



CITY OF CLARE

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CLARE CITY COMMISSION

Monday, September 19, 2016

6:00 pm

AGENDA

1. **CALL TO ORDER**
 - A. Pledge of Allegiance
 - B. Roll Call
2. **CONSENT AGENDA** – All items listed with an asterisk (*) are considered to be routine by the City Commission and shall be enacted by one motion. There will be no separate discussion of these items unless a Commissioner or citizen requests to do so, in which event the item shall be removed from the General Order of Business and considered in its normal sequence on the agenda.
3. ***APPROVAL OF MINUTES**
4. ***APPROVAL OF AGENDA**
5. **PUBLIC COMMENT**
6. **OLD/UNFINISHED BUSINESS** – None
7. **NEW BUSINESS**
 - A. Private Well Request – Lone Pine Motel
 - B. Proposal for Voice & Fiber-Based Services
 - C. Halloween Trick or Treat Hours
 - D. Authority to Purchase Fork Truck
 - E. Authorization to Purchase SCADA Equipment
 - F. ***Board & Committee Appointment – Clare DDA (Mr. Dean Doherty)**
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. **ADJOURNMENT**

The regular meeting of the Clare City Commission was called to order at 6:00 p.m. in the Commission Chambers by Mayor Pat Humphrey who led the Pledge of Allegiance. Present were: Commissioners Bob Bonham, Pat Humphrey, Carolyn (Gus) Murphy, Karla Swanson and Jean McConnell. Absent: None. Also present were Ken Hibl, City Manager; Steven Kingsbury, Treasurer and Finance Director; Joy Simmer, Parks & Recreation Director; Al Jessup, Department of Public Works Director; and Diane Lyon, City Clerk.

2. CONSENT AGENDA:

Moved by Commissioner McConnell second by Commissioner Swanson to approve the items listed with an asterisk (*) (Amended Agenda, Minutes, Communications, and Bills) that are considered to be routine by the City Commission. Ayes: All. Nays: None. Absent: None. *Motion Carried.*

3. *APPROVAL OF MINUTES:

Approved By Consent Agenda.

4. *APPROVAL OF AGENDA:

Approved By Consent Agenda.

5. PUBLIC COMMENT: Mayor Humphrey clarified the meaning of the public comment and public hearing segments of a public meeting, offering that the public comment period is the portion of a meeting where the public may make a statement or comment to the Commission; it is not an opportunity for open forum discussion between the public and the City Commission.

The public hearing segment of a public meeting is a time in which the City Commission will take public comment or questions related to the agenda topic for which the public hearing was called; this is the only time during the public meeting in which discussion may take place between the public and the City Commission and shall only relate to the topic of the hearing.

6. UNFINISHED BUSINESS: None.

7. NEW BUSINESS:

A. ANNUAL REVIEW & RENEWAL OF TITLE VI PLAN & POLICY

MDOT requires that all recipients (we are) of Federal-aid highway funds are required to have a Title VI Plan and Policy. The respective Plan and Policy is required to be submitted to MDOT for review and is required to be renewed annually by the governing body of the respective governmental entities. The City Commission was asked to review and renew our Plan and the Policy to ensure our compliance with Federal and State requirements.

Motion by Commissioner Swanson second by Commissioner Bonham to approve the Title VI Plan & Policy by adoption of Resolution 2016-096. Roll call vote: Yeas: Commissioners Bob Bonham, Pat Humphrey, Carolyn (Gus) Murphy, Jean McConnell, and Karla Swanson. Nays: None. Absent: None. *Motion Carried.*

B. APPOINTMENT OF MERS DELEGATES

The Michigan Employees Retirement System (MERS) will hold its annual conference in Traverse City, Michigan on September 28th and 29th. The City Commission has traditionally sent two delegates to the conference, an employee representative elected by the City's employees to represent their interests at the conference, and a management delegate (traditionally, the City Treasurer) to represent management's interests at the conference.

Through individually cast ballots the City employees have elected Sarah Schumacher as their primary delegate and Luke Potter as their alternate representative. City Treasurer Steven Kingsbury will be in final preparation for the City's annual audit so City Clerk Diane Lyon has agreed to attend on behalf of the City as its management representative and Steve has agreed to serve if needed as the alternate management representative. The City Commission is asked to formally designate these individuals to represent the respective elements of the City at the annual conference. MERS

requires the City's delegates be appointed by the respective municipal governing body in order to vote on policy matters presented to the delegation for decision.

Motion by Commissioner Murphy second by Commissioner Swanson to appoint Sarah Schumacher as the primary employee delegate and Luke Potter as the alternate employee delegate and Diane Lyon as the management representative and Steven Kingsbury as the alternate management representative to attend the 2016 annual MERS Conference by adoption of the proposed Resolution 2016-097. Roll call vote: Yeas: Commissioners Bob Bonham, Pat Humphrey, Carolyn (Gus) Murphy, Jean McConnell, and Karla Swanson. Nays: None. Absent: None. *Motion Carried.*

C. COLONVILLE ROAD IMPROVEMENT PROJECT GRANT CLOSURE

The City received a Community Development Block Grant (CDBG) in 2014 to improve Colonville Road from a two-lane, seasonal road to a Class A, three-lane, all-season road. The project was successfully completed last year. The final pay distribution and fund reimbursement occurred earlier this year. To complete the close-out process for the CDBG with the Michigan Economic Development Corporation, we are required to hold a public hearing to receive comments (pro and con) pertaining to the grant and the grant project.

Motion by Commissioner Bonham second by Commissioner McConnell to open a public hearing. Roll call vote: Yeas: Commissioners Bob Bonham, Pat Humphrey, Carolyn (Gus) Murphy, Jean McConnell, and Karla Swanson. Nays: None. Absent: None. *Motion Carried.*

Public Comment: None.

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

Motion by Commissioner Bonham second by Commissioner Murphy to approve the Closure of Grant MSC 210034-EDIG by adoption of Resolution 2016-098. Roll call vote: Yeas: Commissioners Bob Bonham, Pat Humphrey, Carolyn (Gus) Murphy, Jean McConnell, and Karla Swanson. Nays: None. Absent: None. *Motion Carried.*

D. ADOPTION OF HAZARDOUS MITIGATION PLAN

Mr. Jerry Becker, the Clare County Emergency Management Director, and the Clare County Emergency Planning Committee have prepared a hazard mitigation plan for Clare County. The Plan has been approved by appropriate state and federal agencies and now enables Clare County and any local governmental entities within Clare County that adopt the Plan as theirs to apply for state and federal emergency assistance funds in the event of a qualifying disaster. The City Commission is asked to adopt The Clare County Hazard Mitigation Plan.

Motion by Commissioner Swanson second by Commissioner Murphy to approve the Hazard Mitigation Plan by adoption of Resolution 2016-099. Roll call vote: Yeas: Commissioners Bob Bonham, Pat Humphrey, Carolyn (Gus) Murphy, Jean McConnell, and Karla Swanson. Nays: None. Absent: None. *Motion Carried.*

E. APPROVAL OF GOURDIE-FRASER ENGINEERING PROPOSAL-ICE GRANT

By adoption of its Resolution 2016-090, the Clare City Commission selected Gourdie-Fraser Associates as the City's engineering firm for design and construction oversight to improve and upgrade three blocks of water main lines and street infrastructure on Ann Arbor Trail as part of a Michigan Economic Development Corporation (MEDC) Infrastructure Capacity Enhancement (ICE) grant. The City Staff subsequently met with GFA officials and negotiated a proposed contract for this project.

Our review of the negotiated contract meets all of our requirements and those of MEDC. The City Commission is asked to approve the proposed contractual agreement.

GFA Representative Craig Goodrich was present, providing clarification of project specifics for the Commission.

Motion by Commissioner McConnell second by Commissioner Murphy to approve the contractual agreement by adoption of Resolution 2016-100. Roll call vote: Yeas: Commissioners Bob Bonham, Pat Humphrey, Carolyn (Gus) Murphy, Jean McConnell, and Karla Swanson. Nays: None. Absent: None. *Motion Carried.*

F. CHARITABLE GAMING LICENSE RESOLUTION-OUR LADY OF HOPE LADIES GUILD

Our Lady of Hope Parish Ladies Guild has requested that the City Commission consider adopting a Resolution allowing the issuance of a state Gaming License to allow their organization to conduct its annual Quilt Raffle as a fund-raising event for the Guild. The City Commission is asked to consider approving the resolution.

Motion by Commissioner Murphy second by Commissioner Swanson to approve the Gaming License by adoption of Resolution 2016-101. Roll call vote: Yeas: Commissioners Bob Bonham, Pat Humphrey, Carolyn (Gus) Murphy, Jean McConnell, and Karla Swanson. Nays: None. Absent: None. *Motion Carried.*

G. APPROVAL OF FEDERAL/STATE/LOCAL AIRPORT PROJECT GRANT

MDOT has offered the City of Clare an Airport Block Grant to complete design of Part B of the design required for the construction of the 1,500 feet of a parallel taxiway for Runway 04/22 at the Clare Municipal Airport (the MDOT Block Grant transmittal letter and grant agreement is attached).

As previously presented to the City Commission the parallel taxiway was identified as the top priority project on the City's Airport Development Plan and for obvious safety considerations. The small wetland mitigation is a requirement of the construction and is eligible for federal funding pursuant to the Airport and Airway Improvement Act of 1982 as amended, and/or the Aviation Safety and Noise Abatement Act of 1979.

The City Commission is asked to approve the contractual agreement allowing the design of the wetland mitigation plan.

Motion by Commissioner Bonham second by Commissioner Swanson to approve the Airport Block Grant by adoption of Resolution 2016-102. Roll call vote: Yeas: Commissioners Bob Bonham, Pat Humphrey, Carolyn (Gus) Murphy, Jean McConnell, and Karla Swanson. Nays: None. Absent: None. *Motion Carried.*

H. APPROVAL TO SUBMIT PART II APPLICATION-ICE GRANT

The City applied for an Infrastructure Capacity Enhancement (ICE) Grant to upgrade three blocks Ann Arbor Trail water main from 4-inch to 8-inch pipe and concurrently reconstruct three blocks of the street. Our application was favorably considered, and we were invited to submit a Part II Application, which is due to MEDC not later than September 9, 2016. We committed to MEDC that we would submit a Part II Application.

To allow us to submit the application, we must first conduct a public hearing. We have noticed that hearing, which is scheduled to be held at the Commission meeting of September 6th. The Commission is asked to conduct the hearing and subsequently adopt a resolution approving the submittal of the part II Application.

The application itself is essentially a reiteration of the Part I Application, but also requires the certification of UGLG (Unit of General Local Government) Public Participation Documentation; Certification by the Applicant UGLG; and Statement of Assurances. The Commission has already authorized its city manager as the signatory of these attachments. The Mayor or Mayor Pro Tem is the signatory of the actual Part II Application form. Additionally required documentation is the Environmental Review (completed by the city manager and signed by the Mayor or Mayor Pro Tem). The City Commission is asked to approve the proposed contractual agreement.

The City Manager noted for the record that there is a typographical error on the agenda for this topic of discussion which reads Public Notice but should read Public Hearing as a notice for public hearing has been published.

Motion by Commissioner McConnell second by Commissioner Bonham to open a public hearing. Roll call vote: Yeas: Commissioners Bob Bonham, Pat Humphrey, Carolyn (Gus) Murphy, Jean McConnell, and Karla Swanson. Nays: None. Absent: None. *Motion Carried.*

Public Comment: None.

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

Motion by Commissioner Bonham second by Commissioner Swanson to approve the submission of the grant agreement by adoption of Resolution 2016-103. Roll call vote: Yeas: Commissioners Bob Bonham, Pat Humphrey, Carolyn (Gus) Murphy, Jean McConnell, and Karla Swanson. Nays: None. Absent: None. *Motion Carried.*

I. AUTHORIZATION TO DISTRIBUTE MASTER PLAN FOR COMMENT AND GRANT AUTHORITY FOR APPROVAL OF THE PLAN

With the assistance of McKenna Associates, the City of Clare Planning Commission has spent the past nine months updating the City's Comprehensive Master Plan and the City's Future Land Use Map. The process included multiple focus group discussions, public hearings, and lengthy, in-depth discussions amongst the Planning Commission members, the City Staff, and planners from McKenna Associates. The end result is a new draft Plan and Future Land Use Map.

To complete the process of updating the City's Master Plan, the City Commission is required to authorize distribution of the draft Plan and Land Use Map to all surrounding and affected governmental bodies (Clare and Isabella County, all surrounding municipalities and townships, local schools and universities, libraries, etc.) for review and comment. The Zoning & Enabling Act allows 63 days for comment, at which time the Planning Commission is provided an opportunity to review all comments received and incorporate those comments into the Plan or reject them. The Plan can then be approved.

The Master Plan is typically prepared by and approved by the City Planning Commission. However, there is a provision of the Michigan Zoning & Enabling Act that allows the governing body to withhold the approval authority unto itself. Our current Master Plan was approved by our Planning Commission.

The City Commission is asked authorize the distribution of the revised Master Plan and Future Land Use Map and concurrently decide whether it desires to withhold approval authority of the Plan unto itself or allow the Planning Commission to be the approval authority of the Plan and Map.

Motion by Commissioner Bonham second by Commissioner Swanson to authorize the distribution of the Master Plan and relinquish approval authority to the Planning Commission by adoption of Resolution 2016-104. Roll call vote: Yeas: Commissioners Bob Bonham, Pat Humphrey, Carolyn (Gus) Murphy, Jean McConnell, and Karla Swanson. Nays: None. Absent: None. *Motion Carried.*

J. RECREATION COMPLEX BIDS

In order to ensure that we have soccer fields available for the City's soccer program next year, it is imperative that we plant grass seed on the newly prepared fields this year (by end-September) to allow the grass to take root and mature sufficiently to allow use next summer and fall. Consequently, we solicited bids to clear the peripheral area around the fields for the recreation trail system at the new complex (must be completed prior to planting the seed to preclude damaging the fields once grass has germinated); for preparing the fields for seeding; for seeding the fields; and

for removing top soil from the parking, playground, concession, & restroom area, and redistributing the clay that was removed to prepare the recreation fields.

We received two bids for these work items on the project. As reflected on the bid sheet, we requested line-item bids to allow us to segregate the work to continue work on the project while allowing ourselves latitude to attempt to find alternatives for those work items we felt were too costly or that we could do separately. As reflected in the GFA letter, we are recommending that the City Commission approve the bids and award the work to Crawford Contracting for four items of work: mobilization; clearing, grubbing, tree removal, & topsoil removal; trail grading; and complete the stone trail. We will then formulate alternatives and present them to the City Commission at the Sep 19th meeting for seeding the fields and other work that needs to be accomplished this year.

Commissioner McConnell expressed concern about seeding the area without having a sprinkler system installed.

Motion by Commissioner Murphy second by Commissioner Swanson to approve the bids and award the work to Crawford Contracting by adoption of Resolution 2016-105. Roll call vote: Yeas: Commissioners, Pat Humphrey, Carolyn (Gus) Murphy, and Karla Swanson. Nays: Bob Bonham and Jean McConnell. Absent: None. *Motion Carried.*

K. CEMETERY MAINTENANCE CONTRACT

The City entered into a grounds maintenance contract for the Cherry Gove Cemetery with The Boyz Lawn Service in 2015. The company has established a record of substandard performance and less-than-desirable responsiveness during the contract period and the City has again received multiple complaints regarding the performance of this company during the week of August 29 to September 2, 2016. The DPW Director verified the complaints as valid and informed the contractor accordingly. The contractor has been slow in his attempt to correct the cited complaints and has not taken corrective action.

We have offered adequate and sufficient opportunity for the contractor to meet the City's standards and improve his contractual performance. The City Attorney has reviewed the agreement and has determined that we are justified in terminating the contractual agreement with the contractor.

Since the City will require continued cemetery grounds maintenance for the remainder of calendar year 2016, we requested verbal quotations from two local vendors that have previously enjoyed contracts with the City for maintenance of the cemetery and are therefore very familiar with the City's expectations and standards for work performance regarding cemetery grounds maintenance. AWOL was the only vendor who opted to provide the City a quote for the grounds maintenance work and we consider the quote to be fair and reasonable under the circumstances.

The Clare City Commission is asked to approve the immediate termination of the contract between the City of Clare and The Boyz Lawn Service, allowing City Staff to notify the contractor immediately to start the clock for the 30 day notice requirement as outlined in the contractual agreement; and to approve a short-term agreement for cemetery grounds maintenance with AWOL for the period commencing September 8, 2016 through December 31, 2016 for a cost not to exceed \$11,280.

The City Commission directed City Staff to determine a cost for labor and equipment to correct deficiencies at the cemetery and deduct those costs from the prorated amount The Boyz Lawn Service will be paid for the month of September 2016.

Motion by Commissioner Swanson second by Commissioner Murphy to approve the immediate termination of the contractual agreement with The Boyz Lawn Service by adoption of Resolution 2016-106 and enter in to a short term cemetery maintenance agreement with AWOL by adoption of Resolution 2016-107. Roll call vote: Yeas: Commissioners Bob Bonham, Pat Humphrey, Carolyn (Gus) Murphy, Jean McConnell, and Karla Swanson. Nays: None. Absent: None. *Motion Carried.*

8. TREASURER'S REPORT

The Treasurer presented his report.

9. CITY MANAGER'S REPORT

Depot Crowd Funding Project. Our Patronicity website crowd-funding project has been closed reflecting that we raised \$41,140 of our \$25K goal. We have actually raised more than that amount as contributions continue to come in. But on the day our project closed, that is the amount reflected as raised funds toward our goal.

Rental Rehabilitation Ordinance. Unless the City Commission provides us guidance to the contrary, we will pursue the adoption of a Rental Ordinance for the City of Clare. We last attempted this initiative approximately 16 years ago with significant public opposition. We strongly feel it is time to move forward with this initiative again.

MML Conference Attendance. I will be attending the MML Conference during the period Sep 14-16. I should be available via phone, text, and email for the duration of the conference.

Woodlawn Bridge Paving Project. I have approved the written quotations we received for "capping" the Woodlawn Bridge for a cost not to exceed \$3,100.

Approval to Purchase Trailer. I approved the purchase of a 7'x16' landscape trailer from US-27 Motor Sports & Trailers for a cost of \$2,883.50. The purchase of this trailer will improve the efficiency of our grounds maintenance crews as well as reducing maintenance costs associated with our mowers.

Approval to Pave Airport Runway and Taxiway Markings. I approved an invoice in the amount of \$6,086.79 to for airport pavement marking work accomplished by PK Contracting. This expenditure was approx. \$1K in excess of my current authorization limit of \$5K. But doing so resulted in significant cost savings (\$2,500) for us as we were able to "catch" this vendor passing thru Clare between jobs, which eliminated the need for mobilization costs that would have normally been associated with this work. This was a budgeted expenditure in our current operating budget.

Approval for Water Retention Tank Inspection & Sludge Removal. I approved the expenditure of funds to use the services of Liquid Engineering Services to inspect the condition of and remove up to three-inches of sludge from our water retention tank at our water treatment plant for a cost of \$3,130. This was a sole source approval as this is the only firm known to us that will provide this service without the need to take our water system off-line while they are accomplishing this work – they do so by having their personnel, who are certified divers, use disinfected dry suits to accomplish this work.

10. *COMMUNICATIONS

Approved By Consent Agenda.

Bureau of Elections. The most recent newsletter is attached for your reading pleasure.

Clare County Hazard Mitigation Plan. Under Resolution 16-15, the Clare County Board of Commissioners has adopted a Hazard Mitigation Plan.

Charter Communications Notice. Charter Communications has announced the addition of a channel (Ovation Network) in their channel lineup offerings.

Isabella County Drain Commission Notices. We received notice that the Board of Determination would meet on August 23, 2016, regarding the maintenance and improvement of the McDonald Creek Drain and have received notice of their Order of Necessity.

Federal Communications Commission. The FCC has notified us of a new Section 106 filing. Section 106 requires compliance with the FCC's rules for environmental review as they relate to building a new tower or collocating an antenna on an existing structure to ensure that licensees and registrants take appropriate measures to protect environmental and historic resources, and that the agency meets its obligations under the National Environmental Policy Act (NEPA) to consider the potential environmental impact of its

actions, as well as under other environmental statutes such as the National Historic Preservation Act (NHPA) and the Endangered Species Act (ESA).

Letter of Support. The City issued a letter of support to the East Michigan Council of Governments for the 2017 East Central Michigan Prosperity Initiative.

Federal Court Ruling-Straight Ticket Voting. The Federal Courts have ruled on the attempt to block straight ticket voting.

Response to Trip & Fall and Graffiti Complaint. We provided a response to a complaint received.

11. EXTENDED PUBLIC COMMENT: None.
12. COMMISSION DISCUSSION TOPICS: Orange cones have been placed on the Fourth Street sidewalk to identify electrical boxes which have sank into the ground. DPW crews will be repairing those areas as soon as time allows.
13. *APPROVAL OF BILLS
Approved By Consent Agenda.
14. ADJOURNMENT
Motion by Commissioner McConnell second by Commissioner Murphy to adjourn the meeting. Ayes: All. Nays: None. Absent: None. *Motion Carried.* Meeting adjourned at 6:52 p.m.

Pat Humphrey, Mayor

Diane Lyon, City Clerk

AGENDA REPORT

TO: Mayor Pat Humphrey and the Clare City Commission
FROM: Ken Hibl, City Manager
DATE: September 15, 2016
RE: Private Well Permit Request – Lone Pine Motel

For the Agenda of September 19, 2016

Background: The City has received a request (*copy att'd*) from the Lone Pine Motel to allow the drilling of a well for irrigation and gardening. The City Commission is the approval authority for all private wells drilled within the City. The City Staff has reviewed the request and recommended approval of the request. The Commission is asked to consider the request.

Issues & Questions Specified: Should the City Commission approve a permit for the Lone Pine Motel to drill a private well for the purpose of irrigation and gardening?

Alternatives:

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

Financial Impact: There is no immediate, direct fiscal impact to the City.

Recommendation: I recommend that the City Commission approve the permit request of the Lone Pine Motel to drill a private well for the sole purpose of irrigation by adoption of Resolution 2016-108 (*copy attached*).

Attachments:

1. Permit Application.
2. Resolution 2016-108.

COPY OF PRIVATE WELL APPLICATION TO BE
PROVIDED AT THE COMMISSION MEETING ON 9/19/16

RESOLUTION 2016-108

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

WHEREAS, the City has received a permit request from the Lone Pine Motel to allow the drilling of a private well on its property for the purpose of irrigation; and

WHEREAS, the City Staff has reviewed said request and has recommended approval of the permit; and

WHEREAS, the City Commission has duly consider said request for permit and the recommendation of the City Staff and determined said recommendation is reasonable and promotes the aesthetic appearance of the motel property.

NOW THEREFORE BE IT RESOLVED that the City Commission of the City of Clare hereby approves a private well permit to drill a well no larger than 4-inches in diameter on the property owned by the Lone Pine Motel specifically and strictly for he purpose of irrigation.

BE IT FURTHER RESOLVED that the current and future owners of said property shall not use the water from said well for consumption or any other purpose other than for irrigation without the specific approval of the City Commission; shall ensure no water from said well enters the storm or sanitary sewer system of the City; and that any violation of said stipulations shall be grounds for revocation of said permit.

BE IT FURTHER RESOLVED that the City Staff shall take prudent and reasonable measures to inspect the well to ensure the water is being used strictly for irrigation purposes; that run-off from said well is not entering the City's storm or public sanitary sewer system; and that an inspection schedule is established to verify said stipulations and to ensure there is no cross connection to the City's public water service.

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

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

YEAS:

NAYS:

ABSENT:

Resolution approved for adoption on this 19th day of September 2016.

Diane Lyon, Clare City Clerk

AGENDA REPORT

TO: Mayor & City Commission
FROM: Ken Hibl, City Manager
DATE: September 15, 2016
RE: Proposal for Voice & Fiber Based Services

For the Agenda of September 19, 2016

Background. Our Waste Water Treatment Plant and the Clare Municipal Airport on Eberhart Road are both presently serviced by a wireless provider with whom the City has a symbiotic relationship. The servicing antenna array for this service is located on the City's water tower. Both locations (but particularly the Treat Plant) have been experiencing outages and connectivity issues for many months. Our wireless provider used his drone in attempt to discover the source of the problem and discovered that in order to improve the service, we would need to install a new antenna at our two serviced locations; we determined that the cost of installing new antenna systems of the height required would be cost-prohibitive and potentially be a hazard to local aviation at our airport. Concurrently our dedicated phone line service provided by AT&T has become increasingly costly. Consequently, we reached out to Charter Communications (see copy of att'd Charter Business Quotation) and found the costs of their service to be far more reasonable than those of AT&T's while concurrently providing us internet service. We were prepared to change our service provider for these two sites to Charter but then were informed they had erred in their initial quotation to us and informed us that there would be an additional cost of \$5,676.56 (*see copy of att'd Charter Services Agreement*).

Based on this new information from Charter, we solicited a quotation from Winn Telecom for these services. We received a proposal (*copy att'd*) for phone service and for fiber-based internet services. We have determined that the Winn Telecom proposal is a better package proposal than that offered by Charter and recommend approval of the proposed services agreement (*copy att'd*).

Issues & Questions Specified. Should the City Commission approve the proposed Winn Telecomm agreement for voice and fiber-based services?

Alternatives.

1. Approve the Winn Telecomm Agreement.
2. Approve the Charter proposal and Agreement..
3. Defer/delay/postpone decision regarding the date/time to a future scheduled Commission meeting.

Financial Impact. As outlined in the two proposals.

Recommendations. I recommend that the City Commission accept and approve the Winn Telecomm Agreement by adoption of Resolution 2016-109.

Attachments.

1. Initial Charter Proposal.
2. Charter Agreement.
3. Winn Telecomm Proposal.
4. Winn Telecomm Agreement.
5. Resolution 2016-109.

From: [Dale Clark](#)
To: [Steven Kingsbury](#)
Cc: [Ken Hibi](#)
Subject: FW: Spectrum BusinessQuote For Clare Wastewater Treatment Plant
Date: Friday, June 10, 2016 1:17:14 PM
Attachments: [image005.png](#)
[image006.png](#)
[image007.png](#)
[image008.png](#)
[image009.png](#)

Good afternoon Steve,

Here is a quote for 4 land lines and internet connection that quite a bit cheaper than AT&T. looks like I will be saving about 250.00 a month by switching. Is there some reason why we would stay with AT&T ?

Dale Clark
 Director of Water Treatment
 City of Clare
 Phone 989 386-2321
 Fax 989 386 2387
 Email dclark@cityofclare.org

From: Witt, Andrew [<mailto:Andrew.Witt@charter.com>]
Sent: Friday, June 10, 2016 12:17 PM
To: Dale Clark
Subject: RE: Spectrum BusinessQuote For Clare Wastewater Treatment Plant

Hello Dale,

Quote updated below. All of these quotes are including all is all of the fees and taxes.

BUNDLED SALE	Service	SELECT	Year 1	Year 2
	# of Phone Lines	4	▼ \$119.96	\$159.96
	Internet Speed	Plus	\$39.99	\$59.99
	Wireless	Yes	\$4.99	\$4.99
	Static Ips	-	\$0.00	\$0.00
	TV Package	-	\$0.00	\$0.00
	Business Variety TV	-	\$0.00	\$0.00
	# of Receivers	-	\$0.00	\$0.00
	# of DVR Service	-	\$0.00	\$0.00
	TOTAL			\$164.94
Standard Install Fee of \$99 for all installations				



Andy Witt | Inbound Sales | 855-232-3097 ext 71074
3605 Hwy 52 N Bldg 2 | Rochester, MN 55901

From: Dale Clark [<mailto:DClark@cityofclare.org>]
Sent: Friday, June 10, 2016 7:26 AM
To: Witt, Andrew
Subject: RE: Spectrum BusinessQuote For Clare Wastewater Treatment Plant

Morning Andrew,

Could you please price a total of 4 lines and include all additional fees and service charges. Thank you

Dale Clark
Director of Water Treatment
City of Clare
Phone 989 386-2321
Fax 989 386 2387
Email dclark@cityofclare.org

From: Witt, Andrew [<mailto:Andrew.Witt@charter.com>]
Sent: Thursday, June 09, 2016 3:27 PM
To: Dale Clark
Subject: RE: Spectrum BusinessQuote For Clare Wastewater Treatment Plant

Sure Thing,

Let me know if you have any other questions or want to move forward.

BUNDLED SALE	Service	SELECT	Year 1	Year 2
	# of Phone Lines	3	\$89.97	\$119.97
	Internet Speed	Plus	\$39.99	\$59.99
	Wireless	Yes	\$4.99	\$4.99
	Static Ips	No Static	\$0.00	\$0.00
	TV Package	No TV	\$0.00	\$0.00
	Business Variety TV	-	\$0.00	\$0.00
	# of Receivers	0	\$0.00	\$0.00
	# of DVR Service	-	\$0.00	\$0.00
	TOTAL			\$134.95

Standard Install Fee of \$99 for all installations



Andy Witt | Inbound Sales | 855-232-3097 ext 71074
3605 Hwy 52 N Bldg 2 | Rochester, MN 55901

From: Dale Clark [<mailto:DClark@cityofclare.org>]
Sent: Thursday, June 09, 2016 2:03 PM
To: Witt, Andrew
Subject: RE: Spectrum BusinessQuote For Clare Wastewater Treatment Plant

Andrew,

Could you revise this quote to also add a fax line ?

Dale Clark
Director of Water Treatment
City of Clare
Phone 989 386-2321
Fax 989 386 2387
Email dclark@cityofclare.org

From: Witt, Andrew [<mailto:Andrew.Witt@charter.com>]
Sent: Monday, June 06, 2016 11:09 AM
To: Dale Clark
Subject: Spectrum BusinessQuote For Clare Wastewater Treatment Plant

Hello,

Below is a screen shot of the quotes we created for your business located at 11175 S EBERHART AVE CLARE, MI 48617. If this is something you want to move forward with or if you have any questions let me know and we can get the ball rolling on a preinstall site survey to determine what will be needed to get these services installed at your location.

Internet and phone

BUNDLED SALE	Service	SELECT	Year 1	Year 2
	# of Phone Lines	2	\$59.98	\$79.98
	Internet Speed	Plus	\$39.99	\$59.99
	Wireless	Yes	\$4.99	\$4.99
	Static Ips	-	\$0.00	\$0.00
	TV Package	No TV	\$0.00	\$0.00
	Business Variety TV	No	\$0.00	\$0.00
	# of Receivers	0	\$0.00	\$0.00
	# of DVR Service	No DVR	\$0.00	\$0.00
TOTAL			\$104.96	\$144.96
Standard Install Fee of \$99 for all installations				

Internet only

UNBUNDLED SALE	Service	SELECT	Year 1	Year 2
	# of Phone Lines	-	\$0.00	\$0.00
	Internet Speed	Plus	\$59.99	\$79.99
	Wireless	Yes	\$4.99	\$4.99
	Static Ips	-	\$0.00	\$0.00
	TV Package	-	\$0.00	\$0.00
	Variety TV	-	\$0.00	\$0.00
	# of Receivers	-	\$0.00	\$0.00
	# of DVRs	-	\$0.00	\$0.00
TOTAL			\$64.98	\$84.98
Standard Install Fee of \$99 for all installations				



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NON-STANDARD INSTALLATION PAYMENT AGREEMENT

Date: 08/11/2016
 Customer Name: **CLARE WATER TREATMENT**
 Customer Address: 11175 S EBERHART AVE
 City, State, Zip Code: CLARE, MI, 48617
 Location Number: 48617961110090

Dear Dale,

Thank you for your interest in becoming a Spectrum Business customer. We have completed a site survey of your address and have determined that your location is accessible only by performing a non-standard installation. Our company’s policy regarding non-standard installation is to offer you the opportunity to pay for a portion of the non-standard installation costs so that we may service your business. Spectrum Business will absorb the first \$5,000 in costs for the non-standard installation.

The estimated cost for the non-standard installation of Spectrum Business Services to your location is \$5384.83

Summary of Spectrum Business Non-Standard Installation Costs

Total Non-Standard Installation Costs:	\$Enter Total Cost of Construction
Spectrum Business pays for the first \$5,000	-\$5,000.00
Total Customer Pays:	\$5676.56

If you wish to proceed with the installation of Spectrum Business Services, please acknowledge your agreement by signing below, as directed. Once Spectrum Business receives this Agreement signed by you, the non-standard installation will be scheduled. In addition, you will see a “Construction Fee” line item on your first bill from Spectrum Business as shown in the above table “Total Customer Pays.”

You understand and agree that Spectrum Business shall own the plant installed and it shall constitute the personal property of Spectrum Business of which Spectrum Business shall exclusive and sole right to control and use such plant.

Please return a signed copy of this letter by selecting one (1) of the following methods:

- U.S. Postal Service**
 Spectrum Business
 Attention: Sales Support Team
 3605 Hwy 52 North, Building 002
 Rochester, MN 55901

2. **Fax:**
Spectrum Business
Attention: Sales Support Team
(877) 813-2307

3. **Email:**
Spectrum Business Sales Support Team
dlspectrumbusinesssalessupport@charter.com

If Spectrum Business does not receive this letter of acceptance within 10 business days, Spectrum Business, will consider this a rejection of this offer for Spectrum Business installation.

If you have any questions or concerns, please call Sales Support at 1-855-558-6793

Sincerely,

Spectrum Business

Customer Acknowledgement: _____ Date: _____

Spectrum Business™ is the brand name for the commercial services of Charter Communications



City of Clare

9/12/2016

Prepared For

Steve Kingsbury

skingsbury@cityofclare.org

Clare, MI 48617

Created By

Andrew Kreger

Sales Executive

Winn Telecom

Office: (989) 953-9838

Cell: (517) 745-3140

Fax: (989) 317-9838

Email: aKreger@winncommunications.net

<http://www.winncommunications.net>

SERVICE ORDER

The services specified herein are pursuant to the terms and conditions of the Master Service Agreement ("Agreement") between Winn Telephone dba Winn Telecom, a Michigan corporation with its principal office located at 402 N Mission St, Mount Pleasant, MI 48858 ("Provider") and **[City of Clare]** on behalf of itself and its affiliates ("Customer"). If this is marked as a "Change" order then this Service Order supercedes and replaces any and all other Service Orders, either oral or written, regarding the specified Service Locations.

Service Type

Voice Services & Fiber based Carrier Ethernet

Pricing

Voice Services:

Enterprise Level Voice services at 7 locations to match existing service (DPW, Waste Water Treatment Plant, Public Satey Building, Railroad Depot, Airport, Water Plant, City Hall)

*Does not include taxes and fees

**Any additional phone lines at any of the listed locations will be priced at \$49.95 per line

\$1,878.00

Additional Services:

60x6 Internet at Airport \$59.95

20M X20m VLAN from City Hall to Airport- \$160

20M X20m VLAN from City Hall to Waste Water Treatment Plant- \$160

One Time Construction Cost- \$6,400

Conclusion

This proposal is valid for 30 days. Once signed this proposal becomes the contract for service(s). Fax a signed copy to (989) 317-9814 or send a scanned copy to sales@winncommunications.net

Signed By:

Authorized Signature

(Print Name)

Title

City of Clare

Company Name

Date

Signed By:

Authorized Signature

Andrew Kreger

(Print Name)

Sales Executive

Title

Winn Telecom

Company Name

9/12/2016

Date

REMARKS

State and Federal Tax are not included in the contract.

MRC -

Monthly

Recurring

Charges

NRC - Non-recurring Charges

Terms of Service

Pursuant to the MASTER SERVICE AGREEMENT between the Parties dated September 12th, 2015.

Service Commitment Period

All standard business services have a 5-year (60 Month) agreement.



MASTER SERVICES AGREEMENT

This Master Services Agreement, along with any attached addenda, (the "Agreement") is made effective this ___ day of _____, 201_ (the "Effective Date"), by and between **Winn Telephone dba Winn Telecom**, a Michigan corporation with its principal office located at 402 N. Mission St, Mount Pleasant, MI 48858 ("**Provider**"), and **The City of Clare**, a Michigan company with its principal office located at 202 W. Fifth St. Clare, MI 48617 on behalf of itself and its affiliates, or DBA's ("**Customer**"). Customer desires to purchase, and Provider desires to supply communications services ("**Services**") under the following terms and conditions.

1. **TERM.** The term of this Agreement shall be for three (3) years commencing on the Effective Date (the "Term"), and shall automatically extend thereafter for monthly term(s) (each a "Renewal Term") until this Agreement is terminated by either party by written notice given to the other party at least thirty (30) days prior to the expiration of the Term or Renewal Term. Notwithstanding the foregoing, the terms and conditions of this Agreement shall continue to apply with respect to any Service or Service Order (as defined below) which, by its terms, continues in effect after the date of termination of this Agreement; provided, Provider shall not accept any new Service Orders from Customer after a notice of termination of this Agreement has been given by either party, or while any uncured event of default by Customer exists. Upon the expiration of the term stated on any Service Order ("Service Term"), such Service Order shall automatically renew upon the same terms and conditions applicable during the Service Term for successive additional terms of one (1) month (each a "Renewal Term"), until the Service Order is terminated by either party by written notice given to the other party not less than thirty (30) days prior to the expiration of the Service Term or Renewal Term of the Service Order.

2. **SERVICE ORDER PROCEDURES.** From time to time during the Term or any Renewal Term of this Agreement, Customer may submit to Provider Service Orders requesting the provision of Services described in this Agreement (including any addendum or attachment), identifying the Service and a requested service start date (a "Service Order"). Within three (3) business days of Provider's receipt of an accurate Service Order, Provider shall (i) accept the Service Order as submitted; (ii) reject the Service Order; or (iii) notify Customer of the earliest date following Customer's requested service start date that the Service Order can be accepted and fulfilled by Provider. Provider will comply with the performance specifications and service level commitments outlined within Service Schedule A, incorporated herein by this reference. Customer may submit revised Service Orders for any Service Order not accepted by Provider. Customer may cancel a Service Order prior to the receipt of a firm order commitment ("FOC") date from Provider without liability or charges by providing written notice of such cancellation to Provider. If Customer cancels a Service Order between the FOC date and the Service Commencement Date (as defined below), Customer will be required to pay a charge equal to (a) any reasonable third party cancellation/termination charges for an Off-Net Service, and (b) Provider's actual reasonable out of pocket costs (if any) incurred for constructing facilities. Customer's obligation for payment of Services and the term of each Service Order shall commence (the "Service Commencement Date") three (3) business days after Provider has notified Customer, via e-mail, facsimile or other means, that the ordered Services are available for testing (or retesting, if applicable), unless within that three-business-day period, Customer notifies Provider that the Service provided does not meet the performance specifications agreed upon by the parties within the three business days of the Service Commencement Date. In the event the Service fails to meet the performance specifications Provider will use reasonable efforts to remedy as quickly as possible and when remedied will again notify Customer that the Services are available for testing and the process shall repeat. Service pricing may be provided on an individual case basis ("ICB") or also provided in accordance with applicable tariffs, rate schedules or price lists (collectively, "Price Lists") for the applicable jurisdictions in which Services are provided, and those Price Lists are incorporated into this Agreement by reference. In the event of any conflict between the provisions of this Agreement, any schedule or addendum associated with the selected Services, any Service Order, any Price Lists, online agreement or ordering



system, the order of precedence shall be the same as the order of presentation in this sentence. The Service Order will apply with respect only to Service specific requirements, including but not limited to the Service Term, pricing, service locations, and special instructions or specifications directly related to the Service. In the event the Service Order contains general terms and conditions not directly related to a specific Service, then those terms and conditions will only apply to the extent they are expressly identified as either: a supplement to, amendment of, or replacement of, a corresponding provision of the Master Services Agreement.

3. **CHARGES AND PAYMENT.** Customer agrees to make all undisputed payments for Services within twenty-one (21) days after Customer's receipt of the Provider's invoice (the "Due Date"). All applicable federal, state or local taxes, and all sales, commercial, privilege, surcharges or other similar taxes, (except for taxes for Provider's real estate, property, payroll, net profits or income, gross receipts, franchise, or "cost recovery" fees), whether charged to or against Provider or Customer shall be payable by Customer. Customer agrees to pay all government mandated charges, provided such taxes, fees, charges, or surcharges are of general applicability to the communications industry and Provider is required to pay such taxes, fees, charges, or surcharges directly to government or quasi-governmental agencies. All such taxes, fees, charges and surcharges shall be stated separately on Customer's invoices unless otherwise prohibited by such agencies. Notwithstanding, when applicable, Customer shall supply Provider a valid and properly executed tax exemption or resale certificate(s) and/or statement of indemnification for any taxes or charges. Provider shall not bill Customer for exempted taxes or charges. Monthly recurring and all one-time charges shall be invoiced thirty (30) days in advance of service and all usage charges shall be invoiced in arrears. Monthly bill cycle being on the 15th of each month. If any Customer payment is not received by the Due Date, Provider may impose a late payment charge of the lesser of one percent (1%) per month or the highest legally permissible.

4. **BILLING DISPUTES.** In the event Customer disputes any charges, Customer shall pay all undisputed charges and submit written notice of the dispute (with supporting documentation of the reason for the dispute). Provider shall respond to Customer, in writing, within thirty (30) days of receiving a dispute notice from Customer. Any dispute resolved in favor of Customer shall be credited to Customer's account on the next available billing period. Any disputed amounts which are deemed to be correct as billed and in compliance with this Agreement shall be due and payable by Customer, upon notification by Provider with the next regularly due Customer payment. Pertaining to Services provided under this Agreement, the Customer will not be obligated to consider any invoice or notice of billing discrepancies from the Provider that are received after one hundred and twenty (120) days following the end of the billing cycle that such Services were provided. Also in the same respect, Provider may at their discretion but is not required to consider disputes that are received after one hundred and twenty (120) days following the end of the billing cycle that such Services were provided.

5. **DISPUTE RESOLUTION.** Except as otherwise specifically provided in or permitted by this Agreement, all disputes, differences of opinion or controversies arising in connection with this Agreement shall first be resolved through good faith negotiation to arrive at a mutually agreeable resolution.

The aggrieved party shall first provide written notice of the dispute to the other party and seek resolution prior to taking any action before any court or regulator, or before issuing or authorizing any public statement about the nature of the dispute to any third party. If necessary, such discussions shall be escalated to appointed counsel or senior executives who have authority to settle such disputes for each party. If after negotiating in good faith for a period of sixty (60) calendar days, or any agreed further period, the parties are unable to resolve the dispute, then the parties may seek resolution by exercising any rights or remedies available to either party at law or in equity.

6. **REPRESENTATIONS AND WARRANTIES OF THE PARTIES.** Provider represents and warrants to Customer that it has the right to provide the Services specified herein, is duly organized, and validly exists and in



good standing under the laws of its origin with the ability to enter into and perform its obligations under this Agreement in accordance with its terms.

The Customer represents and warrants to the Provider that it is duly organized, and validly exists and in good standing under the laws of its origin with the ability to enter into and perform its obligations under this Agreement in accordance with its terms.

Each party agrees that it will perform its obligations hereunder as an independent contractor and not as the agent, employee, or servant of the other party and that no joint venture or partnership is implied.

The warranties expressly set forth in this Agreement constitute the only warranties with respect to this Agreement and the Services provided hereunder. Such warranties are in lieu of all other warranties, written or oral, statutory or contractual, express or implied, including without limitation, the warranty of merchantability and fitness for a particular use.

7. **DEFAULT.** A "Default" shall occur if: (a) Customer fails to make any payment by its Due Date and such failure remains uncorrected fifteen (15) days after written notice from Provider, (b) either party fails to perform or observe any material term or obligation, other than making payment, contained in this Agreement, and any such failure remains uncorrected for thirty (30) calendar days after receipt of a written notice from the non-defaulting party informing the defaulting party of such failure; or (c) Upon the institution of bankruptcy, receivership, insolvency, reorganization or other similar proceedings by or against either party under any section or chapter of the United States Bankruptcy Code, if such proceedings have not been dismissed or discharged within thirty (30) calendar days after they are instituted; (d) Upon the insolvency, or the making of an assignment for the benefit of creditors, or the institution of any reorganization arrangement or other readjustment of debt plan of or by either party not involving the United States Bankruptcy Code; or (e) Upon the appointment of a receiver for all or substantially all of a party's assets. The parties expressly agree that the failure of any particular circuit or any number of circuits shall not constitute a material breach of this Agreement.

8. **REMEDIES.** Upon Default, the non-defaulting party may, in addition to any other rights it has according to law; (a) suspend its performance under this Agreement so long as such default remains uncured; or (b) terminate this Agreement without liability or further obligation immediately upon written notice of termination to the defaulting party. If Customer is the defaulting party, or in the event Customer terminates a Service prior to the end of the initial Service Term, Provider may collect from Customer (a) charges for all such terminated Services provided by Provider to Customer up to the date of termination, and (b) all charges specified herein (or as specified in the applicable Service Order) through the remainder of each of the Services for the remainder of the initial Service Term or any Renewal Term which shall be calculated based upon the following method (the "Termination Charges"). Customer shall pay Provider fifty percent (50%) of the monthly recurring charges for each month left for the balance of the months remaining in the Service Term as specified on the applicable Service Order(s). Customer agrees that the damages for early termination would be difficult to determine and that the Termination Charges set forth herein constitute liquidated damages and are not intended as a penalty. In the event Provider is the defaulting party, Customer shall not be obligated to pay any Termination Charges if it exercises its right to terminate a Service(s) or the Agreement as a result of a Default by Provider. In such an event, Customer will only be responsible for charges for Services received up to the date of termination.

9. **MAINTENANCE.** Provider may from time to time suspend Service for routine maintenance or rearrangement. Provider will give Customer a minimum of ten (10) business days advance notification (via phone and/or email) of such maintenance and Provider shall use commercially reasonable efforts to ensure that such maintenance does not interrupt service to Customer or Customer's customers (normally between the hours of 12:00 AM to 6:00 AM local time). Provider should provide email notifications for any suspension or maintenance of a Service to Customer at _____ Provider may amend or modify Services provided such modifications do not have a material adverse affect, interrupt, or increase the cost of such Services with thirty (30) days written notice to



Customer. In the event of a need for emergency repairs as much notice as practicable will be given. Each party shall provide the other party (and revise as necessary) a list of contacts for maintenance and escalation purposes.

Provider will maintain a point-of-contact for Customer to report a degradation or interruption in Service ("Service Outage") to Provider twenty-four (24) hours a day, seven (7) days a week. When Customer believes that a Service Outage has occurred, Customer must contact Provider's Network Operations Center ("NOC") at 1-866-820-3266 to identify the Service degradation and initiate an investigation of the cause of the Service Outage ("Trouble Ticket"). If Provider becomes aware of a Service degradation, Provider will contact Customer to determine whether a Trouble Ticket should be initiated. Once the Trouble Ticket has been opened, the appropriate Provider's personnel will initiate diagnostic testing and isolation activities to determine the source and severity of the degradation in Service. If there is a Service Outage, Provider and Customer will cooperate to restore Service. A Service Outage ends when the affected Service is fully operative. In the event of a Service failure or outage, Provider agrees to have repair personnel working to restore the affected Services within four (4) hours after receiving notification of the outage or failure by the Customer, or when first noticed by the Provider.

10. INDEMNIFICATION AND LIMITATION OF LIABILITY. Each party ("Indemnitor") shall indemnify, defend and hold the other party harmless from and against any and all loss, liability, damage, and expense (including reasonable attorneys' fees) for damages to any property, or injury to or death of any person to the extent arising out of or caused by any negligent act or omission, or willful misconduct, of Indemnitor.

Provider shall defend, indemnify and hold Customer harmless from and against any and all claims, actions, damages, liabilities, payments made in settlement, costs and expenses, including reasonable attorneys' fees and expenses, arising out of or in connection with any claim of infringement of any patent, trade secret, copyright, trade name, trademark, service mark or similar proprietary right of a third party related to the Services provided by Provider ("Infringement Claim"). Notwithstanding the foregoing, Provider shall have no liability for any Infringement Claim based on (x) the use of the Services in a manner not contemplated or otherwise not in accordance with this Agreement and any documentation related to the Services; (y) any combination of the Service or essential component thereof with other elements or the modification of a Service by anyone other than Provider where, but for such combination or modification, no Infringement Claim would exist. In the event of an Infringement Claim, Customer shall promptly notify Provider in writing of such claim, and the Provider shall control the response thereto and the defense thereof, including, without limitation, any agreement relating to the settlement thereof. However, Customer, at its own expense, shall have the right to participate in the defense of any such suit or proceeding through counsel of its choosing. If an injunction or order is obtained against Customer's continued use of the Services due to the Infringement Claim, Provider shall, at its expense, either (i) procure for Customer the right to continue using the infringing Services or equipment, or (ii) replace or modify the infringing Services so that they become non-infringing provided that any such modification or replacement does not adversely affect the functional performance or Customer's use of the Services. If satisfaction of items (i) and/or (ii) are not commercially feasible or impractical for Provider, Provider shall have the right to terminate the affected Service and refund to Customer all amounts prepaid by Customer for the affected Service that Customer did not receive. This provision shall survive the termination or expiration of this Agreement.

EXCEPT AS SET FORTH BELOW, IN NO EVENT SHALL EITHER PARTY BE LIABLE FOR SPECIAL, INCIDENTAL, CONSEQUENTIAL, EXEMPLARY, INDIRECT, OR PUNITIVE DAMAGES INCLUDING, WITHOUT LIMITATION, LOSS OF REVENUE OR PROFIT OR ANY OTHER BUSINESS LOSS INCLUDING GOODWILL, LOSS OF USE OF ANY PROPERTY, COST OF SUBSTITUTE PERFORMANCE, EQUIPMENT OR SERVICES, DOWNTIME COSTS AND CLAIMS OF CUSTOMER FOR SUCH DAMAGES, ARISING FROM OR RELATED TO THIS AGREEMENT OR ANY SERVICE ORDER AND REGARDLESS OF WHETHER THE OTHER PARTY WAS ADVISED OF OR COULD HAVE FORESEEN THE POSSIBILITY OF SUCH DAMAGES. THE FOREGOING LIMITATIONS APPLY TO ALL CAUSES OF ACTION AND CLAIMS OF ANY KIND ARISING OUT OF OR RELATED TO THIS AGREEMENT OR ANY SERVICE ORDER



INCLUDING, WITHOUT LIMITATION, BREACH OF CONTRACT, BREACH OF WARRANTY, STRICT LIABILITY, NEGLIGENCE, MISREPRESENTATION, OR ANY OTHER TORT. CUSTOMER ACKNOWLEDGES AND ACCEPTS THE REASONABLENESS OF THE FOREGOING DISCLAIMERS AND LIMITATIONS OF LIABILITY. FOR PURPOSES OF THIS AGREEMENT, ALL REFERENCES TO EACH PARTY SHALL INCLUDE ITS AFFILIATES, AGENTS, CONTRACTORS, SUPPLIERS, OFFICERS, DIRECTORS, SHAREHOLDERS, AND EMPLOYEES. NOTWITHSTANDING ANYTHING HEREIN TO THE CONTRARY, THE LIMITATIONS SET FORTH IN THIS PARAGRAPH SHALL NOT APPLY IN THE EVENT OF (I) BREACHES OF CONFIDENTIALITY, (II) INTELLECTUAL PROPERTY INFRINGEMENT, (III) PERSONAL INJURY OR PROPERTY DAMAGE OR (IV) ANY LOSS OR DAMAGE TO THE EXTENT ARISING FROM A PARTY'S GROSS NEGLIGENCE OR WILLFUL MISCONDUCT.

The provisions of this Section shall survive the termination of Services and the term of this Agreement.

11. **FORCE MAJEURE.** In the event that either party's performance under this Agreement is delayed, prevented, obstructed, or inhibited because of any act of God, governmental action or any other cause beyond such party's reasonable control ("Force Majeure Event"), such party will not be in default of this Agreement; provided, however, such party shall exercise commercially reasonable efforts to perform in spite of the Force Majeure Event. In the event of a Force Majeure Event, which materially impacts performance for thirty (30) days or more ("Extended Delay"), either party may terminate the affected Services without penalty or further obligation upon written notice to the other party. During a Force Majeure Event, all payment obligations shall abate with respect to the impacted Services.

12. **COMPLIANCE WITH LAW AND GOVERNING AUTHORITY.** This Agreement is subject to all applicable federal, state and local laws, and regulations, rulings, orders, and other actions of governmental agencies. It is agreed that each party shall obtain, file, and maintain any tariffs, permits, certifications, authorizations, licenses or similar documentation as may be required by any governmental body or agency having jurisdiction over its business.

It is agreed that this Agreement shall be governed by and construed in accordance with the laws of the State of Michigan.

13. **TARIFF APPLICATION.** Both Parties acknowledge that the Services provided may be subject, in whole or in part, to one or more provisions of state or federal tariffs. The provisions of such tariffs are incorporated herein by reference to the extent not inconsistent with the terms of this Agreement. In the event of any conflict between any provision in this Agreement and any such tariff, it is understood that the provision of this Agreement will control; provided however the Services and this Agreement, in its entirety, are subject to such modifications as may be required by any regulatory agency in the exercise of its lawful jurisdiction.

14. **CHANGE IN LAW.** If any government statute or regulation or order by a court of law or regulatory authority directly (a) prohibits performance under this Agreement, (b) makes such performance illegal, impossible or impractical, or (c) effects a change which has a material adverse impact upon either party's performance of its obligations under this Agreement, then the parties will use all commercially reasonable efforts, to either (1) attempt to have such conflicting statute or regulation or order by a court of law or regulatory authority revised or amended or (2) revise the Agreement so that (a) performance under the Agreement is no longer prohibited, illegal, impossible or is no longer impacted in a material adverse fashion, and (b) the Agreement is revised in a manner that preserves, to the maximum extent possible, the respective original intent of the parties. Each party will endeavor to provide reasonable notice to the other party as to any proposed law, regulations or any regulatory proceedings or actions that could affect the rights and obligations of the parties under this Agreement. If the parties are unable to revise the Agreement in accordance with the above, then the party whose performance is rendered prohibited, illegal, impossible, impractical or is impacted in a material adverse manner shall have the right to, at its sole discretion, to



cease performance of any such obligations or Services that are so prohibited, impossible, impractical or material and adversely affected without further obligation or liability upon thirty (30) days' prior written notice to the other party (or less if required by law). The parties will continue to perform all such obligations and Services under this Agreement that are not so prohibited, impossible, impractical or material and adversely affected; provided if a material part of the rights and obligations under this Agreement are suspended in accordance with the above and the performance of the remaining obligations would not reasonably maintain the respective original intent of the parties or would not serve the essential purpose of this Agreement, then either party shall have the right to, at its sole discretion, to terminate this Agreement without further obligation or liability upon thirty (30) days' written notice to the other party.

15. **SEVERABILITY OF PROVISIONS.** In the event any provision in this Agreement is held invalid, illegal or unenforceable, the unaffected provisions shall remain in full force and effect. The parties shall negotiate in good faith to substitute for such invalid, illegal or unenforceable provision a mutually acceptable provision consistent with the original intention of the parties. If the provision eliminated is a material provision and the parties are unable to negotiate a replacement provision, which reflects the original intent of the parties, either party may terminate the Agreement without liability or further obligation by providing thirty (30) days written notice to the other party.

16. **CONFIDENTIALITY.** As used in this Agreement, ("Confidential Information") means information not generally known to the public, whether of a technical, business or other nature that is disclosed by one party to the other as a result of the parties' communications and discussions, and that should reasonably have been understood by the receiving party, because of (i) legends or other markings, (ii) the circumstances of disclosure or (iii) the nature of the information itself, to be proprietary and confidential to the disclosing party. The parties agree that a disclosing party's proprietary or Confidential Information in either written, verbal, electronic or other form will not be disclosed by the other party either directly or indirectly, by any means, to any third person(s) without the express written permission of the disclosing party except as required to fulfill its obligations hereunder or unless otherwise required by governing authority or law. Notwithstanding the foregoing, this Agreement and Confidential Information related hereto may be disclosed by each party to its affiliates, the party's or its affiliates' respective employees, current and prospective lenders and investors, counsel, accountants, ratings agencies or advisors who have a need to know such information and who are bound to obligations of confidentiality that are at least as restrictive as those contained herein or has a lawful obligation to keep such information confidential.

17. **ASSIGNMENT.** Neither party may assign its obligations under this Agreement without the prior written consent of the other party; such consent not to be unreasonably conditioned, delayed or withheld. Either party may, however, assign its rights hereunder to an affiliate or a company which purchases all or substantially all of its assets ("Assignee") without the consent of the other party, but with no less than thirty (30) days' prior notice to the non-assigning party; provided that the Assignee agrees to be bound by all the terms and conditions of this Agreement, including the Assignee's agreement to cure all prior defaults of the assigning party under this Agreement.

18. **PUBLICITY.** Neither party may place content on a public website or release a media notice, press release, or any other sales, promotion, or collateral material ("Press Release") for external use that uses the other party's name, service mark, or trademark without specific, per issuance prior written approval from the other party.

19. **AFFILIATES.** An affiliate of Provider may provide Services to Customer pursuant to this Agreement. Notwithstanding, any provision of Service to Customer pursuant to this Agreement by an affiliate of the Provider, the Provider shall remain responsible to Customer for the delivery and performance of the Service in accordance with the terms and conditions of this Agreement. The parties acknowledge and agree that Customer's affiliates may purchase Services and be invoiced directly by Provider under this Agreement; provided, however, any such Customer affiliate purchasing Services hereunder agrees that such Services are provided pursuant to and governed by the terms



and conditions of this Agreement. Any reference to Customer in this Agreement with respect to a Service ordered by a Customer affiliate shall also be deemed a reference to the applicable Customer affiliate.

20. **SERVICE PORTABILITY.** Following the commencement date of a Service, if Customer terminates a Service prior to the end of the Service term without cause, and submits a new order for Services within thirty (30) days, early termination of such Service will not be considered a default under this Agreement or the applicable Service Order and no early Termination Charges will apply; provided, however, the following conditions are met: (i) Customer will pay any unpaid amounts for the terminated Service through the date of termination; (ii) the term for such new Services must be of equal or greater duration as the remainder of the original Service term so terminated; and (iii) the new Service monthly recurring charge ("MRC") must be equal to or greater than the MRC of the terminated Service ("Service Portability"). Service Portability will not apply to any Services clearly identified in the Service Order as a build or special construction by Provider.

21. **CHRONIC TROUBLE SERVICE.** Excluding a Force Majeure Event, a "Chronic Trouble Service" is a particular Service for which, (i) three or more Trouble Tickets have been opened for a Service Outage or for the same trouble within a sixty (60) day period, or (ii) one Service Outage has occurred for a duration of more than twenty four (24) hours, or (iii) Service Outages accumulating one hundred twenty (120) hours or more over any period of one hundred eighty (180) consecutive calendar days and the cause of each such trouble is not caused by a Customer controlled third party or the Customer.

Whenever Customer reports to Provider and Provider confirms that a Service is a Chronic Trouble Service, Customer may disconnect a specific Chronic Trouble Service without incurring termination liability or further obligation, except for payment due and owing for Service received prior to termination, by providing Provider written notice, unless such Service has remained trouble free for a period of thirty (30) days prior to such termination notice.

22. **INSURANCE.** Provider shall procure and maintain during the term of this Agreement, at its sole cost and expense, policies of insurance naming Customer as an additional insured, in such amounts and upon such terms as follows: (i) Commercial General Liability covering claims for product liability, bodily injury, death, personal injury or property damage with limits of at least \$1,000,000 for each occurrence with a general aggregate limit of at least \$2,000,000; (ii) Comprehensive Automobile Liability covering ownership, operation and maintenance of all owned, non-owned and hired motor vehicles used in connection with the performance of this Agreement, with limits of at least \$1,000,000 for each occurrence; (iii) Workers' Compensation with statutory limits as required in the state(s) where the Services are being provided, and Employers' Liability or "Stop Gap" coverage with limits of at least \$500,000 for each occurrence; (iv) Excess Liability with limits of at least \$1,000,000; and (vi) other forms of insurance that may be required by law.

All such policies identified under this section shall be issued by reputable and financially sound insurance companies authorized to do business in the state(s) where the Services are to be provided and with an A.M. Bests Rating of A IX or better. Such policies shall provide that no amendment or cancellation shall be effective unless Customer receives thirty (30) days prior written notice. Provider shall furnish to Customer prior to commencing providing Services, a current certificate of insurance and, upon policy renewal thereafter, certificates evidencing that such policies are in full force and effect. Each certificate so furnished shall acknowledge that Customer is named as an additional insured under the applicable policies and shall set forth on its face the applicable limits of liability. The failure of Provider to furnish any such certificate shall not diminish or otherwise affect its obligation to procure and maintain any policies of insurance contemplated by this Section. Provider further agrees to take such actions as are necessary to ensure that all of its affiliates, contractors, agents and any applicable underlying carriers procure and maintain policies of insurance and furnish proof as if they were subject to the terms and provisions of this Agreement. The obligation to insure imposed by this Section shall not relieve Provider of any obligations imposed upon it by other sections of this Agreement.



All insurance coverage required of Provider shall be primary over any insurance or self-insurance program carried by Customer.

Neither the insurance required nor the amount or type of insurance maintained by Provider shall limit or affect the extent of Provider's liability hereunder for injury, death or loss or damage.

23. **ADDITIONAL PROVISIONS.** This Agreement, together with the Schedules, Addendums, Price Lists and Service Orders which are incorporated herein by reference, and which together with this Agreement constitutes the entire understanding between the parties with respect to Services provided herein and supercedes any prior verbal or written agreements or understandings.

This Agreement is not exclusive. Nothing in this Agreement will prevent Customer or Provider from entering into similar arrangements with, or otherwise providing Services to, any other person or entity.

Provider accepts full responsibility for the acts and omissions of subcontractors and of persons or entities either directly or indirectly employed by, engaged by or acting under the direction and/or control of Provider, to the same extent as Provider is responsible for its own acts and omissions and those of persons directly employed by Provider.

Except for Service maintenance notices identified above, all notices hereunder shall be made in writing and shall be delivered to the addresses set forth below by either overnight courier or certified mail, return receipt requested. Any such notice shall be deemed effective on the day of actual delivery to recipient unless otherwise stated in the notice. The parties agree that a digitized (electronic) or facsimile copy of the executed Agreement shall be the same as an original copy. The failure of either party to give notice of Default or to enforce compliance with any of the terms or conditions of this Agreement will not be considered the waiver of any other term or condition of this Agreement. No subsequent amendment to this Agreement will be effective or binding unless it is made in writing and executed by authorized representatives of both parties. The respective obligations of Provider and Customer under this Agreement, which, by their nature would continue beyond the termination, cancellation or expiration of the Agreement (including, but not limited to, (i) obligations under any unexpired Service Order that is not expressly terminated or cancelled in connection with the event that gave rise to the termination of the Agreement; (ii) confidentiality obligations; (iii) limitations of liability; and (iv) indemnification obligations), shall survive termination, cancellation or expiration of the Agreement.



Notices:

Provider:
Winn Telecom
402 N. Mission St
Mount Pleasant, MI 48858

Customer:
City of Clare
202 W. Fifth St.
Clare, MI 48617

With a copy to:
Legal@winntel.com

With a copy to:

The individuals executing this Agreement on behalf of each party hereby represent and warrant to the other party that such individual is authorized to so execute this Agreement.

SIGNATURE

SIGNATURE

PRINT NAME

PRINT NAME

TITLE

TITLE

DATE

DATE



ADDENDUM A

This Addendum will be attached to and incorporated into the Master Services Agreement between the Provider and the Customer.

1. Service Level Commitments

Service Order Response Intervals - All intervals are measured from Provider’s receipt of a complete and accurate Service Order.

Acknowledgment	Three (3) business days following receipt of a Service Order
Firm Order Commitment (“FOC”)	within five (5) business days
LOA/CFA	within seven (7) business days, or ICB with special construction
Design Layout Report (“DLR”)	within seven (7) business days, or ICB with special construction

<i>Installation Intervals</i>	<i>(providing facilities are available)</i>
10/100 Mbps	Installation within 30 calendar days
GigE, 10 Gbps	ICB, not to exceed 60 calendar days
Special construction	ICB
Cross-Connects	Installation within 5 business days
Disconnects	completed within 30 days of disconnect notice

If Provider fails to provide a circuit on the established FOC date, Customer will be entitled to a credit in an amount equal to 5% of the monthly recurring charge (“MRC”) for each business day of delay, not to exceed one hundred percent (100%) of the MRC, provided the Customer or a Customer controlled third party does not cause such delay.

Furthermore, except for delays caused by Customer or a Customer controlled third party, if Provider fails to provide a circuit within thirty (30) days of the established FOC date then Customer may cancel the applicable Service Order without liability or further obligation.

2. Performance Standards

Each Service will meet the minimum performance standards identified in the following tables. In the event a Service fails to meet the applicable performance standard, Provider will credit Customer’s account as outlined in the Remedy section of the applicable table. In no event will Service Outage credits exceed one hundred percent (100%) of the MRC for a Service in any month.

Unprotected Services - Table 1

Performance Standard	Objective	Duration of failure	Remedy
Availability	≥99.95% measured monthly	Less than or equal to 15 min.	No credit
		Greater than 15 min. and less than 60 min.	Credit equal to 2% of the MRC for the impacted Service



		60 min. or more	Credit equal to 5% of the MRC of the impacted Service for each full hour of interruption
		24 hours or more	Immediate termination upon notice, without liability
Bit Error Rate (BER)	$\leq 1 \times 10^{-9}$	5 times or more in any 30 day period	20% of the MRC for the impacted Service
Latency	<u><30 ms per 1,000 V&H miles</u>	72 hours or more	Immediate termination upon notice, without liability.

Protected Services - Table 2

Performance Standard	Objective	Duration of Service Outage	Remedy
Availability	$\geq 99.999\%$ measured monthly	Less than or equal to 1 second	No credit
		Greater than 1 second and less than 30 seconds	Credit equal to 20% of the MRC for the impacted Service
		30 seconds or more and less than 90 seconds	Credit equal to 50% of the MRC of the impacted Service
		90 seconds or more and less than 120 seconds	Credit equal to 75% of the MRC of the impacted Service
		120 seconds or more	Credit equal to 100% of the MRC of the impacted Service
Bit Error Rate (BER)	$\leq 1 \times 10^{-9}$	5 times or more in any 30 day period	20% of the MRC for the impacted Service
Latency	<u><30 ms per 1,000 V&H miles</u>	72 hours or more	Immediate termination upon notice, without liability.

Ethernet Services – Table 3

In addition to the applicable performance standards in the previous Tables 1 and 2, for Ethernet Services the performance standards in the table below shall also apply. For each minute that an Ethernet Service fails to meet the objective for any performance standard in the following table Customer shall be entitled to a credit equal to one (1) minute of the MRC for the impacted Ethernet Service.

Performance Standard	Objective
Jitter	Less than 5 ms
Packet loss rate	Less than .1%



AGENDA REPORT

TO: Mayor & City Commission
FROM: Ken Hibl, City Manager
DATE: September 15, 2016
RE: Halloween Trick or Treat Date & Hours

For the Agenda of September 19, 2016

Background. Historically, the City Commission has always set the date and time for Halloween Trick or Treat. Generally, the Trick or Treat hours are set for 6:00 p.m. to 8:00 p.m. on October 31st, which falls on a Monday this year; last year we changed the hours from 5:30-7:30pm and received a significant number of comments that the time was too early – it did not provide families sufficient time to arrive home from work, complete the dinner meal, and still accommodate the trick or treat hours.

We have coordinated with our neighboring municipalities (*see copy of Diane's att'd email*) to determine their hours for trick or treat. The predominant time is 5:30 – 7:30; however, Farwell, our nearest neighbor, has set their times for 6:00-8:00pm. Consequently, we suggest that we follow suit – particularly in light of the “too early” comments we received last year. The City Commission is asked to set the hours and the date for 2016 Trick or Treat activities within the City as Monday, October 31st from 6:00pm to 8:00pm.

Issues & Questions Specified. Should the City Commission set the Trick or Treat date and hours within the City?

Alternatives.

1. Set the date and time for Monday, October 31st at 6:00-8:00 p.m.
2. Set the date and time for a date and time other than October 31st @ 6:00-8:00pm.
3. Defer/delay/postpone decision regarding the date/time to a future scheduled Commission meeting.

Financial Impact. None.

Recommendations. I recommend that the City Commission set the City's Halloween trick or treat hours for Monday, October 31st from 6:00-8:00pm by adoption of Resolution 2016-110.

Attachments.

1. Diane's Email.
2. Resolution 2016-110.

Ken Hibl

From: Diane Lyon
Sent: Wednesday, September 07, 2016 9:45 AM
To: Ken Hibl
Cc: Steven Kingsbury; Sarah Schumacher; Stacy Pechacek
Subject: Halloween trick or treat hours

The following are our neighboring communities trick or treat hours.

Coleman 5:30-7:30 October 31
Rosebush 6:00-8:00 October 31
Harrison 5:30-6:30 October 31
Farwell 5:30-7:30 on October 31.

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

*(989) 386-7541 x 106
(989) 386-4508 Fax*

RESOLUTION 2015-110

A RESOLUTION OF THE CLARE CITY COMMISSION SETTING THE 2016 HALLOWEEN TRICK OR TREAT HOURS FOR THE CITY OF CLARE.

WHEREAS, to ensure the public health and safety of the residents of the City of Clare, the Clare City Commission has historically set the date and time for Halloween trick or treat activities; and

WHEREAS, it is deemed prudent by the City Commission to continue this practice.

NOW THEREFORE BE IT RESOLVED THAT the City Commission of the City of Clare hereby sets the 2016 Halloween trick or treat hours for Monday, October 31st between the hours of six p.m. to eight p.m.

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

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

YEAS:

NAYS:

ABSENT:

Resolution approved for adoption on this 19th day of September, 2016.

Diane Lyon, City Clerk

AGENDA REPORT

TO: Mayor & City Commission
FROM: Ken Hibl, City Manager
DATE: September 15, 2016
RE: Authorization to Purchase Fork Truck

For the Agenda of September 19, 2016

Background. The 1960's-vintage, Army Surplus Fork Truck used in our Water & Waste Water Department has "died". Repair costs exceed \$6K (*see copy of Dale Clark's att'd memo & estimated repair cost document*). We've received quotations (*copies of quotes for less than and more than \$10K att'd*) for used fork trucks from multiple dealers. As reflected in the quotations less than \$10K, all the trucks are very high-hour pieces of equipment versus those listed on the quote sheets in the \$10K - \$13K grouping. Consequently, we believe it is in our best interest to spend the additional monies to purchase a used fork truck in the latter (\$10-\$13K) grouping.

As these are used items of equipment, the dealers are not able to guarantee that they will not be sold within the next day, week, or month – they are sold on a first-come, first-served basis. Therefore, we ask the City Commission provide us the authorization to purchase a lower-hour truck in the \$10K to \$13K range with a not-to-exceed authority of \$13K. With that authority, the City Staff will purchase the "best value for the money" truck that is available at the time with a cost not to exceed the \$13K price limit.

Issues & Questions Specified. Should the City Commission authorize the purchase of a used fork truck with a not-to-exceed price of \$13K?

Alternatives.

1. Authorize the purchase of a used fork truck for a purchase limit of \$13K?
2. Authorize the purchase of a used fork truck with a purchase limit less than \$13K?
3. Direct that our vintage truck be repaired.
4. Defer/delay/postpone decision regarding the date/time to a future scheduled Commission meeting.

Financial Impact. The fiscal impact will be directly related to the authorization provided by the City Commission. As this was an unanticipated expense, a Sewer Fund budget amendment will be required.

Recommendations. I recommend that the City Commission authorize the purchase of a used fork truck for a purchase price not to exceed \$13K by adoption of Resolution 2016-111.

Attachments.

1. Memo.
2. Repair Quote.
3. Quotes for Used Trucks – Less Than \$10K.
4. Quotes for Used Trucks – More Than \$10K.
5. Resolution 2016-111

INTEROFFICE MEMORANDUM

TO: KEN HIBL
FROM: DALE CLARK
SUBJECT: FORKLIFT PURCHASE
DATE 9/14/16
CC: STEVE KINGSBURY

Ken,

As we have discussed our 1960s era forklift is not long for this world. It is in need of repairs totaling \$6,192.00 for a battery and a new charger. They no longer make mechanical parts for our forklift, so if we repair ours and something else breaks we will be in the same position we are in now. I have been looking for a newer used ones and it looks like our best value is to spend about \$10,000 to \$13,000. When you drop down to the 5,000 to 10,000 dollar ones the run hours go up dramatically. So I am asking for the authority to spend not more than \$13,000 to purchase a forklift. I have included some potential options for purchase. The less expensive one have at least double the run hours. Thank you



FRAZA FORKLIFTS

A Blackwood Holdings Company

Bridgeport
4670 Zelle Drive
Bridgeport, MI 48722
(989) 777-7779 Fax (989) 777-6151

Plymouth
39550 Schoolcraft Road
Plymouth, MI 48170
(734) 455-5150 Fax (734) 455-7475

Romulus
35777 Genron Court
Romulus, Michigan 48174
(734) 941-5252 Fax (734) 941-2331

Roseville
15725 12 Mile Road
Roseville, MI 48066
(586) 778-6111 Fax (586) 778-9795

QUOTATION

City of Clare
11175 S. Eberhart
Clare, MI. 48617

Date: August 30, 2016
Quotation #: GEL 083016-A
Reference: Battery & Charger
Serial #:

Attn: Dale Clark

UNITS	DESCRIPTION	UNIT PRICE (U.S. DOLLARS)	TOTAL
One	New 36 Volt Industrial Lead Acid Battery Model: 18-85-13, 510AH 5 Year Warranty Lead Time about 6 weeks from date of order Cost	\$3,997.00	
One	New Industrial Battery Charger to match above battery Model: HPT 18-600, Triple Phase Power source needed Cost *Triple Phase Power needed for Charger quoted	\$2,195.00	

TO Repair
OUT Forklift

TERMS: CASH	F.O.B.: PORT	SUBJECT TO APPLICABLE STATE AND LOCAL TAX	
THIS QUOTATION IS AN OFFER BY FRAZA FORKLIFTS TO FURNISH THE BATTERIES AND CHARGERS DESCRIBED IN THIS QUOTATION. BUYER'S EXECUTION BELOW ACCEPTS ALL OF THE TERMS AND CONDITIONS STATED ON THE FOLLOWING QUOTATION. BUYER'S EXECUTION BELOW ACCEPTS ALL OF THE TERMS AND CONDITIONS OF THIS QUOTATION.		ACCEPTANCE OF ALL OF THE TERMS WITHIN (30) DAYS OF THE DATE OF ACCEPTANCE OF ALL OF THE TERMS	
QUOTE SUBMITTED BY: Gordie Loftis		BUYER'S NAME: ACCORDING TO ALL WRITTEN TERMS	
BY: (AUTHORIZED SIGNATURE)		BY: (SIGNATURE OF AUTHORIZED OFFICER OR REPRESENTATIVE REQUIRED)	
TITLE: Sales Manager		TITLE:	DATE:



FRAZA FORKLIFTS

A Blackwood Holdings Company

Bridgeport
4670 Zelle Drive
Bridgeport, MI 48722
(989) 777-7779 Fax (989) 777-6151

Plymouth
39550 Schoolcraft Road
Plymouth, MI 48170
(734) 455-5150 Fax (734) 455-7475

Romulus
35777 Genron Court
Romulus, Michigan 48174
(734) 941-5252 Fax (734) 941-2331

Roseville
15725 12 Mile Road
Roseville, MI 48066
(586) 778-6111 Fax (586) 778-9795

QUOTATION

City of Clare
11175 S. Eberhart
Clare, MI. 48617

Date: August 30, 2016
Quotation #: GEL 083016-B
Reference: Used Mitsubishi FGC25N
Serial #:

Attn: Dale Clark

UNITS	DESCRIPTION	UNIT PRICE (U.S. DOLLARS)	TOTAL
One	2010 Mitsubishi Forklift		
Model:	FGC25N		
Capacity:	5,000 lbs. at 24" load center		
Upright:	Triple Stage 188" Max Fork Height 83" Overall Height Lowered 56" Free Lift		
Fuel:	LP Gas		
Tires:	Cushion, Drive & Steer, in good shape		
Other:	Sideshifter, back up alarm, strobe light, headlights *Includes new paint and seat cushion.		
Warranty:	AS IS		
	* This unit is out of our rental fleet, has high hours (13,000 hours), but has been very well maintained. We will do a full inspection on it before delivery.		
	Lead Time: about 2 weeks from date of order		
Price:		\$7,500.00	

TERMS: CASH

F.O.B.: POINT OF MANUFACTURER

PRICES SUBJECT TO APPLICABLE STATE AND LOCAL TAX

THIS QUOTATION IS AN OFFER BY FRAZA FORKLIFTS TO ENTER INTO A CONTRACT ACCORDING TO ALL OF THE TERMS AND CONDITIONS STATED ON THE FOLLOWING PAGE, WHICH MUST BE ACCEPTED BY THE BUYER WITHIN (30) DAYS OF THE DATE THIS QUOTATION. BUYER'S EXECUTION BELOW SHALL CONSTITUTE ACKNOWLEDGEMENT AND ACCEPTANCE OF ALL OF THE TERMS AND CONDITIONS OF THIS QUOTATION.

QUOTE SUBMITTED BY:

Gordie Loftis

BY: (AUTHORIZED SIGNATURE)

BUYER'S NAME: ACCORDING TO ALL WRITTEN TERMS

BY: (SIGNATURE OF AUTHORIZED OFFICER OR REPRESENTATIVE REQUIRED)

TITLE:

Sales Manager

TITLE:

DATE:

Investment Proposal

Thank you for allowing Alta Equipment Company the opportunity to present this quote.

Quote To: Mr. Dale Clark dclark@cityofclare.org

Customer: City of Clare

Ship to: Same

11175 S. Eberhart

Clare, MI -48617

Ph No: 989-386-2321

Quote No: 5320912-2

Series: A910

Model: 2005 GLC050VX

Quantity: 1

Date: 12 Sep 2016

Expires: 11 Oct 2016

Highlights

- Yale Veracitor Cushion Tire Forklift Model GC050VX: Nominal 5000 lb capacity at 24" load center. Veracitor trucks feature Industrial Grade Critical Components that maximize productive value and economic life of the lift truck. Rugged powertrains and cooling systems are designed specifically for tough lift truck applications. Highly reliable electrical systems provide sophisticated control of truck functionality leading to outstanding efficiency. Robust hydraulic systems and heavy duty masts provide excellent load moving capability. Truck frames provide optimal strength and rigidity, including maximum protection to internal components. Standard Equipment includes: Continuous Stability Enhancement System, Integrated Dashboard Display, Operator Restraint System, Operator Presence System (OPS), Low Fuel Indicator, Infinitely Adjustable Steering Column and Floor mat. Standard Used Truck Warranty: 30 Days Full and 90 Days Powertrain Warranty.
- POWERTRAIN: VX Value. Mazda 2.2L LPG EPA Emissions Certified Engine provides outstanding fuel economy in a heavy-duty industrial grade design. Techtronix 100 1-speed Transmission features Controlled Power Reversal providing decreased tire replacement costs by reducing tire spin, Auto Deceleration System improving brake maintenance costs by reducing brake usage, Controlled Ramp Roll-Back for improved operator control, Electronic Inching improving operating costs by eliminating inching adjustments, and Industrial Grade clutch packs, gears, shafts and drive train components for exceptional durability. Self Energizing Drum brakes provide excellent braking efficiency
- MONITORING: System Monitoring provides superb control over truck functionality and systems enabling maximum system efficiency for excellent durability and serviceability
- HOOD: Non-Vented



ALTA EQUIPMENT COMPANY

- MAST: 3 Stage Full Free Lift. 189" Max Fork Ht / 83" Lowered / 61" Free Lift / 238" Ext Ht. (2085 mm – 4800 mm)
- CARRIAGE: 38.5" (980mm) Class II Hook Integral Sideshifter
- FORKS: 42" Long Class II Hook Type (1.6"x3.9") Standard Taper, 1067mm Long, (40mm x 100mm).
- LOAD BACKREST EXTENSION: 48" High
- MAST TILT: 5 Degrees Forward / 5 Degrees Back
- HOSE GROUP: 1 Aux Function - Internal Mounted
- HYDRAULIC CONTROLS: Cowl Mounted Levers
- HYDRAULIC VALVE: 3 Function (1 Aux.) For Non-Clamping Attachments
- ENGINE START: Keyswitch Start
- RADIATOR: Heavy Duty Anti-Clog
- AIR INTAKE: High Mount Air Intake
- DIRECTIONAL CONTROL: Left Hand Directional Lever
- LPG TANK BRACKET: Swing Out
- U.L. APPROVAL: Type G or LP
- INCHING: Single Pedal Inch Brake
- OVERHEAD GUARD: Tall - 84" High (2128mm)
- TREAD WIDTH: Narrow Tread
- DRIVE TIRES: 70% or Newer Standard Compound Smooth Tread 21x7x15
- STEER TIRES: 70% or Newer Standard Compound Smooth Tread 16x5x10.5
- SEAT: Non Suspension Vinyl, includes Operator Restraint with No-Cinch Seatbelt
- VISIBLE ALARM: Amber Strobe Mounted Behind and Below OHG
- LIGHTS: Dual Front Headlights/Single Rear Work Light Halogen
- ALARM: 82-102 DB (A) Audible Backup Alarm
- ACCESS: Dual Rear View Mirrors, Rear Drive Handle with Horn Button
- STEERING WHEEL: Steering Wheel with Wheel Spinner Knob
- LITERATURE: Decals, Markings and Operator Manual
- USED CONDITION: Rental Ready, Cleaned, Fully Serviced
- 30 Day Powertrain Warranty, 11,000 Original Hours

ALTA EQUIPMENT COMPANY

Investment Proposal Price Information

Price Each

Total Selling Price

\$8,950.00

OPTIONAL: 2005 Hyster S50FT with same spec's as above unit with **13,638 hours.**

INVESTMENT, F.O.B. Delivered.....\$6,950.00

Terms: Net 30

F.O.B.: DELIVERED, 1-2 weeks

Warranty

WARRANTY: Rental Ready 30 Day Powertrain Warranty

Statement of Quality

Yale Materials Handling is an ISO 9002 Certified Manufacturing Company. Yale is among the first American lift truck manufacturers to receive this prestigious quality registration. Additionally, every Yale model design is reviewed and approved by either Underwriters Laboratories, Inc., or Factory Mutual Engineering Corp., and meets all of the required ANSI-B-56.1 guidelines.\n

This quote is valid for 30 days. Does not include State and local taxes if applicable.

Proposal By: Paul Southwell

Accepted By:

Account Manager

Date

Date

Dale Clark

From: Mark Urgero [mark@illinoislift.com]
Sent: Thursday, August 25, 2016 3:28 PM
To: Dale Clark
Subject: PHOTOS - YALE GLP035VX
Attachments: DSCN2281.JPG; DSCN2272.JPG; DSCN2273.JPG; DSCN2274.JPG; DSCN2275.JPG; DSCN2276.JPG; DSCN2278.JPG; DSCN2279.JPG; DSCN2280.JPG

Dale, *+600*

Here is a Pneumatic Yale that we have in stock.

YEAR: 2006
MAKE: YALE
MODEL: GLP035VX

3500LB CAPACITY
3 STAGE MAST
84" LOWERED
187" RAISED
LPG FUEL
MAZDA ENGINE
SOLID PNEUMATIC TIRES
INTEGRAL SIDE SHIFTER
42" FORKS INCLUDED

3,500 hrs.

\$11,900

11,000
out door includes shipping

Mark Urgero
ILLINOIS LIFT EQUIPMENT
VIPER LIFT TRUCKS

1201 W. Hawthorne Lane
West Chicago, IL 60185
Call & Text: [630.696.6886](tel:630.696.6886)
Direct: [331.240.2376](tel:331.240.2376)

mark@illinoislift.com





Dale Clark

From: Mark Urgero [mark@illinoislift.com]
Sent: Thursday, August 25, 2016 3:28 PM
To: Dale Clark
Subject: 2006 Toyota 7FGL14 Forklift Pneumatic tire LP gas
Attachments: 2006 TOYOTA 7FGL14.1.JPG; 2006 TOYOTA 7FGL14.2.JPG; 2006 TOYOTA 7FGL14.3.JPG; 2006 TOYOTA 7FGL15.4.JPG

Hi Dale,

Thanks for your time on the phone earlier. I am going to send you some machines that may work for you. Here is a toyota.

YEAR: 2006
MAKE: TOYOTA
MODEL: 7FGL14

3,000lb CAPACITY
2 STAGE MAST
77" LOWERED
118" RAISED HEIGHT
LPG FUEL
PNEUMATIC TIRES
FORKS INCLUDED
6500 HOURS

\$10,900

--

Mark Urgero
ILLINOIS LIFT EQUIPMENT
VIPER LIFT TRUCKS

1201 W. Hawthorne Lane
West Chicago, IL 60185
Call & Text: [630.696.6886](tel:630.696.6886)
Direct: [331.240.2376](tel:331.240.2376)

mark@illinoislift.com





RESOLUTION 2015-111

A RESOLUTION OF THE CLARE CITY COMMISSION AUTHORIZING THE PURCHASE OF A USED FORK LIFT.

WHEREAS, the City's vintage, 60-plus year old fork truck requires repairs far exceeding the value of said truck; and

WHEREAS, said truck is considered an essential piece of equipment for the City's Water & Waste Water Department; and

WHEREAS, the City Staff has contacted a number of regional fork truck vendors seeking a used replacement truck; and

WHEREAS, it was discovered that used trucks that have high usage hours can be obtain for \$10,000 or less but used fork trucks with significantly fewer hours can be purchased for a matter of a few thousand dollars more – thereby providing a far better value for the price; and

WHEREAS, the used fork trucks are sold on a first-come, first-served basis thus the City Staff must have the authority to purchase the truck immediately upon discovery of one that fits the City's needs.

NOW THEREFORE BE IT RESOLVED THAT the City Commission of the City of Clare hereby authorizes the purchase of a used fork truck for a purchase cost not to exceed \$13,000.

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

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

YEAS:

NAYS:

ABSENT:

Resolution approved for adoption on this 19th day of September, 2016.

Diane Lyon, City Clerk

AGENDA REPORT

TO: Mayor & City Commission
FROM: Ken Hibl, City Manager
DATE: September 15, 2016
RE: Authorization to Purchase SCADA Equipment

For the Agenda of September 19, 2016

Background. We are constantly pursuing means and methods to become as efficient as possible, thereby conserving and/or saving our often-limited but always much-valued resources. We are trying to utilize more and more advanced technology in our public water and sanitary sewer systems and have made significant strides installing SCADA systems in significant portions of those two systems.

We earmarked monies in our 2016/2017 Capital Improvements Schedule and corresponding budget to expand our use of SCADA. Our SCADA vendor has provided (*copy att'd*) us a detailed outline of the costs of the new equipment we recommend for purchase and installation. This requested purchase is further explained in Dale's att'd memo. The City Commission is asked to authorize the purchase of the equipment.

Issues & Questions Specified. Should the City Commission authorize the purchase and installation of the new SCADA equipment?

Alternatives.

1. Authorize the purchase and installation of the requested equipment.
2. Authorize the purchase and installation of only a portion of the equipment.
3. Direct the purchase not be purchased.
4. Defer/delay/postpone decision regarding the date/time to a future scheduled Commission meeting.

Financial Impact. The total cost of the new equipment is \$54,800, which is approximately \$10K over the amount we budgeted for this purpose. A significant portion (\$6.8K) of this overage is for the optional Groov software explained in Dale's memo. We have assessed the payback on this software and consider it a worthwhile and prudent purchase. A budget amendment in the amount of \$9.8K will be required for this purchase.

Recommendations. I recommend that the City Commission authorize the purchase and installation of the SCADA equipment in the amount of \$54,800 by adoption of Resolution 2016-112.

Attachments.

1. SCADA Proposal.
2. Dale's Memo.
3. Resolution 2016-112.

Dale Clark
Director of Water Treatment
City of Clare

Subject: Water Tower & Well 7 Controls and Telemetry to eliminate leased lines

Well 7 Radio & SCADA

- o Design & Supply new Pump Control Panel(24w x 24h placed in existing enclosure) with OPTO PLC, UPS(to set on top of enc) and Radio
 - Integrate new scada controls and tie into the existing HMI/SCADA system at the WWTP with new telemetry system(screen & alarms on existing HMI at WWTP)
 - 1 digital input module
 - 1 output module
 - 1 4-20ma input module
 - Ubiquiti 5ghz Ethernet radio
 - Ethernet switch
 - Electrical bid mgmt.(Electrical install budget: \$1300)

Well 7 Engineering & Hardware	: \$11,700
Electrical install(budgetary)	: \$1,300
Tower Base/install(budgetary)	: \$5,000
Total	: \$18,000

Existing Water Tower Radio & SCADA

- o Design & Supply new Water Tower Control Panel(24w x 36h) with OPTO PLC, UPS and Radio
 - Use Radio comms to replace the tower level signal to the Water Filtration Plant. Use new analog output module to retransmit the signal into the existing system. Add the level into the HMI/SCADA system at the WWTP with new telemetry system(Water Tower screen & Alarms on existing HMI at WWTP)
 - 1 digital input module
 - 1 digital output module
 - 1 4-20ma input module
 - Ubiquiti 5ghz Ethernet radios
 - Ethernet switch
 - Electrical bid mgmt.(Electrical install budget: \$2000)

New Water Tower Engineering & Hardware	: \$13,400
Electrical install(budgetary)	: \$1,900
Total	: \$15,300

Water Filtration Plant

- o Design & Supply new Water Tower/Water Filtration Plant Controls with OPTO PLC, UPS and Radio
 - Use Radio comms to replace the tower level signal to the Water Filtration Plant. Use new analog output module to retransmit the signal into the existing system. Add the level into the HMI/SCADA system at the WWTP with new telemetry system(Water Tower screen & Alarms on existing HMI at WWTP)
 - 1 digital input module
 - 1 digital output module
 - 1 4-20ma output module
 - Ubiquiti 5ghz Ethernet radio
 - Ethernet switch
 - Electrical bid mgmt.(Electrical install budget: \$2000)

New Water Tower Engineering & Hardware : \$12,800
Electrical install(budgetary) : \$1,900
Total : \$14,700

New Groov installed at WWTP for remote/mobile system monitoring. (Optional)

groov is Opto 22's new way to build, deploy, and view simple, effective, and scalable operator interfaces to monitor and control systems and equipment using computers and mobile devices. Using only a modern web browser, *groov* lets you quickly and securely build and deploy browser-based interfaces for automation, monitoring, and control applications. These operator interfaces can then be viewed on almost any computer or mobile device regardless of its manufacturer or operating system, including PCs, tablets, smartphones, and even smart high-definition televisions.

WWTP Groov Hardware : \$3,600
Programming & Startup : \$3,200
Total : \$6,800

Services by Perceptive Controls

- o Engineering and drawings for all new control panels
- o Programming the control and telemetry system
- o Scada and alarm programming
- o Training
- o Start-up

Provided by Clare

- Run equipment in Manual mode during start-up
- Provide Internet connection & Static IP for Groov at WWTP building

Total for all items: \$54,800

Terms: 30% with order, 30% on hardware delivery, 40% on completion

All payments are Net 30 days (1.5% finance charge/month after 30 days)

Best Regards,

Ryan Fisher

Perceptive Controls

Office: 269.685.3040 x102

Cell: 269.207.4287

INTEROFFICE MEMORANDUM

TO: KEN HIBL
FROM: DALE CLARK
SUBJECT: SCADA FOR WELL SEVEN AND THE SOUTH WATER TOWER.
DATE 9/14/16
CC: STEVE KINGSBURY

Ken,

I would like to install SCADA on the south water tower and well seven. I have asked our SCADA provider, Perceptive Controls, for a quote. The cost of doing so would be about \$48,000.00. I budgeted for \$45,000.00 This will accomplish two things the first being the updating of the antiquated well seven controls. We can no longer get parts for these controls. The second is we will eliminate the need for the two dedicated phone lines supplied by AT&T. The cost of these lines are \$1,141.08 Monthly. This savings on the phone lines will pay for the SCADA in three and a half years.

In addition, Perceptive also included a quote for a new mobile monitoring system called Groov. This lets you monitor and control the SCADA from home computers smart phones and tablets. This hardware is completely optional. The coast of this hardware is \$6,800.00. This will eliminate the need for the Winn911 alarm hardware. The cost of Winn911, what we presently have, is about \$2,000.00 each time we buy a new SCADA computer. Groov will also eliminate a phone line needed for the Winn911 about \$109.00/a month. Groov hardware will also make it mandatory for water treatment personnel to carry a smart phone. I don't believe the 50 dollar cell phone reimbursement would cover the cost of the smart phone and data plan so I believe there should be an increase in that reimbursement.

RESOLUTION 2015-112

A RESOLUTION OF THE CLARE CITY COMMISSION AUTHORIZING THE PURCHASE OF SCADA EQUIPMENT.

WHEREAS, the City has been incrementally transitioning to automated monitoring and control systems in its public water and sanitary sewer systems for the past decade, thereby improving the overall efficiency in operating said systems; and

WHEREAS, the City included in its 2016/2017 capital improvement budget the purchase of additional automated systems software and equipment to further expand and improve its operating efficiency; and

WHEREAS, the City has received a quotation from its vendor for said equipment for the purchase of said equipment and software; and

WHEREAS, the City Staff has reviewed said quotation and has requested authorization to purchase and install said equipment; and

WHEREAS, the City Commission has duly reviewed and considered said quotation and the recommendation of its City Staff and determined said purchase is prudent, the cost is reasonable, and the purchase serves to improve the efficiency of operations of the City's public water system.

NOW THEREFORE BE IT RESOLVED THAT the City Commission of the City of Clare hereby authorizes the purchase and installation of SCADA software and equipment for a cost not to exceed \$54,800.

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

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

YEAS:

NAYS:

ABSENT:

Resolution approved for adoption on this 19th day of September, 2016.

Diane Lyon, City Clerk

AGENDA REPORT

TO: Mayor Pat Humphrey & the Clare City Commission
FROM: Ken Hibl, City Manager
DATE: September 7, 2016
RE: *Board & Committee Appointments – Clare Downtown Development Authority
(Dean Doherty)

For the Agenda of September 19, 2016

**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 September 19, 2016.*

Background. The terms of Dean Doherty as a voting member of the City's Downtown Development Authority (DDA) has expired. Dean has to serve another term of appointment at the will of the Clare City Commission. The City Commission is asked to reappoint Dean to this position.

Issues & Questions Specified. Should the City Commission reappoint Mr. Dean Doherty to serve another term as a member of the Clare Downtown Development Authority?

Alternatives.

1. Reappoint Dean to serve another three-year term.
2. Reappoint Dean Doherty to serve another term less than or more than three years.
- 3.
4. Appoint another individual to replace Dean as a member of the DDA.
5. Do not appoint anyone to fill the expired positions.
6. Set aside decision regarding this matter to a later date.

Financial Impact. There is no direct cost to the City. However, it is imperative that the City maintain a full slate of appointees on all its boards and committees to ensure the efficient and effective management of the City – and in the case of the DDA, it is even more imperative to do so as this entity is semi-autonomous and manages its own revenue stream as well as having taxing authority.

Recommendation. I recommend that the City Commission reappoint Mr. Dean Doherty to continue serving as a voting member of the Clare DDA by adoption of Resolution 2016-.

Attachment. Resolution 2016-113

RESOLUTION 2016-113

A RESOLUTION OF THE CLARE CITY COMMISSION RE-APPOINTING MR. DEAN DOHERTY TO CONTINUE SERVING AS A MEMBER OF THE CITY OF CLARE DOWNTOWN DEVELOPMENT AUTHORITY.

WHEREAS, the appointment of Mr. Dean Doherty as a member of the City of Clare Downtown Development Authority has expired; and

WHEREAS, Mr. Doherty has agreed to reappointment to said Authority at the will of the City Commission; and

WHEREAS, the City Commission considers said individual highly qualified to continue serving as a member of said Authority.

NOW THEREFORE BE IT RESOLVED THAT the City Commission of the City of Clare hereby re-appoints Mr. Dean Doherty to continue serving as a member of the City of Clare Downtown Development Authority, said reappointment being effective on September 19, 2016 and expiring on September 18, 2019.

BE IT FURTHER RESOLVED THAT said appointment is voluntary and without compensation and can be terminated by the Clare City Commission with or without cause.

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

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

YEAS:

NAYS:

ABSENT:

Resolution approved for adoption on this 19th day of September 2016.

Diane Lyon, City Clerk

To: Mayor Pat Humphrey and the Clare City Commission
From: Steven J. Kingsbury, MBA, CPFA, MiCPT
Treasurer, Finance and Technology Director
Date: September 15, 2016
Reference: Treasurer's Report for September 19, 2016

Account Reconciliation Report: All accounts of the City of Clare are in balance as of August 31, 2016.

Cash and Investment Report: Enclosed you will find a summary report of all cash and investment accounts of the City reported by bank of deposit as of August 31, 2016.

Cash Summary By Fund Report: Enclosed you will find a summary report by operating fund of all cash and investment balances of the City as of August 31, 2016.

Revenue and Expenditure Report: Enclosed you will find a Summary Revenue and Expenditure Report (Unaudited) of the City of Clare prepared as of August 31, 2016.

Balance Sheet: Enclosed you will find a Comparative Balance Sheet (Unaudited) of the City of Clare prepared as of August 31, 2016.

FY2015/16 Annual Audit: Due to scheduling conflicts and other time challenges we have rescheduled this year's annual external audit from October 10th through the 19th to October 24th through November 4th. The presentation of the final audit report and financial statements is still anticipated to be made by AHP during the regular City Commission meeting on November 21st.

CITY OF CLARE
CASH AND INVESTMENT SUMMARY (UNAUDITED) BY BANK
From 8/01/2016 to 8/31/2016

<u>Financial Institution/Account Description</u>	<u>Interest Rates</u>	<u>Balance 8/1/16</u>	<u>Total Increases</u>	<u>Total Decreases</u>	<u>Balance 8/31/16</u>
<u>City of Clare Accounts</u>					
Chemical Bank/Consolidated Account	0.100%	\$ 428,880.74	\$ 1,160,838.67	\$ 897,567.55	692,151.86
Chemical Bank/Rural Development Bond & Interest Acct	0.020%	49,884.12	0.85	-	49,884.97
Chemical Bank/Rural Development RRI Acct	0.020%	43,153.72	0.73	-	43,154.45
Chemical Bank/USDA Sewer Bond Pmt Reserve Acct	0.020%	2,625.28	0.04	-	2,625.32
Chemical Bank/USDA Sewer Bond RRI Reserve Acct	0.020%	8,231.12	0.14	-	8,231.26
Chemical Bank/USDA Water Bond Pmt Reserve Acct	0.020%	4,375.43	0.07	-	4,375.50
Chemical Bank/USDA Water Bond RRI Reserve Acct	0.020%	7,529.24	0.13	-	7,529.37
Mercantile/Money Market Account	0.100%	73,804.15	6.67	-	73,810.82
Chemical Bank/Current Property Tax Account	0.100%	186,713.33	2,114,496.69	933,024.19	1,368,185.83
Petty Cash and Cash on Hand	N/A	450.00	-	-	450.00
Chemical Bank/ACH Receipt Acct	0.02%	1,000.00	-	-	1,000.00
Chemical Bank/Repurchase Agreements	0.2% to 0.45%	1,400,000.00	40,000.00	40,000.00	1,400,000.00
MMCAA - Fiduciary Account for the Railroad Depot	N/A	120,013.63	-	-	120,013.63
Mercantile/Hatton Township Landfill Trust Fund	0.900%	200,005.79	-	-	200,005.79
Total - City of Clare Accounts		<u>\$ 2,526,666.55</u>	<u>\$ 3,315,343.99</u>	<u>\$ 1,870,591.74</u>	<u>\$ 3,971,418.80</u>
<u>City of Clare Component Unit Accounts</u>					
Chemical Bank DDA Account	0.100%	41,061.53	10,626.56	646.56	51,041.53
Total - City of Clare Component Unit Accounts		<u>\$ 41,061.53</u>	<u>\$ 10,626.56</u>	<u>\$ 646.56</u>	<u>\$ 51,041.53</u>

CASH SUMMARY BY FUND FOR THE CITY OF CLARE
From 8/01/2016 To 8/31/2016
ALL FUNDS (UNAUDITED)
CASH and INVESTMENT ACCOUNTS

FUND	DESCRIPTION	BALANCE 8/1/2016	TOTAL DEBITS	TOTAL CREDITS	BALANCE 8/31/2016	Investment Balances 8/31/2016	Transactional Account Balances 8/31/2016
101	General Fund	222,891.62	608,572.55	458,703.24	372,760.93	\$ 80,000.00	\$ 292,760.93
150	Cemetery Perpetual Care	270,471.18	2,298.70	0.00	272,769.88	260,000.00	12,769.88
202	Major Streets	147,800.67	19,717.02	18,329.27	149,188.42	85,000.00	64,188.42
203	Local Streets	37,438.35	20,231.27	13,428.24	44,241.38	20,000.00	24,241.38
206	Fire Fund	192,860.33	102,489.96	29,965.00	265,385.29	175,000.00	90,385.29
208	Parks and Recreation	509,098.14	67,618.68	75,161.81	501,555.01	280,000.00	221,555.01
210	Downtown Development Authority (DDA)	41,061.53	10,626.56	646.56	51,041.53	-	51,041.53
211	Sidewalk Replacement Fund	623.80	23.71	23.68	623.83	-	623.83
243	Brownfield Redevelopment Authority Fund	4,591.59	0.21	0.00	4,591.80	-	4,591.80
265	Drug Law Enforcement Fund	753.94	0.03	0.00	753.97	-	753.97
590	Sewer System Fund	473,620.16	104,668.47	90,722.46	487,566.17	330,000.00	157,566.17
591	Water System Fund	221,613.48	97,689.90	48,468.43	270,834.95	170,000.00	100,834.95
636	Data Processing Fund	19,395.07	19,410.47	20,044.34	18,761.20	-	18,761.20
641	Mobile Equipment Fund	49,147.50	56,099.74	87,135.42	18,111.82	-	18,111.82
703	Property Tax Fund	186,713.33	2,114,496.69	933,024.19	1,368,185.83	-	1,368,185.83
704	Imprest Payroll Fund	(10,358.40)	102,026.59	95,585.66	(3,917.47)	-	(3,917.47)
765	Hattan Township Landfill Trust Fund	200,005.79	0.00	0.00	200,005.79	200,005.79	-
TOTAL - ALL FUNDS		\$ 2,567,728.08	\$ 3,325,970.55	\$ 1,871,238.30	\$ 4,022,460.33	\$ 1,600,005.79	\$ 2,422,454.54

NOTES:

Parks and Recreation Fund - balance includes Grant/Donation Funds reserved for the Soccer Complex of \$25,943.12, the Skate Park of \$11,589.08; South Multi-Purpose Recreation and Youth Sports Complex Bond Proceeds of \$345,000.00 and the Depot Restoration Project of \$120,013.63.

Summary

Revenue and Expenditure Report

Prepared as of

August 31, 2016

PERIOD ENDING 08/31/2016

% Fiscal Year Completed: 16.99

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

ACCOUNT DESCRIPTION	END BALANCE	2016-17 AMENDED BUDGET	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
	06/30/2016 NORM (ABNORM)		08/31/2016 NORM (ABNORM)	MONTH 08/31/16 INCR (DECR)	BALANCE NORM (ABNORM)	
Fund 101 - GENERAL FUND						
000.000-GENERAL	2,652,561.84	2,539,201.65	675,275.47	486,073.10	1,863,926.18	26.59
931.000-TRANSFERS IN AND OTHER SOURCES	376,596.24	45,000.00	6,400.00	3,200.00	38,600.00	14.22
TOTAL Revenues	3,029,158.08	2,584,201.65	681,675.47	489,273.10	1,902,526.18	26.38
101.000-CITY COMMISSION	35,463.64	42,950.00	23,336.28	23,281.46	19,613.72	54.33
172.000-CITY MANAGEMENT/ADMINISTRATION	111,638.98	115,986.19	16,054.66	8,001.10	99,931.53	13.84
191.000-FISCAL SERVICES	134,160.08	143,167.91	18,842.88	9,141.97	124,325.03	13.16
215.000-CLERK	140,727.22	190,502.47	27,994.54	13,467.34	162,507.93	14.70
247.000-BOARD OF REVIEW	1,809.43	1,593.50	90.99	90.99	1,502.51	5.71
257.000-ASSESSOR	85,322.02	101,415.96	13,685.35	6,739.93	87,730.61	13.49
262.000-ELECTIONS	6,856.30	13,257.49	1,313.00	1,187.12	11,944.49	9.90
265.000-BUILDING AND GROUNDS	44,062.43	62,923.23	12,429.34	8,846.15	50,493.89	19.75
266.000-ATTORNEY	62,832.35	45,000.00	3,466.36	3,466.36	41,533.64	7.70
276.000-CEMETERY	67,882.25	75,494.91	24,542.55	19,716.03	50,952.36	32.51
301.000-POLICE	885,417.93	930,480.25	142,155.89	80,572.85	788,324.36	15.28
371.000-BUILDING INSPECTION DEPARTMENT	39,726.05	46,700.00	3,039.52	833.30	43,660.48	6.51
441.000-DEPARTMENT OF PUBLIC WORKS	60,196.30	46,123.90	15,476.70	8,413.15	30,647.20	33.55
445.000-DRAINS - PUBLIC BENEFIT	0.00	2,500.00	0.00	0.00	2,500.00	0.00
448.000-STREET LIGHTING	199,035.53	43,191.51	11,735.61	11,231.92	31,455.90	27.17
526.000-LANDFILL CLOSURE	55,845.23	67,403.51	462.17	260.01	66,941.34	0.69
528.000-REFUSE COLLECTION/DISPOSAL	213,285.91	215,498.63	36,107.33	19,299.03	179,391.30	16.76
537.000-AIRPORT	180,455.32	198,659.44	64,034.78	33,643.04	134,624.66	32.23
721.000-PLANNING	38,777.83	36,300.00	15,883.41	1,023.41	20,416.59	43.76
728.018-ECONOMIC DEVELOPMENT - CLARE COUNTY	108,749.05	0.00	0.00	0.00	0.00	0.00
906.000-DEBT SERVICE	66,082.65	44,374.88	0.00	0.00	44,374.88	0.00
955.000-NON DEPARTMENTAL	34,541.87	5,609.75	0.00	0.00	5,609.75	0.00
999.000-TRANSFERS (OUT) AND OTHER USES	392,201.83	345,841.33	165,622.08	129,160.84	180,219.25	47.89
TOTAL Expenditures	2,965,070.20	2,774,974.86	596,273.44	378,376.00	2,178,701.42	21.49
Fund 101 - GENERAL FUND:						
TOTAL REVENUES	3,029,158.08	2,584,201.65	681,675.47	489,273.10	1,902,526.18	26.38
TOTAL EXPENDITURES	2,965,070.20	2,774,974.86	596,273.44	378,376.00	2,178,701.42	21.49
NET OF REVENUES & EXPENDITURES	64,087.88	(190,773.21)	85,402.03	110,897.10	(276,175.24)	44.77

REVENUE AND EXPENDITURE REPORT FOR CITY OF CLARE

PERIOD ENDING 08/31/2016

% Fiscal Year Completed: 16.99

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

ACCOUNT DESCRIPTION	END BALANCE	2016-17 AMENDED BUDGET	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
	06/30/2016 NORM (ABNORM)		08/31/2016 NORM (ABNORM)	MONTH 08/31/16 INCR (DECR)	BALANCE NORM (ABNORM)	
Fund 150 - CEMETERY PERPETUAL CARE						
000.000-GENERAL	11,538.27	8,705.00	3,000.07	2,298.70	5,704.93	34.46
TOTAL Revenues	<u>11,538.27</u>	<u>8,705.00</u>	<u>3,000.07</u>	<u>2,298.70</u>	<u>5,704.93</u>	<u>34.46</u>
276.000-CEMETERY	1,200.00	0.00	0.00	0.00	0.00	0.00
999.000-TRANSFERS (OUT) AND OTHER USES	2,500.00	5,000.00	0.00	0.00	5,000.00	0.00
TOTAL Expenditures	<u>3,700.00</u>	<u>5,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>5,000.00</u>	<u>0.00</u>
Fund 150 - CEMETERY PERPETUAL CARE:						
TOTAL REVENUES	<u>11,538.27</u>	<u>8,705.00</u>	<u>3,000.07</u>	<u>2,298.70</u>	<u>5,704.93</u>	<u>34.46</u>
TOTAL EXPENDITURES	<u>3,700.00</u>	<u>5,000.00</u>	<u>0.00</u>	<u>0.00</u>	<u>5,000.00</u>	<u>0.00</u>
NET OF REVENUES & EXPENDITURES	<u>7,838.27</u>	<u>3,705.00</u>	<u>3,000.07</u>	<u>2,298.70</u>	<u>704.93</u>	<u>80.97</u>

PERIOD ENDING 08/31/2016

% Fiscal Year Completed: 16.99

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

ACCOUNT DESCRIPTION	END BALANCE	2016-17 AMENDED BUDGET	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
	06/30/2016 NORM (ABNORM)		08/31/2016 NORM (ABNORM)	MONTH 08/31/16 INCR (DECR)	BALANCE NORM (ABNORM)	
Fund 202 - MAJOR STREETS						
000.000-GENERAL	275,986.99	446,657.10	419.99	35.03	446,237.11	0.09
TOTAL Revenues	<u>275,986.99</u>	<u>446,657.10</u>	<u>419.99</u>	<u>35.03</u>	<u>446,237.11</u>	<u>0.09</u>
444.000-SIDEWALKS	4,431.93	5,017.38	751.83	469.91	4,265.55	14.98
446.001-STATE TRUNKLINE MAINTENANCE	54,523.54	48,860.83	6,130.32	3,211.55	42,730.51	12.55
449.002-PRESERVATION STREETS	161,922.77	329,935.48	10,070.32	5,487.42	319,865.16	3.05
449.003-WINTER MAINTENANCE	10,958.29	13,300.00	2,669.72	600.00	10,630.28	20.07
449.004-ADMIN, ENGINEERING & RECORD KEEPING	33,859.35	16,478.41	2,066.02	1,060.39	14,412.39	12.54
906.000-DEBT SERVICE	0.00	1,125.00	0.00	0.00	1,125.00	0.00
999.000-TRANSFERS (OUT) AND OTHER USES	36,500.00	90,000.00	15,000.00	7,500.00	75,000.00	16.67
TOTAL Expenditures	<u>302,195.88</u>	<u>504,717.10</u>	<u>36,688.21</u>	<u>18,329.27</u>	<u>468,028.89</u>	<u>7.27</u>
Fund 202 - MAJOR STREETS:						
TOTAL REVENUES	275,986.99	446,657.10	419.99	35.03	446,237.11	0.09
TOTAL EXPENDITURES	<u>302,195.88</u>	<u>504,717.10</u>	<u>36,688.21</u>	<u>18,329.27</u>	<u>468,028.89</u>	<u>7.27</u>
NET OF REVENUES & EXPENDITURES	(26,208.89)	(58,060.00)	(36,268.22)	(18,294.24)	(21,791.78)	62.47

REVENUE AND EXPENDITURE REPORT FOR CITY OF CLARE

PERIOD ENDING 08/31/2016

% Fiscal Year Completed: 16.99

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

ACCOUNT DESCRIPTION	END BALANCE	2016-17 AMENDED BUDGET	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
	06/30/2016 NORM (ABNORM)		08/31/2016 NORM (ABNORM)	MONTH 08/31/16 INCR (DECR)	BALANCE NORM (ABNORM)	
Fund 203 - LOCAL STS FUND						
000.000-GENERAL	105,785.82	99,118.26	1,530.30	1,001.54	97,587.96	1.54
931.000-TRANSFERS IN AND OTHER SOURCES	89,000.00	90,000.00	15,000.00	7,500.00	75,000.00	16.67
TOTAL Revenues	194,785.82	189,118.26	16,530.30	8,501.54	172,587.96	8.74
444.000-SIDEWALKS	4,477.69	5,017.38	848.92	567.01	4,168.46	16.92
449.001-CONSTRUCTION STREETS (INCL. ENG.& ROW)	2,278.64	2,100.00	350.00	150.00	1,750.00	16.67
449.002-PRESERVATION STREETS	145,783.50	157,684.05	22,321.48	11,500.84	135,362.57	14.16
449.003-WINTER MAINTENANCE	6,240.96	8,600.00	2,169.72	300.00	6,430.28	25.23
449.004-ADMIN, ENGINEERING & RECORD KEEPING	11,145.80	13,178.41	1,716.01	910.39	11,462.40	13.02
955.000-NON DEPARTMENTAL	587.71	0.00	0.00	0.00	0.00	0.00
TOTAL Expenditures	170,514.30	186,579.84	27,406.13	13,428.24	159,173.71	14.69
Fund 203 - LOCAL STS FUND:						
TOTAL REVENUES	194,785.82	189,118.26	16,530.30	8,501.54	172,587.96	8.74
TOTAL EXPENDITURES	170,514.30	186,579.84	27,406.13	13,428.24	159,173.71	14.69
NET OF REVENUES & EXPENDITURES	24,271.52	2,538.42	(10,875.83)	(4,926.70)	13,414.25	428.45

REVENUE AND EXPENDITURE REPORT FOR CITY OF CLARE

PERIOD ENDING 08/31/2016

% Fiscal Year Completed: 16.99

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

ACCOUNT DESCRIPTION	END BALANCE	2016-17 AMENDED BUDGET	YTD BALANCE	ACTIVITY FOR MONTH 08/31/16 INCR (DECR)	AVAILABLE	% BDGT USED
	06/30/2016 NORM (ABNORM)		08/31/2016 NORM (ABNORM)		BALANCE NORM (ABNORM)	
Fund 206 - FIRE FUND						
000.000-GENERAL	736,517.29	233,798.00	9,742.79	1,026.57	224,055.21	4.17
931.000-TRANSFERS IN AND OTHER SOURCES	97,727.34	94,160.84	94,160.84	94,160.84	0.00	100.00
TOTAL Revenues	834,244.63	327,958.84	103,903.63	95,187.41	224,055.21	31.68
336.000-FIRE DEPARTMENT	857,326.36	295,887.66	41,161.59	29,727.98	254,726.07	13.91
906.000-DEBT SERVICE	0.00	42,822.23	0.00	0.00	42,822.23	0.00
999.000-TRANSFERS (OUT) AND OTHER USES	21,316.33	21,120.33	17,640.83	0.00	3,479.50	83.53
TOTAL Expenditures	878,642.69	359,830.22	58,802.42	29,727.98	301,027.80	16.34
Fund 206 - FIRE FUND:						
TOTAL REVENUES	834,244.63	327,958.84	103,903.63	95,187.41	224,055.21	31.68
TOTAL EXPENDITURES	878,642.69	359,830.22	58,802.42	29,727.98	301,027.80	16.34
NET OF REVENUES & EXPENDITURES	(44,398.06)	(31,871.38)	45,101.21	65,459.43	(76,972.59)	141.51

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

ACCOUNT DESCRIPTION	END BALANCE	2016-17 AMENDED BUDGET	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
	06/30/2016 NORM (ABNORM)		08/31/2016 NORM (ABNORM)	MONTH 08/31/16 INCR (DECR)	BALANCE NORM (ABNORM)	
Fund 208 - PARKS AND RECREATION						
000.000-GENERAL	160,905.17	460,962.85	44,772.94	27,502.78	416,189.91	9.71
931.000-TRANSFERS IN AND OTHER SOURCES	210,000.00	220,000.00	390,000.00	35,000.00	(170,000.00)	177.27
TOTAL Revenues	370,905.17	680,962.85	434,772.94	62,502.78	246,189.91	63.85
751.001-PARKS	245,408.08	564,394.84	49,340.85	29,199.05	515,053.99	8.74
751.002-RECREATION	81,025.35	86,079.04	11,869.19	6,042.61	74,209.85	13.79
906.000-DEBT SERVICE	32,805.25	57,693.23	21,765.45	20,661.47	35,927.78	37.73
955.000-NON DEPARTMENTAL	1,041.31	2,000.00	300.00	150.00	1,700.00	15.00
TOTAL Expenditures	360,279.99	710,167.11	83,275.49	56,053.13	626,891.62	11.73
Fund 208 - PARKS AND RECREATION:						
TOTAL REVENUES	370,905.17	680,962.85	434,772.94	62,502.78	246,189.91	63.85
TOTAL EXPENDITURES	360,279.99	710,167.11	83,275.49	56,053.13	626,891.62	11.73
NET OF REVENUES & EXPENDITURES	10,625.18	(29,204.26)	351,497.45	6,449.65	(380,701.71)	1,203.58

REVENUE AND EXPENDITURE REPORT FOR CITY OF CLARE
 PERIOD ENDING 08/31/2016
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*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

ACCOUNT DESCRIPTION	END BALANCE 06/30/2016 NORM (ABNORM)	2016-17 AMENDED BUDGET	YTD BALANCE 08/31/2016 NORM (ABNORM)	ACTIVITY FOR MONTH 08/31/16 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 210 - DDA (DOWNTOWN DVLPMT AUTHORITY)						
000.000-GENERAL	92,580.78	81,507.88	13,489.22	10,576.56	68,018.66	16.55
TOTAL Revenues	<u>92,580.78</u>	<u>81,507.88</u>	<u>13,489.22</u>	<u>10,576.56</u>	<u>68,018.66</u>	<u>16.55</u>
747.001-DDA - OPERATIONS	47,369.87	47,400.00	968.85	593.75	46,431.15	2.04
747.002-DDA - MAINSTREET	1,156.79	2,016.00	105.62	52.81	1,910.38	5.24
906.000-DEBT SERVICE	36,635.50	36,624.75	0.00	0.00	36,624.75	0.00
TOTAL Expenditures	<u>85,162.16</u>	<u>86,040.75</u>	<u>1,074.47</u>	<u>646.56</u>	<u>84,966.28</u>	<u>1.25</u>
Fund 210 - DDA (DOWNTOWN DVLPMT AUTHORITY):						
TOTAL REVENUES	92,580.78	81,507.88	13,489.22	10,576.56	68,018.66	16.55
TOTAL EXPENDITURES	<u>85,162.16</u>	<u>86,040.75</u>	<u>1,074.47</u>	<u>646.56</u>	<u>84,966.28</u>	<u>1.25</u>
NET OF REVENUES & EXPENDITURES	7,418.62	(4,532.87)	12,414.75	9,930.00	(16,947.62)	273.88

PERIOD ENDING 08/31/2016

% Fiscal Year Completed: 16.99

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ACCOUNT DESCRIPTION	END BALANCE	2016-17 AMENDED BUDGET	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
	06/30/2016 NORM (ABNORM)		08/31/2016 NORM (ABNORM)	MONTH 08/31/16 INCR (DECR)	BALANCE NORM (ABNORM)	
Fund 211 - SIDEWALK REPLACEMENT FUND						
000.000-GENERAL	1.54	0.00	0.07	0.03	(0.07)	100.00
TOTAL Revenues	1.54	0.00	0.07	0.03	(0.07)	100.00
444.000-SIDEWALKS	1,194.51	668.70	0.00	0.00	668.70	0.00
955.000-NON DEPARTMENTAL	2.04	0.00	0.00	0.00	0.00	0.00
TOTAL Expenditures	1,196.55	668.70	0.00	0.00	668.70	0.00
Fund 211 - SIDEWALK REPLACEMENT FUND:						
TOTAL REVENUES	1.54	0.00	0.07	0.03	(0.07)	100.00
TOTAL EXPENDITURES	1,196.55	668.70	0.00	0.00	668.70	0.00
NET OF REVENUES & EXPENDITURES	(1,195.01)	(668.70)	0.07	0.03	(668.77)	0.01

REVENUE AND EXPENDITURE REPORT FOR CITY OF CLARE

PERIOD ENDING 08/31/2016

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

ACCOUNT DESCRIPTION	END BALANCE	2016-17 AMENDED BUDGET	YTD BALANCE	ACTIVITY FOR MONTH 08/31/16 INCR (DECR)	AVAILABLE	% BDGT USED
	06/30/2016 NORM (ABNORM)		08/31/2016 NORM (ABNORM)		BALANCE NORM (ABNORM)	
Fund 243 - BROWNFIELD REDEVELOPMENT AUTHORITY FUND						
000.000-GENERAL	3.63	4.00	0.48	0.21	3.52	12.00
TOTAL Revenues	<u>3.63</u>	<u>4.00</u>	<u>0.48</u>	<u>0.21</u>	<u>3.52</u>	<u>12.00</u>
Fund 243 - BROWNFIELD REDEVELOPMENT AUTHORITY FUNI						
TOTAL REVENUES	3.63	4.00	0.48	0.21	3.52	12.00
TOTAL EXPENDITURES	0.00	0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES	<u>3.63</u>	<u>4.00</u>	<u>0.48</u>	<u>0.21</u>	<u>3.52</u>	<u>12.00</u>

REVENUE AND EXPENDITURE REPORT FOR CITY OF CLARE
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*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

ACCOUNT DESCRIPTION	END BALANCE	2016-17 AMENDED BUDGET	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
	06/30/2016 NORM (ABNORM)		08/31/2016 NORM (ABNORM)	MONTH 08/31/16 INCR (DECR)	BALANCE NORM (ABNORM)	
Fund 265 - DRUG LAW ENFORCEMENT FUND						
000.000-GENERAL	2,826.78	2,000.00	746.07	0.03	1,253.93	37.30
TOTAL Revenues	<u>2,826.78</u>	<u>2,000.00</u>	<u>746.07</u>	<u>0.03</u>	<u>1,253.93</u>	<u>37.30</u>
301.000-POLICE	3,882.56	3,322.17	0.00	0.00	3,322.17	0.00
TOTAL Expenditures	<u>3,882.56</u>	<u>3,322.17</u>	<u>0.00</u>	<u>0.00</u>	<u>3,322.17</u>	<u>0.00</u>
Fund 265 - DRUG LAW ENFORCEMENT FUND:						
TOTAL REVENUES	2,826.78	2,000.00	746.07	0.03	1,253.93	37.30
TOTAL EXPENDITURES	<u>3,882.56</u>	<u>3,322.17</u>	<u>0.00</u>	<u>0.00</u>	<u>3,322.17</u>	<u>0.00</u>
NET OF REVENUES & EXPENDITURES	(1,055.78)	(1,322.17)	746.07	0.03	(2,068.24)	56.43

REVENUE AND EXPENDITURE REPORT FOR CITY OF CLARE
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ACCOUNT DESCRIPTION	END BALANCE	2016-17 AMENDED BUDGET	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
	06/30/2016 NORM (ABNORM)		08/31/2016 NORM (ABNORM)	MONTH 08/31/16 INCR (DECR)	BALANCE NORM (ABNORM)	
Fund 287 - POLICE TRAINING 302 FUND						
000.000-GENERAL	0.00	1,500.00	0.00	0.00	1,500.00	0.00
TOTAL Revenues	<u>0.00</u>	<u>1,500.00</u>	<u>0.00</u>	<u>0.00</u>	<u>1,500.00</u>	<u>0.00</u>
301.000-POLICE	0.00	1,500.00	0.00	0.00	1,500.00	0.00
TOTAL Expenditures	<u>0.00</u>	<u>1,500.00</u>	<u>0.00</u>	<u>0.00</u>	<u>1,500.00</u>	<u>0.00</u>
Fund 287 - POLICE TRAINING 302 FUND:						
TOTAL REVENUES	0.00	1,500.00	0.00	0.00	1,500.00	0.00
TOTAL EXPENDITURES	<u>0.00</u>	<u>1,500.00</u>	<u>0.00</u>	<u>0.00</u>	<u>1,500.00</u>	<u>0.00</u>
NET OF REVENUES & EXPENDITURES	0.00	0.00	0.00	0.00	0.00	0.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF CLARE
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ACCOUNT DESCRIPTION	END BALANCE	2016-17 AMENDED BUDGET	YTD BALANCE	ACTIVITY FOR MONTH 08/31/16 INCR (DECR)	AVAILABLE	% BDGT USED
	06/30/2016 NORM (ABNORM)		08/31/2016 NORM (ABNORM)		BALANCE NORM (ABNORM)	
Fund 303 - PUBLIC SAFETY BLDG DEBT SERVIC						
931.000-TRANSFERS IN AND OTHER SOURCES	53,290.82	52,800.82	44,102.07	0.00	8,698.75	83.53
TOTAL Revenues	<u>53,290.82</u>	<u>52,800.82</u>	<u>44,102.07</u>	<u>0.00</u>	<u>8,698.75</u>	<u>83.53</u>
223.000-DEBT SERVICE	53,290.82	52,800.82	44,102.07	0.00	8,698.75	83.53
TOTAL Expenditures	<u>53,290.82</u>	<u>52,800.82</u>	<u>44,102.07</u>	<u>0.00</u>	<u>8,698.75</u>	<u>83.53</u>
Fund 303 - PUBLIC SAFETY BLDG DEBT SERVIC:						
TOTAL REVENUES	53,290.82	52,800.82	44,102.07	0.00	8,698.75	83.53
TOTAL EXPENDITURES	<u>53,290.82</u>	<u>52,800.82</u>	<u>44,102.07</u>	<u>0.00</u>	<u>8,698.75</u>	<u>83.53</u>
NET OF REVENUES & EXPENDITURES	0.00	0.00	0.00	0.00	0.00	0.00

PERIOD ENDING 08/31/2016

% Fiscal Year Completed: 16.99

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

ACCOUNT DESCRIPTION	END BALANCE	2016-17 AMENDED BUDGET	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
	06/30/2016 NORM (ABNORM)		08/31/2016 NORM (ABNORM)	MONTH 08/31/16 INCR (DECR)	BALANCE NORM (ABNORM)	
Fund 590 - SEWER SYSTEM FUND						
000.000-GENERAL	863,122.27	970,959.74	160,046.91	79,236.53	810,912.83	16.48
TOTAL Revenues	<u>863,122.27</u>	<u>970,959.74</u>	<u>160,046.91</u>	<u>79,236.53</u>	<u>810,912.83</u>	<u>16.48</u>
536.001-SEWER TREATMENT AND PUMPING	533,766.75	529,439.23	82,334.65	50,530.06	447,104.58	15.55
536.002-SEWER COLLECTION	201,790.05	200,378.68	25,121.46	12,677.53	175,257.22	12.54
906.000-DEBT SERVICE	76,948.34	101,452.64	2,047.04	0.00	99,405.60	2.02
999.000-TRANSFERS (OUT) AND OTHER USES	0.00	10,000.00	1,600.00	800.00	8,400.00	16.00
TOTAL Expenditures	<u>812,505.14</u>	<u>841,270.55</u>	<u>111,103.15</u>	<u>64,007.59</u>	<u>730,167.40</u>	<u>13.21</u>
Fund 590 - SEWER SYSTEM FUND:						
TOTAL REVENUES	863,122.27	970,959.74	160,046.91	79,236.53	810,912.83	16.48
TOTAL EXPENDITURES	<u>812,505.14</u>	<u>841,270.55</u>	<u>111,103.15</u>	<u>64,007.59</u>	<u>730,167.40</u>	<u>13.21</u>
NET OF REVENUES & EXPENDITURES	50,617.13	129,689.19	48,943.76	15,228.94	80,745.43	37.74

REVENUE AND EXPENDITURE REPORT FOR CITY OF CLARE
 PERIOD ENDING 08/31/2016
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ACCOUNT DESCRIPTION	END BALANCE	2016-17 AMENDED BUDGET	YTD BALANCE	ACTIVITY FOR MONTH 08/31/16 INCR (DECR)	AVAILABLE	% BDGT USED
	06/30/2016 NORM (ABNORM)		08/31/2016 NORM (ABNORM)		BALANCE NORM (ABNORM)	
Fund 591 - WATER SYSTEM FUND						
000.000-GENERAL	1,047,858.38	1,088,840.49	136,094.84	69,020.60	952,745.65	12.50
TOTAL Revenues	<u>1,047,858.38</u>	<u>1,088,840.49</u>	<u>136,094.84</u>	<u>69,020.60</u>	<u>952,745.65</u>	<u>12.50</u>
536.003-TREATMENT, PUMPING AND STORAGE	998,520.45	655,730.13	36,812.66	19,953.29	618,917.47	5.61
536.004-WATER DISTRIBUTION	186,306.76	613,034.80	35,490.51	20,750.64	577,544.29	5.79
536.005-PRINCIPAL RESPONSIBLE PARTY #1	82,665.95	139,102.56	11,497.51	5,843.41	127,605.05	8.27
906.000-DEBT SERVICE	22,279.39	28,611.54	2,157.14	0.00	26,454.40	7.54
999.000-TRANSFERS (OUT) AND OTHER USES	0.00	10,000.00	1,600.00	800.00	8,400.00	16.00
TOTAL Expenditures	<u>1,289,772.55</u>	<u>1,446,479.03</u>	<u>87,557.82</u>	<u>47,347.34</u>	<u>1,358,921.21</u>	<u>6.05</u>
Fund 591 - WATER SYSTEM FUND:						
TOTAL REVENUES	1,047,858.38	1,088,840.49	136,094.84	69,020.60	952,745.65	12.50
TOTAL EXPENDITURES	<u>1,289,772.55</u>	<u>1,446,479.03</u>	<u>87,557.82</u>	<u>47,347.34</u>	<u>1,358,921.21</u>	<u>6.05</u>
NET OF REVENUES & EXPENDITURES	(241,914.17)	(357,638.54)	48,537.02	21,673.26	(406,175.56)	13.57

REVENUE AND EXPENDITURE REPORT FOR CITY OF CLARE
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ACCOUNT DESCRIPTION	END BALANCE	2016-17 AMENDED BUDGET	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
	06/30/2016 NORM (ABNORM)		08/31/2016 NORM (ABNORM)	MONTH 08/31/16 INCR (DECR)	BALANCE NORM (ABNORM)	
Fund 636 - DATA PROCESSING						
000.000-GENERAL	83,913.90	65,910.00	10,958.82	5,504.64	54,951.18	16.63
TOTAL Revenues	<u>83,913.90</u>	<u>65,910.00</u>	<u>10,958.82</u>	<u>5,504.64</u>	<u>54,951.18</u>	<u>16.63</u>
228.000-DATA PROCESSING, INFORMATION TECHNOLOGY	85,914.78	53,850.00	7,388.49	5,238.51	46,461.51	13.72
999.000-TRANSFERS (OUT) AND OTHER USES	0.00	11,000.00	1,800.00	900.00	9,200.00	16.36
TOTAL Expenditures	<u>85,914.78</u>	<u>64,850.00</u>	<u>9,188.49</u>	<u>6,138.51</u>	<u>55,661.51</u>	<u>14.17</u>
Fund 636 - DATA PROCESSING:						
TOTAL REVENUES	<u>83,913.90</u>	<u>65,910.00</u>	<u>10,958.82</u>	<u>5,504.64</u>	<u>54,951.18</u>	<u>16.63</u>
TOTAL EXPENDITURES	<u>85,914.78</u>	<u>64,850.00</u>	<u>9,188.49</u>	<u>6,138.51</u>	<u>55,661.51</u>	<u>14.17</u>
NET OF REVENUES & EXPENDITURES	<u>(2,000.88)</u>	<u>1,060.00</u>	<u>1,770.33</u>	<u>(633.87)</u>	<u>(710.33)</u>	<u>167.01</u>

REVENUE AND EXPENDITURE REPORT FOR CITY OF CLARE
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ACCOUNT DESCRIPTION	END BALANCE	2016-17 AMENDED BUDGET	YTD BALANCE	ACTIVITY FOR	AVAILABLE	% BDGT USED
	06/30/2016 NORM (ABNORM)		08/31/2016 NORM (ABNORM)	MONTH 08/31/16 INCR (DECR)	BALANCE NORM (ABNORM)	
Fund 641 - MOBILE EQUIPMENT						
000.000-GENERAL	379,707.75	340,043.99	52,538.53	25,843.71	287,505.46	15.45
TOTAL Revenues	<u>379,707.75</u>	<u>340,043.99</u>	<u>52,538.53</u>	<u>25,843.71</u>	<u>287,505.46</u>	<u>15.45</u>
441.000-DEPARTMENT OF PUBLIC WORKS	361,641.21	356,300.92	74,450.74	56,865.02	281,850.18	20.90
999.000-TRANSFERS (OUT) AND OTHER USES	0.00	1,000.00	200.00	100.00	800.00	20.00
TOTAL Expenditures	<u>361,641.21</u>	<u>357,300.92</u>	<u>74,650.74</u>	<u>56,965.02</u>	<u>282,650.18</u>	<u>20.89</u>
<hr/>						
Fund 641 - MOBILE EQUIPMENT:						
TOTAL REVENUES	379,707.75	340,043.99	52,538.53	25,843.71	287,505.46	15.45
TOTAL EXPENDITURES	<u>361,641.21</u>	<u>357,300.92</u>	<u>74,650.74</u>	<u>56,965.02</u>	<u>282,650.18</u>	<u>20.89</u>
NET OF REVENUES & EXPENDITURES	18,066.54	(17,256.93)	(22,112.21)	(31,121.31)	4,855.28	128.14

REVENUE AND EXPENDITURE REPORT FOR CITY OF CLARE
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ACCOUNT DESCRIPTION	END BALANCE	2016-17 AMENDED BUDGET	YTD BALANCE	ACTIVITY FOR MONTH 08/31/16 INCR (DECR)	AVAILABLE	% BDGT USED
	06/30/2016 NORM (ABNORM)		08/31/2016 NORM (ABNORM)		BALANCE NORM (ABNORM)	
Fund 765 - HATTON TOWNSHIP LANDFILL TRUST FUND						
000.000-GENERAL	0.00	750.00	0.00	0.00	750.00	0.00
TOTAL Revenues	<u>0.00</u>	<u>750.00</u>	<u>0.00</u>	<u>0.00</u>	<u>750.00</u>	<u>0.00</u>
999.000-TRANSFERS (OUT) AND OTHER USES	10,500.00	0.00	0.00	0.00	0.00	0.00
TOTAL Expenditures	<u>10,500.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
<hr/>						
Fund 765 - HATTON TOWNSHIP LANDFILL TRUST FUND:						
TOTAL REVENUES	0.00	750.00	0.00	0.00	750.00	0.00
TOTAL EXPENDITURES	<u>10,500.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
NET OF REVENUES & EXPENDITURES	<u>(10,500.00)</u>	<u>750.00</u>	<u>0.00</u>	<u>0.00</u>	<u>750.00</u>	<u>0.00</u>
<hr/>						
TOTAL REVENUES - ALL FUNDS	7,239,924.81	6,841,920.62	1,658,279.41	847,980.87	5,183,641.21	15.28
TOTAL EXPENDITURES - ALL FUNDS	<u>7,384,268.83</u>	<u>7,395,502.07</u>	<u>1,130,122.43</u>	<u>671,019.64</u>	<u>6,265,379.64</u>	<u>15.28</u>
NET OF REVENUES & EXPENDITURES	<u>(144,344.02)</u>	<u>(553,581.45)</u>	<u>528,156.98</u>	<u>176,961.23</u>	<u>(1,081,738.43)</u>	<u>95.41</u>

City of Clare

Comparative Balance Sheet

Prepared as of

August 31, 2016

Fund 101 GENERAL FUND

GL Number	Description	PERIOD ENDED 08/31/2015	PERIOD ENDED 08/31/2016
*** Assets ***			
101-000.000-001.000	CASH	268,411.22	217,500.11
101-000.000-001.002	CASH ON HAND	350.00	350.00
101-000.000-001.003	PETTY CASH	100.00	100.00
101-000.000-001.009	ACH RECEIPT ACCT	1,000.00	1,000.00
101-000.000-002.001	CASH - MERCANTILE	73,729.37	73,804.15
101-000.000-003.000	CERTIFICATES OF DEPOSIT/ REPURCHASE AGR.	250,000.00	80,000.00
101-000.000-040.000	ACCOUNTS RECEIVABLE	24,793.20	26,723.68
101-000.000-040.210	DUE FROM DDA	(131.32)	1,020.08
101-000.000-040.271	ACCOUNTS RECEIVABLE - LIBRARY	336.80	57.81
101-000.000-040.900	LITIGATION CLAIMS RECEIVABLE	0.00	14,500.00
101-000.000-043.000	A/R UTILITIES	15,118.25	13,392.88
101-000.000-043.001	ALLOWANCE FOR UNCOLLECTIBLE ACCOUNTS	1,940.00	2,100.00
101-000.000-078.000	DUE FROM STATE	2,470.00	2,470.00
101-000.000-079.000	DUE FROM FEDERAL GOVERNMENT	21,311.70	0.00
101-000.000-084.703	DUE FROM TAX FUND	123.81	154.88
101-000.000-111.000	INVENTORY	1,769.49	1,769.49
101-000.000-111.001	INVENTORY - AIRPORT FUEL	20,028.19	20,028.19
101-000.000-123.000	PREPAID EXPENDITURES	0.00	22,039.23
101-000.000-123.537	PREPAID SALES TAX - AVIATION FUEL	2,193.60	0.00
Total Assets		683,544.31	477,010.50
*** Liabilities ***			
101-000.000-202.000	ACCTS PAYABLE	250.00	26.23
101-000.000-214.222	DUE TO COUNTY- TR FEES	42.00	21.00
101-000.000-214.225	DUE TO COUNTY - SCHOOL TR FEES	168.02	84.01
101-000.000-228.000	DUE TO STATE OF MICHIGAN	971.34	1,442.74
101-000.000-273.000	UNDISTRIBUTED RECEIPTS	240.00	240.00
101-000.000-276.000	DUE TO UTILITY CUSTOMERS	60.31	0.00
Total Liabilities		1,731.67	1,813.98
*** Fund Balance ***			
101-000.000-391.000	FISCAL FUND BALANCE	325,706.61	325,706.61
Total Fund Balance		325,706.61	325,706.61
Beginning Fund Balance		325,706.61	325,706.61
Net of Revenues VS Expenditures - 15-16			64,087.88
*15-16 End FB/16-17 Beg FB		389,794.49	
Net of Revenues VS Expenditures - Current Year		356,106.03	85,402.03
Ending Fund Balance		681,812.64	475,196.52
Total Liabilities And Fund Balance		683,544.31	477,010.50

* Year Not Closed

Fund 150 CEMETERY PERPETUAL CARE

GL Number	Description	PERIOD ENDED 08/31/2015	PERIOD ENDED 08/31/2016
*** Assets ***			
150-000.000-001.000	CASH	38,232.81	12,769.88
150-000.000-003.000	REPURCHASE AGREEMENTS	225,000.00	260,000.00
Total Assets		263,232.81	272,769.88
*** Liabilities ***			
Total Liabilities		0.00	0.00
*** Fund Balance ***			
150-000.000-390.000	FUND BALANCE	7,316.77	7,316.77
150-000.000-390.001	NONEXPENDABLE FUND BALANCE	254,614.77	254,614.77
Total Fund Balance		261,931.54	261,931.54
Beginning Fund Balance		261,931.54	261,931.54
Net of Revenues VS Expenditures - 15-16			7,838.27
*15-16 End FB/16-17 Beg FB		269,769.81	
Net of Revenues VS Expenditures - Current Year		1,301.27	3,000.07
Ending Fund Balance		263,232.81	272,769.88
Total Liabilities And Fund Balance		263,232.81	272,769.88

* Year Not Closed

Fund 202 MAJOR STREETS

GL Number	Description	PERIOD ENDED 08/31/2015	PERIOD ENDED 08/31/2016
*** Assets ***			
202-000.000-001.000	CASH	20,617.56	64,188.42
202-000.000-003.000	REPURCHASE AGREEMENTS	40,000.00	85,000.00
202-000.000-045.000	SPECIAL ASSESSMENTS RECEIVABLE	2,837.15	2,837.15
202-000.000-079.000	DUE FROM FEDERAL GOVERNMENT	101,686.75	0.00
202-000.000-123.000	PREPAID EXPENSES	0.00	3,090.43
Total Assets		165,141.46	155,116.00
*** Liabilities ***			
202-000.000-339.000	DEFERRED REVENUES	2,837.15	2,837.15
Total Liabilities		2,837.15	2,837.15
*** Fund Balance ***			
202-000.000-391.000	FISCAL FUND BALANCE	214,755.96	214,755.96
Total Fund Balance		214,755.96	214,755.96
Beginning Fund Balance		214,755.96	214,755.96
Net of Revenues VS Expenditures - 15-16			(26,208.89)
*15-16 End FB/16-17 Beg FB		188,547.07	
Net of Revenues VS Expenditures - Current Year		(52,451.65)	(36,268.22)
Ending Fund Balance		162,304.31	152,278.85
Total Liabilities And Fund Balance		165,141.46	155,116.00

* Year Not Closed

Fund 203 LOCAL STS FUND

GL Number	Description	PERIOD ENDED 08/31/2015	PERIOD ENDED 08/31/2016
*** Assets ***			
203-000.000-001.000	CASH	21,499.52	24,241.38
203-000.000-003.000	REPURCHASE AGREEMENTS	0.00	20,000.00
203-000.000-045.000	SPECIAL ASSESSMENTS RECEIVABLE	12,899.13	12,899.13
203-000.000-123.000	PREPAID EXPENSES	0.00	3,261.68
Total Assets		34,398.65	60,402.19
*** Liabilities ***			
203-000.000-339.000	DEFERRED REVENUES	12,899.13	12,899.13
Total Liabilities		12,899.13	12,899.13
*** Fund Balance ***			
203-000.000-391.000	FISCAL FUND BALANCE	34,107.37	34,107.37
Total Fund Balance		34,107.37	34,107.37
Beginning Fund Balance		34,107.37	34,107.37
Net of Revenues VS Expenditures - 15-16			
*15-16 End FB/16-17 Beg FB		58,378.89	24,271.52
Net of Revenues VS Expenditures - Current Year		(12,607.85)	(10,875.83)
Ending Fund Balance		21,499.52	47,503.06
Total Liabilities And Fund Balance		34,398.65	60,402.19

* Year Not Closed

Fund 206 FIRE FUND

GL Number	Description	PERIOD ENDED 08/31/2015	PERIOD ENDED 08/31/2016
*** Assets ***			
206-000.000-001.000	CASH	95,601.91	90,385.29
206-000.000-003.000	REPURCHASE AGREEMENTS	235,000.00	175,000.00
206-000.000-040.000	ACCOUNTS RECEIVABLE	(1,201.75)	(1,139.00)
206-000.000-043.001	ALLOWANCE FOR UNCOLLECTIBLE ACCOUNTS	0.00	2,381.00
206-000.000-111.000	INVENTORY	1,643.26	1,643.26
206-000.000-123.000	PREPAID EXPENSES	0.00	3,281.59
Total Assets		331,043.42	271,552.14
*** Liabilities ***			
206-000.000-202.000	ACCOUNTS PAYABLE	2,757.05	0.00
206-000.000-339.000	DEFERRED REVENUES	83,217.50	83,217.50
Total Liabilities		85,974.55	83,217.50
*** Fund Balance ***			
206-000.000-391.000	FISCAL FUND BALANCE	187,631.49	187,631.49
Total Fund Balance		187,631.49	187,631.49
Beginning Fund Balance		187,631.49	187,631.49
Net of Revenues VS Expenditures - 15-16			(44,398.06)
*15-16 End FB/16-17 Beg FB		143,233.43	
Net of Revenues VS Expenditures - Current Year		57,437.38	45,101.21
Ending Fund Balance		245,068.87	188,334.64
Total Liabilities And Fund Balance		331,043.42	271,552.14

* Year Not Closed

Fund 208 PARKS AND RECREATION

GL Number	Description	PERIOD ENDED 08/31/2015	PERIOD ENDED 08/31/2016
*** Assets ***			
208-000.000-001.000	CASH	39,368.08	101,541.38
208-000.000-001.800	CASH HELD BY MMCAA - DEPOT PROJECT	120,013.63	120,013.63
208-000.000-003.000	CERTIFICATES OF DEPOSIT/ REPURCHASE AGR.	0.00	280,000.00
208-000.000-040.000	ACCOUNTS RECEIVABLE	0.00	(160.00)
208-000.000-045.000	SPECIAL ASSESSMENTS RECEIVABLE	21,340.00	21,340.00
208-000.000-123.000	PREPAID EXPENDITURES	0.00	3,679.84
Total Assets		180,721.71	526,414.85
*** Liabilities ***			
208-000.000-283.000	DEPOSITS PAYABLE - PARK RENTALS	400.00	550.00
208-000.000-339.000	DEFERRED REVENUES	21,340.00	21,340.00
Total Liabilities		21,740.00	21,890.00
*** Fund Balance ***			
208-000.000-390.000	FUND BALANCE	142,402.22	142,402.22
Total Fund Balance		142,402.22	142,402.22
Beginning Fund Balance		142,402.22	142,402.22
Net of Revenues VS Expenditures - 15-16			10,625.18
*15-16 End FB/16-17 Beg FB		153,027.40	
Net of Revenues VS Expenditures - Current Year		16,579.49	351,497.45
Ending Fund Balance		158,981.71	504,524.85
Total Liabilities And Fund Balance		180,721.71	526,414.85

* Year Not Closed

Fund 210 DDA (DOWNTOWN DVLPMT AUTHORITY)

GL Number	Description	PERIOD ENDED 08/31/2015	PERIOD ENDED 08/31/2016
*** Assets ***			
210-000.000-001.000	CASH	48,879.72	51,041.53
210-000.000-040.000	ACCOUNTS RECEIVABLE	100.00	0.00
Total Assets		48,979.72	51,041.53
*** Liabilities ***			
210-000.000-202.000	ACCTS PAYABLE	1,500.00	0.00
Total Liabilities		1,500.00	0.00
*** Fund Balance ***			
210-000.000-391.000	FISCAL FUND BALANCE	31,208.16	31,208.16
Total Fund Balance		31,208.16	31,208.16
Beginning Fund Balance		31,208.16	31,208.16
Net of Revenues VS Expenditures - 15-16			7,418.62
*15-16 End FB/16-17 Beg FB		38,626.78	
Net of Revenues VS Expenditures - Current Year		16,271.56	12,414.75
Ending Fund Balance		47,479.72	51,041.53
Total Liabilities And Fund Balance		48,979.72	51,041.53

* Year Not Closed

Fund 211 SIDEWALK REPLACEMENT FUND

GL Number	Description	PERIOD ENDED 08/31/2015	PERIOD ENDED 08/31/2016
*** Assets ***			
211-000.000-001.000	CASH	839.41	623.83
211-000.000-123.000	PREPAID EXPENDITURES	0.00	215.06
Total Assets		839.41	838.89
*** Liabilities ***			
Total Liabilities		0.00	0.00
*** Fund Balance ***			
211-000.000-390.000	FUND BALANCE	2,033.83	2,033.83
Total Fund Balance		2,033.83	2,033.83
Beginning Fund Balance		2,033.83	2,033.83
Net of Revenues VS Expenditures - 15-16			
*15-16 End FB/16-17 Beg FB		838.82	(1,195.01)
Net of Revenues VS Expenditures - Current Year		(1,194.42)	0.07
Ending Fund Balance		839.41	838.89
Total Liabilities And Fund Balance		839.41	838.89

* Year Not Closed

Fund 243 BROWNFIELD REDEVELOPMENT AUTHORITY FUND

GL Number	Description	PERIOD ENDED 08/31/2015	PERIOD ENDED 08/31/2016
*** Assets ***			
243-000.000-001.000	CASH	4,588.05	4,591.80
Total Assets		4,588.05	4,591.80
*** Liabilities ***			
Total Liabilities		0.00	0.00
*** Fund Balance ***			
243-000.000-390.000	FUND BALANCE	4,587.69	4,587.69
Total Fund Balance		4,587.69	4,587.69
Beginning Fund Balance		4,587.69	4,587.69
Net of Revenues VS Expenditures - 15-16			3.63
*15-16 End FB/16-17 Beg FB		4,591.32	
Net of Revenues VS Expenditures - Current Year		0.36	0.48
Ending Fund Balance		4,588.05	4,591.80
Total Liabilities And Fund Balance		4,588.05	4,591.80

* Year Not Closed

Fund 265 DRUG LAW ENFORCEMENT FUND

GL Number	Description	PERIOD ENDED 08/31/2015	PERIOD ENDED 08/31/2016
*** Assets ***			
265-000.000-001.000	CASH	1,063.76	753.97
Total Assets		1,063.76	753.97
*** Liabilities ***			
Total Liabilities		0.00	0.00
*** Fund Balance ***			
265-000.000-390.000	FUND BALANCE	1,063.68	1,063.68
Total Fund Balance		1,063.68	1,063.68
Beginning Fund Balance		1,063.68	1,063.68
Net of Revenues VS Expenditures - 15-16			(1,055.78)
*15-16 End FB/16-17 Beg FB		7.90	
Net of Revenues VS Expenditures - Current Year		0.08	746.07
Ending Fund Balance		1,063.76	753.97
Total Liabilities And Fund Balance		1,063.76	753.97

* Year Not Closed

Fund 414 FACADE IMPROVEMENT PROGRAM (CDBG)

GL Number	Description	PERIOD ENDED 08/31/2015	PERIOD ENDED 08/31/2016
*** Assets ***			
414-000.000-001.000	CASH	4,000.00	0.00
Total Assets		4,000.00	0.00
*** Liabilities ***			
Total Liabilities		0.00	0.00
*** Fund Balance ***			
Total Fund Balance		0.00	0.00
Beginning Fund Balance		0.00	0.00
Net of Revenues VS Expenditures - 15-16			
*15-16 End FB/16-17 Beg FB		0.00	0.00
Net of Revenues VS Expenditures - Current Year		4,000.00	0.00
Ending Fund Balance		4,000.00	0.00
Total Liabilities And Fund Balance		4,000.00	0.00

* Year Not Closed

Fund 590 SEWER SYSTEM FUND

GL Number	Description	PERIOD ENDED 08/31/2015	PERIOD ENDED 08/31/2016
*** Assets ***			
590-000.000-001.000	CASH	81,934.36	53,670.17
590-000.000-001.012	CASH - 2012 USDA BOND RESERVE ACCT	39,376.69	49,884.97
590-000.000-001.013	CASH - 2012 USDA BOND RRI ACCT	34,097.30	43,154.45
590-000.000-001.014	2014 USDA SEWER BOND PMT RESERVE ACCOUNT	1,125.04	2,625.32
590-000.000-001.015	2014 USDA SEWER BOND RRI RESERVE ACCOUNT	3,527.37	8,231.26
590-000.000-003.000	REPURCHASE AGREEMENTS	250,000.00	330,000.00
590-000.000-034.000	A/R TO TAXES	500.00	500.00
590-000.000-040.000	ACCOUNTS RECEIVABLE	0.00	(1,067.41)
590-000.000-043.000	A/R UTILITIES	56,923.34	42,925.04
590-000.000-043.001	ALLOWANCE FOR UNCOLLECTIBLE ACCOUNTS	(600.00)	(600.00)
590-000.000-045.000	SPECIAL ASSESSMENTS RECEIVABLE	14,836.83	14,836.83
590-000.000-111.000	INVENTORY	48,413.97	48,413.97
590-000.000-123.000	PREPAID EXPENSES	0.00	3,934.72
590-000.000-130.000	LAND	10,756.50	10,756.50
590-000.000-132.000	LAND IMPROVEMENTS	412,516.37	412,516.37
590-000.000-133.000	ACCUMULATED DEPRECIATION - LAND IMPROVEM	(375,722.04)	(375,722.04)
590-000.000-136.000	BUILDINGS, ADDITIONS, ETC.	4,926,614.44	4,926,614.44
590-000.000-137.000	ACCUMULATED DEPRECIATION-BUILDINGS	(3,204,720.86)	(3,204,720.86)
590-000.000-138.000	EQUIPMENT	1,853,881.10	1,853,881.10
590-000.000-145.000	ACCUMULATED DEPRECIATION - EQUIPMENT	(551,809.26)	(551,809.26)
590-000.000-146.000	OFFICE EQUIPMENT AND FURNITURE	17,002.77	17,002.77
590-000.000-147.000	ACCUMULATED DEPR. - OFFICE EQUIPMENT	(17,002.77)	(17,002.77)
590-000.000-154.001	SEWER SYSTEM - LAGOONS	1,424,188.64	1,424,188.64
590-000.000-154.002	SEWER SYSTEM - COLLECTION	3,412,839.03	3,412,839.03
590-000.000-155.000	ACCUMULATED DEPR. - SEWER SYSTEM	(2,626,234.93)	(2,626,234.93)
590-000.000-158.000	CONSTRUCTION IN PROGRESS	1,418,388.55	1,418,388.55
Total Assets		7,230,832.44	7,297,206.86
*** Liabilities ***			
590-000.000-202.000	ACCTS PAYABLE	53,906.60	53,906.60
590-000.000-256.000	ACCRUED INT PAYABLE	13,411.26	13,411.26
590-000.000-276.000	DUE TO SEWER CUSTOMERS	159.27	61.74
590-000.000-285.000	SECURITY DEPOSITS	18,000.00	19,700.00
590-000.000-306.000	2011 USDA RURAL DEVELOPMENT BONDS	2,477,953.69	2,434,953.69
590-000.000-312.000	2012 REFUNDING BONDS - SEWER SYSTEM	185,000.00	155,000.00
590-000.000-314.000	2014 RURAL DEVELOPMENT BONDING	331,000.00	327,000.00
Total Liabilities		3,079,430.82	3,004,033.29
*** Fund Balance ***			
590-000.000-391.000	NET ASSETS	4,115,489.90	4,115,489.90
590-000.000-391.002	BOND RESERVE - 2011 RURAL DEV BOND PMT	39,375.00	39,375.00
590-000.000-391.003	BOND RESERVE - 2011 RURAL DEV - RRI	34,095.53	34,095.53
590-000.000-391.004	BOND RESERVE - 2015 RURAL DEV BOND PMT	1,125.00	1,125.00
590-000.000-391.005	BOND RESERVE - 2015 RURAL DEV RRI	3,527.25	3,527.25
Total Fund Balance		4,193,612.68	4,193,612.68
Beginning Fund Balance		4,193,612.68	4,193,612.68
Net of Revenues VS Expenditures - 15-16			50,617.13
*15-16 End FB/16-17 Beg FB		4,244,229.81	
Net of Revenues VS Expenditures - Current Year		(42,211.06)	48,943.76
Ending Fund Balance		4,151,401.62	4,293,173.57
Total Liabilities And Fund Balance		7,230,832.44	7,297,206.86

* Year Not Closed

Fund 591 WATER SYSTEM FUND

GL Number	Description	PERIOD ENDED 08/31/2015	PERIOD ENDED 08/31/2016
*** Assets ***			
591-000.000-001.000	CASH	69,282.86	88,930.08
591-000.000-001.016	2014 USDA WATER BOND PMT RESERVE ACCOUNT	1,875.06	4,375.50
591-000.000-001.017	2014 USDA WATER BOND RRI RESERVE ACCOUNT	3,226.60	7,529.37
591-000.000-003.000	CERTIFICATES OF DEPOSIT/ REPURCHASE AGR.	300,000.00	170,000.00
591-000.000-040.000	ACCOUNTS RECEIVABLE	592.98	20,703.60
591-000.000-043.000	A/R UTILITIES	46,083.57	23,880.87
591-000.000-043.001	ALLOWANCE FOR UNCOLLECTIBLE ACCOUNTS	(200.00)	(200.00)
591-000.000-045.000	SPECIAL ASSESSMENTS RECEIVABLE	1,061.26	1,061.26
591-000.000-111.000	INVENTORY	7,338.90	11,968.53
591-000.000-123.000	PREPAID EXPENSES	0.00	8,879.01
591-000.000-130.000	LAND	42,632.25	42,632.25
591-000.000-136.000	BUILDING, ADDITIONS AND IMPROVEMENTS	454,584.99	454,584.99
591-000.000-137.000	ACCUMULATED DEPRECIATION-BUILDINGS	(393,094.93)	(393,094.93)
591-000.000-138.000	EQUIPMENT	17,852.84	17,852.84
591-000.000-145.000	ACCUMULATED DEPR. - EQUIPMENT	(17,380.64)	(17,380.64)
591-000.000-152.001	WATER SYSTEM - WELLS	777,007.48	777,007.48
591-000.000-152.003	WATER SYSTEM - PUMPING	45,989.93	45,989.93
591-000.000-152.004	WATER SYSTEM - STANDPIPES	973,376.91	973,376.91
591-000.000-152.005	WATER SYSTEM - MAINS	743,113.82	743,113.82
591-000.000-152.007	WATER SYSTEM - TRANSMISSION	196,972.56	196,972.56
591-000.000-153.000	ACCUMULATED DEPR. WATER SYSTEM	(1,572,561.16)	(1,572,561.16)
591-000.000-158.000	CONSTRUCTION IN PROGRESS	1,860,335.45	1,860,335.45
Total Assets		3,558,090.73	3,465,957.72
*** Liabilities ***			
591-000.000-202.000	ACCTS PAYABLE	74,697.44	74,697.44
591-000.000-256.000	ACCRUED INT PAYABLE	3,715.24	3,715.24
591-000.000-276.000	DUE TO WATER CUSTOMERS	102.28	66.07
591-000.000-312.000	2012 REFUNDING BONDS - WATER SYSTEM	190,000.00	165,000.00
591-000.000-314.000	2014 RURAL DEVELOPMENT BONDING	553,000.00	546,000.00
Total Liabilities		821,514.96	789,478.75
*** Fund Balance ***			
591-000.000-391.000	NET ASSETS	2,864,754.62	2,864,754.62
591-000.000-391.004	BOND RESERVE - 2015 RURAL DEV BOND PMT	1,875.00	1,875.00
591-000.000-391.005	BOND RESERVE - 2015 RURAL DEV RRI	3,226.50	3,226.50
Total Fund Balance		2,869,856.12	2,869,856.12
Beginning Fund Balance		2,869,856.12	2,869,856.12
Net of Revenues VS Expenditures - 15-16			(241,914.17)
*15-16 End FB/16-17 Beg FB		2,627,941.95	
Net of Revenues VS Expenditures - Current Year		(133,280.35)	48,537.02
Ending Fund Balance		2,736,575.77	2,676,478.97
Total Liabilities And Fund Balance		3,558,090.73	3,465,957.72

* Year Not Closed

Fund 636 DATA PROCESSING

GL Number	Description	PERIOD ENDED 08/31/2015	PERIOD ENDED 08/31/2016
*** Assets ***			
636-000.000-001.000	CASH	26,008.83	18,761.20
636-000.000-123.000	PREPAID EXPENSES	0.00	171.25
636-000.000-146.000	OFFICE EQUIPMENT AND FURNITURE	385,830.41	385,830.41
636-000.000-147.000	ACCUMULATED DEPR. - OFFICE EQUIPMENT	(339,885.42)	(339,885.42)
Total Assets		71,953.82	64,877.44
*** Liabilities ***			
636-000.000-202.000	ACCOUNTS PAYABLE	2,024.00	0.00
Total Liabilities		2,024.00	0.00
*** Fund Balance ***			
636-000.000-391.000	NET ASSETS	65,107.99	65,107.99
Total Fund Balance		65,107.99	65,107.99
Beginning Fund Balance		65,107.99	65,107.99
Net of Revenues VS Expenditures - 15-16			
*15-16 End FB/16-17 Beg FB		63,107.11	(2,000.88)
Net of Revenues VS Expenditures - Current Year		4,821.83	1,770.33
Ending Fund Balance		69,929.82	64,877.44
Total Liabilities And Fund Balance		71,953.82	64,877.44

* Year Not Closed

Fund 641 MOBILE EQUIPMENT

GL Number	Description	PERIOD ENDED 08/31/2015	PERIOD ENDED 08/31/2016
*** Assets ***			
641-000.000-001.000	CASH	38,529.35	18,111.82
641-000.000-043.000	A/R UTILITIES	1,115.95	1,010.37
641-000.000-043.001	ALLOWANCE FOR UNCOLLECTIBLE ACCOUNTS	(50.00)	(50.00)
641-000.000-109.000	INVENTORY - STREET ROAD SALT	7,858.56	7,858.56
641-000.000-109.001	INVENTORY - STREET COLD PATCH	200.25	200.25
641-000.000-111.000	INVENTORY	35,713.65	35,713.65
641-000.000-123.000	PREPAID EXPENSES	0.00	3,144.19
641-000.000-130.000	LAND	85,000.00	85,000.00
641-000.000-136.000	BUILDING, ADDITIONS AND IMPROVEMENTS	667,283.12	667,283.12
641-000.000-137.000	ACCUMULATED DEPRECIATION-BUILDINGS	(431,188.16)	(431,188.16)
641-000.000-138.000	EQUIPMENT	567,530.14	567,530.14
641-000.000-139.000	OTHER EQUIPMENT	16,787.52	16,787.52
641-000.000-145.000	ACCUMULATED DEPR. - EQUIPMENT	(578,139.95)	(578,139.95)
641-000.000-148.000	VEHICLES - DPW	1,050,144.39	1,050,144.39
641-000.000-148.001	VEHICLES - POLICE	136,066.99	136,066.99
641-000.000-149.000	ACCUMULATED DEPRECIATION - VEHICLES	(897,742.99)	(897,742.99)
Total Assets		699,108.82	681,729.90
*** Liabilities ***			
641-000.000-276.000	DUE TO UTILITY CUSTOMERS	25.07	2.88
Total Liabilities		25.07	2.88
*** Fund Balance ***			
641-000.000-391.000	NET ASSETS	685,772.69	685,772.69
Total Fund Balance		685,772.69	685,772.69
Beginning Fund Balance		685,772.69	685,772.69
Net of Revenues VS Expenditures - 15-16			18,066.54
*15-16 End FB/16-17 Beg FB		703,839.23	
Net of Revenues VS Expenditures - Current Year		13,311.06	(22,112.21)
Ending Fund Balance		699,083.75	681,727.02
Total Liabilities And Fund Balance		699,108.82	681,729.90

* Year Not Closed

Fund 703 PROPERTY TAX FUND

GL Number	Description	PERIOD ENDED 08/31/2015	PERIOD ENDED 08/31/2016
*** Assets ***			
703-000.000-001.000	CASH	1,455,403.94	1,368,185.83
703-000.000-018.000	TAXES RECEIVABLE - SUMMER	351,149.47	319,048.34
703-000.000-019.000	TAXES RECEIVABLE - WINTER	(21,266.56)	(18,257.27)
Total Assets		1,785,286.85	1,668,976.90
*** Liabilities ***			
703-000.000-202.000	ACCTS PAYABLE	2,549.62	4,401.02
703-000.000-214.101	DUE TO GENERAL FUND	1,018,842.81	935,427.03
703-000.000-214.202	DUE TO MAJOR STREET FUND	818.44	710.93
703-000.000-214.203	DUE TO LOCAL STREET FUND	4,726.29	3,760.49
703-000.000-214.208	DUE TO PARKS FUND	54,431.14	54,523.09
703-000.000-214.590	DUE TO SEWER FUND	3,866.19	3,765.31
703-000.000-214.591	DUE TO WATER FUND	365.69	455.53
703-000.000-214.641	DUE TO MOBILE EQUIPMENT	18.10	797.92
703-000.000-215.001	DUE TO COMPONENT UNIT - DDA	49,048.36	53,311.13
703-000.000-222.001	DUE TO CLARE COUNTY	481,739.86	486,284.17
703-000.000-222.002	DUE TO ISABELLA COUNTY	111,518.53	74,363.78
703-000.000-223.000	DUE TO LIBRARY - PMDL	55,325.26	50,745.62
703-000.000-228.000	DUE TO STATE OF MICHIGAN	1,896.07	430.88
703-000.000-274.000	UNDISTRIBUTED TAX COLLECTIONS	140.49	0.00
Total Liabilities		1,785,286.85	1,668,976.90
*** Fund Balance ***			
Total Fund Balance		0.00	0.00
Beginning Fund Balance		0.00	0.00
Net of Revenues VS Expenditures - 15-16			0.00
*15-16 End FB/16-17 Beg FB		0.00	
Net of Revenues VS Expenditures - Current Year		0.00	0.00
Ending Fund Balance		0.00	0.00
Total Liabilities And Fund Balance		1,785,286.85	1,668,976.90

* Year Not Closed

Fund 704 IMPREST PAYROLL FUND

GL Number	Description	PERIOD ENDED 08/31/2015	PERIOD ENDED 08/31/2016
*** Assets ***			
704-000.000-001.000	CASH	(2,721.30)	(3,917.47)
704-000.000-040.000	ACCOUNTS RECEIVABLE	0.00	(691.22)
Total Assets		(2,721.30)	(4,608.69)
*** Liabilities ***			
704-000.000-228.000	DUE TO STATE OF MICHIGAN	4,597.80	5,046.53
704-000.000-229.000	DUE TO FEDERAL GOV'T	0.00	43.05
704-000.000-231.001	AFLAC PAYABLE	(27.99)	(76.52)
704-000.000-231.002	MERS PAYABLE	24,126.26	24,775.42
704-000.000-231.003	BLUE CROSS PAYABLE	(31,484.05)	(34,428.31)
704-000.000-231.005	TEAMSTERS PAYABLE	(607.00)	(746.00)
704-000.000-231.015	DEFERRED COMP PAYABLE - MERS 457	673.68	777.14
Total Liabilities		(2,721.30)	(4,608.69)
Beginning Fund Balance		0.00	0.00
Net of Revenues VS Expenditures - 15-16			0.00
*15-16 End FB/16-17 Beg FB		0.00	
Net of Revenues VS Expenditures - Current Year		0.00	0.00
Ending Fund Balance		0.00	0.00
Total Liabilities And Fund Balance		(2,721.30)	(4,608.69)

* Year Not Closed

Fund 765 HATTON TOWNSHIP LANDFILL TRUST FUND

GL Number	Description	PERIOD ENDED 08/31/2015	PERIOD ENDED 08/31/2016
*** Assets ***			
765-000.000-003.000	CERTIFICATES OF DEPOSIT	210,505.79	200,005.79
Total Assets		210,505.79	200,005.79
*** Liabilities ***			
Total Liabilities		0.00	0.00
*** Fund Balance ***			
765-000.000-390.000	FUND BALANCE	210,505.79	210,505.79
Total Fund Balance		210,505.79	210,505.79
Beginning Fund Balance		210,505.79	210,505.79
Net of Revenues VS Expenditures - 15-16			(10,500.00)
*15-16 End FB/16-17 Beg FB		200,005.79	
Net of Revenues VS Expenditures - Current Year		0.00	0.00
Ending Fund Balance		210,505.79	200,005.79
Total Liabilities And Fund Balance		210,505.79	200,005.79

* Year Not Closed

Fund 901 GENERAL FIXED ASSETS

GL Number	Description	PERIOD ENDED 08/31/2015	PERIOD ENDED 08/31/2016
*** Assets ***			
901-000.000-130.101	LAND - GFA, GENERAL FUND	3,333,874.88	3,333,874.88
901-000.000-130.206	LAND - GFA, FIRE DEPARTMENT	5,675.00	5,675.00
901-000.000-130.208	LAND - GFA, PARKS & RECREATION	936,849.24	936,849.24
901-000.000-130.210	LAND - DDA	108,126.20	108,126.20
901-000.000-132.101	LAND IMPROVEMENTS - GFA, GENERAL FUND	43,343.05	43,343.05
901-000.000-132.202	ROAD IMPROVEMENTS - MAJOR STREETS	82,738.71	82,738.71
901-000.000-132.203	ROAD IMPROVEMENTS - LOCAL STREETS	550,763.68	550,763.68
901-000.000-132.208	LAND IMPROVEMENTS - GFA, PARKS AND REC.	1,257,577.27	1,257,577.27
901-000.000-132.210	LAND IMPROVEMENTS - DDA	456,071.51	456,071.51
901-000.000-132.211	SIDEWALK IMPROVEMENTS	90,804.62	90,804.62
901-000.000-132.214	LAND IMPROV - LDFA	94,016.27	94,016.27
901-000.000-133.000	ACCUMULATED DEPRECIATION - LAND IMPROVEM	(352,161.43)	(352,161.43)
901-000.000-133.210	ACCUM DEPR - LAND IMPROV - DDA	(193,444.40)	(193,444.40)
901-000.000-133.214	ACCUM DEPR - LAND IMPROV - LDFA	(24,347.73)	(24,347.73)
901-000.000-136.101	BUILDINGS, ETC. - GFA, GENERAL FUND	1,753,228.03	1,753,228.03
901-000.000-136.206	BUILDINGS, ETC. - GFA, FIRE DEPARTMENT	461,759.56	461,759.56
901-000.000-136.208	BUILDINGS, ETC. - PARKS & RECREATION	360,896.42	360,896.42
901-000.000-137.000	ACCUMULATED DEPRECIATION-BUILDINGS	(1,040,610.53)	(1,040,610.53)
901-000.000-138.101	EQUIPMENT - GFA, GENERAL FUND	200,128.59	200,128.59
901-000.000-138.206	EQUIPMENT - GFA, FIRE DEPARTMENT	617,624.64	617,624.64
901-000.000-138.208	EQUIPMENT - GFA, PARKS & RECREATION	114,322.77	114,322.77
901-000.000-138.210	EQUIPMENT - DDA	138,200.00	138,200.00
901-000.000-138.500	ACCUMULATED DEPRECIATION-EQUIPMENT	(636,979.95)	(636,979.95)
901-000.000-139.210	ACCUM DEPR - EQUIP (DDA)	(138,200.00)	(138,200.00)
901-000.000-146.206	OFFICE EQUIPMENT - GFA, FIRE DEPARTMENT	1,269.00	1,269.00
901-000.000-147.000	ACCUMULATED DEPR. - OFFICE EQUIPMENT	(1,205.55)	(1,205.55)
901-000.000-148.206	VEHICLES - FIRE DEPARTMENT	1,012,553.78	1,012,553.78
901-000.000-149.000	ACCUMULATED DEPRECIATION - VEHICLES	(755,070.17)	(755,070.17)
901-000.000-158.000	CONSTRUCTION IN PROGRESS	2,239,472.67	2,239,472.67
Total Assets		10,717,276.13	10,717,276.13
*** Liabilities ***			
Total Liabilities		0.00	0.00
*** Fund Balance ***			
901-000.000-130.399	INVESTMENT IN LAND	4,384,525.32	4,384,525.32
901-000.000-132.399	INVESTMENT IN LAND IMPROVEMENTS	4,053,270.02	4,053,270.02
901-000.000-136.399	INVESTMENT IN BUILDINGS, ETC.	1,726,837.68	1,726,837.68
901-000.000-138.399	INVESTMENT IN EQUIPMENT	295,096.05	295,096.05
901-000.000-146.399	INVESTMENT IN OFFICE EQUIPMENT&FURNITURE	63.45	63.45
901-000.000-148.399	INVESTMENT IN VEHICLES	257,483.61	257,483.61
Total Fund Balance		10,717,276.13	10,717,276.13
Beginning Fund Balance		10,717,276.13	10,717,276.13
Net of Revenues VS Expenditures - 15-16			0.00
*15-16 End FB/16-17 Beg FB		10,717,276.13	
Net of Revenues VS Expenditures - Current Year		0.00	0.00
Ending Fund Balance		10,717,276.13	10,717,276.13
Total Liabilities And Fund Balance		10,717,276.13	10,717,276.13

* Year Not Closed

Fund 902 GENERAL LONG-TERM DEBT

GL Number	Description	PERIOD ENDED 08/31/2015	PERIOD ENDED 08/31/2016
*** Assets ***			
902-000.000-186.000	AMOUNT TO BE PROVIDED - LTD	1,513,000.00	1,513,000.00
Total Assets		1,513,000.00	1,513,000.00
*** Liabilities ***			
902-000.000-256.000	ACCRUED INT PAYABLE	15,061.49	15,061.49
902-000.000-256.210	ACCRUED INT PAYABLE	2,187.92	2,187.92
902-000.000-304.000	MMCAA INSTALLMENT LOAN	75,712.03	75,712.03
902-000.000-306.001	2006 DDA BOND	302,000.00	302,000.00
902-000.000-312.000	2012 REFUNDING BONDS -PUBLIC SAFETY BLDG	620,000.00	620,000.00
902-000.000-313.000	SOCCER COMPLEX LOAN PAYABLE	139,100.68	139,100.68
902-000.000-315.000	NORTH INFRASTRUCTURE DEBT	331,992.66	331,992.66
Total Liabilities		1,486,054.78	1,486,054.78
*** Fund Balance ***			
902-000.000-391.000	FISCAL FUND BALANCE	26,945.22	26,945.22
Total Fund Balance		26,945.22	26,945.22
Beginning Fund Balance		26,945.22	26,945.22
Net of Revenues VS Expenditures - 15-16			0.00
*15-16 End FB/16-17 Beg FB		26,945.22	
Net of Revenues VS Expenditures - Current Year		0.00	0.00
Ending Fund Balance		26,945.22	26,945.22
Total Liabilities And Fund Balance		1,513,000.00	1,513,000.00

* Year Not Closed

Fund 934 GASB ACCRUALS

GL Number	Description	PERIOD ENDED 08/31/2015	PERIOD ENDED 08/31/2016
*** Assets ***			
934-000.000-084.000	DUE FROM GOVT ACTIVITIES	236,700.00	236,700.00
Total Assets		236,700.00	236,700.00
*** Liabilities ***			
934-000.000-214.000	DUE TO BUS TYPE ACTIVITIES	236,700.00	236,700.00
934-000.000-339.000	DEFERRED REVENUES	(37,076.00)	(37,076.00)
Total Liabilities		199,624.00	199,624.00
*** Fund Balance ***			
934-000.000-390.000	FUND BALANCE	(179,556.00)	(179,556.00)
934-000.000-391.000	FISCAL FUND BALANCE	216,632.00	216,632.00
Total Fund Balance		37,076.00	37,076.00
Beginning Fund Balance		37,076.00	37,076.00
Net of Revenues VS Expenditures - 15-16			0.00
*15-16 End FB/16-17 Beg FB		37,076.00	
Net of Revenues VS Expenditures - Current Year		0.00	0.00
Ending Fund Balance		37,076.00	37,076.00
Total Liabilities And Fund Balance		236,700.00	236,700.00

* Year Not Closed



CLARE POLICE DEPARTMENT

Chief Brian Gregory

207 West Fifth Street

Clare, Michigan 48617

Phone: 989-386-2121

Fax: 989-386-0440

Activity from 8-16-2016 to 9-16-2016

Below is a brief breakdown of the 638 incidents for the past 30 days.

12 vehicle accidents

Officers conducted 115 traffic stops

5 reported assaults

3 resisting and obstructing officer arrests/1 taser deployment

252 property checks

13 assists to ambulances.

Brought on 4 new reserves and conducted 16 hours of training for all reserves.

Clare School Liaison Officer Report: Aug/Sept, 2016-2017

- Investigated four truancy incidents
- Attended Child Advocacy Center case review
- Conducted foot patrol at home football game
- Conducted a two staff safety reviews
- Assist to school with a busing issue
- Initiated investigation on two reported CSC incidents
- Assisted with the investigation of a domestic assault involving a child
- Conducted one general assist to school
- Conducted three traffic assists
- Initiated three traffic safety incidents
- Conducted a meeting with the senior class
- Conducted on general assist to staff
- Conducted two student meetings
- Conducted one CAC interview
- Assisted CPS with a child welfare incident
- Responded to a disruptive student incident
- Conducted crossing guard training for staff
- Conducted Safety Patrol training
- Conducted two parent/staff meetings
- Made two class presentations
- Attended three days of training for extended forensic interviewing
- Conduct regular foot patrol thru all Clare Schools

B.R. David
Patrolman / School Liaison Officer
Clare City Police Department
207 W. 5th St
Clare, MI 48617
989-386-2121

"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 – AUGUST 2016
ALAN J. JESSUP, DIRECTOR**

STREET WORK. We had our normal schedule of cold patching. Did bridge inspections with engineers (Spicers) and graveled on Ann Arbor and the north side of the lake. We fixed the catch basin on Schoolcrest and did some work on a storm catch basin at the end of Point Drive. Also fixed a manhole on South Rainbow. We cleaned and poured sidewalks in various areas in town, repoured the small section off sidewalk by Witbecks, painted crosswalks and parking spaces including all the parking lots, handicaps and parks parking lots also. Replaced ADA ramp tile on 5th Street.

WATER & SEWER WORK: Water and sewer work this month included our regular schedule of Miss Digs, meter readings, water shut offs, meter work and sewer preventive maintenance. We flushed hydrants for a week and fixed a broken hydrant.

CEMETERY WORK: We replaced the service door at the cemetery building. Dug graves and had two burials. And did cemetery maintenance and fixed and replaced flags.

MISCELLANEOUS WORK: Went to MDOT for the Old 27 Car Tour and worked until we got all the cars parks. Then worked the car tour and did clean up. We also helped Farwell install a new hydrant.

DPW WORK: DPW work was our normal schedule of equipment/truck repair and maintenance including washing floors and trucks. We installed unistrut at the DPW to hang hose reel and did general DPW maintenance. Worked on stumps, cut trees, sucked out ground up stumps, put black dirt in the depression and seeded them and chipped brush. We worked at the Sports Complex, hauled in sand and did a report for the complex.

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

AUGUST 2016

UTILITY WORK ORDERS

<u>WORK ORDER TYPE</u>	<u># OF CUSTOMERS</u>
<i>Service Turned ON</i>	3
<i>Customer Request Off</i>	1
<i>Sewer Problems</i>	0
<i>Frozen Water</i>	0
<i>OFNP</i>	14
<i>New Meter Head</i>	0
<i>New RF</i>	0
	<hr/>
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**MANNATEC FUEL REPORT FOR PERIOD:
AUGUST 1-31, 2016**

DEPT:	GALLONS REGULAR	TOTAL COST	AVERAGE RATE	GALLONS DIESEL	TOTAL COST	AVERAGE RATE	AMOUNT BILLED
Fire Dept	66.381	114.21	1.721	101.906	172.52	1.693	286.73
Police Dept	698.160	1,210.79	1.734	18.820	35.72		1,246.51
DPW NonFuel							
DPW	629.950	1,091.64	1.733	583.279	1,011.91	1.735	2,998.46
Parks	339.917	593.21	1.745	176.265	301.70	1.712	
Airport							
W/WWT	196.015	338.48	1.727	69.289	128.45	1.854	466.93
Average Rate for Regular:			1.732	Average Rate for Diesel:		1.399	
Total Bill:							\$4,998.63

EQUIPMENT RENTAL - AUGUST 2016

GENERAL FUND

General Operations	101-265.000-943.641	17.86	
Depot	101-265.000-943.641	0.00	
Cemetery	101-276.000-943.641	837.86	
Police	101-301.000-943.641	2,669.81	
Parking Lots/Flags	101-441.000-943.641	1,228.58	
Airport	101-537.000-943.641	1,911.89	
		101-000.000-001	-\$6,666.00 cr

MAJOR STREETS & TRUNKLINES

Trunklines	202-446.001-943.641	4,775.92	
Tkline Winter Cleanup	202-446.001-943.641	0.00	
Major Streets	202-449.000-943.641	4,211.07	
		202-000.000-001	-\$8,986.99 cr

<u>LOCAL STREETS:</u>	203-449.000-943.641	9,644.15	
		203-000.000-001	-\$9,644.15 cr

PARKS & DAM MTS.:

Parks & Dam Mts	208-751.001-943.641	13,199.28	
Sports Complex	208-751.001-943.641	1,186.97	
		208-000.000-001	-\$14,386.25 cr

SEWER FUND

Sewer Treatment	590-536.001-943.641	675.33	
Sewer Collection	590-536.002-946.641	258.13	
		590-000.000-001	-\$933.46 cr

WATER FUND

Water Trmt/Pumping	591-536.003-946.641	481.94	
Water Dist./Meters	591-536.004-946.641	1,612.79	
		591-000.000-001	-\$2,094.73 cr

MOBILE EQUIPMENT FUND

Cash Received	641-000-001	\$42,711.58	
General Fund	641-000-669.101		-\$6,666.00
Major Sts/Tklines	641-000-669.202		-\$8,986.99
Local Sts	641-000-669.203		-\$9,644.15
Parks	641-000-669.208		-\$14,386.25
Sewer	641-000-669.590		-\$933.46
Water	641-000-669.591		-\$2,094.73

CONSOLIDATED FUND: Checks Written For:

General Fund	102-000-669.101	\$6,666.00
Major Sts/Tklines	102-000-669.202	\$8,986.99
Local Sts	102-000-669.203	\$9,644.15
Parks	102-000-669.208	\$14,386.25
Sewer	102-000-669.590	\$933.46
Water	102-000-669.591	\$2,094.73

EQUIPMENT RENTAL,	102-000.000-067	\$42,711.58
<u>ALL DEPOSITS:</u>	102-000.000-001.001	
	102-000.000-067.102	

DPW: PARKS/BLDG & GROUNDS MANHOOR REPORT FOR:

Aug-16

FY	HOURLY WAGE	FULL TIME		FULL TIME		SEASONAL		SEASONAL	
		FUND NAME	EMPLOYEES REGULAR HOURS	EMPLOYEES OVERTIME HOURS	EMPLOYEES REGULAR HOURS	EMPLOYEES OVERTIME HOURS	EMPLOYEES REGULAR HOURS	EMPLOYEES OVERTIME HOURS	
09-10	Holiday								
	Funeral		16.00						
208-751,001-702	Sick	8.00	8.00						
	Vacation								
208-751,001-702	PARKS	46.00	32.75	16.00	94.75	0.00	152.00	193.00	72.00
	DDA Work		10.25		10.25	0.00	19.00	15.00	3.00
208-751,001-702	BLDG & GROUNDS	34.00	29.00	63.00	0.50	0.50	83.00	40.75	123.75
101-537,000-702	Airport Snow			0.00		0.00			0.00
202-446,001-702	Trunkline			0.00		0.00			0.00
	Snow								
202-499,003-702	Major Sts			0.00		0.00			0.00
	Snow								
203-499,003-702	Local Sts			0.00		0.00			0.00
	Snow								
101-537,000-702	Airport			0.00		0.00	39.00	37.50	18.00
101-265-000-702	Trustees			0.00		0.00	80.00	72.00	24.00
		80.0	80.0	24.0	184.0	0.5	0.5	0.0	0.0
GRAND TOTAL		184.00		1.00			373.0	358.3	117.0
							848.3	0.0	0.0
									0.0

DPW MANHOUR REPORT FOR: Aug-16

FUND	FUND NAME	REGULAR			TOTAL	OVERTIME			TOTAL	CLERICAL			TOTAL	O/T
101-265.000-702	GF - City Hall	2			2.00				0.00				0.00	
	Railroad													
101-276.000-702	Cemetery	2	29	19	50.00	3.5	2		5.50	3.86	3.6	1.2	8.66	
101-528.000-702	Refuse Collection				0.00				0.00	19.46	18.36	6.12	43.94	
101-441.000-702	Par/Flag/Pk Lot	4	53		57.00		8		8.00				0.00	
	DDA Pk Lot	16	23.5	1	40.50				0.00				0.00	
101-445.000-702	City Trees/Lites		2		2.00				0.00				0.00	
	DDA Trees/Lites				0.00				0.00				0.00	
101-537.000-702	Airport				0.00				0.00				0.00	
202-446.001-702	Roadway Inspection				0.00				0.00				0.00	
	TK Surface Mts	8	12		20.00				0.00				0.00	
	TK Shoulder Mts				0.00				0.00				0.00	
	TK Sweeping	21	26.5	7	54.50				0.00				0.00	
	Drain/Bkslopes	1			1.00				0.00				0.00	
	TK Signs				0.00				0.00				0.00	
	Snow & Ice				0.00				0.00				0.00	
	Hauling Snow				0.00				0.00				0.00	
202-444.002-702	Major Sts Sidewalks	14	12		26.00	1			1.00				0.00	
202-499.002-702	Major Sts Maint.	54	77	17	148.00				0.00				0.00	
202-499.003-702	Snow & Ice				0.00				0.00				0.00	
202-499.004-702	Administration				0.00				0.00	3.86	3.6	1.2	8.66	
203-444.002-702	Local Sts Sidewalks	14			14.00	2			2.00				0.00	
203-499.002-702	Local Sts Maint.	170	58	42	270.00				0.00				0.00	
203-499.003-702	Snow & Ice				0.00				0.00				0.00	
203-499.004-702	Administration				0.00				0.00	3.86	3.6	1.2	8.66	
208-751.000-702	Lake Sham/Dam & Pks	20	3	4	27.00				0.00				0.00	
	Sports Complex	57	2	15	74.00	3.75			3.75				0.00	
590-536.002-702	Sewer	10	6	4	20.00				0.00	20.19	18.1	6.24	44.53	0.25
591-536.004-702	Water	38	109	17	164.00	2	1		3.00	20.2	18.09	6.24	44.53	0.25
641-444.000-702	DPW	71	34	26	131.00	0.5	0.75		1.25	5.82	5.4	1.8	13.02	
	Dpw Equip Mts		68		68.00		4		4.00				0.00	
	Fire Truck Mts	2	8		10.00				0.00				0.00	
	Police Vehicle Mt		4		4.00	1			1.00				0.00	
	Holiday / Funeral	8			8.00				0.00				0.00	
	PAID TIME OFF	48	27	16	91.00				0.00	2.75	9.25		12.00	
TOTALS		560.00	554.00	168.00	1282.00	13.75	15.00	0.75	29.50	80.00	80.00	24.00	184.00	0.50
		1282.00				29.50				184.00				0.50

DEPARTMENT OF PUBLIC WORKS- MANHOUR (AUG 2016)

FUND	% OF HOURS	DEPARTMENT	August-16	
			REG.	O/T
GENERAL FUND	0.14%	General Fund	2.00	
	0.00%	Depot		
	3.95%	Cemetery	50.00	5.50
	4.62%	Parades/Flags/Pking Lots	57.00	8.00
	2.88%	DDA Parking Lots	40.50	
	0.14%	City Trees/Lites	2.00	
	6.72%	Airport	94.50	
TKLINE'S	1.42%	Surface Maintenance	20.00	
	3.88%	Sweeping	54.50	
	0.07%	Drains/Backslopes	1.00	
	0.00%	Snow & Ice		
	0.00%	Cleanup winter debris (sand, etc)		
MAJOR STREETS	10.53%	MJ STS Preservation	148.00	
	1.92%	MJ STS Sidewalks	26	1
LOCAL STREETS	19.20%	LO STS Preservation	270.00	
	1.14%	LO STS Sidewalks	14	2
PARKS	2.00%	Lake Shamrock Dam & Park work	27.00	
	5.53%	Sports Complex	74.00	3.75
SEWER	1.42%	Collection	20.00	
WATER	11.88%	Distribution & Meter Mts.	164.00	3.00
DPW	9.41%	DPW Admin/Bldg/Equip	131.00	1.25
	5.12%	DPW: Equip	68.00	4.00
	0.71%	FIRE Truck	10.00	
	0.36%	DPW: PD Equipment	4.00	1.00
	0.57%	Holiday (Birthday)	8.00	
	6.47%	PAID TIME OFF:	91.00	
1406	100%	TOTALS:	1376.5	29.5

FUND	% OF HOURS	DEPARTMENT	August-16	
			REG.	O/T
DPW Clerical	4.69%	Cemetery Admin	8.66	
	23.82%	Refuse Collection	43.94	
	4.69%	Major Sts Admin	8.66	
	4.69%	Local Sts Admin	8.66	
	24.27%	Sewer Collection	44.53	0.25
	24.27%	Water Distribution	44.53	0.25
	7.06%	DPW Administration	13.02	
	6.50%	PAID TIME OFF:	12	
184.5	100%	TOTALS:	184	0.5

FUND	% OF HOURS	DEPARTMENT	August-16	
			REG.	O/T
FULL TIME EMPLOYEE PARKS WORK	51.22%	Parks Work	94.75	
	5.54%	DDA Work	10.25	
	34.59%	Bldgs & Grounds	63	1
	8.65%	Holiday/Funeral	16	
	0.00%	PAID TIME OFF		
185	100%	TOTALS:	184	1

FUND	% OF HOURS	DEPARTMENT	August-16	
			REG.	O/T
SEASONAL EMPLOYEES	76.65%	PARKS WORK	577.75	
	23.35%	TRUSTEE SUPERVISION*	176	
753.75	100%	TOTALS:	753.75	0

FUND	% OF HOURS	DEPARTMENT	August-16
			REG.
*TRUSTEE WORK AREAS	25.00%	Transporting from Harrison to Clare & back to Harrison	44
	2.84%	DPW: Washing vehicles	5
	16.48%	STREETS: Weed Trimming, Chipping Brush, Painting Manhole Cover, Weed Whip, Fixing Storm Drain, Cutting Tree, Pick up Trash	29
		industrial park: weed whip, cutting branches around stop	
	3.41%	Signs	6
	10.23%	Lake Shamrock Dam: Weed Whipping	18
	42.05%	PARKS: Cutting trees, soccer nets & moving skatepark, Raking, Fixing Board at Parks, Brushing Trail, Fixing Park	74
176	100%	TOTALS:	176

DIRECTOR'S MONTHLY OPERATING REPORT WATER & WASTEWATER TREATMENT 2016 August

Wastewater Treatment Plant

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

- Took a load of scrap metal to the metal recycling.
- Sprayed the fence line with herbicide.
- Took portable generator to Bridge way in Gaylord for repairs.
- Sent in the gear reducer from screen number 2 for repairs
- Changed out motor on aerator number 11.
- Put gravel on roads around lagoons.
- Installed a new non potable pump.
- Put a new thermo couple in lab muffle furnace.
- Changed out bearings on screen number two.
- Put down some black dirt and seeded around the screw pump.
- Called in for several power outages.
- Pulled several lift station pumps.
- Powered lift stations with the portable generator.

Water Treatment Plant

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

- Tested the distribution system for Total Trihalomethanes and Haloacetic acids.
- Put gravel down on the drives going to the wells.
- Raised a manhole behind water plant.
- Poured a cement slab for well number six.

Landfill

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

- Mowed landfill.

Administrative Functions

During the month, the following administrative tasks were performed:

- Sent in the results of the proficiency testing for the lab. We passed all parameters.



Monthly Director's Report, September 2016

Past Events

We just finished up the **Clare Summer Concert Series**. The concerts had been running since the first part of June and our last concert was held on August 18 2016. Attendance throughout the series was pretty steady with a lot of dedicated community members, the attendance ranged anywhere from 100-330+ people every Thursday. The series consisted of bands from previous years, along with the addition of a few new bands into our lineup, as well as the Summer Fun Addition with kid's games and crafts were held during our June and July shows. This year's season was filled with a continuous mix of music such as jazz, variety, country and rock. There was a lot of positive feedback and suggestions from the concert attendees.

Soccer Registration ended on August 1, 2016, but we still have some late registrants signing up that missed the deadline. During August the soccer referees were hired and the coach clinic was held. Many coaches started practice immediately following the coach meeting and our first games for the pK/K-6th graders started on (Saturday) September 10, 2016. The 7th/8th grade soccer players utilize the space at the Brookwood soccer fields for their games on Sunday afternoons. Player jerseys came in right before the start of the first games and the players jerseys were packaged up with their raffle tickets and distributed by team coaches.

Current Events

Senior Cards and Coffee is still being held on the main level of the Pere Marquette District Library from 10-12 p.m.

Current Projects

Raffle tickets have been distributed for the **Fall Soccer Raffle**. The tickets were bundles in 30 tickets per pack. The players, who sell all of their thirty assigned tickets, will be entered into a drawing for various prizes that were donated by local businesses.

There is a **soccer equipment swap** for parents of our soccer players. There was a donation that was available at Clare City Hall and at the soccer fields. It has been very successful with a lot of people utilizing it for needed equipment and/or getting rid of old equipment.

Current works in progress are: The **Spook-Tacular, Pumpkin Run, and Mommy and Me Tea Party** (collaborative project with the PMDL).

Recreation Complex

Since the Operator's Union stopped work at the beginning of August, GFA and the City of Clare has been working together to get a plan for the remaining work that needs to be completed. The back line of the property had not been cleared prior to the Operator's coming in and it was discovered that the line would need to be cleared out before we can move further with the seeding. There is a timeline that we are trying to have the work completed in.

GFA and Clare Parks and Recreation are working to insure that the seeding is able to be completed before winter, so the fields have a proper amount of time to germinate.



Monthly Fire Department Activity Report

August 2016 Incident Response:

P.I. Accident w injuries: 5 w/o injuries: 1

Mutual Aid to other agencies Medical Assist: 2 Structure Fire: 1-Nottawa Sherman
Search for lost subject: 1 - Evert Fire

Controlled Burn: 3

Outside Rubbish Fire: 1

Vehicle Fire: 1

False Alarm: 6

Power Lines Down: 1

Gas Spill: 1

Electric Motor Overheat: 1

Monthly Total: 24

YTD Total: 133

Training:

Officers Meeting: 2 hrs

Truck Check: 2 hrs

SCBA Search & Rescue: 2.5 hr

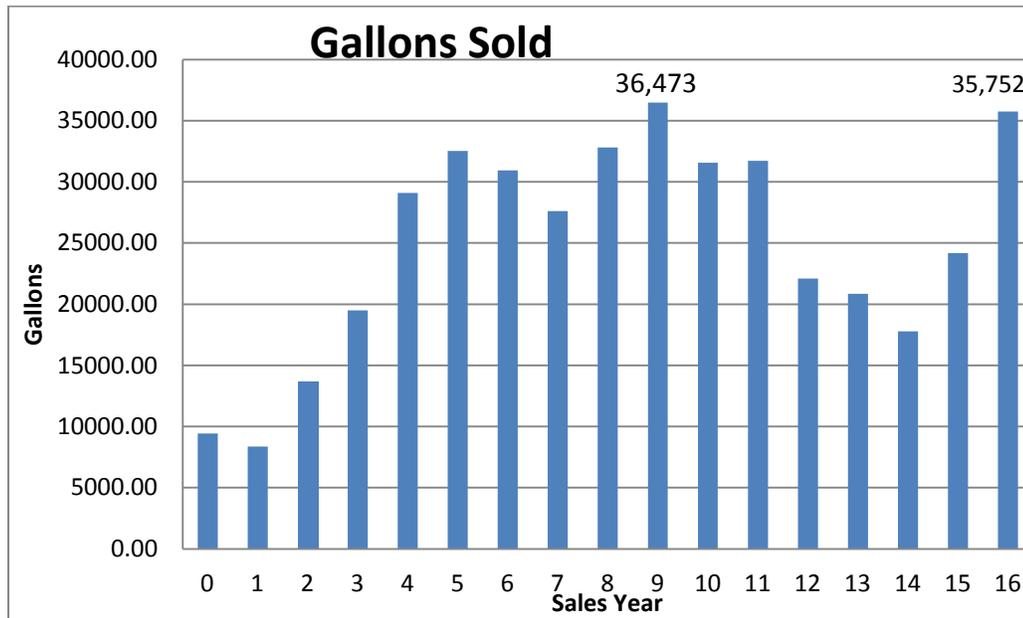
Farm Emergencies: 3.00 hrs

Pump Ops: 2 hrs.

Airport Manager Report

September 2016

1. Av Fuel sales were up again last month. We have already surpassed all previous years except 2009 complete 12 month sales years (which we will do yet this month). I took a new load of fuel on September 8th and had to bump the price 10 cents for a price of \$3.78. Third lowest in the state, and lowest in the area.



2. We were honored to participate in the American Legion 9/11 Tribute. The request was for a 3 ship formation. The first two planes broke left and the third broke right. They said this would symbolize the two planes that went into the twin towers and the third plane that was regained by the passengers and destroyed in Pennsylvania. Volunteering pilots were: Ron Kunse, Dick Acker and Gary Todd.
3. Private Pilot Ground School Class will begin the first week of October. Currently there are 9 students flying the training airplane with three different instructors. Three students have recently Soloed and are working towards receiving their pilots license. They are: Barry Wallace, Andy Nevill, and Ryan Todd.
4. Mayor Pat and I attended the annual MAP meeting with Aeronautics in Lansing last week. We discussed current projects and future projects that affect the airport. Based upon recent pavement ratings, I felt it was important to maintain our current infrastructure before we add new projects that would also need maintained. The runway expansion has been pushed back a few years in order to accommodate renovation and repair to our existing pavement areas. Also, the current climate in the FAA has changed its focus from expansion to maintenance of existing facilities.

Sincerely,

Gary Todd
Airport Manager

AGENDA REPORT

To: Mayor Pat Humphrey and the Clare City Commission
From: Ken Hibl, City Manager
Date: September 1, 2016
Regarding: City Manager's Report

For the Agenda of September 6, 2016

Depot Funding Project. In addition to our recent success with the MEDC crowd-funding efforts, we have been informed that our most recent application to the Gerstacker Foundation was also approved in the amount of \$25K, thereby providing us sufficient funds to complete the siding on the depot this year and complete the vast majority of the main floor rehabilitation, thereby potentially meeting our goal of moving the Clare Chamber of Commerce into the depot by Christmas. We have also submitted a grant application (copy of narrative att'd) to the Consumers Energy Foundation in the amount of \$50K.

MML Property Pool Dividend. The MML Property Pool Board approved a dividend distribution to all its members again this year; a copy of our dividend check is attached.

Recreation Complex Update Gourdie-Fraser has consulted with two landscape companies to determine whether we are best served to plant grass on the filed now or wait until spring next year. Both companies have informed GFA that we should achieve better probability of success in germination in spring and that the fields should still be available for use by soccer season 2017. Based on this recommendation, we have deferred the grass-seeding portion of this project to next year and are proceeding only with the four elements approved by the City Commission at the September 6th meeting.

Absence. I will be out of the state on vacation during the period Sep 21 – Oct 2; Steve will be the Acting CM during my absence.

Attachments.

1. Grant Application Narrative.
2. Dividend Check.

CONSUMERS ENERGY FOUNDATION GRANT APPLICATION

City of Clare Historic Railroad Depot

A. NARRATIVE

1. Executive Summary

The Clare Union Railroad Depot, which serves as an iconic representation of the City of Clare's early history, was constructed in 1887; it was destroyed by fire in 1894; and it was rebuilt in 1895. The depot was constructed in the Queen Ann architectural style (*Exhibit A photo att'd*) and is the only known depot of its kind remaining in Michigan and one of only a few remaining in the country. The depot was used for passenger service until the mid-1950s and then as a railroad maintenance and administrative office until the late 1990s, during which time it lapsed into significant disrepair – to the point that the railroad considered demolishing the building (*Exhibit B photo att'd*). After three years of negotiations with the railroad owners (both the railroad and the depot were/are privately owned), the City of Clare purchased the building in 2005 to ensure its preservation; a term of the sale was that the depot had to be moved off railroad property. The Clare City Commission charged the City Planning Commission with the task of developing relocation, rehabilitation, and community use plans for the building, which were completed and approved in 2007. The approved plans call for use of the depot as the first-ever home for the Clare County Arts Council, which is now housed in the new basement of the building and serves an arts and culture classroom, as an art gallery, and for its administrative offices. Concurrently, the depot will serve as the new home of the Clare Area Chamber of Commerce and Clare County Visitors Bureau and will be used as a gathering place for community events and activities sponsored by these entities. Clare's trailhead and welcome center for the Pere Marquette Rail-Trail, which courses just past the new front door of the depot

building will also be located in the building – as will a living museum to highlight Clare’s rich railroad history. To accomplish the plans and goals, multiple community partnerships were formed. Today partner members include the Clare County Arts Council, the Clare County Historic Society, the MidMichigan Community Action Agency, the Clare Area Chamber of Commerce, the Michigan Department of Transportation, the Clare Downtown Development Authority, the Clare City Planning Commission, the Clare County Visitors Bureau, and the City of Clare. A Depot Steering Committee was formed and has served as the lead agency for all fund-raising activities and to guide all the partners in achieving the ultimate goals and objectives of rehabilitating this historic asset. The Steering Committee consists of representatives of the various partners and the local community-at-large volunteers and meets monthly. One of the first orders of business of the Steering Committee was to prevent the further structural deterioration of the depot. The Committee set reroofing the building as a top priority; funds were raised and the roof was replaced (*Exhibit C photo att’d*) in 2011.

A primary project partner for this amazing community undertaking is the MidMichigan Community Action Agency (MMCAA), which donated two city lots for the relocation site of the depot and offered its services as the fiduciary agent for the project. The City purchased adjoining property to that donated by MMCAA, and the relocation site was approved by the State Historic Preservation Office (SHPO) in January 2014. The next major fund-raising goal was for the purpose of moving the depot to its new site; that goal was achieved in 2014 (*Exhibit D photo att’d*). The depot is now one of the major placemaking anchors of the City’s historic downtown district.

The next phase of this grass-roots project was to rehabilitate the building to allow actual occupancy and reuse. To date a total of more than \$550,000 has been raised or contributed, including in-kind volunteer and community donations to the depot project. In addition to all the aforementioned achievements, sufficient funds were raised to rehabilitate the basement of the building to facilitate occupancy by the CCAC; this work commenced in early-Fall 2015 and was completed just prior to Christmas 2015 (see att'd photos). The Arts Council now inhabits this space in the depot and has already held its first scheduled major event (a quilt show) in the depot on May 20th and 21st of 2016. The Railroad Committee, which is a subordinate committee of the Depot Committee, concurrently raised sufficient funds to purchase a historic caboose from the Coopersville & Marne Railway Company in Coopersville, Michigan in late 2015. The caboose has been moved from Coopersville and sited adjacent to the Clare RR Depot (see photos) where it will be repainted to Pere Marquette Railroad historic colors (red and yellow) and will be used as a mini-museum. The Depot Committee has set a goal of raising the final \$125,000 that is required to complete the building exterior rehabilitation (wood siding to replicate the original cedar shake siding of the building, paint, doors, and a few remaining windows) and the upstairs interior rehabilitation (installation of electrical wiring & lighting, HVAC, insulation, and wood flooring) of the depot by Winter 2016, thereby allowing the Clare Area Chamber of Commerce and the Clare County Visitors Bureau to move into the building prior to Christmas 2016. Two foundation grant applications (this and one other) and a Michigan Economic Development Corporation/Michigan State Housing Authority-sanctioned and supported \$50,000 crowd-funding event are the primary planned revenue sources for the \$125,000 2016 fund-raising goal. The crowd-funding event commenced on July 19, 2016, and exceeded the set goal by \$15K, thereby earning a \$25K MEDC match; a foundation grant application has been submitted to the Gerstacker Foundation. We were informed on September 9th that the application has been

approved and funded. The primary purpose of the application to the Consumers Energy Foundation is to assist in completing the rehabilitation of the main floor of the depot for occupancy and use. Upon attainment of this stated objective, the Depot Committee's final efforts will be to rehabilitate the building's exterior to its previous historic grandeur; landscape the grounds and concurrently rehabilitate the historic caboose; and finally to construct the trailhead facilities (public restrooms and a parking lot) for the adjacent Pere-Marquette Rail Trail with the funding assistance of the Michigan Department of Transportation, which is one of the project partners.

2. Purpose of Grant

- Statement of needs/problems to be addressed; description of target population and how they will benefit.

The City of Clare purchased the historic Clare Railroad Depot to preserve a tremendously important aspect of the City's and the region's history and heritage. The building was in deplorable condition when purchased. In making the purchase, the City was aware that it had limited funds for this significant project and would have to rely on the benevolence of community members and contributions from multiple outside sources to rehabilitate the historic depot. But based on its excellent history for successfully raising funds for other past important community projects, the City was confident it would be able to incrementally raise the funds to rehabilitate the building; consequently, the decision was made to purchase the building. As aptly demonstrated by the progress made to date, local and regional support for this project has been outstanding. Nearly \$550,000 has been raised to date and in-kind donations and support equate to an additional \$75,000. Approximately \$125,000 in additional funds are needed to complete the building rehabilitation project. When completed, this project has the potential to positively

impact the lives the residents of Clare, Isabella, Midland, Mecosta Counties (approx. 200,000 people) and an additional annual tourist and visitor population conservatively estimated to exceed 300,000 people. Benefits include arts and cultural; historical events and programs; Chamber of Commerce-sponsored events and programs; and tourism and recreation activities.

- Description of project goals, measurable objectives, action plans, and statements as to whether this is a new or ongoing part of the sponsoring organization.

The rehabilitation and reuse of this venerable and unique building is being accomplished in ten specific phases: 1. Acquisition of the historic depot building. 2. Procurement of relocation site. 3. Replacement of roof. 4. Relocation of building. 5. Construction and occupancy of basement. 6. Rehabilitation and occupancy of main floor. 7. Exterior rehabilitation. 8. Landscaping of grounds and rehabilitation of caboose. 9. Trailhead project. 10. And ongoing maintenance. The over-arching plan for achieving project completion outlines a methodical, deliberate, and achievable pace that will ultimately ensure project success. Funds are raised and each phase is completed prior to proceeding to the next planned phase of the project. To date funds have been raised and the first five project phases have been completed. The Depot Committee has now shifted its primary focus to fund-raising for the sixth and seventh phases (rehabilitation and occupancy of the main floor and exterior rehabilitation) with the goal of completing both the fund-raising and construction portions of these two phases in 2016. Fund-raising for the eighth phase (landscaping of grounds and rehabilitation of caboose – an estimated \$40K phase) will commence in 2017. The Michigan Department of Transportation has committed to partnering with the Depot Committee and the City of Clare to fund the ninth phase (trailhead, which includes parking lot, public restrooms, and related trail amenities) by sponsoring a \$300K non-motorized grant, which will require a 20% local match of \$60K. Ongoing maintenance (tenth

phase) of the project will be assumed by the City of Clare; funding for this ongoing phase will be incorporated into the City's already-existing annual capital maintenance program – thus it will not be a new function for the City.

- Timetable for Implementation.

Phase I – Acquire Depot Building – 2006 (*Completed*)

Phase II – Acquire Relocation Site – 2008 (*Completed*)

Phase III – Replace Roof of Building – 2011 (*Completed*)

Phase IV – Relocate Building – 2014 (*Completed*)

Phase V – Complete & Occupy Basement – 2015 (*Completed*)

Phase VI – Rehabilitate & Occupy Main Floor – 2016 (*Fund Raising Commenced*)

Phase VII – Rehabilitate Building Exterior – 2016 (*Fund Raising Commenced*)

Phase VIII - Landscape & Rehabilitate Caboose – 2017

Phase IX – Trailhead - 2017

Phase X – Maintenance of Building – 2017 to Perpetuity

- Who are the other partners in the project and what are their roles?

MidMichigan Community Action Agency – Depot Committee Member; Fiduciary Agent for Fund Raising; Property Donation (\$30K Value); Contributor of In-Kind Assistance Exceeding \$50K

The Herbert H. & Grace A. Dow Foundation - \$50K Financial Contribution

The Rollin M. Gerstacker Foundation - \$75K Financial Contribution

The DTE Foundation - \$10K Financial Contribution

Michigan Economic Development Corporation - \$25K Crowd-Funding Matching Grant

The Clare County Community Foundation - \$10K Financial Contribution

The Charles J. Strosacker Foundation - \$20K Financial Contribution

Mr. Rich Smith - \$20K Financial Contributor

The Michigan Council for the Arts & Cultural Affairs - \$51,874 Matching Grant

Ms. Joyce Dull - \$15K Financial Contributor

Chemical Bank - \$10K Financial Contribution

Chicago Vessel Fueling Company - \$10K Financial Contributor

Mr. & Mrs. Ron Kunse - \$10K Financial Contributor

Isabella Bank - \$5K Financial Contributor

Professor Robert Knapp – Historic Collaborator and \$6K Financial Contributor
(Designated Portion of Book Sale Proceeds to Depot Rehab Project)

Mr. & Mrs. AJ Doherty - \$5K Financial Contributor

Clare Irish Committee - \$1K Financial Contribution

Clare County Arts Council – Depot Committee Member; Major Fund-Raising Coordinator; \$1K
Financial Contributor; Building Tenant upon Completion of Phase V

Mr. RJ Folkert - \$1K Financial Contributor

Ms. Anna Pryor - \$1K Financial Contributor

Saginaw Chippewa Indian Tribe - \$1K Financial Contributor

Mr. Bob Meister, Design Builders – Construction Consultant; Depot Committee Member;
Contributor of In-Kind Assistance Exceeding \$50K

Innumerable Residents of the Local Community – Volunteers; Cheerleaders; Project Supporters;
Individual Donations and Contributions Exceeding \$81K; In-Kind Donations Exceeding
\$24K

Six Members of Local Railroad Aficionado Group – Depot Committee Members and
Historical Consultants

Clare Area Chamber of Commerce – Depot Committee Member; Building Tenant Upon Completion of Phase VI

Clare County Visitor's Bureau – Depot Committee Member; Building Tenant Upon Completion of Phase VI

Clare County Historical Society – Historical Consultants

Clare Railroad Depot Committee – Oversees All Phases of Depot Rehabilitation, including formulation of all plans, development of realistic timelines, fund-raising goals and strategies, and rehabilitation construction. Comprised of volunteer members of all primary partners and the community at large

City Planning Commission – Depot Committee Members and Primary Depot Plans Development Coordinator and Overseer

Mt. Pleasant TSC, Michigan Department of Transportation – Depot Committee Member; Rail-Trail Consultant; Trail-Head Design

Clare Public Schools – Teacher & Student Fund-Raising (Bake sales, Penny Drives, Can Drives) Campaigns Exceeding \$264

Jays Sporting Goods & MidMichigan Community College – Consigned an artist to paint a likeness of the Clare Depot with a WWII returning soldier (*Exhibit E photo att'd*). Prints were provided to the Depot Committee for resale with proceeds used to assist in funding depot rehabilitation efforts

City of Clare – Purchased Depot (\$10K); Purchased Property for Relocation Site (\$100K); Depot Committee Member; Provider of In-Kind Resources & Support Exceeding \$100K; will Assume long-term maintenance of depot building and Grounds

- Acknowledge similar existing projects or agencies, if any, and explain how your agency

or proposal differs, and what effort will be made to work cooperatively.

This project is unique in its scope, concept, and function. There are no known similar existing projects in the region. The project is an excellent example of local agency cooperation and synergy and public/private partnership. The City has a well-established reputation for forming multi-agency partnerships and routinely utilizes collaborative cooperation to accomplish difficult goals and objectives that are generally considered impractical or unfeasible for a relatively small community. Recent examples include the extension of the Pere-Marquette Rail-Trail into downtown Clare; rehabilitation of the Clare Public Schools Athletic Complex, to include a nine-month fund-raising campaign that allowed installation of a new \$750K synthetic-surface athletic field; construction of a new \$5M Industrial Park and upgrade and construction of a mile of public road that included contributions and funding both public and private entities, to include Consumers Energy, Northern Logistics, and the Clare Northern Group. A major façade improvement project involving seven downtown storefronts located within a block from the depot and involving federal, state, and private funding is in progress.

- Describe the active involvement of constituents in defining problems to be addressed, making policy, and planning the program.

Membership of the Depot Committee is open to the public – anyone with an interest in the depot and the project is invited to attend. The Committee is chaired by a member of the City Planning Commission and co-chaired by the Executive Director of the MidMichigan Community Action Agency; the secretary of the Committee is the City Clerk of the City of Clare. Ad Hoc sub-committees are formed as needed. Membership on the committee and at its meetings and events fluctuates anywhere from ten members to as many as fifty member-volunteers, dependent upon the work of the committee at the time and the phase of the project being worked on. The Committee has regularly scheduled monthly meetings that are open to all interested parties;

minutes of all meetings are recorded and maintained by the committee secretary, and those minutes are publicly available to all who desire to review them. Issues, concerns, financial reports, progress reports, problems, policies, challenges, sub-committee reports, phase and event planning, and sundry other topics are discussed at all meetings and comments and input are accepted from all interested parties.

- Describe the qualifications of key staff and volunteers that will ensure the success of the program. Are there specific staff training needs for this project?

The City of Clare has successfully managed multiple grants from diverse sources cumulatively exceeding \$10M in the past decade. The primary members of the City's staff (its city manager, city clerk, and treasurer/finance director) involved in management of the project collectively have six decades of experience in grant and project management; the Executive Director of MidMichigan Community Action Agency (the project fiduciary and co-chairperson of the Depot Committee), has been involved with managing non-profit projects and programs for more than twenty years; the Chairperson of the Depot Committee has been a member of the City's Planning Commission for eleven years; the construction manager (a Depot Committee member) for the project has been a certified builder for more than 40 years; numerous community volunteer-members of the Depot Committee have extensive, diverse experience in multiple fields that are relative to ensuring the success of this project, to include marketing, major fund-raising, recreation, media management, arts and culture, and financing. All members of the committee are totally engaged, committed, motivated, and passionate about the project and its successful completion.

- Long-term strategies for funding this project at end of grant period.

The City intends to own the building in perpetuity. Tenants will not be charged a monthly fixed-fee rental. Instead all tenants will be responsible to proportionately defray the costs of public utilities (water, sewer, electric, gas, phones, data, etc.) and will occupy the building to facilitate its use by the public – those two elements will be the monthly rental fee charged by the City.

The depot has been an integral part of Clare’s development and character for the past 120 years. As owner of the building and primary protector of the depot’s continued historic character and its vital role as one of the anchors to the City’s Placemaking Vision, the City of Clare will integrate the depot building into its existing capital inventory and will budget for and fund all items of insurance, needed repairs, and maintenance of the building to ensure its continued place in Clare’s future for the next century.

3. Evaluation

- Plans for evaluation including how success will be defined and measured.

Occupancy by its tenants (The Clare County Arts Council and Clare Area Chamber of Commerce) will be the first measure of success. That first measure has already been accomplished with the Arts Council occupying the basement of the depot. Subsequent occupancy by the Chamber of Commerce, the Clare County Visitors Bureau, and the continuous utilization of the building for historic displays and as a trail head for the Pere-Marquette Rail Trail will complete the first evaluation measure. With the achievement of Phase VI fund-raising efforts and goals, the main floor of the depot will be completed in late-2016, thus allowing occupancy of the building by the remaining tenants and concurrently fully attaining the first measure of success. Thereafter, success will be measured by the use of the building – by the number of visitors and users of the building and the number of participants of the various community programs offered by the occupants of the building, e.g., the Arts Council Funds will

use the building to offer a huge variety of educational classes, seminars, and symposiums across the entire spectrum of arts and culture programs; the Clare Area Chamber of Commerce will similarly utilize the building for Chamber-sponsored events and activities; the building will be frequented by users of the Pere-Marquette Rail Trail. All who enter or use the building will be counted. The number of users will be used to develop marketing strategies and development of programs to annually increase the number of users and visitors.

- How evaluation results will be used and/or disseminated and, if appropriate, how the project will be replicated.

User and visitor numbers will be used to develop marketing strategies and implementation of new programs that will attract additional users and visitors. The information will be disseminated to local businesses and local non-profit organizations to integrate their marketing strategies and programs with that of the depot.

- Describe the active involvement of constituents in evaluating the program.

Each of the building occupants will individually tabulate and track their respective user visitor numbers. The numbers will be collectively shared with the all of the building occupants and the City, who will subsequently use the data for promotional and program uses.

4. Budget Narrative/Justification

- The budget for the current two phases (Phases VI & VII – Rehabilitate & Occupy Main Floor and Rehabilitate Building Exterior, respectively) of this multi-phase project is attached. Budget estimates were obtained from local material suppliers, vendors, and tradesmen.
- Funding applications have been made to the Gerstacker Foundation and MEDC (crowd-funding) for Phase VI & VII; both applications were favorably considered/have been approved for funding

- In the event that the entirety of this application cannot be funded, priority of funding for Phase VI (Rehabilitate & Occupy Main Floor) in the amount of \$30K is requested.

5. Organization Information

- Brief summary of organization's history.

The City of Clare was first incorporated as a village in 1879 and later incorporated as a Michigan home rule city in 1891; it has operated continuously as a home rule city since that date. The City is located in both Isabella and Clare Counties. Its geographical boundaries encompass approximately three square miles, and it has a current population of approximately 3,100 residents. It is a full-service city providing its citizens with continuous police, fire, recreational, and governmental services. The City operates and maintains its own public water and public sanitary sewer systems; it has a complete network of well-maintained public streets and sidewalks. DTE Energy serves the City with public natural gas services; Consumer Energy is the City's primary electrical provider. The entirety of the City is served by high speed internet, phone, and cable services as well as by all the major wireless service providers. US Business Routes 127 and 10 intersect in the heart of the City's downtown. US Bike Route 20 (the Pere-Marquette Rail Trail) also courses through the center of the City's downtown district.

- Brief statement of organization's mission and goals. Clare is a full-service Michigan municipality incorporated in 1879. It serves the daily needs of the residents, businesses, and visitors of the City of Clare; provides for the public safety of the community through its integral police and fire departments; provides public water and public sanitary sewer services to all City inhabitants; provides for the community's recreation and well-being through its parks and recreation programs; offers library services to its residents; and provides and maintains the City's transportation (motorized and non-motorized) systems. The two primary goals of the City are to

provide a welcoming, user-friendly environment that ensures great quality of life for its residents and to provide an economic culture that promotes and fosters business and growth. Top-notch customer service is the City's daily mantra. .

- An organizational chart, including board, staff and volunteers is attached.

LIST OF ATTACHMENTS
City of Clare Historic Railroad Depot

- 1. Exhibit A – Historic Depot Photo**
- 2. Exhibit B – Photo of Depot in Disrepair**
- 3. Exhibit C – Photo of Roof Replacement**
- 4. Exhibit D – Photos of Depot Being Moved**
- 5. Exhibit E – Artist Painting for Depot Fundraising Campaign**
- 6. Exhibit F – Current Photo of Depot**
- 7. Exhibit G – Phase VI & VI Budget**
- 8. Exhibit H – IRS Tax Exempt Form**
- 9. Exhibit I – 2016/2017 City Budget**
- 10. Exhibit J – Most Recent City Audit**
- 11. Exhibit K – List of Commissioners**
- 12. Exhibit L – Organization Chart**
- 13. Exhibit M – Letters of Support**

Exhibit A



Exhibit B



Exhibit C



Exhibit D



Exhibit E

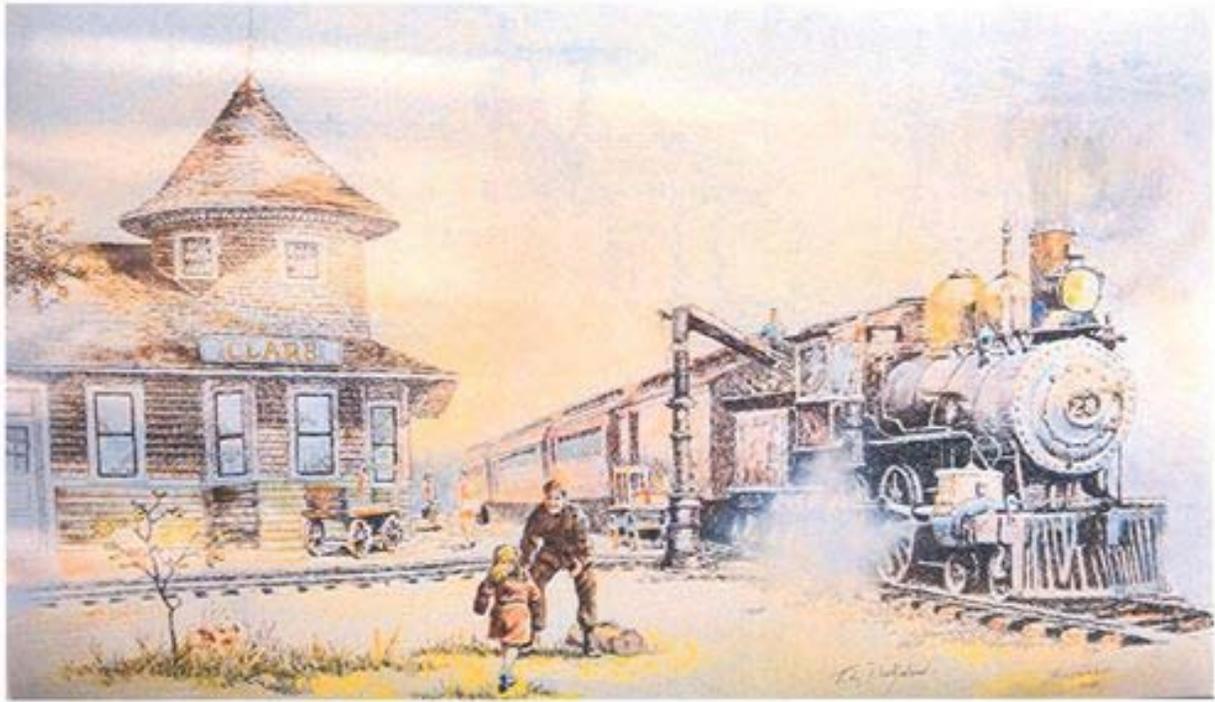


Exhibit F



Exhibit G

**CONSUMERS ENERGY FOUNDATION GRANT APPLICATION
BUDGET**

City of Clare Historic Railroad Depot

- A. City of Clare Fiscal Year: July 1 to June 30
 B. Time Period this Budget Covers: 2006 thru 2017
 C. This is a Capital Request. Realized and Anticipated Expenses are Itemized Below for the Respective Phases (Phases I to VII) Outlined in Paragraph 2 (Itemized Timetable of Completion) of the Narrative of the Grant Application. Any revenues/donation received from the Consumers Energy Foundation will be applied to expenses itemized in Phase VI (Rehabilitate Main Floor) of this Project and are Delineated by *Italics* and an Asterisk *
 (1)

A. Organizational fiscal year: July 1 – June 30

- B. Time period this budget covers: July 1, 2016 – June 30, 2017
 C. For a CAPITAL request, substitute your format for listing expenses. These will likely include: architectural fees, land/building purchase, construction costs, and campaign expenses.
 D. **Expenses:** include a *description and the total amount* for each of the following budget categories, in this order:

	Amount requested Total project expenses from this organization	
Materials		
Drywall	\$ 6,000	\$ 6,000
Lumber	\$10,000	
\$16,000		
Electrical Fixtures & Supplies	\$ 9,000	
\$15,000		
Flooring	\$15,000	
\$20,000		
Siding	\$ 0	
\$20,000		
HVAC	\$ 0	
\$27,000		
Paint	\$ 1,000	\$ 3,000
Labor Costs	\$ 9,000	
\$18,000		
Total amount requested	<u>\$50,000</u>	Total project expenses <u>\$125,000</u>

E. **Revenue:** include a **description and the total amount** for each of the following budget categories, in this order; please indicate which sources of revenue are committed and which are pending.

		<u>Committed</u>	
		<u>Pending</u>	
1	Grants/Contracts/Contributions Local Government	\$ 25.000	\$
	Foundations (Gerstacker Foundation)	\$ 25,000	\$
	State Government (MEDC Crowd-Funding)		\$ 25,000
	\$ Federal Government		\$
	\$ Corporations (itemize)		\$
	\$ Other (specify)		
	\$ \$		
2	Earned Income		
	Events	\$	\$
	Publications and Products	\$	\$
3	Membership Income	\$	\$
4	In-Kind Support	\$	\$
5	Other (specify)	\$	\$
6.	Total Revenue	<u>\$ 75.000</u>	\$

Internal Revenue Service

Exhibit H

Date: November 14, 2006

CITY OF CLARE
202 W 5TH ST
CLARE MI 48617-1457

Department of the Treasury
P. O. Box 2508
Cincinnati, OH 45201

Person to Contact:
DALPHENE NAEGELE 31-04012
CUSTOMER SERVICE SPECIALIST
Toll Free Telephone Number:
877-829-5500
Federal Identification Number:
38-6004529

Dear Sir/Madam:

This is in response to your request of November 14, 2006, regarding your organization's exemption from Federal income tax.

As a governmental unit or a political subdivision thereof, your organization is not subject to Federal income tax under the provisions of Section 115(1) of the Internal Revenue Code, which states in part:

"Gross income does not include income derived from ... the exercise of any essential governmental function and accruing to a State or any political subdivision thereof ..."

Because your organization is a governmental unit or a political subdivision thereof, its income is not taxable as explained above. Contributions used exclusively for public purposes are deductible under Section 170(c)(1) of the Code.

Your organization is not liable for the tax imposed under the Federal Unemployment Tax Act (FUTA).

Your organization may obtain a letter ruling on its status under section 115 by following the procedures specified in Rev. Proc. 2004-1 or its successor.

If you have any questions, please call us at the telephone number shown in the heading of this letter.

Sincerely,

for Janna K. Skufca, Director, TE/GE
Customer Account Services

Exhibit I

2016/2017 City Budget (see attached)

Exhibit J

Most Recent City Audit (see attached)

Exhibit K

List of City Commissioners

Mayor: Patrick Humphrey

Mayor Pro-tem: Jean McConnell

Commissioner: Robert Bonham

Commissioner: Carolyn Murphy

Commissioner: Carla Swanson

Exhibit L

Organizational Chart for Purposes of Depot Rehabilitation

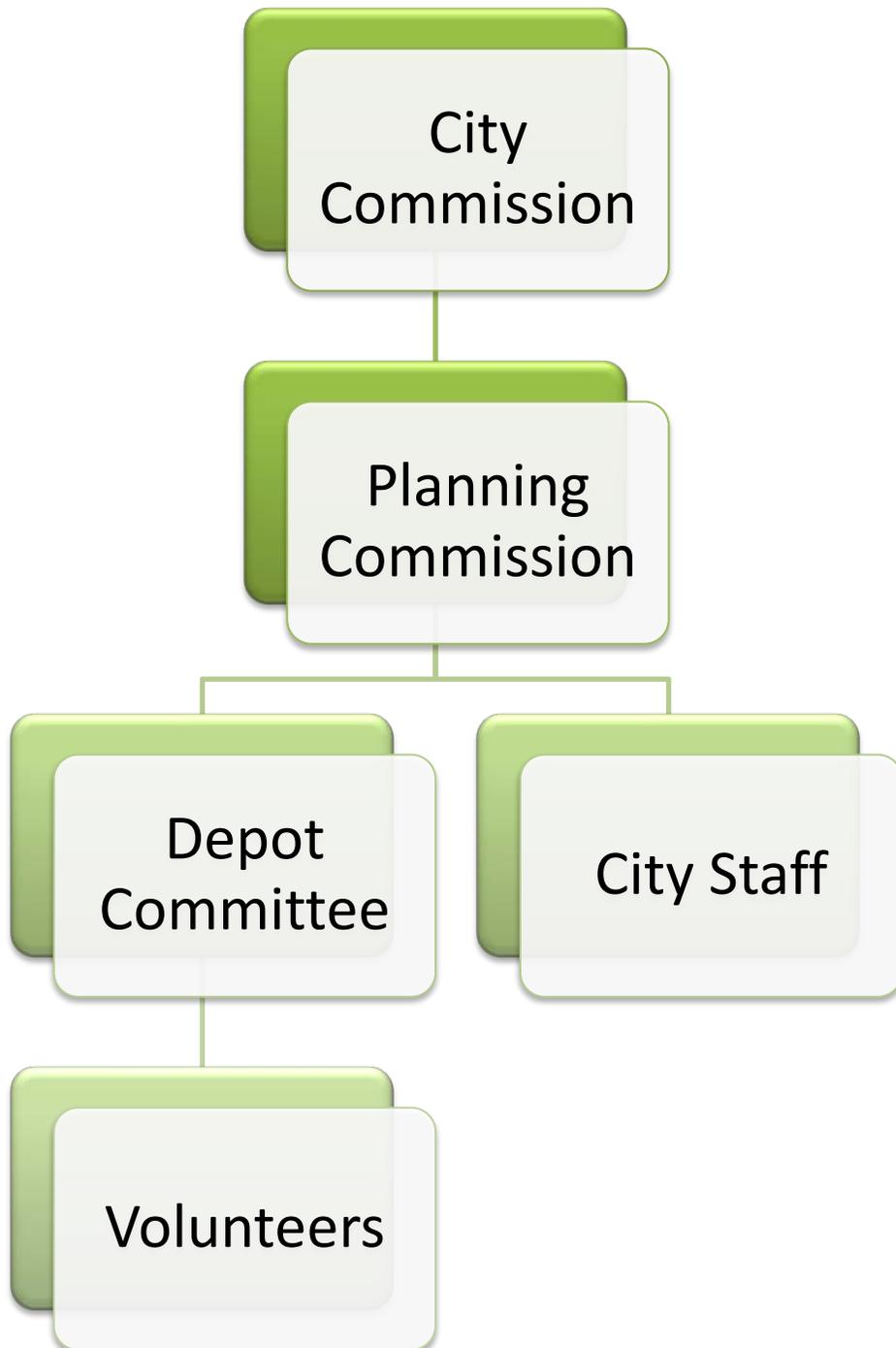


Exhibit M

Letters of Support (see attached)

MML Liability & Property Pool

Check Date

Check Number

09/01/2016

008737

Vendor# 0277

CITY OF CLARE

Invoice Number

Invoice Date

Description

Check Amt

2016 DIVIDEND DIS

09/01/2016

2016 DIVIDEND DISTRIBUTION

\$10,304.00

Total

\$10,304.00

MML Liability & Property Pool
1675 Green Road
Ann Arbor, MI 48105

Keybank, NA

127 Public Square, 17th Floor
Cleveland, OH 44114-1306

008737

Pay Ten Thousand Three Hundred Four Dollars and 00 Cents

DATE
Sep 1, 2016

AMOUNT
\$10,304.00

to the Order of:

CITY OF CLARE

202 W FIFTH ST
CLARE, MI 48617



Void After 180 Days

⑈008737⑈

MML Liability & Property Pool

Payment Number

Check Date

Check Number

Vendor#

CITY OF CLARE

00000000000003629

09/01/2016

008737

202 W FIFTH ST

CLARE, MI 48617

Voucher Number

Invoice Number

Invoice Date

Description

Check AMT

0000003827

2016 DIVIDEND DIS

09/01/2016

2016 DIVIDEND DISTRIBUTION

\$10,304.00

Total

\$10,304.00

Security features. Details on back.



michigan municipal league

liability and property pool workers' compensation fund



Michigan Municipal League Boards Announce 2016 Member Dividends

In keeping with the Michigan Municipal League's mission of providing long-term, stable, cost-effective risk management services to our members, the board of directors of the Michigan Municipal League Liability & Property Pool voted to return \$2.4 million in equity to members who renew coverage in 2016. This latest distribution follows the \$13 million returned over the previous five years. In addition, the trustees of the MML Workers' Compensation Fund authorized an equity return of \$8.4 million as part of members' July 1, 2016 renewal.

The Michigan Municipal League Liability & Property Pool and the MML Workers' Compensation Fund are the nonprofit self-insurance programs owned, operated and governed by you and your fellow communities. Over the long run, they represent the lowest cost insurance alternative for Michigan local governments. Excess contributions—the direct result of your cooperative work to control losses—are returned to members through dividends, expanded coverage or improved services.

Remember, these are your programs: the ability to return ownership equity depends on your efforts; these latest distributions represent premium dollars that would otherwise be lost to out-of-state or out-of-country commercial insurers. Please tell us how else we can make your insurance programs work for you.

MML Liability & Property Pool Directors

Chair: Jason Eppler
Manager
City of Ionia

Ken Hibi
Manager
City of Clare

David Post
Manager
Village of Hillman

Vice Chair: Robert Clark
Mayor
City of Monroe

Penny Hill
Assistant Manager
City of Traverse City

Jean Stegeman
Mayor
City of Menominee

Dan Gilmartin
Executive Director
MML

Sue Osborn
Mayor
City of Fenton

Paula Zelenko
Mayor
City of Burton

MML Workers' Compensation Fund Trustees

Chair: George Bosanic
Manager
City of Greenville

Maureen Donker
Mayor
City of Midland

Dan Reszka
President
Village of Elk Rapids

Vice Chair: Frank Brock, Jr.
Mayor
City of Lathrup Village

Dan Gilmartin
Executive Director
MML

Amy Roddy
Manager
City of Durand

Christine Burns
Manager
Village of Spring Lake

Elva Mills
President
Village of Lexington

Adam Smith
Administrator
City of Grand Ledge

Frank Campbell
Mayor
City of Hastings

Larry Nielsen
Manager
Village of Paw Paw

Thomas Winarski
Mayor
City of Gladwin

For more information:

Michael Forster, Director, Risk Management Services
734-669-6340 or mforster@mml.org

About the Liability & Property Pool

The Michigan Municipal League Liability & Property Pool provides comprehensive property, general liability, auto liability, public officials' liability insurance and related services to hundreds of Michigan cities, villages, townships and other public entities. We write more than \$18 million in premiums, have more than \$52 million in net assets and have returned more than \$13 million in dividends to our member/owners over the last 5 years. The Pool has remained a financially strong and stable source of insurance and risk management services since 1982. We offer up to \$10 million per occurrence for liability, replacement cost property coverage and a host of risk management services that are second to none.

About the Workers' Compensation Fund

The Michigan Municipal League Workers' Compensation Fund is the state's leading provider of municipal workers' compensation and risk management services. The Fund has the lowest rates, the best claims service and the highest historical return of dividends of any insurer in Michigan. The Fund has more than 890 members, \$140 million in assets and more than \$60 million in net assets. Efficient administration, effective loss control programs and proactive claims services have resulted in rates that are on average 50 percent lower than those of our nearest competitor.

AGENDA REPORT

TO: Mayor & City Commissioners
FROM: Diane Lyon, City Clerk
DATE: August 31, 2016
RE: *Communications

For the Agenda of September 6, 2016

***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 September 6, 2016.**

The following major items of correspondence were either received by or transmitted by the City since the last regularly scheduled City Commission meeting:

Bureau of Elections. The most recent newsletter is attached for your reading pleasure.

CPS Homecoming Parade Permit. The application is provided for Commission info..

Attachments. As outlined above.



Dropped off @ Clare City Hall

CITY OF CLARE

202 WEST FIFTH STREET
CLARE, MI 48617
989/386-7541 (Ext. 201 or 202)

9/8/16



PARADE PERMIT APPLICATION

Together with any supplementary information as may be required by the City of Clare, this form must be filed with the Department of Public Works, **not more than sixty (60) days nor less than fourteen (14) days**, prior to the parade date to ensure proper processing. The permit shall be issued after the following departments have checked over the date, time, and route of said parade:

Department representative should initial by their department and make a copy of any documentation they require.

[] POLICE [] FIRE [] DPW/TRAFFIC [] CITY MANAGER

PLEASE TYPE OR PRINT ALL INFORMATION. THANK YOU.

1. NAME OF PARADE: Home coming Parade

2. PARADE MARSHALL: Officer David

3. ORGANIZATION SPONSORING THE PARADE:

Organization Name: Clare Public Schools

Mailing Address: 306 Schoolcrest Ave

Telephone Number: 386-7789

Principal Contact: Mr. Hubel / Mrs. Schmitt - Junior Class Advisor

4. PERSON IN CHARGE THE DAY OF THE PARADE:

Name: Mrs Schmitt / Officer David

Title: Junior class Advisor / School Liaison officer

Mailing Address: 306 Schoolcrest

Telephone Number: 386-7789 ex. 2347

5. PARADE DETAIL INFORMATION:

Parade Date: Friday September 23rd

Assembly Time: 1:45 Parade Start Time: 2:15 - 2:30

*Assembly Location: W. Cox Parkway

Parade End Time: 3:00?

**Disbursement Location: High School

Disbursement to be Completed By (approximate time): 3:30

6. NUMBER OF UNITS/PARADE PARTICIPANTS:

2 Individuals/Groups on Foot

1 Marching Bands

34 Motor Driven (including politicians, fire, police, antique, etc...)

Animals

Any Other (Explain) _____

PARADE DATE: September 23rd

7. IN YOUR BEST ESTIMATION, PLEASE ANSWER THE FOLLOWING:

What portion of the streets traversed will be occupied by the parade? half street
What interval of space will be maintained between units of the parade? 15ft
How long will it take the parade to clear the broadest intersection? 1 hour

8. ARRANGEMENTS FOR DISPOSAL OF COMBUSTIBLE MATERIAL:

9. VERIFICATION STATEMENT

I verify that I am an authorized representative of the organization specified in Item #3 and that, as such, I have the power to execute this application on their behalf.*** All of the above statements are true to the best of my knowledge, information, and belief. All questions have been answered completely and, if any change in fact or method occurs subsequent to the date of this application, or the issuance of the parade permit, the applicant will notify the City of Clare in writing within twenty-four (24) hours of said change.

Application Prepared By: Natalee Kinnge Title: Junior Class Pres.
Signature: Natalee Kinnge Don Schmidt Phone: 989-429-3465 - Natalee
Mailing Address: 805 Industrial Drive Clare MI 48617

10. ATTACHMENTS:

- YES NO Map Showing Parade Start/Route/End Clearly Marked
- YES NO *Written Permission for Assembly from property owner if on private property.
- YES NO **Written Permission for Disbursement from property owner if on private property.
- YES NO *** Written Authorization from the person/organization the parade is being held on behalf of if the parade is being held on behalf of a person or organization other than the organization specified in Item #3.

From: Michigan Bureau of Elections [MISOS@public.govdelivery.com]
Sent: Friday, September 09, 2016 1:31 PM
To: Diane Lyon
Subject: News Update - Straight Ticket Voting Remains on November Ballot, November General Election Ballots, and More

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



September 9, 2016



Straight Ticket Voting Remains on the November Ballot

This morning our office was notified that the US Supreme Court has denied the State's request in the straight-ticket voting case, meaning **the straight-ticket voting option will appear on Michigan's November 8, 2016 general election ballot.** Also note that the appropriate [Ballot Production Standards](#) and [Ballot Marking Instructions](#) are posted on the BOE website at www.michigan.gov/elections.

November General Election Ballots

Important Points to Remember:

- Ballot orders must be made to accommodate 100% of registered voters. (R168.774(6)a)
- The call of the November general election and official candidate list have been released to counties. There are NO statewide ballot proposals on the November ballot. The [November 8, 2016 General Election Candidate List](#) on the BOE website is official.
- The voting equipment release date for the August 2, 2016 primary is September 24, 2016. Please review the [Release of Voting Equipment memo](#) sent to County Clerks for further details.



IN THIS ISSUE

- Straight Ticket Voting Remains on the November Ballot
- November General Election Ballots
- EAC Survey & Move Compliance Reporting Reminders
- eLearning Assignment Due Thursday
- Recount Lessons Learned

Reminder eLearning Assignment Due Thursday!



The **Military and Overseas Voters - Voter Registration & Absent Voter Procedures** course which covers the special voter registration and absent voter procedure for military and overseas voters. is required to be completed by **Thursday, September 15, 2016**. The course has been assigned to those required to complete the course and can be found in your

- Any counties with jurisdictions that may be facing a longer ballot that may require two pages are encouraged to contact Carol Pierce (contact information below) prior to developing ballot proofs. Carol has many possible space-saving tips that may assist in keeping ballots to one page.
- When ready please forward a copy of the ballot prepared for the November General election in PDF format to the Bureau prior to production. Bureau staff will review all ballots to ensure that they conform to the current ballot production standards.

Counties: Submit all proofs by email to the attention of Carol Pierce at piercec1@michigan.gov. Please include "Ballot Proofs" and the name of your county in the subject line of your email submission. If corrections are needed or any changes are made to the ballots following submission and/or approval, the PDFs must be re-submitted.

EAC Survey & MOVE Compliance Reporting Reminders

The EAC Survey & Ballot Tracker

As a reminder, there are many reporting requirements specifically on absentee voters for the upcoming November General election. The US Election Assistance Commission (EAC) Survey is a federal data collection biennial requirement for election officials. Voter registration data should be collected on a regular basis as well. Be sure to review the [EAC Survey Reporting Requirements Guide](#) now to ensure tracking of all required reporting elements. BOE will collect the data from election officials for the survey shortly after the November Presidential election.

MCL 168.764c, requires all jurisdictions to use the ballot tracker program to track absentee ballot activity for all elections and all voters. Both the Qualified Voter File (QVF) and the [Elections Management Portal](#) (EMP) provide a ballot tracker module for every jurisdiction throughout the State.

Careful use of the ballot tracker to record military/overseas voter activity is encouraged. Ensuring the **UOCAVA Status** and **Delivery Method** of the ballot are selected properly for a military/overseas voter will aid in data collection for the EAC Survey.

The following is a list of information required to be tracked for the November General election. If properly utilized, QVF/EMP will automatically track much of the reporting necessary to complete the EAC survey.

eLearning Center transcript or in the featured content box.

PLEASE NOTE: This course (and all courses) have audio. We recommend the use of headphones as speaker volumes vary.

Recount Lessons Learned



BOE, under the authority of the State Board of Canvassers just completed recounts across the State. The recountability of precincts has vastly improved since the institution of Receiving Boards. But a few mistakes were still found and should be highlighted as we move into the Presidential Election Cycle.

Lessons Learned:

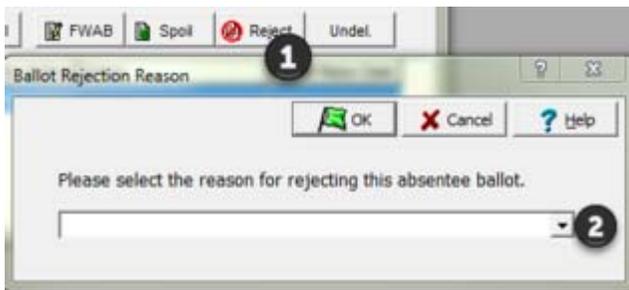
- Approved ballot containers are beginning to show wear, specifically the [blue collapsible containers](#). Zippers are pulling apart and corners are being rubbed, creating sizable holes. Even if your container was approved for use two years ago, containers need to be visually inspected for every election to ensure the container is still whole.
- [Chamber seals](#) can appear engaged even if they have not sealed the container. Make sure the receiving

Items QVF/EMP tracks automatically upon entry:

- number of absentee ballots distributed to all voters
- number of absentee ballots distributed to military, overseas civilian and domestic civilian voters
- number of absentee ballots distributed to military and overseas voters by regular mail, email or fax
- number of absentee ballots distributed to military and overseas voters requested via the FPCA
- number of absentee ballots returned by all voters in time to be counted
- number of absentee ballots returned by military and overseas voters
- number of Federal Write-in Absentee Ballots (FWAB's) returned by military and overseas voters in time to be counted

Items QVF **can now track** if users enter it into the system (see image below):

- number of returned absentee ballots and FWAB's which were rejected and not counted, including those returned late
- number of returned absentee ballots and FWAB's which were rejected and not counted by military and overseas voters
- the reason for each rejection



In addition, use of the tracker allows voters to view the progress of their ballot throughout the process via the [Michigan Voter Information Center](#).

If you have QVF or QVF Lite, please review [Chapter 6 - the AV Module of the QVF Reference Manual](#) for full instructions on how to use the system to process absentee ballots.

If you do not have QVF or QVF Lite, the EMP allows you to

board is carefully attempting to open the lock to ensure the container is in fact sealed.

- Election inspectors must be instructed to remove ballots from all tabulator bins.
- And finally, canvass ballot bags (see image above) **should NOT be used on Election Day**. These bags are for final retention of federal ballots and play no role on Election Day. The use of these bags to save a step later results in the most common mistakes seen in recounts. Often resulting in unrecountable precincts.

Helpful Links



track absentee ballot activity for the voters in your jurisdiction. Please review the [Elections Management Portal \(EMP\) for non-QVF Users Manual](#) for full instructions on how to process absentee information into the system.

MOVE Compliance Report

In addition to the EAC Survey, the MOVE Compliance Report will be released on Saturday, September 24th for the November General Election. **The upcoming delivery requirement for sending ballots to Military or Overseas Civilian voters is September 24th and the MOVE compliance report is required to be completed by September 27th in the eLearning Center.** The State of Michigan must make this information available to the United States Department of Justice right after the September 24th deadline.

You must complete the online MOVE Reporting Form **even if you had zero ballot requests** from Military or Overseas Civilians for every election your voters are eligible to vote. You will continue to see additional reminders as we approach the September 24th deadline.

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 MERIT email accounts. If other election administrations that do not have MERIT email access 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, as well as your @miqvf.org email address if you have MERIT email forwarded to another email account.



Questions?
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PAYABLES REPORT FOR COMMISSIONERS

EXP CHECK RUN DATES 09/08/2016 - 10/03/2016 BOTH JOURNALIZED AND UNJOURNALIZED OPEN BANK CODE: CONSO

VENDOR	INVOICE #	DESCRIPTION	Entry Date	CK DATE	AMOUNT
ACE HARDWARE	67178	UPS SHIPPING	09/08/16	09/20/16	23.20
ACE HARDWARE	67289	MASKING TAPE	09/14/16	09/20/16	7.19
AIRGAS USA LLC	9938368140	CYL. ACETYLENE/OXYGEN/OTHER	09/15/16	09/20/16	4.84
BOB'S TIRE STORE	07113	TIRES/LABOR	09/08/16	09/20/16	36.00
BOLLE, RICHARD	09/08/2016	UB refund for account: MAPL-C	09/08/16	09/20/16	61.93
CAPITOL COMMUNICATION S	163582	TONER/ON SITE SUPPORT	09/08/16	09/20/16	79.00
CHARTER COMMUNICATIONS	2016-0906	PD SERVICE 9/16-10/15/16	09/14/16	09/20/16	105.80
CINTAS FIRST AID & SAF	5006035133	WWT CABINET REFRESH	09/15/16	09/20/16	74.20
CINTAS FIRST AID & SAF	5006026909	FIRE DEPT. CABINET REFRESH	09/08/16	09/20/16	37.94
CITY OF CLARE	2016-0913	UTILITY PAYMENTS	09/14/16	09/20/16	240.11
CLARE AUTOMOTIVE SUPPL	2-748474	ROLOC DISC	09/12/16	09/20/16	6.16
CLARE AUTOMOTIVE SUPPL	2-748761	BATTERY	09/12/16	09/20/16	110.00
CLARE AUTOMOTIVE SUPPL	2-748782	CREDIT BATTERY	09/12/16	09/20/16	-25.00
CLARE HARDWARE	354211	VYNL TUBE	09/08/16	09/20/16	29.40
CLARE HARDWARE	354213	VNYL TUBE RETURN	09/08/16	09/20/16	-29.40
CLARE HARDWARE	354061	PAINT MIXER	09/08/16	09/20/16	10.49
CLARE HARDWARE	354071	FIPXINS ADAPTER	09/08/16	09/20/16	1.99
CLARE HARDWARE	353932	ROPE/SCREW EYE	09/08/16	09/20/16	21.85
CLARE HARDWARE	353960	MALE HOSE END	09/08/16	09/20/16	2.79
CLARE HARDWARE	353709	MORTAR MIX	09/08/16	09/20/16	5.29
CLARE HARDWARE	353827	NUTS/BOLTS/FASTENERS	09/08/16	09/20/16	8.59
CLARE HARDWARE	354424	KNEE PAD/DISH SOAP/DOOR SWEEP	09/15/16	09/20/16	54.75
CLARE HARDWARE	354327	CAUTION TAPE	09/15/16	09/20/16	23.98
CLARE HARDWARE	354422	PAINT	09/15/16	09/20/16	51.98
CLARE HARDWARE	354076	NUTS/BOLTS	09/15/16	09/20/16	23.47
CLARE HARDWARE	354313	PAINT/ PRIMER/ BRUSHES/ LINEF	09/15/16	09/20/16	150.89
CLARE HARDWARE	345383	BLACK OXIDE BIT	09/14/16	09/20/16	2.99
CLARE HARDWARE	354298	BUILDERS HARDWARE	09/12/16	09/20/16	0.59
CONSUMERS ENERGY	202161191179	333 DUNLOP ROAD SERV. 7/23/16	08/31/16	09/19/16	309.24
CONSUMERS ENERGY	201093366062	STREET LIGHTS	09/06/16	09/23/16	403.33
CONSUMERS ENERGY	201093366065	STREET LIGHTS	09/06/16	09/23/16	3,243.19
CONSUMERS ENERGY	206343778418	10725 S. EBERHART	09/09/16	09/29/16	406.45
CONSUMERS ENERGY	206343778420	10843 S. EBERHART	09/09/16	09/29/16	22.57
CONSUMERS ENERGY	206788700698	10807 S EBERHART AVE	09/09/16	09/29/16	25.91
CONSUMERS ENERGY	202428184922	40 CONSUMERS ENERGY B	09/09/16	09/29/16	63.13
CONSUMERS ENERGY	201538263408	4715 CP;PMVO;;E	09/09/16	09/29/16	231.67
DBI BUSINESS INTERIORS	03JG4719	PAPER	09/09/16	09/20/16	29.90
DBI BUSINESS INTERIORS	03JG4718	MEDIUM BINDER CLIPS	09/09/16	09/20/16	1.95
DBI BUSINESS INTERIORS	03JG4717	SMALL BINDER CLIPS/ PAPER LEG	09/09/16	09/20/16	12.45



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VENDOR	INVOICE #	DESCRIPTION	Entry Date	CK DATE	AMOUNT
DOUG'S SMALL ENGINE	229433	IGNITION MODULE	09/12/16	09/20/16	34.99
DTE ENERGY	2016-0921	SERVICE 07/26/16-08/24/16	09/01/16	09/21/16	404.25
EASTERN AVIATION FUELS	2611755	AVATION FUEL	09/09/16	09/20/16	26,345.85
FASTENAL COMPANY	MIMTP80695	THRU-HARD/HCS/RVT PKG	09/12/16	09/20/16	129.81
FISHER SCIENTIFIC CO II	4720961	SUPPLIES	09/08/16	09/20/16	34.90
FLEETPRIDE	79622053	BRAKE DRUM/SHOE KIT/MERITOR	09/09/16	09/20/16	363.14
FRAZA FORKLIFTS	411669	BATTERY REPAIR	09/08/16	09/20/16	269.75
GALLS, LLC	5917992	VERTICAL RACK RETURN	09/15/16	09/20/16	-374.87
GALLS, LLC	5797391	VERTICAL RACK	09/15/16	09/20/16	403.86
GALLS, LLC	5884326	TACLITE SHIRTS	09/15/16	09/20/16	284.80
GALLS, LLC	5905361	WOMENS PDU	09/15/16	09/20/16	54.05
GALLS, LLC	5953641	POLO W/LOGO	09/15/16	09/20/16	44.55
GARY L TODD	09/08/2016	AIRPORT MANAGEMENT & PHONE ST	09/08/16	09/20/16	875.00
GOURDIE FRASER & ASSOC	1425310	REC. COMPLEX PROF. SERVICES 7	09/14/16	09/20/16	6,986.50
GOURDIE FRASER & ASSOC	1628501	COLONVILL ROAD PROJECT SERVIC	09/14/16	09/20/16	423.50
GRAINGER	9210441391	BULBS/RESPIRATOR/COMPRESSOR C	09/08/16	09/20/16	187.87
HACH COMPANY	10085983	LIQUID DETECT	09/08/16	09/20/16	131.79
I-DEAL ASPHALT SEALCOAT	2016-0908	SEALCOAT/CRACKFILL/CLEAN	09/09/16	09/20/16	1,050.00
I.T. RIGHT, INC	20149213	RENEWAL OF ANNUAL CONTRACT 16	09/14/16	09/20/16	3,500.00
JAYNIE SMITH HOERAUF PC	49629	PROFESSIONAL SERVICES AUGUST	09/14/16	09/20/16	2,894.45
JOHNSTON ELEVATOR INC	1598	5.5FT T-POSTS	09/14/16	09/20/16	105.00
JOY SIMMER	2015-0912	MILEAGE	09/12/16	09/20/16	17.65
MAURER'S TEXTILE RENTAL	1502532	PANT/SHIRT YODER	09/14/16	09/20/16	23.30
MEISTER, BOB & DEBBIE	09/08/2016	UB refund for account: 7THE-C	09/08/16	09/20/16	6.66
MID MICHIGAN COMM ACTIC	2016-0922	LAND PAYMENT	09/08/16	09/20/16	1,103.98
MID MICHIGAN URGENT CAI	2016-0815	DRUG TEST	09/14/16	09/20/16	75.00
MID MICHIGAN URGENT CAI	2016-0830	PHYSICAL	09/14/16	09/20/16	109.00
MID MICHIGAN URGENT CAI	2016-0824	PHYSICAL	09/14/16	09/20/16	109.00
MID MICHIGAN URGENT CAI	2016-0826	PHYSICAL	09/14/16	09/20/16	109.00
MIDLAND ENGINE, INC	CM00778	BUSHING-BOO/ FREIGHT	09/14/16	09/20/16	133.64
MIKOWSKI, STACEY	09/08/2016	UB refund for account: 1STW-C	09/08/16	09/20/16	64.62
PROTEC	2016-0701	ANNUAL MEMBERSHIP 07/01/16-06	09/14/16	09/20/16	389.75
RITE-WAY ASPHALT PAVINC	00112513	WOODLAND BRIDGE ROAD DECK ASF	09/14/16	09/20/16	4,300.00
SEITER, JEFF	09/08/2016	UB refund for account: KUNS-C	09/08/16	09/20/16	91.79
STATE OF MICHIGAN - LAI	91084048	AU-FUEL	09/14/16	09/20/16	61.50
STEPHENSON, VIRGINIA	09/08/2016	UB refund for account: SCHO-C	09/08/16	09/20/16	21.54
TEAMSTERS LOCAL #214	2016-1001	OCTOBER 2016 DUES	09/14/16	09/20/16	722.00
TIGNER, CHERYL	09/08/2016	UB refund for account: SCHO-C	09/08/16	09/20/16	3.27
TIM ABBOTT	2016-0905	PAVILION DEPOSIT REFUND	09/09/16	09/20/16	50.00



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VENDOR	INVOICE #	DESCRIPTION	Entry Date	CK DATE	AMOUNT
VANBLARICUM, PAUL & KAI	09/08/2016	UB refund for account: WLCX-C	09/08/16	09/20/16	14.23
WITBECK'S FAMILY FOODS	00252031	SOCCER	09/09/16	09/20/16	6.14
WITBECK'S FAMILY FOODS	006-00245479	ELECTION SUPPLIES	09/09/16	09/20/16	24.86
WITBECK'S FAMILY FOODS	320398	COFEE	09/09/16	09/20/16	23.97
WITBECK'S FAMILY FOODS	561764	WATER	09/14/16	09/20/16	22.89
				Sub Total:	57,503.79



PAYABLES REPORT FOR COMMISSIONERS

< RUN DATES 09/08/2016 - 09/19/2016 BOTH JOURNALIZED AND UNJOURNALIZED PAID BANK CODE: CONSO - CHECK TYPE: PAI

VENDOR	INVOICE #	DESCRIPTION	EXPECTED CK DATE	AMOUNT	STATUS
AT&T CORPORATION	2016-0923	R01-0718-DUNLOP WELL CIRCUIT	09/13/16	1,141.08	Paid
CLARE COUNTY SOIL EROS	2016-0908	ANNUAL DREDGING/CLEANING SIL'	09/08/16	115.00	Paid
				1,256.08	

OPEN INVOICE TOTAL: 57,503.79

Grand Total: 58,759.87

COMMISSION APPROVAL:
