES	6,645.67		3,798.57	453.45	2,847.10	57.16
203-449.002-716.000	FRINGE BENEFITS	35,448.96		24,547.52	2,561.91	10,901.44	69.25
203-449.002-718.000	RETIREMENT	26,334.58		16,367.49	1,981.00	9,967.09	62.15
203-449.002-728.000	OPERATING SUPPLIES	8,000.00		4,944.14	220.00	3,055.86	61.80
203-449.002-801.000	PROFESSIONAL AND CONTRACTUAL SERVICES	9,100.00		100.00	0.00	9,000.00	1.10
203-449.002-801.208	PROFESSIONAL SERVICES - TREES	2,500.00		845.00	0.00	1,655.00	33.80
203-449.002-801.970	DRAIN IMPROVEMENTS	57,526.73		34,902.86	0.00	22,623.87	60.67
203-449.002-922.000	ELECTRICITY	500.00		245.66	30.53	254.34	49.13
203-449.002-943.640	INTERNAL SERVICE FUND - MOBILE EQUIPMENT	50,000.00		33,336.00	4,167.00	16,664.00	66.67
203-449.002-956.000	MISCELLANEOUS	300.00		0.00	0.00	300.00	0.00

PERIOD ENDING 02/29/2024

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GL NUMBER	DESCRIPTION	2023-24	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BGDGT USED
		AMENDED BUDGET	02/29/2024 NORMAL (ABNORMAL)	MONTH 02/29/2024 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 203 - LOCAL STS FUND						
Expenditures						
Total Dept 449.002 - PRESERVATION STREETS		283,227.38	171,754.97	15,885.85	111,472.41	60.64
Dept 449.003 - WINTER MAINTENANCE						
203-449.003-728.000	OPERATING SUPPLIES	3,400.00	1,498.42	1,498.42	1,901.58	44.07
203-449.003-728.001	OPERATING SUPPLIES - ROAD SALT	2,800.00	1,984.49	994.28	815.51	70.87
203-449.003-943.640	INTERNAL SERVICE FUND - MOBILE EQUIPMENT	7,200.00	4,800.00	600.00	2,400.00	66.67
Total Dept 449.003 - WINTER MAINTENANCE		13,400.00	8,282.91	3,092.70	5,117.09	61.81
Dept 449.004 - ADMIN, ENGINEERING & RECORD KEEPING						
203-449.004-702.000	WAGES	8,121.30	5,026.41	600.67	3,094.89	61.89
203-449.004-715.001	PAYROLL TAXES	621.28	365.01	42.37	256.27	58.75
203-449.004-716.000	FRINGE BENEFITS	2,441.92	1,388.40	172.91	1,053.52	56.86
203-449.004-718.000	RETIREMENT	2,459.20	1,562.36	183.73	896.84	63.53
203-449.004-728.000	OPERATING SUPPLIES	100.00	0.00	0.00	100.00	0.00
203-449.004-801.000	PROFESSIONAL AND CONTRACTUAL SERVICES	2,000.00	0.00	0.00	2,000.00	0.00
203-449.004-943.101	TRANSFERS OUT - GENERAL FUND	2,000.00	1,336.00	167.00	664.00	66.80
Total Dept 449.004 - ADMIN, ENGINEERING & RECORD KEEPING		17,743.70	9,678.18	1,166.68	8,065.52	54.54
TOTAL EXPENDITURES		329,214.49	197,068.97	21,020.96	132,145.52	59.86
Fund 203 - LOCAL STS FUND:						
TOTAL REVENUES		315,305.00	194,647.85	30,250.18	120,657.15	61.73
TOTAL EXPENDITURES		329,214.49	197,068.97	21,020.96	132,145.52	59.86
NET OF REVENUES & EXPENDITURES		(13,909.49)	(2,421.12)	9,229.22	(11,488.37)	17.41

PERIOD ENDING 02/29/2024

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GL NUMBER	DESCRIPTION	2023-24	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BGD USED
		AMENDED BUDGET	02/29/2024 NORMAL (ABNORMAL)	MONTH 02/29/2024 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 204 - MUNICIPAL STREET FUND						
Revenues						
Dept 000.000 - GENERAL						
204-000.000-403.000	CURRENT PROPERTY TAXES	296,219.16	278,322.57	6,404.52	17,896.59	93.96
204-000.000-445.000	INTEREST AND PENALTIES TAXES	300.00	0.00	0.00	300.00	0.00
204-000.000-664.000	INTEREST	50.00	919.30	105.07	(869.30)	1,838.60
Total Dept 000.000 - GENERAL		296,569.16	279,241.87	6,509.59	17,327.29	94.16
TOTAL REVENUES		296,569.16	279,241.87	6,509.59	17,327.29	94.16
Expenditures						
Dept 449.001 - CONSTRUCTION STREETS (INCL. ENG.& ROW)						
204-449.001-970.000	CAPITAL OUTLAY	199,392.50	186,904.12	0.00	12,488.38	93.74
Total Dept 449.001 - CONSTRUCTION STREETS (INCL. ENG.& ROW)		199,392.50	186,904.12	0.00	12,488.38	93.74
Dept 955.000 - NON DEPARTMENTAL						
204-955.000-964.204	BOR AND TAX TRIBUNAL REFUNDS	500.00	0.00	0.00	500.00	0.00
Total Dept 955.000 - NON DEPARTMENTAL		500.00	0.00	0.00	500.00	0.00
TOTAL EXPENDITURES		199,892.50	186,904.12	0.00	12,988.38	93.50
Fund 204 - MUNICIPAL STREET FUND:						
TOTAL REVENUES		296,569.16	279,241.87	6,509.59	17,327.29	94.16
TOTAL EXPENDITURES		199,892.50	186,904.12	0.00	12,988.38	93.50
NET OF REVENUES & EXPENDITURES		96,676.66	92,337.75	6,509.59	4,338.91	95.51

User: VCORLEW

DB: Clare

PERIOD ENDING 02/29/2024

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GL NUMBER	DESCRIPTION	2023-24	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	02/29/2024 NORMAL (ABNORMAL)	MONTH 02/29/2024 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 206 - FIRE FUND						
Revenues						
Dept 000.000 - GENERAL						
206-000.000-539.000	STATE GRANTS	20,000.00	0.00	0.00	20,000.00	0.00
206-000.000-607.100	VEHICLE RESPONSES	9,000.00	14,444.40	0.00	(5,444.40)	160.49
206-000.000-637.633	GRANT TOWNSHIP	130,000.00	137,133.11	137,133.11	(7,133.11)	105.49
206-000.000-637.634	SHERIDAN TOWNSHIP	70,000.00	67,674.34	67,674.34	2,325.66	96.68
206-000.000-637.635	WISE TOWNSHIP	25,000.00	25,156.19	25,156.19	(156.19)	100.62
206-000.000-637.636	VERNON TOWNSHIP	32,000.00	20,094.96	0.00	11,905.04	62.80
206-000.000-664.000	INTEREST AND DIVIDENDS	75.00	1,340.75	130.45	(1,265.75)	1,787.67
206-000.000-673.000	SALE OF FIXED ASSETS	10,000.00	0.00	0.00	10,000.00	0.00
206-000.000-675.000	DONATIONS - FIRE DEPARTMENT	200.00	1,180.00	0.00	(980.00)	590.00
206-000.000-676.000	REFUNDS AND REIMBURSEMENTS	0.00	1,230.50	0.00	(1,230.50)	100.00
206-000.000-692.000	MISCELLANEOUS	0.00	70.00	0.00	(70.00)	100.00
Total Dept 000.000 - GENERAL		296,275.00	268,324.25	230,094.09	27,950.75	90.57
Dept 931.000 - TRANSFERS IN AND OTHER SOURCES						
206-931.000-699.101	TRANSFER IN - CITY OF CLARE GENERAL FUND	107,208.26	71,472.00	8,934.00	35,736.26	66.67
Total Dept 931.000 - TRANSFERS IN AND OTHER SOURCES		107,208.26	71,472.00	8,934.00	35,736.26	66.67
TOTAL REVENUES		403,483.26	339,796.25	239,028.09	63,687.01	84.22
Expenditures						
Dept 336.000 - FIRE DEPARTMENT						
206-336.000-702.000	WAGES	144,960.00	65,423.91	6,766.89	79,536.09	45.13
206-336.000-715.001	PAYROLL TAXES	11,089.44	5,342.43	517.64	5,747.01	48.18
206-336.000-716.000	FRINGE BENEFITS	11,379.53	6,946.37	275.10	4,433.16	61.04
206-336.000-727.000	OFFICE SUPPLIES	700.00	71.84	0.00	628.16	10.26
206-336.000-728.000	OPERATING SUPPLIES	5,000.00	10,400.07	2,457.97	(5,400.07)	208.00
206-336.000-728.002	OPERATING SUPPLIES-NON-DEPRECIABLE EQUIP	2,500.00	0.00	0.00	2,500.00	0.00
206-336.000-732.000	SUPPLIES - GAS, OIL AND LUBRICANTS	8,000.00	4,928.35	476.57	3,071.65	61.60
206-336.000-741.000	POSTAGE	100.00	32.51	5.12	67.49	32.51
206-336.000-758.000	UNIFORMS & CLEANING	2,000.00	540.00	0.00	1,460.00	27.00
206-336.000-801.000	PROFESSIONAL AND CONTRACTED SERVICES	25,000.00	10,199.56	923.62	14,800.44	40.80
206-336.000-835.000	EMPLOYEE PHYSICALS	3,500.00	452.00	0.00	3,048.00	12.91
206-336.000-850.000	TELEPHONE AND OTHER COMMUNICATIONS	4,000.00	2,214.59	274.88	1,785.41	55.36
206-336.000-880.000	COMMUNITY PROMOTION	4,500.00	2,763.00	0.00	1,737.00	61.40
206-336.000-920.000	SEWER	1,400.00	1,038.32	147.22	361.68	74.17
206-336.000-921.000	WATER	1,200.00	1,043.65	143.70	156.35	86.97
206-336.000-922.000	ELECTRICITY	6,000.00	2,905.86	388.93	3,094.14	48.43
206-336.000-923.000	NATURAL GAS	3,000.00	1,229.14	464.02	1,770.86	40.97
206-336.000-930.000	REPAIRS - BUILDINGS AND GROUNDS	6,000.00	190.10	34.91	5,809.90	3.17
206-336.000-931.000	REPAIRS - EQUIPMENT	8,000.00	7,118.52	218.21	881.48	88.98
206-336.000-943.101	TRANSFERS OUT - GENERAL FUND	5,000.00	1,502.67	167.00	3,497.33	30.05
206-336.000-943.636	INTERNAL SERVICE FUND - DATA PROCESSING	2,100.00	1,400.00	175.00	700.00	66.67
206-336.000-943.640	INTERNAL SERVICE FUND - MOBILE EQUIPMENT	3,900.00	2,600.00	325.00	1,300.00	66.67
206-336.000-956.000	MISCELLANEOUS	5,000.00	1,077.04	0.00	3,922.96	21.54
206-336.000-958.000	PROFESSIONAL DEVELOPMENT	5,000.00	2,272.78	0.00	2,727.22	45.46
206-336.000-963.000	INSURANCE	20,000.00	20,591.82	0.00	(591.82)	102.96
206-336.000-970.000	CAPITAL OUTLAY	109,000.00	7,800.00	0.00	101,200.00	7.16

PERIOD ENDING 02/29/2024

*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	2023-24	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	02/29/2024 NORMAL (ABNORMAL)	MONTH 02/29/2024 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 206 - FIRE FUND						
Expenditures						
Total Dept 336.000	- FIRE DEPARTMENT	398,328.97	160,084.53	13,761.78	238,244.44	40.19
Dept 906.000	- DEBT SERVICE					
206-906.000-991.000	PRINCIPAL	47,000.00	46,956.52	0.00	43.48	99.91
206-906.000-995.000	INTEREST EXPENSE/AGENT FEES	14,000.00	6,685.11	0.00	7,314.89	47.75
Total Dept 906.000	- DEBT SERVICE	61,000.00	53,641.63	0.00	7,358.37	87.94
Dept 999.000	- TRANSFERS (OUT) AND OTHER USES					
206-999.000-999.303	TRANSFER (OUT) - PUBLIC SAFETY DEBT SERV	23,507.00	26,370.56	2,414.00	(2,863.56)	112.18
Total Dept 999.000	- TRANSFERS (OUT) AND OTHER USES	23,507.00	26,370.56	2,414.00	(2,863.56)	112.18
TOTAL EXPENDITURES		482,835.97	240,096.72	16,175.78	242,739.25	49.73
Fund 206 - FIRE FUND:						
TOTAL REVENUES		403,483.26	339,796.25	239,028.09	63,687.01	84.22
TOTAL EXPENDITURES		482,835.97	240,096.72	16,175.78	242,739.25	49.73
NET OF REVENUES & EXPENDITURES		(79,352.71)	99,699.53	222,852.31	(179,052.24)	125.64

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PERIOD ENDING 02/29/2024

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GL NUMBER	DESCRIPTION	2023-24	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BGD USED
		AMENDED BUDGET	02/29/2024 NORMAL (ABNORMAL)	MONTH 02/29/2024 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 208 - PARKS AND RECREATION						
Revenues						
Dept 000.000 - GENERAL						
208-000.000-403.000	CURRENT PROPERTY TAXES	74,050.20	69,640.60	1,601.09	4,409.60	94.05
208-000.000-445.000	INTEREST AND PENALTIES TAXES	50.00	11.59	0.00	38.41	23.18
208-000.000-539.000	STATE GRANTS	5,800,000.00	0.00	0.00	5,800,000.00	0.00
208-000.000-569.000	GRANTS - OTHER	0.00	36,174.20	0.00	(36,174.20)	100.00
208-000.000-626.001	CHARGES FOR SERVICES - PARKS	23,000.00	17,425.68	150.00	5,574.32	75.76
208-000.000-626.002	CHARGES FOR SERVICES - RECREATION	10,000.00	6,656.00	0.00	3,344.00	66.56
208-000.000-653.000	SPONSORSHIPS	500.00	123.52	0.00	376.48	24.70
208-000.000-664.000	INTEREST	62.50	1,533.66	694.16	(1,471.16)	2,453.86
208-000.000-664.208	INTEREST INCOME-LAKE SHAMROCK 2021 BONDS	62.50	1,223.22	0.00	(1,160.72)	1,957.15
208-000.000-671.005	IN LIEU OF TAXES	325.00	0.00	0.00	325.00	0.00
208-000.000-671.208	DEPOT LEASE/UTILITY REIMBURSEMENT	2,500.00	2,113.36	0.00	386.64	84.53
208-000.000-672.000	SPECIAL ASSESSMENTS	49,409.76	54,586.75	0.00	(5,176.99)	110.48
208-000.000-675.001	DONATIONS-SOUTH REC/SOCCER COMPLEX	10,000.00	0.00	0.00	10,000.00	0.00
208-000.000-675.005	DONATIONS - RAILROAD DEPOT	400.00	660.00	15.00	(260.00)	165.00
208-000.000-676.000	REFUNDS AND REIMBURSEMENTS	0.00	315.18	0.00	(315.18)	100.00
Total Dept 000.000 - GENERAL		5,970,359.96	190,463.76	2,460.25	5,779,896.20	3.19
Dept 931.000 - TRANSFERS IN AND OTHER SOURCES						
208-931.000-699.000	TRANSFERS IN - GENERAL FUND	390,000.00	260,000.00	32,500.00	130,000.00	66.67
Total Dept 931.000 - TRANSFERS IN AND OTHER SOURCES		390,000.00	260,000.00	32,500.00	130,000.00	66.67
TOTAL REVENUES		6,360,359.96	450,463.76	34,960.25	5,909,896.20	7.08
Expenditures						
Dept 751.001 - PARKS						
208-751.001-702.000	WAGES	106,450.07	60,623.85	5,549.42	45,826.22	56.95
208-751.001-715.001	PAYROLL TAXES	8,143.43	4,767.37	424.17	3,376.06	58.54
208-751.001-716.000	FRINGE BENEFITS	9,069.40	2,624.32	118.15	6,445.08	28.94
208-751.001-718.000	RETIREMENT	14,361.98	8,504.63	1,001.77	5,857.35	59.22
208-751.001-728.000	OPERATING SUPPLIES	10,400.00	5,515.92	110.67	4,884.08	53.04
208-751.001-741.000	POSTAGE	30.00	14.89	2.30	15.11	49.63
208-751.001-801.000	PROFESSIONAL AND CONTRACTUAL SERVICES	14,300.00	4,851.75	697.00	9,448.25	33.93
208-751.001-801.100	CONTRACTED SERVICES - LAKE SHAMROCK	30,000.00	0.00	0.00	30,000.00	0.00
208-751.001-850.000	TELEPHONE AND COMMUNICATION	500.00	0.00	0.00	500.00	0.00
208-751.001-900.000	PRINTING & PUBLISHING	800.00	0.00	0.00	800.00	0.00
208-751.001-920.000	SEWER	1,500.00	2,168.37	86.31	(668.37)	144.56
208-751.001-921.000	WATER	2,500.00	2,408.14	0.00	91.86	96.33
208-751.001-922.000	ELECTRICITY	5,000.00	5,115.73	501.82	(115.73)	102.31
208-751.001-923.000	NATURAL GAS	1,000.00	385.66	0.00	614.34	38.57
208-751.001-930.000	REPAIRS - BUILDINGS AND GROUNDS	3,500.00	2,994.74	0.00	505.26	85.56
208-751.001-931.000	REPAIRS - EQUIPMENT	500.00	0.00	0.00	500.00	0.00
208-751.001-940.000	LEASE/RENT	1,100.00	1,100.00	1,100.00	0.00	100.00
208-751.001-943.640	INTERNAL SERVICE FUND - MOBILE EQUIPMENT	38,500.00	25,664.00	3,208.00	12,836.00	66.66
208-751.001-956.000	MISCELLANEOUS	2,200.00	0.00	0.00	2,200.00	0.00
208-751.001-958.000	PROFESSIONAL DEVELOPMENT	300.00	0.00	0.00	300.00	0.00
208-751.001-963.000	INSURANCE	3,600.00	2,714.36	0.00	885.64	75.40
208-751.001-970.000	CAPITAL OUTLAY - DEPRECIABLE	340,000.00	41,454.83	382.76	298,545.17	12.19
208-751.001-970.208	CAPITAL OUTLAY - NON-DEPRECIABLE	21,000.00	0.00	0.00	21,000.00	0.00

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PERIOD ENDING 02/29/2024

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GL NUMBER	DESCRIPTION	2023-24	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	02/29/2024 NORMAL (ABNORMAL)	MONTH 02/29/2024 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 208 - PARKS AND RECREATION Expenditures						
Total Dept 751.001 - PARKS		614,754.88	170,908.56	13,182.37	443,846.32	27.80
Dept 751.002 - RECREATION						
208-751.002-702.000	WAGES	50,217.63	33,112.49	3,530.01	17,105.14	65.94
208-751.002-715.001	PAYROLL TAXES	3,841.65	2,372.25	243.25	1,469.40	61.75
208-751.002-716.000	FRINGE BENEFITS	24,885.67	16,195.10	1,982.05	8,690.57	65.08
208-751.002-718.000	RETIREMENT	14,236.51	9,131.38	1,074.28	5,105.13	64.14
208-751.002-728.000	SUPPLIES	11,500.00	5,407.69	406.19	6,092.31	47.02
208-751.002-741.000	POSTAGE	30.00	16.56	2.75	13.44	55.20
208-751.002-801.000	PROFESSIONAL AND CONTRACTUAL SERVICES	7,000.00	11,484.96	731.00	(4,484.96)	164.07
208-751.002-943.636	INTERNAL SERVICE FUND - DATA PROCESSING	700.00	464.00	58.00	236.00	66.29
208-751.002-956.000	MISCELLANEOUS	500.00	166.53	6.48	333.47	33.31
208-751.002-958.000	PROFESSIONAL DEVELOPMENT	1,200.00	475.00	0.00	725.00	39.58
Total Dept 751.002 - RECREATION		114,111.46	78,825.96	8,034.01	35,285.50	69.08
Dept 751.003 - RAILROAD DEPOT						
208-751.003-728.000	OPERATING SUPPLIES	1,500.00	34.09	0.00	1,465.91	2.27
208-751.003-801.000	PROFESSIONAL AND CONTRACTUAL SERVICES	7,100.00	1,133.00	0.00	5,967.00	15.96
208-751.003-850.000	TELEPHONE AND COMMUNICATION	1,400.00	927.80	111.77	472.20	66.27
208-751.003-920.000	SEWER	650.00	401.47	46.27	248.53	61.76
208-751.003-921.000	WATER	650.00	433.10	51.25	216.90	66.63
208-751.003-922.000	ELECTRICITY	2,200.00	1,278.66	137.07	921.34	58.12
208-751.003-923.000	NATURAL GAS	1,100.00	774.48	255.86	325.52	70.41
208-751.003-930.000	REPAIRS - BUILDINGS AND GROUNDS	3,000.00	3,735.58	79.98	(735.58)	124.52
208-751.003-956.000	MISCELLANEOUS	1,200.00	0.00	0.00	1,200.00	0.00
208-751.003-963.000	INSURANCE	2,500.00	1,471.27	0.00	1,028.73	58.85
Total Dept 751.003 - RAILROAD DEPOT		21,300.00	10,189.45	682.20	11,110.55	47.84
Dept 751.004 - LAKE SHAMROCK DREDGING/IMPROVEMENTS						
208-751.004-702.000	WAGES	40,214.58	24,980.55	3,183.61	15,234.03	62.12
208-751.004-715.001	PAYROLL TAXES	3,076.42	1,722.57	216.99	1,353.85	55.99
208-751.004-716.000	FRINGE BENEFITS	21,712.83	15,745.06	1,919.61	5,967.77	72.52
208-751.004-718.000	RETIREMENT	12,191.24	7,775.43	973.52	4,415.81	63.78
208-751.004-728.000	OPERATING SUPPLIES	2,500.00	930.79	1.44	1,569.21	37.23
208-751.004-732.000	SUPPLIES - GAS, OIL AND LUBRICANTS	25,800.00	4,540.26	0.00	21,259.74	17.60
208-751.004-801.000	PROFESSIONAL AND CONTRACTUAL SERVICES	17,000.00	0.00	0.00	17,000.00	0.00
208-751.004-931.000	REPAIRS - EQUIPMENT	2,200.00	885.53	0.00	1,314.47	40.25
208-751.004-963.000	INSURANCE	1,100.00	1,368.51	0.00	(268.51)	124.41
208-751.004-970.000	CAPITAL OUTLAY	2,319,000.00	1,841,940.33	152,664.13	477,059.67	79.43
Total Dept 751.004 - LAKE SHAMROCK DREDGING/IMPROVEMENTS		2,444,795.07	1,899,889.03	158,959.30	544,906.04	77.71
Dept 906.000 - DEBT SERVICE						
208-906.000-991.000	PRINCIPAL	88,000.00	88,000.00	0.00	0.00	100.00
208-906.000-991.001	PRINCIPAL - MILLAGE PURCHASES	33,907.50	15,094.61	0.00	18,812.89	44.52
208-906.000-995.000	INTEREST EXPENSE/AGENT FEES	22,776.00	10,958.99	0.00	11,817.01	48.12
208-906.000-995.001	INTEREST EXPENSE - MILLAGE PURCHASES	7,519.32	6,522.38	0.00	996.94	86.74

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GL NUMBER	DESCRIPTION	2023-24	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	02/29/2024 NORMAL (ABNORMAL)	MONTH 02/29/2024 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 208 - PARKS AND RECREATION						
Expenditures						
Total Dept 906.000	- DEBT SERVICE	152,202.82	120,575.98	0.00	31,626.84	79.22
Dept 955.000	- NON DEPARTMENTAL					
208-955.000-943.101	TRANSFERS OUT - GENERAL FUND	3,000.00	1,502.67	167.00	1,497.33	50.09
Total Dept 955.000	- NON DEPARTMENTAL	3,000.00	1,502.67	167.00	1,497.33	50.09
TOTAL EXPENDITURES		3,350,164.23	2,281,891.65	181,024.88	1,068,272.58	68.11
Fund 208 - PARKS AND RECREATION:						
TOTAL REVENUES		6,360,359.96	450,463.76	34,960.25	5,909,896.20	7.08
TOTAL EXPENDITURES		3,350,164.23	2,281,891.65	181,024.88	1,068,272.58	68.11
NET OF REVENUES & EXPENDITURES		3,010,195.73	(1,831,427.89)	(146,064.63)	4,841,623.62	60.84

PERIOD ENDING 02/29/2024

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GL NUMBER	DESCRIPTION	2023-24	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	02/29/2024 NORMAL (ABNORMAL)	MONTH 02/29/2024 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 214 - LOCAL DEVELOPMENT FINANCE AUTH						
Revenues						
Dept 000.000 - GENERAL						
214-000.000-428.000	CAPTURED TAXES	4,587.19	5,320.19	0.00	(733.00)	115.98
214-000.000-664.000	INTEREST	1.50	8.04	0.95	(6.54)	536.00
Total Dept 000.000 - GENERAL		4,588.69	5,328.23	0.95	(739.54)	116.12
TOTAL REVENUES		4,588.69	5,328.23	0.95	(739.54)	116.12
Expenditures						
Dept 222.000 - DEBT SERVICE						
214-222.000-922.000	ELECTRICITY	0.00	375.10	45.65	(375.10)	100.00
Total Dept 222.000 - DEBT SERVICE		0.00	375.10	45.65	(375.10)	100.00
Dept 999.000 - TRANSFERS (OUT) AND OTHER USES						
214-999.000-999.101	TRANSFER (OUT) - GENERAL FUND - DEBT SVC	4,588.69	3,056.00	382.00	1,532.69	66.60
Total Dept 999.000 - TRANSFERS (OUT) AND OTHER USES		4,588.69	3,056.00	382.00	1,532.69	66.60
TOTAL EXPENDITURES		4,588.69	3,431.10	427.65	1,157.59	74.77
Fund 214 - LOCAL DEVELOPMENT FINANCE AUTH:						
TOTAL REVENUES		4,588.69	5,328.23	0.95	(739.54)	116.12
TOTAL EXPENDITURES		4,588.69	3,431.10	427.65	1,157.59	74.77
NET OF REVENUES & EXPENDITURES		0.00	1,897.13	(426.70)	(1,897.13)	100.00

PERIOD ENDING 02/29/2024

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GL NUMBER	DESCRIPTION	2023-24	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BGD USED
		AMENDED BUDGET	02/29/2024 NORMAL (ABNORMAL)	MONTH 02/29/2024 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 243 - BROWNFIELD REDEVELOPMENT AUTHORITY FUND						
Revenues						
Dept 000.000 - GENERAL						
243-000.000-664.000	INTEREST	2.00	18.72	2.21	(16.72)	936.00
Total Dept 000.000 - GENERAL		2.00	18.72	2.21	(16.72)	936.00
TOTAL REVENUES		2.00	18.72	2.21	(16.72)	936.00
Fund 243 - BROWNFIELD REDEVELOPMENT AUTHORITY FUND:						
TOTAL REVENUES		2.00	18.72	2.21	(16.72)	936.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		2.00	18.72	2.21	(16.72)	936.00

PERIOD ENDING 02/29/2024

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GL NUMBER	DESCRIPTION	2023-24	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BGD USED
		AMENDED BUDGET	02/29/2024 NORMAL (ABNORMAL)	MONTH 02/29/2024 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY						
Revenues						
Dept 000.000 - GENERAL						
248-000.000-428.000	CAPTURED PROPERTY TAXES	103,016.97	114,076.05	8,469.97	(11,059.08)	110.74
248-000.000-573.000	LOCAL COMMUNITY STABILIZATION SHARE APPR	5,000.00	0.00	0.00	5,000.00	0.00
248-000.000-664.000	INTEREST	20.00	0.00	0.00	20.00	0.00
248-000.000-676.000	REFUNDS AND REIMBURSEMENTS	0.00	3,418.51	3,418.51	(3,418.51)	100.00
Total Dept 000.000 - GENERAL		108,036.97	117,494.56	11,888.48	(9,457.59)	108.75
TOTAL REVENUES		108,036.97	117,494.56	11,888.48	(9,457.59)	108.75
Expenditures						
Dept 737.001 - DDA - OPERATIONS						
248-737.001-801.000	PROFESSIONAL AND CONTRACTUAL SERVICES	5,500.00	5,222.00	0.00	278.00	94.95
248-737.001-900.000	PRINTING & PUBLISHING	0.00	102.00	0.00	(102.00)	100.00
248-737.001-930.000	REPAIR AND MAINTENANCE	10,000.00	11,443.08	2,500.00	(1,443.08)	114.43
248-737.001-956.000	MISCELLANEOUS	4,000.00	800.00	500.00	3,200.00	20.00
248-737.001-963.000	INSURANCE	1,000.00	0.00	0.00	1,000.00	0.00
248-737.001-970.000	CAPITAL OUTLAY	0.00	4,239.98	0.00	(4,239.98)	100.00
Total Dept 737.001 - DDA - OPERATIONS		20,500.00	21,807.06	3,000.00	(1,307.06)	106.38
Dept 737.002 - DDA - MAINSTREET						
248-737.002-741.000	POSTAGE	30.00	0.00	0.00	30.00	0.00
248-737.002-956.000	MISCELLANEOUS	300.00	296.55	98.85	3.45	98.85
248-737.002-967.001	MAINSTREET PROGRAMS	200.00	0.00	0.00	200.00	0.00
Total Dept 737.002 - DDA - MAINSTREET		530.00	296.55	98.85	233.45	55.95
Dept 737.003 - DDA - ART ALLEY						
248-737.003-801.000	PROFESSIONAL AND CONTRACTUAL SERVICES	200.00	0.00	0.00	200.00	0.00
Total Dept 737.003 - DDA - ART ALLEY		200.00	0.00	0.00	200.00	0.00
Dept 906.000 - DEBT SERVICE						
248-906.000-991.000	PRINCIPAL	63,000.00	37,000.00	0.00	26,000.00	58.73
248-906.000-995.000	INTEREST EXPENSE/AGENT FEES	6,398.10	2,568.70	0.00	3,829.40	40.15
Total Dept 906.000 - DEBT SERVICE		69,398.10	39,568.70	0.00	29,829.40	57.02
Dept 999.000 - TRANSFERS (OUT) AND OTHER USES						
248-999.000-943.248	INTERFUND TRANSFER - CITY SERVICES	3,000.00	2,002.68	167.00	997.32	66.76
Total Dept 999.000 - TRANSFERS (OUT) AND OTHER USES		3,000.00	2,002.68	167.00	997.32	66.76
TOTAL EXPENDITURES		93,628.10	63,674.99	3,265.85	29,953.11	68.01

PERIOD ENDING 02/29/2024

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GL NUMBER	DESCRIPTION	2023-24	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	02/29/2024 NORMAL (ABNORMAL)	MONTH 02/29/2024 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY						
Fund 248 - DOWNTOWN DEVELOPMENT AUTHORITY:						
	TOTAL REVENUES	108,036.97	117,494.56	11,888.48	(9,457.59)	108.75
	TOTAL EXPENDITURES	93,628.10	63,674.99	3,265.85	29,953.11	68.01
	NET OF REVENUES & EXPENDITURES	14,408.87	53,819.57	8,622.63	(39,410.70)	373.52

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GL NUMBER	DESCRIPTION	2023-24	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	02/29/2024 NORMAL (ABNORMAL)	MONTH 02/29/2024 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 265 - DRUG LAW ENFORCEMENT FUND						
Revenues						
Dept 000.000 - GENERAL						
265-000.000-664.000	INTEREST	1.00	0.00	0.00	1.00	0.00
Total Dept 000.000 - GENERAL		1.00	0.00	0.00	1.00	0.00
TOTAL REVENUES		1.00	0.00	0.00	1.00	0.00
Fund 265 - DRUG LAW ENFORCEMENT FUND:						
TOTAL REVENUES		1.00	0.00	0.00	1.00	0.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		1.00	0.00	0.00	1.00	0.00

PERIOD ENDING 02/29/2024

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GL NUMBER	DESCRIPTION	2023-24	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BGD USED
		AMENDED BUDGET	02/29/2024 NORMAL (ABNORMAL)	MONTH 02/29/2024 INCREASE (DECREASE)	NORMAL (ABNORMAL) BALANCE	
Fund 287 - POLICE TRAINING 302 FUND						
Revenues						
Dept 000.000 - GENERAL						
287-000.000-675.301	POLICE TRAINING 302	0.00	1,329.72	0.00	(1,329.72)	100.00
Total Dept 000.000 - GENERAL		0.00	1,329.72	0.00	(1,329.72)	100.00
TOTAL REVENUES		0.00	1,329.72	0.00	(1,329.72)	100.00
Fund 287 - POLICE TRAINING 302 FUND:						
TOTAL REVENUES		0.00	1,329.72	0.00	(1,329.72)	100.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	1,329.72	0.00	(1,329.72)	100.00

PERIOD ENDING 02/29/2024

*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	2023-24	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	02/29/2024 NORMAL (ABNORMAL)	MONTH 02/29/2024 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 303 - PUBLIC SAFETY BLDG DEBT SERVIC						
Revenues						
Dept 931.000 - TRANSFERS IN AND OTHER SOURCES						
303-931.000-699.101	TRANSFER IN - GENERAL FUND	28,962.49	29,899.84	2,414.00	(937.35)	103.24
303-931.000-699.206	TRANSFER IN - FIRE FUND	23,507.00	26,370.56	2,414.00	(2,863.56)	112.18
Total Dept 931.000 - TRANSFERS IN AND OTHER SOURCES		52,469.49	56,270.40	4,828.00	(3,800.91)	107.24
TOTAL REVENUES		52,469.49	56,270.40	4,828.00	(3,800.91)	107.24
Expenditures						
Dept 222.000 - DEBT SERVICE						
303-222.000-991.000	PRINCIPAL	35,000.00	0.00	0.00	35,000.00	0.00
303-222.000-995.000	BOND INTEREST/FEES	13,130.00	3,594.06	0.00	9,535.94	27.37
Total Dept 222.000 - DEBT SERVICE		48,130.00	3,594.06	0.00	44,535.94	7.47
TOTAL EXPENDITURES		48,130.00	3,594.06	0.00	44,535.94	7.47
Fund 303 - PUBLIC SAFETY BLDG DEBT SERVIC:						
TOTAL REVENUES		52,469.49	56,270.40	4,828.00	(3,800.91)	107.24
TOTAL EXPENDITURES		48,130.00	3,594.06	0.00	44,535.94	7.47
NET OF REVENUES & EXPENDITURES		4,339.49	52,676.34	4,828.00	(48,336.85)	1,213.88

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PERIOD ENDING 02/29/2024

DB: Clare

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GL NUMBER	DESCRIPTION	2023-24	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	02/29/2024 NORMAL (ABNORMAL)	MONTH 02/29/2024 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 590 - SEWER SYSTEM FUND						
Revenues						
Dept 000.000 - GENERAL						
590-000.000-502.000	FEDERAL GRANTS	90,000.00	0.00	0.00	90,000.00	0.00
590-000.000-539.000	STATE GRANTS	423,000.00	0.00	0.00	423,000.00	0.00
590-000.000-629.000	SERV METERED OM	1,014,173.37	652,127.31	87,458.51	362,046.06	64.30
590-000.000-642.000	TAPINS AND GENERAL SERVICE	1,000.00	910.84	910.84	89.16	91.08
590-000.000-642.001	DEVELOPMENT ESCROW	5,500.00	5,300.00	1,000.00	200.00	96.36
590-000.000-660.000	LATE FEES - UTIL	8,000.00	6,981.78	742.17	1,018.22	87.27
590-000.000-664.000	INTEREST AND DIVIDENDS	5,000.00	4,690.09	547.43	309.91	93.80
590-000.000-676.000	REFUNDS AND REIMBURSEMENTS	0.00	3,465.89	0.00	(3,465.89)	100.00
Total Dept 000.000 - GENERAL		1,546,673.37	673,475.91	90,658.95	873,197.46	43.54
TOTAL REVENUES		1,546,673.37	673,475.91	90,658.95	873,197.46	43.54
Expenditures						
Dept 536.001 - SEWER TREATMENT AND PUMPING						
590-536.001-702.000	WAGES	161,082.66	101,134.51	11,119.41	59,948.15	62.78
590-536.001-715.001	PAYROLL TAXES	12,322.82	7,621.89	807.21	4,700.93	61.85
590-536.001-716.000	FRINGE BENEFITS	33,666.00	22,640.11	2,701.76	11,025.89	67.25
590-536.001-718.000	RETIREMENT	41,903.59	27,384.49	2,923.30	14,519.10	65.35
590-536.001-727.000	OFFICE SUPPLIES	500.00	75.99	0.00	424.01	15.20
590-536.001-728.000	OPERATING SUPPLIES	20,000.00	20,070.28	1,117.75	(70.28)	100.35
590-536.001-729.000	SUPPLIES - CHEMICALS	40,000.00	(33,739.83)	(8,006.43)	73,739.83	(84.35)
590-536.001-730.000	SUPPLIES - LABORATORY	18,000.00	11,540.04	3,337.99	6,459.96	64.11
590-536.001-741.000	POSTAGE AND SHIPPING	1,000.00	71.62	15.38	928.38	7.16
590-536.001-801.000	PROFESSIONAL AND CONTRACTUAL SERVICES	20,000.00	9,175.73	935.73	10,824.27	45.88
590-536.001-801.006	CONTRACTED SERVICES - LABORATORY	10,000.00	1,845.75	1,135.75	8,154.25	18.46
590-536.001-850.000	TELEPHONE AND COMMUNICATION	10,000.00	4,675.64	604.68	5,324.36	46.76
590-536.001-920.000	SEWER	250.00	205.01	25.72	44.99	82.00
590-536.001-922.000	ELECTRICITY	125,000.00	72,861.34	7,136.50	52,138.66	58.29
590-536.001-923.000	NATURAL GAS	8,000.00	3,029.86	1,029.73	4,970.14	37.87
590-536.001-930.000	REPAIRS - BUILDINGS AND GROUNDS	20,000.00	3,622.00	0.00	16,378.00	18.11
590-536.001-931.000	REPAIRS - EQUIPMENT	40,000.00	11,904.57	1,724.23	28,095.43	29.76
590-536.001-943.636	INTERNAL SERVICE FUND - DATA PROCESSING	13,900.00	9,264.00	1,158.00	4,636.00	66.65
590-536.001-943.640	INTERNAL SERVICE FUND - MOBILE EQUIPMENT	40,000.00	26,664.00	3,333.00	13,336.00	66.66
590-536.001-956.000	MISCELLANEOUS	500.00	50.00	0.00	450.00	10.00
590-536.001-958.000	PROFESSIONAL DEVELOPMENT	4,000.00	2,080.40	909.95	1,919.60	52.01
590-536.001-960.000	PERMIT FEES AND LICENSING	5,500.00	3,000.00	0.00	2,500.00	54.55
590-536.001-963.000	INSURANCE	13,500.00	14,241.13	0.00	(741.13)	105.49
590-536.001-970.000	CAPITAL OUTLAY	423,230.00	310,628.50	0.00	112,601.50	73.39
Total Dept 536.001 - SEWER TREATMENT AND PUMPING		1,062,355.07	630,047.03	32,009.66	432,308.04	59.31
Dept 536.002 - SEWER COLLECTION						
590-536.002-702.000	WAGES	93,242.97	57,376.74	6,658.04	35,866.23	61.53
590-536.002-715.001	PAYROLL TAXES	7,133.09	4,156.20	465.75	2,976.89	58.27
590-536.002-716.000	FRINGE BENEFITS	35,946.39	21,766.00	2,584.15	14,180.39	60.55
590-536.002-718.000	RETIREMENT	28,313.94	17,939.45	2,038.45	10,374.49	63.36
590-536.002-727.000	OFFICE SUPPLIES	1,800.00	555.77	119.99	1,244.23	30.88
590-536.002-728.000	OPERATING SUPPLIES	8,000.00	6,431.49	0.00	1,568.51	80.39
590-536.002-741.000	POSTAGE	3,000.00	1,597.97	234.05	1,402.03	53.27

PERIOD ENDING 02/29/2024

*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	2023-24	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BGD USED
		AMENDED BUDGET	02/29/2024 NORMAL (ABNORMAL)	MONTH 02/29/2024 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 590 - SEWER SYSTEM FUND						
Expenditures						
590-536.002-801.000	PROFESSIONAL AND CONTRACTUAL SERVICES	3,000.00	7,475.00	0.00	(4,475.00)	249.17
590-536.002-801.970	DRAIN IMPROVEMENTS	10,000.00	8,343.93	0.00	1,656.07	83.44
590-536.002-931.000	REPAIRS - EQUIPMENT	3,000.00	2,144.56	1,160.67	855.44	71.49
590-536.002-943.640	INTERNAL SERVICE FUND - MOBILE EQUIPMENT	81,500.00	54,336.00	6,792.00	27,164.00	66.67
590-536.002-956.000	MISCELLANEOUS	100.00	0.00	0.00	100.00	0.00
590-536.002-958.000	PROFESSIONAL DEVELOPMENT	600.00	0.00	0.00	600.00	0.00
590-536.002-970.000	CAPITAL OUTLAY	92,500.00	600.00	0.00	91,900.00	0.65
Total Dept 536.002 - SEWER COLLECTION		368,136.39	182,723.11	20,053.10	185,413.28	49.63
Dept 906.000 - DEBT SERVICE						
590-906.000-995.000	INTEREST EXPENSE/AGENT FEES	65,224.28	32,448.82	0.00	32,775.46	49.75
590-906.000-995.590	RURAL DEVELOPMENT BOND RESERVE FUNDS	25,753.00	0.00	0.00	25,753.00	0.00
Total Dept 906.000 - DEBT SERVICE		90,977.28	32,448.82	0.00	58,528.46	35.67
Dept 999.000 - TRANSFERS (OUT) AND OTHER USES						
590-999.000-801.000	LITTLE TOBACCO INTERCOUNTY DRAIN - MAINS	8,500.00	0.00	0.00	8,500.00	0.00
590-999.000-943.101	TRANSFERS OUT - GENERAL FUND	15,000.00	7,497.33	833.00	7,502.67	49.98
Total Dept 999.000 - TRANSFERS (OUT) AND OTHER USES		23,500.00	7,497.33	833.00	16,002.67	31.90
TOTAL EXPENDITURES		1,544,968.74	852,716.29	52,895.76	692,252.45	55.19
Fund 590 - SEWER SYSTEM FUND:						
TOTAL REVENUES		1,546,673.37	673,475.91	90,658.95	873,197.46	43.54
TOTAL EXPENDITURES		1,544,968.74	852,716.29	52,895.76	692,252.45	55.19
NET OF REVENUES & EXPENDITURES		1,704.63	(179,240.38)	37,763.19	180,945.01	0.514.91

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PERIOD ENDING 02/29/2024

DB: Clare

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GL NUMBER	DESCRIPTION	2023-24	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	02/29/2024 NORMAL (ABNORMAL)	MONTH 02/29/2024 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 591 - WATER SYSTEM FUND						
Revenues						
Dept 000.000 - GENERAL						
591-000.000-502.000	FEDERAL GRANTS	2,000,000.00	0.00	0.00	2,000,000.00	0.00
591-000.000-539.000	STATE GRANTS	1,000,000.00	98,216.08	0.00	901,783.92	9.82
591-000.000-628.001	PRP AIR STRIPPER REIMB	166,659.74	81,628.30	0.00	85,031.44	48.98
591-000.000-629.000	SERV METERED OM	700,000.00	523,128.31	66,650.99	176,871.69	74.73
591-000.000-629.002	LAB SERVICE	10,000.00	4,000.00	725.00	6,000.00	40.00
591-000.000-630.000	METER REPLACEMENT REVENUES	1,000.00	0.00	0.00	1,000.00	0.00
591-000.000-642.000	TAPINS AND GENERAL SERVICE	1,000.00	1,864.49	1,864.49	(864.49)	186.45
591-000.000-642.001	DEVELOPMENT ESCROW	2,000.00	9,237.50	4,937.50	(7,237.50)	461.88
591-000.000-642.002	ON/OFF FEES	3,000.00	2,058.00	180.00	942.00	68.60
591-000.000-642.003	CROSS CONNECTION FEES	900.00	625.00	77.00	275.00	69.44
591-000.000-644.000	HYDRANT RENTAL	250.00	0.00	0.00	250.00	0.00
591-000.000-660.000	LATE FEES - UTIL	4,500.00	5,062.73	478.33	(562.73)	112.51
591-000.000-664.000	INTEREST AND DIVIDENDS	100.00	8,884.56	1,056.27	(8,784.56)	8,884.56
591-000.000-670.000	WATER TOWER LEASE - AT&T	20,000.00	16,511.21	2,086.69	3,488.79	82.56
591-000.000-670.001	WATER TOWER LEASE - SPRINT	17,622.36	15,161.45	1,916.11	2,460.91	86.04
591-000.000-670.002	WATER TOWER LEASE - ISP MGT	1,350.00	1,050.00	150.00	300.00	77.78
591-000.000-676.000	REFUNDS AND REIMBURSEMENTS	0.00	858.39	0.00	(858.39)	100.00
Total Dept 000.000 - GENERAL		3,928,382.10	768,286.02	80,122.38	3,160,096.08	19.56
TOTAL REVENUES		3,928,382.10	768,286.02	80,122.38	3,160,096.08	19.56
Expenditures						
Dept 536.003 - TREATMENT, PUMPING AND STORAGE						
591-536.003-702.000	WAGES	89,490.37	56,142.77	6,174.14	33,347.60	62.74
591-536.003-715.001	PAYROLL TAXES	6,846.01	4,231.13	448.21	2,614.88	61.80
591-536.003-716.000	FRINGE BENEFITS	18,703.33	12,334.62	1,444.16	6,368.71	65.95
591-536.003-718.000	RETIREMENT	23,279.77	15,199.42	1,623.03	8,080.35	65.29
591-536.003-727.000	OFFICE SUPPLIES	500.00	75.99	0.00	424.01	15.20
591-536.003-728.000	OPERATING SUPPLIES	13,000.00	4,584.71	310.02	8,415.29	35.27
591-536.003-729.000	SUPPLIES - CHEMICALS	16,000.00	7,328.00	0.00	8,672.00	45.80
591-536.003-730.000	SUPPLIES - LABORATORY	10,000.00	5,436.57	1,079.12	4,563.43	54.37
591-536.003-741.000	POSTAGE AND SHIPPING	200.00	43.39	0.00	156.61	21.70
591-536.003-801.000	PROFESSIONAL AND CONTRACTUAL SERVICES	20,000.00	8,842.01	1,047.78	11,157.99	44.21
591-536.003-801.006	CONTRACTED SERVICES - LABORATORY	7,000.00	1,366.00	0.00	5,634.00	19.51
591-536.003-850.000	TELEPHONE AND COMMUNICATION	7,000.00	950.43	157.58	6,049.57	13.58
591-536.003-900.000	PRINTING & PUBLISHING	1,000.00	0.00	0.00	1,000.00	0.00
591-536.003-922.000	ELECTRICITY	55,000.00	26,277.65	3,636.57	28,722.35	47.78
591-536.003-923.000	NATURAL GAS	2,500.00	670.64	194.20	1,829.36	26.83
591-536.003-930.000	REPAIRS - BUILDINGS AND GROUNDS	10,000.00	407.50	227.50	9,592.50	4.08
591-536.003-931.000	REPAIRS - EQUIPMENT	15,000.00	20,679.06	165.85	(5,679.06)	137.86
591-536.003-943.636	INTERNAL SERVICE FUND - DATA PROCESSING	13,900.00	9,264.00	1,158.00	4,636.00	66.65
591-536.003-943.640	INTERNAL SERVICE FUND - MOBILE EQUIPMENT	21,200.00	14,136.00	1,767.00	7,064.00	66.68
591-536.003-956.000	MISCELLANEOUS	500.00	50.00	0.00	450.00	10.00
591-536.003-958.000	PROFESSIONAL DEVELOPMENT	4,000.00	1,691.00	703.50	2,309.00	42.28
591-536.003-960.000	PERMIT FEES AND LICENSING	4,000.00	1,768.08	0.00	2,231.92	44.20
591-536.003-963.000	INSURANCE	5,000.00	5,401.89	0.00	(401.89)	108.04
591-536.003-970.000	CAPITAL OUTLAY	2,819,490.00	197,339.56	0.00	2,622,150.44	7.00
Total Dept 536.003 - TREATMENT, PUMPING AND STORAGE		3,163,609.48	394,220.42	20,136.66	2,769,389.06	12.46

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DB: Clare

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GL NUMBER	DESCRIPTION	2023-24	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BGD USED
		AMENDED BUDGET	02/29/2024 NORMAL (ABNORMAL)	MONTH 02/29/2024 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 591 - WATER SYSTEM FUND						
Expenditures						
Dept 536.004 - WATER DISTRIBUTION						
591-536.004-702.000	WAGES	133,241.66	80,870.66	9,623.93	52,371.00	60.69
591-536.004-715.001	PAYROLL TAXES	10,192.99	5,826.86	673.52	4,366.13	57.17
591-536.004-716.000	FRINGE BENEFITS	49,720.73	30,917.93	3,760.84	18,802.80	62.18
591-536.004-718.000	RETIREMENT	40,425.69	25,127.37	2,946.01	15,298.32	62.16
591-536.004-727.000	OFFICE SUPPLIES	1,800.00	555.77	119.99	1,244.23	30.88
591-536.004-728.000	OPERATING SUPPLIES	34,700.00	13,267.97	253.48	21,432.03	38.24
591-536.004-741.000	POSTAGE	3,000.00	1,597.96	234.04	1,402.04	53.27
591-536.004-801.000	PROFESSIONAL AND CONTRACTUAL SERVICES	4,500.00	8,975.00	0.00	(4,475.00)	199.44
591-536.004-801.970	DRAIN IMPROVEMENTS	0.00	17,657.63	0.00	(17,657.63)	100.00
591-536.004-931.000	REPAIRS - EQUIPMENT	300.00	0.00	0.00	300.00	0.00
591-536.004-943.640	INTERNAL SERVICE FUND - MOBILE EQUIPMENT	67,100.00	44,736.00	5,592.00	22,364.00	66.67
591-536.004-956.000	MISCELLANEOUS	500.00	0.00	0.00	500.00	0.00
591-536.004-958.000	PROFESSIONAL DEVELOPMENT	1,200.00	263.00	263.00	937.00	21.92
591-536.004-970.000	CAPITAL OUTLAY	77,500.00	22,217.84	2,144.00	55,282.16	28.67
Total Dept 536.004 - WATER DISTRIBUTION		424,181.07	252,013.99	25,610.81	172,167.08	59.41
Dept 536.005 - PRINCIPAL RESPONSIBLE PARTY #1						
591-536.005-702.000	WAGES	44,745.18	28,071.08	3,086.98	16,674.10	62.74
591-536.005-715.001	PAYROLL TAXES	3,423.01	2,115.48	224.11	1,307.53	61.80
591-536.005-716.000	FRINGE BENEFITS	9,351.67	6,290.43	679.93	3,061.24	67.27
591-536.005-718.000	RETIREMENT	11,639.89	7,599.67	811.51	4,040.22	65.29
591-536.005-728.000	OPERATING SUPPLIES	2,000.00	0.00	0.00	2,000.00	0.00
591-536.005-741.000	POSTAGE AND SHIPPING	500.00	46.52	19.98	453.48	9.30
591-536.005-801.000	PROFESSIONAL AND CONTRACTUAL SERVICES	5,000.00	1,206.00	796.00	3,794.00	24.12
591-536.005-801.006	CONTRACTED SERVICES - LABORATORY	10,000.00	4,533.75	1,103.75	5,466.25	45.34
591-536.005-922.000	ELECTRICITY	40,000.00	31,550.67	4,107.77	8,449.33	78.88
591-536.005-923.000	NATURAL GAS	15,000.00	3,282.13	1,828.90	11,717.87	21.88
591-536.005-931.000	REPAIRS - EQUIPMENT	10,000.00	18,210.15	329.46	(8,210.15)	182.10
591-536.005-970.000	CAPITAL OUTLAY	15,000.00	2,613.00	0.00	12,387.00	17.42
Total Dept 536.005 - PRINCIPAL RESPONSIBLE PARTY #1		166,659.75	105,518.88	12,988.39	61,140.87	63.31
Dept 906.000 - DEBT SERVICE						
591-906.000-995.000	INTEREST EXPENSE/AGENT FEES	47,991.20	39,271.25	14,843.12	8,719.95	81.83
591-906.000-995.591	RURAL DEVELOPMENT BOND RESERVE FUNDS	36,160.00	0.00	0.00	36,160.00	0.00
Total Dept 906.000 - DEBT SERVICE		84,151.20	39,271.25	14,843.12	44,879.95	46.67
Dept 999.000 - TRANSFERS (OUT) AND OTHER USES						
591-999.000-801.000	LITTLE TOBACCO INTERCOUNTY DRAIN - MAINS	18,404.39	0.00	0.00	18,404.39	0.00
591-999.000-943.101	TRANSFERS OUT - GENERAL FUND	15,000.00	7,497.33	833.00	7,502.67	49.98
Total Dept 999.000 - TRANSFERS (OUT) AND OTHER USES		33,404.39	7,497.33	833.00	25,907.06	22.44
TOTAL EXPENDITURES		3,872,005.89	798,521.87	74,411.98	3,073,484.02	20.62

PERIOD ENDING 02/29/2024

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GL NUMBER	DESCRIPTION	2023-24	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	02/29/2024 NORMAL (ABNORMAL)	MONTH 02/29/2024 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 591 - WATER SYSTEM FUND						
Fund 591 - WATER SYSTEM FUND:						
TOTAL REVENUES		3,928,382.10	768,286.02	80,122.38	3,160,096.08	19.56
TOTAL EXPENDITURES		3,872,005.89	798,521.87	74,411.98	3,073,484.02	20.62
NET OF REVENUES & EXPENDITURES		56,376.21	(30,235.85)	5,710.40	86,612.06	53.63

PERIOD ENDING 02/29/2024

*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	2023-24	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	02/29/2024 NORMAL (ABNORMAL)	MONTH 02/29/2024 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 636 - DATA PROCESSING						
Revenues						
Dept 000.000 - GENERAL						
636-000.000-664.000	INTEREST AND DIVIDENDS	5.00	170.21	20.63	(165.21)	3,404.20
636-000.000-676.000	REFUNDS AND REIMBURSEMENTS	0.00	21.74	0.00	(21.74)	100.00
636-000.000-676.101	CHARGES FOR SERVICES - GENERAL FUND	27,900.00	18,592.00	2,324.00	9,308.00	66.64
636-000.000-676.206	CHARGES FOR SERVICES - FIRE FUND	2,100.00	1,400.00	175.00	700.00	66.67
636-000.000-676.208	CHARGES FOR SERVICES - PARKS & RECREATIO	700.00	464.00	58.00	236.00	66.29
636-000.000-676.590	CHARGES FOR SERVICES - SEWER FUND	13,900.00	9,264.00	1,158.00	4,636.00	66.65
636-000.000-676.591	CHARGES FOR SERVICES - WATER FUND	13,900.00	9,264.00	1,158.00	4,636.00	66.65
Total Dept 000.000 - GENERAL		58,505.00	39,175.95	4,893.63	19,329.05	66.96
TOTAL REVENUES		58,505.00	39,175.95	4,893.63	19,329.05	66.96
Expenditures						
Dept 228.000 - DATA PROCESSING, INFORMATION TECHNOLOGY						
636-228.000-728.000	SUPPLIES	7,500.00	1,923.56	0.00	5,576.44	25.65
636-228.000-801.000	PROFESSIONAL AND CONTRACTUAL SERVICES	30,000.00	26,084.29	1,602.48	3,915.71	86.95
636-228.000-931.000	REPAIRS - EQUIPMENT	2,500.00	85.00	0.00	2,415.00	3.40
636-228.000-956.000	MISCELLANEOUS	100.00	161.99	0.00	(61.99)	161.99
636-228.000-958.000	PROFESSIONAL DEVELOPMENT	250.00	0.00	0.00	250.00	0.00
636-228.000-963.000	INSURANCE	1,500.00	1,112.27	0.00	387.73	74.15
636-228.000-970.000	CAPITAL OUTLAY	5,000.00	0.00	0.00	5,000.00	0.00
Total Dept 228.000 - DATA PROCESSING, INFORMATION TECHNOLOGY		46,850.00	29,367.11	1,602.48	17,482.89	62.68
Dept 999.000 - TRANSFERS (OUT) AND OTHER USES						
636-999.000-943.101	TRANSFERS OUT - GENERAL FUND	16,000.00	8,252.66	917.00	7,747.34	51.58
Total Dept 999.000 - TRANSFERS (OUT) AND OTHER USES		16,000.00	8,252.66	917.00	7,747.34	51.58
TOTAL EXPENDITURES		62,850.00	37,619.77	2,519.48	25,230.23	59.86
Fund 636 - DATA PROCESSING:						
TOTAL REVENUES		58,505.00	39,175.95	4,893.63	19,329.05	66.96
TOTAL EXPENDITURES		62,850.00	37,619.77	2,519.48	25,230.23	59.86
NET OF REVENUES & EXPENDITURES		(4,345.00)	1,556.18	2,374.15	(5,901.18)	35.82

User: VCORLEW

DB: Clare

PERIOD ENDING 02/29/2024

*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	2023-24	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	02/29/2024 NORMAL (ABNORMAL)	MONTH 02/29/2024 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 640 - DPW EQUIPMENT REVOLVING FUND						
Revenues						
Dept 000.000 - GENERAL						
640-000.000-502.000	FEDERAL GRANTS	0.00	62,300.00	0.00	(62,300.00)	100.00
640-000.000-539.000	STATE GRANTS	62,300.00	0.00	0.00	62,300.00	0.00
640-000.000-630.000	METER REPLACEMENT REVENUES	17,456.65	13,578.21	1,922.80	3,878.44	77.78
640-000.000-660.000	LATE FEES - UTIL	300.00	217.27	25.70	82.73	72.42
640-000.000-664.000	INTEREST AND DIVIDENDS	30.00	519.17	93.88	(489.17)	1,730.57
640-000.000-669.101	EQUIPMENT RENTAL - GENERAL FUND	56,700.00	37,800.00	4,725.00	18,900.00	66.67
640-000.000-669.202	EQUIPMENT RENTAL - MAJOR STREET FUND	77,100.00	51,400.00	6,425.00	25,700.00	66.67
640-000.000-669.203	EQUIPMENT RENTAL - LOCAL STREET FUND	62,700.00	41,808.00	5,226.00	20,892.00	66.68
640-000.000-669.206	EQUIPMENT RENTAL - FIRE DEPARTMENT	3,900.00	2,600.00	325.00	1,300.00	66.67
640-000.000-669.208	EQUIPMENT RENTAL - PARKS AND RECREATION	38,500.00	25,664.00	3,208.00	12,836.00	66.66
640-000.000-669.590	EQUIPMENT RENTAL - SEWER FUND	121,500.00	81,000.00	10,125.00	40,500.00	66.67
640-000.000-669.591	EQUIPMENT RENTAL - WATER FUND	88,300.00	58,872.00	7,359.00	29,428.00	66.67
640-000.000-676.000	REFUNDS AND REIMBURSEMENTS	0.00	291.99	0.00	(291.99)	100.00
640-000.000-692.000	MISCELLANEOUS	0.00	150.00	0.00	(150.00)	100.00
Total Dept 000.000 - GENERAL		528,786.65	376,200.64	39,435.38	152,586.01	71.14
TOTAL REVENUES		528,786.65	376,200.64	39,435.38	152,586.01	71.14
Expenditures						
Dept 441.000 - DEPARTMENT OF PUBLIC WORKS						
640-441.000-702.000	WAGES	76,958.55	48,060.99	5,785.38	28,897.56	62.45
640-441.000-715.001	PAYROLL TAXES	5,887.33	3,472.50	407.34	2,414.83	58.98
640-441.000-716.000	FRINGE BENEFITS	25,763.69	18,969.64	1,887.99	6,794.05	73.63
640-441.000-718.000	RETIREMENT	23,488.54	14,948.59	1,760.19	8,539.95	63.64
640-441.000-727.000	OFFICE SUPPLIES	1,600.00	725.96	165.27	874.04	45.37
640-441.000-728.000	OPERATING SUPPLIES	10,000.00	5,452.92	555.85	4,547.08	54.53
640-441.000-732.000	SUPPLIES - GAS, OIL AND LUBRICANTS	94,600.00	60,474.82	9,865.48	34,125.18	63.93
640-441.000-801.000	PROFESSIONAL AND CONTRACTUAL SERVICES	7,500.00	7,377.74	593.61	122.26	98.37
640-441.000-801.301	VEHICLE REPAIRS - POLICE	7,500.00	613.05	0.00	6,886.95	8.17
640-441.000-850.000	TELEPHONE AND COMMUNICATION	3,800.00	3,183.40	385.31	616.60	83.77
640-441.000-861.000	MILEAGE REIMBURSEMENT	100.00	0.00	0.00	100.00	0.00
640-441.000-900.000	PRINTING & PUBLISHING	200.00	0.00	0.00	200.00	0.00
640-441.000-920.000	SEWER	2,700.00	0.00	0.00	2,700.00	0.00
640-441.000-921.000	WATER	3,000.00	0.00	0.00	3,000.00	0.00
640-441.000-922.000	ELECTRICITY	4,500.00	2,599.10	302.57	1,900.90	57.76
640-441.000-923.000	NATURAL GAS	8,600.00	5,440.44	2,313.32	3,159.56	63.26
640-441.000-930.000	REPAIRS - BUILDINGS AND GROUNDS	25,000.00	3,008.27	82.96	21,991.73	12.03
640-441.000-931.000	REPAIRS - EQUIPMENT	55,000.00	36,344.33	9,396.83	18,655.67	66.08
640-441.000-931.301	EQUIP REPAIRS - POLICE VEHICLES	7,500.00	10,391.70	151.74	(2,891.70)	138.56
640-441.000-956.000	MISCELLANEOUS	800.00	(225.99)	0.00	1,025.99	(28.25)
640-441.000-958.000	PROFESSIONAL DEVELOPMENT	1,500.00	0.00	0.00	1,500.00	0.00
640-441.000-963.000	INSURANCE	12,000.00	9,305.06	0.00	2,694.94	77.54
640-441.000-970.000	CAPITAL OUTLAY	155,961.36	92,187.54	0.00	63,773.82	59.11
Total Dept 441.000 - DEPARTMENT OF PUBLIC WORKS		533,959.47	322,330.06	33,653.84	211,629.41	60.37
Dept 906.000 - DEBT SERVICE						
640-906.000-991.000	PRINCIPAL	48,498.63	49,288.02	0.00	(789.39)	101.63
640-906.000-995.000	INTEREST EXPENSE/AGENT FEES	15,284.25	10,806.94	0.00	4,477.31	70.71

PERIOD ENDING 02/29/2024

*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	2023-24	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	02/29/2024 NORMAL (ABNORMAL)	MONTH 02/29/2024 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 640 - DPW EQUIPMENT REVOLVING FUND						
Expenditures						
Total Dept 906.000 - DEBT SERVICE		63,782.88	60,094.96	0.00	3,687.92	94.22
Dept 999.000 - TRANSFERS (OUT) AND OTHER USES						
640-999.000-943.101 TRANSFERS OUT - GENERAL FUND		2,000.00	747.33	83.00	1,252.67	37.37
Total Dept 999.000 - TRANSFERS (OUT) AND OTHER USES		2,000.00	747.33	83.00	1,252.67	37.37
TOTAL EXPENDITURES		599,742.35	383,172.35	33,736.84	216,570.00	63.89
Fund 640 - DPW EQUIPMENT REVOLVING FUND:						
TOTAL REVENUES		528,786.65	376,200.64	39,435.38	152,586.01	71.14
TOTAL EXPENDITURES		599,742.35	383,172.35	33,736.84	216,570.00	63.89
NET OF REVENUES & EXPENDITURES		(70,955.70)	(6,971.71)	5,698.54	(63,983.99)	9.83

PERIOD ENDING 02/29/2024

*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	2023-24	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	02/29/2024 NORMAL (ABNORMAL)	MONTH 02/29/2024 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 703 - PROPERTY TAX FUND						
Revenues						
Dept 000.000 - GENERAL						
703-000.000-692.000	MISCELLANEOUS	0.00	14,644.36	0.00	(14,644.36)	100.00
Total Dept 000.000 - GENERAL		0.00	14,644.36	0.00	(14,644.36)	100.00
TOTAL REVENUES		0.00	14,644.36	0.00	(14,644.36)	100.00
Fund 703 - PROPERTY TAX FUND:						
TOTAL REVENUES		0.00	14,644.36	0.00	(14,644.36)	100.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		0.00	14,644.36	0.00	(14,644.36)	100.00

PERIOD ENDING 02/29/2024

*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

GL NUMBER	DESCRIPTION	2023-24	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
		AMENDED BUDGET	02/29/2024 NORMAL (ABNORMAL)	MONTH 02/29/2024 INCREASE (DECREASE)	BALANCE NORMAL (ABNORMAL)	
Fund 765 - HATTON TOWNSHIP LANDFILL TRUST FUND						
Revenues						
Dept 000.000 - GENERAL						
765-000.000-664.000	INTEREST	500.00	0.00	0.00	500.00	0.00
Total Dept 000.000 - GENERAL		500.00	0.00	0.00	500.00	0.00
TOTAL REVENUES		500.00	0.00	0.00	500.00	0.00
Fund 765 - HATTON TOWNSHIP LANDFILL TRUST FUND:						
TOTAL REVENUES		500.00	0.00	0.00	500.00	0.00
TOTAL EXPENDITURES		0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES		500.00	0.00	0.00	500.00	0.00
TOTAL REVENUES - ALL FUNDS						
		17,751,578.40	6,048,225.12	757,696.00	11,703,353.28	34.07
TOTAL EXPENDITURES - ALL FUNDS						
		15,203,739.78	7,434,387.37	655,758.43	7,769,352.41	48.90
NET OF REVENUES & EXPENDITURES						
		2,547,838.62	(1,386,162.25)	101,937.57	3,934,000.87	54.41



Airport Manager Report

March 2024

As the weather improves, we are seeing an increase in our fuel sales. We sold 2558 gallons of fuel in February totaling over \$12,500 - the most fuel we have ever sold in a February! We continue to see frequent flights to include business flights from Wisconsin, Ohio, and Pennsylvania. At this sales rate, we will need another load of fuel in early April.

In 2023, the FAA showed that we had 6 jet operations (we had none in 2022). This increase in jet traffic might help justify to MDOT our need for new, 4-box LED PAPI's (pilot approach path indicator lights). We are currently working with Mead & Hunt, our aviation engineering consultants, on this improvement and justification as the design work is due this year for construction in 2025.

We are expecting to have our airport runways and taxi ways re-painted sometime in July/August. We will complete our annual crack sealing project on both runways and taxiways before the MDOT Painting Contractor arrives. More information will be available after MDOT releases the schedule for the construction/repair season.

3-Point Aviation continues conducting their Aviation Ground School each Tuesday night from 6-9 pm in the Terminal Building (20 Feb until 23 April).

Final preparations will be made next week with Parks and Recreation for the upcoming Egg Drop on 30 March – flight volunteers are pilot Mr. Dick Acker and Mr. Alex Murray as the eggbadier.

Thanks!

Gabe Ambrozaitis

48D Airport Manager

“This is a Consent Agenda item and is considered as routine by the City Commission. As such, this matter shall be automatically enacted by one motion with all other Consent Agenda items unless a Commissioner or citizen requests that the item be individually discussed, in which event it shall be removed from the Consent Agenda and considered and acted upon in its designated sequence on the approved Agenda of the Clare City Commission.”

**DEPARTMENT OF PUBLIC WORKS
DEPARTMENT REPORT
FEBRUARY 2024
LUKE POTTER, DIRECTOR**

STREET WORK. We went to Saginaw to get cold patch and did some cold patching and bladed roads on several days this month. We salted highways, major and lots and plowed 4” snow on the 15th, plowed airport on 16th and then plowed and salted 1” snow on the 29th. We hauled snow on a couple days. On the 2nd we repaired street signs and fixed the storm drain at 526 Point Drive. On the 7th we fixed the manhole on Ann Arbor Trail. We did a road sign inventory on the 9th, wrapped stop signs on the 20th, again wrapped stop signs and changed out street signs on the 23rd. We cut a tree down at Wheaton and McEwan on the 13th, and another at 311 W Wheaton on the 21st. Trimmed tree on W State. We re-graveled State Street, poured sidewalk on John R and placed black dirt on tracks at the VFW.

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 located water at the old MMI. And fixed a 6” main break on Forest on the 11th.

CEMETERY WORK: We dug a grave at the catholic cemetery on the 9th. We did a lot of work at Cherry Grove Cemetery this month which included: power washing headstones, fixing the road at the back of the cemetery, turning compost and cleaning up and raking sod. And cleaned the pole barn.

DREDGING: We hauled spoils and pushed spoils at the airport on several days. We fixed the dam gauge and fence on the 26th and worked on the barge the 27th and 28th. We built roads at landing and dump side. We also pulled turbidity curtain at the dam on the 5th.

MISCELLANEOUS WORK: We chipped brush, cleaned, washed and waxed trucks, and cleaned the garage on several days. We installed a sink at the police department. Worked on the DPW bathroom remodel on the 29th. We repaired a hydraulic lead on #20 Loader. We worked at the depot on the 14th. We hung blinds at city hall on the 23 and 28th. We hung St Patrick’s Banners on the 19th and 20th, placed Blarney stone at City Hall on the 21st, rehung banners on the 29 and hung Irish flags. And built driveway at the airport for the egg drop.

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

February 2024

UTILITY WORK ORDERS

<u>WORK ORDER TYPE</u>	<u># OF CUSTOMERS</u>
<i>Service Turned ON</i>	6
<i>Customer Request Off</i>	
<i>Sewer Problems</i>	
<i>Off for Non Payment</i>	7
<i>New Meter</i>	3
<i>New Meter Head</i>	1
<i>Estimated Meters</i>	26
<i>High Usage Check</i>	1
<i>New RF</i>	1
	45

MANNATEC FUEL REPORT FOR PERIOD: FEBRUARY 1-28, 2024

DEPT:	GALLONS REGULAR	TOTAL COST	AVERAGE RATE	GALLONS DIESEL	TOTAL COST	AVERAGE RATE	AMOUNT BILLED
Fire Dept	59.205	152.87	2.582	79.378	257.70	3.246	410.57
Police Dept	664.323	1,710.09	2.574				1,710.09
PD NonFuel							
DPW	328.259	861.97	2.626	708.790	2,301.15	3.247	3,386.67
Parks	54.271	143.06	2.636	24.793	80.49	3.246	
Airport							
W/WWT	388.640	391.18	1.007			#DIV/0!	391.18
Average Rate for Regular:			2.285	Average Rate for Diesel:		#DIV/0!	
						Total Bill:	\$5,898.51

WATER MAIN BREAK REPORT

DATE BREAK NOTED	DATE BREAK REPAIRED	LOCATION OF BREAK	EQUIPMENT COST	LABOR COST	ESTIMATED WATER LOSS PER DAY	X DAYS
02/11/24	02/11/24	Forest Avenue	\$271.37	\$295.86	337[713]	1

EQUIPMENT RENTAL - February 2024

GENERAL FUND

General Operations	101-265.000-943.641	329.32	
Depot	101-265.000-943.641	51.36	
Cemetery	101-276.000-943.641	3,128.24	
Police	101-301.000-943.641	6,033.51	
Parking Lots/Flags	101-441.000-943.641	2,063.48	
Airport	101-537.000-943.641	858.45	
		101-000.000-001	-\$12,464.36 cr

MAJOR STREETS & TRUNKLINES

Trunklines	202-446.001-943.641	0.00	
Tkline Winter Cleanup	202-446.001-943.641	1,318.49	
Major Streets	202-449.000-943.641	2,047.37	
		202-000.000-001	-\$3,365.86 cr

LOCAL STREETS:

203-449.000-943.641		3,201.84	
		203-000.000-001	-\$3,201.84 cr

PARKS & DAM MTS.:

Dam Mts	208-751.001-943.641	0.00	
Parks	208-751.001-943.641	4,119.51	
Dredging	208-741-004-702	1,823.20	
		208-000.000-001	\$0.00 cr

SEWER FUND

Sewer Treatment	590-536.001-943.641	617.00	
Sewer Collection	590-536.002-946.641	2,587.47	
		590-000.000-001	-\$3,204.47 cr

WATER FUND

Water Trmt/Pumping	591-536.003-946.641	456.58	
Water Dist./Meters	591-536.004-946.641	1,101.71	
		591-000.000-001	-\$1,558.29 cr

MOBILE EQUIPMENT FUND

Cash Received	641-000-001	\$29,737.53	
General Fund	641-000-669.101		-\$12,464.36
Major Sts/Tklines	641-000-669.202		-\$3,365.86
Local Sts	641-000-669.203		-\$3,201.84
Parks	641-000-669.208		\$0.00
Sewer	641-000-669.590		-\$3,204.47
Water	641-000-669.591		-\$1,558.29

CONSOLIDATED FUND: Checks Written For:

General Fund	102-000-669.101		\$12,464.36
Major Sts/Tklines	102-000-669.202		\$3,365.86
Local Sts	102-000-669.203		\$3,201.84
Parks	102-000-669.208		\$0.00
Sewer	102-000-669.590		\$3,204.47
Water	102-000-669.591		\$1,558.29

EQUIPMENT RENTAL,	102-000.000-067	\$23,794.82	
<u>ALL DEPOSITS:</u>	102-000.000-001.001		
	102-000.000-067.102		

DPW MANHOUR REPORT FOR: Feb-24

FUND	FUND NAME	REGULAR			TOTAL	OVERTIME			TOTAL	CLERICAL			TOTAL	O/T
101-265.000-702	GF - City Hall		34	13	47.00				0.00				0.00	
	Railroad													
101-276.000-702	Cemetery	15	52.5	56	123.50				0.00	0.5	3	4	7.50	
101-528.000-702	Refuse Collection				0.00				0.00	2.55	12.55	20.4	35.50	
101-441.000-702	Par/Flag/Pk Lot			36.75	36.75			0.5	0.50				0.00	
	DDA Pk Lot	2	27.5	9.75	39.25		0.5	3	3.50				0.00	
101-445.000-702	City Trees/Lites		3	4	7.00				0.00				0.00	
	DDA Trees/Lites		1	8	9.00				0.00				0.00	
101-537.000-702	Airport	3	9.5	7	19.50				0.00				0.00	
202-446.001-702	Roadway Inspection				0.00				0.00				0.00	
	TK Surface Mts				0.00				0.00				0.00	
	TK Shoulder Mts				0.00				0.00				0.00	
	TK Sweeping				0.00				0.00				0.00	
	Drain/Bkslopes				0.00				0.00				0.00	
	TK Signs				0.00				0.00				0.00	
	Snow & Ice		7.5	3.5	11.00		3.5		3.50				0.00	
	Hauling Snow		4		4.00				0.00				0.00	
202-444.002-702	Major Sts Sidewalks				0.00				0.00				0.00	
202-499.002-702	Major Sts Maint.	12	37.5	15.5	65.00				0.00				0.00	
202-499.003-702	Snow & Ice		12	1.5	13.50			2	2.00				0.00	
202-499.004-702	Administration				0.00				0.00	0.5	3	4	7.50	
203-444.002-702	Local Sts Sidewalks			11	11.00				0.00				0.00	
203-499.002-702	Local Sts Maint.	18	44.5	28	90.50				0.00				0.00	
203-499.003-702	Snow & Ice		17.5	6.25	23.75				0.00				0.00	
203-499.004-702	Administration				0.00				0.00	0.5	3	4	7.50	
208-751.000-702	Lake Sham/Dam			4.5	4.50				0.00				0.00	
208-751.000-702	Lake Sham Pks		1	15	16.00				0.00				0.00	
208-751.000-702	Dredging	13	90	75	178.00				0.00				0.00	
590-536.002-702	Sewer	25	43	25	93.00		2		2.00	2.6	15.6	20.8	39.00	
591-536.004-702	Water	2	49	19	70.00		4.5		4.50	2.6	15.85	20.8	39.25	
641-444.000-702	DPW	24	116.5	276	416.50			0.5	0.50	0.75	4.5	5.75	11.00	
	DPW Equip	16	68	2.5	86.50		0.25		0.25				0.00	
	Fire Equip		6	14.5	20.50				0.00				0.00	
	Police Equip		6		6.00		0.75		0.75				0.00	
	Holiday/Funeral				0.00				0.00				0.00	
	OFF TIME	8	79.5	19	106.50				0.00		22.5	0.25	22.75	
TOTALS		138.00	709.50	650.75	1498.25	0.00	11.50	6.00	17.50	10.00	80.00	80.00	170.00	0.00
		1498.25				17.50				170.00				0.00

DPW: PARKS/BLDG & GROUNDS MANHOUR REPORT FOR:

Feb-24

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				25.50											
	Sick	Vacation	8.00	17.50													
	PARKS		6.00	26.50	46.00	78.50				0.00	11.00	54.00	52.00	117.00			0.00
	DDA Work			13.00	5.00	18.00		0.75		0.75		3.00		3.00			0.00
	BLDG & GRUNDS		2.00	23.00	21.00	46.00				0.00	5.00	23.00	20.00	48.00			0.00
101-276.000-702	Cemetery					0.00			0.00				0.00			0.00	
101-265.000-702	Trustees					0.00			0.00				0.00			0.00	
101-537.000-702	Airport Maint					0.00			0.00				0.00			0.00	
						0.00			0.00				0.00			0.00	
						0.00			0.00				0.00			0.00	
			16.0	80.0	72.0	168.0	0.0	0.8	0.0	0.8	16.0	80.0	72.0	168.0	0.0	0.0	0.0
GRAND TOTAL			168.00				0.75				168.00				0.00		

PAY PERIOD: February 2024																		HOURS TOTAL	DOLLAR TOTAL												
EQUIPMENT	2023-24 RATE	101-265-943 General Op	101-265-943 Railroad	101-276-943 Cemetery	101-441-943 Prad/Pig & 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/Backslpnes	202-466.001-943 TK Signs/Signals	202-466.001-943 TK Snow & Ice	202-444.002-943 Mj Sls Sidewalks	202-499.002-943 Mj Sls Preservation	202-499.002-943 Mj Sls Snow & Ice	203-444.002-943 Lo Sls Sidewalks	203-499.002-943 Lo Sls Preservation	203-499.002-943 Lo Sls Snow & Ice	208-751-702 Dam	208-751-702 All Parks	208-751.004-702 Dredging Lake Shamrock	590-536.002-943 Sewer	591-536.004-943 Water					
3 - GMC Pickup	\$16.87			6.00	2.00												7.00			12.00										30.50	514.54
5 - Dodge Pickup	\$13.41				0.50																0.50									1.00	13.41
6 - GMC Pickup	\$13.41																								1.50	26.00				27.50	368.78
7 - Chevy Bucket Truck	\$12.27				12.00	7.00											2.00							2.00						23.00	282.21
8 - Int'l Dump Truck	\$56.15				3.00		2.00								5.00			6.00			3.00				3.00	4.00			26.00	1,459.90	
9 - Ford Dump Truck	\$56.15				6.50		1.00										9.00	4.00		4.00	3.00				7.00				34.50	1,937.18	
10- Sterling Dump Truck	\$56.15				0.75										7.00			4.50		17.50	1.75								31.50	1,768.73	
12- Sterling Dump Truck	\$56.15	3.00			4.00										3.00			2.00			3.00			3.00					18.00	1,010.70	
13- Aerial Lift	\$9.06																4.00			4.00									8.00	72.48	
18- Case Loader	\$42.70			13.00	2.00										1.00									4.00	8.00	1.00	3.00			32.00	1,366.40
20- Hyundai Loader	\$83.83	1.00			9.00										3.50	2.00		0.50			8.50			2.50	4.00				31.00	2,598.73	
23- Root UB Scraper	\$8.29						1.00											4.00			3.00								8.00	66.32	
24- Monroe UB Scraper	\$8.29														2.00			2.00			3.00								7.00	58.03	
25- Root UB Scraper	\$8.29														4.50			3.00			14.00	5.25							26.75	221.76	
39- Chevy Pickup	\$12.27																							22.00						22.00	269.94
53A- Truck Unit	\$56.15			28.00																						1.00	30.00	9.00		68.00	3,818.20
53B- Sewer Washer Unit	\$21.10			28.00																						1.00	30.00	9.00		68.00	1,434.80
59- Ford Utility Truck	\$12.27	3.00	1.00	0.50													1.50				2.00					4.50	18.50			31.00	380.37
73- Wausau UB Scraper	\$8.29						2.00								3.00			4.00			3.00									12.00	99.48
81- Trackless Tractor	\$53.00																								30.25					30.25	1,603.25
82- Snow Plow	\$14.14																								29.50					29.50	417.13
86- Salt Spreader	\$18.81																								0.75					0.75	14.11
89 - Ford Pickup (Parks)	\$13.41																								57.00					57.00	764.37
91- Backpack Leaf Blower	\$3.67																								3.00					3.00	11.01
93 - Kubota Tractor	\$49.16			4.00																					2.50					6.50	319.54
94 - Bucket Attachment	\$5.51																								2.50					2.50	13.78
96- Swenson Spreader	\$13.64				0.75										4.50			1.50												6.75	92.07
97- Chevy Pickup	\$12.27		1.00	1.00	1.00		3.00																	4.00	4.00	2.00	2.00			18.00	220.86
98- Airport Tractor	\$63.47						8.00																							8.00	507.76
100- Snow Box Blade	\$15.07						8.00																							8.00	120.56
105- Ford Pickup	\$13.41	3.00	2.00	7.00	9.50												6.00				12.00	1.00		1.00	4.00	11.00	2.00			58.50	784.49
113 - Toro Push Snow Blower	\$4.89																								4.00					4.00	19.56
1009- Trimmer/Edger	\$4.16																													0.00	0.00
		10.00	4.00	87.50	51.00	7.00	25.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	33.50	2.00	29.50	31.50	0.00	65.50	35.00	0.00	176.00	59.00	78.50	43.50		738.50	22630.42		

PERIOD: February 2024														TOTAL	TOTAL												
EQUIPMENT	2022 RATE	GENERAL OP	DEPOT/SPECIAL EVENTS	CEMETERY	PARADES/FLAGS & pking lots		AIRPORT	TRUNKLINES	MAJOR STREETS	LOCAL STREETS		DAM & ALL PARKS		DREDGING LAKE SHAMROCK		SEWER	WATER		HOURS	DOLLARS							
3 - GMC Pickup	\$16.87			6.00	101.22	2.00	33.74			7.00	118.09	12.00	202.44	3.50	59.05					30.50	514.54						
5 - Dodge Pickup	\$13.41					0.50	6.71					0.50	6.71							1.00	13.41						
6 - GMC Pickup	\$13.41													1.50	20.12	26.00	348.66			27.50	368.78						
7 - Ford Bucket Truck	\$12.27					19.00	233.13			2.00	24.54			2.00	24.54					23.00	282.21						
8 - Int'l Dump Truck	\$56.15					3.00	168.45	2.00	112.30	5.00	280.75	3.00	168.45	3.00	168.45	4.00	224.60			26.00	1,459.90						
9 - Ford Dump Truck	\$56.15					6.50	364.98	1.00	56.15			7.00	393.05			7.00	393.05			34.50	1,937.18						
10 - Sterling Dump Truck	\$56.15					0.75	42.11			7.00	393.05	4.50	252.68							31.50	1,768.73						
12 - Sterling Dump Truck	\$56.15	3.00	168.45			4.00	224.60			3.00	168.45	2.00	112.30	3.00	168.45	3.00	168.45			18.00	1,010.70						
13 - Aerial Bucket	\$9.06									4.00	36.24	4.00	36.24							8.00	72.48						
18 - Case Loader	\$42.70			13.00	555.10	2.00	85.40			1.00	42.70			4.00	170.80	8.00	341.60	1.00	42.70	3	128.10	32.00	1,366.40				
20 - Hyundai Loader	\$83.83	1.00	83.83			9.00	754.47			3.50	293.41	2.50	209.58	8.50	712.56	2.50	209.58	4.00	335.32			31.00	2,598.73				
23 - Root UB Scraper	\$8.29							1.00	8.29			4.00	33.16	3.00	24.87					8.00	66.32						
24 - Root UB Scraper	\$8.29									2.00	16.58	2.00	16.58	3.00	24.87					7.00	58.03						
25 - Root UB Scraper	\$8.29									4.50	37.31	3.00	24.87	19.25	159.58					26.75	221.76						
39 - Chevy Pickup	\$12.27													22.00	269.94					22.00	269.94						
53A - Truck Unit	\$56.15			28.00	1572.20											1.00	56.15	30.00	1684.50	9	505.35	68.00	3,818.20				
53B - Sewer Washer Unit	\$21.10			28.00	590.80											1.00	21.10	30.00	633.00	9	189.90	68.00	1,434.80				
59 - Chevy Pickup 4x2	\$12.27	3.00	36.81	1.00	12.27	0.50	6.14			1.50	18.41	2.00	24.54			4.50	55.22	18.5	227.00			31.00	380.37				
73 - UB Scraper	\$8.29							2.00	16.58	3.00	24.87	4.00	33.16	3.00	24.87					12.00	99.48						
81 - Trackless Tractor	\$53.00													30.25	1603.25					30.25	1,603.25						
82 - Snow Plow	\$14.14													29.50	417.13					29.50	417.13						
86 - Salt Spreader	\$18.81													0.75	14.11					0.75	14.11						
89 - Ford Pickup	\$13.41													57.00	764.37					57.00	764.37						
91 - Backpack Leaf Blower	\$3.67													3.00	11.01					3.00	11.01						
93 - Kubota Tractor	\$49.16			4.00	196.64									2.50	122.90					6.50	319.54						
94 - Bucket Attachment	\$5.51													2.50	13.78					2.50	13.78						
96 - Salt Spreader	\$13.64					0.75	10.23			4.50	61.38	1.50	20.46							6.75	92.07						
97 - Chevy Pickup	\$12.27			1.00	12.27	1.00	12.27	3.00	36.81					4.00	49.08	4.00	49.08	2.00	24.54	2	24.54	18.00	220.86				
98 - Airport Tractor	\$63.47							8.00	507.76											8.00	507.76						
100 - Snow Box Blade	\$15.07							8.00	120.56											8.00	120.56						
105 - Ford Pickup	\$13.41	3.00	40.23	2.00	26.82	7.00	93.87	9.50	127.40			6.00	80.46	13.00	174.33	1.00	13.41	4.00	53.64	11.00	147.51	2	26.82	58.50	784.49		
113 - Toro Push Snow Blower	\$4.89													4.00	19.56					4.00	19.56						
		10.00	329.32	4.00	51.36	87.50	3128.24	58.00	2063.48	25.00	858.45	33.50	1318.49	63.00	2047.37	100.50	3201.84	176.00	4119.51	59.00	1823.20	78.50	2587.47	43.50	1101.71	738.50	22630.42
																				738.50	22,630.42						

February-24		Police		Water		Waste Water		TOTAL	TOTAL
EQUIPMENT	2024 RATES	Department		Treatment		Treatment		HOURS	DOLLARS
1 - 2012 Ford Pickup	\$12.34	0.00		25.00	308.50	33	407.22	58.00	715.72
61- Western Snow Plow	\$14.07	0.00			0.00		0.00	0.00	0.00
47- Lawn Tractor	\$22.72	0.00			0.00		0.00	0.00	0.00
65- Push Mower	\$11.59	0.00			0.00		0.00	0.00	0.00
4 - 2009 Ford Pickup	\$12.34	0.00		12.00	148.08	17	209.78	29.00	357.86
PATROL CARS	\$12.81	471.00	6033.51		0.00		0.00	471.00	6033.51
		471.00	6033.51	37.00	456.58	50.00	617.00	558.00	\$7,107.09

558.00 7,107.09

	1		4		16	
	WA	WWT	WA	WWT	WA	WWT
Feb 1-3	2.5	3.00	2.00	1.00	2.50	3.00
Feb 4-10	6	8.00	3.00	5.00	6.00	8.00
Feb 11-17	6	8.00	3.00	5.00	6.00	8.00
Feb 18-24	6	8.00	3.00	5.00	6.00	8.00
Feb 25-29	4.5	6.00	1.00	1.00	4.50	6.00
	25	33	12	17	25	33

7,107.09

22630.42

\$29,737.51

	46-1	46-2	46-3	46-4	46-5	46-6
END HOURS	9851	18644	25310	18905	3473	1133
START HOURS	<u>9718</u>	<u>18600</u>	<u>25241</u>	<u>18860</u>	<u>3293</u>	747
	133	44	69	45	180	471 Total Hrs

DEPARTMENT OF PUBLIC WORKS- MANHOUR February 2024)

FUND	% OF HOURS	DEPARTMENT	February-24	
			REG.	O/T
GENERAL FUND	3.10%	General Fund	47.00	
	0.00%	Depot		
	8.15%	Cemetery	123.50	
	0.00%	Refuse Collection		
	2.46%	Parades/Flags/Pking Lots	36.75	0.50
	2.82%	DDA Parking Lots	39.25	3.50
	0.46%	City Trees/Lites	7.00	
	0.59%	DDA Trees/Lites	9.00	
	1.29%	Airport	19.50	
TKLINE'S	0.00%	Surface Maintenance		
	0.00%	TK Signs		
	0.00%	TK Sweeping		
	0.96%	Snow & Ice	11.00	3.50
	0.26%	Cleanup winter debris (sand, etc)	4.00	
MAJOR STREETS	4.29%	MJ STS Preservation	65.00	
	1.02%	MJ STS Snow/Ice	13.5	2
LOCAL STREETS	6.70%	LO STS Preservation	101.50	
	1.57%	LO STS Snow/Ice	23.75	
PARKS	0.30%	Lake Shamrock Dam	4.50	
PARKS	1.06%	Lake Shamrock Park work	16.00	
	11.74%	Dredging Lake Shamrock	178.00	
SEWER	6.27%	Collection	93.00	2.00
WATER	4.92%	Distribution & Meter Mts.	70.00	4.50
DPW	27.51%	DPW Admin/Bldg/Equip	416.50	0.50
	5.72%	DPW: Equip	86.50	0.25
	1.35%	FIRE Truck	20.50	
	0.45%	DPW: PD Equipment	6.00	0.75
	0.00%	COVID 19		
	0.00%	Holiday (Birthday)		
	7.03%	PAID TIME OFF:	106.50	
<i>1515.75</i>	100%	TOTALS:	1498.25	17.5

FUND	% OF HOURS	DEPARTMENT	February-24	
			REG.	O/T
DPW Clerical	4.41%	Cemetery Admin	7.5	
	20.88%	Refuse Collection	35.5	
	4.41%	Major Sts Admin	7.5	
	4.41%	Local Sts Admin	7.5	
	22.94%	Sewer Collection	39	
	23.09%	Water Distribution	39.25	
	6.47%	DPW Administration	11	
	0.00%	Holiday (Birthday)		
	13.38%	PAID TIME OFF:	22.75	
170	100%	TOTALS:	170	0

FUND	% OF HOURS	DEPARTMENT	February-24	
			REG.	O/T
FULL TIME EMPLOYEE PARKS WORK	46.52%	Parks Work	78.5	
	11.11%	DDA Work	18	0.75
	27.26%	Bldgs & Grounds	46	
	0.00%	Holiday/Funeral		
	15.11%	PAID TIME OFF	25.5	
168.75	100%	TOTALS:	168	0.75

FUND	% OF HOURS	DEPARTMENT	February-24	
			REG.	O/T
SEASONAL EMPLOYEES	69.64%	PARKS WORK	117	
	1.79%	DDA WORK	3	
	28.57%	BLDG & GROUNDS	48	
	0.00%	TRUSTEE SUPERVISION*		
	0.00%	CEMETERY MAINTENANCE		
	0.00%	DPW		
	0.00%	AIRPORT MAINTENANCE		
168	100%	TOTALS:	168	0

FUND	% OF HOURS	DEPARTMENT	February-24
			REG.
*TRUSTEE WORK AREAS	#DIV/0!		
	#DIV/0!		
	#DIV/0!		
	#DIV/0!		
	#DIV/0!		
0	100%	TOTALS:	0



Monthly Fire Department Activity Report

February 2024 Incident Response:

Monthly Total: 14 Year End Total: 36

February was a relatively quiet month number wise. We responded to 4 vehicle accidents. There were 3 accidents with injuries and 1 accident without injuries. We respond to one vehicle fire that was out on arrival. We respond to report of a shed & barn on fire on Beaverton Rd. between Grant Rd. and 127. On arrival we found a 300' x 300' pile of debris that was fully involved. It was a 40' x 60' pole barn and the 50' X 100' round roof barn that was on fire. The two structures were within a few feet of each other. The Amish were cooking maple sap in the pole barn where the fire started. The fire quickly spread to the barn full of hay. They tried to extinguish the fire with their little extinguishers for some time before we were called. When we arrived, they were still trying to put the fire out. We spent 1.5 hrs. knocking down the fire and a total of 4hrs extinguishing hot spots. We had mutual aid from 4 other departments and had 8 Tenders hauling water. We respond to one mutual aid requests from Isabella NE FD for a structure fire/ Tender only. Other incident as listed. JC

Training:

2.0 hrs. Truck Check

2.0 hrs. Water Supply / Interior attack





Clare Fire Department

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

Incident Reports by Incident Number

Incident	Alarm Date/Time	Incident Type	Address
2400023	2/2/2024 19:17	9002 - Lift Assist	6447 Pleasant View DR, Clare, MI 48617
2400024	2/6/2024 09:49	322 - Motor vehicle accident with injuries	10532 N Mission RD, Clare, MI 48617
2400025	2/8/2024 10:24	322 - Motor vehicle accident with injuries	NB 127 @ MM 164, Clare, MI 48617
2400026	2/8/2024 18:46	111 - Building fire	8010 E. Battle Rd, Rosebush, MI 48878
2400027	2/9/2024 19:03	746 - Carbon monoxide detector activation, no CO	717 Orchard AVE, Clare, MI 48617
2400028	2/9/2024 07:09	444 - Power line down	Beaverton Rd. W. of S. Clare Ave., Clare, MI 48617
2400029	2/12/2024 04:01	112 - Fires in structure other than in a building	408 W Wheaton ST, Clare, MI 48617
2400030	2/17/2024 08:48	424 - Carbon monoxide incident	936 E Ludington DR, Farwell, MI 48617
2400031	2/22/2024 11:23	322 - Motor vehicle accident with injuries	E. Fifth St just W. of Jefferson St., Clare, MI 48617
2400032	2/23/2024 01:52	111 - Building fire	3378 Beaverton RD, Clare, MI 48617
2400032	2/23/2024 01:52	111 - Building fire	3378 Beaverton RD, Clare, MI 48617
2400033	2/23/2024 11:23	6501 - Smell of Gas	43 Spruce DR, Clare, MI 48617
2400034	2/23/2024 19:24	714 - Central station, malicious false alarm	312 McGuirk ST, Clare, MI 48617
2400035	2/26/2024 20:21	131 - Passenger vehicle fire	206 Mary ST, Clare, MI 48617
2400036	2/27/2024 15:06	324 - Motor vehicle accident with no injuries.	EB US 10 / Loomis Rd., Clare, MI 48617

Total Number of Incidents: 14

Incident Alarm Date/Time Incident Type

Address

Report Filter Settings

Report File Name: Incident Reports by Incident Number

Filter Name: Last Month

Filter Expression: (Not Is Null [IncidentNumber]) And ([AlarmDateTime] is between '2/1/2024 00:00' and '2/29/2024 23:59')



Monthly Director's Report, March 2024
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 are determined by what the group wants to play and the group is supplied with coffee and card decks.

Art in Sculpture is a collaboration between Clare Parks and Recreation, Middle Michigan Development Corporation, the Clare County Arts Council, local artist Jeff Best and is headed by C. Santini. The current art pieces will be at their current location until April 30, 2024. Simmer has been manually entering any paper ballots that have come in onto the Survey Monkey site.

St. Patrick's Day activities for 2024 include; The Lucky Leprechaun Storywalk, the Leprechaun Trap Contest and the Irish Pet Photo Contest.

The **Lucky Leprechaun Storywalk** will take place along the Pere Marquette Rail-Trail and will feature the book "How to Catch a Leprechaun" and afterwards the participants will be able to come into the Pere Marquette District Library and search for the Leprechaun Door. The people who find the leprechaun door in the library, will get a small prize. The Irish-themed storywalk will take place from March 4 – March 18, 2024.

The **Leprechaun Trap Contest** is a fun contest for people of all ages to show us who can design and make the best leprechaun trap. The trap that captures the leprechaun will win a prize. The traps can be dropped off February 19 until March 16, 2024.

The **Irish Pet Photo Contest** is currently running and entries will be accepted until Wednesday, March 13, 2024 at 3 p.m. The cost is \$5 to enter and the proceeds from the contest will go to the Spay-Neuter Animal Project (S-NAP) and assist them with their 2024 projects. The winners will be selected by members of the S-NAP and the top three have the opportunity to win one of three prizes. 1st Place - \$50 Clare Cash, 2nd Place - \$25 Clare Cash and 3rd Place \$10 - Clare Cash.

There are multiple storywalk collaborations that are back-to-back for the months of March, April and May. Clare Parks and Recreation made scavenger hunt sheets for the participants to complete while they are on their walk. The participants pick up the sheets at the Pere Marquette District Library and when they return them, they are entered into a prize drawing. The dates are listed on the Clare Parks and Recreation 2024 Outlook Calendar. This is a great way to get people out on the rail-trail.

The **Great EGGstravaganza** (collaboration with the Clare Municipal Airport) will take place on March 30, 2024. The event will be complete with crafts, games, a deejay and three timed egg drops with over 1,800 plastic eggs being dropped from an airplane! The eggs will be able to be recycled in for candy and there will be some specially marked prize eggs that the kids can turn in for prizes donated by local businesses and organizations. Jay's Sporting Goods will have their staff assist with bagging the candy. In addition to the normal scheduled festivities, the Easter Bunny will fly in for a visit and Smokey the Bear will make an appearance with his Clare Fire Department friends! Last year (2023) there were over 850 people who confirmed and registered at the event with over 465 kids in attendance.

Past Programs and Events

Time for Tea was a collaboration between the Pere Marquette District Library and Clare Parks and Recreation. The Alice in Wonderland themed event was held in the lower level of the library on Sunday, February 18, 2024 at 3 p.m. We had hors d'oeuvres from Dairy Phil, tea, punch, pamper crafts and games. Elaine's Hair and Nails was there pampering attendees. There were 40 tickets available for purchase at the Pere Marquette District Library for \$16/pp. Clare High School volunteers dressed up in costume and assisted at the event.

Additional Information

- A. Santini once again held a weekly euchre tournament at Four Leaf Brewing. Euchre was held every Sunday from January 7 – February 25, 2024. Proceeds will go towards the Emerald Isle Recreation Complex for future development.
- Simmer is working with Sinclair Recreation and MDNR on getting PIP (Pour in Place) Surfacing completed at the Emerald Isle Recreation Complex. Currently waiting on consistent temperatures and sign-off from the MDNR.
- 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 is sport related. They will be installed sometime this spring.
- 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 estimated construction start date is 4/1/24. The Clare County Road Commission has started tree removal and clean-up along the trail area.
- Simmer attended the MPARKS Conference in Kalamazoo from February 27 – March 1st.
 - Some sessions that Simmer attended, included; Print and Play – teambuilding and programming session, The Professional Development Roadmap in Parks and Recreation – session that discusses challenges that parks and recreation professionals face and how to use your roadmap to enhance your professional journey, contribute to the field and leave a lasting impact, Get Good at Trees – a MDNR Forestry session about what trees should be planted and the resources available for tree projects, Be a Public Servant, Not a Personal Servant – suggestions on setting boundaries in the profession, how to solve problems and still be able to have personal time, Think Like a Disrupter – disruptions in the industry in a post-COVID landscape and how to embrace and work with the changes and how to identify the issues.
 - Also attended the awards banquet, networking, tradeshow and special meetings held during conference, including Knuckles Knorth group that Clare Parks and Recreation is a part of.
- Working with the Cub Scouts on their annual Earth Day trail clean-up and tour.
- Simmer is working with the school to get Clare Pride Day arranged with the different departments that need/want assistance within the City.
- For Earth Day we will be partnering with the Clare Conservation District and giving away 100 saplings to the first 100 children who come to the Earth Day celebration/walk at the library.

*****NEXT PRAB MEETING IS SCHEDULED FOR TUESDAY, APRIL 16, 2024*****

Time for Tea Event Pictures



CITY OF CLARE POLICE DEPARTMENT

207 W 5th St, Clare, MI 48617 | Phone: (989) 386-2121 | Fax: (989) 386-0440



February 2024 Commission Report

Dear Mr. Howard & City Commission:

With the arrival of milder weather and improved road conditions, our department shifted its focus towards traffic control measures throughout our community. This shift was prompted by the favorable conditions which enabled us to implement a more proactive approach to road safety. Our officers conducted a heightened number of traffic stops during February. A total of 152 traffic stops were made resulting in 24 citations. This figure is notably higher than the typical counts observed during many summer months.

I attended a Chief Convention held in Grand Rapids. This convention provided an invaluable platform for police chiefs from across the state to convene, exchange insights, and glean best practices in law enforcement. The discussions and learnings from this gathering have already begun to inform our strategies here in Clare, as we continuously strive to enhance the effectiveness of our policing efforts.

Looking ahead, we are poised and ready for this years Saint Patrick`s day festivities. We hope for a safe and enjoyable weekend for all.

Thank you for your attention to this report, and please do not hesitate to reach out with any questions or concerns.



Chief David Saad

City of Clare Police Department



CLARE POLICE DEPT

INCIDENTS BY INCIDENT TYPE FEBRUARY 2024

03/12/2024

INCIDENT TYPE	DESCRIPTION	NUMBER THIS TYPE
11001	CSC 1 Penis/ Vagina	1
13001	Non-Aggravated Assault	5
13002	Aggravated/ Felonious Assault	1
13003	Intimidation/ Stalking	4
22001	Burglary - Forced Entry	4
23007	Larceny - Other	1
24001	Motor Vehicle Theft	1
25000	Forgery/ Counterfeiting	1
26001	Fraud - False Pretence/ Swindle/ Confidence Game	3
26006	Fraud - Bad Checks	1
29000	Damage to Property	4
35001	Violation of Controlled Substance	2
38001	Family - Abuse/ Neglect Non-Violent	2
38003	Family - Other	2
42000	Drunkenness - Except OUIL	1
48000	Obstructing Police	1
50000	Obstructing Justice	5
52003	Weapons Offense - Other	3
53002	Public Peace - Other	4
54002	Operating Under the Influence of Liquor or Drugs	1
54003	Traffic Violations	1
57001	Trespass - Other	1
62000	Conservation	1
91001	Juvenile Deliquent	7
93001	Traffic Accident	6
93001CD	Car/ Deer Accident	2
93001PI	Traffic Accident with Injury	2
94001	Valid Alarm Activation	1
94002	False Alarm Activation	9
95001	Accident, Fire	2
98007	Suspicious Persons	11
98008	Lost & Found Property	7
99001	Suicide	3
99003	Missing Persons	3
99008	General Assistance	88
99009	General Non-Criminal	3
ACO	Animal Control Complaint	1
AMBRUN	Ambulance Run	20
BOL	Be On the Look Out	6
GP	GENERAL PATROL	1
MA	Motorist Assist	9
PC	Property Check	235
RD HAZAR	Vehicle/Object Road Hazard	4
REPO	Repo	1



CLARE POLICE DEPT

INCIDENTS BY INCIDENT TYPE FEBRUARY 2024

03/12/2024

INCIDENT TYPE	DESCRIPTION	NUMBER THIS TYPE
SALV INS	SALVAGE INSPECTION	11
TP	TRAFFIC PATROL	65
TR-52	ABANDONED VEHICLE	1
TRANS	Inmate Transport	2
TSTOP	Traffic Stop	152
Total Incidents		702

Ticket Totals Report

From 2/1/2024 12:00:00 AM to 2/29/2024 12:00:00 AM

Agency Name	Voided Ticket Count	Warning Violation Count	Total Ticket Count	Total Violation Count
Clare City Police Dept	3	10	17	24

Auxiliary Division

2024

February	Road Hours	Special Events	Meeting Hours	Training Hours	Other	Monthly Totals
Blackwell, Doug	25.5		0.5	0.5		26.5
Chinavare, Ken	9		0.5	0.5	1	11
Defoy, Mick						0
Fassett, Lori	8		0.5	0.5	1.5	10.5
Gilmore, Travis	8.5		0.5	0.5		9.5
Gregory, Brendan	37		1	1	1	40
Hahn, Bill	8.5		0.5	0.5		9.5
Harger, Greg			0.5	0.5		1
Jenkins, Dan	16.5				1	17.5
Lemke, Shane	8.5		0.5	0.5	0.5	10
Lynch, Steve						0
Marshall, Orrin	12.5		0.5	0.5	0.5	14
Papenfus, Joel			0.5	0.5		1
Pedjac, John	8					8
Winter, Nick	9.5			0.5		10
0						0
0						0
0						0
0						0
0						0
0						0
0						0
0						0
0						0
0						0
0						0
Officer Totals	151.5	0	5.5	6	5.5	168.5

WATER TREATMENT DIRECTOR'S MONTHLY OPERATING REPORT FEBRUARY 2024

Wastewater Treatment Plant

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

- Emerald Coast installed new board in sampler at WWTP
- Resolved issue with effluent sampler
- Removed tree debris from pole barn at WWTP
- Changed valve in WWTP for DI water
- Decanted/pumped sludge
- Changed oil in clarifiers and performed maintenance
- QA/QC on Colilert was performed and successful
- Cleaned out drying beds at WWTP
- Repaired lagoon effluent line
- Washed vehicles

Water Treatment Plant

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

- RCL installed ladder on retention tank at WTP
- Sampled wells for PFAS
- Repaired sampler and leak at booster station
- Repaired sample hydrant at well 8
- Updated cross connection form
- Performed annual laboratory thermometer calibration
- Norm changed oil in fork lift

Landfill

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

- Took landfill report to Central Michigan District Health Department

Administrative Functions

During the month, the following administrative tasks were performed:

- Sven and Josh attended Controls and Implementation class
- Commission approved quote for radio service at lift stations
- Sven, Tom, and Dale attended Joint Expo
- Attended EGLE's MiEHDWIS webinar
- Opened bids for VFD
- Sven was on Workers' Compensation leave
- Receiving quotes for clarifier work

Clare School Liaison Officer Report: Feb-Mar 2023-2024

- Attended three staff/parent meetings
- Responded to seven disruptive student incidents
- Initiated four traffic safety incidents
- Conducted four traffic assists
- Conducted two home visit/welfare/truancy checks
- Conducted three staff/student meetings
- Conducted three parent meetings
- Attended two Wrap Around meetings (DHHS)
- Attended six staff meetings
- Assisted Farwell Liaison Officer with security drills
- Assisted Sheriff's Dept. with Area School, Magnus, and MMCC, security drills
- Conducted two student meetings
- Conducted two general assists to students
- Conducted a security walk around schools buildings and perimeter
- Investigated one suspicious situation, possible marijuana at school (unfounded)
- Conducted three general assists to parents
- Conducted one general assist to school
- Teaching 3rd hour Intro to Flight (drone) class at CHS *** Four students have taken and passed their FAA Remote Pilot test
- Continue to conduct regular foot patrol thru all Clare schools

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

CITY MANAGER REPORT

TO: Mayor Pat Humphrey & Clare City Commission
FROM: Jeremy Howard, City Manager
DATE: March 14, 2024
RE: City Manager's Report

For the Agenda of March 18, 2024

DDA Meeting. The DDA held a meeting on March 14th. They had several items and discussion topics on their agenda which included:

- Discussion regarding ways to better reach DDA District Business Owners
- Approval of the site plan/façade improvement for Jay Trucks and Associates – 600 Pine Street
- Discussed and approved the draft budget for the DDA for FY24/25
- Approval of Financials and Payment of Bills – February 2024

Planning Commission Meeting. The Planning Commission held a meeting on March 13th and had several items on their last agenda which included:

- Appointed a new 2024 Vice Chairperson – Nick Wyman
- Approval of the site plan/façade improvement for Jay Trucks and Associates – 600 Pine Street
- Excused absence for the meeting of March 13th for Ken Hibel

Lake Shamrock Dredging and Dam Project. Mechanical dredging by the City is still paused as well as hydraulic dredging by Savin. As of the writing of this report, we have not received a new permit from EGLE. They had told us they hoped to get it to us the week of the 10th. The Dam feasibility study work is essentially complete and we are now waiting to hear back about additional grant funding to help with the next phases of the project.

Rail Trail. As I have reported previously the Rail Trail Project to complete the “Clare Gap” is slated to start this Spring. It was tentatively scheduled to begin in April but has been moved up to Monday, March 18th. The tentative completion date is the end of July 2024. This project has been in the works for many years and will be a welcome addition to the City and the surrounding communities. The completion of the longstanding “Clare Gap” will allow users continuous access to the shared-use path safely from both the East and West into and through the City of Clare without having to navigate directly on any high-traffic main roads. The establishment of a trailhead along with new signage at the City of Clare Union Railroad Depot building will also be a welcome addition. The City is thankful for all the hard work from city staff and other state and private agencies as well as funding for the project from the Michigan Department of Transportation, Michigan Department of Natural Resources, Michigan Trails Fund, and Friends of Clare County Parks and Recreation, along with private donations, endowments, and fundraisers that helped make up the city’s required matching funds. Attached to this report is the press release from MDOT regarding the project as well as some simple schematic maps showing the path from the Moose Lodge to the Depot.

Equipment Purchases. The new mower purchase for the Cemetery and the new UTV grass rig for the Fire Department will be parked outside of City Hall Monday night for you to check out. Please take a minute either before or after the meeting to take a look at them and ask any questions that you may have regarding these recent purchases.

Attachments:

1. MDOT Rail Trail Press Release.
2. Rail Trail Map of New Path.



Pere Marquette Rail Trail work begins March 18 in Clare County

Michigan DOT sent this bulletin at 03/12/2024 01:22 PM EDT

FOR IMMEDIATE RELEASE

March 12, 2024

MEDIA CONTACT

Caitlyn French
989-573-1274
FrenchC4@Michigan.gov

Pere Marquette Rail Trail work begins March 18 in Clare County

MT. PLEASANT, Mich. - The Michigan Department of Transportation (MDOT) is investing approximately \$2.4 million to build 2.3 miles of shared-use path along M-115 from west of the southern branch of the Tobacco River to Beech Street in Clare County. The project includes bridge rebuilding, concrete sidewalk, drainage, approach, and pavement marking work.

County:

Clare

Highway:

M-115

Closest cities:

Clare

Start date:

Monday, March 18, 2024

Estimated end date:

Wednesday, July 31, 2024

Traffic restrictions:

Traffic will be maintained using single-lane closures with traffic regulators and shoulder closures.

Job numbers:

Based on economic modeling, this \$2.4 million investment is expected to directly and indirectly support 34 jobs.

Safety benefit:

This work will connect the Pere Marquette Rail Trail in Clare County to provide continuous access to shared-use path and outdoor recreation opportunities.

###

Work zones are temporary,
Bad decisions behind the wheel can last forever.



J:\GIS_Client\MI-GD\State_Proj\2200720_Pere Marquette Trail\2200720.mxd - PNE\JD - 11/9/2022 3:07:40 PM



SCALE: 1" = 400'

LEGEND

-  10' Shared Use Path
-  Shared Lane
-  6' Sidewalk

CLARE COUNTY

PERE MARQUETTE STATE TRAIL





SCALE: 1" = 400'

LEGEND

- 10' Shared Use Path
- Shared Lane
- 6' Sidewalk

CLARE COUNTY

PERE MARQUETTE STATE TRAIL



AGENDA REPORT

TO: Mayor Pat Humphrey & Clare City Commissioners
FROM: Diane Lyon, City Clerk
DATE: March 13, 2024
RE: *Communications

For the Agenda of March 18, 2024

***Note: This is a Consent Agenda item and is considered routine by the City Commission. As such, this matter shall be automatically enacted by one motion with all other Consent Agenda items unless a Commissioner or citizen requests this item be individually discussed. In this 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 March 18, 2024.**

FOIA Requests & Responses: Zausmer PC; Tod Nichols.

Election Bills Passed in 2023. For the Commission's information, there were 40 election changes made last year with the majority of those having a February 13, 2024, effective date (right before the February 27 Primary Election). Changes like these, with such short notice, make it extremely challenging for clerks to keep up with election laws and manage elections accordingly in compliance with those laws; but I believe that we do a very good job of it here in the City of Clare, to the credit of my staff and the phenomenal election inspectors who worked the Primary Election.

Email from the Michigan Secretary of State. I received an email from SOS Jocelyn Benson congratulating us on a successful first-ever, early-voting election, and putting us on notice to be ever mindful of the looming threats of AI and efforts to disrupt upcoming elections.

BOE News Update 2024-10: The most recent election news is attached for information.

April Mobile Food Distributions: April's Free Drive-Thru Mobile Food Distribution will take place on April 6, starting at 9:00 am at the Clare County Transit Building in Harrison, MI.

Charter Communications Programming Change: Charter Communications has announced another change to its programming lineup.

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

- Notice for part-time Administrative Assistants in the Clerk's office and at Waste-Water.
- 2024 Single Lot Assessment Notice

Attachments. As noted above.

Diane Lyon

From: FOIA@cityofclare.gov
Sent: Friday, March 8, 2024 2:05 PM
To: FOIA
Subject: New submission from Request for Examination or Copy of Records (FOIA)

Requestor Information	
Name	Carla Valdes
Date of Birth	12/08/1990
Street Address	32255 Northwestern Hwy
City	Farmington Hills
State	MI
Zip Code	48334-1574
Daytime Phone:	(810) 223-7309
Email	cvaldes@zausmer.com
Request Information	
Date/Time of Incident:	na
Type of Incident:	na
Location of Incident:	na
I am requesting the following record(s):	Consumer Confidence Reports (or Drinking Water Quality Reports) for the City of Clare Municipal Water System from the years 2000 to 2021.
I am requesting the above record(s) for:	Copying



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

March 13, 2024

Carla Valdes
Zausmer Law Firm
32255 Northwestern Hwy
Farmington Hills, MI 48334-1574

Phone: 810-223-7309
Email: cvaldes@zausmer.com

RE: **Freedom of Information Act ("FOIA") Request Response to FOIA #2024-020**

Your request for public record(s) under the Michigan Freedom of Information Act ("FOIA"), dated October 9, 2023, and received in this office on October 12, 2023, for the following records is acknowledged: **Consumer Confidence Reports (or Drinking Water Quality Reports) for the City of Clare Municipal Water System from the years 2000 to 2021** is hereby: **Granted in part:**

1. All non-exempt information is being provided to you at this time. Some of the information requested does not exist as it exceeds the retention period.

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

The City of Clare's FOIA Procedures and Guidelines and Summary are available for review on our website at www.cityofclare.gov. 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.

A handwritten signature in black ink that reads "Diane M. Lyon".

Diane M. Lyon
Clare City Clerk & Freedom of Information Coordinator

The City of Clare is an Equal Opportunity Provider and Employer



Diane Lyon

From: FOIA@cityofclare.gov
Sent: Tuesday, March 12, 2024 4:31 PM
To: FOIA
Subject: New submission from Request for Examination or Copy of Records (FOIA)

Requestor Information

Name

Tod Nichols

Date of Birth

10/16/1968

Street Address

21800 Haggerty Rd. Suite 107

City

Northville

State

Michigan

Zip Code

48167-9051

Daytime Phone:

(866) 488-1550

Email

nichols.tod@aoins.com

Request Information

Date/Time of Incident:

10/10/2023 at 18:55

CPD Comp #:

23-637

Type of Incident:

Auto Accident

Location of Incident:

W 5th St. and Maple St. in Clare, Michigan

I am requesting the following record(s):

The complete officer narrative, the accident reconstruction report, and any available dash cam/body cam footage,

I am requesting the above record(s) for:

Inspection

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

Check Here

**ELECTION BILLS PASSED IN THE MICHIGAN LEGISLATURE AND SIGNED BY THE GOVERNOR:
February-December, 2023**

#	Bill Number	Public Act	Date Signed	Description	Effective Date of Implementation
1	SB 13	2	2/2/2023	Moved presidential primary to Feb 27, 2024	2/13/2024
2	SB 259	25	5/2/2023	Absent uniformed services voters may vote by mail or, beginning January 1, 2024, may electronically return a voted ballot to the appropriate city or township clerk. Overseas voters, such as family members of absent uniformed services voters or Federal employees, may vote by mail. Extend the ballot receipt deadline by six days for absent overseas voter ballots.	5/2/2023
3	SB 367	81	7/20/2023	Require a municipality to provide nine consecutive days of early voting, for eight hours per day, for every statewide and Federal election.	2/13/2024
4	SB 370	82	7/20/2023	Modify absentee ballot applications	
5	HB 4696	83	7/20/2023	Add a felony penalty for disclosing an election result from an early voting site before election day.	2/13/2024
6	SB 339	84	7/20/2023	Provide for an online tracking system that notifies absentee voters of the status of their absent voter ballot application or absent voter ballot.	2/13/2024
7	HB 4697	85	7/20/2023	Require a city or township to install at least one absent voter ballot drop box. Require a city or township to have at least one drop box per 15,000 registered electors.	2/13/2024
8	HB 4699	86	7/20/2023	Allow any registered elector to become a permanent mail ballot voter by filling out a single absent voter application to receive absent voter ballots for every future election	2/13/2024
9	SB 373	87	7/20/2023	Allow a current photo identification card issued by a local government to be used for election purposes by including it in the definition of "identification for election purposes" and to define "educational institution".	2/13/2024
10	HB 4702	88	7/20/2023	Increase, from 2,999 active registered electors to 5,000, the maximum size of an election precinct.	2/13/2024
11	HB 4437	119	8/22/2023	\$30 M for implementing Prop 1 and Prop 2. \$46 M - \$18.8 million is appropriated for ongoing staffing and administrative costs and \$27.2 million is appropriated as one-time.	8/22/2023

**ELECTION BILLS PASSED IN THE MICHIGAN LEGISLATURE AND SIGNED BY THE GOVERNOR:
February-December, 2023**

12	HB 4567	184	11/7/2023	No longer require certain ballots to be automatically challenged.	2/13/2024
13	HB 4568	185	11/7/2023	Removes prohibition on hiring transportation to bring voters to a polling place.	2/13/2024
14	SB 470	193	11/8/2023	Extend, from January 1, 2024, to September 1, 2025, the date after which uniformed service voters on active duty and members of the merchant marine may electronically return voted ballots. It also would extend the date accordingly for the SOS's implementation of the electronic ballot return system	2/13/2024
15	SB 572	226	11/22/2023	Would allow precincts that are currently divided to have the division abolished as long as it appears, from an examination of registration records, that the consolidated district would not exceed 4,999 active registered voters, rather than 5,000 as currently. Consolidations must occur at least 120 days before a primary or election	12/29/2023
16	SB 573	227	11/22/2023	Would require city and township election commissions to divide precincts into districts that do not exceed 4,999, rather than 5,000, active registered voters. City and township election commissions must divide precincts in the second year following each federal census. Divisions must occur at least 120 days before the primary election preceding the next general November election	12/29/2023
17	SB 385	251	11/30/2023	Allow clerks to accept election inspector applications through an online portal or by other electronic means	2/13/2024
18	SB 505	252	11/30/2023	Sentencing guidelines for intimidating an election officials	2/13/2024
19	HB 4129	253	11/30/2023	Would make it illegal to intimidate an election official or otherwise prevent election officials from performing their duties	2/13/2024
20	SB 570	254	11/30/2023	Prohibit a county clerk from participating in an election audit if that clerk is a precinct delegate of a political party or an officer or member of a political party's governing body	2/13/2024

**ELECTION BILLS PASSED IN THE MICHIGAN LEGISLATURE AND SIGNED BY THE GOVERNOR:
February-December, 2023**

21	SB 590	255	11/30/2023	Provide a process by which an erroneous certification or determination made by the Board of State Canvassers (BSC) on the results of a presidential election can be remedied by the state supreme court	2/13/2024
22	SB 591	256	11/30/2023	clarify the available procedures by which the results of a presidential election or other election for public office can be challenged in court	2/13/2024
23	SB 594	257	11/30/2023	Modify the procedures under which an individual's identity is verified for the purposes of online voter registration. The law goes into effect June 30, 2025.	2/13/2024
24	HB 4569	258	11/30/2023	Allow eligible individuals who are at least 16 years of age to preregister to vote. Currently, individuals can register to vote at 17.5 years old but are not eligible to cast a ballot until they turn 18.	2/13/2024
25	HB 4695	259	11/30/2023	Modify early voting procedures for election inspectors and tabulators.	2/13/2024
26	HB 4984	260	11/30/2023	Require an application for a driver's license to include space for an applicant to indicate that they are a citizen of the United States but do not have documentation of their citizenship.	The law takes effect June 30, 2025
27	HB 4985	261	11/30/2023	Require an application for a state ID card to include space for an applicant to indicate that they are a citizen of the United States but do not have documentation of their citizenship.	The law takes effect June 30, 2025
28	HB 4986	262	11/30/2023	Remove a provision stating that an application for an enhanced license or enhanced state ID card must allow the applicant to indicate that they decline to use the application as a voter registration application	The law takes effect June 30, 2025
29	HB 5141	263	11/30/2023	Amend the Michigan Campaign Finance Act to prohibit the use of artificial intelligence	2/13/2024
30	HB 5143	264	11/30/2023	Amend the Michigan Campaign Finance Act to define artificial intelligence	2/13/2024
31	HB 5144	265	11/30/2023	Prohibit the distribution of materially deceptive media (commonly known as "deepfakes") with the intention to influence the outcome of an election	2/13/2024
32	HB 5145	266	11/30/2023	Amend the sentencing guidelines to incorporate the new felony of distributing or agreeing to distribute materially deceptive media within five years of an initial violation	2/13/2024

**ELECTION BILLS PASSED IN THE MICHIGAN LEGISLATURE AND SIGNED BY THE GOVERNOR:
February-December, 2023**

33	SB 374	267	11/30/2023	Change the maximum number of electors allowed in a precinct from 5,000 to 4,999 and to require candidates for certain state offices to file financial disclosure reports before taking office.	2/13/2024
34	HB 4983	268	11/30/2023	Require new information to be added to the QVF for each individual who applies for a Michigan-issued driver's license, applies for a state ID card, or is issued a graduated license	The law takes effect June 30, 2025
35	SB 529	269	11/30/2023	Align several of the act's provisions with the federal Electoral Count Reform and Presidential Transition Improvement Act of 2022.	2/13/2024
36	HB 4570	270	11/30/2023	Require the Secretary of State (SOS) to provide and maintain an online absent voter ballot application that allowed qualified and registered electors to request an absent voter ballot for local elections.	2/13/2024
37	SB 613	281	12/8/2023	Enact the "Public Officers Financial Disclosure Act"	2/13/2024
38	SB 614	282	12/8/2023	Enact the "Candidate for Office Financial Disclosure Act"	2/13/2024
39	SB 615	283	12/8/2023	Amend the Michigan Campaign Finance Act to allow a candidate committee to pay a late filing fee under the "Public Officers Financial Disclosure Act" or the "Candidate for Office Financial Disclosure Act"	2/13/2024
40	SB 616	284	12/8/2023	Amend the Michigan Campaign Finance Act to exempt an expenditure allowed by Senate Bill 615 from a prohibition against a candidate committee making expenditures for anything but the furthering of a candidate's nomination or election.	2/13/2024
Sources: www.legislature.mi.gov					

Diane Lyon

From: Michigan Secretary of State <MISOS@govsubscriptions.michigan.gov>
Sent: Wednesday, March 6, 2024 9:38 PM
To: Diane Lyon
Subject: Congratulations on the successful Presidential Primary



March 6, 2024

Dear Clerk Lyon,

Congratulations on your tremendous success holding the first-ever statewide election featuring early voting. Feedback from the one million voters who chose to cast a ballot before Election Day has been overwhelmingly positive, thanks wholly to your diligent preparations. Indeed, your tremendous efforts in advance of the Presidential Primary, and on Election Day last Tuesday, have demonstrated your commitment to our American democracy and provided the voters in your community with convenient options and increased access to the ballot to ensure their voice was heard.

As we look ahead to the remainder of the 2024 election season, it is important to acknowledge the looming threats to our democracy, including the artificial intelligence-fueled spread of misinformation, and anticipated antagonization of election officials and workers. While we brace for renewed efforts and attempts to disrupt elections, the eyes of the nation rest on Michigan to demonstrate well-run, safe, and secure elections in the face of adversity.

I have utmost confidence that you and your fellow clerks are more than up to the task of thwarting these disruption efforts, as we have consistently done in past election cycles. Your demonstration of honor and integrity running Tuesday's election dismantles false narratives and instills confidence in Michigan voters that our election system is safe, secure, and accurate.

So again, congratulations on an important job well done. Our democracy is stronger thanks to you.

Sincerely,

A handwritten signature in blue ink that reads "Jocelyn".

Update your subscriptions, modify your password or email address, or stop subscriptions at any time on your [Subscriber Preferences Page](#). You will need to use your email address to log in. If you have questions or problems with the subscription service, please contact subscriberhelp.govdelivery.com.

This service is provided to you at no charge by [Michigan Department of State](#).

This email was sent to dlyon@cityofclare.org using GovDelivery Communications Cloud on behalf of: Michigan Secretary of State · 430 W. Allegan Street · Lansing, MI 48918 · 1-888-767-6424

Diane Lyon

From: Michigan Bureau of Elections <MISOS@public.govdelivery.com>
Sent: Friday, March 8, 2024 10:33 AM
To: Diane Lyon
Subject: 3/8/24 News Update - August election filing deadlines, May consolidated election, BOE is Hiring, and more

Having trouble viewing this email? [View it as a Web page.](#)



Michigan Bureau of Elections
News Update
for Election Administrators

March 8, 2024

Regular Edition News Update #2024-10

August election filing deadlines

Monday, March 25, 2024, at 5 p.m.	Deadline for incumbent Appeals Court, Circuit Court, District Court, and Probate Court judges to file Affidavit of Candidacy and Affidavit of Identity for the August primary. Withdrawal deadline elapses at 5 p.m. on March 28.
Tuesday, April 23, 2024, at 4 p.m.	Nominating petitions and Affidavits of Identity for partisan and nonpartisan candidates due. Withdrawal deadline elapses at 4 p.m. on April 26.
Monday, April 29, 2024	Deadline for local clerk to forward names and addresses of partisan and nonpartisan candidates to county clerk.
Tuesday, April 30, 2024, at 5 p.m.	Deadline for petitions to place county or local ballot question on the August ballot to be filed with the applicable local or county clerk.
Tuesday, May 14, 2024, at 4 p.m.	Deadline for ballot wording of proposals qualified to appear on August ballot certified to local or county clerks. 168.646a

In this issue:

- August election filing deadlines
- Time change – Daylight Savings Time
- Combining precincts for the May Consolidated Election
- BOE is hiring
- Accessibility spotlight
- Reminders:
 - April 15 is deadline to join/create county or municipal EV agreements
 - Early voting grant laptop warranty

Reminders:

April 15 is deadline to join/create county or municipal EV agreements

Municipalities that provided early voting as a single municipality for the Presidential Primary have until [April 15](#) to enter into a municipal or county agreement to provide early voting for the remaining local, state and



Time change – Daylight Savings Time

Clocks will go ahead one hour at 2 a.m. on Sunday, March 10. Most tabulators and voter assist terminals must be manually adjusted to the correct time. Review the [Time Adjustment Instructions for step-by-step instructions for each vendor system.](#)



Combining precincts for the May Consolidated Election

Jurisdictions that plan to operate a combined precinct per their county's school plan must go to the QVF's Election Geography module to create the combined precinct (and update the polling location if necessary) prior to April 7. Temporarily combining precincts in QVF is a critical step in preparing for Election Day, ensuring that the information in the Election Day e-pollbook and online at Michigan.gov/Vote is accurate.

BOE is hiring

[Training and Election Assistance Departmental Analyst 12 - Lead Worker - Training Programs](#) – This

position is a lead analyst for the Training & Election Assistance Section. As a lead analyst, this position will be responsible for guiding, directing, and reviewing the work of employees within the section. This position will also assist the Training & Elections Assistance Section in handling complex issues that arise within the section, and in creating and implementing new training programs based on best practices in education and training technologies. This position will also develop and adapt training materials for Michigan election officials, conduct training sessions (both online and in person) covering election administration and related technologies/tools, and educate and oversee the performance of Michigan's 1,600+ county and local election officials to ensure proper practices and procedures.

[Training and Election Assistance Departmental Analyst 12 - Lead Worker - Integrating Training](#) –This position is



federal elections in 2024 and 2025. The agreement may be a new agreement or an amendment to an existing agreement, as long as all the parties to that agreement agree to the amendment. BOE recommends municipalities review local turnout data (understanding that turnout in November will increase) and consider this option. Combined sites could provide substantial savings in cost and staffing.

After April 15, the only other change that can be made to an existing agreement in 2024 is withdrawal from the agreement, which is allowed until June 7; a municipality that withdraws during this time must provide early voting as a single municipality for the remainder of 2024 and 2025.

Additional questions about these options may be directed to Elections@Michigan.gov.

Early voting grant laptop warranty

Clerks who received a state-purchased early voting laptop should proactively transfer the warranty to themselves. By transferring the warranty now, a clerk who experiences hardware issues with their early voting grant laptop will be able to immediately contact Dell for support.

1. Locate the laptop's unique Service Tag number [Find the Service Tag of Your Dell Laptop](#).
2. Transfer Dell's registered warranty and ownership to themselves [com/support/assets-transfer/en-us/](https://support.dell.com/support/assets-transfer/en-us/)
3. When completing the transfer, use "State of Michigan – DTMB" as the name, and "48933-2014" as the ZIP code at time of purchase

Contact Dell for hardware support [Contact Support](#)

a lead analyst for the Training & Election Assistance Section. As a lead analyst, this position will be responsible for guiding the work of employees within the section related to the integration of procedural and technical training documents and serve as the liaison with relevant sections of BOE. This position will also assist the Training & Elections Assistance Section in handling complex issues that arise within the section, and in creating and implementing new training programs based on best practices in education and training technologies. This position will also develop and adapt training materials for Michigan election officials, conduct training sessions (both online and in person) covering election administration and related technologies/tools, and educate and oversee the performance of Michigan's 1,600+ county and local election officials to ensure proper practices and procedures.



Accessibility spotlight

BOE is continuing to feature a series of videos, events, links, and articles designed to increase familiarity with general accessibility requirements and best practices.

As election officials, it is critical that we support all individuals' right to vote and provide the necessary resources to help voters feel more engaged and confident.

We believe that this series will be educational and help us all continue to ensure that everyone can vote privately and independently whether they vote at a polling place or at home. We encourage you to review the previous accessibility spotlights and use these videos in your trainings.

In our ninth installment, we are featuring a webinar entitled *Accessibility and Elections: How to Better Serve Voters with Disabilities*. This webinar is hosted by The Elections Group and will take place on March 21 at 12 p.m. Eastern Daylight Time. A panel of experts will discuss accessibility and elections, and the important role that election administrators play in creating an inclusive voting environment. The registration link can be found [here](#).

Helpful Links



Questions? Please contact the Bureau of Elections at 1-800-292-5973 or elections@michigan.gov.

The Bureau of Elections News Update will always be sent to the Clerk and Deputy Clerk email accounts. If other election administrators would like to receive this newsletter as well use the Subscribe link below to have it sent directly to another email account.

It is recommended that you add misos@govsubscriptions.michigan.gov and MISOS@public.govdelivery.com to your safe senders list.



Questions?
[Contact Us](#)

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Free Drive-Through Mobile Food Distribution

Greater Lansing Food Bank- Clare County

Saturday - April 6, 2024

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**
- **Don't forget your registration tag! Lines will be split to speed up distribution.**
- Food will be placed in your trunk/hatchback, so please make room in advance.
- Please stay in your vehicle for registration and food distribution.
- Restrooms will NOT be available.
- If you are not feeling well, please have someone pick up food for you.
- Everyone who is in need of food are welcome to participate.

For more information contact:
Clare County Food Facebook page or
Greater Lansing Food Bank at:

www.greaterlansingfoodbank.org,
GLFoodBank1 (on Facebook) or call 517/908-3680





March 8, 2024

T1 P1 83 *****AUTO**ALL FOR AADC 480
City Of Clare
202 W. Fifth Street
Clare, MI 48617-1490



Re: Charter Communications - Upcoming Changes

Dear Franchise Official:

Spectrum Mid-America, LLC ("Spectrum"), is making its customers aware that **TBN Enlace** has notified us that it will discontinue programming on or around March 18, 2024.

Accordingly, Spectrum will cease carriage of **TBN Enlace** on channel 334 on the Clare, MI channel lineup serving your community. On March 18, 2024, Spectrum will display a slate message that programming is no longer available.

Should you have any questions about this change, please feel free to contact me at (906) 553-7866.

Sincerely,

A handwritten signature in blue ink that reads "Joan Movrich".

Joan Movrich
Manager - State Government Affairs, Michigan
Charter Communications

OFFICE HELP WANTED

The City of Clare is seeking applicants to fill two part-time administrative assistant positions. These positions offer a competitive hourly wage of \$16.26 per hour. The normal work schedule will be twenty to twenty-nine hours per week, Monday through Friday, with occasional evening work. We are seeking high school graduates with some college courses; applicants with a working knowledge of modern office practices, management techniques, procedures, and recordkeeping; a strong background in mathematics and English composition with the ability to write legibly and maintain positive working relationships with fellow employees and the general public. Applicants must also have a good understanding of computer software; and an ability to perform routine work in an accurate, efficient, self-motivated manner. Please submit an application, a letter of interest, a resume, and three current, professional references to the attention of the City Clerk, City of Clare, 202 W. Fifth Street, Clare, Michigan 48617. Applications will be accepted until 8:00 a.m., Monday, March 18, 2024. A job description including the required and desired qualifications is available on the city's website at www.cityofclare.gov or may be picked up at Clare City Hall. The City of Clare is an equal opportunity provider and employer.

Diane Lyon
Clare City Clerk





CITY OF CLARE

202 West Fifth Street | Clare, Michigan 48617-1490

Office 989.386.7541 | Fax 989.386.4508

www.cityofclare.org

CITY HALL

Ph 989.386.7541
Fx 989.386.4508
www.cityofclare.org
Manager x107
Assessor x105
Clerk x106
Treasurer x107

CITY OF CLARE PUBLIC NOTICE

The City Commission of Clare will hold a public hearing on Monday, June 3, 2024, 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, during regular business hours. 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 4 p.m. on the date of the hearing. The City of Clare is an equal opportunity provider and employer.

DEPARTMENT OF PUBLIC WORKS

Ph 989.386.2182 or
989.386.7541 x202
Fx 989.386.4508

UTILITY BILLING

Ph 989.386.7541 x201

Diane Lyon
Clare City Clerk



W/WWT PLANT

Ph 989.386.2521
Fx 989.386.2387

POLICE DEPT. NON-EMERGENCY

Ph 989.386.2121
Fx 989.386.3440

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 989.386.3445
Fx 989.386.4508





PAYABLES REPORT FOR COMMISSIONERS

EXP CHECK RUN DATES 03/06/2024 - 04/01/2024 BOTH JOURNALIZED AND UNJOURNALIZED PAID BANK CODE: CONSO

VENDOR	VENDOR ID	INVOICE #	DESCRIPTION	POSTING DATE	AMOUNT
CONSUMERS ENERGY	1031	20679229711	303 PINECREST ST (01/12/24-0	03/06/2024	32.15
CONSUMERS ENERGY	1031	20705089102	401 HOLLY ST, #4714 01/19/24	03/12/2024	861.78
FIRST NATIONAL BANK OF	6654	8738 031920	CLARK: CONTROL BRD; IND STOR	03/06/2024	4,357.59
MICHIGAN ASSESSING COA	7238	1020	ASSESSING SERVICES: MARCH 20	03/08/2024	2,917.00
RCL CONSTRUCTION CO, I	7252	MSC-222015-	2023 WTR TRTMT FACILITY UPGR	03/13/2024	33,544.09
RCL CONSTRUCTION CO, I	7252	MSC-222015-	2023 WTR TRTMT FACILITY UPGR	03/13/2024	256,542.60
					298,255.21



PAYABLES REPORT FOR COMMISSIONERS

EXP CHECK RUN DATES 03/06/2024 - 04/01/2024 BOTH JOURNALIZED AND UNJOURNALIZED OPEN BANK CODE: CONSO

VENDOR	INVOICE #	DESCRIPTION	Posting Date	Check Run	AMOUNT
ACE HARDWARE	101195/1	PLUMBING PARTS (ELBOW, SLIP,	03/19/2024	03/19/2024	18.59
ACE HARDWARE	101199/1	USB CABLE - FIRE DEPT	03/19/2024	03/19/2024	8.99
AMAZON CAPITAL SERVICES	1MK9-H4LX-VQW	ST. PADDY DECORATIONS - CLERK	03/19/2024	03/19/2024	57.76
AMAZON CAPITAL SERVICES	1VYP-7TP7-GPD	TRI-LOCK SLING SWIVELS; RIFLE	03/19/2024	03/19/2024	28.97
AMAZON CAPITAL SERVICES	1Y74-L4GJ-DNY	SHOOTING EAR PROTECTION; SAFE	03/19/2024	03/19/2024	148.40
AMAZON CAPITAL SERVICES	1LQQ-LWXJ-9JV	BUSINESS CASE W/LOCK; FITNESS	03/19/2024	03/19/2024	958.59
AMAZON CAPITAL SERVICES	1DRH-VQ4V-3PD	MAGPUL QD SLING MOUNT - PD	03/19/2024	03/19/2024	41.09
AMAZON CAPITAL SERVICES	1DVY-WLN9-733	NOTARY STAMP & EMBOSSE (SPRA	03/19/2024	03/19/2024	40.12
AWOL, INC	FEBRUARY 2024	JANITORIAL SERVICES: FEBRUARY	03/19/2024	03/19/2024	3,441.67
BOB'S TIRE STORE	41093	TIRE TUBE - DPW#18	03/19/2024	03/19/2024	139.00
BOLLE BROTHER'S RENTALS	DEPOSIT OVERF	UB refund for account: MAPL-C	03/19/2024	03/19/2024	90.40
BUCCILLI'S PIZZA	03082024	ELECTION INSPECTOR MEALS: 2/2	03/19/2024	03/19/2024	90.39
CLARE AUTOMOTIVE SUPPL	100531063931	ACETYLENE - DPW	03/19/2024	03/19/2024	47.99
CLARE AUTOMOTIVE SUPPL	100531064288	OIL: FULL SYNTHETIC (2); PRIM	03/19/2024	03/19/2024	14.27
CLARE AUTOMOTIVE SUPPL	100531064728	3/" BULK LOOM; 100 CABLE TIES	03/19/2024	03/19/2024	12.99
CLARE AUTOMOTIVE SUPPL	100531064497	RED GREASE TUBE - FD	03/19/2024	03/19/2024	5.99
CLARE AUTOMOTIVE SUPPL	100531064431	BALL HITCH, PIN, BALL, MARKE	03/19/2024	03/19/2024	111.98
CLARE AUTOMOTIVE SUPPL	100531064751	4HEAT SHIELD TERMINALS - FD	03/19/2024	03/19/2024	2.88
CLARE AUTOMOTIVE SUPPL	100531064165	MARKER LIGHTS, WIRING, FUSES	03/19/2024	03/19/2024	247.70
CLARE AUTOMOTIVE SUPPL	100531064200	12V CHANGE OVER; PIGTAIL SOCK	03/19/2024	03/19/2024	28.56
CLARE AUTOMOTIVE SUPPL	100531063153	BLOWER MOTOR & PUMP - CPD #46	03/19/2024	03/19/2024	171.67
CLARE AUTOMOTIVE SUPPL	100531063358	FRONT HUB - CPD 46-1	03/19/2024	03/19/2024	301.59
CLARE AUTOMOTIVE SUPPL	100531063450	RADIATOR - DPW	03/19/2024	03/19/2024	254.87
CLARE AUTOMOTIVE SUPPL	100531063460	UNIVERSAL RADIATOR ADAPTER -	03/19/2024	03/19/2024	68.09
CLARE AUTOMOTIVE SUPPL	100531063526	RETURN: RADIATOR (1063450); E	03/19/2024	03/19/2024	-350.76
CLARE AUTOMOTIVE SUPPL	100531063527	OXYGEN - DPW SHOP	03/19/2024	03/19/2024	50.99
CLARE AUTOMOTIVE SUPPL	100531063529	CUT-OFF WHEELS; WELDING ROD	03/19/2024	03/19/2024	38.76
CLARE AUTOMOTIVE SUPPL	100531063771	MID-WEST NUTS - DPW #37	03/19/2024	03/19/2024	2.15
CLARE AUTOMOTIVE SUPPL	100531063894	MID-WEST NUTS - DPW #37	03/19/2024	03/19/2024	3.54
CLARE COUNTY COMMUNITY	APRIL 2024	CODE ENFORCEMENT SERVICES: AF	03/19/2024	03/19/2024	1,500.00
CLARE COUNTY REVIEW	10826	NOTICES: USDA GRNT, BD OF REV	03/19/2024	03/19/2024	670.00
CLARE COUNTY SHERIFF DE	3042024	PD MODEMS, CELL PHONES & AVL'	03/19/2024	03/19/2024	497.80
CLARE HARDWARE	449969	EQUIPMENT REPAIR PARTS - FD	03/19/2024	03/19/2024	410.62
CLARE HARDWARE	449729	90D ELBOW - DPW	03/19/2024	03/19/2024	6.49
CLARE HARDWARE	449723	ROCKITE CEMENT 10# - DDA	03/19/2024	03/19/2024	26.49
CLARE HARDWARE	449677	PAINT & ROLLER - PARKS/REC	03/19/2024	03/19/2024	73.97
CLARE HARDWARE	450024	PIPE, ELBOWS, NIPPLES, BALL V	03/19/2024	03/19/2024	66.03
CLARE HARDWARE	450027	ELBOW; RET: NIPPLE (INV 45002	03/19/2024	03/19/2024	-1.00
COUNTY WIDE SEPTIC, LLC	1186370	FEB '24 PORTA-JON SERVICE: SH	03/19/2024	03/19/2024	150.00
CSI EMERGENCY APPARATUS	70094	FD LADDER 45: ANNUAL INSPECTI	03/19/2024	03/19/2024	2,651.24



PAYABLES REPORT FOR COMMISSIONERS

EXP CHECK RUN DATES 03/06/2024 - 04/01/2024 BOTH JOURNALIZED AND UNJOURNALIZED OPEN BANK CODE: CONSO

VENDOR	INVOICE #	DESCRIPTION	Posting Date	Check Run	AMOUNT
DORNBOS SIGN & SAFETY	INV74649	ROAD SIGN - DPW	03/19/2024	03/19/2024	66.35
DTE ENERGY	03182024 3680	207 W 5TH ST (01/25/24-02/23/03/18/2024	03/18/2024	03/18/2024	899.87
DTE ENERGY	03182024 3692	202 W FIFTH (01/25/24-02/23/203/18/2024	03/18/2024	03/18/2024	569.90
DTE ENERGY	03182024 1145	1532 N MCEWAN ST (01/25/24-02/03/18/2024	03/18/2024	03/18/2024	130.08
DTE ENERGY	03182024 1158	11175 S EBERHART AVE (01/25/203/18/2024	03/18/2024	03/18/2024	679.62
DTE ENERGY	03182024 1171	305 MAPLE ST (01/25/24-02/23/03/18/2024	03/18/2024	03/18/2024	160.96
DTE ENERGY	03182024 1184	305 MAPLE ST APT FP (01/25/2403/18/2024	03/18/2024	03/18/2024	110.24
DTE ENERGY	03182024 1199	1551 MCEWAN (01/25/24-02/23/203/18/2024	03/18/2024	03/18/2024	57.05
DTE ENERGY	03182024 2413	4715 COLONVILLE RD (01/25/24-03/18/2024	03/18/2024	03/18/2024	62.23
DTE ENERGY	03182024 2242	201 W 4TH (01/25/24-02/23/24)03/18/2024	03/18/2024	03/18/2024	170.62
DTE ENERGY	03182024 6605	307 MAPLE ST (01/25/24-02/23/03/18/2024	03/18/2024	03/18/2024	1,740.65
FAMILY FARM & HOME	005100/Q	RUBBER STALL MAT - DDA	03/19/2024	03/19/2024	54.99
FAMILY FARM & HOME	5102/Q	FITTING 3" BULKHEAD; RATCHET	03/19/2024	03/19/2024	47.97
FAMILY FARM & HOME	5099/Q	ELBOW; COUPLING - FIRE DEPT	03/19/2024	03/19/2024	14.98
FAMILY FARM & HOME	005105/Q	RATCHET TIE DOWN - FD	03/19/2024	03/19/2024	10.99
FERGUSON WATERWORKS #3	0182590-2	12 METER PARTS - DPW/WATER	03/19/2024	03/19/2024	228.32
FORWARD INTELLECT LLC	2024-01-337	CITY CAMERAS - PD	03/19/2024	03/19/2024	299.99
FOUR SEASONS EXTERMINA	425428	MONTHLY PEST MAINTENANCE SERV	03/19/2024	03/19/2024	125.00
GFL ENVIRONMENTAL	0064969763	MARCH-24 COLLECTION	03/19/2024	03/19/2024	15,138.00
GILBOE'S LOCK & SAFE SI	117795	ETDL ALARM LOCK (INSTALL & PF	03/19/2024	03/19/2024	1,266.50
GRAINGER	9033677866	PAPER TOWELS & FACIAL TISSUE	03/19/2024	03/19/2024	528.51
GRAINGER	9034940149	5 PARKING CURBS - WWTP	03/19/2024	03/19/2024	475.02
GRAND TRAVERSE RUBBER	471653	2" WATER HOSES (4); CAMLOCK;	03/19/2024	03/19/2024	27.82
GRAND TRAVERSE RUBBER	471698	AIR HOSE; NIPPLE; CAMLOCKS; F	03/19/2024	03/19/2024	35.10
HACH COMPANY	13945562	LAB SUPPLIES - WWTP	03/19/2024	03/19/2024	193.90
HOERAUF AND NEVILL, P.C	53366	LEGAL SERVICES: FEB 2024	03/19/2024	03/19/2024	1,156.25
KENT COMMUNICATIONS	332099	ASSESSMENT NOTICES & POSTAGE	03/19/2024	03/19/2024	259.98
LACAL EQUIPMENT, INC	0405522-IN	WATER LEVEL SENDER; SHUTTER S	03/19/2024	03/19/2024	1,348.57
MAURER'S TEXTILE RENTA	2830367	YODER UNIFORMS - DPW	03/19/2024	03/19/2024	33.85
MICHIGAN CONFERENCE OF	04012024	HEALTH INSURANCE: APRIL 2024	03/19/2024	03/19/2024	41,794.80
MILL BROOK WATER COMPA	13330	5GAL BOTTLED WATER (4 BTLS) -	03/19/2024	03/19/2024	29.00
MILLER'S GENERAL REPAIR	23522	WATER PUMP - FD #1849	03/19/2024	03/19/2024	611.00
MYMICHIGAN HEALTH	700000315 040	SERVICES: 3003020675; 3003006	03/19/2024	03/19/2024	106.00
PAT HUMPHREY	03052024-PH	ELECTRONIC COMMUNICATION SERV	03/19/2024	03/19/2024	25.00
ROBBIN HARSH EXCAVATING	23921	OVERSIZED CRUSHED CONCRETE 18	03/19/2024	03/19/2024	593.46
ROBERT BONHAM	03052024-RB	ELECTRONIC COMMUNICATION SERV	03/19/2024	03/19/2024	25.00
SCIENTIFIC BRAKE & EQU	030272813	2 RED MARKER LIGHTS - FD	03/19/2024	03/19/2024	13.40
SEITER BROTHERS LUMBER	107257	DOOR STOP - DPW	03/19/2024	03/19/2024	34.60
STATE OF MICH WITHHOLD	FEBRUARY 2024	W/H & SALES/USE TAX: FEB '24	03/19/2024	03/19/2024	5,830.68



PAYABLES REPORT FOR COMMISSIONERS

EXP CHECK RUN DATES 03/06/2024 - 04/01/2024 BOTH JOURNALIZED AND UNJOURNALIZED OPEN BANK CODE: CONSO

VENDOR	INVOICE #	DESCRIPTION	Posting Date	Check Run	AMOUNT
STATE OF MICHIGAN	99R2401114	ELEVATOR OPERATION CERTIFICATE	03/19/2024	03/19/2024	285.00
SUMMIT FIRE PROTECTION	133027566	FIRE EXTINGUISHER - AIRPORT	03/19/2024	03/19/2024	150.00
TEAMSTERS LOCAL #214	APRIL 2024	DUES: HOURLY/SUPERVISOR - APF	03/19/2024	03/19/2024	695.00
TRACE ANALYTICAL LABOR	4030369	4 WATER SAMPLE TESTS - WWTP	03/19/2024	03/19/2024	1,612.00
TRACE ANALYTICAL LABOR	4030370	2 WATER SAMPLE TESTS - WWTP	03/19/2024	03/19/2024	837.00
USA BLUE BOOK	INV00300242	CHART PAPER (1 BOX) - WWTP	03/19/2024	03/19/2024	82.25
USA BLUE BOOK	INV00295084	LAB SUPPLIES - WWTP	03/19/2024	03/19/2024	324.60
VC3 INC	141889	MICROSOFT 365 LICENSES: MARCH	03/19/2024	03/19/2024	20.00
VC3 INC	141890	CLOUD DATA RECOVERY: MARCH '20	03/19/2024	03/19/2024	16.00
WITBECK'S FAMILY FOODS	007-00336865	ELECTION SNACKS & DRINKS - CI	03/19/2024	03/19/2024	49.77
WITBECK'S FAMILY FOODS	011-00369586	ELECTION DRINKS	03/19/2024	03/19/2024	6.94

Open Payables Total: 91,163.68

Paid Payables Total: 298,255.21

CITY COMMISSION APPROVAL:

Grand Total: 389,418.89

AGENDA REPORT

TO: Mayor Pat Humphrey & Clare City Commissioners
FROM: Diane Lyon, City Clerk
DATE: March 18, 2024
RE: *Professional & Education Training Opportunities

For the Agenda of March 18, 2024.

***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 March 18, 2024.**

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

Share this page

Virtual Newly Elected Officials Training

Newly Elected Officials Training - Virtual **April 6, 2024** **Virtual - Zoom**

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

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

About the Speakers

League Staff, Experienced Elected Officials, & Plante Moran

Agenda

8:30 am Welcome and Introduction

12:25 pm Adjourn

Breaks and breakout discussions are included within the agenda

Cost Per Person

Registration Fee:

Members - \$95

Nonmembers - \$170

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

Location

Zoom links for virtual events will be sent out two weeks, one week, and the day before the event. Please save this link,

If you do not receive your link, please first check your spam folder, then contact events@mml.org for further assistance.

Education Credits Approved For This Program

3 EOA

Cancellation Policy

All cancellations must be submitted in writing either by email to registration@mml.org. No refunds will be given for cancellation requests received after **3/29/2024**. For a full list of registration policies, [click here](#).

When: 4/6/2024 - 4/6/2024

Sign In

Username

Password

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[Sign In](#)

Forgot [my password](#) or [my username](#)

[Create a new account](#)

Education & Events

Jump to...



League Calendar

[Sign up to receive the Leading Edge Newsletter](#)

DATE	EVENT	LOCATION
2024		
Mar 11	LEAGUE EVENT: Live with the League	Cancelled
Mar 12	MAMA Advanced Institute	Lansing
Mar 12-	LEAGUE EVENT: CapCon	Lansing

Apr 6	LEAGUE EVENT: Newly Elected Official Training	Virtual
Apr 8	LEAGUE EVENT: Live with the League	Virtual
Apr 22	LEAGUE EVENT: Live with the League	Virtual
May 13	LEAGUE EVENT: Live with the League	Virtual
May 17-18	LEAGUE EVENT: Core Elected Officials Academy Spring Summit	Mt. Pleasant
May 17-18	LEAGUE EVENT: Advanced Elected Officials Academy Spring Summit	Mt. Pleasant
Jun 10	LEAGUE EVENT: Live with the League	Virtual
Jun 20	Michigan Municipal League CMU Virtual Infosession	Virtual
Jun 21-22	MAMA-GLS Joint Meeting	Mackinac Island
Jun 24	LEAGUE EVENT: Live with the League	Virtual
Jul 8	LEAGUE EVENT: Live with the League	Virtual
Jul 16-19	MME Summer Workshop	Marquette
Jul 22	LEAGUE EVENT: Live with the League	Virtual
Aug 7-9	MAM Summer Workshop	Big Rapids

Sep 9	LEAGUE EVENT: Live with the League	Virtual
Sep 11-13	LEAGUE EVENT: Convention	Mackinac Island
Sep 23	LEAGUE EVENT: Live with the League	Virtual
Sep 28	MAMA Fall Law Program	Lansing
Oct 7	LEAGUE EVENT: Live with the League	Virtual
Oct 21	LEAGUE EVENT: Live with the League	Virtual
Nov 11	LEAGUE EVENT: Live with the League	Virtual
Nov 25	LEAGUE EVENT: Live with the League	Virtual
Nov 30	LEAGUE EVENT: Newly Elected Officials Academy	Lansing
Dec 9	LEAGUE EVENT: Live with the League	Virtual
Dec 13	LEAGUE EVENT: Newly Elected Officials Academy	Virtual
2025		
Mar 18-19	LEAGUE EVENT: CapCon	Lansing
Sep 17-19	LEAGUE EVENT: Convention	Grand Rapids

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Core Elected Officials Academy: Spring Summit

Sign In

Elected Officials Academy Core Summit - Spring

Join us for a transformative experience at the Elected Officials Academy (EOA) Core Summit, a premier training seminar designed to empower local elected officials with the foundational knowledge, skills, and strategies needed to navigate the dynamic landscape of public service. This summit is your gateway to a comprehensive curriculum that covers fundamentals of leadership, financial management, and planning and zoning.

Delve into the intricacies of councilmember, mayor/president, and city manager roles, and master the nuances that define effective community leadership. Participants will also examine the Uniform Budgeting and Accounting Act, decipher the complexities of tax and revenue sharing, and acquire the skills to make informed zoning decisions.

Join us for this conveniently condensed Core Summit, earn the core credits required to complete Level One of the Academy, and emerge empowered to lead with confidence.

More about the Elected Officials Academy:

As you continue expanding your understanding of local issues to best serve your community, the Elected Officials Academy is here to link you with exclusive educational opportunities—and recognize your efforts along the way.

The EOA is a free program designed to meet the needs of dedicated public servants. Elected officials earn credits by taking League and other courses, attending conferences, serving on committees, advocating on League issues, and more. Sign up and learn more here: <https://mml.org/education-events/elected-officials-academy/>

Agenda

Friday, May 17, 2024

Check-in 4:30 pm; A light dinner; Begin 6:00 pm;?Adjourn 9:00 pm?

Saturday, May 18, 2024

Check-in 7:30 am; Begin 8:00 am; Lunch; Adjourn 3:00 pm

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

Cost Per Person:

League Member communities, \$260

Nonmember Government, \$320

Location Information:

Holiday Inn & Suites Mount Pleasant

5278 E. Pickard St.

Mount Pleasant, MI 48858

Education Credits Approved For This Program

8 EOA

When:

5/17/2024 - 5/18/2024

Where:

Holiday Inn & Suites Mount Pleasant

5278 E. Pickard St

Mount Pleasant, MI 48858

Username

Password

Remember me on this computer

[Sign In](#)

Forgot [my password](#) or [my username](#)

[Create a new account](#)

When: 5/17/2024 - 5/18/2024

Where: Mt. Pleasant, MI

[Shop](#)

Connect With Us

Contact Us

info@mml.org



American Planning Association
Michigan Chapter

Creating Great Communities for All

Upcoming Events

March 2024

Nonconformities Workshop

Thu
14
2024

March 14, 2024
6:00PM - 8:00PM

Via Zoom

[view event details](#) ▶

Zoning Ordinance: A to Z

Tue
19
2024

March 19, 2024
1:00PM - 3:00PM

Virtual

[view event details](#) ▶

Advanced ZBA: Beyond the Fundamentals

Tue
19
2024

March 19, 2024
6:00PM - 8:00PM

Virtual

[view event details](#) 

Planning and Zoning Essentials Workshop

Thu
21
2024

March 21, 2024
11:30AM - 4:30PM

Bavarian Inn Lodge 1 Covered Bridge Lane Frankenmuth, MI 48734 (989) 652-7200

[view event details](#) 

Housing Supply, Choice & Affordability

Thu
21
2024

March 21, 2024
5:30PM - 8:00PM

Bavarian Inn Lodge 1 Covered Bridge Lane Frankenmuth, MI 48734 (989) 652-7200

[view event details](#) 

Planning and Zoning Essentials Workshop Part One

Tue
26
2024

March 26, 2024
6:00PM - 8:00PM

Via Zoom

[view event details](#) 

Planning and Zoning Essentials Workshop Part Two

Wed
27
2024

March 27, 2024
6:00PM - 8:00PM

Via Zoom

[view event details](#) 

April 2024

Michigan Chapter Networking Reception at APA's National Planning Conference

Sun
14
2024

April 14, 2024
7:00PM - 9:00PM CST

Finnegans Pub, 817 5th Avenue South Minneapolis, MN 55404

[view event details](#) 

May 2024

Deadline for Planning Excellence Award Nominations

Fri
3
2024

May 3, 2024

[view event details](#) 

2024 Spring Institute

Wed
8
2024

May 8, 2024
8:30AM - 4:30PM EDT

Resilience Summit

East Lansing Marriott

[view event details](#) 

Deadline for Planning Leadership Award Nominations

Fri
10
2024

May 10, 2024

[view event details](#) 