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CLARE CITY COMMISSION
Monday, November 21, 2016
5:30 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. **Oath of Office – Commissioner Gus Murphy**
   B. **Election of Mayor**
   C. **Selection of Mayor Pro Tem**
   D. **Presentation of FY15/16 Audit**
   E. **Ordinance 2016-002 (Medical Marihuana)**
      (1) **Public Hearing**
      (2) ***First Reading**
   F. **Purchase Materials to Reconstruct Woodlawn Bridge**
   G. **Single Lot Assessment**
      (1) **Public Hearing**
      (2) **Approve Assessment Roll**
   H. **Discussion Topic: Small-Urban Project (Colonville Road Realignment Topic)**
   I. ***Board & Committee Appointment – Cherry Grove Cemetery Advisory Board (Betty Frank)**
   J. ***Board & Committee Reappointment – Cherry Grove cemetery Advisory Board (Jason Koch)**

8. **TREASURER'S REPORT**

9. ***DEPARTMENT REPORTS**

10. **CITY MANAGER'S REPORT**

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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, Jean McConnell and Karla Swanson. Absent: None. Also present were Ken Hibl, City Manager; Brian Gregory, Police Chief; and Diane Lyon, City Clerk.

2. CONSENT AGENDA:
Moved by Commissioner Swanson second by Commissioner Murphy to approve the items listed with an asterisk (*) (Amended Agenda (Item D removed due to the rejection of the low bid (100k) received on the equipment to be sold), 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 AMENDED AGENDA;
Approved By Consent Agenda.

5. PUBLIC COMMENT: None.

6. UNFINISHED BUSINESS: None.

7. NEW BUSINESS:

A. PURCHASE OF POLICE VEHICLE

The City of Clare applied for and received a USDA grant in the amount of $21K for the purchase of a new police vehicle, thereby assisting us in maintaining our vehicle replacement cycle. The City is required to execute the purchase of the vehicle by Nov 17th or the grant funds will be withdrawn.

The Michigan State Police conduct an annual test and assessment of police vehicles and rate them in five critical categories for law enforcement operations: Vehicle Dynamics; Acceleration & Top Speed; Brake Testing; Ergonomics & Communications; and Fuel Economy. All categories are assigned point values based on the tests and assessments. The 2016 MSP evaluation included six police vehicles: Chevrolet Caprice, Chevrolet Impala, Chevrolet Tahoe, Dodge Charger, Ford Taurus, and Ford Explorer. Charts from the MSP's 117-page evaluation report depict the results of the tests in each of the five critical evaluation categories. If one tabulates the cumulative results of the test scores, the clear and undisputed leader is the Dodge Charger (#1 in four of the five evaluated categories – it ranked #3/last in Fuel Economy…a ranking it shares with Chevrolet Caprice, Ford Taurus, and Ford Explorer), thus explaining why it is today's top choice of state and local law enforcement agencies – just as the Ford Explorer was that choice four years ago and the Ford Crown Victoria was previously that choice for at least a decade.

As outlined in Chief Gregory's attached letter, he used the test results as the primary evaluation tool to formulate his recommendation on which police vehicle the City should purchase. He augmented the evaluation results through personal discussions with neighboring police agencies regarding their recent vehicle purchases and the rationale they used to make their purchases, hands-on testing of two (Charger and Explorer) of the vehicles, two years of daily experience using one (Explorer) of the evaluated vehicles, and vehicle equipment and costs. Based on all these factors, he has recommended the purchase of a Dodge Charger. The C/M Hibl concurs with his assessment and supports his recommendation.

Chief Gregory was present to provide information and answer any questions of the City Commission. Chief Gregory provided that the City presently has 3 road patrol vehicles and 1 K-9 Unit in use. One of the road patrol units is a 2009 Chevy vehicle with many miles used by the school liaison officer. The City has a 5th vehicle that is parked because it is not road worthy with engine and dashboard issues and it has 130K miles on the odometer. The K-9 Unit (Explorer) has approximately 23K miles, one Explorer has less than 20K and the other Explorer has 40K miles.

Commissioner Swanson posed two questions; if we had only received a $10K grant, would we be looking at purchasing a less expensive vehicle since the City's radius only 4-5 miles and are there any local vendors that could supply a police vehicle.

Chief Gregory offered that he had inquired with Maguire's about purchasing a Caprice however the County informed the Chief that they had purchased six Caprices in past years and would never order that vehicle again because they don't hold up. Police agencies are no longer using the Ford Taurus. The Charger offers better maneuverability, stability, and braking than other makes/models of vehicles, and while the police have had no problems with the Explorers currently in use, there is only a $1.5K price difference between the Explorer and Charger.

Motion by Commissioner McConnell second by Commissioner Humphrey to approve the purchase of a police vehicle by adoption of Resolution 2016-123. Roll call vote: Yeas: None. Nays: Commissioners Bob Bonham, Pat Humphrey, Carolyn (Gus) Murphy, Jean McConnell and Karla Swanson. Absent: None. *Motion Defeated.*

B. CLARE COUNTY UNSOLD TAX SALE PARCELS

The Clare County Treasurer forwarded correspondence to the City advising of two parcels (the lots are vacant – one is the site of an abandoned gas well and the other is a contiguous, vacant lot) of residential property that were offered at tax sale but did not sell. The City has the choice of accepting the parcels back from the County or rejecting them. The City Commission is asked to make this determination so we can inform the County Treasurer of its desires.

Motion by Commissioner Bonham second by Commissioner Swanson to reject acceptance of the unsold tax parcels by adoption of Resolution 2016-127. Roll call vote: Yeas: Commissioners Bob Bonham, Pat Humphrey, Carolyn (Gus) Murphy, Jean McConnell and Karla Swanson. Nays: None. Absent: None. *Motion Carried.*

C. 2017 POVERTY EXEMPTION

Public Act 390 of 1994 requires each governing body to approve a Poverty Exemption Application to be administered by the municipalities appointed Board of Review. Furthermore, Public Act 390 requires the governing body to annually approve income levels for the Board of Review to follow in their review of property tax poverty exemption applications from owners of residential properties. Public Act 390 along with other applicable bulletins and regulations from the State Tax Commission provide the federal poverty income levels, the required asset tests and other procedural requirements for the poverty exemption application.

The City's Assessor has prepared the Poverty Exemption Application for 2017 including the federal poverty levels to be used by the Board of Review. The Assessor will assist the City of Clare's Board of Review in their consideration of applications under the provisions of Public Act 390 to insure compliance.

Motion by Commissioner Bonham second by Commissioner Swanson to approve the 2017 Poverty Exemption Application and Income Levels by adoption of Resolution 2016-128. 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

In the Treasurer's absence the report was provided as part of the packet review.

9. CITY MANAGER'S REPORT

Clare Rotary Grant. We've been informed that a Rotary grant to provide benches in our new recreation complex (cost of $2.4K) has been approved.

Redevelopment Ready Community (RRC) Program. We have been very successful in obtaining grant funding from a wide variety of sources during the past two decades. One of our most-utilized sources of grant funding has been the Community Development Block Fund Grant (CDBG) program, which is now primarily managed by the Michigan Economic Development Corporation (MEDC). Commencing in October 1, 2017, MEDC's prime criteria for grant eligibility will be formal certification as a

Redevelopment Ready Community. The three-step process to attain certification is delineated in an outline document. The RRC Program definitely has it merits, and it is difficult to dispute its' municipal marketability benefits. But the process is somewhat lengthy, is resource and time intensive, and is bureaucratic – particularly from the aspect of still more Lansing micromanagement of local government. But if we want to continue our successful track record of grant funding for Clare, we need to endure the bureaucracy and expend the resources needed to attain certification. So I completed the first three blocks of required Best Practices training this week, and I am scheduled to attend the second training iteration in February. We will attempt to complete (or at least commence) the bulk of the mandatory self-assessment in December and January. We have to successfully complete each step before MEDC will formally acknowledge our advancement to the next step; our goal will be to attain certification by Oct 1st.

Woodlawn Bridge Update. We received reports of vehicular traffic using the bridge transporting loads well in excess of the recently-imposed 3T weight restriction; consequently the bridge was re-inspected and found to have significantly more deck timbers that are cracked – the majority of them being in the center of the bridge. Consequently, Gourdie-Fraser structural engineers have instructed us to place a narrow barrier in the center of the bridge to preclude further use of this sector of the bridge and requiring all vehicles to use only the outer opposing-traffic sectors/lanes of the bridge. If additional cracks occur, we will be required to close the bridge in its entirety. The unfortunate aspect of this alleged weight restriction violation is that we determined we had a $10K repair option available to us by installing new spreader beams under the bridge, thereby providing us an estimated 3-5 years of additional life of the bridge and allowing us to raise the load limit to 10T. That option is now gone as the entire deck will have to be replaced. While we continue to review options, it appears that the cost to install a new timber bridge will be approx. $70K. The lead time from order to delivery of the wooden bridge material is 10 weeks, excluding installation/construction.

City Hall Closure. City Hall will be closed to the public (employees will be working) on Nov 11th, Veteran's Day; all City offices will be closed on Nov 15th for an employee bargaining unit negotiated holiday.

Planning Commission. The Commission is scheduled to meet on Wed, Nov 9th. Scheduled agenda items include consideration of a new parking lot for American Marble & Granite and approval of the City's updated Master Plan.

Approval of Emergency Invoice. I approved the attached emergency repair invoice for parts needed to repair our Vactor. This mechanical malfunction occurred during the process of repairing a recent water main leak on McEwan Street. The Vactor is one of our most critical and essential equipment items.

Lake Board Meeting. The Lake Board is tentatively scheduled to meet on Monday, Nov 14th. Tony Groves of Progressive Engineering will provide the Board the results of their lake study; provide dredging options (w/anticipated costs); and ask the Board to make initial decisions regarding the direction (select one of the proposed options; initiate an assessment process; direct no action be taken, etc.) they wish to take.

1,4-Dioxane Emergency Order. The Michigan Department of Environmental Quality has issued an emergency order based on potential health and safety issues with this contaminant. Our Water Department continuously monitors our system for contaminants and with the exception of test results from the Hatton Township Landfill has found no evidence that would indicate our public water system is or will be adversely affected by this order.

Airport Taxiway Project. We held a 90% design completion review at the Clare Airport on Nov 3rd with representatives of MDOT and Mead & Hunt, our airport project engineer. Bids are scheduled to be let in Jan 2017 with construction to complete the 04/22 Taxiway tentatively scheduled for Aug 2017.

Property Donation. The City is now the owner of two contiguous lakefront residential lots along Witbeck Drive donated to us by Mr. & Mrs. Gary Rossier, who had intended to build their retirement home on this site but received a gift of property in another very

desirable retirement location – so they decided to "pay it forward" by donating their previous retirement site (the vacant lots on Witbeck Drive) to the City.

10. *COMMUNICATIONS
Approved By Consent Agenda.
SOS Press Releases. The Secretary of State has released three news bulletins in the past week. The first one urges registered voters to participate in the upcoming election, the second one discusses the integrity of elections in Michigan; and the third provides a link to a question & answer video pertaining to elections, veteran's services, and other topics.

SOS Q&A Video Release. The Secretary of State's office has released a question & answer video regarding election issues and what voters need to know before they go to the polls.

MPSC Survey. The Michigan Public Service Commission sent a request to complete a survey regarding cable/video providers and they have provided their most recent publication of Consumer Tips.

Charter Communications Correspondence. Charter Communications announces a new Government Affairs Representative, Karen Coronado, for East Michigan.

ACLU Voter ID Letter. The American Civil Liberties Union has forwarded a letter regarding Michigan's identification requirements to all Michigan Clerks.

MCTWF Audit Findings. The Michigan Conference of Teamsters Health & Welfare Fund have provided their recent audit findings.

11. EXTENDED PUBLIC COMMENT: County Commissioner Leonard Strouse informed the City Commission that the Clare County Board of Commissioners reinstated their agreement with the Middle Michigan Development Corporation.

12. COMMISSION DISCUSSION TOPICS: The Commission discussed writing a letter to the editor of the Clare County Review in response to a letter written to the editor that was published in the November 4th edition of the newspaper due to the inaccuracies outlined in that letter. The Review no longer requires verification of the author's existence or accuracy of the information. The Commission determined they would not do so because it would only encourage back and forth banter and they do not want to get into that practice.

Some Commissioners have been approached by residents inquiring why the City does not offer leaf pickup when other surrounding communities do provide this service. The City of Harrison has their own equipment for leaf pickup and the Village of Farwell has leaf pickup service. The City has looked into providing this service in the past but it would cost approximately $150K-$200K just to get into it. Once a site to dump the leaves has been determined it must be registered with the DNR and it is regulated so the City would have to hire another employee to maintain the operation.

Commissioner Bonham questioned why we have not sold the inoperable police vehicle rather than simply leaving it parked. He recommended putting it upfor bids if the police have no intention of repairing the vehicle.

Commissioner Swanson announced that Father Rudy, a former Pastor at St. Cecilia's Church, has passed away.

13. *APPROVAL OF BILLS
Approved By Consent Agenda.

14. ADJOURNMENT
Motion by Commissioner Bonham second by Commissioner McConnell to adjourn the meeting. Ayes: All. Nays: None. Absent: None. *Motion Carried.* Meeting adjourned at 6:32 p.m.

_____ _____
Pat Humphrey, Mayor Diane Lyon, City Clerk

AGENDA REPORT

To: The Clare City Commission
From: Ken Hibl, City Manager
Date: November 17, 2016
Regarding: City Commissioner Oaths of Office – Commissioner Gus Murphy

For the Agenda of November 21, 2016

Background. The City of Clare's residents have re-elected Commissioner Gus Murphy to serve another three-year term as City Commissioners of the Clare City Commission; the Clare County Board of Canvassers has certified the election results (refer to the attached certification).

Mrs. Diane Lyon, the City Clerk, will publicly administer the oath of office to Commissioners Humphrey and Swanson.

Issues & Questions Specified. None.

Alternatives. None.

Financial Impact. None.

Recommendations. None.

Attachment. - Board of Canvassers Election Certification.

CERTIFICATE OF ELECTION
STATE OF MICHIGAN

THE BOARD OF CANVASSERS OF THE COUNTY OF CLARE having ascertained and canvassed the votes of the General Election, held the 8th day of November in the year two thousand sixteen,

DO HEREBY CERTIFY AND DETERMINE, that

Carolyn Murphy

having received a sufficient number of votes is elected

City of Clare Commissioner

for the term of **3** years commencing **November 21, 2016.**

IN WITNESS WHEREOF, We have hereunto set our hands and caused to be affixed the seal of the Circuit Court for the County of Clare on this 14th day of November in the year two thousand sixteen.

Attest:

Pamela Mayfield
Clare County Clerk

CIRCUIT COURT CLARE COUNTY
SEAL
STATE OF MICHIGAN

Board of Canvassers:

Glenn Freeman
Chairperson

Carrow L. Neville
Board Member

Kathy R McAndrew
Board Member

William [illegible]
Board Member

AGENDA REPORT

To: The Clare City Commission
From: Ken Hibl, City Manager
Date: November 17, 2016
Regarding: Election of Mayor

For the Agenda of November 21, 2016

Background. The Charter of the City of Clare stipulates that the Clare City Commission shall elect a member of the commission to serve as Mayor of the City at the first meeting following the scheduled November election. The commission is asked to take the necessary steps to elect the city's mayor by calling for nominations and subsequently electing a commissioner to serve in this capacity.

Issues & Questions Specified. Should the Clare City Commission elect the City's mayor?

Alternatives.

1. Elect the City's mayor.
2. Do not elect the City's mayor.
3. Set the matter aside for consideration at a later-scheduled commission meeting.

Financial Impact. None.

Recommendation. I recommend that the Clare City Commission call for nominations and subsequently elect a member of the City Commission to serve as the Mayor of Clare by adoption of attached Resolution 2016-129.

Attachment.
Resolution 2016-129.

RESOLUTION 2016-129

A RESOLUTION OF THE CLARE CITY COMMISSION ELECTING THE MAYOR OF THE CITY OF CLARE.

WHEREAS, the Charter of the City of Clare stipulates that the City Commission shall, on an annual basis following the November election, elect one of its members to serve as the City's Mayor; and

WHEREAS, the City Commission has, in public session at a regular meeting of the Clare City Commission, acted to comply with the City Charter by conducting said election.

NOW THEREFORE BE IT RESOLVED THAT the City Commission has elected Commissioner _____ to serve as the Mayor of the City of Clare, the term of said office to be effective this date through the date of the next election of the City's Mayor by the City Commission, unless otherwise extended or terminated by the City Commission prior to that date.

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 21st day of November 2016.

_____

Diane Lyon, City Clerk

AGENDA REPORT

To: The Clare City Commission
From: Ken Hibl, City Manager
Date: November 12, 2015
RE:: Selection of Mayor Pro-Tem

For the Agenda of November 21, 2016

Background. The Charter of the City of Clare stipulates that the City Commission may, at its discretion, designate one of its members to serve as the City's Mayor Pro Tem to fulfill the duties of the City Mayor during any absences of the Mayor. The City Commission has traditionally designated a Mayor Pro Tem and is asked to consider whether it desires to continue this tradition.

Issues & Questions Specified. Should the City Commission designate one of its members to serve as Mayor Pro Tem?

Alternatives.

1. Designate a Mayor Pro Tem.
2. Do not designate a Mayor Pro Tem.

Financial Impact. None.

Recommendation. I recommend that the City Commission by appropriate motion and vote designate a member of the City Commission to serve as the Mayor Pro Tem of the City of Clare by adoption of attached Resolution 2016-130.

Attachment. Resolution 2016-130.

RESOLUTION 2016-130

A RESOLUTION OF THE CLARE CITY COMMISSION DESIGNATING A MAYOR PRO TEM.

WHEREAS, the Charter of the City of Clare provides that the City Commission may designate one of its members to serve as the City's Mayor Pro Tem; and

WHEREAS, the City Commission has traditionally designated a Mayor Pro Tem; and

WHEREAS, the City Commission deems it prudent to continue said tradition, thereby facilitating the continuance of the duties of the office of City Mayor by the Mayor Pro Tem during any periods of absence or incapacitation of the Mayor.

NOW THEREFORE BE IT RESOLVED THAT the City Commission has elected Commissioner _____ to serve as the Mayor Pro Tem of the City of Clare, the term of said office to be effective this date through the date of the next election of the City's Mayor Pro Tem by the City Commission, unless otherwise extended or terminated by the City Commission prior to that date.

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 21st day of November 2016.

_____

Diane Lyon, City Clerk

AGENDA REPORT

TO: Mayor Pat Humphrey and the Clare City Commission
FROM: Ken Hibl, City Manager
DATE: November 17, 2017
RE: Approval of Audit Reports

For the Agenda of November 21, 2016

Background The public accounting firm of Andrews, Hooper & Pavlik (AHP) of Midland, Michigan conducted an independent audit of the City of Clare's financial records for the City's fiscal year ending June 30, 2016. A qualified representative from the firm is scheduled to publicly present the results of the audit to the Clare City Commission at its regularly scheduled meeting on November 21, 2016. The audit results are unqualified meaning that no significant adverse findings were discovered or noted during the course of the independent audit. A draft copy of the complete audit report is attached for your review prior to the meeting.

The Treasurer/Finance Director, City Clerk and City Manager will have each reviewed the audit report prior to the meeting and will have formally acknowledged the results in writing.

The City Commission is asked to formally approve the audit findings and results as presented by Andrews, Hooper & Pavlik.

Issues & Questions Specified Should the Clare City Commission formally approve the audit report?

Alternatives

1. Approve the audit findings.
2. Do not approve the audit findings.
3. Defer/delay decision to a subsequently scheduled City Commission meeting. Note that the City's annual audit report is required to be completed, presented to the City Commission and submitted to the State Treasury no later than December 31st each year to be in compliance with State law.

Financial Impact The City of Clare is required to file the results of its annual audit with the Michigan Department of Treasury; failure to do so will result in the withholding of state revenue sharing and render the City ineligible for other state and federally funded programs to include grants and loans. Approval of the audit is necessary to allow City Staff to file the audit and other related reports with appropriate state and federal agencies.

Recommendations I recommend that the City Commission formally approve the audit results presented by Andrews, Hooper & Pavlik by adoption of attached Resolution 2015-131.

Attachments

1. Report of Independent Auditors.
2. Fiscal Year 2015/16 Independent Audit Report and Financial Statements.
3. Management Acknowledgement Letter (To be provided during the meeting).
4. Resolution 2016-131.

PRELIMINARY

Audited Financial Statements

City of Clare
Clare and Isabella Counties, Michigan

Year Ended June 30, 2016
with Report of Independent Auditors

PRELIMINARY

City of Clare

Audited Financial Statements

Year Ended June 30, 2016

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PRELIMINARY

City of Clare

Audited Financial Statements

Year Ended June 30, 2016

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PRELIMINARY

Report of Independent Auditors

To the City Commission
City of Clare
Clare and Isabella Counties, Michigan

Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities, the business-type activities, the discretely presented component units, each major fund, and the aggregate remaining fund information of the City of Clare (City), as of and for the year ended June 30, 2016, and the related notes to the financial statements, which collectively comprise the City's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditors' Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the City's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, the discretely presented component units, each major fund, and the aggregate remaining fund information of the City of Clare as of June 30, 2016, and the respective changes in financial position and, where applicable, cash flows thereof for the year then ended, in conformity with accounting principles generally accepted in the United States of America.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis and other required supplementary information (identified in the table of contents) be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the City of Clare's basic financial statements. The other supplementary information (identified in the table of contents) is presented for purposes of additional analysis and is not a required part of the financial statements.

The other supplementary information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the other supplementary information is fairly stated in all material respects in relation to the basic financial statements as a whole.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated November 21, 2016, on our consideration of the City of Clare's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the City of Clare's internal control over financial reporting and compliance.

PRELIMINARY

Midland, Michigan
November 21, 2016

PRELIMINARY

City of Clare

Management's Discussion and Analysis

June 30, 2016

This discussion and analysis of the City of Clare's financial performance provides an overview of the City's financial activities for the year that ended on June 30, 2016. Please read it in conjunction with the financial statements following this section.

Financial Highlights

- The assets of the City exceeded its liabilities at the close of the most recent year by $14,792,164 (net position). Of this amount, $(2,740,963) represents negative unrestricted net position. The negative unrestricted net position results from the adoption of GASB Statement No. 68, *Accounting and Financial Reporting for Pensions*.

- The City's total net position decreased by $679,977.

- At the close of the current year, the City's governmental funds reported combined fund balances of $1,330,629, a decrease of $49,510 in comparison with the prior year. Approximately 10% of this amount, which is $137,202, is available for spending at the City's discretion (unassigned fund balance).

- At the end of the current year, unrestricted fund balance (the total of committed, assigned, and unassigned components of fund balance) for the General Fund was $553,115, or approximately 13% of total General Fund expenditures.

- The City's total outstanding long-term debt increased by $1,829,055 during the current year due primarily to increases in the City's net pension liability.

Overview of the Financial Statements

This discussion and analysis is intended to serve as an introduction to the City's basic financial statements. The City's basic financial statements comprise three components: 1) government-wide financial statements, 2) fund financial statements, and 3) notes to the financial statements. This report also contains other supplementary information intended to furnish additional detail to support the basic financial statements themselves.

Government-wide financial statements. The government-wide financial statements are designed to provide readers with a broad overview of the City's finances, in a manner similar to a private-sector business.

The statement of net position presents information on all of the City's assets and liabilities, with the difference between the two reported as net position. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the City is improving or deteriorating.

The statement of activities presents information showing how the City's net position changed during the most recent year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future fiscal periods (e.g., uncollected special assessments and accrued interest expense).

Both of the government-wide financial statements distinguish functions of the City that are principally supported by taxes and intergovernmental revenues (governmental activities) from other functions that are intended to recover all, or a significant portion of, their costs through user fees and charges (business-type activities). The governmental activities of the City include general government, public safety, public works, community development, and recreation and culture. The business-type activities of the City include sewer and water operations.

The government-wide financial statements include not only the City itself (known as the primary government), but also a legally separate Local Development Financing Authority, Downtown Development Authority, and Brownfield Redevelopment Authority for which the City is financially accountable. Financial information for these component units is reported separately from the financial information presented for the primary government itself.

Fund financial statements. A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The City, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. All of the funds of the City can be divided into three categories: governmental funds, proprietary funds, and fiduciary funds.

Governmental funds. Governmental funds are used to account for essentially the same functions reported as governmental activities in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on near-term inflows and outflows of spendable resources, as well as on balances of spendable resources available at the end of the year. Such information may be useful in evaluating a government's near-term financing requirements.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for governmental funds with similar information presented for governmental activities in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the City's near-term financing decisions. Both the governmental funds balance sheet and the governmental funds statement of revenues, expenditures, and changes in fund balances provide a reconciliation to facilitate this comparison between governmental funds and governmental activities.

The City maintains six individual governmental funds. Information is presented separately in the governmental funds balance sheet and in the governmental funds statement of revenues, expenditures, and changes in fund balances for the General Fund, which is considered to be a major fund.

The City adopts an annual appropriated budget for its General and special revenue funds. Budgetary comparison schedules for each major fund have been provided herein to demonstrate compliance with those budgets.

Proprietary funds. The City maintains two different types of proprietary funds: enterprise funds and internal service funds. Enterprise funds are used to report the same functions presented as business-type activities in the government-wide financial statements. Internal service funds are used to report activities that provide supplies and services to the City's other programs. Because these services predominantly benefit governmental rather than business-type functions, they have been included within the governmental activities in the government-wide financial statements.

Proprietary funds provide the same type of information as the government-wide financial statements, only in more detail. The proprietary fund financial statements provide separate information for the Sewer Fund and Water Fund, each of which is considered to be a major fund of the City. Conversely, both internal service funds are combined into a single, aggregated presentation in the proprietary fund financial statements. Individual fund data for the internal service funds are provided in the form of combining statements in the combining and individual fund statements and schedules section of this report.

Fiduciary funds. Fiduciary funds are used to account for resources held for the benefit of parties outside of the City. Fiduciary funds are not reflected in the government-wide financial statements because the resources of those funds are not available to support the City's own programs. The accounting used for fiduciary funds is much like that used for proprietary funds.

The City maintains one type of fiduciary fund. The agency funds report resources held by the City in a custodial capacity for individuals, private organizations, and other governments.

Notes to the financial statements. The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements.

Other information. In addition to the basic financial statements and accompanying notes, this report also presents required supplementary information related to the City's employee benefit plan and the General Fund's and Major Street Fund's performance compared to their budgets.

The combining statements referred to earlier in connection with the nonmajor governmental funds and internal service funds are presented immediately following the aforementioned required supplementary information.

Government-wide Overall Financial Analysis

As noted earlier, net position over time may serve as a useful indicator of a government's financial position. In the case of the City, assets exceeded liabilities by $14,792,164 at the close of the most recent year.

City of Clare's Net Position

	Governmental Activities		Business-Type Activities		Total	
	2016	2015	**2016**	2015	**2016**	2015
Assets						
Current assets	**$ 1,454,561**	$ 1,808,578	**$ 1,278,152**	$ 1,661,452	**$ 2,732,713**	$ 3,470,030
Capital assets, net	**12,153,212**	10,938,541	**10,225,660**	9,829,527	**22,378,872**	20,768,068
Total assets	**13,607,773**	12,747,119	**11,503,812**	11,490,979	**25,111,585**	24,238,098
Deferred outflows of resources	**(232,313)**	32,240	**(39,716)**	5,824	**(272,029)**	38,064
Liabilities						
Current liabilities	**361,272**	553,928	**230,652**	403,858	**591,924**	957,786
Long-term liabilities	**5,295,864**	3,616,732	**4,159,604**	4,229,503	**9,455,468**	7,846,235
Total liabilities	**5,657,136**	4,170,660	**4,390,256**	4,633,361	**10,047,392**	8,804,021
Net position						
Invested in capital assets, net of related debt	**10,179,028**	9,771,735	**6,542,706**	6,042,573	**16,721,734**	15,814,308
Restricted	**695,597**	708,198	**115,796**	83,225	**811,393**	791,423
Unrestricted	**(3,156,301)**	(1,871,234)	**415,338**	737,644	**(2,740,963)**	(1,133,590)
Total net position	**$ 7,718,324**	$ 8,608,699	**$ 7,073,840**	$ 6,863,442	**$14,792,164**	$15,472,141

By far, the largest portion of the City's net position (132%) reflects its investment in capital assets (e.g., land, buildings, machinery, equipment, vehicles, and infrastructure), less any related outstanding debt that was used to acquire those assets. The City uses these capital assets to provide a variety of services to its citizens. Accordingly, these assets are not available for future spending. Although the City's investment in capital assets is reported net of related debt, it should be noted that the resources used to repay this debt must be provided from other sources, since the capital assets themselves cannot be used to liquidate these liabilities.

An additional portion of the City's net position (9%) represents resources that are subject to external restrictions on how they may be used. The remaining amount of $(3,156,301) represents negative unrestricted net position created by the recording the net pension obligation as required by GASB 68.

At the end of the current year, the City is able to report positive balances in all reported categories of net position, both for the government as a whole, as well as for its separate governmental and business-type activities. The same situation held true for the prior year.

City of Clare's Changes in Net Position

	Governmental Activities		Business-Type Activities		Total	
	2016	2015	**2016**	2015	**2016**	2015
Revenues						
Program revenues:						
Charges for services	**$ 832,439**	$ 758,992	**$ 1,476,964**	$ 1,401,672	**$ 2,309,403**	$ 2,160,664
Operating grants and contributions	**664,045**	460,461	**128,766**	158,660	**792,811**	619,121
Capital grants and contributions	**440,342**	1,101,613	**431,014**	1,671,027	**871,356**	2,772,640
General revenues:						
Property taxes and fees	**1,590,097**	1,634,607	**-**	-	**1,590,097**	1,634,607
Grants and contributions not restricted to programs	**367,635**	308,520	**-**	-	**367,635**	308,520
Interest earnings	**4,268**	4,196	**1,378**	1,933	**5,646**	6,129
Gain on sale of assets	**3,385**	84,225	**-**	-	**3,385**	84,225
Miscellaneous	**15,427**	13,215	**6,912**	8,803	**22,339**	22,018
Total revenues	**3,917,638**	4,365,829	**2,045,034**	3,242,095	**5,962,672**	7,607,924
Expenses						
General government	**890,099**	710,713	**-**	-	**890,099**	710,713
Public safety	**1,940,685**	1,195,152	**-**	-	**1,940,685**	1,195,152
Public works	**785,239**	710,492	**-**	-	**785,239**	710,492
Community development	**38,778**	20,590	**-**	-	**38,778**	20,590
Recreation and culture	**1,117,339**	674,547	**-**	-	**1,117,339**	674,547
Interest on long-term debt	**35,873**	27,643	**-**	-	**35,873**	27,643
Sewer	**-**	-	**1,173,894**	1,038,261	**1,173,894**	1,038,261
Water	**-**	-	**660,742**	657,720	**660,742**	657,720
Total expenses	**4,808,013**	3,339,137	**1,834,636**	1,695,981	**6,642,649**	5,035,118
Change in net position	**(890,375)**	1,026,692	**210,398**	1,546,114	**(679,977)**	2,572,806
Change in accounting principle	**-**	(2,306,754)	**-**	(416,686)	**-**	(2,723,440)
Net position-beginning	**8,608,699**	9,888,761	**6,863,442**	5,734,014	**15,472,141**	15,622,775
Net position-ending	**$7,718,324**	$8,608,699	**$ 7,073,840**	$ 6,863,442	**$14,792,164**	$15,472,141

Governmental Activities. During the current year, net position for governmental activities decreased $890,375 from the prior year for an ending balance of $7,718,324. This decrease was primarily attributable to the changes in the components of the net pension liability.

Business-Type Activities. During the current year, net position for business-type activities increased $210,398 from the prior year for an ending balance of $7,073,840. The current year increase was lower than the corresponding increase from the prior year due to a reduction in the amount of capital grants in the current year as compared to the prior year plus changes related to the net pension liability.

Financial Analysis of Governmental Funds

As noted earlier, the City uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements.

Governmental Funds. The focus of the City's governmental funds is to provide information on near-term inflows, outflows, and balances of spendable resources. Such information is useful in assessing the City's financing requirements. In particular, unassigned fund balance may serve as a useful measure of a government's net resources available for discretionary use as they represent the portion of fund balance which has not yet been limited to use for a particular purpose by either an external party, the City itself, or a group or individual that has been delegated authority to assign resources for use for particular purposes by the City's Commission.

At June 30, 2016, the City's governmental funds reported combined fund balances of $1,330,629, a decrease of $49,511 in comparison with the prior year. Approximately 10% of this amount constitutes unassigned fund balance of $137,202, which is available for spending at the City's discretion. The remainder of the fund balance is either nonspendable, restricted, or assigned to indicate that it is 1) not in spendable form ($75,088), 2) legally required to be maintained intact ($463,942), 3) restricted for particular purposes ($231,655), or 4) assigned for particular purposes ($422,742).

The General Fund is the chief operating fund of the City. At the end of the current year, unassigned fund balance of the General Fund was $137,202, while total fund balance decreased to $820,196. As a measure of the General Fund's liquidity, it may be useful to compare both unassigned fund balance and total fund balance to total general fund expenditures. Unassigned fund balance represents approximately 3% of total General Fund expenditures, while total fund balance represents approximately 19% of that same amount.

The fund balance of the City's General Fund decreased by $48,084 during the current year. This decrease was due primarily to increases in capital outlay and public safety donations were greater than the increase in revenue. Overall revenues increased $223,896 and expenditures increased by $784,456 compared to the prior year

Proprietary Funds. The City's proprietary funds provide the same type of information found in the government-wide financial statements, but in more detail. Unrestricted net position of the Sewer Fund at the end of the year was $475,539 and for the Water Fund was $330,677. The total decrease in net position for the Sewer Fund was $80,857; while the Water Fund's net position increased $482,108. As noted earlier in the discussion of business-type activities, the change in net position for the Sewer Fund and Water Fund results from increased capital grants and contributions.

General Fund Budgetary Highlights

Original Budget Compared to Final Budget. During the year there was no need for any significant amendments to increase the original estimated revenues, appropriations, or other financing sources or uses.

Final Budget Compared to Actual Results. The most significant differences between estimated revenues and actual revenues were in the categories of state revenue, donations and contributions, and proceeds from sale of assets due to timing of grant funding and donations received for various projects. The most significant differences between estimated expenditures and actual expenditures were in the following categories: police department, fire department, street lights, parks and recreation, airport, and capital outlay and resulted from efforts to keep staffing levels reasonable based on needs and the timing and completion of projects.

Capital Assets and Debt Administration

Capital Assets. The City's investment in capital assets for its governmental and business-type activities as of June 30, 2016, amounts to $22,378,872 (net of accumulated depreciation). This investment in capital assets includes construction in progress, land, buildings, machinery, equipment, vehicles, park facilities, roads, highways, bridges, and the sewer and water systems. The total increase in capital assets for the current fiscal year was approximately 8%.

City of Clare's Capital Assets (net of accumulated depreciation)

	Governmental Activities		**Business-Type Activities**		**Total**	
	2016	2015	**2016**	2015	**2016**	2015
Land	**$ 4,361,399**	$ 4,361,399	**$ 53,389**	$ 53,389	**$ 4,414,788**	$ 4,414,788
Land improvements	**3,273,986**	1,673,067	**34,928**	36,794	**3,308,914**	1,709,861
Buildings	**1,681,420**	1,771,368	**1,669,156**	1,783,383	**3,350,576**	3,554,751
Equipment	**463,738**	347,283	**1,245,945**	1,302,544	**1,709,683**	1,649,827
Vehicles	**1,173,749**	545,951	**-**	-	**1,173,749**	545,951
System	**-**	-	**7,222,242**	3,374,693	**7,222,242**	3,374,693
Construction in progress	**1,198,920**	2,239,473	**-**	3,278,724	**1,198,920**	5,518,197
	$12,153,212	$10,938,541	**$ 10,225,660**	$ 9,829,527	**$22,378,872**	$20,768,068

Long-term Debt. At the end of the current fiscal year, the City had total bonded debt outstanding of $5,090,954. Of this amount, the full amount of $5,090,954 is debt backed by the full faith and credit of the government. The remainder of the City's long-term obligations comprises installment purchase contracts.

City of Clare's Outstanding Debt

	Governmental Activities		Business-Type Activities		Total	
	2016	2015	**2016**	2015	**2016**	2015
General obligation bonds	**$1,130,000**	$951,993	**$1,248,000**	$1,309,000	**$ 2,378,000**	$ 2,260,993
Revenue bonds	**-**	-	**2,434,954**	2,477,954	**2,434,954**	2,477,954
Special assessment bonds	**-**	-	**-**	-	**-**	-
Installment purchase contracts	**844,184**	214,813	**-**	-	**844,184**	214,813
	$1,974,184	$1,166,806	**$3,682,954**	$3,786,954	**$5,657,138**	$4,953,760

The City's total debt increased by $703,378, or 14%, during the current year. The reason for the increase is due to additional bonded debt incurred related to the fire truck purchase along with sidewalk LED lighting.

Economic Factors and Next Year's Budgets and Rates

Projected revenues and expenditures for 2016-2019 are assumed to increase 2% per year in each category. These assumptions are based upon data accumulated about the history of total ad valorem assessed and taxable values, the consumer price index from 1997-2015, property tax revenues from years 2010-2015, and state revenue sharing (on the State of Michigan's fiscal year) from 2000-2015. In addition, the City has ongoing cost containment efforts in place.

Requests for Information

This financial report is designed to provide a general overview of the City's finances for all those with an interest in the government's finances. Questions concerning any of the information provided in this report or requests for additional financial information should be addressed to either: Mr. Ken Hibl, City Manager, Email: khibl@cityofclare.org or Mr. Steven J. Kingsbury, MiCPT, City Treasurer, Finance Director, and Director of Information Technology, Email: skingsbury@cityofclare.org.

PRELIMINARY

City of Clare

Statement of Net Position

June 30, 2016

	Primary Government			
	Governmental Activities	Business-Type Activities	Total	Component Units
Assets				
Cash and cash equivalents	$ 297,636	$ 47,762	$ 345,398	$ 45,614
Investments	770,000	530,000	1,300,000	-
Investments held by trustee	200,727	-	200,727	-
Accounts receivable, net	64,764	261,191	325,955	-
Accrued interest receivable	813	559	1,372	-
Assessments receivable, net	37,381	12,914	50,295	-
Internal balances	(235,488)	235,488	-	-
Due from other governmental units	204,840	-	204,840	-
Inventory	40,918	52,473	93,391	-
Prepaid items	72,970	21,969	94,939	-
Restricted cash and cash equivalents	-	115,796	115,796	-
Capital assets, net:				
Assets not being depreciated	5,560,319	53,389	5,613,708	108,126
Assets being depreciated	6,592,893	10,172,271	16,765,164	306,050
Total assets	13,607,773	11,503,812	25,111,585	459,790
Deferred outflows of resources	(232,313)	(39,716)	(272,029)	
Liabilities				
Accounts payable	64,053	71,538	135,591	4,880
Accrued liabilities	53,507	13,379	66,886	-
Accrued interest payable	26,073	16,635	42,708	2,024
Due to other governmental units	21,998	-	21,998	-
Deposits and other liabilities	1,000	19,100	20,100	-
Unearned revenue	84,819	-	84,819	-
Long-term debt:				
Due in one year	109,822	110,000	219,822	25,000
Due in more than one year	1,864,362	3,572,954	5,437,316	253,000
Net pension liability	3,431,502	586,650	4,018,152	-
Total liabilities	5,657,136	4,390,256	10,047,392	284,904
Net position				
Invested in capital assets, net of related debt	10,179,028	6,542,706	16,721,734	136,176
Restricted for:				
Landfill postclosure care	200,727	-	200,727	-
Cemetery perpetual care	263,215	-	263,215	-
Streets and highways	231,655	-	231,655	-
Debt service	-	115,796	115,796	34,119
Community development	-	-	-	4,591
Unrestricted	(3,156,301)	415,338	(2,740,963)	-
Total net position	$ 7,718,324	$ 7,073,840	$ 14,792,164	$ 174,886

See accompanying notes.

PRELIMINARY

City of Clare

Statement of Activities

Year Ended June 30, 2016

		Program Revenues			Net (Expense) Revenue and Changes in Net Assets			
					Primary Government			
Functions/Programs:	**Expenses**	**Charges for Services**	**Operating Grants and Contributions**	**Capital Grants and Contributions**	**Governmental Activities**	**Business-Type Activities**	**Total**	**Component Units**
Governmental activities:								
General government	$ 890,099	$ 167,048	$ -	$ -	$ (723,051)		$ (723,051)	
Public safety	1,940,685	247,545	5,612	-	(1,687,528)		(1,687,528)	
Public works	785,239	221,428	356,328	25,053	(182,430)		(182,430)	
Community development	38,778	-	-	-	(38,778)		(38,778)	
Recreation and culture	1,117,339	196,418	302,105	415,289	(203,527)		(203,527)	
Interest on long-term debt	35,873	-	-	-	(35,873)		(35,873)	
Total governmental activities	4,808,013	832,439	664,045	440,342	(2,871,187)		(2,871,187)	
Business-type activities:								
Sewer	1,173,894	905,656	-	26,596		$ (241,642)	(241,642)	
Water	660,742	571,308	128,766	404,418		443,750	443,750	
Total business-type activities	1,834,636	1,476,964	128,766	431,014		202,108	202,108	
Total primary government	$ 6,642,649	$ 2,309,403	$ 792,811	$ 871,356	(2,871,187)	202,108	(2,669,079)	
Component units:								
Downtown Development Authority	85,581	-	13,624	-				$ (71,957)
Local Development Finance Authority	4,146	-	-	-				(4,146)
Brownfield Redevelopment Authority	-	-	-	-				-
Total component units	$ 89,727	$ -	$ 13,624	$ -				(76,103)
General revenues:								
Property taxes and related fees					1,590,097	-	1,590,097	78,724
Grants and contributions not restricted to specific programs					367,635	-	367,635	-
Interest earnings					4,268	1,378	5,646	35
Proceeds from sale of assets					3,385	-	3,385	-
Miscellaneous					15,427	6,912	22,339	200
Total general revenues					1,980,812	8,290	1,989,102	78,959
Change in net position					(890,375)	210,398	(679,977)	2,856
Net position-beginning					8,608,699	6,863,442	15,472,141	172,030
Net position-ending					$ 7,718,324	$ 7,073,840	$ 14,792,164	$ 174,886

See accompanying notes.

PRELIMINARY

City of Clare

Governmental Funds Balance Sheet

June 30, 2016

	General	Major Street	Other Governmental Funds	Total
Assets				
Cash and cash equivalents	$ 282,067	$ (27,995)	$ 23,787	$ 277,859
Investments	365,000	85,000	280,000	730,000
Investments held by trustee	200,727	-	-	200,727
Accounts receivable, net	58,113	-	-	58,113
Accrued interest receivable	385	90	295	770
Assessments receivable, net	27,000	6,144	8,237	41,381
Due from other governmental units	62,203	121,674	20,963	204,840
Inventory	6,809	-	-	6,809
Prepaid items	59,545	4,206	4,528	68,279
Total assets	$ 1,061,849	$ 189,119	$ 337,810	$ 1,588,778
Liabilities, deferred inflows of resources, and fund balances				
Liabilities:				
Accounts payable	$ 60,372	$ 1,098	$ 290	$ 61,760
Accrued liabilities	46,464	1,874	2,853	51,191
Due to other governmental units	21,998	-	-	21,998
Deposits and other liabilities	1,000	-	-	1,000
Unearned revenue	84,819	-	-	84,819
Total liabilities	214,653	2,972	3,143	220,768
Deferred inflows of resources:				
Unavailable revenue - long-term special assessments	27,000	2,144	8,237	37,381
Total deferred inflows of resources	27,000	2,144	8,237	37,381
Fund balances:				
Nonspendable - inventory	6,809	-	-	6,809
Nonspendable - prepaid items	59,545	4,206	4,528	68,279
Nonspendable - landfill postclosure care	200,727	-	-	200,727
Nonspendable - cemetery perpetual care	-	-	263,215	263,215
Restricted - streets and highways	-	179,797	51,858	231,655
Assigned - fire department	236,688	-	-	236,688
Assigned - sidewalk replacement	3,229	-	-	3,229
Assigned - cemetery	-	-	6,829	6,829
Assigned - subsequent year's budget	175,996	-	-	175,996
Unassigned	137,202	-	-	137,202
Total fund balances	820,196	184,003	326,430	1,330,629
Total liabilities, deferred inflows of resources, and fund balances	$ 1,061,849	$ 189,119	$ 337,810	$ 1,588,778

See accompanying notes.

PRELIMINARY

City of Clare

Reconciliation of the Governmental Funds Balance Sheet to the Statement of Net Position

June 30, 2016

Total fund balances for governmental funds	$ 1,330,629
Total net position reported for governmental activities in the statement of net position is different because:	
Capital assets used in governmental activities are not financial resources and, therefore, are not reported in the funds. Those assets consist of:	
Capital assets	14,583,315
Accumulated depreciation	(3,081,713)
Other long-term assets are not available to pay for current period expenditures and are deferred in the funds.	
Long-term special assessments receivable	37,381
Deferred outflows represent financial uses, but are deferred expenses in the government-wide financial statements	(232,313)
The internal service funds are used by the City to charge the cost of operating a data processing service and a mobile equipment service to individual funds. A portion of the assets and liabilities of the internal service funds are included in governmental activities in the statement of net position.	512,784
Certain liabilities are not due and payable in the current period and are not reported in the funds.	
Accrued interest payable	(26,073)
Long-term liabilities applicable to the City's governmental activities are not due and payable in the current period and accordingly are not reported as fund liabilities. All liabilities, both current and long-term, are reported in the statement of net position. Balances at June 30, 2016 are:	
Installment purchase contracts	(188,588)
General obligation limited tax bonds	(1,785,596)
Net pension liability	(3,431,502)
Total net position of governmental activities	$ 7,718,324

See accompanying notes.

PRELIMINARY

City of Clare

Governmental Funds Statement of Revenues, Expenditures, and Changes in Fund Balances

Year Ended June 30, 2016

	General	Major Street	Other Governmental Funds	Total
Revenues				
Property taxes and related fees	$ 1,590,035	$ -	$ 62	$ 1,590,097
Licenses and permits	25,007	-	-	25,007
Federal grants	415,289	9,303	-	424,592
State grants	372,997	255,930	100,398	729,325
Charges for services	679,292	-	11,050	690,342
Interest earnings	3,071	252	826	4,149
Rents and royalties	76,942	-	-	76,942
Fines and forfeits	5,948	-	2,826	8,774
Special assessments, net	21,366	1,116	5,284	27,766
Donations	304,864	4,000	-	308,864
Proceeds from sale of assets	-	-	-	-
Miscellaneous	15,947	2,394	-	18,341
Total revenues	3,510,758	272,995	120,446	3,904,199
Expenditures				
General government	750,996	-	1,200	752,196
Public safety	1,116,367	-	3,883	1,120,250
Public works	389,163	170,530	172,536	732,229
Community development	38,778	-	-	38,778
Recreation and culture	468,631	-	-	468,631
Capital outlay	1,477,928	96,718	-	1,574,646
Debt service	98,888	-	53,290	152,178
Total expenditures	4,340,751	267,248	230,909	4,838,908
Excess (deficiency) of revenues over expenditures	(829,993)	5,747	(110,463)	(934,709)
Other financing sources (uses)				
Issuance of long-term debt	888,596	-	-	888,596
Transfers in	-	-	142,290	142,290
Transfers out	(106,687)	(36,500)	(2,500)	(145,687)
Total other financing sources (uses)	781,909	(36,500)	139,790	885,199
Net change in fund balances	(48,084)	(30,753)	29,327	(49,510)
Fund balances-beginning	868,280	214,756	297,103	1,380,139
Fund balances-ending	$ 820,196	$ 184,003	$ 326,430	$ 1,330,629

See accompanying notes.

PRELIMINARY

City of Clare

Reconciliation of the Governmental Funds Statement of Revenues, Expenditures, and Changes in Fund Balances to the Statement of Activities

Year Ended June 30, 2016

Net change in fund balances - total governmental funds	$ (49,510)
The change in net position reported for governmental activities in the statement of activities is different because:	
Governmental funds report capital outlays as expenditures. However, in the statement of activities the cost of those assets is allocated over their estimated useful lives and reported as depreciation expense.	
Add: capital outlay	1,574,646
Subtract: depreciation expense	(295,686)
Revenues in the statement of activities that represent new levies for long-term special assessments and do not affect fund balances.	305
Certain expenses reported in the statement of activities do not require the use of current financial resources and, therefore, are not reported as expenditures in the funds.	
Subtract: increase in accrued interest payable	(11,012)
Subtract: increase in net pension liability net of related deferred outflows	(1,328,358)
Debt proceeds are reported as financing sources in governmental funds and thus contribute to the change in fund balance. In the statement of net position, however, issuing debt increases long-term liabilities and does not affect the statement of activities. Similarly, repayment of principal is an expenditure in the governmental funds but reduces the liability in the statement of net position.	
Add: repayments of installment purchase contract	109,233
Subtract: bond proceeds	(888,596)
The internal service funds are used by the City to charge the costs of operating a data processing service and a mobile equipment service to individual funds. Some of the net revenue (expense) attributable to those funds is reported within governmental activities.	
Net operating income (loss) from governmental activities in internal service funds	(20,651)
Interest earnings from governmental internal service funds	119
Gain (loss) on sale of capital assets in governmental internal service funds	3,385
Capital contributions from governmental internal service funds	15,750
Change in net position of governmental activities	$ (890,375)

See accompanying notes.

PRELIMINARY

City of Clare

Proprietary Funds Statement of Net Position

June 30, 2016

	Sewer Fund	Water Fund	Total	Internal Service Funds
Assets				
Current assets:				
Cash and cash equivalents	$ 17,454	$ 30,308	$ 47,762	$ 19,777
Investments	330,000	200,000	530,000	40,000
Accounts receivable, net	136,116	125,075	261,191	2,651
Accrued interest receivable	348	211	559	43
Assessments receivable, net	12,207	707	12,914	-
Due from other governments	-	-	-	-
Inventory	45,987	6,486	52,473	34,109
Prepaid items	8,879	13,090	21,969	4,691
Restricted current assets:				
Cash and cash equivalents	103,892	11,904	115,796	-
Total current assets	654,883	387,781	1,042,664	101,271
Noncurrent assets:				
Capital assets:				
Land	10,757	42,632	53,389	85,000
Construction in progress	-	-	-	-
Land improvements, net	34,928	-	34,928	-
Buildings and improvements, net	1,610,161	58,995	1,669,156	213,703
Equipment, net	1,245,787	158	1,245,945	41,561
Vehicles, net	-	-	-	311,346
Sewer and water system infrastructure, net	3,578,644	3,643,598	7,222,242	-
Total noncurrent assets	6,480,277	3,745,383	10,225,660	651,610
Total assets	7,135,160	4,133,164	11,268,324	752,881
Liabilities				
Current liabilities:				
Accounts payable	36,530	35,008	71,538	2,293
Accrued expenses	6,785	6,594	13,379	2,316
Accrued interest payable	13,037	3,598	16,635	-
Deposits and other liabilities	19,100	-	19,100	-
Bonds and contracts payable	78,000	32,000	110,000	-
Total current liabilities	153,452	77,200	230,652	4,609
Noncurrent liabilities:				
Bonds and contracts payable	2,868,954	704,000	3,572,954	-
Total liabilities	3,022,406	781,200	3,803,606	4,609
Net position				
Invested in capital assets, net of related debt	3,533,323	3,009,383	6,542,706	651,610
Restricted for debt service	103,892	11,904	115,796	-
Unrestricted	475,539	330,677	806,216	96,662
Total net position	$ 4,112,754	$ 3,351,964	$ 7,464,718	$ 748,272

See accompanying notes.

PRELIMINARY

City of Clare

Reconciliation of the Position on the Statement of Net Position for Enterprise Funds to the Net Position of Business-Type Activities on the Statement of Net Position

June 30, 2016

Net position - total enterprise funds	$ 7,464,718
Total net position reported for business-type activities in the statement of net position is different because:	
The internal service funds are used by the City to charge the cost of operating a data processing service and a mobile equipment service to individual funds. A portion of the assets and liabilities of the internal service funds are included in the business-type activities in the statement of net position.	235,488
Net pension liability and related deferred outflows applicable to the City's business type activities are not reported as fund liabilities. All liabilities, both current and long-term, are reported in the statement of net position.	(626,366)
Total net position of business-type activities	$ 7,073,840

See accompanying notes.

PRELIMINARY

City of Clare

Proprietary Funds Statement of Revenues, Expenses, and Changes in Net Position

Year Ended June 30, 2016

	Sewer Fund	Water Fund	Total	Internal Service Funds
Operating revenues				
Charges for services	$ 904,763	$ 571,245	$ 1,476,008	$ 445,145
Miscellaneous	2,320	4,592	6,912	804
Total operating revenues	907,083	575,837	1,482,920	445,949
Operating expenses				
Salaries and wages	181,975	174,546	356,521	99,911
Payroll taxes	13,530	12,992	26,522	7,442
Employee benefits	45,416	44,431	89,847	26,907
Retirement	32,436	31,314	63,750	18,596
Supplies	47,347	44,036	91,383	76,547
Postage	1,626	1,626	3,252	-
Professional and contracted services	20,446	22,191	42,637	34,228
Insurance	8,452	3,038	11,490	9,470
Telephone and communications	5,778	14,919	20,697	3,587
Professional development	1,545	2,346	3,891	1,826
Utilities	111,162	67,060	178,222	14,704
Repair and maintenance	46,206	12,135	58,341	67,779
Equipment rental	107,250	79,500	186,750	-
Miscellaneous	6,753	5,230	11,983	689
Depreciation	309,934	89,830	399,764	106,126
Total operating expenses	939,856	605,194	1,545,050	467,812
Operating income (loss)	(32,773)	(29,357)	(62,130)	(21,863)
Nonoperating revenues (expenses)				
Special assessments	893	63	956	-
Interest earnings	999	379	1,378	119
Other revenue	-	128,766	128,766	-
Proceeds from sale of assets	-	-	-	3,385
Interest expense	(76,574)	(22,162)	(98,736)	-
Net nonoperating revenues (expenses)	(74,682)	107,046	32,364	3,504
Income (loss) before capital contributions	(107,455)	77,689	(29,766)	(18,359)
Capital contributions	26,596	404,418	431,014	15,750
Total capital contributions	26,596	404,418	431,014	15,750
Changes in net position	(80,859)	482,107	401,248	(2,609)
Total net position-beginning	4,193,613	2,869,857	7,063,470	750,881
Total net position-ending	$ 4,112,754	$ 3,351,964	$ 7,464,718	$ 748,272

See accompanying notes.

PRELIMINARY

City of Clare

Reconciliation of the Statement of Revenues, Expenses, and Changes in Net Position of Enterprise Funds to the Statement of Activities

Year Ended June 30, 2016

Net change in net position - total enterprise funds	$ 401,248
The change in net position reported for business-type activities in the statement of activities is different because:	
Certain expenses reported in the statement of activities are not reported as expenditures in the funds.	
Subtract: increase in net pension liability net of related deferred outflows	(164,349)
The internal service funds are used by the City to charge the costs of operating a data processing service and a mobile equipment service to individual funds. Some of the net revenue (expense) attributable to those funds is reported within business-type activities.	(1,212)
Other changes	(25,289)
Change in net position of business-type activities	$ 210,398

See accompanying notes.

PRELIMINARY

City of Clare

Proprietary Funds Statement of Cash Flows

Year Ended June 30, 2016

	Sewer Fund	Water Fund	Total	Internal Service Funds
Cash flows from operating activities				
Receipts from customers	$ 881,008	$ 546,216	$ 1,427,224	$ 445,495
Payments to suppliers	(402,240)	(481,388)	(883,628)	(196,567)
Payments to employees	(272,256)	(262,471)	(534,727)	(153,668)
Net cash from operating activities	206,512	(197,643)	8,869	95,260
Cash flows from noncapital financing activities				
Other revenue	-	128,766	128,766	-
Net cash from noncapital financing activities	-	128,766	128,766	-
Cash flows from capital and related financing activities				
Purchases and construction of capital assets	(89,511)	(706,383)	(795,894)	(136,093)
Capital contributions	58,940	449,236	508,176	15,750
Proceeds from the sale of capital assets	-	-	-	3,385
Proceeds from special assessments	3,523	417	3,940	-
Principal paid on capital debt	(77,000)	(27,000)	(104,000)	-
Interest paid on capital debt	(76,949)	(22,279)	(99,228)	-
Net cash from capital and related financing activities	(180,997)	(306,009)	(487,006)	(116,958)
Cash flows from investing activities				
Purchases of investments	(30,000)	-	(30,000)	-
Proceeds from the sale of investments	-	350,000	350,000	-
Interest earnings	903	630	1,533	119
Net cash from investing activities	(29,097)	350,630	321,533	119
Net change in cash and cash equivalents	(3,582)	(24,256)	(27,838)	(21,579)
Balances-beginning of year	124,928	66,468	191,396	41,356
Balances-end of year	$ 121,346	$ 42,212	$ 163,558	$ 19,777
Displayed as:				
Cash and cash equivalents	$ 17,454	$ 30,308	$ 47,762	$ 19,777
Restricted cash and cash equivalents	103,892	11,904	115,796	-
	$ 121,346	$ 42,212	$ 163,558	$ 19,777
Reconciliation of operating loss to net cash from operating activities:				
Operating loss	$ (32,773)	$ (29,357)	$ (62,130)	$ (21,863)
Adjustments to reconcile operating loss to net cash from operating activities:				
Depreciation expense	309,934	89,830	399,764	106,126
Change in assets and liabilities:				
Accounts receivable, net	(26,075)	(29,621)	(55,696)	(454)
Inventory	2,427	853	3,280	9,664
Prepaid items	6,246	119	6,365	11,173
Accounts payable	(56,648)	(230,279)	(286,927)	(8,574)
Accrued expenses	1,101	812	1,913	(812)
Deposits and other liabilities	2,300	-	2,300	-
Net cash from operating activities	$ 206,512	$ (197,643)	$ 8,869	$ 95,260

See accompanying notes.

PRELIMINARY

City of Clare

Statement of Fiduciary Net Position

June 30, 2016

	Funds
Assets	
Cash and cash equivalents	$ 37,204
Total assets	$ 37,204
Liabilities	
Accrued expenses	$ 31,080
Due to other governmental units	6,124
Total liabilities	$ 37,204

See accompanying notes.

PRELIMINARY

City of Clare

Component Units Statement of Net Position

June 30, 2016

	Downtown Development Authority	Local Development Finance Authority	Brownfield Redevelopment Authority	Total
Assets				
Cash and cash equivalents	$ 41,023	$ -	$ 4,591	$ 45,614
Accounts receivable	-	-	-	-
Capital assets, net:				
Assets not being depreciated	108,126	-	-	108,126
Assets being depreciated	240,528	65,522	-	306,050
Total assets	389,677	65,522	4,591	459,790
Liabilities				
Accounts payable	4,880	-	-	4,880
Accrued interest payable	2,024	-	-	2,024
Long-term liabilities:				
Due in one year	25,000	-	-	25,000
Due in more than one year	253,000	-	-	253,000
Total liabilities	284,904	-	-	284,904
Net position				
Invested in capital assets, net of related debt	70,654	65,522	-	136,176
Restricted - debt service	34,119	-	-	34,119
Restricted - community development	-	-	4,591	4,591
Total net position	$ 104,773	$ 65,522	$ 4,591	$ 174,886

See accompanying notes.

PRELIMINARY

City of Clare

Reconciliation of the Component Units Balance Sheet to the Component Units Statement of Net Position

June 30, 2016

Total fund balances for component units	$ 40,734
Total net position reported for component units in the statement of net position is different because:	
Capital assets used in the component units' governmental activities are not financial resources and therefore are not reported in the funds. Those assets consist of:	
Capital assets	796,414
Accumulated depreciation	(382,238)
Certain liabilities are not due and payable in the current period and are not reported in the funds.	
Accrued interest payable	(2,024)
Long-term liabilities applicable to the component units' governmental activities are not due and payable in the current period and, accordingly, are not reported as fund liabilities. All liabilities, both current and long-term, are reported in the statement of net position. Balances at June 30, 2016 are:	
DDA bonds	(278,000)
Total net position of component units	$ 174,886

See accompanying notes.

PRELIMINARY

City of Clare

Component Units Statement of Activities

Year Ended June 30, 2016

Functions/Programs:	Expenses	Program Revenues: Operating Grants and Contributions	Program Revenues: Capital Grants and Contributions	Net (Expense) Revenue and Changes in Net Assets: Downtown Development Authority	Local Development Finance Authority	Brownfield Redevelopment Authority	Total
Downtown Development Authority:							
Community and economic development	$ 85,581	$ 13,624	$ -	$ (71,957)	$ -	$ -	$ (71,957)
Local Development Finance Authority:							
Community and economic development	4,146	-	-	-	(4,146)	-	(4,146)
Brownfield Redevelopment Authority:							
Community and economic development	-	-	-	-	-	-	-
	$ 89,727	$ 13,624	$ -	(71,957)	(4,146)	-	(76,103)
General revenues:							
Property taxes and related fees				78,724	-	-	78,724
Proceeds from sale of land				-	-	-	-
Interest earnings				32	-	3	35
Miscellaneous				200	-	-	200
Total general revenues				78,956	-	3	78,959
Change in net position				6,999	(4,146)	3	2,856
Net position-beginning				97,774	69,668	4,588	172,030
Net position-ending				$ 104,773	$ 65,522	$ 4,591	$ 174,886

See accompanying notes.

PRELIMINARY

City of Clare

Reconciliation of the Component Units Statement of Revenues, Expenditures, and Changes in Fund Balances to the Component Units Statement of Activities

Year Ended June 30, 2016

Net change in fund balances - component units	$ 4,938
The change in net position reported for component units in the statement of activities is different because:	
Governmental funds report capital outlays as expenditures. However, in the statement of activities the cost of those assets is allocated over their estimated useful lives and reported as depreciation expense.	
Subtract: sale of land	-
Subtract: depreciation expense	(26,247)
Certain expenses reported in the statement of activities do not require the use of current financial resources and, therefore, are not reported as expenditures in the funds.	
Add: decrease in accrued interest payable	164
Debt proceeds are reported as financing sources in governmental funds and thus contribute to the change in fund balance. In the statement of net position, however, issuing debt increases long-term liabilities and does not affect the statement of activities. Similarly, repayment of principal is an expenditure in the governmental funds but reduces the liability in the statement of net position.	
Subtract: repayments of DDA bonds	24,000
Change in net position of component units	$ 2,855

See accompanying notes.

1. Summary of Significant Accounting Policies

The accounting policies of the City of Clare (City) conform to accounting principles generally accepted in the United States of America (GAAP) as applicable to governmental units. The Governmental Accounting Standards Board (GASB) is the accepted standard setting body for establishing governmental accounting and financial reporting principles. The following is a summary of the significant accounting policies used by the City:

A. Description of Government-wide Financial Statements

The government-wide financial statements (i.e., the statement of net position and the statement of activities) report information on all of the nonfiduciary activities of the primary government and its component units. All fiduciary activities are reported only in the fund financial statements. Governmental activities, which normally are supported by taxes, intergovernmental revenues, and other nonexchange transactions, are reported separately from business-type activities, which rely to a significant extent on fees and charges to external customers for support. Likewise, the primary government is reported separately from certain legally separate component units for which the primary government is financially accountable.

B. Reporting Entity

The City is governed by an elected five-member commission. The City provides services to its various residents in many areas, including general government, public safety, public works, recreation and culture, and sewer and water utilities. As required by GAAP, these financial statements present the City and its component units. The component units discussed below are included in the City's reporting entity because they are entities for which the City is considered to be financially accountable. Each discretely presented component unit is reported in a separate column in the government-wide financial statements (see note below for description) to emphasize that it is legally separate from the City.

Discretely Presented Component Units

Downtown Development Authority (DDA) – The DDA was created to correct and prevent deterioration in the downtown district, encourage historical preservation, and to promote economic growth within the downtown district. The DDA's governing body, which consists of twelve members, is selected by the City Commission. The City Commission approves the annual budget of the DDA. The DDA does not issue separate financial statements.

Local Development Finance Authority (LDFA) – The LDFA was created to help finance local industrial development projects. The LDFA's governing body, which consists of nine members, is selected by the City Commission. In addition, the LDFA's budget is subject to approval by the City Commission. The LDFA does not issue separate financial statements.

1. Summary of Significant Accounting Policies (continued)

B. Reporting Entity (continued)

Discretely Presented Component Units (continued)

Brownfield Redevelopment Authority (BRDA) – The BRDA was created to develop and implement brownfield projects. The BRDA's governing body is selected by the City Commission. The City Commission approves the annual budget of the BRDA. The BRDA does not issue separate financial statements.

C. Basis of Presentation – Government-wide Financial Statements

While separate government-wide and fund financial statements are presented, they are interrelated. The governmental activities column incorporates data from governmental and internal service funds, while business-type activities incorporate data from the City's enterprise funds. Separate financial statements are provided for governmental funds, proprietary funds, and fiduciary funds, even though the latter are excluded from the government-wide financial statements.

As discussed earlier, the City has three discretely presented component units. Although all may not be considered to be major component units, they are nevertheless shown in separate columns in the government-wide financial statements.

As a general rule, the effect of interfund activity has been eliminated from the government-wide financial statements. Exceptions to this general rule are interfund services provided and other charges between the City's water and sewer functions and various other functions of the government. Elimination of these charges would distort the direct costs and program revenues reported for the various functions concerned.

D. Basis of Presentation – Fund Financial Statements

The fund financial statements provide information about the City's funds, including its fiduciary funds. Separate statements for each fund category – governmental, proprietary, and fiduciary – are presented. The emphasis of fund financial statements is on major governmental and enterprise funds, each displayed in a separate column. All remaining governmental and enterprise funds are aggregated and reported as nonmajor funds. Major individual governmental and enterprise funds are reported as separate columns in the fund financial statements.

1. Summary of Significant Accounting Policies (continued)

D. Basis of Presentation – Fund Financial Statements (continued)

The City reports the following major governmental fund:

The ***General Fund*** is the government's primary operating fund. It accounts for all financial resources of the general government, except those required to be accounted for in another fund.

The City reports the following major proprietary funds:

The ***Sewer Fund*** is used to record the revenues and expenses for the operation of a sewer system.

The ***Water Fund*** is used to record the revenues and expenses for the operation of a water system.

Additionally, the City reports the following fund types:

Internal Service Funds account for major machinery and equipment purchases and maintenance, as well as data processing services provided to other departments of the City on a cost reimbursement basis.

Agency Funds account for assets held for other governments and other city funds in an agency capacity, including tax collections and payroll and benefit administration.

During the course of operations the City has activity between funds for various purposes. Any residual balances outstanding at year-end are reported as due from/to other funds and advances to/from other funds. While these balances are reported in fund financial statements, certain eliminations are made in the preparation of the government-wide financial statements. Balances between the funds included in governmental activities (i.e., the governmental and internal service funds) are eliminated so that only the net amount is included as internal balances in the governmental activities column. Similarly, balances between the funds included in business-type activities (i.e., the enterprise funds) are eliminated so that only the net amount is included as internal balances in the business-type activities column. Further, certain activity occurs during the year involving transfers of resources between funds. In fund financial statements these amounts are reported at gross amounts as transfers in/out. While reported in fund financial statements, certain eliminations are made in the preparation of the government-wide financial statements. Transfers between the funds included in governmental activities are eliminated so that only the net amount is included as transfers in the governmental activities column. Similarly, balances between the funds included in business-type activities are eliminated so that only the net amount is included as transfers in the business-type activities column.

1. Summary of Significant Accounting Policies (continued)

E. Use of Estimates

The preparation of the financial statements in conformity with U.S. generally accepted accounting principles require management to make estimates and assumptions that affect the amounts of assets and liabilities, disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates. Significant estimates include, but are not limited to, the net pension obligation.

F. Measurement Focus and Basis of Accounting

The accounting and financial reporting treatment is determined by the applicable measurement focus and basis of accounting. Measurement focus indicates the type of resources being measured such as current financial resources or economic resources. The basis of accounting indicates the timing of transactions or events for recognition in the financial statements. The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenues in the year for which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

The governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the City considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures, as well as expenditures related to compensated absences, and claims and judgments, are recorded only when payment is due. General capital asset acquisitions are reported as expenditures in governmental funds. Issuance of long-term debt and acquisitions under capital leases are reported as other financing sources.

1. Summary of Significant Accounting Policies (continued)

F. Measurement Focus and Basis of Accounting (continued)

Property taxes, sales taxes, franchise taxes, licenses, and interest associated with the current fiscal period are all considered to be susceptible to accrual and so have been recognized as revenues of the current fiscal period. Entitlements are recorded as revenues when all eligibility requirements are met, including any time requirements, and the amount is received during the period or within the availability period for this revenue source (within 60 days of year-end). Expenditure-driven grants are recognized as revenue when the qualifying expenditures have been incurred and all other eligibility requirements have been met, and the amount is received during the period or within the availability period for this revenue source (within 60 days of year-end). All other revenue items are considered to be measurable and available only when cash is received by the City.

The proprietary funds are reported using the economic resources measurement focus and the accrual basis of accounting. The agency fund has no measurement focus but utilizes the accrual basis of accounting for reporting its assets and liabilities.

G. Budgetary Information

Budgets and Budgetary Accounting–The City follows the following procedures in establishing the budgetary data reflected in the financial statements.

- Annual budgets are legally adopted and formal budgetary integration is employed as a management control device during the year for the General Fund and Special Revenue Funds. Annual Informational Budget Summaries are prepared for Debt Service Funds, Capital Project Funds, Enterprise Funds, and Internal Service Funds.

- Budgets can be amended during the year by a majority vote of the City Commission. The activity level in the General Fund and the fund level in the Special Revenue Funds are the legal level of control.

- Budgets for the General Fund and Special Revenue Funds are prepared on a modified accrual basis. Also, informational budgets for the Debt Service Funds and Capital Projects Funds are prepared on the modified accrual basis, while the Enterprise Fund and Internal Service Fund informational budgets are prepared using the accrual basis of accounting. Both methods are consistent with GAAP.

- Budget appropriations lapse at year-end.

1. Summary of Significant Accounting Policies (continued)

H. Assets, Liabilities, Deferred Outflows/Inflows of Resources, and Net Position/Fund Balance

Cash and Investments–Cash and cash equivalents are considered to be cash on hand, demand deposits, and short-term investments with a maturity of three months or less when acquired. Investments are stated at fair value.

Receivables and Payables–All trade and property tax receivables are shown net of allowance for uncollectible amounts.

Inventories and Prepaid Items–Inventories are valued at cost, on a first-in, first-out basis. Inventories of governmental funds are recorded as expenditures when consumed rather than when purchased. Certain payments to vendors reflect cost applicable to future years and are recorded as prepaid items in the government-wide and fund statements.

Restricted Assets–The revenue bonds of the enterprise funds require amounts to be set aside for debt service principal and interest. The amount has been classified as restricted assets.

Capital Assets–Capital assets, which include property, plant, equipment, and infrastructure assets are reported in the applicable governmental or business-type activities column in the government-wide financial statements. Capital assets are defined by the government as assets with an initial individual cost of more than $5,000 and an estimated useful life in excess of one year. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at estimated fair market value at the date of donation.

Interest incurred, if any, during the construction of capital assets of business-type activities is included in the capitalized value of the assets constructed.

Capital assets are depreciated using the straight-line method over the following useful lives:

Land improvements	10 to 30 years
Buildings and improvements	15 to 60 years
Sewer and water systems	50 to 75 years
Vehicles	3 to 5 years
Equipment	3 to 5 years

1. Summary of Significant Accounting Policies (continued)

H. Assets, Liabilities, Deferred Outflows/Inflows of Resources, and Net Position/Fund Balance (continued)

Deferred outflows/inflows of resources–In addition to assets, the statement of financial position will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, deferred outflows of resources, represents a consumption of net position that applies to a future period(s) and so will not be recognized as an outflow of resources (expense/expenditure) until then.

Deferred outflows of resources consist of net outflows related to the City's multiple-employer net pension obligation and totaled $272,029 as of June 30, 2016. Net pension obligation amounts are amortized over the actuarial calculated expected remaining service life of the members. Employer contributions subsequent to the measurement date of the net pension liability are required to be reported as deferred outflows of resources.

In addition to liabilities, the statement of financial position will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, deferred inflows of resources, represents an acquisition of net position that applies to a future period(s) and so will not be recognized as an inflow of resources (revenue) until that time. The City has only one type of item, which arises only under a modified accrual basis of accounting, that qualifies for reporting in this category. Accordingly, the item, unavailable revenue, is reported only in the governmental funds balance sheet. The governmental funds report unavailable revenues for special assessments. These amounts are deferred and recognized as an inflow of resources in the period that the amounts become available.

Pensions–For purposes of measuring the net pension liability, deferred outflows of resources and deferred inflows of resources related to pensions, and pension expense, information about the fiduciary net position of the Michigan Municipal Employees Retirement System (MERS) and additions to/deductions from MERS fiduciary net position have been determined on the same basis as they are reported by MERS. For this purpose, benefit payments (including refunds of employee contributions) are recognized as expense when due and payable in accordance with the benefit terms. Investments are reported at fair value.

1. Summary of Significant Accounting Policies (continued)

H. Assets, Liabilities, Deferred Outflows/Inflows of Resources, and Net Position/Fund Balance (continued)

Long-Term Obligations–In the government-wide financial statements and the proprietary fund types in the fund financial statements, long-term debt and other long-term obligations are reported as liabilities in the applicable governmental or business-type activities. Bond premiums and discounts, as well as issuance costs, are deferred and amortized over the life of the bonds using the effective interest method. Bonds payable are reported inclusive of the applicable bond premium or net of the applicable bond discount. Bond issuance costs are reported as deferred charges and amortized over the term of the related debt. In the fund financial statements, governmental fund types recognize bond premiums and discounts, as well as bond issuance costs during the current period. The face amount of debt issued is reported as other financing sources. Premiums received on debt issuances are reported as other financing sources while discounts are reported as other financing uses. Issuance costs are reported as debt service expenditures.

Net Position Flow Assumption–Sometimes the City will fund outlays for a particular purpose from both restricted (e.g., restricted bond or grant proceeds or donations) and unrestricted resources. In order to calculate the amounts to report as restricted net position and unrestricted net position in the government-wide and proprietary fund financial statements, a flow assumption must be made about the order in which the resources are considered to be applied. It is the City's policy to use restricted resources first, then unrestricted resources as they are needed.

Fund Balance Flow Assumption–Sometimes the City will fund outlays for a particular purpose from both restricted and unrestricted resources (the total of committed, assigned, and unassigned fund balance). In order to calculate the amounts to report as restricted, committed, assigned, and unassigned fund balance in the governmental fund financial statements, a flow assumption must be made about the order in which the resources are considered to be applied. The City's policy is that when multiple classifications are available and appropriate for a specific purpose, fund balance will be used first from the most restrictive category in order to the least restrictive.

1. Summary of Significant Accounting Policies (continued)

H. Assets, Liabilities, Deferred Outflows/Inflows of Resources, and Net Position/Fund Balance (continued)

Fund Balance Policies–In the fund financial statements, fund balance is presented in five possible categories:

Nonspendable – amounts which cannot be spent because they are either not in spendable form or are legally or contractually required to be maintained intact.

Restricted – amounts constrained to specific purposes by their providers (such as creditors, grantors, and higher levels of government), through constitutional provisions, or by enabling legislations.

Committed – amounts which are subject to limitations the City imposes upon itself through official actions made by the City Commission, and that remain binding unless removed in the same manner.

Assigned – amounts neither restricted nor committed for which the City has a stated intended use as established by the City Commission or an official to which the City Commission has delegated the authority to assign amounts for specific purposes.

Unassigned – amounts that are available for any purpose. The General Fund is the only fund that reports a positive unassigned fund balance amount. Unassigned balances also include negative balances in the governmental funds reporting resources restricted for specific programs.

Estimates–The preparation of financial statements in conformity with GAAP requires management to make estimates and assumptions that affect the reported assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

I. Revenues and Expenditures/Expenses

Program Revenues–Amounts reported as program revenues include 1) charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by a given function or segment and 2) grants and contributions (including special assessments) that are restricted to meeting the operational or capital requirements of a particular function or segment. All taxes, including those dedicated for specific purposes, and other internally dedicated resources are reported as general revenues rather than as program revenues.

1. Summary of Significant Accounting Policies (continued)

I. Revenues and Expenditures/Expenses (continued)

Property Taxes–The City property tax is levied each July 1st on the taxable valuation of property (as defined by State statutes) located in the City as of the preceding December 31st. Taxes are considered delinquent on March 1st of the following year, at which time penalties and interest are assessed.

The 2015 net taxable valuation of the City totaled $85,990,706, on which ad valorem taxes levied consisted of 17.5000 mills for City operating purpose and 0.7500 mills for parks. These amounts are recognized in the General Fund (operating and parks) and Local Street Fund (streets) as property taxes and related fees.

Proprietary Funds Operating and Nonoperating Revenues and Expenses–Proprietary funds distinguish operating revenues and expenses from nonoperating items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with a proprietary fund's principal ongoing operations. The principal operating revenues of the City's enterprise and internal service funds are charges to customers for sales and services. The Sewer and Water funds also recognize as operating revenue the portion of tap fees intended to recover the cost of connecting new customers to the systems. Operating expenses for enterprise funds and internal service funds include the cost of sales and services, administrative expenses, and depreciation on capital assets. All revenues and expenses not meeting this definition are reported as nonoperating revenues and expenses.

2. Deposits and Investments

At year-end, the City's deposits and investments were reported in the basic financial statements in the following categories:

	Deposits	Investments	Total
Financial statement caption:			
Primary Government:			
Cash and cash equivalents	$ 345,398	$ -	$ 345,398
Investments	-	1,300,000	1,300,000
Investments held by trustee	200,727	-	200,727
Restricted cash and cash equivalents	115,796	-	115,796
Component Units:			
Cash and cash equivalents	45,614	-	45,614
Fiduciary Funds:			
Cash and cash equivalents	37,204	-	37,204
	$ 744,739	$ 1,300,000	$ 2,574,687

2. Deposits and Investments (continued)

Under its investment policy, the City restricts its investments to bonds, securities, and other obligations of the United States or an agency or instrumentality of the United States; repurchase agreements consisting of bonds, securities, and other obligations of the United States or an agency or instrumentality of the United States; certificates of deposit, savings accounts, deposit accounts, or depository receipts of a financial institution, but only if the financial institution is eligible to be a depository of funds belonging to the State under a law or rule of this State or the United States. The City Commission has authorized the following financial institutions as depositories for the City: Chemical Bank-Clare and Mercantile Bank.

As of June 30, 2016, the City had the following investments:

Investment Type	Carrying Value	Weighted Average Maturity
Repurchase agreements	$ 1,300,000	<1 year

Investment and Deposit Risk

Interest Rate Risk–Interest rate risk is the risk that changes in market interest rates will adversely affect the fair value of an investment. Generally, the longer the maturity of an investment, the greater the sensitivity of its fair value is to changes in market interest rates. Unless matched to a specific cash flow, the City will not directly invest in securities maturing more than five years from the date of purchase. However, the City may collateralize its repurchase agreements using longer-dated investments not to exceed five years to maturity.

Credit Risk–Generally, credit risk is the risk that an issuer of an investment will not fulfill its obligation to the holder of the investment. This is measured by the assignment of a rating by a nationally recognized statistical rating organization. The City's current investment policy does specify a credit risk rating to be maintained. The City's investments are backed by U.S. governmental securities, which are rated AA+ and Aaa by Standard & Poors and Moody's Investor Services, respectively.

Custodial Credit Risk – Deposits–Custodial credit risk is the risk that, in the event of the failure of a depository financial institution, the City will not be able to recover its deposits or will not be able to recover collateral securities that are in the possession of an outside party. State law does not require, and the City does not have, a policy for deposit custodial credit risk. As of year-end, $234,931 of the City's bank balances of $558,279 were exposed to custodial credit risk because they were uninsured and uncollateralized.

2. Deposits and Investments (continued)

Investment and Deposit Risk (continued)

Custodial Credit Risk – Investments–For an investment, custodial credit risk is the risk that, in the event of the failure of the counterparty, the City will not be able to recover the value of its investments or collateral securities that are in the possession of an outside party. State law does not require, and the City does not have, a policy for investment custodial credit risk. The City's funds are not exposed to custodial credit risk because they are repurchase agreements with an agency of the United States government as the underlying issuer.

Concentration of Credit Risk–The investment policy of the City contains no limitations on the amount that can be invested in any one issuer beyond that stipulated by Michigan law. The City's investments include $1,300,000 of repurchase agreements with Chemical Bank.

3. Capital Assets

Capital asset activity of the primary government for the current period was as follows:

Governmental Activities:	Beginning Balance	Increases	Decreases	Ending Balance
Capital assets not being depreciated:				
Land	$ 4,361,399	$ -	$ -	$ 4,361,399
Construction in progress	2,239,473	-	(1,040,553)	1,198,920
Total capital assets not being depreciated	6,600,872	-	(1,040,553)	5,560,319
Capital assets being depreciated:				
Land improvements	2,025,228	1,706,662	-	3,731,890
Buildings and improvements	3,243,167	-	-	3,243,167
Equipment	1,903,494	175,064	(4,439)	2,074,119
Vehicles	2,198,765	775,309	(12,864)	2,961,210
Total capital assets being depreciated	9,370,654	2,657,035	(17,303)	12,010,386
Less accumulated depreciation:				
Land improvements	(352,161)	(105,743)	-	(457,904)
Buildings and improvements	(1,471,799)	(89,948)	-	(1,561,747)
Equipment	(1,556,211)	(58,609)	4,439	(1,610,381)
Vehicles	(1,652,813)	(147,512)	12,864	(1,787,461)
Total accumulated depreciation	(5,032,984)	(401,812)	17,303	(5,417,493)
Total capital assets being depreciated, net	4,337,670	2,255,223	-	6,592,893
Governmental activities capital assets, net	$10,938,542	$2,255,223	$ (1,040,553)	$12,153,212

3. Capital Assets (continued)

Business-type Activities:	Beginning Balance	Increases	Decreases	Ending Balance
Capital assets not being depreciated:				
Land	$ 53,389	$ -	$ -	$ 53,389
Construction in progress	3,278,724	-	(3,278,724)	-
Total capital assets not being depreciated	3,332,113	-	(3,278,724)	53,389
Capital assets being depreciated:				
Land improvements	412,516	-	-	412,516
Buildings and improvements	5,381,199	-	-	5,381,199
Equipment	1,888,737	-	-	1,888,737
Infrastructure	7,573,489	4,074,622	-	11,648,111
Total capital assets being depreciated	15,255,941	4,074,622	-	19,330,563
Less accumulated depreciation:				
Land improvements	(375,722)	(1,866)	-	(377,588)
Buildings and improvements	(3,597,816)	(114,227)	-	(3,712,043)
Equipment	(586,193)	(56,599)	-	(642,792)
Infrastructure	(4,198,796)	(227,073)	-	(4,425,869)
Total accumulated depreciation	(8,758,527)	(399,765)	-	(9,158,292)
Total capital assets being depreciated, net	6,497,414	3,674,857	-	10,172,271
Business-type activities capital assets, net	$ 9,829,527	$3,674,857	$ (3,278,724)	$10,225,660

3. Capital Assets (continued)

Depreciation expense was charged to programs of the City as follows:

Governmental Activities	
General government	$ 76,261
Public safety	127,634
Public works	21,966
Recreation and culture	69,825
Internal Service Fund depreciation	106,126
	$ 401,812
Business-Type Activities	
Sewer	$ 309,934
Water	89,830
	$ 399,794

Discretely Presented Component Units
Activity for the DDA for the current period was as follows:

	Beginning Balance	Increases	Decreases	Ending Balance
Capital assets not being depreciated:				
Land	$ 108,126	$ -	$ -	$ 108,126
Total capital assets not being depreciated	108,126	-	-	108,126
Capital assets being depreciated:				
Land improvements	456,072	-	-	456,072
Equipment	138,200	-	-	138,200
Total capital assets being depreciated	594,272	-	-	594,272
Less accumulated depreciation:				
Land improvements	(193,444)	(22,100)	-	(215,544)
Equipment	(138,200)	-	-	(138,200)
Total accumulated depreciation	(331,644)	(22,100)	-	(353,744)
Total capital assets being depreciated, net	262,628	(22,100)	-	240,528
DDA capital assets, net	$ 370,754	$ (22,100)	$ -	$ 348,654

3. Capital Assets (continued)

Activity for the LDFA for the current period was as follows:

	Beginning Balance	Increases	Decreases	Ending Balance
Capital assets being depreciated:				
Land improvements	$ 94,016	$ -	$ -	$ 94,016
Total capital assets being depreciated	94,016	-	-	94,016
Less accumulated depreciation:				
Land improvements	(24,348)	(4,146)	-	(28,494)
Total accumulated depreciation	(24,348)	(4,146)	-	(28,494)
LDFA capital assets, net	$ 69,668	$ (4,146)	$ -	$ 65,522

Construction Commitments

The City's active construction projects at June 30, 2016 included the following contractor commitments:

	Spent to Date	Remaining Commitment
Airport – Parallel Taxiway	$ 538,086	$ 45,024
Soccer Complex Project	22,161	48,270
	$ 560,247	$ 93,294

4. Interfund Receivables, Payables, and Transfers

As of June 30, 2016, there were no interfund receivables or payables between the funds. The composition of interfund transfers out and in is as follows:

Fund	Transfers Out	Fund	Transfers In
General	$ 119,687	Local Street	$ 102,897
Major Street	36,500	Public Safety	53,290
	$ 156,187		$ 156,187

4. Interfund Receivables, Payables, and Transfers (continued)

Transfers represent unrestricted revenues used to finance programs that the City must account for in specific funds in accordance with budgetary authorizations, amounts provided as subsidies, or matching funds for specific grant programs.

5. Long-Term Debt

The government issues bonds to provide for the acquisition and construction of major capital facilities. General obligation bonds are direct obligations and pledge the full faith and credit of the government. County contractual agreements and installment purchase agreements are also general obligations of the government. Special assessment bonds provide for capital improvements that benefit specific properties, and will be repaid from amounts levied against those properties that directly benefited from the construction. In the event that a deficiency exists because of unpaid or delinquent special assessments at the time a debt service payment is due, the government is obligated to provide resources to cover the deficiency until other resources (such as tax sale proceeds or a re-assessment of the district) are received. Revenue bonds involve a pledge of specific income derived from the acquired or constructed assets to pay debt service.

Bond and contractual agreements can be summarized as follows:

	Interest Rate	Principal Matures	Beginning Balance	Additions (Reductions)	Ending Balance	Due Within One Year
Governmental Activities						
Public safety building – 2012 refunding bonds	3.37%	2035	$ 620,000	$ (35,000)	$ 585,000	$35,000
Railroad depot installment purchase	4.00%	2022	75,712	(10,408)	65,304	10,833
Soccer complex installment purchase	2.69%	2023	139,101	(15,816)	123,285	16,241
North Industrial Park	4.00%	2044	331,993	223,000	545,000	11,000
Fire truck purchase	3.09%	2030	-	525,000	525,000	28,042
Sidewalk LED lighting	2.24%	2031	-	130,596	130,596	8,706
			$1,166,806	$ 817,372	$1,974,184	$109,822
Business-Type Activities						
Sewage system revenue bonds	2.50%	2051	2,477,954	$ (43,000)	$2,434,954	$44,000
Water – 2012 refunding bonds	2.23%	2023	210,000	(20,000)	190,000	25,000
Sewer – 2012 refunding bonds	2.15%	2023	215,000	(30,000)	185,000	30,000
Water – 2014 rural development bonds	3.25%	2054	553,000	(7,000)	546,000	7,000
Sewer – 2014 rural development bonds	3.25%	2054	331,000	(4,000)	327,000	4,000
			$3,786,954	$ (104,000)	$3,682,954	$110,000
Component Units						
2006 DDA bonds	3.95 to 4.55%	2025	$ 302,000	$ (24,000)	$ 278,000	$25,000
			$ 302,000	$ (24,000)	$ 278,000	$25,000

5. Long-Term Debt (continued)

Annual debt service requirements to maturity for the above obligations are as follows:

	Governmental Activities		Business-Type Activities		Component Units	
Year Ending June 30,	Principal	Interest	Principal	Interest	Principal	Interest
2017	$ 109,822	$ 62,840	$ 110,000	$ 97,400	$ 25,000	$ 11,625
2018	106,567	61,427	113,000	95,035	26,000	10,560
2019	114,368	58,353	110,000	92,469	27,000	9,440
2020	116,227	55,057	116,000	89,726	29,000	8,243
2021	119,147	51,649	112,000	86,885	30,000	6,697
2022-2026	477,324	210,611	448,000	394,178	141,000	9,985
2027-2031	472,729	138,337	388,000	343,547	-	-
2032-2036	236,000	68,399	441,000	289,018	-	-
2037-2041	130,000	34,400	506,000	226,618	-	-
2042-2046	92,000	7,520	578,000	154,932	-	-
2047-2051	-	-	643,954	73,101	-	-
2052-2055	-	-	117,000	7,768	-	-
	$ 1,974,184	$ 748,593	$ 3,682,954	$ 1,950,677	$ 278,000	$ 56,550

6. Segment Information–Enterprise Funds

The City issued revenue bonds to finance certain improvements to its sewer and water systems. Because the Sewer and Water funds are individual major funds that account entirely for the City's sewage treatment activities and water distribution, segment disclosures herein are not required.

7. Risk Management

The City participates in a public entity risk (insurance) pool with other local units of government in the Michigan Municipal Liability and Property Pool. This self insurance plan provides members with loss protection for property damage and general liability.

The City paid the annual premium for this insurance policy after June 30, 2016.

7. Risk Management (continued)

When a claim is incurred and/or paid, the member's loss contribution account is charged or credited according to the member's actual loss experience; no obligation is credited for another member's losses. If contributions are in excess of actual expenses and reserves, future contributions are decreased. Should any member have more losses paid on their behalf than contributions covering such losses, credit is extended within the association joint loss fund; such a deficit is repaid by the member in future contributions.

The plan does not maintain separate funds for members and consequently the City's share of total assets and total equity is unknown. Audited financial statements of the plan are available.

8. Deferred Compensation Plan

The City offers all its employees a deferred compensation plan created in accordance with the Internal Revenue Code Section 457. The assets of the plan were held in trust as described in Internal Revenue Code Section 457(g) for the exclusive benefit of the participants and their beneficiaries. The custodian thereof, for the exclusive benefit of the participants, holds the custodial account for the beneficiaries of this plan, and the assets may not be diverted to any other use. The administrators are agents of the City for the purposes of providing direction to the custodian of the custodial account from time to time for the investment of the funds held in the account, transfer of assets to or from the account, and all other matters. In accordance with the provisions of GASB Statement No. 32, plan balances and activities are not reflected in the City's financial statements.

A summary of the plan's investment activity for the year ended June 30, 2016, follows:

Balance – July 1, 2015	$ 515,642
Employee contributions	31,263
Transfers	17
Current withdrawals	(40,909)
Interest and market losses	(9,115)
Adjustments/fees	(3,602)
Balance – June 30, 2016	$ 493,296

9. Pension Plan

Defined Benefit Pension Plan

General Information about the Pension Plan

Plan Description. The employer's defined benefit pension plan provides certain retirement, disability and death benefits to plan members and beneficiaries. The employer participates in the Municipal Employees Retirement System (MERS) of Michigan. MERS is an agent multiple- employer, statewide public employee pension plan established by the Michigan Legislature under Public Act 135 of 1945 and administered by a nine member Retirement Board. MERS issues a publicly available financial report that includes financial statements and required supplementary information. This report may be obtained accessing the MERS website at *www.mersofmich.com*. The employees included in this plan are the Police and Administrative Office personnel.

Contributions. The City is required to contribute amounts at least equal to the actuarially determined rate, as established by the MERS Retirement Board. The actuarially determined rate is the estimated amount necessary to finance the cost of benefits earned by employees during the year, with an additional amount to finance any unfunded accrued liability. The City's contribution rate during the 2015 calendar valuation period was 25.02% of annual covered payroll for general employees and 12% of annual covered payroll for police employees. The City's contributions to the plan for the year ended June 30, 2016 were $228,271 which equaled the City's required contribution.

The City may establish contribution rates to be paid by its covered employees. General employees are required to contribute 4% of their annual covered payroll; police employees contribute 19.92%. Employee contributions for the year ended June 30, 2016 were $108,901.

9. Pension Plan (continued)

Defined Benefit Pension Plan (continued)

Benefit Provisions. The chart below summarizes the benefit provisions for each of the City's two covered groups.

01 – General: Open Division	**2015 Valuation**
Benefit Multiplier	2.25% Multiplier (80% max)
Normal Retirement Age	60
Vesting	10 years
Early Retirement (Unreduced)	-
Early Retirement (Reduced)	50/25
	55/15
Final Average Compensation	3 years
COLA for Future Retirees	2.50% (Non-Compound)
COLA for Current Retirees	2.50% (Non-Compound)
Employee Contributions	4%
Act 88	Yes (Adopted 6/6/2005)

02 – Police: Open Division	**2015 Valuation**
Benefit Multiplier	2.50% Multiplier (80% max)
Normal Retirement Age	60
Vesting	10 years
Early Retirement (Unreduced)	50/25
Early Retirement (Reduced)	55/15
Final Average Compensation	3 years
Employee Contributions	19.92%
Act 88	Yes (Adopted 6/6/2005)

9. Pension Plan (continued)

Defined Benefit Pension Plan (continued)

Employees covered by benefit terms. As of the December 31 2015 valuation date, the following employees were covered by the benefit terms:

Inactive employees or beneficiaries currently receiving benefits	25
Inactive employees entitled to but not yet receiving benefits	6
Active employees	28
	59

Net Pension Liability

The employer's net pension liability was measured as of December 31, 2015, and the total pension liability used to calculate the net pension liability was determined by an annual actuarial valuation as of that date.

Actuarial Assumptions. The total pension liability in the December 31, 2015 annual actuarial valuation was determined using the following actuarial assumptions, applied to all periods included in the measurement:

- Inflation: 3% - 4%
- Salary Increases: 4.5% in the long-term (1%, 2% and 3% for calendar years 2014, 2015 and 2016, respectively)
- Increase in final average compensation: 1%
- Average expected remaining service lives of all employees (active and inactive): 5
- Investment rate of return: 8.0%, net of investment expense, including inflation.
- Although no specific price inflation assumptions are needed for the valuation, the 4.5% long-term wage inflation assumption would be consistent with a price inflation of 3%-4%.

Mortality rates used were based on the 1994 Group Annuity Mortality Table of a 50% Male and 50% Female blend. For disabled retirees, the regular mortality table is used with a 10-year set forward in ages to reflect the higher expected mortality rates of disabled members.

9. Detailed Notes on All Activities and Funds (continued)

Defined Benefit Pension Plan (continued)

The actuarial assumptions used in valuation were based on the results of the most recent actuarial experience study.

The long-term expected rate of return on pension plan investments was determined using a model method in which the best-estimate ranges of expected future real rates of return (expected returns, net of investment and administrative expenses and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage and by adding expected inflation. The target allocation and best estimates of arithmetic real rates of return for each major asset class are summarized in the following table:

Asset Class	Target Allocation	Long-term Expected Real Rate of Return
Global Equity	57.5%	5.02%
Global Fixed Income	20.0%	2.18%
Real Assets	12.5%	4.23%
Diversifying Strategies	10.0%	6.56%

Discount Rate. The discount rate used to measure the total pension liability is 8.25%. The projection of cash flows used to determine the discount rate assumes that employer and employee contributions will be made at the rates agreed upon for employees and the actuarially determined rates for employers. Based on these assumptions, the pension plan's fiduciary net position was projected to be available to pay all projected future benefit payments of current active and inactive employees. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

9. Pension Plan (continued)

Defined Benefit Pension Plan (continued)

Changes in Net Pension Liability

	Increase (Decrease)		
	Total Pension Liability (a)	**Plan Fiduciary Net Position (b)**	**Net Pension Liability (a) – (b)**
Balances at December 31, 2014	$8,048,814	$5,118,275	$2,930,539
Changes for the year			
Service Cost	158,301	-	158,301
Interest on total pension liability	628,374	-	628,374
Changes in benefits	(12,417)	-	(12,417)
Difference between expected and actual experience	(143,831)	-	(143,831)
Changes in assumptions	394,907	-	394,907
Employer contributions		221,449	(221,449)
Employee contributions		94,551	(94,551)
Net investment income		(75,565)	75,565
Benefit payments, including employee refunds	(546,575)	(546,575)	-
Administrative expense		(11,047)	11,047
Other changes	19,637	1	19,637
Net changes	498,396	(317,188)	815,584
Balances as of December 31, 2015	$8,547,210	$4,801,087	$3,746,123

9. Pension Plan (continued)

Defined Benefit Pension Plan (continued)

Sensitivity of the Net Pension Liability to Changes in the Discount Rate. The following presents the net pension liability of the employer, calculated using the discount rate of 8.25%, as well as what the employer's net pension liability would be using a discount rate that is 1 percentage point lower (7.25%) or 1% higher (9.25%) than the current rate.

	1% Decrease (7.25%)	Current Discount Rate (8.25%)	1% Increase (9.25%)
Net pension liability	$4,786,621	3,746,123	$2,877,494

Pension Expense and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions

For the year ended June 30, 2016 the employer recognized pension expense of $387,333. The employer reported deferred outflows and inflows of resources related to pensions from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences in experience	$ 395,946	$ -
Differences in assumptions	78,981	-
Excess (Deficit) Investment Returns	(97,571)	
Contributions subsequent to the measurement date*	111,592	-
Total	$ 464,543	$ -

*The amount reported as deferred outflows of resources resulting from contributions subsequent to the measurement date will be recognized as a reduction in the Net Pension Liability for the year ending June 30, 2016.

9. Pension Plan (continued)

Defined Benefit Pension Plan (continued)

Amounts reported as deferred inflows of resources related to pensions will be recognized in pension expense as follows:

Year Ended June 30	
2016	**$ 89,232**
2017	**89,232**
2018	**89,232**
2019	**107,614**
Thereafter	**-**
	$ 464,543

Funding Policy–The funding policy provides for periodic employer contributions at actuarially determined rates that, expressed as percentages of annual covered payroll, are designed to accumulate sufficient assets to pay benefits when due. The normal cost and amortization payment were determined using an attained age actuarial funding method. Unfunded actuarial accrued liabilities, if any, were amortized as a level percent of payroll over a period of 26 years.

The schedule of funding progress, presented as required supplementary information following the notes to financial statements, presents multiyear trend information about whether the actuarial value of plan assets is increasing or decreasing over time relative to the actuarial accrued liability for benefits.

10. Contingencies

The City receives financial assistance from other governmental agencies in the form of grants. The disbursement of funds received under these programs generally requires compliance with terms and conditions specified in the grant agreements and are subject to audit by the grantor agencies. Any disallowed claims resulting from such audits could become a liability of the City. However, in the opinion of management, any such disallowed claims will not have a material effect on any financial statements herein or on the overall position of the City.

The City is subject to various legal proceedings arising in the course of providing public services to City residents. However, in the opinion of the City's attorney and management, the resolution of these matters will not have a material effect, if any, on the financial condition of the City.

11. Landfill Post-Closure Care

The City owns and operated the Hatton Township Landfill (landfill), which was closed in 1987. Following closure, the landfill was capped. However, there have been claims of contamination from the landfill infiltrating local aquifers and contaminating local private wells.

The City hired a technical consultant to develop an assessment plan to determine the levels of alleged migratory contamination. The Michigan Department of Environmental Quality (DEQ) disagreed with the scope and extent of the City consultant's assessment and assumed the role of performing this assessment in 2000. The DEQ completed its assessment plan in 2003 and found no migratory contamination.

The City has contributed $200,000 to be held in perpetuity in a designated and agreed-upon, third-party escrow account to defray any future costs and litigation ensuing from contamination caused by the landfill.

The landfill is no longer accepting solid waste. Any liability related to any other costs, which may possibly be incurred, cannot be estimated at this time, and no estimated liability has been recorded.

PRELIMINARY

City of Clare, Michigan

Required Supplementary Information

Defined Benefit Pension Plan (MERS)

Schedule of Changes in the Employer's Net Pension Liability and Related Ratios

	2015	2014	2013	2012	2011	2010	2009	2008
Total pension liability								
Service Cost	**$ 158,301**	$ 154,504						
Interest	**628,374**	607,608						
Changes of benefit terms	**(12,417)**	-						
Difference between expected and actual experience	**(143,831)**	-						
Changes of assumptions	**394,907**	-						
Benefit payments including employee refunds	**(546,575)**	(500,277)						
Other	**19,637**	18,988						
Net change in total pension liability	**498,396**	280,823						
Total pension liability, beginning	**8,048,814**	7,767,991						
Total pension liability, ending	**$ 8,547,210**	$ 8,048,814	$ 7,883,371	$ 7,880,941	$ 7,497,994	$ 7,159,959	$ 6,932,072	$ 6,593,718
Plan fiduciary net position								
Contributions-employer	**$ 221,449**	$ 200,646						
Contributions-employee	**94,551**	75,078						
Net Investment income	**(75,565)**	314,166						
Benefit payments including employee refunds	**(546,575)**	(500,277)						
Administrative expense and other changes	**(11,048)**	(11,501)						
Net change in plan fiduciary net position	**(317,188)**	78,112						
Plan fiduciary net position, beginning	**5,118,275**	5,040,163						
Plan fiduciary net position, ending	**$ 4,801,087**	$ 5,118,275	$ 5,351,846	$ 5,194,914	$ 5,106,348	$ 4,979,097	$ 4,834,944	$ 4,711,155
Employer net pension liability	**$ 3,746,123**	$ 2,930,539	$ 2,531,525	$ 2,686,027	$ 2,391,646	$ 2,180,862	$ 2,097,128	$ 1,882,563
Plan fiduciary net position as a percentage of the total pension liability	**56.2%**	63.6%	67.9%	65.9%	68.1%	69.5%	69.7%	71.4%
Covered employee payroll	**$ 1,257,889**	$ 1,238,862	$ 1,164,366	$ 1,252,982	$ 1,214,372	$ 1,168,257	$ 1,198,526	$ 1,053,985
Employer's net pension liability as a percentage of covered employee payroll	**297.8%**	236.6%	217.4%	214.4%	196.9%	186.7%	175.0%	178.6%

Notes to schedule:

Benefit changes: There were no changes in benefits during the periods presented.

Changes in assumptions: There were no changes in actuarial assumptions or methods for 2014.

The information above is based on the December 31 valuation date.

These totals and ratios for years 2008 through 2013 are shown for comparative purposes and reflect the actuarial accrued liability, actuarial value of assets, unfunded actuarial accrued liability, and covered payroll as reported in previous years' financial statements.

PRELIMINARY

City of Clare, Michigan

Required Supplementary Information
Defined Benefit Pension Plan (MERS)
Schedule of Employer's Contributions

	2015	2014	2013	2012	2011	2010
Actuarial determined contributions	$ 206,244	$ 201,182	$ 203,749	$ 220,462	$ 214,241	$ 200,436
Contributions in relation to the actuarially determined contribution	206,244	201,182	203,749	220,462	214,241	200,436
Contribution deficiency (excess)	$ -	$ -	$ -	$ -	$ -	$ -
Covered Employee Payroll	$ 1,238,862	$ 1,164,366	$ 1,252,982	$ 1,214,372	$ 1,168,257	$ 1,198,526
Contributions as a percentage of covered employee payroll	17%	17%	16%	18%	18%	17%

Notes to Schedule

Actuarial cost method	Entry Age
Amortization method	Level percentage of payroll, open
Remaining amortization period	25 years
Asset valuation method	10 year smoothed
Inflation	3.5%
Salary Increases	4.5%
Investment rate of return	8.0%
Retirement age	Varies depending on plan adoption
Mortality	50% Female/50% Male 1994 Group Annuity Mortality Table

Above dates are based on the actuarial measurement date

PRELIMINARY

City of Clare

Budgetary Comparison Schedule - General Fund

Year Ended June 30, 2016

	Original Budget	Final Budget	Actual	Variance with Final Budget Positive (Negative)
Revenues				
Property taxes and related fees	$ 1,586,681	$ 1,586,681	$ 1,590,035	$ 3,354
Licenses and permits	26,000	26,000	25,007	(993)
Federal revenue	448,931	448,931	415,289	(33,642)
State revenue	323,115	323,115	372,997	49,882
Charges for services	616,492	682,742	679,292	(3,450)
Interest earnings	2,501	2,501	3,071	570
Rents and royalties	69,696	69,696	76,942	7,246
Fines and forfeitures	4,100	4,100	5,948	1,848
Special assessments, net	21,340	21,340	21,366	26
Donations and contributions	11,000	11,000	304,864	293,864
Miscellaneous	2,500	2,500	15,947	13,447
Total revenues	3,112,356	3,178,606	3,510,758	332,152
Expenditures				
General government:				
City commission	43,350	36,500	35,463	1,037
City manager	113,373	114,973	114,133	840
Assessor	39,100	88,660	86,732	1,928
Clerk	148,397	148,047	145,236	2,811
Elections	7,596	7,096	6,856	240
Board of review	1,594	1,894	1,810	84
Cemetery	59,867	72,667	68,274	4,393
Buildings and grounds	62,792	50,392	48,267	2,125
Fiscal services	130,473	138,818	137,022	1,796
All other general government	49,910	107,729	107,203	526
Public safety:				
Police department	906,710	907,210	895,425	11,785
Fire department	242,575	242,575	181,216	61,359
Building inspection and regulation activities	31,850	40,350	39,726	624
Public works:				
Solid waste	218,295	215,221	213,328	1,893
Sidewalk replacement	2,036	2,036	1,197	839
Landfill closure	51,108	57,458	55,917	1,541
Department of public works	46,682	66,032	65,034	998
Drains	2,500	-	-	-
Street lights	53,655	54,525	53,687	838
Community development:				
Planning and zoning	36,300	39,989	38,778	1,211

PRELIMINARY

City of Clare

Budgetary Comparison Schedule - General Fund (continued)

	Original Budget	Final Budget	Actual	Variance with Final Budget Positive (Negative)
Expenditures (continued)				
Recreation and culture:				
Parks and recreation	$ 286,174	$ 292,724	$ 285,869	$ 6,855
Airport	148,755	188,205	182,762	5,443
Capital outlay:				
General government	414,226	409,226	61,406	347,820
Public safety	695,100	695,100	692,452	2,648
Public works	-	145,370	145,370	-
Recreation and culture	608,450	606,450	578,700	27,750
Debt service:				
Principal	36,225	74,233	74,233	-
Interest and fiscal charges	34,625	30,499	24,655	5,844
Total expenditures	4,471,718	4,833,979	4,340,751	493,228
Excess (deficiency) of revenues over expenditures	(1,359,362)	(1,655,373)	(829,993)	825,380
Other financing sources (uses)				
Issuance of long-term debt	750,000	750,000	888,596	138,596
Transfers in (out)	(134,290)	(117,094)	(106,687)	10,407
Total other financing sources (uses)	615,710	632,906	781,909	149,003
Net change in fund balances	(743,652)	(1,022,467)	(48,084)	974,383
Fund balances-beginning	868,280	868,280	868,280	-
Fund balances-ending	$ 124,628	$ (154,187)	$ 820,196	$ 974,383

PRELIMINARY

City of Clare

Budgetary Comparison Schedule - Major Street

Year Ended June 30, 2016

	Original Budget	Final Budget	Actual	Variance with Final Budget Positive (Negative)
Revenues				
Federal revenue	-	-	9,303	9,303
State revenue	181,675	244,175	255,930	11,755
Interest earnings	90	90	252	162
Special assessments, net	1,116	1,116	1,116	-
Donations and contributions	-	-	4,000	4,000
Miscellaneous	-	-	2,394	2,394
Total revenues	182,881	245,381	272,995	27,614
Expenditures				
Public works:				
Wages	49,081	54,306	53,524	782
Payroll taxes	3,755	4,255	3,929	326
Fringe benefits	12,826	13,626	12,027	1,599
Retirement	9,642	10,442	10,304	138
Internal service fund - mobile	54,400	59,400	50,250	9,150
Operating supplies	10,600	8,300	4,372	3,928
Road salt	15,500	15,265	13,016	2,249
Professional and contractual services	2,200	22,300	22,930	(630)
Electricity	500	500	178	322
Professional services - trees	2,500	2,500	-	2,500
Miscellaneous	100	100	-	100
Capital Outlay	-	96,728	96,718	10
Total expenditures	161,104	287,722	267,248	20,474
Excess (deficiency) of revenues over expenditures	21,777	(42,341)	5,747	48,088
Other financing sources (uses)				
Transfers out	(40,000)	(40,000)	(36,500)	3,500
Total other financing sources (uses)	(40,000)	(40,000)	(36,500)	3,500
Net change in fund balances	(18,223)	(82,341)	(30,753)	51,588
Fund balances-beginning	214,756	214,756	214,756	-
Fund balances-ending	$ 196,533	$ 132,415	$ 184,003	$ 51,588

PRELIMINARY

City of Clare

Combining Balance Sheet - Nonmajor Governmental Funds

June 30, 2016

	Special Revenue		Debt Service	Permanent	
	Local Street	Drug Forfeiture	Public Safety	Cemetery Perpetual Care	Total
Assets					
Cash and cash equivalents	$ 14,009	$ 8	$ -	$ 9,770	$ 23,787
Investments	20,000	-	-	260,000	280,000
Accrued interest receivable	21	-	-	274	295
Assessments receivable, net	8,237	-	-	-	8,237
Due from other governmental units	20,963	-	-	-	20,963
Prepaid items	4,528	-	-	-	4,528
Total assets	$ 67,758	$ 8	$ -	$ 270,044	$ 337,810
Liabilities, deferred inflows of resources, and fund balances					
Liabilities:					
Accounts payable	$ 290	$ -	$ -	$ -	$ 290
Accrued liabilities	2,853	-	-	-	2,853
Total liabilities	3,143	-	-	-	3,143
Deferred inflows of resources:					
Unavailable revenue - long-term special assessments	8,237	-	-	-	8,237
Total deferred inflows of resources	8,237	-	-	-	8,237
Fund balances:					
Nonspendable - prepaid items	4,528	-	-	-	4,528
Nonspendable - cemetery perpetual care	-	-	-	263,215	263,215
Restricted - streets and highways	51,850	8	-	-	51,858
Assigned - cemetery	-	-	-	6,829	6,829
Total fund balances	56,378	8	-	270,044	326,430
Total liabilities, deferred inflows of resources, and fund balances	$ 67,758	$ 8	$ -	$ 270,044	$ 337,810

PRELIMINARY

City of Clare

Combining Statement of Revenues, Expenditures, and Changes in Fund Balances - Nonmajor Governmental Funds

Year Ended June 30, 2016

	Special Revenue		Debt Service	Permanent	
	Local Street	Drug Forfeiture	Public Safety	Cemetery Perpetual Care	Total
Revenues					
Property taxes and related fees	$ 62	$ -	$ -	$ -	$ 62
Federal revenue	-	-	-	-	-
State revenue	100,398	-	-	-	100,398
Charges for services	-	-	-	11,050	11,050
Interest earnings	63	1	-	762	826
Fines and forfeitures	-	2,826	-	-	2,826
Special assessments, net	5,284	-	-	-	5,284
Donations	-	-	-	-	-
Miscellaneous	-	-	-	-	-
Total revenues	105,807	2,827	-	11,812	120,446
Expenditures					
General government	-	-	-	1,200	1,200
Public safety	-	3,883	-	-	3,883
Public works	172,536	-	-	-	172,536
Capital outlay	-	-	-	-	-
Debt service:					
Principal	-	-	35,000	-	35,000
Interest and fiscal charges	-	-	18,290	-	18,290
Total expenditures	172,536	3,883	53,290	1,200	230,909
Excess (deficiency) of revenues over expenditures	(66,729)	(1,056)	(53,290)	10,612	(110,463)
Other financing sources (uses)					
Transfers in	89,000	-	53,290	-	142,290
Transfers out	-	-	-	(2,500)	(2,500)
Total other financing sources (uses)	89,000	-	53,290	(2,500)	139,790
Net change in fund balances	22,271	(1,056)	-	8,112	29,327
Fund balances-beginning	34,107	1,064	-	261,932	297,103
Fund balances-ending	$ 56,378	$ 8	$ -	$ 270,044	$ 326,430

PRELIMINARY

City of Clare

Combining Statement of Net Position - Internal Service Funds

June 30, 2016

	Data Processing	Mobile Equipment	Total
Assets			
Current assets:			
Cash and cash equivalents	$ 7,490	$ 12,287	$ 19,777
Investments	10,000	30,000	40,000
Accounts receivable, net	-	2,651	2,651
Accrued interest receivable	11	32	43
Inventory	-	34,109	34,109
Prepaid items	-	4,691	4,691
Total current assets	17,501	83,770	101,271
Noncurrent assets:			
Capital assets:			
Land	-	85,000	85,000
Buildings and improvements, net	-	213,703	213,703
Equipment, net	36,155	5,406	41,561
Vehicles, net	-	311,346	311,346
Total noncurrent assets	36,155	615,455	651,610
Total assets	53,656	699,225	752,881
Liabilities			
Current liabilities:			
Accounts payable	324	1,969	2,293
Accrued expenses	-	2,316	2,316
Total current liabilities	324	4,285	4,609
Total liabilities	324	4,285	4,609
Net position			
Invested in capital assets	36,155	615,455	651,610
Unrestricted	17,177	79,485	96,662
Total net position	$ 53,332	$ 694,940	$ 748,272

PRELIMINARY

City of Clare

Combining Statement of Revenues, Expenses, and Changes in Net Position - Internal Service Funds

Year Ended June 30, 2016

	Data Processing	Mobile Equipment	Total
Operating revenues			
Charges for services	$ 83,900	$ 361,245	$ 445,145
Miscellaneous	-	804	804
Total operating revenues	83,900	362,049	445,949
Operating expenses			
Salaries and wages	29,008	70,903	99,911
Payroll taxes	2,214	5,228	7,442
Employee benefits	11,679	15,228	26,907
Retirement	4,613	13,983	18,596
Supplies	8,469	68,078	76,547
Professional and contracted services	26,878	7,350	34,228
Insurance	812	8,658	9,470
Telephone and communications	-	3,587	3,587
Professional development	-	1,826	1,826
Utilities	-	14,704	14,704
Repair and maintenance	2,238	65,541	67,779
Miscellaneous	-	689	689
Depreciation	9,789	96,337	106,126
Total operating expenses	95,700	372,112	467,812
Operating income (loss)	(11,800)	(10,063)	(21,863)
Nonoperating revenues (expenses)			
Interest earnings	24	95	119
Gain on sale of assets	-	3,385	3,385
Total nonoperating revenues (expenses)	24	3,480	3,504
Income (loss) before capital contributions	(11,776)	(6,583)	(18,359)
Capital contributions	-	15,750	15,750
Total capital contributions	-	15,750	15,750
Changes in net position	(11,776)	9,167	(2,609)
Total net position-beginning	65,108	685,773	750,881
Total net position-ending	$ 53,332	$ 694,940	$ 748,272

PRELIMINARY

City of Clare

Combining Statement of Cash Flows - Internal Service Funds

Year Ended June 30, 2016

	Data Processing	Mobile Equipment	Total
Cash flows from operating activities			
Receipts from customers	$ 83,900	$ 361,595	$ 445,495
Payments to suppliers	(38,352)	(158,215)	(196,567)
Payments to employees	(48,457)	(105,211)	(153,668)
Net cash from operating activities	(2,909)	98,169	95,260
Cash flows from noncapital financing activities			
Other revenue	-	-	-
Net cash from noncapital financing activities	-	-	-
Cash flows from capital and related financing activities			
Purchases and construction of capital assets	(10,010)	(126,083)	(136,093)
Capital contributions	-	15,750	15,750
Proceeds from the sale of capital assets	-	3,385	3,385
Net cash from capital and related financing activities	(10,010)	(106,948)	(116,958)
Cash flows from investing activities			
Interest earnings	24	95	119
Net cash from investing activities	24	95	119
Net change in cash and cash equivalents	(12,895)	(8,684)	(21,579)
Cash and cash equivalents-beginning of year	20,385	20,971	41,356
Cash and cash equivalents-end of year	$ 7,490	$ 12,287	$ 19,777
Reconciliation of operating loss to net cash from operating activities:			
Operating loss	$ (11,800)	$ (10,063)	$ (21,863)
Adjustments to reconcile operating loss to net cash from operating activities:			
Depreciation expense	9,789	96,337	106,126
Change in assets and liabilities:			
Accounts receivable, net	-	(454)	(454)
Inventory	-	9,664	9,664
Prepaid items	2,043	9,130	11,173
Accounts payable	(1,998)	(6,576)	(8,574)
Accrued expenses	(943)	131	(812)
Net cash from operating activities	$ (2,909)	$ 98,169	$ 95,260

PRELIMINARY

City of Clare

Combining Balance Sheet - Fiduciary Funds

June 30, 2016

	General Agency Fund	Current Tax Collection Fund	Payroll Imprest Fund	Total
Assets				
Cash and cash equivalents	$ -	$ 101	$ 37,103	$ 37,204
Total assets	$ -	$ 101	$ 37,103	$ 37,204
Liabilities				
Accrued expenses	$ -	$ -	$ 31,080	$ 31,080
Due to other governmental units	-	101	6,023	6,124
Total liabilities	$ -	$ 101	$ 37,103	$ 37,204

PRELIMINARY

City of Clare

Combining Balance Sheet - Component Units

June 30, 2016

	Downtown Development Authority	Brownfield Redevelopment Authority	Total
Assets			
Cash and cash equivalents	$ 41,023	$ 4,591	$ 45,614
Accounts receivable	-	-	-
Total assets	$ 41,023	$ 4,591	$ 45,614
Liabilities and fund balances			
Liabilities:			
Accounts payable	4,880	-	4,880
Total liabilities	4,880	-	4,880
Fund balances:			
Restricted - debt service	36,143	-	36,143
Restricted - community development	-	4,591	4,591
Total fund balances	36,143	4,591	40,734
Total liabilities and fund balances	$ 41,023	$ 4,591	$ 45,614

PRELIMINARY

City of Clare

Combining Statement of Revenues, Expenditures, and Changes in Fund Balances - Component Units

Year Ended June 30, 2016

	Downtown Development Authority	Brownfield Redevelopment Authority	Total
Revenues			
Property taxes and related fees	$ 78,724	$ -	$ 78,724
Interest earnings	32	3	35
Reimbursements	3,624	-	3,624
Proceeds from sale of land	-	-	-
Donations	10,000	-	10,000
Miscellaneous	200	-	200
Total revenues	92,580	3	92,583
Expenditures			
Community development	51,009	-	51,009
Debt service:			
Principal	24,000	-	24,000
Interest and related fees	12,636	-	12,636
Total expenditures	87,645	-	87,645
Net change in fund balances	4,935	3	4,938
Fund balances-beginning	31,208	4,588	35,796
Fund balances-ending	$ 36,143	$ 4,591	$ 40,734

PRELIMINARY

Independent Auditors' Report on Internal Control Over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with *Government Auditing Standards*

To the City Commission
City of Clare
Clare and Isabella Counties, Michigan

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information of the City of Clare (City) as of and for the year ended June 30, 2016, and the related notes to the financial statements, which collectively comprise the City's basic financial statements and have issued our report thereon dated November 21, 2016.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the City's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control. Accordingly, we do not express an opinion on the effectiveness of the City's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A material weakness is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A significant deficiency is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or, significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the City's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

PRELIMINARY

Midland, Michigan
November 21, 2016

RESOLUTION 2016-131

A RESOLUTION OF THE CLARE CITY COMMISSION APPROVING THE ANNUAL AUDIT REPORT FOR THE CITY OF CLARE'S FISCAL YEAR 2015/2016.

WHEREAS, an independent audit of the financial statements of the City of Clare for the City's fiscal year ending on June 30, 2016 was conducted by the public accounting firm of Andrews, Hooper & Pavlik (AHP) of Midland, Michigan; and

WHERAS, said audit resulted in no significant or adverse findings and an unqualified (clean) audit opinion from Andrews, Hooper & Pavlik of the City being in good fiscal condition. Said results being verbally presented to the Clare City Commission by a representative of said accounting firm at a scheduled and noticed public meeting held on November 21, 2016; and

WHEREAS, it is necessary for the Clare City Commission to approve the results of said audit to facilitate the filing of the audit and other related reports with appropriate State of Michigan and certain federal agencies; and

WHEREAS, the City Treasurer/Finance Director, the City Manager and the City Clerk have each reviewed, acknowledged, and formally concurred with the results of the audit; and

WHEREAS, the City Commission was provided with and has had ample time to review a draft copy of said audit report; and

WHEREAS, the City Commission has concluded that said audit report is acceptable and reflects an accurate statement of the fiscal status of the City of Clare.

NOW THEREFORE BE IT RESOLVED that the Clare City Commission hereby approves the results of the independent audit of the financial statements of the City of Clare for the fiscal year ending June 30, 2016. Said audit being conducted by the independent public accounting firm of Andrews, Hooper & Pavlik of Midland, Michigan.

BE IT FURTHER RESOLVED that the City Commission directs its Treasurer and Finance Director to file the appropriate reports of said audit findings and other reports with the various agencies and departments of the State of Michigan and the Federal Government.

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 21st day of November 2016.

_____

Diane Lyon, City Clerk

AGENDA REPORT

TO: Mayor & City Commission
FROM: Ken Hibl, City Manager
DATE: November 17, 2016
RE: Ordinance 2016-002 (Amend Zoning Chapter 52 – Medical Marihuana)

For the Agenda of November 21, 2016

Background The State of Michigan has enacted a new Medical Marihuana law, Public Act 281 of 2016 (*copy att'd*). The law impacts local municipalities in that it allows medical marihuana provisioning centers, medical marihuana cultivation centers, and stipulates licensing procedures and requirements for medical marihuana growers. Consequently, the City is obliged to review our current ordinances and make any changes deemed necessary by the City's Planning Commission and the City Commission to ensure the best interests of the City residents and business community of the City of Clare and provide for their continued public safety.

Our Planning Commission discussed this topic at length with our City Attorney at its scheduled October meeting and again without our attorney at its November meeting. The Planning Commission has recommended (*see copy of att'd Resolution 2016-017PC*) that the City Commission adopt Ordinance 2016-002 (*copy att'd*).

To assist in the City Commission's review of the proposed ordinance amendment and to highlight the key elements of PA 281, Jaynie prepared three memos for the Planning Commission outlining basic provisions of the medical marihuana law, definitions related to the law, and a memo that outlines the questions that needed to be answered by the Planning Commission to allow her to draft any changes the Planning Commission wishes to make to our existing ordinance codes as a result of the new law. Those three memos are attached for the City Commission's perusal.

All ordinance code changes or amendments require the approval of the Clare City Commission. Chapter 52 (Zoning) amendments first require the review and recommendation(s) of the Planning Commission prior to submittal of the proposed ordinance amendment to the City Commission. As stated earlier in this Agenda Report, the Planning Commission met on October 12th and November 9th and considered the proposed ordinance amendment.

A public hearing (*copy of notice is att'd*) is required prior to the review and consideration of the proposed amendment by the City Commission. The required public notices (*copies att'd*) announcing the hearing have been published. Subsequent to the conduct of the hearing, the Commission has the options of allowing a First Reading of the proposed Ordinance or denying the conduct of a First Reading, thereby rejecting the ordinance/zoning change. The ordinance cannot be adopted until a Second Reading is scheduled and conducted by the City Commission.

The City Commission is asked to conduct the required public hearing and direct a First Reading of the proposed Ordinance 2016-002.

Issues & Questions Specified Should the City Commission hold a public hearing, and direct a First Reading of the proposed Ordinance 2016-002?

Alternatives

1. Hold the hearing and direct a First Reading.
2. Hold the hearing and make changes to the proposed ordinance.
3. Hold the hearing and reject the ordinance.
4. Set aside the matter for further consideration and/or deliberation.

Financial Impact There is no immediate, direct fiscal impact of the proposed amendment.

Recommendations I recommend that the City Commission hold the requisite public hearing and direct a First Reading.

Attachments

1. Public Act 281.
2. Resolution 2016-017PC.
3. Ordinance 2016-002.
4. City Attorney Memos.
5. Public Notice.

Act No. 281
Public Acts of 2016
Approved by the Governor
September 21, 2016
Filed with the Secretary of State
September 21, 2016
EFFECTIVE DATE: December 20, 2016

STATE OF MICHIGAN
98TH LEGISLATURE
REGULAR SESSION OF 2016

Introduced by Reps. Callton, Kivela, Howrylak, Durhal, Lyons, Pettalia, Hovey-Wright, Dianda, Chang, Neeley, Irwin, Pscholka, Bumstead, Yonker, Canfield, Kelly, Lucido, Maturen, Schor, Brinks, Faris, Banks, Byrd, Garrett, Gay-Dagnogo, Hoadley, Kesto, Kosowski, LaVoy, Love, Phelps, Potvin, Robinson, Runestad, Singh, Tedder and Webber

ENROLLED HOUSE BILL No. 4209

AN ACT to license and regulate medical marihuana growers, processors, provisioning centers, secure transporters, and safety compliance facilities; to provide for the powers and duties of certain state and local governmental officers and entities; to create a medical marihuana licensing board; to provide for interaction with the statewide monitoring system for commercial marihuana transactions; to create an advisory panel; to provide immunity from prosecution for marihuana-related offenses for persons engaging in marihuana-related activities in compliance with this act; to prescribe civil fines and sanctions and provide remedies; to provide for forfeiture of contraband; to provide for taxes, fees, and assessments; and to require the promulgation of rules.

The People of the State of Michigan enact:

PART 1. GENERAL PROVISIONS

Sec. 101. This act shall be known and may be cited as the "medical marihuana facilities licensing act".

Sec. 102. As used in this act:

(a) "Advisory panel" or "panel" means the marihuana advisory panel created in section 801.

(b) "Affiliate" means any person that controls, is controlled by, or is under common control with; is in a partnership or joint venture relationship with; or is a co-shareholder of a corporation, a co-member of a limited liability company, or a co-partner in a limited liability partnership with a licensee or applicant.

(c) "Applicant" means a person who applies for a state operating license. With respect to disclosures in an application, or for purposes of ineligibility for a license under section 402, the term applicant includes an officer, director, and managerial employee of the applicant and a person who holds any direct or indirect ownership interest in the applicant.

(d) "Board" means the medical marihuana licensing board created in section 301.

(e) "Department" means the department of licensing and regulatory affairs.

(f) "Grower" means a licensee that is a commercial entity located in this state that cultivates, dries, trims, or cures and packages marihuana for sale to a processor or provisioning center.

(g) "Licensee" means a person holding a state operating license.

(h) "Marihuana" means that term as defined in section 7106 of the public health code, 1978 PA 368, MCL 333.7106.

(i) "Marihuana facility" means a location at which a license holder is licensed to operate under this act.

(j) "Marihuana plant" means any plant of the species Cannabis sativa L.

(k) "Marihuana-infused product" means a topical formulation, tincture, beverage, edible substance, or similar product containing any usable marihuana that is intended for human consumption in a manner other than smoke inhalation. Marihuana-infused product shall not be considered a food for purposes of the food law, 2000 PA 92, MCL 289.1101 to 289.8111.

(*l*) "Michigan medical marihuana act" means the Michigan medical marihuana act, 2008 IL 1, MCL 333.26421 to 333.26430.

(m) "Municipality" means a city, township, or village.

(n) "Paraphernalia" means any equipment, product, or material of any kind that is designed for or used in growing, cultivating, producing, manufacturing, compounding, converting, storing, processing, preparing, transporting, injecting, smoking, ingesting, inhaling, or otherwise introducing into the human body, marihuana.

(o) "Person" means an individual, corporation, limited liability company, partnership, limited partnership, limited liability partnership, limited liability limited partnership, trust, or other legal entity.

(p) "Plant" means any living organism that produces its own food through photosynthesis and has observable root formation or is in growth material.

(q) "Processor" means a licensee that is a commercial entity located in this state that purchases marihuana from a grower and that extracts resin from the marihuana or creates a marihuana-infused product for sale and transfer in packaged form to a provisioning center.

(r) "Provisioning center" means a licensee that is a commercial entity located in this state that purchases marihuana from a grower or processor and sells, supplies, or provides marihuana to registered qualifying patients, directly or through the patients' registered primary caregivers. Provisioning center includes any commercial property where marihuana is sold at retail to registered qualifying patients or registered primary caregivers. A noncommercial location used by a primary caregiver to assist a qualifying patient connected to the caregiver through the department's marihuana registration process in accordance with the Michigan medical marihuana act is not a provisioning center for purposes of this act.

(s) "Registered primary caregiver" means a primary caregiver who has been issued a current registry identification card under the Michigan medical marihuana act.

(t) "Registered qualifying patient" means a qualifying patient who has been issued a current registry identification card under the Michigan medical marihuana act or a visiting qualifying patient as that term is defined in section 3 of the Michigan medical marihuana act, MCL 333.26423.

(u) "Registry identification card" means that term as defined in section 3 of the Michigan medical marihuana act, MCL 333.26423.

(v) "Rules" means rules promulgated under the administrative procedures act of 1969, 1969 PA 306, MCL 24.201 to 24.328, by the department in consultation with the board to implement this act.

(w) "Safety compliance facility" means a licensee that is a commercial entity that receives marihuana from a marihuana facility or registered primary caregiver, tests it for contaminants and for tetrahydrocannabinol and other cannabinoids, returns the test results, and may return the marihuana to the marihuana facility.

(x) "Secure transporter" means a licensee that is a commercial entity located in this state that stores marihuana and transports marihuana between marihuana facilities for a fee.

(y) "State operating license" or, unless the context requires a different meaning, "license" means a license that is issued under this act that allows the licensee to operate as 1 of the following, specified in the license:

(*i*) A grower.

(*ii*) A processor.

(*iii*) A secure transporter.

(*iv*) A provisioning center.

(*v*) A safety compliance facility.

(z) "Statewide monitoring system" or, unless the context requires a different meaning, "system" means an internet-based, statewide database established, implemented, and maintained by the department under the marihuana tracking act, that is available to licensees, law enforcement agencies, and authorized state departments and agencies on a 24-hour basis for all of the following:

(*i*) Verifying registry identification cards.

(*ii*) Tracking marihuana transfer and transportation by licensees, including transferee, date, quantity, and price.

(*iii*) Verifying in commercially reasonable time that a transfer will not exceed the limit that the patient or caregiver is authorized to receive under section 4 of the Michigan medical marihuana act, MCL 333.26424.

(aa) "Usable marihuana" means the dried leaves, flowers, plant resin, or extract of the marihuana plant, but does not include the seeds, stalks, and roots of the plant.

PART 2. APPLICATION OF OTHER LAWS

Sec. 201. (1) Except as otherwise provided in this act, if a person has been granted a state operating license and is operating within the scope of the license, the licensee and its agents are not subject to any of the following for engaging in activities described in subsection (2):

(a) Criminal penalties under state law or local ordinances regulating marihuana.

(b) State or local criminal prosecution for a marihuana-related offense.

(c) State or local civil prosecution for a marihuana-related offense.

(d) Search or inspection, except for an inspection authorized under this act by law enforcement officers, the municipality, or the department.

(e) Seizure of marihuana, real property, personal property, or anything of value based on a marihuana-related offense.

(f) Any sanction, including disciplinary action or denial of a right or privilege, by a business or occupational or professional licensing board or bureau based on a marihuana-related offense.

(2) The following activities are protected under subsection (1) if performed under a state operating license within the scope of that license and in accord with this act, rules, and any ordinance adopted under section 205:

(a) Growing marihuana.

(b) Purchasing, receiving, selling, transporting, or transferring marihuana from or to a licensee, a licensee's agent, a registered qualifying patient, or a registered primary caregiver.

(c) Possessing marihuana.

(d) Possessing or manufacturing marihuana paraphernalia for medical use.

(e) Processing marihuana.

(f) Transporting marihuana.

(g) Testing, transferring, infusing, extracting, altering, or studying marihuana.

(h) Receiving or providing compensation for products or services.

(3) Except as otherwise provided in this act, a person who owns or leases real property upon which a marihuana facility is located and who has no knowledge that the licensee violated this act is not subject to any of the following for owning, leasing, or permitting the operation of a marihuana facility on the real property:

(a) Criminal penalties under state law or local ordinances regulating marihuana.

(b) State or local civil prosecution based on a marihuana-related offense.

(c) State or local criminal prosecution based on a marihuana-related offense.

(d) Search or inspection, except for an inspection authorized under this act by law enforcement officers, the municipality, or the department.

(e) Seizure of any real or personal property or anything of value based on a marihuana-related offense.

(f) Any sanction, including disciplinary action or denial of a right or privilege, by a business or occupational or professional licensing board or bureau.

(4) For the purposes of regulating the commercial entities established under this act, any provisions of the following acts that are inconsistent with this act do not apply to a grower, processor, secure transporter, provisioning center, or safety compliance facility operating in compliance with this act:

(a) The business corporation act, 1972 PA 284, MCL 450.1101 to 450.2098.

(b) The nonprofit corporation act, 1982 PA 162, MCL 450.2101 to 450.3192.

(c) 1931 PA 327, MCL 450.98 to 450.192.

(d) The Michigan revised uniform limited partnership act, 1982 PA 213, MCL 449.1101 to 449.2108.

(e) The Michigan limited liability company act, 1993 PA 23, MCL 450.4101 to 450.5200.

(f) 1907 PA 101, MCL 445.1 to 445.5.

(g) 1913 PA 164, MCL 449.101 to 449.106.

(h) The uniform partnership act, 1917 PA 72, MCL 449.1 to 449.48.

Sec. 203. A registered qualifying patient or registered primary caregiver is not subject to criminal prosecution or sanctions for purchasing marihuana from a provisioning center if the quantity purchased is within the limits established under the Michigan medical marihuana act. A registered primary caregiver is not subject to criminal prosecution or sanctions for any transfer of 2.5 ounces or less of marihuana to a safety compliance facility for testing.

Sec. 204. This act does not limit the medical purpose defense provided in section 8 of the Michigan medical marihuana act, 2008 IL 1, MCL 333.26428, to any prosecution involving marihuana.

Sec. 205. (1) A marihuana facility shall not operate in a municipality unless the municipality has adopted an ordinance that authorizes that type of facility. A municipality may adopt an ordinance to authorize 1 or more types of marihuana facilities within its boundaries and to limit the number of each type of marihuana facility. A municipality may adopt other ordinances relating to marihuana facilities within its jurisdiction, including zoning regulations, but shall not impose regulations regarding the purity or pricing of marihuana or interfering or conflicting with statutory regulations for licensing marihuana facilities. A municipality shall provide the following information to the board within 90 days after the municipality receives notification from the applicant that he or she has applied for a license under this act:

(a) A copy of the local ordinance that authorizes the marihuana facility.

(b) A copy of any zoning regulations that apply to the proposed marihuana facility within the municipality.

(c) A description of any violation of the local ordinance or zoning regulations included under subdivision (a) or (b) committed by the applicant, but only if those violations relate to activities licensed under this act or the Michigan medical marihuana act.

(2) The board may consider the information provided under subsection (1) in the application process. However, the municipality's failure to provide information to the board shall not be used against the applicant.

(3) A municipal ordinance may establish an annual, nonrefundable fee of not more than $5,000.00 on a licensee to help defray administrative and enforcement costs associated with the operation of a marihuana facility in the municipality.

(4) Information a municipality obtains from an applicant related to licensure under this section is exempt from disclosure under the freedom of information act, 1976 PA 442, MCL 15.231 to 15.246.

Sec. 206. The department, in consultation with the board, shall promulgate rules and emergency rules as necessary to implement, administer, and enforce this act. The rules shall ensure the safety, security, and integrity of the operation of marihuana facilities, and shall include rules to do the following:

(a) Set appropriate standards for marihuana facilities and associated equipment.

(b) Subject to section 408, establish minimum levels of insurance that licensees must maintain.

(c) Establish operating regulations for each category of license to ensure the health, safety, and security of the public and the integrity of marihuana facility operations.

(d) Establish qualifications and restrictions for persons participating in or involved with operating marihuana facilities.

(e) Establish testing standards, procedures, and requirements for marihuana sold through provisioning centers.

(f) Provide for the levy and collection of fines for a violation of this act or rules.

(g) Prescribe use of the statewide monitoring system to track all marihuana transfers, as provided in the marihuana tracking act and this act and provide for a funding mechanism to support the system.

(h) Establish quality control standards, procedures, and requirements for marihuana facilities.

(i) Establish chain of custody standards, procedures, and requirements for marihuana facilities.

(j) Establish standards, procedures, and requirements for waste product disposal and storage by marihuana facilities.

(k) Establish chemical storage standards, procedures, and requirements for marihuana facilities.

(*l*) Establish standards, procedures, and requirements for securely and safely transporting marihuana between marihuana facilities.

(m) Establish standards, procedures, and requirements for the storage of marihuana by marihuana facilities.

(n) Establish labeling and packaging standards, procedures, and requirements for marihuana sold or transferred through provisioning centers, including a prohibition on labeling or packaging that is intended to appeal to or has the effect of appealing to minors.

(o) Establish daily purchasing limits at provisioning centers for registered qualifying patients and registered primary caregivers to ensure compliance with the Michigan medical marihuana act.

(p) Establish marketing and advertising restrictions for marihuana products and marihuana facilities.

(q) Establish maximum tetrahydrocannabinol levels for marihuana-infused products sold or transferred through provisioning centers.

(r) Establish health standards to ensure the safe preparation of products containing marihuana that are intended for human consumption in a manner other than smoke inhalation.

(s) Establish restrictions on edible marihuana-infused products to prohibit shapes that would appeal to minors.

Sec. 207. A licensee shall adopt and use a third-party inventory control and tracking system that is capable of interfacing with the statewide monitoring system to allow the licensee to enter or access information in the statewide monitoring system as required under this act and rules. The third-party inventory control and tracking system must

have all of the following capabilities necessary for the licensee to comply with the requirements applicable to the licensee's license type:

(a) Tracking all marihuana plants, products, packages, patient and primary caregiver purchase totals, waste, transfers, conversions, sales, and returns that are linked to unique identification numbers.

(b) Tracking lot and batch information throughout the entire chain of custody.

(c) Tracking all products, conversions, and derivatives throughout the entire chain of custody.

(d) Tracking marihuana plant, batch, and product destruction.

(e) Tracking transportation of product.

(f) Performing complete batch recall tracking that clearly identifies all of the following details relating to the specific batch subject to the recall:

(*i*) Sold product.

(*ii*) Product inventory that is finished and available for sale.

(*iii*) Product that is in the process of transfer.

(*iv*) Product being processed into another form.

(*v*) Postharvest raw product, such as product that is in the drying, trimming, or curing process.

(g) Reporting and tracking loss, theft, or diversion of product containing marihuana.

(h) Reporting and tracking all inventory discrepancies.

(i) Reporting and tracking adverse patient responses or dose-related efficacy issues.

(j) Reporting and tracking all sales and refunds.

(k) Electronically receiving and transmitting information as required under this act, the Michigan medical marihuana act, 2008 IL 1, MCL 333.26421 to 333.26430, and the marihuana tracking act.

(*l*) Receiving testing results electronically from a safety compliance facility via a secured application program interface into the system and directly linking the testing results to each applicable source batch and sample.

(m) Identifying test results that may have been altered.

(n) Providing the licensee with access to information in the tracking system that is necessary to verify that the licensee is carrying out the marihuana transactions authorized under the licensee's license in accordance with this act.

(o) Providing information to cross-check that product sales are made to a registered qualifying patient or a registered primary caregiver on behalf of a registered qualifying patient and that the product received the required testing.

(p) Providing the department and state agencies with access to information in the database that they are authorized to access.

(q) Providing law enforcement agencies with access to only the information in the database that is necessary to verify that an individual possesses a valid and current registry identification card.

(r) Providing licensees with access only to the information in the system that they are required to receive before a sale, transfer, transport, or other activity authorized under a license issued under this act.

(s) Securing the confidentiality of information in the database by preventing access by a person who is not authorized to access the statewide monitoring system or is not authorized to access the particular information.

(t) Providing analytics to the department regarding key performance indicators such as the following:

(*i*) Total daily sales.

(*ii*) Total marihuana plants in production.

(*iii*) Total marihuana plants destroyed.

(*iv*) Total inventory adjustments.

Sec. 208. A marihuana facility and all articles of property in that facility are subject to examination at any time by a local police agency or the department of state police.

PART 3. MEDICAL MARIHUANA LICENSING BOARD

Sec. 301. (1) The medical marihuana licensing board is created within the department of licensing and regulatory affairs.

(2) The board consists of 5 members who are residents of this state, not more than 3 of whom are members of the same political party. The governor shall appoint the members. One of the members shall be appointed from 3 nominees submitted by the senate majority leader and 1 from 3 nominees submitted by the speaker of the house. The governor shall designate 1 of the members as chairperson.

(3) The members shall be appointed for terms of 4 years, except, of those who are first appointed, 1 member shall be appointed for a term of 2 years and 2 members shall be appointed for a term of 3 years. A member's term expires on December 31 of the last year of the member's term. If a vacancy occurs, the governor shall appoint a successor to fill the unexpired term in the manner of the original appointment.

(4) Each member of the board shall be reimbursed for all actual and necessary expenses and disbursements incurred in carrying out official duties.

(5) A board member shall not hold any other public office for which he or she receives compensation other than necessary travel or other incidental expenses.

(6) A person who is not of good moral character or who has been indicted for, charged with, or convicted of, pled guilty or nolo contendere to, or forfeited bail concerning any felony or a misdemeanor involving a controlled substance violation, theft, dishonesty, or fraud under the laws of this state, any other state, or the United States or a local ordinance in any state involving a controlled substance violation, dishonesty, theft, or fraud that substantially corresponds to a misdemeanor in that state is not eligible to serve on the board.

(7) The governor may remove any member of the board for neglect of duty, misfeasance, malfeasance, nonfeasance, or any other just cause.

(8) The department in conjunction with the board shall employ an executive director and other personnel as necessary to assist the board in carrying out its duties. The executive director shall devote his or her full time to the duties of the office and shall not hold any other office or employment.

(9) The board shall not appoint or employ an individual if any of the following circumstances exist:

(a) During the 3 years immediately preceding appointment or employment, the individual held any direct or indirect interest in, or was employed by, a person who is licensed to operate under this act or under a corresponding license in another jurisdiction or a person with an application for an operating license pending before the board or in any other jurisdiction. The board shall not employ an individual who has a direct or indirect interest in a licensee or a marihuana facility.

(b) The individual or his or her spouse, parent, child, child's spouse, sibling, or spouse of a sibling has an application for a license pending before the board or is a member of the board of directors of, or an individual financially interested in, any licensee or marihuana facility.

(10) Each member of the board, the executive director, and each key employee as determined by the department shall file with the governor a financial disclosure statement listing all assets and liabilities, property and business interests, and sources of income of the member, executive director, and key employee and his or her spouse, if any, affirming that the member, executive director, and key employee are in compliance with subsection (9)(a) and (b). The financial disclosure statement shall be made under oath and filed at the time of employment and annually thereafter.

(11) Each employee of the board shall file with the board a financial disclosure statement listing all assets and liabilities, property and business interests, and sources of income of the employee and his or her spouse. This subsection does not apply to the executive director or a key employee.

(12) A member of the board, executive director, or key employee shall not hold any direct or indirect interest in, be employed by, or enter into a contract for services with an applicant, a board licensee, or a marihuana facility for a period of 4 years after the date his or her employment or membership on the board terminates. The department in consultation with the board shall define the term "direct or indirect interest" by rule.

(13) For 2 years after the date his or her employment with the board is terminated, an employee of the board shall not acquire any direct or indirect interest in, be employed by, or enter into a contract for services with any applicant, licensee, or marihuana facility.

(14) For 2 years after the termination of his or her office or employment with the board, a board member or an individual employed by the board shall not represent any person or party other than this state before or against the board.

(15) A business entity in which a former board member or employee or agent has an interest, or any partner, officer, or employee of the business entity, shall not make any appearance or represent a party that the former member, employee, or agent is prohibited from appearing for or representing. As used in this subsection, "business entity" means a corporation, limited liability company, partnership, limited liability partnership, association, trust, or other form of legal entity.

Sec. 302. The board has general responsibility for implementing this act. The board has the powers and duties specified in this act and all other powers necessary and proper to fully and effectively implement and administer this act for the purpose of licensing, regulating, and enforcing the licensing and regulation system established under this act for marihuana growth, processing, testing, and transporting. The board is subject to the administrative procedures act of 1969, 1969 PA 306, MCL 24.201 to 24.328. The board's duties include all of the following:

(a) Granting or denying each application for a state operating license within a reasonable time.

(b) Deciding all license applications in reasonable order.

(c) Conducting its public meetings in compliance with the open meetings act, 1976 PA 267, MCL 15.231 to 15.246.

(d) Consulting with the department in promulgating rules and emergency rules as necessary to implement, administer, and enforce this act. The board shall not promulgate a rule establishing a limit on the number or type of marihuana facility licenses that may be granted.

(e) Implementing and collecting the application fee described in section 401 and, in conjunction with the department of treasury, the tax described in section 601 and regulatory assessment described in section 603.

(f) Providing for the levy and collection of fines for a violation of this act or rules.

(g) Providing oversight of a marihuana facility through the board's inspectors, agents, and auditors and through the state police or attorney general for the purpose of certifying the revenue, receiving complaints from the public, or conducting investigations into the operation of the marihuana facility as the board considers necessary and proper to ensure compliance with this act and rules and to protect and promote the overall safety, security, and integrity of the operation of a marihuana facility.

(h) Providing oversight of marihuana facilities to ensure that marihuana-infused products meet health and safety standards that protect the public to a degree comparable to state and federal standards applicable to similar food and drugs.

(i) Reviewing and ruling on any complaint by a licensee regarding any investigative procedures of this state that are believed to be unnecessarily disruptive of marihuana facility operations. The need to inspect and investigate is presumed at all times. The board may delegate authority to hear, review, or rule on licensee complaints to a subcommittee of the board. To prevail on the complaint, a licensee must establish by a preponderance of the evidence that the procedures unreasonably disrupted its marihuana facility operations.

(j) Holding at least 2 public meetings each year. Upon 72 hours' written notice to each member, the chairperson or any 2 board members may call a special meeting. Three members of the board constitute a quorum, including when making determinations on an application for a license. Three votes are required in support of final determinations of the board on applications for licenses and all other licensing determinations, except that 4 votes are required in support of a determination to suspend or revoke a license. The board shall keep a complete and accurate record of all of its meetings and hearings. Upon order of the board, 1 of the board members or a hearing officer designated by the board may conduct any hearing provided for under this act or by rules and may recommend findings and decisions to the board. The board member or hearing officer conducting the hearing has all powers and rights regarding the conduct of hearings granted to the board under this act. The record made at the time of the hearing shall be reviewed by the board or a majority of the board, and the findings and decision of the majority of the board are the order of the board in the case.

(k) Maintaining records that are separate and distinct from the records of any other state board. The records shall be made available for public inspection subject to the limitations of this act and shall accurately reflect all board proceedings.

(*l*) Reviewing the patterns of marihuana transfers by the licensees under this act as recorded in a statewide database established for use in administering and enforcing this act and making recommendations to the governor and the legislature in a written annual report to the governor and the legislature and additional reports that the governor requests. The annual report shall be submitted by April 15 of each year and shall include the report required under section 702, a statement of receipts and disbursements by the board, the actions taken by the board, and any additional information and recommendations that the board considers appropriate or that the governor requests.

(m) Except as otherwise provided in this act, all information, records, interviews, reports, statements, memoranda, or other data supplied to or used by the board are subject to the freedom of information act, 1976 PA 442, MCL 15.231 to 15.246, except for the following:

(*i*) Unless presented during a public hearing or requested by the licensee or applicant who is the sole subject of the data, all of the information, records, interviews, reports, statements, memoranda, or other data supplied to, created by, or used by the board related to background investigation of applicants or licensees and to trade secrets, internal controls, and security measures of the licensees or applicants.

(*ii*) All information, records, interviews, reports, statements, memoranda, or other data supplied to or used by the board that have been received from another jurisdiction or local, state, or federal agency under a promise of confidentiality or if the release of the information is otherwise barred by the statutes, rules, or regulations of that jurisdiction or agency or by an intergovernmental agreement.

(*iii*) All information in the statewide monitoring system.

Sec. 303. (1) The board has jurisdiction over the operation of all marihuana facilities. The board has all powers necessary and proper to fully and effectively oversee the operation of marihuana facilities, including the authority to do all of the following:

(a) Investigate applicants for state operating licenses, determine the eligibility for licenses, and grant licenses to applicants in accordance with this act and the rules.

(b) Investigate all individuals employed by marihuana facilities.

(c) At any time, through its investigators, agents, auditors, or the state police, without a warrant and without notice to the licensee, enter the premises, offices, facilities, or other places of business of a licensee, if evidence of compliance or noncompliance with this act or rules is likely to be found and consistent with constitutional limitations, for the following purposes:

(*i*) To inspect and examine all premises of marihuana facilities.

(*ii*) To inspect, examine, and audit relevant records of the licensee and, if the licensee fails to cooperate with an investigation, impound, seize, assume physical control of, or summarily remove from the premises all books, ledgers, documents, writings, photocopies, correspondence, records, and videotapes, including electronically stored records, money receptacles, or equipment in which the records are stored.

(*iii*) To inspect the person, and inspect or examine personal effects present in a marihuana facility, of any holder of a state operating license while that person is present in a marihuana facility.

(*iv*) To investigate alleged violations of this act or rules.

(d) Investigate alleged violations of this act or rules and take appropriate disciplinary action against a licensee.

(e) Consult with the department in adopting rules to establish appropriate standards for marihuana facilities and associated equipment.

(f) Require all relevant records of licensees, including financial or other statements, to be kept on the premises authorized for operation of the marihuana facility of the licensee or in the manner prescribed by the board.

(g) Require that each licensee of a marihuana facility submit to the board a list of the stockholders or other persons having a 1% or greater beneficial interest in the facility in addition to any other information the board considers necessary to effectively administer this act and rules, orders, and final decisions made under this act.

(h) Eject, or exclude or authorize the ejection or exclusion of, an individual from a marihuana facility if the individual violates this act, rules, or final orders of the board. However, the propriety of the ejection or exclusion is subject to a subsequent hearing by the board.

(i) Conduct periodic audits of marihuana facilities licensed under this act.

(j) Consult with the department as to appropriate minimum levels of insurance for licensees in addition to the minimum established under section 408 for liability insurance.

(k) Delegate the execution of any of its powers that are not specifically and exclusively reserved to the board under this act for the purpose of administering and enforcing this act and rules.

(*l*) Take disciplinary action as the board considers appropriate to prevent practices that violate this act and rules.

(m) Review a licensee if that licensee is under review or the subject of discipline by a regulatory body in any other jurisdiction for a violation of a controlled substance or marihuana law or regulation in that jurisdiction.

(n) Take any other reasonable or appropriate action to enforce this act and rules.

(2) The board may seek and shall receive the cooperation and assistance of the department of state police in conducting background investigations of applicants and in fulfilling its responsibilities under this act. The department of state police may recover its costs of cooperation under this subsection.

Sec. 305. (1) By January 31 of each year, each member of the board shall prepare and file with the governor's office and the board a disclosure form in which the member does all of the following:

(a) Affirms that the member or the member's spouse, parent, child, or child's spouse is not a member of the board of directors of, financially interested in, or employed by a licensee or applicant.

(b) Affirms that the member continues to meet any other criteria for board membership under this act or the rules promulgated by the board.

(c) Discloses any legal or beneficial interests in any real property that is or that may be directly or indirectly involved with operations authorized by this act.

(d) Discloses any other information as may be required to ensure that the integrity of the board and its work is maintained.

(2) By January 31 of each year, each employee of the board shall prepare and file with the board an employee disclosure form in which the employee does all of the following:

(a) Affirms the absence of financial interests prohibited by this act.

(b) Discloses any legal or beneficial interests in any real property that is or that may be directly or indirectly involved with operations authorized by this act.

(c) Discloses whether the employee or the employee's spouse, parent, child, or child's spouse is financially interested in or employed by a licensee or an applicant for a license under this act.

(d) Discloses such other matters as may be required to ensure that the integrity of the board and its work is maintained.

(3) A member, employee, or agent of the board who becomes aware that the member, employee, or agent of the board or his or her spouse, parent, or child is a member of the board of directors of, financially interested in, or employed by a licensee or an applicant shall immediately provide detailed written notice thereof to the chairperson.

(4) A member, employee, or agent of the board who within the previous 10 years has been indicted for, charged with, or convicted of, pled guilty or nolo contendere to, or forfeited bail concerning a misdemeanor involving controlled substances, dishonesty, theft, or fraud or a local ordinance in any state involving controlled substances, dishonesty, theft, or fraud that substantially corresponds to a misdemeanor in that state, or a felony under Michigan law, the laws of any other state, or the laws of the United States or any other jurisdiction shall immediately provide detailed written notice of the conviction or charge to the chairperson.

(5) Any member, employee, or agent of the board who is negotiating for, or acquires by any means, any interest in any person who is a licensee or an applicant, or any person affiliated with such a person, shall immediately provide written notice of the details of the interest to the chairperson. The member, employee, or agent of the board shall not act on behalf of the board with respect to that person.

(6) A member, employee, or agent of the board shall not enter into any negotiations for employment with any person or affiliate of any person who is a licensee or an applicant and shall immediately provide written notice of the details of any such negotiations or discussions in progress to the chairperson. The member, employee, or agent of the board shall not take action on behalf of the board with respect to that person.

(7) Any member, employee, or agent of the board who receives an invitation, written or oral, to initiate a discussion concerning employment or the possibility of employment with a person or affiliate of a person who is a licensee or an applicant shall immediately report that he or she received the invitation to the chairperson. The member, employee, or agent of the board shall not take action on behalf of the board with respect to the person.

(8) A licensee or applicant shall not knowingly initiate a negotiation for or discussion of employment with a member, employee, or agent of the board. A licensee or applicant who initiates a negotiation or discussion about employment shall immediately provide written notice of the details of the negotiation or discussion to the chairperson as soon as he or she becomes aware that the negotiation or discussion has been initiated with a member, employee, or agent of the board.

(9) A member, employee, or agent of the board, or former member, employee, or agent of the board, shall not disseminate or otherwise disclose any material or information in the possession of the board that the board considers confidential unless specifically authorized to do so by the chairperson or the board.

(10) A member, employee, or agent of the board or a parent, spouse, sibling, spouse of a sibling, child, or spouse of a child of a member, employee, or agent of the board shall not accept any gift, gratuity, compensation, travel, lodging, or anything of value, directly or indirectly, from any licensee or any applicant or affiliate or representative of a licensee or applicant, unless the acceptance conforms to a written policy or directive that is issued by the chairperson or the board. Any member, employee, or agent of the board who is offered or receives any gift, gratuity, compensation, travel, lodging, or anything of value, directly or indirectly, from any licensee or any applicant or affiliate or representative of an applicant or licensee shall immediately provide written notification of the details to the chairperson.

(11) A licensee or applicant, or an affiliate or representative of an applicant or licensee, shall not, directly or indirectly, give or offer to give any gift, gratuity, compensation, travel, lodging, or anything of value to any member, employee, or agent of the board that the member, employee, or agent of the board is prohibited from accepting under subsection (10).

(12) A member, employee, or agent of the board shall not engage in any conduct that constitutes a conflict of interest and shall immediately advise the chairperson in writing of the details of any incident or circumstances that would present the existence of a conflict of interest with respect to performing board-related work or duties.

(13) A member, employee, or agent of the board who is approached and offered a bribe as described in section 118 of the Michigan penal code, 1931 PA 328, MCL 750.118, or this act shall immediately provide written account of the details of the incident to the chairperson and to a law enforcement officer of a law enforcement agency having jurisdiction.

(14) A member, employee, or agent of the board shall disclose his or her past involvement with any marihuana enterprise in the past 5 years and shall not engage in political activity or politically related activity during the duration of his or her appointment or employment.

(15) A former member, employee, or agent of the board may appear before the board as a fact witness about matters or actions handled by the member, employee, or agent during his or her tenure as a member, employee, or agent of the board. The member, employee, or agent of the board shall not receive compensation for such an appearance other than a standard witness fee and reimbursement for travel expenses as established by statute or court rule.

(16) A licensee or applicant or any affiliate or representative of an applicant or licensee shall not engage in ex parte communications with a member of the board. A member of the board shall not engage in any ex parte communications with a licensee or an applicant or with any affiliate or representative of an applicant or licensee.

(17) Any board member, licensee, or applicant or affiliate or representative of a board member, licensee, or applicant who receives any ex parte communication in violation of subsection (16), or who is aware of an attempted communication in violation of subsection (16), shall immediately report details of the communication or attempted communication in writing to the chairperson.

(18) Any member of the board who receives an ex parte communication in an attempt to influence that member's official action shall disclose the source and content of the communication to the chairperson. The chairperson may investigate or initiate an investigation of the matter with the assistance of the attorney general and state police to determine if the communication violates subsection (16) or subsection (17) or other state law. The disclosure under this section and the investigation are confidential. Following an investigation, the chairperson shall advise the governor or the board, or both, of the results of the investigation and may recommend action as the chairperson considers appropriate. If the chairperson receives such an ex parte communication, he or she shall report the communication to the governor's office for appropriate action.

(19) A new or current employee or agent of the board shall obtain written permission from the executive director before continuing outside employment held at the time the employee begins to work for the board. Permission shall be denied, or permission previously granted shall be revoked, if the executive director considers the nature of the work to create a possible conflict of interest or if it would otherwise interfere with the duties of the employee or agent for the board.

(20) An employee or agent of the board granted permission for outside employment shall not conduct any business or perform any activities, including solicitation, related to outside employment on premises used by the board or during the employee's working hours for the board.

(21) The chairperson shall report any action he or she has taken or proposes to take under this section with respect to an employee or agent or former employee or former agent to the board at the next meeting of the board. The board may direct the executive director to take additional or different action.

(22) Except as allowed under the Michigan medical marihuana act, a member, employee, or agent of the board shall not enter into any personal transaction involving marihuana with a licensee or applicant.

(23) If a licensee or applicant, or an affiliate or representative of a licensee or applicant, violates this section, the board may deny a license application, revoke or suspend a license, or take other disciplinary action as provided in section 407.

(24) Violation of this section by a member of the board may result in disqualification or constitute cause for removal under section 301(7) or other disciplinary action as recommended by the board to the governor.

(25) A violation of this section by an employee or agent of the board need not result in termination of employment if the board determines that the conduct involved does not violate the purpose of this act. However, all of the following apply:

(a) If, after being offered employment or beginning employment with the board, the employee or agent intentionally acquires a financial interest in a licensee or an applicant, or an affiliate or representative of a licensee or applicant, the offer or employment with the board shall be terminated.

(b) If a financial interest in a licensee or an applicant, or an affiliate or representative of a licensee or applicant, is acquired by an employee or agent that has been offered employment with the board, an employee of the board, or the employee's or agent's spouse, parent, or child, through no intentional action of the employee or agent, the individual shall have up to 30 days to divest or terminate the financial interest. Employment may be terminated if the interest has not been divested after 30 days.

(c) Employment shall be terminated if the employee or agent is a spouse, parent, child, or spouse of a child of a board member.

(26) Violation of this section does not create a civil cause of action.

(27) As used in this section:

(a) "Outside employment", in addition to employment by a third party, includes, but is not limited to, the following:

(*i*) Operation of a proprietorship.

(*ii*) Participation in a partnership or group business enterprise.

(*iii*) Performance as a director or corporate officer of any for-profit or nonprofit corporation or banking or credit institution.

(*iv*) Performance as a manager of a limited liability company.

(b) "Political activity" or "politically related activity" includes all of the following:

(*i*) Using his or her official authority or influence for the purpose of interfering with or affecting the result of an election.

(*ii*) Knowingly soliciting, accepting, or receiving a political contribution from any person.

(*iii*) Running for the nomination or as a candidate for election to a partisan political office.

(*iv*) Knowingly soliciting or discouraging the participation in any political activity of any person who is either of the following:

(A) Applying for any compensation, grant, contract, ruling, license, permit, or certificate pending before the board.

(B) The subject of or a participant in an ongoing audit, investigation, or enforcement action being carried out by the board.

PART 4. LICENSING

Sec. 401. (1) Beginning 360 days after the effective date of this act, a person may apply to the board for state operating licenses in the categories of class A, B, or C grower; processor; provisioning center; secure transporter; and safety compliance facility as provided in this act. The application shall be made under oath on a form provided by the board and shall contain information as prescribed by the board, including, but not limited to, all of the following:

(a) The name, business address, business telephone number, social security number, and, if applicable, federal tax identification number of the applicant.

(b) The identity of every person having any ownership interest in the applicant with respect to which the license is sought. If the disclosed entity is a trust, the application shall disclose the names and addresses of the beneficiaries; if a corporation, the names and addresses of all shareholders, officers, and directors; if a partnership or limited liability partnership, the names and addresses of all partners; if a limited partnership or limited liability limited partnership, the names of all partners, both general and limited; or if a limited liability company, the names and addresses of all members and managers.

(c) An identification of any business that is directly or indirectly involved in the growing, processing, testing, transporting, or sale of marihuana, including, if applicable, the state of incorporation or registration, in which an applicant or, if the applicant is an individual, the applicant's spouse, parent, or child has any equity interest. If an applicant is a corporation, partnership, or other business entity, the applicant shall identify any other corporation, partnership, or other business entity that is directly or indirectly involved in the growing, processing, testing, transporting, or sale of marihuana in which it has any equity interest, including, if applicable, the state of incorporation or registration. An applicant may comply with this subdivision by filing a copy of the applicant's registration with the Securities and Exchange Commission if the registration contains the information required by this subdivision.

(d) Whether an applicant has been indicted for, charged with, arrested for, or convicted of, pled guilty or nolo contendere to, forfeited bail concerning any criminal offense under the laws of any jurisdiction, either felony or controlled-substance-related misdemeanor, not including traffic violations, regardless of whether the offense has been reversed on appeal or otherwise, including the date, the name and location of the court, arresting agency, and prosecuting agency, the case caption, the docket number, the offense, the disposition, and the location and length of incarceration.

(e) Whether an applicant has ever applied for or has been granted any commercial license or certificate issued by a licensing authority in Michigan or any other jurisdiction that has been denied, restricted, suspended, revoked, or not renewed and a statement describing the facts and circumstances concerning the application, denial, restriction, suspension, revocation, or nonrenewal, including the licensing authority, the date each action was taken, and the reason for each action.

(f) Whether an applicant has filed, or been served with, a complaint or other notice filed with any public body, regarding the delinquency in the payment of, or a dispute over the filings concerning the payment of, any tax required under federal, state, or local law, including the amount, type of tax, taxing agency, and time periods involved.

(g) A statement listing the names and titles of all public officials or officers of any unit of government, and the spouses, parents, and children of those public officials or officers, who, directly or indirectly, own any financial interest in, have any beneficial interest in, are the creditors of or hold any debt instrument issued by, or hold or have any interest in any contractual or service relationship with an applicant. As used in this subdivision, public official or officer does not include a person who would have to be listed solely because of his or her state or federal military service.

(h) A description of the type of marihuana facility; anticipated or actual number of employees; and projected or actual gross receipts.

(i) Financial information in the manner and form prescribed by the board.

(j) A paper copy or electronic posting website reference for the ordinance or zoning restriction that the municipality adopted to authorize or restrict operation of 1 or more marihuana facilities in the municipality.

(k) A copy of the notice informing the municipality by registered mail that the applicant has applied for a license under this act. The applicant shall also certify that it has delivered the notice to the municipality or will do so by 10 days after the date the applicant submits the application for a license to the board.

(*l*) Any other information the department requires by rule.

(2) The board shall use information provided on the application as a basis to conduct a thorough background investigation on the applicant. A false application is cause for the board to deny a license. The board shall not consider an incomplete application but shall, within a reasonable time, return the application to the applicant with notification of the deficiency and instructions for submitting a corrected application. Information the board obtains from the background investigation is exempt from disclosure under the freedom of information act, 1976 PA 442, MCL 15.231 to 15.246.

(3) An applicant must provide written consent to the inspections, examinations, searches, and seizures provided for in section 303(1)(c)(*i*) to (*iv*) and to disclosure to the board and its agents of otherwise confidential records, including tax records held by any federal, state, or local agency, or credit bureau or financial institution, while applying for or holding a license. Information the board receives under this subsection is exempt from disclosure under the freedom of information act, 1976 PA 442, MCL 15.231 to 15.246.

(4) An applicant must certify that the applicant does not have an interest in any other state operating license that is prohibited under this act.

(5) A nonrefundable application fee must be paid at the time of filing to defray the costs associated with the background investigation conducted by the board. The department in consultation with the board shall set the amount of the application fee for each category and class of license by rule. If the costs of the investigation and processing the application exceed the application fee, the applicant shall pay the additional amount to the board. All information, records, interviews, reports, statements, memoranda, or other data supplied to or used by the board in the course of its review or investigation of an application for a license under this act shall be disclosed only in accordance with this act. The information, records, interviews, reports, statements, memoranda, or other data are not admissible as evidence or discoverable in any action of any kind in any court or before any tribunal, board, agency, or person, except for any action considered necessary by the board.

(6) By 10 days after the date the applicant submits an application to the board, the applicant shall notify the municipality by registered mail that it has applied for a license under this act.

Sec. 402. (1) The board shall issue a license to an applicant who submits a complete application and pays both the nonrefundable application fee required under section 401(5) and the regulatory assessment established by the board for the first year of operation, if the board determines that the applicant is qualified to receive a license under this act.

(2) An applicant is ineligible to receive a license if any of the following circumstances exist:

(a) The applicant has been convicted of or released from incarceration for a felony under the laws of this state, any other state, or the United States within the past 10 years or has been convicted of a controlled substance-related felony within the past 10 years.

(b) Within the past 5 years the applicant has been convicted of a misdemeanor involving a controlled substance, theft, dishonesty, or fraud in any state or been found responsible for violating a local ordinance in any state involving a controlled substance, dishonesty, theft, or fraud that substantially corresponds to a misdemeanor in that state.

(c) The applicant has knowingly submitted an application for a license under this act that contains false information.

(d) The applicant is a member of the board.

(e) The applicant fails to demonstrate the applicant's ability to maintain adequate premises liability and casualty insurance for its proposed marihuana facility.

(f) The applicant holds an elective office of a governmental unit of this state, another state, or the federal government; is a member of or employed by a regulatory body of a governmental unit in this state, another state, or the federal government; or is employed by a governmental unit of this state. This subdivision does not apply to an elected officer of or employee of a federally recognized Indian tribe or to an elected precinct delegate.

(g) The applicant, if an individual, has been a resident of this state for less than a continuous 2-year period immediately preceding the date of filing the application. The requirements in this subdivision do not apply after June 30, 2018.

(h) The board determines that the applicant is not in compliance with section 205(1).

(i) The applicant fails to meet other criteria established by rule.

(3) In determining whether to grant a license to an applicant, the board may also consider all of the following:

(a) The integrity, moral character, and reputation; personal and business probity; financial ability and experience; and responsibility or means to operate or maintain a marihuana facility of the applicant and of any other person that either:

(*i*) Controls, directly or indirectly, the applicant.

(*ii*) Is controlled, directly or indirectly, by the applicant or by a person who controls, directly or indirectly, the applicant.

(b) The financial ability of the applicant to purchase and maintain adequate liability and casualty insurance.

(c) The sources and total amount of the applicant's capitalization to operate and maintain the proposed marihuana facility.

(d) Whether the applicant has been indicted for, charged with, arrested for, or convicted of, pled guilty or nolo contendere to, forfeited bail concerning, or had expunged any relevant criminal offense under the laws of any jurisdiction, either felony or misdemeanor, not including traffic violations, regardless of whether the offense has been expunged, pardoned, or reversed on appeal or otherwise.

(e) Whether the applicant has filed, or had filed against it, a proceeding for bankruptcy within the past 7 years.

(f) Whether the applicant has been served with a complaint or other notice filed with any public body regarding payment of any tax required under federal, state, or local law that has been delinquent for 1 or more years.

(g) Whether the applicant has a history of noncompliance with any regulatory requirements in this state or any other jurisdiction.

(h) Whether at the time of application the applicant is a defendant in litigation involving its business practices.

(i) Whether the applicant meets other standards in rules applicable to the license category.

(4) Each applicant shall submit with its application, on forms provided by the board, a passport quality photograph and 1 set of fingerprints for each person having any ownership interest in the marihuana facility and each person who is an officer, director, or managerial employee of the applicant. The department may designate an entity or agent to collect the fingerprints, and the applicant is responsible for the cost associated with the fingerprint collection.

(5) The board shall review all applications for licenses and shall inform each applicant of the board's decision.

(6) A license shall be issued for a 1-year period and is renewable annually. Except as otherwise provided in this act, the board shall renew a license if all of the following requirements are met:

(a) The licensee applies to the board on a renewal form provided by the board that requires information prescribed in rules.

(b) The application is received by the board on or before the expiration date of the current license.

(c) The licensee pays the regulatory assessment under section 603.

(d) The licensee meets the requirements of this act and any other renewal requirements set forth in rules.

(7) The department shall notify the licensee by mail or electronic mail at the last known address on file with the board advising of the time, procedure, and regulatory assessment under section 603. The failure of the licensee to receive notice under this subsection does not relieve the licensee of the responsibility for renewing the license.

(8) If a license renewal application is not submitted by the license expiration date, the license may be renewed within 60 days after its expiration date upon application, payment of the regulatory assessment under section 603, and satisfaction of any renewal requirement and late fee set forth in rules. The licensee may continue to operate during the 60 days after the license expiration date if the license is renewed by the end of the 60-day period.

(9) License expiration does not terminate the board's authority to impose sanctions on a licensee whose license has expired.

(10) In its decision on an application for renewal, the board shall consider any specific written input it receives from an individual or entity within the local unit of government in which the applicant for renewal is located.

(11) A licensee must consent in writing to inspections, examinations, searches, and seizures that are permitted under this act and must provide a handwriting exemplar, fingerprints, photographs, and information as authorized in this act or by rules.

(12) An applicant or licensee has a continuing duty to provide information requested by the board and to cooperate in any investigation, inquiry, or hearing conducted by the board.

Sec. 403. If the board identifies a deficiency in an application, the board shall provide the applicant with a reasonable period of time to correct the deficiency.

Sec. 404. (1) The board shall issue a license only in the name of the true party of interest.

(2) For the following true parties of interest, information concerning the indicated individuals must be included in the disclosures required of an applicant or licensee:

(a) For an individual or sole proprietorship: the proprietor and spouse.

(b) For a partnership and limited liability partnership: all partners and their spouses. For a limited partnership and limited liability limited partnership: all general and limited partners and their spouses. For a limited liability company: all members, managers, and their spouses.

(c) For a privately held corporation: all corporate officers or persons with equivalent titles and their spouses and all stockholders and their spouses.

(d) For a publicly held corporation: all corporate officers or persons with equivalent titles and their spouses.

(e) For a multilevel ownership enterprise: any entity or person that receives or has the right to receive a percentage of the gross or net profit from the enterprise during any full or partial calendar or fiscal year.

(f) For a nonprofit corporation: all individuals and entities with membership or shareholder rights in accordance with the articles of incorporation or the bylaws and their spouses.

(3) For purposes of this section, "true party of interest" does not mean:

(a) A person or entity receiving reasonable payment for rent on a fixed basis under a bona fide lease or rental obligation, unless the lessor or property manager exercises control over or participates in the management of the business.

(b) A person who receives a bonus as an employee if the employee is on a fixed wage or salary and the bonus is not more than 25% of the employee's prebonus annual compensation or if the bonus is based on a written incentive/bonus program that is not out of the ordinary for the services rendered.

Sec. 405. Subject to the laws of this state, before hiring a prospective employee, the holder of a license shall conduct a background check of the prospective employee. If the background check indicates a pending charge or conviction within the past 10 years for a controlled substance-related felony, a licensee shall not hire the prospective employee without written permission of the board.

Sec. 406. Each license is exclusive to the licensee, and a licensee or any other person must apply for and receive the board's approval before a license is transferred, sold, or purchased. The attempted transfer, sale, or other conveyance of an interest of more than 1% in a license without prior board approval is grounds for suspension or revocation of the license or for other sanction considered appropriate by the board.

Sec. 407. (1) If an applicant or licensee fails to comply with this act or rules, if a licensee fails to comply with the marihuana tracking act, if a licensee no longer meets the eligibility requirements for a license under this act, or if an applicant or licensee fails to provide information the board requests to assist in any investigation, inquiry, or board hearing, the board may deny, suspend, revoke, or restrict a license. The board may suspend, revoke, or restrict a license and require the removal of a licensee or an employee of a licensee for a violation of this act, rules, the marihuana tracking act, or any ordinance adopted under section 205. The board may impose civil fines of up to $5,000.00 against an individual and up to $10,000.00 or an amount equal to the daily gross receipts, whichever is greater, against a licensee for each violation of this act, rules, or an order of the board. Assessment of a civil fine under this subsection is not a bar to the investigation, arrest, charging, or prosecution of an individual for any other violation of this act and is not grounds to suppress evidence in any criminal prosecution that arises under this act or any other law of this state.

(2) The board shall comply with the administrative procedures act of 1969, 1969 PA 306, MCL 24.201 to 24.328, when denying, revoking, suspending, or restricting a license or imposing a fine. The board may suspend a license without notice or hearing upon a determination that the safety or health of patrons or employees is jeopardized by continuing a marihuana facility's operation. If the board suspends a license under this subsection without notice or hearing, a prompt postsuspension hearing must be held to determine if the suspension should remain in effect. The suspension may remain in effect until the board determines that the cause for suspension has been abated. The board may revoke the license or approve a transfer or sale of the license upon a determination that the licensee has not made satisfactory progress toward abating the hazard.

(3) After denying an application for a license, the board shall, upon request, provide a public investigative hearing at which the applicant is given the opportunity to present testimony and evidence to establish its suitability for a license. Other testimony and evidence may be presented at the hearing, but the board's decision must be based on the whole record before the board and is not limited to testimony and evidence submitted at the public investigative hearing.

(4) Except for license applicants who may be granted a hearing at the discretion of the board under subsection (3), any party aggrieved by an action of the board suspending, revoking, restricting, or refusing to renew a license, or imposing a fine, shall be given a hearing before the board upon request. A request for a hearing must be made to the board in writing within 21 days after service of notice of the action of the board. Notice of the action of the board must be served either by personal delivery or by certified mail, postage prepaid, to the aggrieved party. Notice served by certified mail is considered complete on the business day following the date of the mailing.

(5) The board may conduct investigative and contested case hearings; issue subpoenas for the attendance of witnesses; issue subpoenas duces tecum for the production of books, ledgers, records, memoranda, electronically retrievable data, and other pertinent documents; and administer oaths and affirmations to witnesses as appropriate to exercise and discharge the powers and duties of the board under this act. The executive director or his or her designee may issue subpoenas and administer oaths and affirmations to witnesses.

Sec. 408. (1) Before the board grants or renews any license under this act, the licensee or applicant shall file with the department proof of financial responsibility for liability for bodily injury to lawful users resulting from the manufacture, distribution, transportation, or sale of adulterated marihuana or adulterated marihuana-infused product in an amount not less than $100,000.00. The proof of financial responsibility may be in the form of cash, unencumbered securities, a liability insurance policy, or a constant value bond executed by a surety company authorized to do business in this state. As used in this section:

(a) "Adulterated marihuana" means a product sold as marihuana that contains any unintended substance or chemical or biological matter other than marihuana that causes adverse reaction after ingestion or consumption.

(b) "Bodily injury" does not include expected or intended effect or long-term adverse effect of smoking, ingestion, or consumption of marihuana or marihuana-infused product.

(2) An insured licensee shall not cancel liability insurance required under this section unless the licensee complies with both of the following:

(a) Gives 30 days' prior written notice to the department.

(b) Procures new proof of financial responsibility required under this section and delivers that proof to the department within 30 days after giving the department the notice under subdivision (a).

Sec. 409. A state operating license is a revocable privilege granted by this state and is not a property right. Granting a license does not create or vest any right, title, franchise, or other property interest. Each license is exclusive to the licensee, and a licensee or any other person must apply for and receive the board's and municipality's approval before a license is transferred, sold, or purchased. A licensee or any other person shall not lease, pledge, or borrow or loan money against a license. The attempted transfer, sale, or other conveyance of an interest in a license without prior board approval is grounds for suspension or revocation of the license or for other sanction considered appropriate by the board.

PART 5. LICENSEES

Sec. 501. (1) A grower license authorizes the grower to grow not more than the following number of marihuana plants under the indicated license class for each license the grower holds in that class:

(a) Class A – 500 marihuana plants.

(b) Class B – 1,000 marihuana plants.

(c) Class C – 1,500 marihuana plants.

(2) A grower license authorizes sale of marihuana seeds or marihuana plants only to a grower by means of a secure transporter.

(3) A grower license authorizes sale of marihuana, other than seeds, only to a processor or provisioning center.

(4) A grower license authorizes the grower to transfer marihuana only by means of a secure transporter.

(5) To be eligible for a grower license, the applicant and each investor in the grower must not have an interest in a secure transporter or safety compliance facility.

(6) A grower shall comply with all of the following:

(a) Until December 31, 2021, have, or have as an active employee an individual who has, a minimum of 2 years' experience as a registered primary caregiver.

(b) While holding a license as a grower, not be a registered primary caregiver and not employ an individual who is simultaneously a registered primary caregiver.

(c) Enter all transactions, current inventory, and other information into the statewide monitoring system as required in this act, rules, and the marihuana tracking act.

(7) A grower license does not authorize the grower to operate in an area unless the area is zoned for industrial or agricultural uses or is unzoned and otherwise meets the requirements established in section 205(1).

Sec. 502. (1) A processor license authorizes purchase of marihuana only from a grower and sale of marihuana-infused products or marihuana only to a provisioning center.

(2) A processor license authorizes the processor to transfer marihuana only by means of a secure transporter.

(3) To be eligible for a processor license, the applicant and each investor in the processor must not have an interest in a secure transporter or safety compliance facility.

(4) A processor shall comply with all of the following:

(a) Until December 31, 2021, have, or have as an active employee an individual who has, a minimum of 2 years' experience as a registered primary caregiver.

(b) While holding a license as a processor, not be a registered primary caregiver and not employ an individual who is simultaneously a registered primary caregiver.

(c) Enter all transactions, current inventory, and other information into the statewide monitoring system as required in this act, rules, and the marihuana tracking act.

Sec. 503. (1) A secure transporter license authorizes the licensee to store and transport marihuana and money associated with the purchase or sale of marihuana between marihuana facilities for a fee upon request of a person with legal custody of that marihuana or money. It does not authorize transport to a registered qualifying patient or registered primary caregiver.

(2) To be eligible for a secure transporter license, the applicant and each investor with an interest in the secure transporter must not have an interest in a grower, processor, provisioning center, or safety compliance facility and must not be a registered qualifying patient or a registered primary caregiver.

(3) A secure transporter shall enter all transactions, current inventory, and other information into the statewide monitoring system as required in this act, rules, and the marihuana tracking act.

(4) A secure transporter shall comply with all of the following:

(a) Each driver transporting marihuana must have a chauffeur's license issued by this state.

(b) Each employee who has custody of marihuana or money that is related to a marihuana transaction shall not have been convicted of or released from incarceration for a felony under the laws of this state, any other state, or the United States within the past 5 years or have been convicted of a misdemeanor involving a controlled substance within the past 5 years.

(c) Each vehicle shall be operated with a 2-person crew with at least 1 individual remaining with the vehicle at all times during the transportation of marihuana.

(d) A route plan and manifest shall be entered into the statewide monitoring system, and a copy shall be carried in the transporting vehicle and presented to a law enforcement officer upon request.

(e) The marihuana shall be transported in 1 or more sealed containers and not be accessible while in transit.

(f) A secure transporting vehicle shall not bear markings or other indication that it is carrying marihuana or a marihuana-infused product.

(5) A secure transporter is subject to administrative inspection by a law enforcement officer at any point during the transportation of marihuana to determine compliance with this act.

Sec. 504. (1) A provisioning center license authorizes the purchase or transfer of marihuana only from a grower or processor and sale or transfer to only a registered qualifying patient or registered primary caregiver. All transfers of marihuana to a provisioning center from a separate marihuana facility shall be by means of a secure transporter.

(2) A provisioning center license authorizes the provisioning center to transfer marihuana to or from a safety compliance facility for testing by means of a secure transporter.

(3) To be eligible for a provisioning center license, the applicant and each investor in the provisioning center must not have an interest in a secure transporter or safety compliance facility.

(4) A provisioning center shall comply with all of the following:

(a) Sell or transfer marihuana to a registered qualifying patient or registered primary caregiver only after it has been tested and bears the label required for retail sale.

(b) Enter all transactions, current inventory, and other information into the statewide monitoring system as required in this act, rules, and the marihuana tracking act.

(c) Before selling or transferring marihuana to a registered qualifying patient or to a registered primary caregiver on behalf of a registered qualifying patient, inquire of the statewide monitoring system to determine whether the patient and, if applicable, the caregiver hold a valid, current, unexpired, and unrevoked registry identification card and that the sale or transfer will not exceed the daily purchasing limit established by the medical marihuana licensing board under this act.

(d) Not allow the sale, consumption, or use of alcohol or tobacco products on the premises.

(e) Not allow a physician to conduct a medical examination or issue a medical certification document on the premises for the purpose of obtaining a registry identification card.

Sec. 505. (1) In addition to transfer and testing authorized in section 203, a safety compliance facility license authorizes the facility to receive marihuana from, test marihuana for, and return marihuana to only a marihuana facility.

(2) A safety compliance facility must be accredited by an entity approved by the board by 1 year after the date the license is issued or have previously provided drug testing services to this state or this state's court system and be a vendor in good standing in regard to those services. The board may grant a variance from this requirement upon a finding that the variance is necessary to protect and preserve the public health, safety, or welfare.

(3) To be eligible for a safety compliance facility license, the applicant and each investor with any interest in the safety compliance facility must not have an interest in a grower, secure transporter, processor, or provisioning center.

(4) A safety compliance facility shall comply with all of the following:

(a) Perform tests to certify that marihuana is reasonably free of chemical residues such as fungicides and insecticides.

(b) Use validated test methods to determine tetrahydrocannabinol, tetrahydrocannabinol acid, cannabidiol, and cannabidiol acid levels.

(c) Perform tests that determine whether marihuana complies with the standards the board establishes for microbial and mycotoxin contents.

(d) Perform other tests necessary to determine compliance with any other good manufacturing practices as prescribed in rules.

(e) Enter all transactions, current inventory, and other information into the statewide monitoring system as required in this act, rules, and the marihuana tracking act.

(f) Have a secured laboratory space that cannot be accessed by the general public.

(g) Retain and employ at least 1 staff member with a relevant advanced degree in a medical or laboratory science.

PART 6. TAXES AND FEES

Sec. 601. (1) A tax is imposed on each provisioning center at the rate of 3% of the provisioning center's gross retail receipts. By 30 days after the end of the calendar quarter, a provisioning center shall remit the tax for the preceding calendar quarter to the department of treasury accompanied by a form prescribed by the department of treasury that shows the gross quarterly retail income of the provisioning center and the amount of tax due, and shall submit a copy of the form to the department. If a law authorizing the recreational or nonmedical use of marihuana in this state is enacted, this section does not apply beginning 90 days after the effective date of that law.

(2) The taxes imposed under this section shall be administered by the department of treasury in accordance with 1941 PA 122, MCL 205.1 to 205.31, and this act. In case of conflict between the provisions of 1941 PA 122, MCL 205.1 to 205.31, and this act, the provisions of this act prevail.

Sec. 602. (1) The medical marihuana excise fund is created in the state treasury.

(2) Except for the application fee under section 401, the regulatory assessment under section 603, and any local licensing fees, all money collected under section 601 and all other fees, fines, and charges, imposed under this act shall be deposited in the medical marihuana excise fund. The state treasurer shall direct the investment of the fund. The state treasurer shall credit to the fund interest and earnings from fund investments.

(3) Money in the medical marihuana excise fund at the close of the fiscal year shall remain in the fund and shall not lapse to the general fund.

(4) The state treasurer shall be the administrator of the medical marihuana excise fund for auditing purposes.

(5) The money in the medical marihuana excise fund shall be allocated, upon appropriation, as follows:

(a) 25% to municipalities in which a marihuana facility is located, allocated in proportion to the number of marihuana facilities within the municipality.

(b) 30% to counties in which a marihuana facility is located, allocated in proportion to the number of marihuana facilities within the county.

(c) 5% to counties in which a marihuana facility is located, allocated in proportion to the number of marihuana facilities within the county. Money allocated under this subdivision shall be used exclusively to support the county sheriffs and shall be in addition to and not in replacement of any other funding received by the county sheriffs.

(d) 30% to this state for the following:

(*i*) Until September 30, 2017, for deposit in the general fund of the state treasury.

(*ii*) Beginning October 1, 2017, for deposit in the first responder presumed coverage fund created in section 405 of the worker's disability compensation act of 1969, 1969 PA 317, MCL 418.405.

(e) 5% to the Michigan commission on law enforcement standards for training local law enforcement officers.

(f) 5% to the department of state police.

Sec. 603. (1) A regulatory assessment is imposed on certain licensees as provided in this section. All of the following shall be included in establishing the total amount of the regulatory assessment established under this section:

(a) The department's costs to implement, administer, and enforce this act, except for the costs to process and investigate applications for licenses supported with the application fee described in section 401.

(b) Expenses of medical-marihuana-related legal services provided to the department by the department of attorney general.

(c) Expenses of medical-marihuana-related services provided to the department by the department of state police.

(d) Expenses of medical-marihuana-related services provided by the department of treasury.

(e) $500,000.00 to be allocated to the department for expenditures of the department for licensing substance use disorder programs.

(f) An amount equal to 5% of the sum of the amounts provided for under subdivisions (a) to (d) to be allocated to the department of health and human services for substance-abuse-related expenditures including, but not limited to, substance use disorder prevention, education, and treatment programs.

(g) Expenses related to the standardized field sobriety tests administered in enforcing the Michigan vehicle code, 1949 PA 300, MCL 257.1 to 257.923.

(h) An amount sufficient to provide for the administrative costs of the Michigan commission on law enforcement standards.

(2) The regulatory assessment is in addition to the application fee described in section 401, the tax described in section 601, and any local licensing fees.

(3) The regulatory assessment shall be collected annually from licensed growers, processors, provisioning centers, and secure transporters. The regulatory assessment for a class A grower license shall not exceed $10,000.00.

(4) Beginning in the first year marihuana facilities are authorized to operate in this state, and annually thereafter, the department, in consultation with the board, shall establish the total regulatory assessment at an amount that is estimated to be sufficient to cover the actual costs and support the expenditures listed in subsection (1).

(5) On or before the date the licensee begins operating and annually thereafter, each grower, processor, provisioning center, and secure transporter shall pay to the state treasurer an amount determined by the department to reasonably reflect the licensee's share of the total regulatory assessment established under subsection (4).

Sec. 604. (1) The marihuana regulatory fund is created in the state treasury.

(2) The application fee collected under section 401 and the regulatory assessment collected under section 603 shall be deposited in the marihuana regulatory fund. The state treasurer shall direct the investment of the fund. The state treasurer shall credit to the fund interest and earnings from fund investments.

(3) Money in the marihuana regulatory fund at the close of the fiscal year shall remain in the fund and shall not lapse to the general fund.

(4) The department shall be the administrator of the marihuana regulatory fund for auditing purposes.

(5) Except as provided in section 603(1)(d) and (e), the department shall expend money from the marihuana regulatory fund, upon appropriation, only for implementing, administering, and enforcing this act.

Sec. 605. The department may use any money appropriated to it from the marihuana registry fund created in section 6 of the Michigan medical marihuana act, 2008 IL 1, MCL 333.26426, for the purpose of funding the operations of the department and the board in the initial implementation and subsequent administration and enforcement of this act.

PART 7. REPORTS

Sec. 701. By 30 days after the end of each state fiscal year, each licensee shall transmit to the board and to the municipality financial statements of the licensee's total operations. The financial statements shall be reviewed by a certified public accountant in a manner and form prescribed by the board. The certified public accountant must be licensed in this state under article 7 of the occupational code, 1980 PA 299, MCL 339.720 to 339.736. The compensation for the certified public accountant shall be paid directly by the licensee to the certified public accountant.

Sec. 702. The board shall submit with the annual report to the governor under section 302(k) and to the chairs of the legislative committees that govern issues related to marihuana facilities a report covering the previous year. The report shall include an account of the board actions, its financial position, results of operation under this act, and any recommendations for legislation that the board considers advisable.

PART 8. MARIHUANA ADVISORY PANEL

Sec. 801. (1) The marihuana advisory panel is created within the department.

(2) The marihuana advisory panel shall consist of 17 members, including the director of state police or his or her designee, the director of this state's department of health and human services or his or her designee, the director of the department of licensing and regulatory affairs or his or her designee, the attorney general or his or her designee, the director of the department of agriculture and rural development or his or her designee, and the following members appointed by the governor:

(a) One registered medical marihuana patient or medical marihuana primary caregiver.

(b) One representative of growers.

(c) One representative of processors.

(d) One representative of provisioning centers.

(e) One representative of safety compliance facilities.

(f) One representative of townships.

(g) One representative of cities and villages.

(h) One representative of counties.

(i) One representative of sheriffs.

(j) One representative of local police.

(k) One physician licensed under article 15 of the public health code, 1978 PA 368, MCL 333.16101 to 333.18838.

(*l*) One representative of a secure transporter.

(3) The members first appointed to the panel shall be appointed within 3 months after the effective date of this act and shall serve at the pleasure of the governor. Appointed members of the panel shall serve for terms of 3 years or until a successor is appointed, whichever is later.

(4) If a vacancy occurs on the advisory panel, the governor shall make an appointment for the unexpired term in the same manner as the original appointment.

(5) The first meeting of the panel shall be called by the director of the department or his or her designee within 1 month after the advisory panel is appointed. At the first meeting, the panel shall elect from among its members a chairperson and any other officers it considers necessary or appropriate. After the first meeting, the panel shall meet at least 2 times each year, or more frequently at the call of the chairperson.

(6) A majority of the members of the panel constitute a quorum for the transaction of business. A majority of the members present and serving are required for official action of the panel.

(7) The business that the panel performs shall be conducted at a public meeting held in compliance with the open meetings act, 1976 PA 267, MCL 15.261 to 15.275.

(8) A writing prepared, owned, used, in the possession of, or retained by the panel in the performance of an official function is subject to the freedom of information act, 1976 PA 442, MCL 15.231 to 15.246.

(9) Members of the panel shall serve without compensation. However, members of the panel may be reimbursed for their actual and necessary expenses incurred in the performance of their official duties as members of the panel.

(10) The panel may make recommendations to the board concerning promulgation of rules and, as requested by the board or the department, the administration, implementation, and enforcement of this act and the marihuana tracking act.

(11) State departments and agencies shall cooperate with the panel and, upon request, provide it with meeting space and other necessary resources to assist it in the performance of its duties.

Enacting section 1. This act takes effect 90 days after the date it is enacted into law.

Enacting section 2. The legislature finds that the necessity for access to safe sources of marihuana for medical use and the immediate need for growers, processors, secure transporters, provisioning centers, and safety compliance facilities to operate under clear requirements establish the need to promulgate emergency rules to preserve the public health, safety, or welfare.

Enacting section 3. This act does not take effect unless House Bill No. 4827 of the 98th Legislature is enacted into law.

This act is ordered to take immediate effect.

Clerk of the House of Representatives

Secretary of the Senate

Approved .....

.....

Governor

RESOLUTION 2016-017PC

A RESOLUTION OF THE CLARE CITY PLANNING COMMISSION RECOMMENDING APPROVAL OF PROPOSED ORDINANCE 2016-002.

WHEREAS, the Clare City Attorney presented the Clare City Planning Commission an overview of Michigan's new Medical Marihuana law, Public Act 281 of 2016, at its scheduled October 2016 meeting; and

WHEREAS, said law impacts local municipalities in that it allows medical marihuana provisioning centers, medical marihuana cultivation centers, and stipulates licensing procedures and requirements for medical marihuana growers; and

WHEREAS, The Planning Commission provided guidance to the Clare City Attorney in respect to proposed changes to the City's current ordinance codes in respect to Medical Attorney; and

WHEREAS, based on said guidance provided by the Planning Commission, the City Attorney drafted a proposed change to City's current ordinance; and

WHEREAS, the Planning Commission considered said proposed changes to the City's Ordinance Codes and subsequently held a duly and properly noticed public hearing, thereby providing the public an opportunity to provide comment prior to the Planning Commission's decision in respect to the proposed ordinance changes.

WHEREAS, the Planning Commission has conducted a final review of said proposed ordinance change and determined it believes approval of said amendment is in the best interests of the City of Clare.

NOW THEREFORE BE IT RESOLVED THAT the City Planning Commission of City of Clare hereby recommends that the Clare City Commission approve the contents of Ordinance 2016-002, said Ordinance pertaining to Medical Marihuana.

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 Winter and supported by Commissioner Cozat. The Resolution declared adopted by the following roll call vote:

YEAS: Angie Cozat, Elaine Demasi, Glenda Carmoney, Nick Wyman, Brett Moser, Darren Acton and Jan Winter.

NAYS: None.

ABSENT: Josh Clark and Steve Barnes.

Resolution approved for adoption on this 9th day of November 2016.

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Josh Clark, Chairman

ORDINANCE NO. 2016 - 002

AN ORDINANCE TO AMEND THE CODE OF THE CITY OF CLARE BY amending the City Code, Chapter 52.

Short Title: CITY OF CLARE – Medical Marihuana facilities licensing act.

Chapter 52, Article III, Section 52-2, of the Clare City Code is hereby amended to add the following definitions:

Sec. 52-2 – Definitions.

Home occupation means any occupation that is customarily performed at home and that does not involve an external structural change in the building, does not require the employment of the equivalent of full-time help, does not require on-street parking, does not require the display of a sign, is not conducted in an accessory building and does not impose any negative external influences upon surrounding property. Under no circumstances shall a business that involves or is related to medical marihuana in any way be considered a home occupation. Home occupations expressly excludes all medical marihuana dispensaries, retail activity, ~~and/or cultivation except as set forth elsewhere herein~~ growing facilities, and all activities licensed under Public Act 281 of 2016.

Person means an individual, corporation, limited liability company, partnership, limited partnership, limited liability partnership, limited liability limited partnership, trust, or other legal entity.

Medical marihuana definitions:

(1) *Grower* means a licensee that is a commercial entity located in this state that cultivates, dries, trims, or cures and packages marihuana for sale to a processor or provisioning center.
(2) *Licensee* means a person holding a state operating license.
(3) *Marihuana* means that term as defined in section 7106 of the public health code, 1978 PA 368, MCL 333.7106.
(4) *Marihuana facility* means a location at which a license holder is licensed to operate under this act.
(5) *Marihuana plant* means any plant of the species Cannabis sativa L.
(6) *Marihuana-infused product* means a topical formulation, tincture, beverage, edible substance, or similar product containing any usable marihuana that is intended for human consumption in a manner other than smoke inhalation. Marihuana-infused product shall not be considered a food for purposes of the food law, 2000 PA 92, MCL 289.1101 to 289.8111.

(7) *Michigan medical marihuana act* means the Michigan medical marihuana act, 2008 IL 1, MCL 333.26421 to 333.26430.

(8) *Paraphernalia* means any equipment, product, or material of any kind that is designed for or used in growing, cultivating, producing, manufacture, compounding, converting, storing, processing, preparing, transporting, injecting, smoking, ingesting, inhaling, or otherwise introducing into the human body, marihuana.

(9) *Person* means an individual, corporation, limited liability company, partnership, limited partnership, limited liability partnership, limited liability limited partnership, trust, or other legal entity.

(10) *Plant* means any living organism that produces its own food through photosynthesis and has observable root formation or is in growth material.

(11) *Processor* means a licensee that is a commercial entity located in this state that purchases marihuana from a grower and that extracts resin from the marihuana or creates a marihuana-infused product for sale and transfer in packaged form to a provisioning center.

(12) *Provisioning center* means a licensee that is a commercial entity located in this state that purchases marihuana from a grower or processor and sells, supplies, or provides marihuana to registered qualifying patients, directly or through the patients' registered primary caregivers. Provisioning center includes any commercial property where marihuana is sold at retail to registered qualifying patients or registered primary caregivers. A noncommercial location used by a primary caregiver to assist a qualifying patient connected to the caregiver through the department's marihuana registration process in accordance with the Michigan medical marihuana act is not a provisioning center for purposes of this act.

(13) *Registered primary caregiver* means a primary caregiver who has been issued a current registry identification card under the Michigan medical marihuana act.

(14) *Registered qualifying patient* means a qualifying patient who has been issued a current registry identification card under the Michigan medical marihuana act or a visiting qualifying patient as that term is defined in section 3 of the Michigan medical marihuana act, MCL 333.26423.

(15) *Registry identification card* means that term as defined in section 3 of the Michigan medical marihuana act. MCL 333.26423.

(16) *Safety compliance facility* means a licensee that is a commercial entity that receives marihuana from a marihuana facility or registered primary caregiver, tests it for contaminates and for tetrahydrocannabinol and other cannabinoids, returns the test results, and may return the marihuana to the marihuana facility.

(17) *Secure transporter* means a licensee that is a commercial entity located in this state that stores marihuana and transports marihuana between marihuana facilities for a fee.

(18) *State operating license* or, unless the context requires a different meaning, "License" means a license that is issued under this act that allows the licensee to operate as 1 of the following, specified in the license:
   (a) A grower.
   (b) A processor.
   (c) A secure transporter.
   (d) A provisioning center.
   (e) A safety compliance facility.

(19) *Statewide monitoring system* or, unless the context requires a different meaning, "system" means an internet-based, statewide database established, implemented, and maintained by the department under the marihuana tracking act, that is available to licensees, law enforcement agencies, and authorized state departments and agencies on a 24-hur basis for all of the following:
   (a) Verifying registry identification cards.
   (b) Tracking marihuana transfer and transportation by licensees, including transferee, date, quantity, and price.
   (c) Verifying in commercially reasonable time that a transfer will not exceed the limit that the patient or caregiver is authorized to receive under section 4 of the Michigan medical marihuana act, MCL 333.26424.

Chapter 52, Article III, Section 52-3, of the Clare City Code is hereby revoked.

Chapter 52, Article III, Section 52-145, of the Clare City Code is hereby amended as follows:

Sec. 52-145. - [Medical marijuana provisions.]

The following provisions shall apply to medical marijuana use as provided by state law.

(1) Qualifying patients and qualifying care-givers as registered with the state may exercise their right to use, possess or cultivate medical marijuana in conformity with state law.

(2) The medical marijuana use, possession and cultivation shall comply at all times with the Michigan Medical Marijuana Act and the General Rules of the Michigan Department of Community Health as they may be amended from time to time.

(3) All medical marijuana plants cultivated shall be contained within a fully enclosed, locked facility, inaccessible on all sides and equipped with locks or other security devices that permit access only by the primary caregiver or qualifying patient cultivating the plants.

(4) Cultivation shall be conducted so as not to create unreasonable dust, glare, noise, odors, or light spillage beyond the parcel and shall not be visible from an adjoining public way.

(5) The principal use of the parcel shall be a dwelling and shall be in actual use as such. Any registered primary caregiver shall operate at his or her own primary residence.

(6) Space allocated to marijuana cultivation shall not exceed 120 square feet but not greater than ten percent of total available living space. If medical marijuana is to be grown in an unattached building such as a pole barn or garage, the area allocated to marijuana cultivation shall not exceed ten percent of the unattached building, i.e., a garage or shed.

(7) No transfer of medical marijuana to qualifying patients other than qualifying patients residing on the parcel shall occur.

(8) Except as provided by the Medical Marijuana Act regarding caregivers recouping costs for cultivation and providing marijuana, there shall be no commercial cultivation or patient to patient transfer of marijuana for any type of consideration, cash or otherwise. This provision is intended to prohibit any type of medical marijuana dispensary or commercial activity.

(9) No vested rights. A property owner shall not have vested rights or nonconforming use rights that would serve as a basis for failing to comply with this section or any amendment of this section.

(10) No activities licensed by the State under Public Act 281 of 2016 shall be conducted in a residential zone.

Chapter 52, Article III, Section 52-166, of the Clare City Code is hereby amended as follows:

Sec. 52-166. - [Medical marijuana provisions.]

The following provisions shall apply to medical marijuana use as provided by state law.

(1) Qualifying patients and qualifying care-givers as registered with the state may exercise their right to use, possess or cultivate medical marijuana in conformity with state law.

(2) The medical marijuana use, possession and cultivation shall comply at all times with the Michigan Medical Marijuana Act and the General Rules of the Michigan Department of Community Health as they may be amended from time to time.

(3) All medical marijuana plants cultivated shall be contained within a fully enclosed, locked facility, inaccessible on all sides and equipped with locks or other security devices that permit access only by the primary caregiver or qualifying patient cultivating the plants.

(4) Cultivation shall be conducted so as not to create unreasonable dust, glare, noise, odors, or light spillage beyond the parcel and shall not be visible from an adjoining public way.

(5) The principal use of the parcel shall be a dwelling and shall be in actual use as such. Any registered primary caregiver shall operate at his or her own primary residence.

(6) Space allocated to marijuana cultivation shall not exceed 120 square feet but not greater than ten percent of total available living space. If medical marijuana is to be grown in an unattached building such as a pole barn or garage, the area allocated to marijuana cultivation shall not exceed ten percent of the unattached building, i.e. a garage or shed.

(7) No transfer of medical marijuana to qualifying patients other than qualifying patients residing on the parcel shall occur.

(8) Except as provided by the Medical Marijuana Act regarding caregivers recouping costs for cultivation and providing marijuana, there shall be no commercial cultivation or patient to patient transfer of marijuana for any type of consideration, cash or otherwise. This provision is intended to prohibit any type of medical marijuana dispensary or commercial activity.

(9) No vested rights. A property owner shall not have vested rights or nonconforming use rights that would serve as a basis for failing to comply with this section or any amendment of this section.

(10) No activities licensed by the State under Public Act 281 of 2016 shall be conducted in a residential zone.

Chapter 52, Article III, Section 52-211, of the Clare City Code is hereby revoked.

Chapter 52, Article III, Section 52-271, of the Clare City Code is hereby amended as follows:

Sec. 52-271. - Boundaries; purpose; uses.

(a) The district boundaries for the IP industrial park district shall be as identified and stipulated on the adopted zoning map of the city, as amended.

(b) The IP district classification is primarily intended for wholesale, commercial, light, medium and heavy industrial uses. Residential

construction is not permitted in the IP district. The term "light industry" refers to those manufacturing processes that are attractively built and landscaped, and have little negative external influence to impose upon surrounding land uses. The terms "medium industry" and "heavy industry" refer to those that have progressively more negative external effects on surrounding land uses. In addition to the actual manufacturing processes, the transportation system, employee and service vehicle traffic and the total socio-economic and environmental impact of the operation of the plant on surrounding land uses will be used to determine whether or not proposed uses are permitted in the IP district.

(c) Uses licensed and permitted under Public Act 281 of 2016 being Medical Marihuana Growers, Processors, Safety Compliance Facilities, Provisioning Centers, and Processing Centers are permitted as a special use as long as the facility is licensed by the State and meets the following requirements:

a. All medical marihuana licensed activities shall comply at all times with the Medical Marijuana Act, Public Act 281 of 2016 and the General Rules of the Michigan Department of Community Health, as they may be amended from time to time.

b. Cultivation shall be conducted so as not to create dust, glare, noise, odors, or light spillage beyond the parcel and shall not be visible form an adjoining public way.

c. A medical marijuana cultivation facility shall not be located within 1,000 feet of an R-1 or R-2 residential zoning district or within 1,000 feet of any church, state-licensed day care facility, public library, public park, preschool, elementary school, middle school, high school or public recreation facility.

d. A medical marijuana cultivation facility shall obtain a zoning compliance certificate and if the applicant is not the owner of the parcel, such certificate shall include the property owners' consent to the use of the parcel as a medical marijuana cultivation facility.

e. No transfer of medical marijuana shall occur except medical marijuana plants pursuant to the Michigan Medical Marijuana Act.

f. No medical marijuana cultivation facility may be established, operated or maintained within 500 feet of any other medical marijuana cultivation facility.

g. Distance limitations shall be measured in a straight line from the respective parcel or lot line of both the subject parcels and/or parcels zoned R-1 or R-2, or occupied by special uses specified in this subsection (b)(8).

h. No person under 18 years will be admitted to the facility without his or her parent or legal guardian.

(d)~~(c)~~ The following principal uses are prohibited in the IP district:

(1) Manufacturing, refining or storage of asphalt, tar, concrete, gas, coke, coal, tar, petroleum products, hazardous chemicals, explosives and/or fertilizer.

(2) Forges, foundries and/or metal stamping plants.

(3) Tanning and curing of leather and hides.

(4) Stockyards, slaughterhouses and rendering plants.

(5) Junkyards and auto wrecking.

(6) Paper and pulp manufacturing.

(7) Processing of radioactive materials.

(e)~~(d)~~ Commercial office buildings that have as their primary customer base typical industrial park tenants or have an established business relationship akin to typical industrial park tenants are permitted as a special use in the IP district, when approved. Such special use must be recommended by the Clare Industrial Development Corporation before being considered for approval by the city planning commission.

(f)~~(e)~~ No vested rights. A property owner shall not have vested rights or nonconforming use rights that would serve as a basis for failing to comply with this section or any amendment of this section.

Passed by the City Commission of the CITY OF CLARE on _____, at its regular meeting with _____ commissioners in attendance, _____ voting aye, _____ nay. Adopted by the City Commission of the City of Clare this _____ day of _____, 2016.

Signed: _____, Chair.

****

I hereby certify that the foregoing was duly adopted by the CITY COMMISSION of CITY OF CLARE, Michigan, at its regular meeting on the _____ of _____, 2016, that of _____ members of the City Commission, _____ were in attendance and _____ voted for the adoption of the Ordinance. I further certify that the above and foregoing ordinance is recorded in Ordinances for the CITY OF CLARE.

Effective Date

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

_____

Diane Lyon, Clerk

Memo

To: City of Clare Administration and Planning Commission

From: Jaynie Hoerauf

Date: September 28, 2016

Re: Medical Marihuana, take 2

You will recall that the City enacted ordinances dealing with the zoning for medical use of marihuana at the time that the ballot initiative was implemented and before we knew what would ultimately be legal and what would not. After the Isabella County Compassionate Apothecary ruling from the Michigan courts, it was evident that most businesses styled as "medical marihuana dispensaries" were not operating legally. In most counties, the county prosecutor or courts required dispensaries to close, although a few counties did not. Meanwhile, we have had the law concerning the medical use of marihuana coming bit by bit from the courts. The legislature finally mustered enough votes to create Public Act 281 of 2016. This Act is the end product of the two House Bills that I previously sent little summaries of.

The impacted sections of the City Code are:

52- 2, 3, 145, 166, 211, 271,

Currently, the City Code --

- Has regulations for R-1 and R-2 prohibiting commercial activity and limiting the use of the home to residential, plus up to 120 square feet of cultivation or 10% of the living space, whichever is less. (And up to 10% of a garage or pole barn).
- Regulations for C-2 and IP that would permit cultivation facilities.
- Restricts the definition of Home Occupation to exclude medical marihuana businesses.
- And an intent section at 52-3, which we can substantially revise and shorten.

My initial suggestion is that we add definitions to section 52-2, update the definition of home occupation to reference the newly licensed businesses.

The questions for you are:

1. Will the City's Master Plan and Code allow Provisioning Centers? If so, in what zone and under what criteria? As a special use? As a use of right? If by special use, the Code will require the specific

requirements. If allowed, will the number of Provisioning Centers be limited in any way?

2. Will the City's Master Plan and Code allow Safety Compliance Facilities? If so, in what zone and under what criteria? As a special use? As a use of right? If by special use, the Code will require the specific requirements. If allowed, will the number of Safety Compliance Centers be limited in any way?

3. Will the City's Master Plan and Code allow Secure Transporter facilities? If so, in what zone and under what criteria? As a special use? As a use of right? If by special use, the Code will require the specific requirements. If allowed, will the number of secure transporter facilities be limited in any way?

4. Will the City's Master Plan and Code allow Growers? If so, in what zone and under what criteria? As a special use? As a use of right? If by special use, the Code will require the specific requirements. If allowed, will the number of Growers be limited in any way? Which classes of Growers, up to 500 plants? Up to 1,000 plants? Up to 1,500 plants?

5. What kind of process will you require for approval? Full site plan approval? What documentation will you need to examine to approve all of the facilities? Fire safety? Building Codes? And then, closely related to this question, what fees will be necessary to enable the City to process applications?

I attach the definitions section of a proposed ordinance revision, but cannot realistically give you a draft without some guidance as to what the PC thinks appropriate.

JSH

ORDINANCE NO. 2016 - _____

AN ORDINANCE TO AMEND THE CODE OF THE CITY OF CLARE BY amending the City Code, Chapter 52.

Short Title: CITY OF CLARE – Medical Marihuana facilities licensing act.

Chapter 52, Article III, Section 52-2, of the Clare City Code is hereby amended to add the following definitions:

Sec. 52-2 – Definitions.

Home occupation means any occupation that is customarily performed at home and that does not involve an external structural change in the building, does not require the employment of the equivalent of full-time help, does not require on-street parking, does not require the display of a sign, is not conducted in an accessory building and does not impose any negative external influences upon surrounding property. Under no circumstances shall a business that involves or is related to medical marihuana in any way be considered a home occupation. Home occupations expressly excludes all medical marihuana dispensaries, retail activity, growing facilities, and all activities licensed under Public Act 281 of 2016.

Person means an individual, corporation, limited liability company, partnership, limited partnership, limited liability partnership, limited liability limited partnership, trust, or other legal entity.

Medical marihuana definitions:

(1) *Grower* means a licensee that is a commercial entity located in this state that cultivates, dries, trims, or cures and packages marihuana for sale to a processor or provisioning center.
(2) *Licensee* means a person holding a state operating license.
(3) *Marihuana* means that term as defined in section 7106 of the public health code, 1978 PA 368, MCL 333.7106.
(4) *Marihuana facility* means a location at which a license holder is licensed to operate under this act.
(5) *Marihuana plant* means any plant of the species Cannabis sativa L.
(6) *Marihuana-infused product* means a topical formulation, tincture, beverage, edible substance, or similar product containing any usable marihuana that is intended for human consumption in a manner other than smoke inhalation. Marihuana-infused product shall not be considered a food for purposes of the food law, 2000 PA 92, MCL 289.1101 to 289.8111.

(7) *Michigan medical marihuana act* means the Michigan medical marihuana act, 2008 IL 1, MCL 333.26421 to 333.26430.

(8) *Paraphernalia* means any equipment, product, or material of any kind that is designed for or used in growing, cultivating, producing, manufacture, compounding, converting, storing, processing, preparing, transporting, injecting, smoking, ingesting, inhaling, or otherwise introducing into the human body, marihuana.

(9) *Person* means an individual, corporation, limited liability company, partnership, limited partnership, limited liability partnership, limited liability limited partnership, trust, or other legal entity.

(10) *Plant* means any living organism that produces its own food through photosynthesis and has observable root formation or is in growth material.

(11) *Processor* means a licensee that is a commercial entity located in this state that purchases marihuana from a grower and that extracts resin from the marihuana or creates a marihuana-infused product for sale and transfer in packaged form to a provisioning center.

(12) *Provisioning center* means a licensee that is a commercial entity located in this state that purchases marihuana from a grower or processor and sells, supplies, or provides marihuana to registered qualifying patients, directly or through the patients' registered primary caregivers. Provisioning center includes any commercial property where marihuana is sold at retail to registered qualifying patients or registered primary caregivers. A noncommercial location used by a primary caregiver to assist a qualifying patient connected to the caregiver through the department's marihuana registration process in accordance with the Michigan medical marihuana act is not a provisioning center for purposes of this act.

(13) *Registered primary caregiver* means a primary caregiver who has been issued a current registry identification card under the Michigan medical marihuana act.

(14) *Registered qualifying patient* means a qualifying patient who has been issued a current registry identification card under the Michigan medical marihuana act or a visiting qualifying patient as that term is defined in section 3 of the Michigan medical marihuana act, MCL 333.26423.

(15) *Registry identification card* means that term as defined in section 3 of the Michigan medical marihuana act. MCL 333.26423.

(16) *Safety compliance facility* means a licensee that is a commercial entity that receives marihuana from a marihuana facility or registered primary caregiver, tests it for contaminates and for tetrahydrocannabinol and other cannabinoids, returns the test results, and may return the marihuana to the marihuana facility.

(17) *Secure transporter* means a licensee that is a commercial entity located in this state that stores marihuana and transports marihuana between marihuana facilities for a fee.

(18) *State operating license* or, unless the context requires a different meaning, "License" means a license that is issued under this act that allows the licensee to operate as 1 of the following, specified in the license:
   (a) A grower.
   (b) A processor.
   (c) A secure transporter.
   (d) A provisioning center.
   (e) A safety compliance facility.

(19) *Statewide monitoring system* or, unless the context requires a different meaning, "system" means an internet-based, statewide database established, implemented, and maintained by the department under the marihuana tracking act, that is available to licensees, law enforcement agencies, and authorized state departments and agencies on a 24-hur basis for all of the following:
   (a) Verifying registry identification cards.
   (b) Tracking marihuana transfer and transportation by licensees, including transferee, date, quantity, and price.
   (c) Verifying in commercially reasonable time that a transfer will not exceed the limit that the patient or caregiver is authorized to receive under section 4 of the Michigan medical marihuana act, MCL 333.26424.

Passed by the City Commission of the CITY OF CLARE on _____, at its regular meeting with _____ commissioners in attendance, _____ voting aye, _____ nay. Adopted by the City Commission of the City of Clare this _____ day of _____, 2016.

Signed: _____, Chair.

****

I hereby certify that the foregoing was duly adopted by the CITY COMMISSION of CITY OF CLARE, Michigan, at its regular meeting on the _____ of _____, 2016, that of _____ members of the City Commission, _____ were in attendance and _____ voted for the adoption of the Ordinance. I further certify that the above and foregoing ordinance is recorded in Ordinances for the CITY OF CLARE.

Effective Date

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

_____
Diane Lyon, Clerk

Sec. ** - Use of Marihuana; odors

(1) Smoking or consumption of controlled substances, including marihuana, shall be prohibited on the site of the Medical Marihuana Caregiver Distribution Facility.
(2) The Facility shall not emit odors, emanating from marihuana, beyond the Facility building or structure.

Sec. ** - Ineligibility.

An applicant is ineligible to receive a license if any of the following circumstances exist:

(1) The applicant has bene convicted of or released from incarceration for a felony under the laws of this state, any other state, or the United States within the past 10 years or has been convicted of a controlled substance-related felony within the past 10 years.
(2) Within the past 5 years the applicant has been convicted of a misdemeanor involving a controlled substance, theft, dishonesty, or fraud in any state or been found responsible for violating a local ordinance in any state involving as controlled substance, dishonesty, theft, or fraud that substantially corresponds to a misdemeanor in that state.
(3) The applicant has knowingly submitted an application for a license under this act that contains false information.
(4) The applicant is a member of the board.
(5) The applicant fails to demonstrate the applicant's ability to maintain adequate premises liability and casualty insurance for its proposed marihuana facility.
(6) The applicant holds an elective office of a governmental unit of this state, another state, or the federal government; is a member of or employed by a regulatory body of a governmental unit in this state, another state, or the federal government; or is employed by a governmental unit of this state. This subdivision does not apply to an elected officer of or employee of a federally recognized Indian tribe or to an elected precinct delegate.
(7) The applicant, if an individual, has been a resident of this state for less than a continuous 2-year period immediately preceding the date of filing the application. The requirements in this subdivision do not apply after June 30, 2018.
(8) The board determines that the applicant is not in compliance with section 205(1).
(9) The applicant fails to meet other criteria established by rule.

Sec. ** - Security Measures.

The Medical Marihuana Caregiver Distribution Facility shall have secure windows and doors and the owner or occupant shall implement security measures to deter and prevent theft of marihuana, diversion of marihuana to illicit markets, and unintended or unlawful access.

Sec. ** - Permits.
All necessary building, electrical, plumbing, and mechanical permits must be obtained for any part of the structure in which electrical, wiring, lighting, or watering devices that support the storage or distribution of Medical Marihuana are located.

Sec. ** - Conditions of approval.

Prior to the granting of approval for the establishment of a Medical Marihuana Caregiver Distribution Facility, the City may impose any conditions or limitations upon the establishment, location, construction, maintenance, or operation (including hours of operation), of the Facility which are necessary for the protection of the public interest, including inspections. Any evidence, bond, or other performance guarantee may be required as proof that the conditions stipulated in connection therewith will be fulfilled.

Sec. ** - To Whom Marihuana May Be Distributed.

No person operating a Medical Marihuana Caregiver Distribution Facility shall provide or otherwise make available Medical Marihuana to any person who is not a Medical Marihuana Patient legally connected to that person as a Medical Marihuana Caregiver.

Sec. ** - Severability.

The provisions of this Ordinance are declared severable. If any provisions of this Ordinance or part thereof is declared invalid for any reason by a court of competent jurisdiction, that declaration does not affect or impair the validity of all other provisions that are not subject to that declaration.

Nothing in this ordinance is intended to preempt or modify the requirements of Public Act 281 of 2016.

Sec. ** - Effective Date.

This Ordinance shall take effect effective seven (7) days after publication of a notice of adoption of this Ordinance, unless referendum procedures are initiated under MCL 125.3402. If referendum procedures are initiated, this Ordinance will take effect in accordance with MCL 125.3402.

Passed by the City Commission of the CITY OF CLARE on _____, at its regular meeting with _____ commissioners in attendance, _____ voting aye, _____ nay. Adopted by the City Commission of the City of Clare this _____ day of _____, 2016.

Signed: _____, Chair.

****

I hereby certify that the foregoing was duly adopted by the CITY COMMISSION of CITY OF CLARE, Michigan, at its regular meeting on the _____ of _____, 2016, that of _____ members of the City Commission, _____ were in attendance and _____ voted for the adoption of the Ordinance. I further certify that the above and foregoing ordinance is recorded in Ordinances for the CITY OF CLARE.

Effective Date

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

_____

Diane Lyon, Clerk

LICENSING CHECKLIST

1. The name, business address, business telephone number, social security number, and, if applicable, federal tax identification number of the applicant.
2. The identity of every person having any ownership interest in the applicant with respect to which the license is sought. If the disclosed entity is a trust, the application shall disclose the names and addresses of the beneficiaries; if a corporation, the names and addresses of all shareholders, officers, and directors; if a partnership or limited liability partnership, the names and addresses of all partners; if a limited partnership or limited liability limited partnership, the names of all partners, both general and limited; or if a limited liability company, the names and addresses of all members and managers.
3. An identification of any business that is directly or indirectly involved in the growing, processing, testing, transporting, or sale of marihuana, including, if applicable, the state of incorporation or registration, in which an applicant or, if the applicant is an individual, the applicant's spouse, parent, or child has any equity interest. If an applicant is a corporation, partnership, or other business entity, the applicant shall identify any other corporation, partnership, or other business entity that is directly or indirectly involved in the growing, processing, testing, transporting, or sale of marihuana in which it has any equity interest, including, if applicable, the state of incorporation or registration. An applicant may comply with this subdivision by filing a copy of the applicant's registration with the Securities and Exchange Commission if the registration contains the information required by this subdivision.
4. Whether an applicant has been indicted for, charged with, arrested for, or convicted of, pled guilty or nolo contendere to, forfeited bail concerning any criminal offense under the laws of any jurisdiction, either felony or controlled-substance-related misdemeanor, not including traffic violations, regardless of whether the offense has been reversed on appeal or otherwise, including the date, the name and location of the court, arresting agency, and prosecuting agency, the case caption, the docket number, the offense, the disposition, and the location and length of incarceration.
5. Whether an applicant has ever applied for or has been granted any commercial license or certificate issued by a licensing authority in Michigan or any other jurisdiction that has been denied, restricted, suspended, revoked, or not renewed and a statement describing the facts and circumstances concerning the application, denial,

restriction, suspension, revocation, or nonrenewal, including the licensing authority, the date each action was taken, and the reason for each action.

6. Whether an applicant has filed, or been served with, a complaint or other notice filed with any public body, regarding the delinquency in the payment of, or a dispute over the filings concerning the payment of, any tax required under federal, state, or local law, including the amount, type of tax, taxing agency, and time periods involved.
7. A statement listing the names and titles of all public officials or officers of any unit of government, and the spouses, parents, and children of those public officials or officers, who, directly or indirectly, own any financial interest in, have any beneficial interest in, are the creditors of or hold any debt instrument issued by, or hold or have any interest in any contractual or service relationship with an applicant. As used in this subdivision, public official or officer does not include a person who would have to be listed solely because of his or her state or federal military service.
8. A description of the type of marihuana facility; anticipated or actual number of employees; and projected or actual gross receipts.
9. Financial information in the manner and form prescribed by the board.
10. A paper copy or electronic posting website reference for the ordinance or zoning restriction that the municipality adopted to authorize or restrict operation of 1 or more marihuana facilities in the municipality.
11. A copy of the notice informing the municipality by registered mail that the applicant has applied for a license under this act. The applicant shall also certify that it has delivered the notice to the municipality or will do so by 10 days after the date the applicant submits the application for a license to the board.
12. Any other information that it requires by rule.

NOTICE OF PROPOSED ORDINANCE AMENDMENT

CITY OF CLARE
PUBLIC NOTICE

The City of Clare Planning Commission will hold a public hearing on Wednesday, November 9, 2016, at 6:30 p.m. at Clare City Hall, 202 W. Fifth Street, to receive public comments pertaining to an amendment of the City of Clare Code of Ordinances: Chapter 52, Article III, Section 52-2 – Definitions; Chapter 52, Article III, Section 52-3-Revoked; Chapter 52, Article III, Section 52-145-Medical Marijuana Provisions; Chapter 52, Article III, Section 52-166-Medical Marijuana Provisions; Chapter 52, Article III, Section 52-211-Revoked; Chapter 52, Article III, Section 52-271-Boundaries, Purposes, Uses. A copy of the proposed Ordinance amendment is available for review in the Clerk's office, Monday through Friday, 8 am to 5 pm. The City Commission will accept comments at the hearing or in writing if the written comments are received by the City Clerk not later than 5 p.m. on the date of the hearing. The City of Clare is an equal opportunity employer and provider.

The City of Clare City Commission will hold a public hearing on Monday, November 21, 2016, at 6:00 p.m. at Clare City Hall, 202 W. Fifth Street, to receive public comments pertaining to an amendment of the City of Clare Code of Ordinances: Chapter 52, Article III, Section 52-2 – Definitions; Chapter 52, Article III, Section 52-3-Revoked; Chapter 52, Article III, Section 52-145-Medical Marijuana Provisions; Chapter 52, Article III, Section 52-166-Medical Marijuana Provisions; Chapter 52, Article III, Section 52-211-Revoked; Chapter 52, Article III, Section 52-271-Boundaries, Purposes, Uses. A copy of the proposed Ordinance amendment is available for review in the Clerk's office, Monday through Friday, 8 am to 5 pm. The City Commission will accept comments at the hearing or in writing if the written comments are received by the City Clerk not later than 5 p.m. on the date of the hearing. The City of Clare is an equal opportunity employer and provider.

Diane Lyon
Clare City Clerk

EQUAL HOUSING OPPORTUNITY

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AGENDA REPORT

TO: Mayor & City Commission
FROM: Ken Hibl, City Manager
DATE: November 17, 2016
RE: Purchase Materials to Reconstruct Woodlawn Bridge

For the Agenda of November 21, 2016

Background The City's bridge that spans the Tobacco River on Woodlawn Avenue has unexpectedly and surprisingly failed, which has required the City to impose a 3-Ton weight limit; install lane delineation posts in the middle of the bridge; and conduct frequent structural inspections until such time the bridge can be repaired or replaced.

The City Staff has spent considerable time consulting with Gourdie-Fraser, the City's engineering firm of record, the past month regarding the best course of action available to repair or replace the failed bridge. With the recommendations (*see copies of att'd GFA Email*s) of our engineering company, we have determined our only option is to replace the bridge; the best replacement option is a similar new wooden bridge. The lead time from order to delivery of the bridge materials is estimated to be ten (10) weeks – exclusive of installation time, which is estimated to be another four to five days.

The City Commission is asked to approve the expenditure of funds to allow us to place the order for materials for a new wooden bridge.

Issues & Questions Specified Should the City Commission authorize the expenditure of funds to allow the purchase of the needed materials to replace the failed Woodlawn Bridge with a new wooden bridge?

Alternatives

1. Authorize the expenditure of funds to allow the purchase of the needed materials to replace the failed Woodlawn Bridge with a new wooden bridge .
2. Authorize funds to purchase materials for an alternative (concrete, steel, etc) type of bridge.
3. Direct the bridge not be replaced.
4. Set aside the matter for further consideration and/or deliberation.

Financial Impact Material costs for a new wooden bridge is quoted as $69,500 (*see copy of Krenn Bridge quotation & GFA Email*). Note that this quotation is for materials only. As reflected in the GFA Email, installation costs are anticipated to be approximately $15K. We are still evaluating whether we are capable of installing the new bridge components – thereby potentially saving an estimated $5K-$10K – or whether we should hire a professional bridge contractor; we will advise the Commission once we've made that determination. A budget amendment will be required for this purchase; our Fiscal Over-Sight & Budget Committee is scheduled to convene at 5pm on Nov 21st to consider the expenditure.

Recommendations I recommend that the City Commission authorize the expenditure of funds ($69,500) to purchase the materials needed to reconstruct the wooden bridge on Woodlawn Avenue by adoption of Resolution 2016-132 *(copy att'd*).

Attachments

1. GFA Emails.
2. Krenn Bridge Quotation.
3. Resolution 2016-132.

From: Craig Goodrich [craig@gfa.tc]
Sent: Wednesday, November 02, 2016 9:25 AM
To: Ken Hibl; Steven Kingsbury; Alan Jessup
Cc: Terry Boyd; Bradley Link
Subject: Woodlawn Bridge
Attachments: City of Clare - CQ.DOCX

Good Morning:

I received a phone call from Bob Krenn yesterday afternoon and would like to document the costs verbally given to me.

I have attached the material costs to this email from Krenn Timber Bridge.

New Bridge deck would include 14" thick decking, spreader beams and timber railings.

Materials delivered to the site…… $69,500.00
Installation by Josh Adams…estimated. 15,000.00
Total estimated cost.. $84,500.00

This bridge would be constructed to last for the next 40 years.
Bridge inspection would only be necessary every two years as required. Cost typically several $300.00 estimated.

New spreader beams. Replacing the single one currently in place.

Material cost for spreader beams $4,000.00
Freight estimate 1,000.00
Installation by Josh Adams estimated.. 5,000.00
Total estimated cost.. $10.000.00

This repair may buy the City approximately 3-5 years of use. This bridge will have to be load rated to determine what that value would be. A load rating will cost approximately $600.00 We do estimate that this rating may be up to a ten ton load limit. This bridge will also be required to be inspected quarterly at a cost of approximately $300.00 per visit.

Delivery time of materials to the site may take up to ten weeks however I have been told that that is the worst case. Spreader beams may be able to be shipped in three weeks.

Josh Adams is a contractor located in northeast Michigan that specializes in the installation of the Krenn Timber Bridge.

Bob Krenn has indicated that if the City wished to use their own forces to remove and install the decking with their own equipment that he would make the time to help organize and direct the team on how to install the materials. This may be a method to save some additional money.

Hope this helps.

Craig Goodrich

Craig Goodrich

Municipal Specialist

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fax (231) 946.3703
website | mobile website | grant blog | vCard | map | email

Confidentiality Note: This e-mail and any attachments are confidential and may be protected by legal privilege. If you have received this e-mail in error, please notify us immediately by returning it to the sender and delete this copy from your system. Thank you.

From: Heather Jamison [heatherj@gfa.tc]
Sent: Monday, November 14, 2016 4:07 PM
To: Ken Hibl
Cc: Craig Goodrich
Subject: Woodlawn Bridge

Ken-

I did receive some follow up information from Ryan Loeprich at Contech. His total material cost estimate for the steel and concrete decking is $66,295.00. I spoke to a few local contractors, but could not get a firm installation cost, as no one was very familiar with this product to be able to accurately estimate a cost.

That being said, I also spoke with Josh Adams, of Adams Marine Construction. He is comfortable at around $15,000 for the removal and disposal of the existing bridge deck, and the installation of a new timber deck.

Based on the similar costs for the structure materials, and the unknown cost of installation for the Contech product, I recommend using the timber bridge products discussed with Krenn Timber Bridge. Costs not accounted for in this budget are grading approaches on each end of the new deck, and HMA surfacing, up to approximately 100 feet in each direction from the structure, which should be considered for another $8,000-$12,000. I have a call into Mr. Krenn to get a more defined timeline of the structure delivery.

Please let me know if you have any additional questions.

Heather Jamison, PE
Transportation Specialist/Project Manager

123 W Front Street | Traverse City, MI 49684
tel (231) 946.5874 | **cell (231) 970.0936**
fax (231) 946.3703
website | mobile website | grant blog | vCard | map | email

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KRENN TIMBER BRIDGE, INC.

6835 S. 6th Street, Kalamazoo, MI 49009 ** 269-207-7483 ** krenntimber@gmail.com

October 31, 2016

Mr. Craig Goodrich

Dear Craig:

In response to your request for a quote on a treated timber bridge for the City of Clare, we are pleased to offer the following:

Woodlawn Drive
26' Long, (1 Span @ 26') 26.67' Clear Roadway (28' Out to Out) Onto existing timber abutments
New superstructure to be 14" deep timbers
Includes 4 x 10 Timber Railing

Material Estimate Delivered to Jobsite..... $69,500.00 (does not include installation)
Material Cost for 3 New Spreader Beams to attach to existing bridge deck …… $4,000.00 (does not include freight)

Package includes Copper Napthenate Douglas Fir material cut and drilled prior to treatment and pre-assembled to the extent possible for easy installation. Includes all hot dipped galvanized hardware for assembly of structure. Bridge is designed for HL-93 Vehicle Load. The above price includes design drawings sealed by a Registered Engineer in the State of Michigan. Preliminary design drawings can be available within 10 working days after receipt of order. Delivery of materials can be offered in 10 to 12 weeks after approval of drawings and/or notice to proceed.

Thank you for the opportunity to quote on your needs.

Sincerely,

KRENN TIMBER BRIDGE, INC.

Bob Krenn

Bob Krenn
President

RESOLUTION 2016-132

A RESOLUTION OF THE CLARE CITY COMMISSION AUTHORIZING THE EXPENDITURE OF FUNDS TO PURCHASE MATERIEALS NEEDED FOR THE REPLACEMENT OF THE WOODLAWN BRIDGE.

WHEREAS, the City-owned bridge that spans the Tobacco River on Woodlawn Avenue in Clare has failed; and

WHEREAS, the City has completed its due diligence to determine whether the bridge can be repaired or whether it has to be replaced; and

WHEREAS, after consultation with representatives of Gourdie-Fraser, the City's engineer of record, and discussing all available options in respect to repair or replacement, it has been determined that the bridge cannot be economically repaired, thus the best option is to replace said bridge with a structure of similar construction and material composition as the existing bridge; and

WHEREAS, Gourdie-Fraser has obtained a quotation for needed bridge materials from the company that constructed the original bridge, thereby eliminating the need to replace the bridge abutments and other associated structural foundation components; and

WHEREAS, Gourdie-Fraser has advised the City that said quotation is reasonable and comparable to the costs of other bridge options.

NOW THEREFORE BE IT RESOLVED THAT the City Commission hereby authorizes the expenditure of $69,500 for the purchase of bridge materials from Krenn Timber Bridge, Incorporated of Kalamazoo, Michigan, said materials needed to replace the failed, City-owned Woodlawn Bridge.

BE IT FURTHER RESOLVED THAT the City Commission concurrently approves an amendment to the City's approved Fiscal Year 2016/2017 Budget and associated Capital Improvement Schedule for the stated amount and directs its Treasurer & Finance Director to take all actions necessary and associated with said amendment.

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 21st day of November 2016.

_____

Diane Lyon, City Clerk

AGENDA REPORT

TO: Mayor & City Commission
FROM: Diane Lyon, City Clerk
DATE: November 17, 2016
RE: Single Lot Assessments

For the Agenda of November 21, 2016

Background. The City Staff periodically prepares a single lot assessment roll for various, miscellaneous charges (e.g., blight, mowing fees, etc.) that have not been paid by respective property owners and submits the roll to the City Commission for its consideration and approval, thereby allowing these charges to be included on the tax bills of the respective parties.

A Single Lot Assessment Roll (*copy att'd*) has been prepared; public notice *(copy att'd)* has been made; and all property owners listed on the Roll have been notified by first class mail regarding the roll and the scheduled public hearing to hear comments related to the Roll. To date the City has received no written comments related to the Roll.

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

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

Alternatives.

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

Financial Impact. Initiation of the process for a Single Lot Assessment will allow the City to recoup the expenses, fees, and charges from the property owners listed on the Assessment Roll. All of these charges are for failure to mow grass and weeds; the City paid a contractor from its General Fund for the cost of services to mow the tall grass and weeds, and remove blight.

Recommendation. I recommend that the City Commission approve by motion the conduct of a public hearing to hear objections to the proposed assessment roll and subsequently approve – or approve with amendment, as appropriate – the assessment roll by adoption of Resolution 2016-078 *(copy att'd).*

Attachments.

1. Assessment Roll.
2. Public Notice.
3. Resolution 2016-078.

11/17/2016

Certification of City Clerk authenticating the Special Assessment Roll

State of Michigan

County of Clare

I HEREBY CERTIFY that the foregoing and annexed is the Special assessment roll of City of Clare The special assessment code is: DLQINV for the Tax Year 2016, the following are the Single Lot Special Assessments to be spread on the Winter 2016 tax roll: Signed: _____

City Clerk Diane Lyon

11/17/2016

Single Lot Special Assessments

Parcel # / Owner	Sp Assessment Code / Property Address	Amount of Special	10% Admin Fee	Total Due
051-420-007-01 MARSHALL ROBERT F	DLQINV 630 VANGEE AVE	80.00	8.00	88.00
051-034-204-20 EBERHART LANA S	DLQINV 320 W STATE ST	355.19	35.52	390.71
Records: 2	Totals:	435.19	43.52	478.71

CITY OF CLARE

202 West Fifth Street | Clare, Michigan 48617-1490
Office 989.386.7541 | Fax 989.386.4508
www.cityofclare.org

CITY HALL
Ph 989.386.7541
Fx 989.386.4508
www.cityofclare.org
Manager x102
Assessor x103
Clerk x106
Treasurer x107

DEPARTMENT OF PUBLIC WORKS
Ph 989.386.2182 or
989.386.7541 x202
Fx 989.386.4508

UTILITY BILLING
Ph 989.386.7541 x201

W/WWT PLANT
Ph 989.386.2321
Fx 989.386.2387

POLICE DEPT.
NON-EMERGENCY
Ph 989.386.2121
Fx 989.386.0440

FIRE DEPT.
NON-EMERGENCY
Ph 989.386.2151
Fx 989.386.3020

PARKS & RECREATION
Ph 989.386.7541 x213
Fx 989.386.4508

AIRPORT
Ph 989.386.0445
Fx 989.386.4508

CITY OF CLARE
PUBLIC NOTICE

The City Commission of Clare will hold a public hearing on Monday, November 21, 2016, at 6:00 p.m. at Clare City Hall, 202 W Fifth Street, to receive public comments pertaining to the approval of the Single Lot Assessment Roll for 2016 delinquent accounts. A copy of the assessment roll is available for review in the Clerk's office, Monday through Friday, 8 am to 5 pm. The City Commission will accept comments at the hearing or in writing if the written comments are received by the City Clerk not later than 5 p.m. on the date of the hearing. *The City of Clare is an equal opportunity provider and employer.*

Diane Lyon
City Clerk

EQUAL HOUSING OPPORTUNITY

Clearly Clare MICHIGAN

CITY OF CLARE

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Fx 989.386.4508

AIRPORT
Ph 989.386.0445
Fx 989.386.4508

October 4, 2016

Dear Property Owner:

You are being notified of the public hearing (notice attached), because you own property that is subject to the Single Lot Assessment District for the 2016 delinquent accounts. You may pay the delinquent amount in full by November 21, 2016 and avoid the Special Assessment District which includes a 10% interest charge. If your account remains delinquent beyond November 21, 2016, the full amount plus interest will be placed on the tax roll.

Please contact me if you have questions or concerns.

Sincerely,

Diane Lyon
City Clerk

Enclosure

CITY OF CLARE

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CITY OF CLARE
PUBLIC NOTICE

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Diane Lyon
City Clerk

EQUAL HOUSING OPPORTUNITY

RESOLUTION 2016-0078

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

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

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

WHEREAS, said hearing date has been set the 21st day of November 2016; and

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

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

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

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

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

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

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 21st day of November 2016.

_____

Diane Lyon, City Clerk

AGENDA REPORT

TO: Mayor & City Commission
FROM: Ken Hibl, City Manager
DATE: November 17, 2016
RE: Discussion Topic: Small-Urban Project (East Colonville Road Realignment Project)

For the Agenda of November 21, 2016

Background The City of Clare is eligible to receive Small-Urban grant funding in the amount of $375K with a local match requirement of approx. $90K to assist us in completing the proposed Colonville Road Realignment Project (est. project cost of approx $660K + engineering costs). We also have a very narrow-window opportunity to potentially qualify for a Category A MDOT grant (it's a job-creation state grant…and we have two local companies that are expected to create just over 30 jobs in the next six months), which if approved would allow us to use the CAT A grant funds as part of our local match dollars for the proposed Small-Urban Project (which is funded with federal dollars). But we also have a bridge to buy, and we have to earmark local match funds for the $800K ICE grant that we've received to improve three blocks of road and water main on Ann Arbor Trail. So it is imperative that we discuss where we place our priorities and our limited funds. We will ask the Commission to participate in that discussion Monday evening and provide us guidance in respect to priorities and direction.

Issues & Questions Specified Should the City Commission engage in discussions related to the proposed Small-Urban Project?

Alternatives

1. Engage in the Small-Urban Project discussions.
2. Do not engage in these discussions.
3. Set aside the matter for further consideration and/or deliberation.

Financial Impact We will provide a verbal report to the Commission at Monday's meeting after discussions with our Budget Committee.

Recommendations I recommend that the City Commission discuss this topic and provide the City Staff guidance and direction in respect to pursue or defer this Small-Urban Project by adoption of Resolution 2016-133 *(to be prepared subsequent to the Commission's decision*). We will hold a Budge & Oversight Committee Meeting in preparation for these discussions.

Attachments None. Resolution 2016-133 will be prepared outlining the decision(s) of the City Commission related to this topic and any other pertinent guidance provided by the Commission.

AGENDA REPORT

TO: Mayor Pat Humphrey & the Clare City Commission
FROM: Ken Hibl, City Manager
DATE: November 17, 2016
RE: *Board & Committee Appointments – Cherry Grove Cemetery Advisory Board (Betty Frank)

For the Agenda of November 21, 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 November 21, 2016.

Background. A vacancy currently exists on the Cherry Grove Cemetery Board created by the resignation of Bethany Mittan. Mayor Humphrey has appointed Ms. Betty Frank to fill the vacancy; the City Commission is asked to ratify the appointment.

Issues & Questions Specified. Should the City Commission ratify/approve Mayor Humphrey's appointment of Betty Frank to serve as a voting member of the Cherry Grove Cemetery Board?

Alternatives.

1. Ratify/approve the appointment.
2. Reject the appointment and ask Mayor Humphrey to appoint another individual.
3. Do not appoint anyone to fill the expired positions.
4. 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 ratify/approve the appointment of Betty Frank to serve as a voting member of the Cherry Grove Cemetery Board by adoption of Resolution 2016-089.

Attachment. Resolution 2016-089.

RESOLUTION 2016-089

A RESOLUTION OF THE CLARE CITY COMMISSION RATIFYING/APPROVING THE APPOINTMENT OF BETTY FRANK TO THE CHERRY GROVE CEMETERY ADVISORY BOARD.

WHEREAS, A vacancy currently exists on the Cherry Grove Cemetery Board created by the resignation of Bethany Mittan; and

WHEREAS, Mayor Humphrey has appointed Ms. Betty Frank to fill said vacancy; and

WHEREAS, the City Commission considers said individual qualified to continue serve as a voting member of said Board.

NOW THEREFORE BE IT RESOLVED THAT the City Commission of the City of Clare hereby approves/ratifies Mayor Humphrey's appointment of Ms. Betty Frank to serve as a voting member of the Cherry Grove Cemetery Advisory Board, said appointment being effective on November 21, 2016 and expiring on November 20, 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 21st day of November 2016.

_____

Diane Lyon, City Clerk

AGENDA REPORT

TO: Mayor Pat Humphrey & the Clare City Commission
FROM: Ken Hibl, City Manager
DATE: November 17, 2016
RE: *Board & Committee Appointment Renewal – Cherry Grove Cemetery Advisory Board (Jason Koch)

For the Agenda of November 21, 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 November 21, 2016.

Background. Jason Koch' term as an appointed member of the Cherry Grove Cemetery Board has expired. Jason has agreed to serve another term of appointment at the will of the Mayor and the City Commission.

Issues & Questions Specified. Should the City Commission renew the appointment of Jason Koch to serve another three-year term as a voting member of the Cherry Grove Cemetery Board?

Alternatives.

1. Renew the appointment.
2. Do not renew the appointment.
3. Do not appoint anyone to fill the expired positions.
4. 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 renew Jason's appointment to serve as a voting member of the Cherry Grove Cemetery Board by adoption of Resolution 2016-134.

Attachment. Resolution 2016-134.

RESOLUTION 2016-134

A RESOLUTION OF THE CLARE CITY COMMISSION REAPPOINTING MR. JASON KOCH TO SERVE AS A MEMBER OF THE CHERRY GROVE CEMETERY ADVISORY BOARD.

WHEREAS, the appointment of Mr. Jason Koch of the Cherry Grove Cemetery Advisory Board has expired; and

WHEREAS, Mr. Jason Koch has offered to serve another term of appointment at the will of the Mayor and Clare City Commission; and

WHEREAS, the seated members of the Cherry Grove Cemetery Advisory Board have recommended that the Mayor and City Commission renew Mr. Koch's appointment; and

WHEREAS, the Mayor and City Commission deem Mr. Koch's continued service to the Board and to the City as invaluable and consider Mr. Koch fully qualified to continue serving as a voting member of said Board.

NOW THEREFORE BE IT RESOLVED that the City Commission of the City of Clare hereby renews the appoint of Mr. Jason Koch to serve as a voting member of the Cherry Grove Cemetery Advisory Board, said appointment being effective the 21st day of November 2016 and terminating on the 20th day of November 2019.

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

BE IT FURTHER RESOLVED that said appointment is an at-will appointment of the Mayor of the City of Clare and can be revoked, terminated or rescinded by the Mayor at his/her discretion with or without stated cause or prejudice and without prior notice.

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

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 21st day of November, 2016.

_____

Diane Lyon, City Clerk

AGENDA REPORT

TO: Mayor & City Commissioners
FROM: Diane Lyon, City Clerk
DATE: November 17, 2016
RE: *Communications

For the Agenda of November 21, 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 November 21, 2016**.

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

SOS Press Releases. The Secretary of State has the attached media announcement regarding felony charges brought against a state employee involved with alleged identity theft.

MACTV 3 Newsletter. The most recent letter is attached for information.

Property Donation Acknowledgement Correspondence. A letter acknowledging a recent property donation was sent to the former property owner.

Attachments. As outlined above.

Diane Lyon

From: Michigan Secretary of State [MISOS@govsubscriptions.michigan.gov]
Sent: Friday, November 04, 2016 2:52 PM
To: Diane Lyon
Subject: NEWS RELEASE: Michigan Department of State employee charged with 11 felonies, including identity theft, after joint investigation with Michigan State Police

Media Release

From Secretary of State Ruth Johnson

-- For immediate release --

Michigan Department of State employee charged with 11 felonies, including identity theft, after joint investigation with Michigan State Police

LANSING, Mich. – Secretary of State Ruth Johnson today announced that a six-year employee of the Michigan Department of State was charged with 11 felonies, including identity theft.

"The vast majority of our employees are hardworking and honest, so when one person tries to cheat the system putting people at risk for their own gain, we take decisive action," Johnson said. "I'm particularly grateful to the Michigan State Police for their partnership in this investigation."

Lisa Brown-Quinn, 38, was suspended from her job at a Westland branch office during the investigation. She was arraigned today in the 18th District Court in Westland with:

- One count of using computers to commit a crime
- Two counts of conspiracy to commit identity theft
- Two counts of conspiracy to commit motor vehicle code offenses
- Three counts of identity theft
- Three counts of falsifying applications for a driver's license

The charges come after Johnson's Office of Investigative Services learned that an employee was alleged to have assisted a customer in obtaining a driver's license in someone else's name.

The investigation was referred to the Michigan State Police who built a case and worked with the Wayne County Prosecutor's Office to bring charges. A probable cause hearing is scheduled for Nov. 17 with a preliminary exam scheduled for Nov. 22. Bond was set at $5,000.

Since 2011, Johnson has made consumer protection a top priority, launching the Office of Investigative Services in 2014 to inspect and regulate automotive-related businesses, and investigate potential fraud involving Department of State programs. Just last week, one of its investigations led to charges against a salvage vehicle inspector accused of pocketing $170,100 in vehicle fees and forging documentation needed to qualify a vehicle for a Michigan rebuilt salvage title. The office has heightened the department's protection of the public with the closing of 30 unlicensed or shady repair facilities and 18 dishonest car dealers. In addition, cooperative efforts between OIS and Michigan law enforcement over the past 10 months have led to 113 investigations being turned over to law enforcement for criminal review and potential prosecution.

Residents may contact the OIS to report suspected fraud involving the Michigan Department of State at 517-335-0991.

For media questions, please call Gisgie Dávila Gendreau or Fred Woodhams at 517-373-2520.

For more about the Secretary of State's Office:

To find Secretary of State office locations and services, visit www.michigan.gov/sos. Sign up for the official Secretary of State Twitter feed at www.twitter.com/michsos and Facebook updates at www.facebook.com/michigansos. Online services are available at www.expresssos.com.

Customers may call the Department of State Information Center to speak to a customer-service representative at 888-SOS-MICH (767-6424).

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STAY CONNECTED:

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

Diane Lyon

From: MACTV Network [mactvnewsletter@gmail.com]
Sent: Monday, November 07, 2016 2:13 PM
Subject: November Newsletter

MAC TV Network Newsletter

Hello and welcome to the newest edition of MAC TV Network's monthly newsletter. We hope you found the previous editions useful and informative. We welcome your continued feedback and would like to know what you would like to see featured in future editions. Since we want the newsletter to be as relevant as possible, we will be sending a new one each month. We intend to use it to keep you in touch with news and developments which relate to the MAC TV Network and its implementation.

MAC TV is a non-commercial community access venue that provides the local communities with access to electronic media, equipment and the ability to engage in the creation of television programming designed to educate, inform and entertain.
Access television provides a forum to share your opinions and ideas in a unique way – through cable! The Mid-Michigan Area Cable Consortium is funded by independent member communities throughout Gratiot, Isabella and Clare counties.

2016 Monster Movie Competition

For the competition, teams had about a month to make a 10 minute or less movie themed around monsters. The premiere was held at Celebration!Cinema in Mount Pleasant and over 80 people came to support the participants.
https://vimeo.com/189364049
Here is the MAC TV Network unofficial staff film for the 2016 Monster Movie Competition.
https://vimeo.com/189373961

MAC Gives Back

Part of our new MAC Gives Back campaign, MAC TV would like to get involved in volunteer opportunities in Clare, Gratiot or Isabella counties. With busy lives, it can be hard to find time to volunteer. However, the benefits of volunteering are enormous to you, your family and your community. Volunteers are often the glue that holds a community together. Even helping out with the smallest tasks can make a real difference to the lives of people, animals, and organizations in need.

If you have any events or ideas of ways we can help get involved in our community please let us know!

Community Events Covered

MAC TV covers local events in Gratiot, Isabella and Clare counties. If you know of an event we should cover please do not hesitate to let us know about it!

A volunteer from the Alma Dog Sitting and Puppy Training came to our studio to make an informational video teaching the Sit, Stay, Come commands for dogs.
https://vimeo.com/189977209

We made a promo for Central Michigan University RPL student, as they invite you to their charity event Rave Up The Rocks where you can rock climb under black lights, enjoy the sound of DJ PJ Bradley, and bid on silent auction items. All of the procedes go to the local charity "Sawyer's Light."
https://vimeo.com/189688710

We filmed Admiral Dave Titley, USN(ret.) Ph. D. as he spoke at Mid Michigan Community College about how climate change effects national security for the Citizen's Climate Lobby of Mt. Pleasant.
https://vimeo.com/189643402

We made a promo for Center for Children, Families and Communities
https://vimeo.com/189011788

We filmed the 2016 Business Expo Breakfast
https://vimeo.com/187679380

Quick interview about the Shepherd Girls Golf Program, which in it's 2nd year has qualified for the state meet and won a conference title!
https://vimeo.com/185839031

MAC TV's Game of the Week

Hope College @ CMU Hockey
https://vimeo.com/188025191

Ithaca @ St. Louis Football
https://vimeo.com/187367909

Original Programming

Bluejay Update-
Katelyn & Kylie catch up with the girls golf team who are having a great season and then see what's going on during Homecoming 2016!
https://vimeo.com/187041538

The Bell – The Bell is an all new show, showcasing whats going on in our local schools.
In the first episode of MAC TV's new show on local schools our HS Co-Ops Katelyn & Kylie visit Clare for homecoming, Alma to talk about a bond proposal and read with some dogs in Ithaca.
https://vimeo.com/187050386

The next episode of The Bell highlights the new bond that passed at St. Louis Public Schools, along with new renovations taking place there.
https://vimeo.com/189211198

Pleasant Chat- Pleasant Chat is a bi-weekly production of local events covered in Gratiot, Isabella and Clare counties by MAC TV.

This week we went to the Spirit of St. Louis award ceremony, the Veterans Freedom Park and for our Halloween festivities we stopped by the Faith Community Church for their Trunk or Treat event!
https://vimeo.com/190587506

This week we had special guest, Chelsea Mazzetti stop in the studio to teach us how to do make up! We also stopped by the Angel Wings Foundation Press Conference where we learned more about the foundation and

Keisha Brown's fight against Breast Cancer.
https://vimeo.com/188713613

In this episode, Abby and Rachel went to the Clare County Animal Shelter, the Science Blast event put on by the Mid Michigan Community College as well as the Business and Community Expo in Mount Pleasant
https://vimeo.com/186287682

Art Review – As you may know, the mid-Michigan area is home to many creative and artistic people. We at MAC TV want to capture as many as these creative people as possible and what better way to do that than in our program, Art Review!

In this episode of Art Review Kayde shows you how to carve a pumpkin and features other halloween events going on in the community. Check it out!
https://vimeo.com/188871869

In this episode of Art Review Paige and Eleanor cover Art in the Park in Mount Pleasant then head over to St. Louis to learn about their Quilt Trail. Finally they head back to the studio to teach you how to do a fall craft in Kid's Craft Corner.
https://vimeo.com/186439780

Sports Attack
On this episode of Sports Attack Luke takes a trip out to the Isabella Ice Arena to cover a local hockey event. In addition to that, he also stopped by the CMU Homecoming 5k race. Lastly, we have coverage of the St. Louis v. Ithaca football game.
https://vimeo.com/187040690

Luke takes a trip out to the Isabella County Sportsman Club for a special outdoorsman edition of Sports Attack. Give it a watch!
https://vimeo.com/188865553

Public Service Announcements

MAC TV Network wishes to help our local communities by playing currently made Public Service Announcements (PSA's) and also helping local organizations create their own PSA's to play on our channel and for them to use on their website or social media.
A PSA is a free short video that MAC TV Network create for free and will distribute to help an organization communicate its message and highlight information about the nonprofit organizations' programs, activities, or events.
The message in the PSA should be clear. Include the date and time of the event and any information that the audience may need, such as a web address or telephone number to learn more. Any organizations interested or wish to have more information please contact Carey at 989-773-9730 or at careyhammel@gmail.com.

Training Opportunities

We provide television production classes and are proud to announce we now have Sony and Panasonic HD chip cameras and will be giving free training to help you stay up-to-date on the ever changing world of technology. MAC TV also allows any trained volunteer access to our production equipment. For more information on taking our upcoming class and becoming a trained volunteer, please contact MAC TV at (989)773-9730.

We Need You!

MAC TV is always looking for upcoming events to cover, if you know of any in Gratiot, Isabella or Clare counties, please do not hesitate to let us know about it. MAC TV is also always looking for volunteers interested in covering any events. If you are already a volunteer or interested in becoming a volunteer, and interested in helping us cover events please call MAC TV at (989)773-9730 or email us at info@MACTVNetwork.org.

Contact Us

MAC TV Central Office 312 W. Michigan Street Mt. Pleasant, MI 48858 Phone: 989.773.9730 Fax: 989.773.9843 info@MACTVNetwork.org Hours: Monday-Friday 10 a.m. - 4:30 p.m. Or by scheduled appointment	**MAC TV Network—Gratiot** 206 Prospect Ave. Alma, MI 48801 Phone: 989.463.5883 Fax: 989.463.5883 Contact: Eleanor at: info@MACTVNetwork.org Hours: Monday & Wednesday 10 a.m. - 4:30 p.m. Or by scheduled appointment	**MAC TV Network –Clare** Pere Marquette District Library 185 E. 4th Street Clare, MI 48617 Phone: 989.386.7576 Fax: 989.386.3576 Contact Paige at: info@MACTVNetwork.org Hours: Tuesday 10 a.m. - 4:30 p.m. Or by scheduled appointment

www.MACTVNetwork.org

facebook.com/MACTVNetwork

twitter.com/MACTVNetwork or @MACTVNetwork

vimeo.com/MACTVNetwork

Channel 191 & 187 on Charter

CITY OF CLARE

202 West Fifth Street | Clare, Michigan 48617-1490
Office 989.386.7541 | Fax 989.386.4508
www.cityofclare.org

November 14, 2016

Mr. & Mrs. Gary Rossier
40429 Firesteel Drive
Sterling Heights, Michigan 48313

Dear Gary & Joan,

I offer this letter on behalf of the City of Clare acknowledging your benevolent donation of two parcels of lake front property within the boundaries of the City, the property being identified as T17N, R4W, Section 26, Lots 46 and 47, First Addition to Lake Shamrock Subdivision, City of Clare, Clare County, Michigan, further identified as Parcel #051-540-046-10. The City Assessor's assigned state equalized value (SEV) of this property at the time of the donation was $27,000; the assigned Taxable Value was $23,069.

Thank you for your generosity. We wish good health, long life, happiness, and success in all future ventures.

Respectfully yours,

Ken Hibl
City Manager

CITY HALL
Ph 989.386.7541
Fx 989.386.4508
www.cityofclare.org
Manager x102
Assessor x103
Clerk x106
Treasurer x107

DEPARTMENT OF PUBLIC WORKS
Ph 989.386.2182 or
989.386.7541 x202
Fx 989.386.4508

UTILITY BILLING
Ph 989.386.7541 x201

W/WWT PLANT
Ph 989.386.2321
Fx 989.386.2387

POLICE DEPT.
NON-EMERGENCY
Ph 989.386.2121
Fx 989.386.0440

FIRE DEPT.
NON-EMERGENCY
Ph 989.386.2151
Fx 989.386.3020

PARKS & RECREATION
Ph 989.386.7541 x213
Fx 989.386.4508

AIRPORT
Ph 989.386.0445
Fx 989.386.4508

This Institution is an Equal Opportunity Provider & Employer

To: **Mayor Pat Humphrey and the Clare City Commission**
From: **Steven J. Kingsbury, MBA, CPFA, MiCPT**
Treasurer, Finance and Technology Director
Date: **November 17, 2016**
Reference: **Treasurer's Report for November 21, 2016**

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

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

FY2015/16 Annual Audit: The City's annual external two-week audit was completed on November 3, 2016 and the report and financial statements will be presented to the City Commission during Monday's meeting by AHP Partner Duane Reyhl. This is the tenth consecutive external audit report with an unqualified, completely clean audit opinion/report.

Enclosed for the City Commission's reference you will find a thank you letter from the external audit team for our preparation diligence, attention to detail and assistance in completing this year's audit. This letter is a truly appreciated affirmation for Michelle and myself as we put in a tremendous amount of effort in preparation for and during the audit to insure that it is efficiently completed with a positive result.

CITY OF CLARE
CASH AND INVESTMENT SUMMARY (UNAUDITED) BY BANK
From 10/01/2016 to 10/31/2016

Financial Institution/Account Description	Interest Rates	Balance 10/1/16	Total Increases	Total Decreases	Balance 10/31/16
City of Clare Accounts					
Chemical Bank/Consolidated Account	0.100%	$ 265,187.27	$ 826,316.61	$ 695,536.19	395,967.69
Chemical Bank/Rural Development Bond & Interest Acct	0.020%	49,885.79	0.85	-	49,886.64
Chemical Bank/Rural Development RRI Acct	0.020%	43,155.16	0.73	-	43,155.89
Chemical Bank/USDA Sewer Bond Pmt Reserve Acct	0.020%	2,625.36	0.04	-	2,625.40
Chemical Bank/USDA Sewer Bond RRI Reserve Acct	0.020%	8,231.39	0.14	-	8,231.53
Chemical Bank/USDA Water Bond Pmt Reserve Acct	0.020%	4,375.57	0.07	-	4,375.64
Chemical Bank/USDA Water Bond RRI Reserve Acct	0.020%	7,529.49	0.13	-	7,529.62
Mercantile/Money Market Account	0.100%	73,816.89	6.27	-	73,823.16
Chemical Bank/Current Property Tax Account	0.100%	30,878.37	34,923.40	43,437.21	22,364.56
Petty Cash and Cash on Hand	N/A	450.00	-	-	450.00
Chemical Bank/ACH Receipt Acct	0.020%	1,000.00	-	-	1,000.00
Chemical Bank/Repurchase Agreements	0.2% to 0.45%	2,400,000.00	100,000.00	200,000.00	2,300,000.00
MMCAA - Fiduciary Account for the Railroad Depot	N/A	19,121.05	-	-	19,121.05
Mercantile/Hatton Township Landfill Trust Fund	0.900%	200,727.43	-	-	200,727.43
Total - City of Clare Accounts		**$ 3,106,983.77**	**$ 961,248.24**	**$ 938,973.40**	**$ 3,129,258.61**
City of Clare Component Unit Accounts					
Chemical Bank DDA Account	0.100%	98,213.12	1,284.30	37,458.08	62,039.34
Total - City of Clare Component Unit Accounts		**$ 98,213.12**	**$ 1,284.30**	**$ 37,458.08**	**$ 62,039.34**

CASH SUMMARY BY FUND FOR THE CITY OF CLARE
From 10/01/2016 To 10/31/2016
ALL FUNDS (UNAUDITED)
CASH and INVESTMENT ACCOUNTS

FUND	DESCRIPTION	BALANCE 10/1/2016	TOTAL DEBITS	TOTAL CREDITS	BALANCE 10/31/2016	Investment Balances 10/31/2016	Transactional Account Balances 10/31/2016
101	General Fund	1,012,004.38	402,765.47	410,182.71	1,004,587.14	$ 780,000.00	$ 224,587.14
150	Cemetery Perpetual Care	273,639.44	1,522.71	0.00	275,162.15	260,000.00	15,162.15
202	Major Streets	105,223.02	85,826.24	64,633.96	126,415.30	100,000.00	26,415.30
203	Local Streets	37,647.92	13,443.18	15,387.69	35,703.41	20,000.00	15,703.41
206	Fire Fund	225,234.91	52,122.84	82,930.01	194,427.74	185,000.00	9,427.74
208	Parks and Recreation	432,312.04	44,752.69	70,178.41	406,886.32	365,000.00	41,886.32
210	Downtown Development Authority (DDA)	98,213.12	1,284.30	37,458.08	62,039.34	-	62,039.34
211	Sidewalk Replacement Fund	338.94	0.03	0.00	338.97	-	338.97
243	Brownfield Redevelopment Authority Fund	4,592.49	0.35	0.00	4,592.84	-	4,592.84
265	Drug Law Enforcement Fund	754.08	0.06	0.00	754.14	-	754.14
287	Police Training 302 Fund	1,174.07	818.15	0.00	1,992.22		
590	Sewer System Fund	479,738.71	96,538.06	64,783.03	511,493.74	360,000.00	151,493.74
591	Water System Fund	258,551.10	97,438.63	55,858.57	300,131.16	230,000.00	70,131.16
636	Data Processing Fund	17,521.88	5,401.58	2,467.86	20,455.60	-	20,455.60
641	Mobile Equipment Fund	22,543.93	26,643.90	15,693.39	33,494.44	-	33,494.44
703	Property Tax Fund	30,878.37	34,923.40	43,437.21	22,364.56	-	22,364.56
704	Imprest Payroll Fund	4,101.06	99,050.95	113,420.56	(10,268.55)	-	(10,268.55)
765	Hattan Township Landfill Trust Fund	200,727.43	0.00	0.00	200,727.43	200,727.43	-
	TOTAL - ALL FUNDS	**$ 3,205,196.89**	**$ 962,532.54**	**$ 976,431.48**	**$ 3,191,297.95**	**$ 2,500,727.43**	**$ 688,578.30**

NOTES:
Parks and Recreation Fund - balance includes Grant/Donation Funds reserved for the Soccer Complex of $6,878.96 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 $19,121.05.

Summary

Revenue and Expenditure Report

Prepared as of

October 31, 2016

REVENUE AND EXPENDITURE REPORT FOR CITY OF CLARE
PERIOD ENDING 10/31/2016
% Fiscal Year Completed: 33.70

*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 10/31/2016 NORM (ABNORM)	ACTIVITY FOR MONTH 10/31/16 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 101 - GENERAL FUND						
000.000-GENERAL	2,881,222.48	2,566,588.46	1,635,230.24	137,832.56	931,358.22	63.71
931.000-TRANSFERS IN AND OTHER SOURCES	376,596.24	45,000.00	13,250.00	3,250.00	31,750.00	29.44
TOTAL Revenues	3,257,818.72	2,611,588.46	1,648,480.24	141,082.56	963,108.22	63.12
101.000-CITY COMMISSION	35,463.64	42,950.00	23,907.43	25.00	19,042.57	55.66
172.000-CITY MANAGEMENT/ADMINISTRATION	114,132.49	113,028.83	34,790.23	8,919.21	78,238.60	30.78
191.000-FISCAL SERVICES	137,020.69	150,021.10	40,698.80	10,124.88	109,322.30	27.13
215.000-CLERK	145,235.21	197,467.26	57,475.10	13,543.46	139,992.16	29.11
247.000-BOARD OF REVIEW	1,809.43	1,593.50	90.99	0.00	1,502.51	5.71
257.000-ASSESSOR	86,732.45	101,415.96	31,096.74	9,226.43	70,319.22	30.66
262.000-ELECTIONS	6,856.30	13,257.49	1,721.04	291.94	11,536.45	12.98
265.000-BUILDING AND GROUNDS	48,266.10	62,854.84	20,700.02	4,023.81	42,154.82	32.93
266.000-ATTORNEY	62,832.35	45,000.00	8,366.31	2,005.50	36,633.69	18.59
276.000-CEMETERY	68,273.20	75,426.54	37,023.42	5,933.00	38,403.12	49.09
301.000-POLICE	902,179.25	891,580.21	281,236.71	57,950.55	610,343.50	31.54
371.000-BUILDING INSPECTION DEPARTMENT	39,726.05	5,210.00	5,420.87	318.11	(210.87)	104.05
441.000-DEPARTMENT OF PUBLIC WORKS	63,837.62	45,782.03	20,513.77	3,093.86	25,268.26	44.81
445.000-DRAINS - PUBLIC BENEFIT	0.00	2,500.00	0.00	0.00	2,500.00	0.00
448.000-STREET LIGHTING	199,057.43	50,469.91	20,388.78	4,286.33	30,081.13	40.40
526.000-LANDFILL CLOSURE	55,915.57	67,401.57	7,444.89	5,666.96	59,956.68	11.05
528.000-REFUSE COLLECTION/DISPOSAL	213,328.00	215,498.63	71,421.54	17,470.29	144,077.09	33.14
537.000-AIRPORT	360,058.67	267,903.60	110,501.32	8,196.71	157,402.28	41.25
721.000-PLANNING	38,777.83	36,300.00	19,510.16	1,610.00	16,789.84	53.75
728.018-ECONOMIC DEVELOPMENT - CLARE COUNTY	61,405.89	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	44,369.97	29,609.75	31,198.43	4,615.73	(1,588.68)	105.37
999.000-TRANSFERS (OUT) AND OTHER USES	393,098.82	345,841.33	205,622.08	20,000.00	140,219.25	59.46
TOTAL Expenditures	3,144,459.61	2,805,487.43	1,029,128.63	177,301.77	1,776,358.80	36.68
Fund 101 - GENERAL FUND:						
TOTAL REVENUES	3,257,818.72	2,611,588.46	1,648,480.24	141,082.56	963,108.22	63.12
TOTAL EXPENDITURES	3,144,459.61	2,805,487.43	1,029,128.63	177,301.77	1,776,358.80	36.68
NET OF REVENUES & EXPENDITURES	113,359.11	(193,898.97)	619,351.61	(36,219.21)	(813,250.58)	319.42

REVENUE AND EXPENDITURE REPORT FOR CITY OF CLARE
PERIOD ENDING 10/31/2016
% Fiscal Year Completed: 33.70

*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 10/31/2016 NORM (ABNORM)	ACTIVITY FOR MONTH 10/31/16 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 150 - CEMETERY PERPETUAL CARE						
000.000-GENERAL	11,812.30	8,705.00	5,118.31	1,522.71	3,586.69	58.80
TOTAL Revenues	11,812.30	8,705.00	5,118.31	1,522.71	3,586.69	58.80
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	3,700.00	5,000.00	0.00	0.00	5,000.00	0.00
Fund 150 - CEMETERY PERPETUAL CARE:						
TOTAL REVENUES	11,812.30	8,705.00	5,118.31	1,522.71	3,586.69	58.80
TOTAL EXPENDITURES	3,700.00	5,000.00	0.00	0.00	5,000.00	0.00
NET OF REVENUES & EXPENDITURES	8,112.30	3,705.00	5,118.31	1,522.71	(1,413.31)	138.15

REVENUE AND EXPENDITURE REPORT FOR CITY OF CLARE
PERIOD ENDING 10/31/2016
% Fiscal Year Completed: 33.70

*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 10/31/2016 NORM (ABNORM)	ACTIVITY FOR MONTH 10/31/16 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 202 - MAJOR STREETS						
000.000-GENERAL	272,996.38	446,657.10	35,572.08	18,266.44	411,085.02	7.96
TOTAL Revenues	272,996.38	446,657.10	35,572.08	18,266.44	411,085.02	7.96
444.000-SIDEWALKS	4,529.37	4,948.99	1,565.75	324.12	3,383.24	31.64
446.001-STATE TRUNKLINE MAINTENANCE	53,841.05	48,655.71	16,992.30	6,281.58	31,663.41	34.92
449.002-PRESERVATION STREETS	183,640.36	329,046.63	35,011.43	18,329.03	294,035.20	10.64
449.003-WINTER MAINTENANCE	11,461.46	13,300.00	4,616.51	1,346.79	8,683.49	34.71
449.004-ADMIN, ENGINEERING & RECORD KEEPING	13,777.10	16,478.41	5,473.79	1,352.44	11,004.62	33.22
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	29,500.00	7,000.00	60,500.00	32.78
TOTAL Expenditures	303,749.34	503,554.74	93,159.78	34,633.96	410,394.96	18.50
Fund 202 - MAJOR STREETS:						
TOTAL REVENUES	272,996.38	446,657.10	35,572.08	18,266.44	411,085.02	7.96
TOTAL EXPENDITURES	303,749.34	503,554.74	93,159.78	34,633.96	410,394.96	18.50
NET OF REVENUES & EXPENDITURES	(30,752.96)	(56,897.64)	(57,587.70)	(16,367.52)	690.06	101.21

REVENUE AND EXPENDITURE REPORT FOR CITY OF CLARE
PERIOD ENDING 10/31/2016
% Fiscal Year Completed: 33.70

*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 10/31/2016 NORM (ABNORM)	ACTIVITY FOR MONTH 10/31/16 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 203 - LOCAL STS FUND						
000.000-GENERAL	105,806.90	99,118.26	16,625.50	6,443.18	82,492.76	16.77
931.000-TRANSFERS IN AND OTHER SOURCES	89,000.00	90,000.00	29,500.00	7,000.00	60,500.00	32.78
TOTAL Revenues	194,806.90	189,118.26	46,125.50	13,443.18	142,992.76	24.39
444.000-SIDEWALKS	4,575.13	4,948.99	1,760.22	324.10	3,188.77	35.57
449.001-CONSTRUCTION STREETS (INCL. ENG.& ROW)	2,278.64	2,100.00	700.00	175.00	1,400.00	33.33
449.002-PRESERVATION STREETS	152,532.76	155,564.46	55,648.08	11,789.34	99,916.38	35.77
449.003-WINTER MAINTENANCE	4,989.39	8,600.00	3,374.16	904.44	5,225.84	39.23
449.004-ADMIN, ENGINEERING & RECORD KEEPING	7,572.57	13,178.41	5,317.70	2,194.81	7,860.71	40.35
955.000-NON DEPARTMENTAL	587.71	0.00	0.00	0.00	0.00	0.00
TOTAL Expenditures	172,536.20	184,391.86	66,800.16	15,387.69	117,591.70	36.23
Fund 203 - LOCAL STS FUND:						
TOTAL REVENUES	194,806.90	189,118.26	46,125.50	13,443.18	142,992.76	24.39
TOTAL EXPENDITURES	172,536.20	184,391.86	66,800.16	15,387.69	117,591.70	36.23
NET OF REVENUES & EXPENDITURES	22,270.70	4,726.40	(20,674.66)	(1,944.51)	25,401.06	437.43

REVENUE AND EXPENDITURE REPORT FOR CITY OF CLARE
PERIOD ENDING 10/31/2016
% Fiscal Year Completed: 33.70

*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 10/31/2016 NORM (ABNORM)	ACTIVITY FOR MONTH 10/31/16 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 206 - FIRE FUND						
000.000-GENERAL	735,260.24	233,798.00	53,997.06	41,602.17	179,800.94	23.10
931.000-TRANSFERS IN AND OTHER SOURCES	97,727.34	94,160.84	94,160.84	0.00	0.00	100.00
TOTAL Revenues	832,987.58	327,958.84	148,157.90	41,602.17	179,800.94	45.18
336.000-FIRE DEPARTMENT	865,663.69	295,887.66	99,243.25	20,107.78	196,644.41	33.54
906.000-DEBT SERVICE	0.00	42,822.23	42,822.23	42,822.23	0.00	100.00
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	886,980.02	359,830.22	159,706.31	62,930.01	200,123.91	44.38
Fund 206 - FIRE FUND:						
TOTAL REVENUES	832,987.58	327,958.84	148,157.90	41,602.17	179,800.94	45.18
TOTAL EXPENDITURES	886,980.02	359,830.22	159,706.31	62,930.01	200,123.91	44.38
NET OF REVENUES & EXPENDITURES	(53,992.44)	(31,871.38)	(11,548.41)	(21,327.84)	(20,322.97)	36.23

REVENUE AND EXPENDITURE REPORT FOR CITY OF CLARE
PERIOD ENDING 10/31/2016
% Fiscal Year Completed: 33.70

*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 10/31/2016 NORM (ABNORM)	ACTIVITY FOR MONTH 10/31/16 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 208 - PARKS AND RECREATION						
000.000-GENERAL	414,869.00	460,962.85	99,802.50	3,922.69	361,160.35	21.65
931.000-TRANSFERS IN AND OTHER SOURCES	210,000.00	220,000.00	430,000.00	20,000.00	(210,000.00)	195.45
TOTAL Revenues	624,869.00	680,962.85	529,802.50	23,922.69	151,160.35	77.80
751.001-PARKS	604,054.04	564,394.84	116,124.73	37,529.77	448,270.11	20.58
751.002-RECREATION	82,174.23	86,079.04	29,407.53	10,439.66	56,671.51	34.16
906.000-DEBT SERVICE	32,805.25	57,693.23	23,973.41	1,103.98	33,719.82	41.55
955.000-NON DEPARTMENTAL	1,041.31	2,000.00	756.90	150.00	1,243.10	37.85
TOTAL Expenditures	720,074.83	710,167.11	170,262.57	49,223.41	539,904.54	23.98
Fund 208 - PARKS AND RECREATION:						
TOTAL REVENUES	624,869.00	680,962.85	529,802.50	23,922.69	151,160.35	77.80
TOTAL EXPENDITURES	720,074.83	710,167.11	170,262.57	49,223.41	539,904.54	23.98
NET OF REVENUES & EXPENDITURES	(95,205.83)	(29,204.26)	359,539.93	(25,300.72)	(388,744.19)	1,231.12

REVENUE AND EXPENDITURE REPORT FOR CITY OF CLARE
PERIOD ENDING 10/31/2016
% Fiscal Year Completed: 33.70

*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 10/31/2016 NORM (ABNORM)	ACTIVITY FOR MONTH 10/31/16 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 210 - DDA(DOWNTOWN DVLPMT AUTHORITY)						
000.000-GENERAL	92,580.78	81,507.88	81,180.80	1,284.30	327.08	99.60
TOTAL Revenues	92,580.78	81,507.88	81,180.80	1,284.30	327.08	99.60
747.001-DDA - OPERATIONS	49,854.31	47,400.00	24,000.81	3,849.08	23,399.19	50.63
747.002-DDA - MAINSTREET	1,156.79	2,016.00	211.24	52.81	1,804.76	10.48
906.000-DEBT SERVICE	36,635.50	36,624.75	31,071.75	31,071.75	5,553.00	84.84
TOTAL Expenditures	87,646.60	86,040.75	55,283.80	34,973.64	30,756.95	64.25
Fund 210 - DDA(DOWNTOWN DVLPMT AUTHORITY):						
TOTAL REVENUES	92,580.78	81,507.88	81,180.80	1,284.30	327.08	99.60
TOTAL EXPENDITURES	87,646.60	86,040.75	55,283.80	34,973.64	30,756.95	64.25
NET OF REVENUES & EXPENDITURES	4,934.18	(4,532.87)	25,897.00	(33,689.34)	(30,429.87)	571.32

REVENUE AND EXPENDITURE REPORT FOR CITY OF CLARE
PERIOD ENDING 10/31/2016
% Fiscal Year Completed: 33.70

*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 10/31/2016 NORM (ABNORM)	ACTIVITY FOR MONTH 10/31/16 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 211 - SIDEWALK REPLACEMENT FUND						
000.000-GENERAL	1.54	0.00	0.15	0.03	(0.15)	100.00
TOTAL Revenues	1.54	0.00	0.15	0.03	(0.15)	100.00
444.000-SIDEWALKS	1,194.51	668.70	500.00	0.00	168.70	74.77
955.000-NON DEPARTMENTAL	2.04	0.00	0.00	0.00	0.00	0.00
TOTAL Expenditures	1,196.55	668.70	500.00	0.00	168.70	74.77
Fund 211 - SIDEWALK REPLACEMENT FUND:						
TOTAL REVENUES	1.54	0.00	0.15	0.03	(0.15)	100.00
TOTAL EXPENDITURES	1,196.55	668.70	500.00	0.00	168.70	74.77
NET OF REVENUES & EXPENDITURES	(1,195.01)	(668.70)	(499.85)	0.03	(168.85)	74.75

REVENUE AND EXPENDITURE REPORT FOR CITY OF CLARE
PERIOD ENDING 10/31/2016
% Fiscal Year Completed: 33.70
*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 10/31/2016 NORM (ABNORM)	ACTIVITY FOR MONTH 10/31/16 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 243 - BROWNFIELD REDEVELOPMENT AUTHORITY FUND						
000.000-GENERAL	3.63	4.00	1.52	0.35	2.48	38.00
TOTAL Revenues	3.63	4.00	1.52	0.35	2.48	38.00
Fund 243 - BROWNFIELD REDEVELOPMENT AUTHORITY FUNI						
TOTAL REVENUES	3.63	4.00	1.52	0.35	2.48	38.00
TOTAL EXPENDITURES	0.00	0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES	3.63	4.00	1.52	0.35	2.48	38.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF CLARE
PERIOD ENDING 10/31/2016
% Fiscal Year Completed: 33.70

*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 10/31/2016 NORM (ABNORM)	ACTIVITY FOR MONTH 10/31/16 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 265 - DRUG LAW ENFORCEMENT FUND						
000.000-GENERAL	2,826.78	2,000.00	746.24	0.06	1,253.76	37.31
TOTAL Revenues	2,826.78	2,000.00	746.24	0.06	1,253.76	37.31
301.000-POLICE	3,882.56	3,322.17	0.00	0.00	3,322.17	0.00
TOTAL Expenditures	3,882.56	3,322.17	0.00	0.00	3,322.17	0.00
Fund 265 - DRUG LAW ENFORCEMENT FUND:						
TOTAL REVENUES	2,826.78	2,000.00	746.24	0.06	1,253.76	37.31
TOTAL EXPENDITURES	3,882.56	3,322.17	0.00	0.00	3,322.17	0.00
NET OF REVENUES & EXPENDITURES	(1,055.78)	(1,322.17)	746.24	0.06	(2,068.41)	56.44

REVENUE AND EXPENDITURE REPORT FOR CITY OF CLARE
PERIOD ENDING 10/31/2016
% Fiscal Year Completed: 33.70

*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 10/31/2016 NORM (ABNORM)	ACTIVITY FOR MONTH 10/31/16 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 287 - POLICE TRAINING 302 FUND						
000.000-GENERAL	1,525.90	1,500.00	818.33	818.15	681.67	54.56
931.000-TRANSFERS IN AND OTHER SOURCES	896.99	0.00	0.00	0.00	0.00	0.00
TOTAL Revenues	2,422.89	1,500.00	818.33	818.15	681.67	54.56
301.000-POLICE	1,249.00	1,500.00	0.00	0.00	1,500.00	0.00
TOTAL Expenditures	1,249.00	1,500.00	0.00	0.00	1,500.00	0.00
Fund 287 - POLICE TRAINING 302 FUND:						
TOTAL REVENUES	2,422.89	1,500.00	818.33	818.15	681.67	54.56
TOTAL EXPENDITURES	1,249.00	1,500.00	0.00	0.00	1,500.00	0.00
NET OF REVENUES & EXPENDITURES	1,173.89	0.00	818.33	818.15	(818.33)	100.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF CLARE
PERIOD ENDING 10/31/2016
% Fiscal Year Completed: 33.70
*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 10/31/2016 NORM (ABNORM)	ACTIVITY FOR MONTH 10/31/16 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
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	53,290.82	52,800.82	44,102.07	0.00	8,698.75	83.53
223.000-DEBT SERVICE	53,290.82	52,800.82	44,102.07	0.00	8,698.75	83.53
TOTAL Expenditures	53,290.82	52,800.82	44,102.07	0.00	8,698.75	83.53
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	53,290.82	52,800.82	44,102.07	0.00	8,698.75	83.53
NET OF REVENUES & EXPENDITURES	0.00	0.00	0.00	0.00	0.00	0.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF CLARE
PERIOD ENDING 10/31/2016
% Fiscal Year Completed: 33.70

*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 10/31/2016 NORM (ABNORM)	ACTIVITY FOR MONTH 10/31/16 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 590 - SEWER SYSTEM FUND						
000.000-GENERAL	940,756.78	970,959.74	244,564.26	81,326.79	726,395.48	25.19
TOTAL Revenues	940,756.78	970,959.74	244,564.26	81,326.79	726,395.48	25.19
536.001-SEWER TREATMENT AND PUMPING	764,758.79	542,334.98	153,823.18	34,520.77	388,511.80	28.36
536.002-SEWER COLLECTION	175,096.48	199,489.74	56,535.58	12,954.78	142,954.16	28.34
906.000-DEBT SERVICE	76,574.18	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	3,350.00	850.00	6,650.00	33.50
TOTAL Expenditures	1,016,429.45	853,277.36	215,755.80	48,325.55	637,521.56	25.29
Fund 590 - SEWER SYSTEM FUND:						
TOTAL REVENUES	940,756.78	970,959.74	244,564.26	81,326.79	726,395.48	25.19
TOTAL EXPENDITURES	1,016,429.45	853,277.36	215,755.80	48,325.55	637,521.56	25.29
NET OF REVENUES & EXPENDITURES	(75,672.67)	117,682.38	28,808.46	33,001.24	88,873.92	24.48

REVENUE AND EXPENDITURE REPORT FOR CITY OF CLARE
PERIOD ENDING 10/31/2016
% Fiscal Year Completed: 33.70

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ACCOUNT DESCRIPTION	END BALANCE 06/30/2016 NORM (ABNORM)	2016-17 AMENDED BUDGET	YTD BALANCE 10/31/2016 NORM (ABNORM)	ACTIVITY FOR MONTH 10/31/16 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 591 - WATER SYSTEM FUND						
000.000-GENERAL	1,111,329.18	1,088,840.49	205,837.84	79,295.99	883,002.65	18.90
TOTAL Revenues	1,111,329.18	1,088,840.49	205,837.84	79,295.99	883,002.65	18.90
536.003-TREATMENT, PUMPING AND STORAGE	331,219.89	660,672.21	79,113.14	16,406.59	581,559.07	11.97
536.004-WATER DISTRIBUTION	190,209.41	611,120.35	69,489.45	17,394.13	541,630.90	11.37
536.005-PRINCIPAL RESPONSIBLE PARTY #1	83,765.80	139,073.60	23,487.42	5,709.23	115,586.18	16.89
906.000-DEBT SERVICE	22,161.86	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	3,350.00	850.00	6,650.00	33.50
TOTAL Expenditures	627,356.96	1,449,477.70	177,597.15	40,359.95	1,271,880.55	12.25
Fund 591 - WATER SYSTEM FUND:						
TOTAL REVENUES	1,111,329.18	1,088,840.49	205,837.84	79,295.99	883,002.65	18.90
TOTAL EXPENDITURES	627,356.96	1,449,477.70	177,597.15	40,359.95	1,271,880.55	12.25
NET OF REVENUES & EXPENDITURES	483,972.22	(360,637.21)	28,240.69	38,936.04	(388,877.90)	7.83

REVENUE AND EXPENDITURE REPORT FOR CITY OF CLARE
PERIOD ENDING 10/31/2016
% Fiscal Year Completed: 33.70
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ACCOUNT DESCRIPTION	END BALANCE 06/30/2016 NORM (ABNORM)	2016-17 AMENDED BUDGET	YTD BALANCE 10/31/2016 NORM (ABNORM)	ACTIVITY FOR MONTH 10/31/16 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 636 - DATA PROCESSING						
000.000-GENERAL	83,924.44	65,910.00	21,371.20	5,401.58	44,538.80	32.42
TOTAL Revenues	83,924.44	65,910.00	21,371.20	5,401.58	44,538.80	32.42
228.000-DATA PROCESSING, INFORMATION TECHNOLOGY	95,699.34	53,850.00	14,492.93	1,617.86	39,357.07	26.91
999.000-TRANSFERS (OUT) AND OTHER USES	0.00	11,000.00	3,600.00	850.00	7,400.00	32.73
TOTAL Expenditures	95,699.34	64,850.00	18,092.93	2,467.86	46,757.07	27.90
Fund 636 - DATA PROCESSING:						
TOTAL REVENUES	83,924.44	65,910.00	21,371.20	5,401.58	44,538.80	32.42
TOTAL EXPENDITURES	95,699.34	64,850.00	18,092.93	2,467.86	46,757.07	27.90
NET OF REVENUES & EXPENDITURES	(11,774.90)	1,060.00	3,278.27	2,933.72	(2,218.27)	309.27

REVENUE AND EXPENDITURE REPORT FOR CITY OF CLARE
PERIOD ENDING 10/31/2016
% Fiscal Year Completed: 33.70

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ACCOUNT DESCRIPTION	END BALANCE 06/30/2016 NORM (ABNORM)	2016-17 AMENDED BUDGET	YTD BALANCE 10/31/2016 NORM (ABNORM)	ACTIVITY FOR MONTH 10/31/16 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 641 - MOBILE EQUIPMENT						
000.000-GENERAL	381,145.45	340,043.99	105,359.08	26,552.69	234,684.91	30.98
TOTAL Revenues	381,145.45	340,043.99	105,359.08	26,552.69	234,684.91	30.98
441.000-DEPARTMENT OF PUBLIC WORKS	372,111.82	356,232.55	115,846.48	15,545.26	240,386.07	32.52
999.000-TRANSFERS (OUT) AND OTHER USES	0.00	1,000.00	350.00	100.00	650.00	35.00
TOTAL Expenditures	372,111.82	357,232.55	116,196.48	15,645.26	241,036.07	32.53
Fund 641 - MOBILE EQUIPMENT:						
TOTAL REVENUES	381,145.45	340,043.99	105,359.08	26,552.69	234,684.91	30.98
TOTAL EXPENDITURES	372,111.82	357,232.55	116,196.48	15,645.26	241,036.07	32.53
NET OF REVENUES & EXPENDITURES	9,033.63	(17,188.56)	(10,837.40)	10,907.43	(6,351.16)	63.05

REVENUE AND EXPENDITURE REPORT FOR CITY OF CLARE
PERIOD ENDING 10/31/2016
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ACCOUNT DESCRIPTION	END BALANCE 06/30/2016 NORM (ABNORM)	2016-17 AMENDED BUDGET	YTD BALANCE 10/31/2016 NORM (ABNORM)	ACTIVITY FOR MONTH 10/31/16 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 765 - HATTON TOWNSHIP LANDFILL TRUST FUND						
000.000-GENERAL	721.64	750.00	0.00	0.00	750.00	0.00
TOTAL Revenues	721.64	750.00	0.00	0.00	750.00	0.00
999.000-TRANSFERS (OUT) AND OTHER USES	10,500.00	0.00	0.00	0.00	0.00	0.00
TOTAL Expenditures	10,500.00	0.00	0.00	0.00	0.00	0.00
Fund 765 - HATTON TOWNSHIP LANDFILL TRUST FUND:						
TOTAL REVENUES	721.64	750.00	0.00	0.00	750.00	0.00
TOTAL EXPENDITURES	10,500.00	0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES	(9,778.36)	750.00	0.00	0.00	750.00	0.00

REVENUE AND EXPENDITURE REPORT FOR CITY OF CLARE
PERIOD ENDING 10/31/2016
% Fiscal Year Completed: 33.70

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ACCOUNT DESCRIPTION	END BALANCE 06/30/2016 NORM (ABNORM)	2016-17 AMENDED BUDGET	YTD BALANCE 10/31/2016 NORM (ABNORM)	ACTIVITY FOR MONTH 10/31/16 INCR (DECR)	AVAILABLE BALANCE NORM (ABNORM)	% BDGT USED
Fund 902 - GENERAL LONG-TERM DEBT						
000.000-GENERAL	794,226.56	0.00	0.00	0.00	0.00	0.00
TOTAL Expenditures	794,226.56	0.00	0.00	0.00	0.00	0.00
Fund 902 - GENERAL LONG-TERM DEBT:						
TOTAL REVENUES	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL EXPENDITURES	794,226.56	0.00	0.00	0.00	0.00	0.00
NET OF REVENUES & EXPENDITURES	(794,226.56)	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES - ALL FUNDS	7,864,294.81	6,869,307.43	3,117,238.02	434,519.69	3,752,069.41	45.38
TOTAL EXPENDITURES - ALL FUNDS	8,295,089.66	7,437,601.41	2,146,585.68	481,249.10	5,291,015.73	28.86
NET OF REVENUES & EXPENDITURES	(430,794.85)	(568,293.98)	970,652.34	(46,729.41)	(1,538,946.32)	170.80

City of Clare

Comparative Balance Sheet

Prepared as of

October 31, 2016

COMPARATIVE BALANCE SHEET FOR CITY OF CLARE

Fund 101 GENERAL FUND

GL Number	Description	PERIOD ENDED 10/31/2015	PERIOD ENDED 10/31/2016
*** Assets ***			
101-000.000-001.000	CASH	81,902.16	149,313.98
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	73,745.53	73,823.16
101-000.000-003.000	CERTIFICATES OF DEPOSIT/ REPURCHASE AGR.	1,075,000.00	780,000.00
101-000.000-040.000	ACCOUNTS RECEIVABLE	44,611.62	36,586.51
101-000.000-040.271	ACCOUNTS RECEIVABLE - LIBRARY	3,476.80	0.00
101-000.000-040.900	LITIGATION CLAIMS RECEIVABLE	14,500.00	0.00
101-000.000-043.000	A/R UTILITIES	14,916.95	13,617.10
101-000.000-043.001	ALLOWANCE FOR UNCOLLECTIBLE ACCOUNTS	1,940.00	(350.00)
101-000.000-078.000	DUE FROM STATE	2,470.00	0.00
101-000.000-084.703	DUE FROM TAX FUND	101.70	103.24
101-000.000-111.000	INVENTORY	1,769.49	1,610.54
101-000.000-111.001	INVENTORY - AIRPORT FUEL	20,028.19	3,545.29
101-000.000-123.537	PREPAID SALES TAX - AVIATION FUEL	1,626.60	0.00
	Total Assets	**1,337,539.04**	**1,059,699.82**
*** Liabilities ***			
101-000.000-202.000	ACCTS PAYABLE	4,109.09	0.00
101-000.000-214.222	DUE TO COUNTY- TR FEES	21.00	60.50
101-000.000-214.225	DUE TO COUNTY - SCHOOL TR FEES	84.01	242.01
101-000.000-228.000	DUE TO STATE OF MICHIGAN	906.42	670.27
101-000.000-273.000	UNDISTRIBUTED RECEIPTS	240.00	240.00
101-000.000-276.000	DUE TO UTILITY CUSTOMERS	67.06	69.71
	Total Liabilities	**5,427.58**	**1,282.49**
*** 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		**113,359.11**
	***15-16 End FB/16-17 Beg FB**	**439,065.72**	
	Net of Revenues VS Expenditures - Current Year	**1,006,404.85**	**619,351.61**
	Ending Fund Balance	**1,332,111.46**	**1,058,417.33**
	Total Liabilities And Fund Balance	**1,337,539.04**	**1,059,699.82**

* Year Not Closed

Fund 150 CEMETERY PERPETUAL CARE

GL Number	Description	PERIOD ENDED 10/31/2015	PERIOD ENDED 10/31/2016
*** Assets ***			
150-000.000-001.000	CASH	39,824.58	15,162.15
150-000.000-003.000	REPURCHASE AGREEMENTS	225,000.00	260,000.00
	Total Assets	**264,824.58**	**275,162.15**
*** Liabilities ***			
	Total Liabilities	**0.00**	**0.00**
*** Fund Balance ***			
150-000.000-390.000	FUND BALANCE	7,316.77	(1,283.23)
150-000.000-390.001	NONEXPENDABLE FUND BALANCE	254,614.77	263,214.77
	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		**8,112.30**
	***15-16 End FB/16-17 Beg FB**	**270,043.84**	
	Net of Revenues VS Expenditures - Current Year	**2,893.04**	**5,118.31**
	Ending Fund Balance	**264,824.58**	**275,162.15**
	Total Liabilities And Fund Balance	**264,824.58**	**275,162.15**

* Year Not Closed

Fund 202 MAJOR STREETS

GL Number	Description	PERIOD ENDED 10/31/2015	PERIOD ENDED 10/31/2016
*** Assets ***			
202-000.000-001.000	CASH	28,385.74	26,415.30
202-000.000-003.000	REPURCHASE AGREEMENTS	140,000.00	100,000.00
202-000.000-045.000	SPECIAL ASSESSMENTS RECEIVABLE	2,837.15	2,837.15
	Total Assets	**171,222.89**	**129,252.45**
*** Liabilities ***			
202-000.000-202.000	ACCOUNTS PAYABLE	5,448.31	0.00
202-000.000-339.000	DEFERRED REVENUES	2,837.15	2,837.15
	Total Liabilities	**8,285.46**	**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		**(30,752.96)**
	***15-16 End FB/16-17 Beg FB**	**184,003.00**	
	Net of Revenues VS Expenditures - Current Year	**(51,818.53)**	**(57,587.70)**
	Ending Fund Balance	**162,937.43**	**126,415.30**
	Total Liabilities And Fund Balance	**171,222.89**	**129,252.45**

* Year Not Closed

Fund 203 LOCAL STS FUND

GL Number	Description	PERIOD ENDED 10/31/2015	PERIOD ENDED 10/31/2016
*** Assets ***			
203-000.000-001.000	CASH	17,915.84	15,703.41
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
Total Assets		**30,814.97**	**48,602.54**
*** Liabilities ***			
203-000.000-202.000	ACCOUNTS PAYABLE	673.57	0.00
203-000.000-339.000	DEFERRED REVENUES	12,899.13	12,899.13
Total Liabilities		**13,572.70**	**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			**22,270.70**
***15-16 End FB/16-17 Beg FB**		**56,378.07**	
Net of Revenues VS Expenditures - Current Year		**(16,865.10)**	**(20,674.66)**
Ending Fund Balance		**17,242.27**	**35,703.41**
Total Liabilities And Fund Balance		**30,814.97**	**48,602.54**

* Year Not Closed

Fund 206 FIRE FUND

GL Number	Description	PERIOD ENDED 10/31/2015	PERIOD ENDED 10/31/2016
*** Assets ***			
206-000.000-001.000	CASH	20,596.92	9,427.74
206-000.000-003.000	REPURCHASE AGREEMENTS	285,000.00	185,000.00
206-000.000-040.000	ACCOUNTS RECEIVABLE	12,149.69	10,828.21
206-000.000-043.001	ALLOWANCE FOR UNCOLLECTIBLE ACCOUNTS	227.00	0.00
206-000.000-111.000	INVENTORY	1,643.26	1,653.26
	Total Assets	**319,616.87**	**206,909.21**
*** Liabilities ***			
206-000.000-339.000	DEFERRED REVENUES	83,217.50	84,818.57
	Total Liabilities	**83,217.50**	**84,818.57**
*** 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		**(53,992.44)**
	***15-16 End FB/16-17 Beg FB**	**133,639.05**	
	Net of Revenues VS Expenditures - Current Year	**48,767.88**	**(11,548.41)**
	Ending Fund Balance	**236,399.37**	**122,090.64**
	Total Liabilities And Fund Balance	**319,616.87**	**206,909.21**

* Year Not Closed

Fund 208 PARKS AND RECREATION

GL Number	Description	PERIOD ENDED 10/31/2015	PERIOD ENDED 10/31/2016
*** Assets ***			
208-000.000-001.000	CASH	44,426.83	22,765.27
208-000.000-001.800	CASH HELD BY MMCAA - DEPOT PROJECT	120,013.63	19,121.05
208-000.000-003.000	CERTIFICATES OF DEPOSIT/ REPURCHASE AGR.	0.00	365,000.00
208-000.000-045.000	SPECIAL ASSESSMENTS RECEIVABLE	21,340.00	21,340.00
	Total Assets	**185,780.46**	**428,226.32**
*** Liabilities ***			
208-000.000-202.000	ACCTS PAYABLE	11,293.38	0.00
208-000.000-283.000	DEPOSITS PAYABLE - PARK RENTALS	225.00	150.00
208-000.000-339.000	DEFERRED REVENUES	21,340.00	21,340.00
	Total Liabilities	**32,858.38**	**21,490.00**
*** 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		**(95,205.83)**
	***15-16 End FB/16-17 Beg FB**	**47,196.39**	
	Net of Revenues VS Expenditures - Current Year	**10,519.86**	**359,539.93**
	Ending Fund Balance	**152,922.08**	**406,736.32**
	Total Liabilities And Fund Balance	**185,780.46**	**428,226.32**

* Year Not Closed

COMPARATIVE BALANCE SHEET FOR CITY OF CLARE

Fund 210 DDA(DOWNTOWN DVLPMT AUTHORITY)

GL Number	Description	PERIOD ENDED 10/31/2015	PERIOD ENDED 10/31/2016
*** Assets ***			
210-000.000-001.000	CASH	62,749.67	62,039.34
210-000.000-040.000	ACCOUNTS RECEIVABLE	100.00	0.00
	Total Assets	**62,849.67**	**62,039.34**
*** Liabilities ***			
	Total Liabilities	**0.00**	**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		**4,934.18**
	***15-16 End FB/16-17 Beg FB**	**36,142.34**	
	Net of Revenues VS Expenditures - Current Year	**31,641.51**	**25,897.00**
	Ending Fund Balance	**62,849.67**	**62,039.34**
	Total Liabilities And Fund Balance	**62,849.67**	**62,039.34**

* Year Not Closed

Fund 211 SIDEWALK REPLACEMENT FUND

GL Number	Description	PERIOD ENDED 10/31/2015	PERIOD ENDED 10/31/2016
*** Assets ***			
211-000.000-001.000	CASH	837.45	338.97
	Total Assets	**837.45**	**338.97**
*** 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		**(1,195.01)**
	***15-16 End FB/16-17 Beg FB**	**838.82**	
	Net of Revenues VS Expenditures - Current Year	**(1,196.38)**	**(499.85)**
	Ending Fund Balance	**837.45**	**338.97**
	Total Liabilities And Fund Balance	**837.45**	**338.97**

* Year Not Closed

Fund 243 BROWNFIELD REDEVELOPMENT AUTHORITY FUND

GL Number	Description	PERIOD ENDED 10/31/2015	PERIOD ENDED 10/31/2016
*** Assets ***			
243-000.000-001.000	CASH	4,588.60	4,592.84
	Total Assets	**4,588.60**	**4,592.84**
*** 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	**0.91**	**1.52**
	Ending Fund Balance	**4,588.60**	**4,592.84**
	Total Liabilities And Fund Balance	**4,588.60**	**4,592.84**

* Year Not Closed

Fund 265 DRUG LAW ENFORCEMENT FUND

GL Number	Description	PERIOD ENDED 10/31/2015	PERIOD ENDED 10/31/2016
*** Assets ***			
265-000.000-001.000	CASH	1,245.91	754.14
	Total Assets	**1,245.91**	**754.14**
*** 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	**182.23**	**746.24**
	Ending Fund Balance	**1,245.91**	**754.14**
	Total Liabilities And Fund Balance	**1,245.91**	**754.14**

* Year Not Closed

Fund 287 POLICE TRAINING 302 FUND

GL Number	Description	PERIOD ENDED 10/31/2015	PERIOD ENDED 10/31/2016
*** Assets ***			
287-000.000-001.000	CASH	1,617.85	1,992.22
	Total Assets	**1,617.85**	**1,992.22**
*** Fund Balance ***			
	Total Fund Balance	**0.00**	**0.00**
	Beginning Fund Balance	**0.00**	**0.00**
	Net of Revenues VS Expenditures - 15-16		**1,173.89**
	***15-16 End FB/16-17 Beg FB**	**1,173.89**	
	Net of Revenues VS Expenditures - Current Year	**1,617.85**	**818.33**
	Ending Fund Balance	**1,617.85**	**1,992.22**
	Total Liabilities And Fund Balance	**1,617.85**	**1,992.22**

* Year Not Closed

Fund 414 FACADE IMPROVEMENT PROGRAM (CDBG)

GL Number	Description	PERIOD ENDED 10/31/2015	PERIOD ENDED 10/31/2016
*** Assets ***			
414-000.000-001.000	CASH	10,000.00	0.00
	Total Assets	**10,000.00**	**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		**0.00**
	***15-16 End FB/16-17 Beg FB**	**0.00**	
	Net of Revenues VS Expenditures - Current Year	**10,000.00**	**0.00**
	Ending Fund Balance	**10,000.00**	**0.00**
	Total Liabilities And Fund Balance	**10,000.00**	**0.00**

* Year Not Closed

Fund 590 SEWER SYSTEM FUND

GL Number	Description	PERIOD ENDED 10/31/2015	PERIOD ENDED 10/31/2016
*** Assets ***			
590-000.000-001.000	CASH	37,424.32	47,594.28
590-000.000-001.012	CASH - 2012 USDA BOND RESERVE ACCT	39,378.01	49,886.64
590-000.000-001.013	CASH - 2012 USDA BOND RRI ACCT	34,098.44	43,155.89
590-000.000-001.014	2014 USDA SEWER BOND PMT RESERVE ACCOUNT	1,125.08	2,625.40
590-000.000-001.015	2014 USDA SEWER BOND RRI RESERVE ACCOUNT	3,527.49	8,231.53
590-000.000-003.000	REPURCHASE AGREEMENTS	275,000.00	360,000.00
590-000.000-034.000	A/R TO TAXES	500.00	500.00
590-000.000-040.000	ACCOUNTS RECEIVABLE	0.00	355.19
590-000.000-043.000	A/R UTILITIES	51,247.91	44,459.04
590-000.000-043.001	ALLOWANCE FOR UNCOLLECTIBLE ACCOUNTS	(600.00)	(1,500.00)
590-000.000-045.000	SPECIAL ASSESSMENTS RECEIVABLE	14,836.83	14,836.83
590-000.000-111.000	INVENTORY	48,413.97	45,987.29
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)	(377,588.39)
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)	(3,316,452.72)
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)	(608,093.57)
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	4,920,742.38
590-000.000-155.000	ACCUMULATED DEPR. - SEWER SYSTEM	(2,626,234.93)	(2,766,286.76)
590-000.000-158.000	CONSTRUCTION IN PROGRESS	1,364,481.95	0.00
	Total Assets	**7,151,742.99**	**7,096,410.08**
*** Liabilities ***			
590-000.000-256.000	ACCRUED INT PAYABLE	13,411.26	13,037.10
590-000.000-276.000	DUE TO SEWER CUSTOMERS	187.78	470.82
590-000.000-285.000	SECURITY DEPOSITS	18,700.00	19,200.00
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	**3,026,252.73**	**2,949,661.61**
*** 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		**(75,672.67)**
	***15-16 End FB/16-17 Beg FB**	**4,117,940.01**	
	Net of Revenues VS Expenditures - Current Year	**(68,122.42)**	**28,808.46**
	Ending Fund Balance	**4,125,490.26**	**4,146,748.47**
	Total Liabilities And Fund Balance	**7,151,742.99**	**7,096,410.08**

* Year Not Closed

Fund 591 WATER SYSTEM FUND

GL Number	Description	PERIOD ENDED 10/31/2015	PERIOD ENDED 10/31/2016
*** Assets ***			
591-000.000-001.000	CASH	19,178.09	58,225.90
591-000.000-001.016	2014 USDA WATER BOND PMT RESERVE ACCOUNT	1,875.12	4,375.64
591-000.000-001.017	2014 USDA WATER BOND RRI RESERVE ACCOUNT	3,226.70	7,529.62
591-000.000-003.000	CERTIFICATES OF DEPOSIT/ REPURCHASE AGR.	300,000.00	230,000.00
591-000.000-040.000	ACCOUNTS RECEIVABLE	20,638.40	19,403.87
591-000.000-043.000	A/R UTILITIES	29,028.86	25,113.29
591-000.000-043.001	ALLOWANCE FOR UNCOLLECTIBLE ACCOUNTS	(200.00)	(850.00)
591-000.000-045.000	SPECIAL ASSESSMENTS RECEIVABLE	1,061.26	1,061.26
591-000.000-111.000	INVENTORY	7,338.90	6,485.65
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)	(395,590.21)
591-000.000-138.000	EQUIPMENT	17,852.84	17,852.84
591-000.000-145.000	ACCUMULATED DEPR. - EQUIPMENT	(17,380.64)	(17,695.44)
591-000.000-152.001	WATER SYSTEM - WELLS	777,007.48	807,012.53
591-000.000-152.003	WATER SYSTEM - PUMPING	45,989.93	143,787.93
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	1,396,675.25
591-000.000-152.007	WATER SYSTEM - TRANSMISSION	196,972.56	1,982,326.70
591-000.000-153.000	ACCUMULATED DEPR. WATER SYSTEM	(1,572,561.16)	(1,659,581.54)
591-000.000-158.000	CONSTRUCTION IN PROGRESS	1,785,638.01	0.00
	Total Assets	**3,436,279.39**	**4,096,727.44**
*** Liabilities ***			
591-000.000-256.000	ACCRUED INT PAYABLE	3,715.24	3,597.71
591-000.000-276.000	DUE TO WATER CUSTOMERS	81.73	60.70
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	**746,796.97**	**714,658.41**
*** 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		**483,972.22**
	***15-16 End FB/16-17 Beg FB**	**3,353,828.34**	
	Net of Revenues VS Expenditures - Current Year	**(180,373.70)**	**28,240.69**
	Ending Fund Balance	**2,689,482.42**	**3,382,069.03**
	Total Liabilities And Fund Balance	**3,436,279.39**	**4,096,727.44**

* Year Not Closed

Fund 636 DATA PROCESSING

GL Number	Description	PERIOD ENDED 10/31/2015	PERIOD ENDED 10/31/2016
*** Assets ***			
636-000.000-001.000	CASH	11,967.93	20,455.60
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)	(349,674.65)
	Total Assets	**57,912.92**	**56,611.36**
*** Liabilities ***			
	Total Liabilities	**0.00**	**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		**(11,774.90)**
	***15-16 End FB/16-17 Beg FB**	**53,333.09**	
	Net of Revenues VS Expenditures - Current Year	**(7,195.07)**	**3,278.27**
	Ending Fund Balance	**57,912.92**	**56,611.36**
	Total Liabilities And Fund Balance	**57,912.92**	**56,611.36**

* Year Not Closed

Fund 641 MOBILE EQUIPMENT

GL Number	Description	PERIOD ENDED 10/31/2015	PERIOD ENDED 10/31/2016
*** Assets ***			
641-000.000-001.000	CASH	16,259.83	33,494.44
641-000.000-043.000	A/R UTILITIES	1,130.56	964.22
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	5,919.81
641-000.000-109.001	INVENTORY - STREET COLD PATCH	200.25	418.30
641-000.000-111.000	INVENTORY	35,713.65	27,771.10
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)	(453,580.12)
641-000.000-138.000	EQUIPMENT	567,530.14	563,091.14
641-000.000-139.000	OTHER EQUIPMENT	16,787.52	16,787.52
641-000.000-145.000	ACCUMULATED DEPR. - EQUIPMENT	(578,139.95)	(574,473.17)
641-000.000-148.000	VEHICLES - DPW	1,050,144.39	1,108,231.39
641-000.000-148.001	VEHICLES - POLICE	136,066.99	161,167.47
641-000.000-149.000	ACCUMULATED DEPRECIATION - VEHICLES	(897,742.99)	(958,051.91)
	Total Assets	**676,853.91**	**683,973.31**
*** Liabilities ***			
641-000.000-276.000	DUE TO UTILITY CUSTOMERS	25.73	4.39
	Total Liabilities	**25.73**	**4.39**
*** 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		**9,033.63**
	***15-16 End FB/16-17 Beg FB**	**694,806.32**	
	Net of Revenues VS Expenditures - Current Year	**(8,944.51)**	**(10,837.40)**
	Ending Fund Balance	**676,828.18**	**683,968.92**
	Total Liabilities And Fund Balance	**676,853.91**	**683,973.31**

* Year Not Closed

Fund 703 PROPERTY TAX FUND

GL Number	Description	PERIOD ENDED 10/31/2015	PERIOD ENDED 10/31/2016
*** Assets ***			
703-000.000-001.000	CASH	15,050.64	22,364.56
703-000.000-018.000	TAXES RECEIVABLE - SUMMER	235,320.86	229,278.10
703-000.000-019.000	TAXES RECEIVABLE - WINTER	(23,236.67)	(18,257.27)
	Total Assets	**227,134.83**	**233,385.39**
*** Liabilities ***			
703-000.000-214.101	DUE TO GENERAL FUND	138,507.31	134,573.31
703-000.000-214.202	DUE TO MAJOR STREET FUND	(0.85)	(0.35)
703-000.000-214.203	DUE TO LOCAL STREET FUND	2,214.93	1,997.11
703-000.000-214.208	DUE TO PARKS FUND	6,278.62	7,068.68
703-000.000-214.590	DUE TO SEWER FUND	249.57	203.27
703-000.000-214.591	DUE TO WATER FUND	127.70	110.28
703-000.000-214.641	DUE TO MOBILE EQUIPMENT	9.27	784.38
703-000.000-215.001	DUE TO COMPONENT UNIT - DDA	2,679.27	3,364.36
703-000.000-222.001	DUE TO CLARE COUNTY	56,851.82	59,264.18
703-000.000-222.002	DUE TO ISABELLA COUNTY	13,398.61	9,087.39
703-000.000-223.000	DUE TO LIBRARY - PMDL	6,283.24	6,133.53
703-000.000-274.000	UNDISTRIBUTED TAX COLLECTIONS	475.15	10,799.25
703-000.000-276.000	DUE TO TAXPAYERS (OVERPAYMENT REFUNDS)	60.19	0.00
	Total Liabilities	**227,134.83**	**233,385.39**
*** 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	**227,134.83**	**233,385.39**

* Year Not Closed

Fund 704 IMPREST PAYROLL FUND

GL Number	Description	PERIOD ENDED 10/31/2015	PERIOD ENDED 10/31/2016
*** Assets ***			
704-000.000-001.000	CASH	12,074.05	(10,268.55)
Total Assets		**12,074.05**	**(10,268.55)**
*** Liabilities ***			
704-000.000-228.000	DUE TO STATE OF MICHIGAN	6,816.67	4,749.30
704-000.000-229.000	DUE TO FEDERAL GOV'T	0.00	0.33
704-000.000-231.001	AFLAC PAYABLE	68.03	82.58
704-000.000-231.002	MERS PAYABLE	37,453.87	24,103.72
704-000.000-231.003	BLUE CROSS PAYABLE	(32,702.04)	(39,179.94)
704-000.000-231.005	TEAMSTERS PAYABLE	(571.50)	(826.00)
704-000.000-231.015	DEFERRED COMP PAYABLE - MERS 457	1,009.02	801.46
Total Liabilities		**12,074.05**	**(10,268.55)**
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		**12,074.05**	**(10,268.55)**

* Year Not Closed

Fund 765 HATTON TOWNSHIP LANDFILL TRUST FUND

GL Number	Description	PERIOD ENDED 10/31/2015	PERIOD ENDED 10/31/2016
*** Assets ***			
765-000.000-003.000	CERTIFICATES OF DEPOSIT	210,505.79	200,727.43
	Total Assets	**210,505.79**	**200,727.43**
*** 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		**(9,778.36)**
	***15-16 End FB/16-17 Beg FB**	**200,727.43**	
	Net of Revenues VS Expenditures - Current Year	**0.00**	**0.00**
	Ending Fund Balance	**210,505.79**	**200,727.43**
	Total Liabilities And Fund Balance	**210,505.79**	**200,727.43**

* Year Not Closed

Fund 901 GENERAL FIXED ASSETS

GL Number	Description	PERIOD ENDED 10/31/2015	PERIOD ENDED 10/31/2016
*** 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	962,045.02
901-000.000-132.202	ROAD IMPROVEMENTS - MAJOR STREETS	82,738.71	870,699.05
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)	(457,904.09)
901-000.000-133.210	ACCUM DEPR - LAND IMPROV - DDA	(193,444.40)	(215,544.17)
901-000.000-133.214	ACCUM DEPR - LAND IMPROV - LDFA	(24,347.73)	(28,494.37)
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)	(1,108,167.30)
901-000.000-138.101	EQUIPMENT - GFA, GENERAL FUND	200,128.59	353,502.59
901-000.000-138.206	EQUIPMENT - GFA, FIRE DEPARTMENT	617,624.64	622,814.64
901-000.000-138.208	EQUIPMENT - GFA, PARKS & RECREATION	114,322.77	130,822.77
901-000.000-138.210	EQUIPMENT - DDA	138,200.00	138,200.00
901-000.000-138.500	ACCUMULATED DEPRECIATION-EQUIPMENT	(636,979.95)	(684,964.46)
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)	(1,269.00)
901-000.000-148.206	VEHICLES - FIRE DEPARTMENT	1,012,553.78	1,691,812.02
901-000.000-149.000	ACCUMULATED DEPRECIATION - VEHICLES	(755,070.17)	(829,408.71)
901-000.000-158.000	CONSTRUCTION IN PROGRESS	2,185,257.96	1,198,920.21
	Total Assets	**10,663,061.42**	**11,915,775.88**
*** 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	3,999,055.31	4,386,324.39
901-000.000-136.399	INVESTMENT IN BUILDINGS, ETC.	1,726,837.68	1,860,347.32
901-000.000-138.399	INVESTMENT IN EQUIPMENT	295,096.05	422,175.54
901-000.000-146.399	INVESTMENT IN OFFICE EQUIPMENT&FURNITURE	63.45	0.00
901-000.000-148.399	INVESTMENT IN VEHICLES	257,483.61	862,403.31
	Total Fund Balance	**10,663,061.42**	**11,915,775.88**
	Beginning Fund Balance	**10,717,276.13**	**11,915,775.88**
	Net of Revenues VS Expenditures - 15-16		**0.00**
	Fund Balance Adjustments - 15-16	**1,198,499.75**	
	***15-16 End FB/16-17 Beg FB**	**11,915,775.88**	
	Net of Revenues VS Expenditures - Current Year	**0.00**	**0.00**
	Fund Balance Adjustments	**1,198,499.75**	**0.00**
	Ending Fund Balance	**11,915,775.88**	**11,915,775.88**
	Total Liabilities And Fund Balance	**10,663,061.42**	**11,915,775.88**

* Year Not Closed

Fund 902 GENERAL LONG-TERM DEBT

GL Number	Description	PERIOD ENDED 10/31/2015	PERIOD ENDED 10/31/2016
*** 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	26,072.69
902-000.000-256.210	ACCRUED INT PAYABLE	2,187.92	2,023.92
902-000.000-304.000	MMCAA INSTALLMENT LOAN	75,712.03	65,303.49
902-000.000-306.001	2006 DDA BOND	302,000.00	278,000.00
902-000.000-312.000	2012 REFUNDING BONDS -PUBLIC SAFETY BLDG	620,000.00	585,000.00
902-000.000-313.000	SOCCER COMPLEX LOAN PAYABLE	139,100.68	123,285.00
902-000.000-315.000	NORTH INFRASTRUCTURE DEBT	331,992.66	545,000.00
902-000.000-318.000	2015 HP E-ONE 78' AERIAL	0.00	525,000.00
902-000.000-319.000	2016 LED STREET/SIDEWALK LIGHT FIXTURES	0.00	130,596.24
Total Liabilities		**1,486,054.78**	**2,280,281.34**
*** 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			**(794,226.56)**
***15-16 End FB/16-17 Beg FB**		**(767,281.34)**	
Net of Revenues VS Expenditures - Current Year		**0.00**	**0.00**
Ending Fund Balance		**26,945.22**	**(767,281.34)**
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 10/31/2015	PERIOD ENDED 10/31/2016
*** 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

AHP
CPAs & ADVISORS

ANDREWS HOOPER PAVLIK PLC
5915 EASTMAN AVENUE | SUITE 100 | MIDLAND, MI 48640
p: 989.835.7721 | f: 989.835.1551 | www.ahpplc.com

November 4, 2016

Steven Kingsbury, Treasurer
Michelle Bott, Deputy Treasurer
Clare City Hall
202 W 5th St.
Clare, MI 48617

Steve and Michelle:

We wanted to take the time to thank both of you, and the rest of City Hall, for your assistance during our fieldwork. You were incredibly helpful and knowledgeable, and working with you made our job as auditors much more enjoyable. Thank you for the tour of the new Depot facility, it was nice to see historic parts of Clare.

We hope that all is going well at City Hall! Thanks again for all of your help, it truly was a pleasure.

Sincerely,

James Bellor | Ryan Conley | Geordi Kogovsek | Colleen McKinney

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

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

- Sent out the WET test
- Recalibrated the oxygen sensor in screen room.
- Completed lab analysis for whispering Pines retirement home and for Coleman
- Josh attended a class for waste water.
- Sent out quarterly metals samples.
- Turned valves at lift stations.
- Repaired lawnmower.
- Pulled several pumps at several locations.
- Repaired aerators in cell 1 and 2.

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

- Replaced the Water treatment Plant roof.
- Had Back wash tank cleaned out. It had several inches of iron sludge in it.
- Pumped out fire hydrants
- Repaired retention tank spillway.

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

- Completed landfill sampling.
- Calibrated landfill gas meter.

Administrative Functions
During the month, the following administrative tasks were performed:

- Dale out on short term disability.

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

DEPARTMENT OF PUBLIC WORKS
DEPARTMENT REPORT – OCTOBER 2016
ALAN J. JESSUP, DIRECTOR

STREET WORK. We had our normal schedule of blading and hot and cold patching. We repaired two catch basins, formed up 40' of curb and poured it then cleaned the curbs. We placed a temporary stop sign on McEwan due to a power outage caused by 2" of heavy snow. We were called in for broken branches on the 26th. We also pulled forms and black topped McEwan where the leak was at.

WATER & SEWER WORK: Water and sewer work this month included our regular schedule of Miss Digs, meter readings, water shut offs, meter work and preventive maintenance. We had a 4" main break on McEwan, Fixed a broken 4" valve that was leaking badly. And we fixed a broken sewer at 405 W Sixth Street and did sewer work for the 415 building.

CEMETERY WORK: We dug seven and worked burials this month. We dug out and poured foundations and took black dirt to cemetery. And did general cemetery maintenance work.

MISCELLANEOUS WORK: We worked at the depot and met with AT&T, came in to block US-10 for a downed power line, worked at the PD and hauled out all the concrete and broken up asphalt from the old dump. And we did crack sealing at the airport.

DPW WORK: DPW work was our normal schedule of equipment/truck repair and maintenance including cleaning the garage, washing floors and waxing the dump trucks. We chipped brush and cut trees with Davey for several days and did stump grinding clean up.

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

OCTOBER 2016

UTILITY WORK ORDERS

WORK ORDER TYPE	# OF CUSTOMERS
Service Turned ON	2
Customer Request Off	7
Sewer Problems	0
Frozen Water	0
Off for NonPayment	9
High Usage	4
New Meter Head	1
New RF	1
	24

MANNATEC FUEL REPORT FOR PERIOD:

OCTOBER 1-31, 2016

DEPT:	GALLONS REGULAR	TOTAL COST	AVERAGE RATE	GALLONS DIESEL	TOTAL COST	AVERAGE RATE	AMOUNT BILLED
City Hall							0.00
Fire Dept	76.083	129.55	1.703	49.381	83.45	1.690	213.00
Police Dept	651.140	1,098.09	1.686	6.697	12.59		1,110.68
DPW	296.024	499.36	1.687	670.797	1,189.42	1.773	2,141.23
Parks	213.183	363.04	1.703	46.104	89.41	1.939	
W/WWT	183.417	306.03	1.668	25.895	44.50		350.53
	Average Rate for Regular:		1.689	Average Rate for Diesel:		1.801	
						Total Bill:	**$3,815.44**

EQUIPMENT RENTAL - OCTOBER 2016

GENERAL FUND				
General Operations	101-265.000-943.641	13.55		
Depot	101-265.000-943.641	17.86		
Cemetery	101-276.000-943.641	1,524.75		
Police	101-301.000-943.641	7,037.53		
Parking Lots/Flags	101-441.000-943.641	633.31		
Airport	101-537.000-943.641	1,432.91		
			101-000.000-001	**-$10,659.91 cr**
MAJOR STREETS & TRUNKLINES				
Trunklines	202-446.001-943.641	3,939.74		
Tkline Winter Cleanup	202-446.001-943.641	0.00		
Major Streets	202-449.000-943.641	2,846.22		
			202-000.000-001	**-$6,785.96 cr**
LOCAL STREETS:	203-449.000-943.641	10,398.50		
			203-000.000-001	**-$10,398.50 cr**
PARKS & DAM MTS.:				
Parks & Dam Mts	208-751.001-943.641	5,486.29		
			208-000.000-001	**-$5,486.29 cr**
SEWER FUND				
Sewer Treatment	590-536.001-943.641	661.78		
Sewer Collection	590-536.002-946.641	534.09		
			590-000.000-001	**-$1,195.87 cr**
WATER FUND				
Water Trmt/Pumping	591-536.003-946.641	549.69		
Water Dist./Meters	591-536.004-946.641	2,426.84		
			591-000.000-001	**-$2,976.53 cr**

MOBILE EQUIPMENT FUND			
Cash Received	641-000-001	**$37,503.06**	
General Fund	641-000-669.101		-$10,659.91
Major Sts/Tklines	641-000-669.202		-$6,785.96
Local Sts	641-000-669.203		-$10,398.50
Parks	641-000-669.208		-$5,486.29
Sewer	641-000-669.590		-$1,195.87
Water	641-000-669.591		-$2,976.53
CONSOLIDATED FUND: Checks Written For:			
General Fund	102-000-669.101		$10,659.91
Major Sts/Tklines	102-000-669.202		$6,785.96
Local Sts	102-000-669.203		$10,398.50
Parks	102-000-669.208		$5,486.29
Sewer	102-000-669.590		$1,195.87
Water	102-000-669.591		$2,976.53
EQUIPMENT RENTAL,	**102-000.000-067**	**$37,503.06**	
ALL DEPOSITS:	**102-000.000-001.001**		
	102-000.000-067.102		

DPW: PARKS/BLDG & GROUNDS *MANHOUR REPORT FOR:* OCT. 2016

FY 09-10 FUND	HOURLY WAGE / FUND NAME	FULL TIME EMPLOYEES REGULAR HOURS				FULL TIME EMPLOYEES OVERTIME HOURS				SEASONAL EMPLOYEES REGULAR HOURS				SEASONAL EMPLOYEES OVERTIME HOURS			
208-751.001-702	Holiday Funeral				8.00												
	Sick Vacation		8.00														
	PARKS	31.00	12.00	48.00	91.00		2.00		2.00	103.00	202.50	117.50	423.00				0.00
	DDA Work	1.00			1.00				0.00		8.00		8.00				0.00
	BLDG & GRUNDS	8.00	60.00		68.00		3.00		3.00	10.00			10.00				0.00
101-537.000-702	Airport Snow				0.00				0.00				0.00				0.00
202-446.001-702	Trunkline Snow				0.00				0.00				0.00				0.00
202-499.003-702	Major Sts Snow				0.00				0.00				0.00				0.00
203-499.003-702	Local Sts Snow				0.00				0.00				0.00				0.00
101-265.000-702	Trustees				0.00				0.00	32.00	56.00	40.00	128.00				0.00
101-537.000-702	Airport				0.00				0.00		18.50		18.50				0.00
		40.0	80.0	48.0	168.0	0.0	5.0	0.0	5.0	145.0	285.0	157.50	587.5	0.0	0.0	0.0	0.0
GRAND TOTAL		168.00				5.00				587.50				0.00			

DPW MANHOUR REPORT FOR: OCT. 2016

FUND	FUND NAME	REGULAR			TOTAL	OVERTIME			TOTAL	CLERICAL			TOTAL	O/T
101-265.000-702	GF - City Hall		13		13.00				0.00				0.00	
	Railroad				0.00				0.00				0.00	
101-276.000-702	Cemetery	57	43.25	21	121.25			6	6.00	1.6	3.2	2.4	7.20	
101-528.000-702	Refuse Collection				0.00				0.00	8.16	16.32	12.24	36.72	
101-441.000-702	Par/Flag/Pk Lot		4		4.00				0.00				0.00	
	DDA Pk Lot	2		2	4.00				0.00				0.00	
101-445.000-702	City Trees/Lites		6		6.00				0.00				0.00	
	DDA Trees/Lites				0.00				0.00				0.00	
101-537.000-702	Airport			61	61.00				0.00				0.00	
202-446.001-702	Roadway Inspection				0.00				0.00				0.00	
	TK Surface Mts	0.5	10		10.50				0.00				0.00	
	TK Shoulder Mts				0.00				0.00				0.00	
	TK Sweeping	15	14	14	43.00				0.00				0.00	
	Drain/Bkslopes				0.00				0.00				0.00	
	TK Signs				0.00		4		4.00				0.00	
	Snow & Ice				0.00				0.00				0.00	
	Hauling Snow				0.00				0.00				0.00	
202-444.002-702	Major Sts Sidewalks				0.00				0.00				0.00	
202-499.002-702	Major Sts Maint.	26	16	31.5	73.50				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	1.6	3.2	2.4	7.20	
203-444.002-702	Local Sts Sidewalks				0.00				0.00				0.00	
203-499.002-702	Local Sts Maint.	98	204.75	60.5	363.25	1			1.00				0.00	
203-499.003-702	Snow & Ice				0.00				0.00				0.00	
203-499.004-702	Administration				0.00				0.00	1.6	3.2	2.4	7.20	
208-751.000-702	Lake Sham/Dam & Pks		1	3	4.00				0.00				0.00	
					0.00				0.00				0.00	
590-536.002-702	Sewer	1	19	3	23.00				0.00	8.32	16.64	12.48	37.44	
591-536.004-702	Water	13	119.25	10	142.25	2	16.25		18.25	8.32	16.64	12.48	37.44	
641-444.000-702	DPW	11.5	8	61	80.50		2		2.00	2.4	4.8	3.6	10.80	
	DPW: Equipment Mts	40	68.75	48	156.75	1.75	1.5	10.75	14.00				0.00	
	DPW: Fire Trk Mts		3		3.00				0.00				0.00	
	DPW:Police Vehicle Mts		2		2.00		1		1.00				0.00	
	Holiday/'Funeral				0.00				0.00				0.00	
	OFF TIME	16	28	21	65.00				0.00	8	16		24.00	
TOTALS		280.00	560.00	336.00	1176.00	4.75	24.75	16.75	46.25	40.00	80.00	48.00	168.00	0.00
		1176.00				46.25				168.00				0.00

PAY PERIOD: Oct. 2016

EQUIPMENT	2016 RATE	101-265-943 General Op	101-265-943 Railroad	101-276-943 Cemetery	101-441-943 Prad/Flg & PkLots	101-445-943 Trees/Lights	101-537-943 Airport	202-466.001-943 TK Sweep	202-466.001-943 TK Signs/Signals	202-499.002-943 Mj Sts Preservation	203-499.002-943 Lo Sts Preservation	208-751-702 Dam & All Parks	590-536.002-943 Sewer	591-536.004-943 Water	HOURS TOTAL	DOLLAR TOTAL
3 - GMC Pickup	$15.85			12.00							6.00	1.00			19.00	301.15
5 - Dodge Pickup	$13.55											34.00			34.00	460.70
6 - GMC Pickup	$13.55											28.50			28.50	386.18
7 - Chevy Bucket Truck	$8.93					3.00						3.00			6.00	53.58
8 - Int'l Dump Truck	$41.80										6.00		3.00	14.50	23.50	982.30
9 - Ford Dump Truck	$25.84										2.00	3.00	3.00	3.00	11.00	284.24
11- Ford Dump Truck	$25.84									17.50	29.50				47.00	1,214.48
12- Sterling Dump Truck	$41.80									2.00	19.00		2.00	2.00	25.00	1,045.00
14- Walk Behind Mower	$21.94											8.00			8.00	175.52
18- Case Loader	$36.28			23.00						3.00	15.00		3.00	12.00	56.00	2,031.68
20- Hyundai Loader	$59.87										4.00				4.00	239.48
21- Zero Turn Mower	$22.68											25.50			25.50	578.34
24- Monroe UB Scraper	$7.48										2.00				2.00	14.96
35- Air Leaf Blower	$5.40											10.00			10.00	54.00
36- Brush Chipper	$26.75				2.00			15.00		23.50	45.50				86.00	2,300.50
37- Street Sweeper	$92.17				6.00			38.00		16.00	56.00				116.00	10,691.72
39- Chevy Pickup	$8.93											16.50			16.50	147.35
40- Portable Air Comp	$11.53											27.50		4.00	31.50	363.20
52- Push Mower	$9.27											5.50			5.50	50.99
53A- Truck Unit	$41.80													7.50	7.50	313.50
53C- Catch Basin Unit	$25.82													7.50	7.50	193.65
59- Ford Uitlity Truck	$8.93		2.00						1.00	6.00	16.00	3.00		21.00	49.00	437.57
60- Dodge Pickup 4x4	$13.55											34.00			34.00	460.70
65- Push Mower	$9.27											7.00			7.00	64.89
73- Wausau UB Scraper	$7.48										3.00				3.00	22.44
76- Mower Deck	$22.68											3.50			3.50	79.38

PAY PERIOD: Oct. 2016

EQUIPMENT	2016 RATE	101-265-943 General Op	101-265-943 Railroad	101-276-943 Cemetery	101-441-943 Prad/Flg & PkLots	101-445-943 Trees/Lights	101-537-943 Airport	202-466.001-943 TK Sweep	202-466.001-943 TK Signs/Signals	202-499.002-943 Mj Sts Preservation	203-499.002-943 Lo Sts Preservation	208-751-702 Dam & All Parks	590-536.002-943 Sewer	591-536.004-943 Water	HOURS TOTAL	DOLLAR TOTAL
80- Steiner Tractor	$36.53											3.50			3.50	127.86
81- Trackless Tractor	$38.54											25.00			25.00	963.50
88 - Utility Trailer	$7.01											1.50			1.50	10.52
90 - Trailer	$7.01											3.00			3.00	21.03
91- Backpack Leaf Blower	$2.25											33.00			33.00	74.25
93 - Kubota Tractor	$36.53											20.50			20.50	748.87
93A - Pallet Forks	$4.85											1.00			1.00	4.85
94 - Bucket Attachment	$4.68											15.50			15.50	72.54
95 - Rotary Mower	$12.01											3.00			3.00	36.03
97- Chevy Pickup	$8.93			12.00			10.00			5.00	46.00		12.50	42.00	127.50	1,138.58
98- Airport Tractor	$53.87						9.00								9.00	484.83
101- Rotary Mower	$23.69						9.00								9.00	213.21
104- Cub Cadet Rider	$21.94						15.00								15.00	329.10
105- Ford Pickup	$13.55	1.00		29.00			23.00		2.00		51.00		2.00	8.00	116.00	1,571.80
Airport Weed Whip	$4.82						1.00								1.00	4.82
107- Trackless Mower	$12.01											25.00			25.00	300.26
1002- Hand Blower	$3.32											29.50			29.50	97.94
1004- Trimmer/Edger	$4.18											10.50			10.50	43.89
1005- Trimmer/Edger	$4.18											9.00			9.00	37.62
1007- Trimmer/Edger	$4.18											6.00			6.00	25.08
		1.00	2.00	76.00	8.00	3.00	67.00	53.00	3.00	73.00	301.00	396.00	25.50	121.50	1130.00	29254.04

PERIOD: OCT. 2016 EQUIPMENT	2016RATE	GENERAL OP		DEPOT/SPECIAL EVENTS		CEMETERY		PARADES/FLAGS & pking lots		AIRPORT		TRUNKLINES		MAJOR STREETS		LOCAL STREETS		DAM & ALL PARKS		SEWER		WATER		TOTAL HOURS	TOTAL DOLLARS
3 - GMC Pickup	$15.85		0.00		0.00	12.00	190.20		0.00		0.00		0.00		0.00	6.00	95.10	1.00	15.85		0.00		0.00	19.00	301.15
5 - Dodge Pickup	$13.55		0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	34.00	460.70		0.00		0.00	34.00	460.70
6 - GMC Pickup	$13.55		0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	28.50	386.18		0.00		0.00	28.50	386.18
7 - Ford Bucket Truck	$8.93		0.00		0.00		0.00	3.00	26.79		0.00		0.00		0.00		0.00	3.00	26.79		0.00		0.00	6.00	53.58
8 - Int'l Dump Truck	$41.80		0.00		0.00		0.00		0.00		0.00		0.00		0.00	6.00	250.80		0.00	3.00	125.40	14.5	606.10	23.50	982.30
9 - Ford Dump Truck	$25.84		0.00		0.00		0.00		0.00		0.00		0.00		0.00	2.00	51.68	3.00	77.52	3.00	77.52	3	77.52	11.00	284.24
11- Ford Dump Truck	$25.84		0.00		0.00		0.00		0.00		0.00		0.00	17.50	452.20	29.50	762.28		0.00		0.00		0.00	47.00	1,214.48
12- Sterling Dump Truck	$41.80		0.00		0.00		0.00		0.00		0.00		0.00	2.00	83.60	19.00	794.20		0.00	2.00	83.60	2	83.60	25.00	1,045.00
14- eXmark Mower	$21.94		0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	8.00	175.52		0.00		0.00	8.00	175.52
18- Case Loader	$36.28		0.00		0.00	23.00	834.44		0.00		0.00		0.00	3.00	108.84	15.00	544.20		0.00	3.00	108.84	12	435.36	56.00	2,031.68
20- Hyundai Loader	$59.87		0.00		0.00		0.00		0.00		0.00		0.00		0.00	4.00	239.48		0.00		0.00		0.00	4.00	239.48
21- Zero Turn Mower	$22.68		0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	25.50	578.34		0.00		0.00	25.50	578.34
24- Root UB Scraper	$7.48		0.00		0.00		0.00		0.00		0.00		0.00		0.00	2.00	14.96		0.00		0.00		0.00	2.00	14.96
35 - Air Leaf Blower	$5.40		0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	10.00	54.00		0.00		0.00	10.00	54.00
36- Brush Chipper	$26.75		0.00		0.00		0.00	2.00	53.50		0.00	15.00	401.25	23.50	628.63	45.50	1217.13		0.00		0.00		0.00	86.00	2,300.50
37- Street Sweeper	$92.17		0.00		0.00		0.00	6.00	553.02		0.00	38.00	3502.46	16.00	1474.72	56.00	5161.52		0.00		0.00		0.00	116.00	10,691.72
39 - Chevy Pickup	$8.93		0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	16.50	147.35		0.00		0.00	16.50	147.35
40 - Portable Air Comp	$11.53		0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	27.50	317.08		0.00	4	46.12	31.50	363.20
52- Push Mower	$9.27		0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	5.50	50.99		0.00		0.00	5.50	50.99
53A- Truck Unit	$41.80		0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	7.5	313.50	7.50	313.50
53C- Catch Basin Unit	$25.82		0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	7.5	193.65	7.50	193.65
59- Chevy Pickup 4x2	$8.93		0.00	2.00	17.86		0.00		0.00		0.00	1.00	8.93	6.00	53.58	16.00	142.88	3.00	26.79		0.00	21	187.53	49.00	437.57
60- Dodge Pickup 4x4	$13.55		0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	34.00	460.70		0.00		0.00	34.00	460.70
65 - Push Mower	$9.27		0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	7.00	64.89		0.00		0.00	7.00	64.89
73- UB Scraper	$7.48		0.00		0.00		0.00		0.00		0.00		0.00		0.00	3.00	22.44		0.00		0.00		0.00	3.00	22.44
76- Mower Deck	$22.68		0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	3.50	79.38		0.00		0.00	3.50	79.38
80- Steiner Tractor	$36.53		0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	3.50	127.86		0.00		0.00	3.50	127.86
81- Trackless Tractor	$38.54		0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	25.00	963.50		0.00		0.00	25.00	963.50
88- Utility Trailer	$7.01		0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	1.50	10.52		0.00		0.00	1.50	10.52
90 - Trailer	$7.01		0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	3.00	21.03		0.00		0.00	3.00	21.03
91- Backpack Leaf Blower	$2.25		0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	33.00	74.25		0.00		0.00	33.00	74.25
93- Kubota Tractor	$36.53		0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	20.50	748.87		0.00		0.00	20.50	748.87
93A - Pallet Forks	$4.85		0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	1.00	4.85		0.00		0.00	1.00	4.85
94- Bucket Attachment	$4.68		0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	15.50	72.54		0.00		0.00	15.50	72.54
95- Rotary Mower	$12.01		0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	3.00	36.03		0.00		0.00	3.00	36.03
97- Chevy Pickup	$8.93		0.00		0.00	12.00	107.16		0.00	10.00	89.30		0.00	5.00	44.65	46.00	410.78		0.00	12.50	111.63	42	375.06	127.50	1,138.58
98- Airport Tractor	$53.87		0.00		0.00		0.00		0.00	9.00	484.83		0.00		0.00		0.00		0.00		0.00		0.00	9.00	484.83
101- Rotary Mower	$23.69		0.00		0.00		0.00		0.00	9.00	213.21		0.00		0.00		0.00		0.00		0.00		0.00	9.00	213.21
Airpot Weed Whip	$4.82		0.00		0.00		0.00		0.00	1.00	4.82		0.00		0.00		0.00		0.00		0.00		0.00	1.00	4.82
104- Cub Cadet	$21.94		0.00		0.00		0.00		0.00	15.00	329.10		0.00		0.00		0.00		0.00		0.00		0.00	15.00	329.10
105- Ford Pickup	$13.55	1.00	13.55		0.00	29.00	392.95		0.00	23.00	311.65	2.00	27.10		0.00	51.00	691.05		0.00	2.00	27.10	8	108.40	116.00	1,571.80
107-Trackless Rotary Mow	$12.01		0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	25.00	300.25		0.00		0.00	25.00	300.25
1002- Hand Blower	$3.32		0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	29.50	97.94		0.00		0.00	29.50	97.94
1004- Trimmer/Edger	$4.18		0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	10.50	43.89		0.00		0.00	10.50	43.90
1005- Trimmer/Edger	$4.18		0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	9.00	37.62		0.00		0.00	9.00	37.62
1007- Trimmer/Edger	$4.18		0.00		0.00		0.00		0.00		0.00		0.00		0.00		0.00	6.00	25.08		0.00		0.00	6.00	25.08
		1.00	13.55	2.00	17.86	76.00	1524.75	11.00	633.31	67.00	1432.91	56.00	3939.74	73.00	2846.22	301.00	10398.50	396.00	5486.29	25.50	534.09	121.50	2426.84	1130.00	29254.04
																								1,130.00	29,254.04

October-16		Police		Water		Waste Water		TOTAL	TOTAL
EQUIPMENT	2016 RATES	Department		Treatment		Treatment		HOURS	DOLLARS
1 - 2012 Ford Pickup	$13.55		0.00	32.00	433.60	35	474.25	67.00	907.85
61- Western Snow Plow	$7.44		0.00		0.00		0.00	0.00	0.00
47- Lawn Tractor	$21.94		0.00		0.00		0.00	0.00	0.00
65- Push Mower	$9.27		0.00		0.00		0.00	0.00	0.00
4 - 2009 Ford Pickup	$8.93		0.00	13.00	116.09	21	187.53	34.00	303.62
PATROL CARS	$7.25	970.69	7037.53		0.00		0.00	970.69	7037.53
		970.69	7037.53	45.00	549.69	56.00	661.78	1071.69	$8,249.00
								1071.69	*8,249.00*

	1		4			
	WA	WWT	WA	WWT	WA	WWT
1-Oct	0.5	1.00	0.00	0.00	0.50	0.50
Oct 2-8	8	8.00	3.00	5.00	0.50	0.50
Oct 9-15	6	8.00	3.00	5.00	0.50	0.50
Oct 16-22	8	8.00	3.00	5.00	0.50	0.50
Oct 23-29	8	8.00	3.00	5.00	0.25	0.25
Oct 30-31	1.5	2.00	1.00	1.00		
	32	35	13	21	2.25	2.25

8,249.00

29254.04

$37,503.04

	46-1	46-2	46-3	46-4	46-5	
END HOURS	9961	14445	1625	12695	5601	
START HOURS	9961	14332	1346	12315	5400	
	0	113	279	380	201	970.69 Total Hrs

Hummer #2

7823 End Miles
7855 Start Miles
-32 = 0.25 Parade

Hummer #1

9670 End Miles
9785 Start Miles
-115 = -2.56 Parade

DEPARTMENT OF PUBLIC WORKS- MANHOUR (OCT 2016)

FUND	% OF HOURS	DEPARTMENT	October-16	
			REG.	O/T
GENERAL FUND	1.06%	General Fund	13.00	
	0.00%	Depot		
	10.41%	Cemetery	121.25	6.00
	0.33%	Parades/Flags/Pking Lots	4.00	
	0.33%	DDA Parking Lots	4.00	
	0.49%	City Trees/Lites	6.00	
	4.99%	Airport	61.00	
TKLINE'S	0.86%	Surface Maintenance	10.50	
	3.52%	Sweeping	43.00	
	0.33%	Signs		4.00
	0.00%	Snow & Ice		
	0.00%	Cleanup winter debris (sand, etc)		
MAJOR STREETS	6.01%	MJ STS Preservation	73.50	
	0.00%	MJ STS Snow/Ice		
LOCAL STREETS	29.80%	LO STS Preservation	363.25	1.00
	0.00%	LO STS Snow/Ice		
PARKS	0.33%	Lake Shamrock Dam & Park work	4.00	
SEWER	1.88%	Collection	23.00	
WATER	13.13%	Distribution & Meter Mts.	142.25	18.25
DPW	6.75%	DPW Admin/Bldg/Equip	80.50	2.00
	13.97%	DPW: Equip	156.75	14.00
	0.25%	FIRE Truck	3.00	
	0.25%	DPW: PD Equipment	2.00	1.00
	0.00%	Holiday (Birthday)		
	5.32%	PAID TIME OFF:	65.00	
1222.25	**100%**	**TOTALS:**	**1176**	**46.25**

FUND	% OF HOURS	DEPARTMENT	October-16	
			REG.	O/T
DPW Clerical	4.29%	Cemetery Admin	7.2	
	21.86%	Refuse Collection	36.72	
	4.29%	Major Sts Admin	7.2	
	4.29%	Local Sts Admin	7.2	
	22.29%	Sewer Collection	37.44	
	22.29%	Water Distribution	37.44	
	6.43%	DPW Administration	10.8	
	14.29%	PAID TIME OFF:	24	
168	**100%**	**TOTALS:**	**168**	**0**

FUND	% OF HOURS	DEPARTMENT	October-16	
			REG.	O/T
FULL TIME EMPLOYEE PARKS WORK	54.39%	Parks Work	91	2
	0.58%	DDA Work	1	
	41.52%	Bldgs & Grounds	68	3
	0.00%	Holiday/Funeral		
	4.68%	PAID TIME OFF	8	
171	**101%**	**TOTALS:**	**168**	**3**

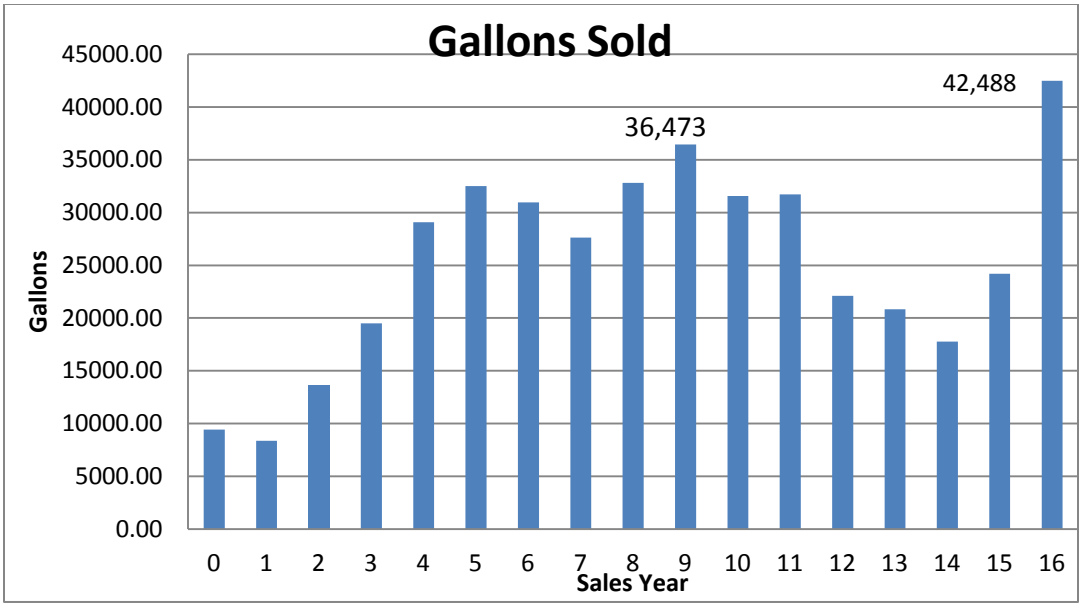
FUND	% OF HOURS	DEPARTMENT	October-16	
			REG.	O/T
SEASONAL EMPLOYEES	75.06%	PARKS WORK	441	
	21.79%	TRUSTEE SUPERVISION*	128	
	3.15%	AIRPORT	18.5	
587.5	**100%**	**TOTALS:**	**587.5**	**0**

FUND	% OF HOURS	DEPARTMENT	October-16
			REG.
*TRUSTEE WORK AREAS	25.00%	Transporting from Harrison to Clare & back to Harrison	32
	18.75%	CITY WIDE: Picking up Leaves	24
	42.19%	STREETS: Cleaning Storm Drains, Trimming Trees	54
	4.69%	CEMETERY: Mowing Soccer Fields	6
	9.38%	PARKS: Raking & Hauling Leaves, Picking up Bicycle Racks, Picking up Bushes for Chipper and Chipping Brush	12
128	100%	TOTALS:	**128**

Airport Manager Report

November 2016

1. Fuel sales remain strong and we continue on our record setting pace. I will receive another fuel tanker on the 18th of November. (8,500 gallons)



2. We are half way through the Fall Private Pilot Ground School Class. The 10 week class meets every Thursday evening from 6 to 9pm and be held at the Terminal Building.

3. The parallel taxi-way project slated for 2017 construction is on track. Design of the project has reached over 90% and a meeting was held to discuss any changes or additions last week. We anticipate final design being completed by the end of November. We will bid the project in January and be awarded in February. The project is scheduled to begin in August and take 60 days to complete it. I am anticipating only 10 days of runway closures during this construction phase.

4. DPW has completed the crack sealing of the runways and main ramp. Al purchased the product and as usual got the use of the kettle trailer to apply the product. There were many new cracks and some were quite wide. I appreciate the help from the DPW crew.

5. The Clare Municipal Airport was recently featured in a Morning Sun article. The title was, "Airport Fulfills Farwell Girl's Dream." A local Farwell girl, Abby Hurt, who has been blind since birth wanted to experience the feeling of flying. On Nov. 9th she and her mother and younger sister took to the skies for the first time over Clare. It was a very special flight for all of us.

Sincerely,

Gary Todd
Airport Manager

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

Monthly Fire Department Activity Report

October 2016 Incident Response:

P.I. Accident w injuries: 2

Mutual Aid to other agencies Medical Assist: 3 Structure Fire: 1 - cancelled

False Alarm: 4

Power Lines Down: 16

Good Intent: 1

Vehicle Fire: 1

Monthly Total: 28

YTD Total: 178

Training:

Officers Meeting: 2 hr

Truck Check: 2 hr

Walk Thru at Lear Corp. with STFD: 2.5 hrs
We spent 68.5 hrs doing Fire Prevention Activities. 6-Amish schools, Kindergarten visit to FD, 1st -4th grade Fire prevention talks, Mennonite School Visit, Mid Mich Action agency preschool visit.

Monthly Director's Report, November 2016
Parks and Recreation, Joy Simmer

Past Events

Spook-Tacular and the **Pumpkin Run** took place on October 29, 2016 this year. Spook-Tacular kicked off with the run registration at 9 a.m. and the run starting at 10 a.m. The Pumpkin Run was collaboration between Clare Parks and Recreation and Clare Family Fitness. There were 54 runners who participated in the run. Afterwards there was a magic show with "Gordon Russ the Magician" at the Pere Marquette District Library and followed with a kids parade lead by "Skittles the Clown" and ended up at the Clare City Park. Games ran from 12-2 p.m. and then followed with a Halloween movie showing at the Pere Marquette District Library at 2 p.m. There were over 200 children who attended the park games.

Tea with You and Me was a new event held in collaboration with the Pere Marquette District Library on November 6, 2016. This was a fun event for women of all ages and was created to allow people to participate who fall between the lines for events like the Daddy Daughter Dance and mother/son events. The event was held in the lower level of the library. Herrick House provided the food (at a low cost) and also served tea, juice, and had crafts and games. Tickets were $6 for early registration and $8 for late registration. There were 30 people who attended the event and there were four boys from Clare High School who served drinks and escorted attendees to their tables.

Upcoming Programs/Events

The **Clare Christmas Festival** will be held on Saturday, December 3rd. The event has been turned over to the Clare Area Jaycees from the Clare Area Chamber board. Clare Parks and Recreation and Clare Area Chamber have been working with the chair of the Jaycees to help them through their first year. Clare Parks and Recreation wasn't asked to hold **Reindeer Games** this year, but offered to have a couple of games alongside Cops & Doughnuts or at the Pere Marquette District Library while children wait to visit with Santa.

One of the upcoming Christmas programs this season is **Santa's Mailbox**. The mailbox is located in the front entrance of City Hall. Santa Mail provides a direct mailing service between residents of the Clare area and Santa Claus himself. Children, who drop their letters in the box before December 12th, will be able to receive a letter back from Santa!

North Pole Calling will be held on Tuesday, December 13, 2016. During this program someone from the "North Pole" (Santa, Mrs. Claus, or an elf) will call the registered children and will take a few moments to chat with them about life at the North Pole and getting ready for Christmas.

Senior **Cards and Coffee** continues each Wednesday, at the Pere Marquette District Library from 10 am-12pm. This is a free and fun way for seniors and older adults to get together with peers in the community to socialize.

Future Events

In December planning will start for the **Clare Summer Concert Series** line-up for the summer of 2017. We have already had dozens of bands contact us to try for a spot in the line-up.

Upcoming Grants/Fundraisers

There will be a cookie sale held at the 515 Gallery during the Clare Christmas Festival. The fundraiser is being headed by Judy Brankel of the Parks and Recreation Advisory Board. Brankel had advertising sent out that asked people to bake and donate two dozen cookies and then the Friday prior to the festival, they will be plated with eighteen different cookies per plate and then will be available for $5/plate. Proceeds will go to the **Clare Recreation Complex** project.

AGENDA REPORT

To: Mayor Pat Humphrey and the Clare City Commission
From: Ken Hibl, City Manager
Date: November 17, 2016
Regarding: City Manager's Report

For the Agenda of November 21, 2016

Clare Chamber of Commerce Grant. The Clare Area Chamber of Commerce applied for and received an international grant award for the advancement of the arts in Clare – in particular with the Art Alley Project.

City Hall Closure. City offices will be closed on Nov 24th & 25th for the Thanksgiving Holidays.

Planning Commission. The Commission will convene a special meeting on Wednesday, November 30th to consider a request for a change of zoning of the former Beard Property from Residential to Commercial for use as an Events Center. The request will be scheduled for consideration by the City Commission on Dec 5th (1st Reading of Ordinance Change) and Dec 19th (2nd Reading).

Lake Board Meeting. Due to a scheduling conflict, the Lake Board meeting originally scheduled for Nov 14th was rescheduled for Nov 21st at 7pm. A public notice (copy att'd) regarding the meeting was published and postcard mailings to all Lake Shamrock residents has been completed. A copy of the Engineering Study is attached for information.

Absence. I will be attending an MML insurance conference in Plymouth on Dec 1st & 2nd; I will subsequently be out of the state on vacation thru Dec 13th. Steve will be the Acting CM during my vacation period.

Attachments.

1. Public Notice.
2. Lake Shamrock Engineer Study.

PUBLIC NOTICE

The Lake Shamrock Improvement Board will convene on Monday, Nov 21, 2016 @ 7pm @ the Pere Marquette District Library, 185 East 4th Street, Clare, MI. The primary purpose of the meeting is to receive the Engineer Report for the Feasibility Study and Preliminary Cost Options to dredge Lake Shamrock and make a determination whether to proceed with the process to establish an assessment district to finance a dredging project. All Lake Shamrock residents and other interested parties are welcome and encouraged to attend.

Dredging Feasibility

Lake Shamrock
Preliminary Dredging Feasibility Study

Prepared for:
Lake Shamrock Improvement Board
202 West Fifth Street
Clare, MI 48617

Prepared by:
Progressive AE
1811 4 Mile Road, NE
Grand Rapids, MI 49525-2442
616/361-2664

November 2016

Project No: 51946001

progressive|ae

Lake Shamrock
Preliminary Dredging Feasibility Study

Prepared for:
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202 West Fifth Street
Clare, MI 48617

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November 2016

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Introduction

In 2016, the Lake Shamrock Improvement Board retained Progressive AE to conduct a preliminary feasibility study of dredging Lake Shamrock. As part of the study, historical data available for Lake Shamrock were reviewed, the lake bottom was mapped, sediment samples were collected and analyzed, and evaluations were made of various dredging alternatives. For each dredging alternative, estimates of probable construction costs were developed and alternatives to organize and finance a dredging project on Lake Shamrock were evaluated. This report contains a summary of study findings, conclusions, and recommendations.

Lake Shamrock is located in the City of Clare in Clare County, Michigan (T17N, R4W). The lake was formed in the early 1960s via the construction of a dam that impounded the waters of the South Branch Tobacco River. Prior to the construction of the dam, much of what is now bottomland in Lake Shamrock appears to have been low-lying wetlands (Figure 1).

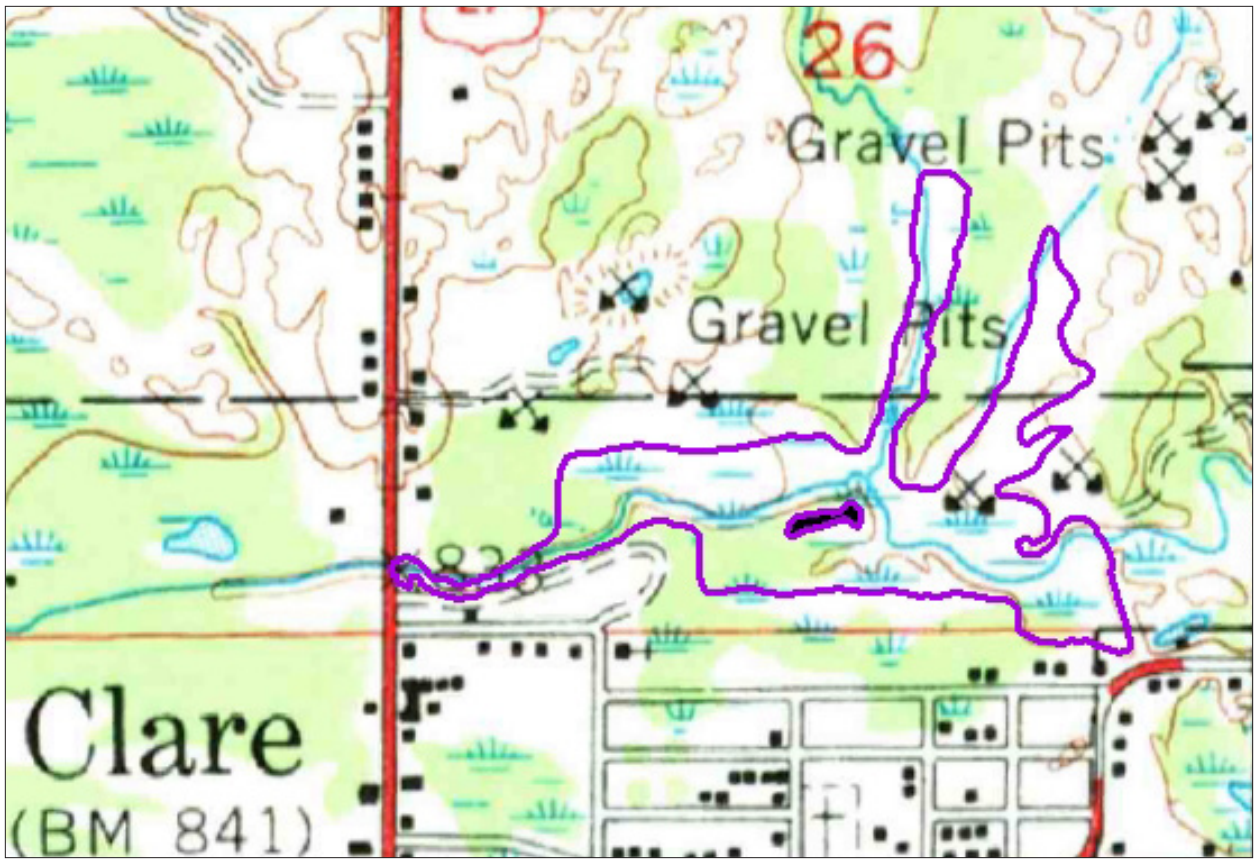


Figure 1. South Branch Tobacco River, 1958. Present-day shoreline of Lake Shamrock is shown in purple.

The dam that exists today on Lake Shamrock was constructed in 1963 (Figure 2). The current dam has approximately 11 feet of head and a three-foot of drawdown potential with all stop logs raised (Lapham Associates 2011). In 1965, a circuit court judgement required that the level of Lake Shamrock not exceed 823 feet above sea level.

Figure 2. Lake Shamrock dam.

Depths in Lake Shamrock were first mapped by the Michigan Department of Conservation in 1964 (Figure 3). In 1964, much of the bottom of Lake Shamrock was sand.

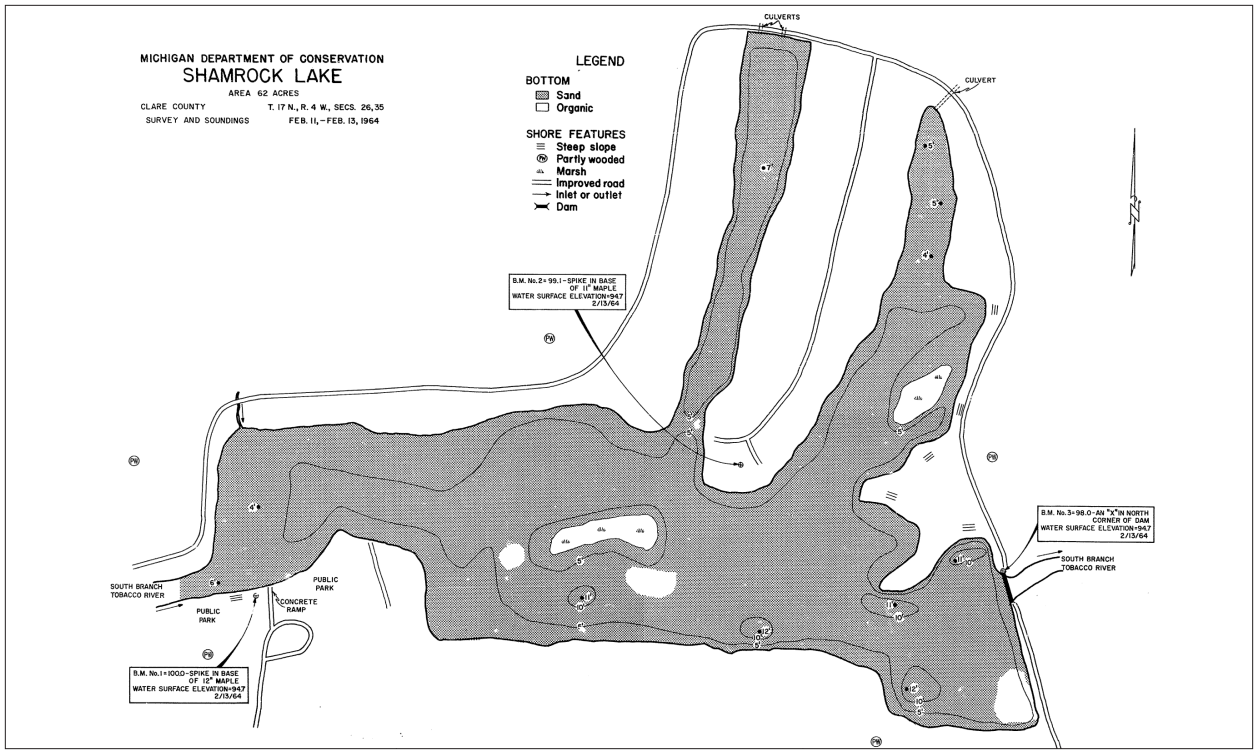


Figure 3. Lake Shamrock, 1964.

Hydro-acoustic soundings of the lake bottom conducted in April of 2016 were used to create an updated depth contour map of Lake Shamrock (Figure 4).

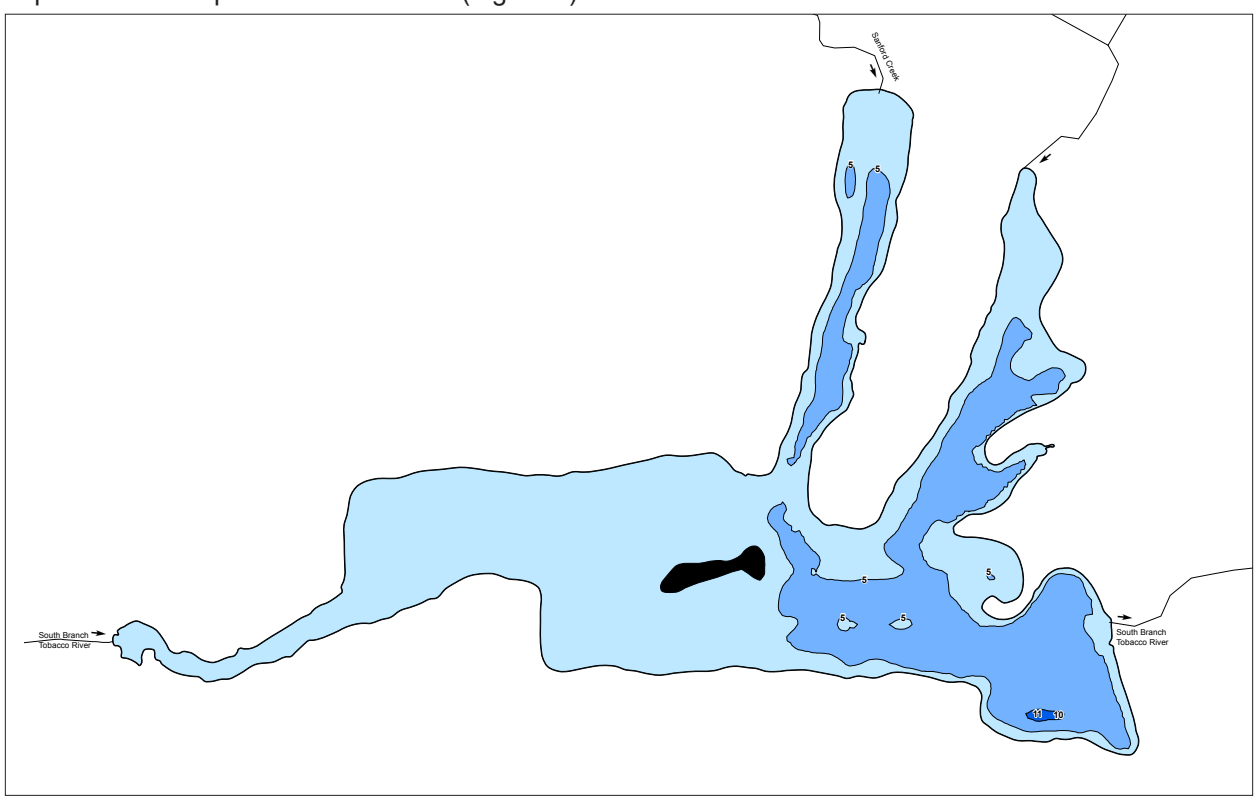


Figure 4. Lake Shamrock, 2016.

When comparing the original 1964 map with the recent depth map, it is apparent that that much of the west end of Lake Shamrock has filled in since the lake was originally mapped in 1964 (Figure 5).

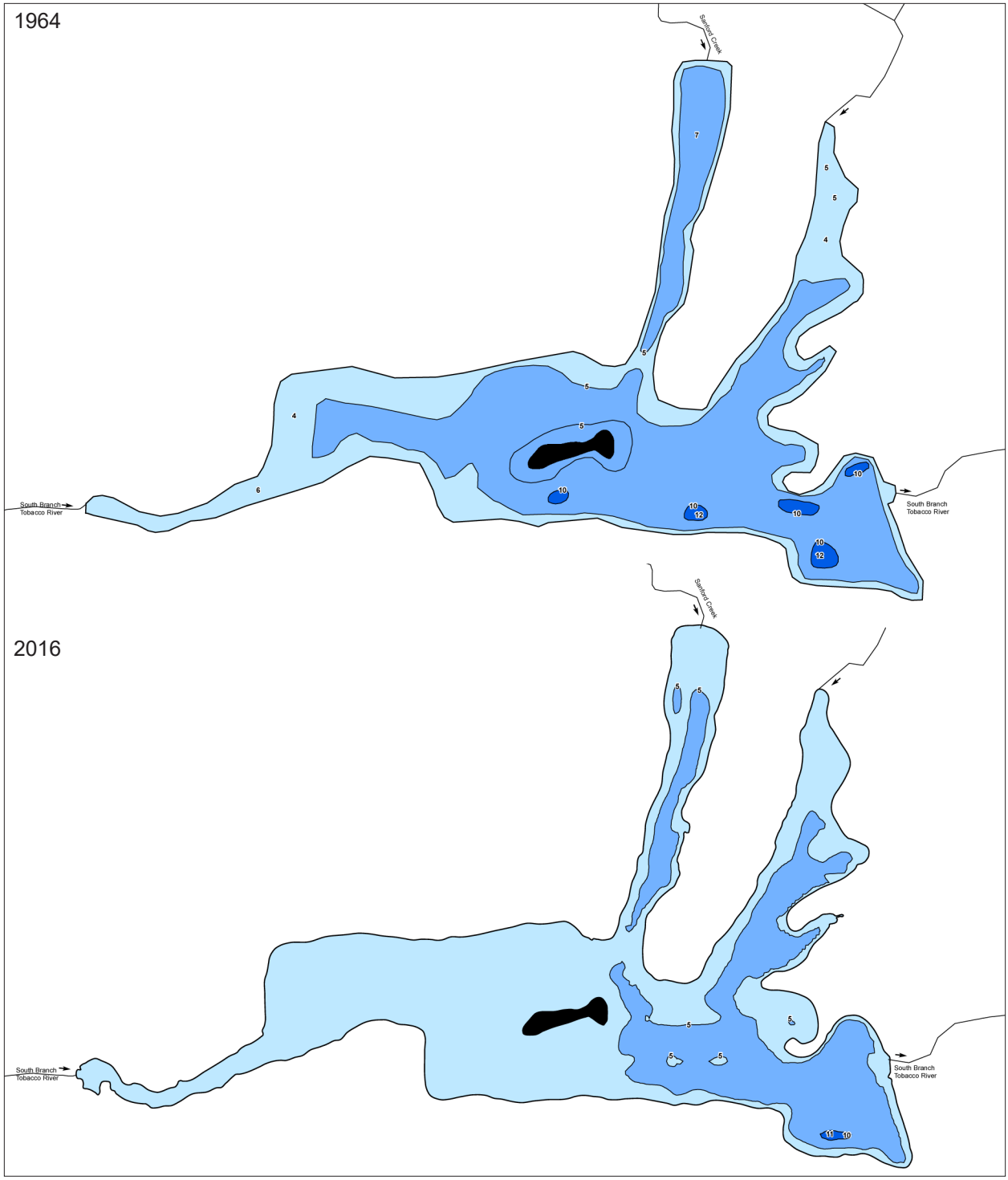


Figure 5. Lake Shamrock 1964 (top) v 2016 (bottom).

At the west end of the lake, sediment that is normally carried by the river is deposited in the lake as the water velocity at the river mouth slows. Sediment deposition is far more evident at the west end of the lake compared to other portions of the lake (Figure 6).

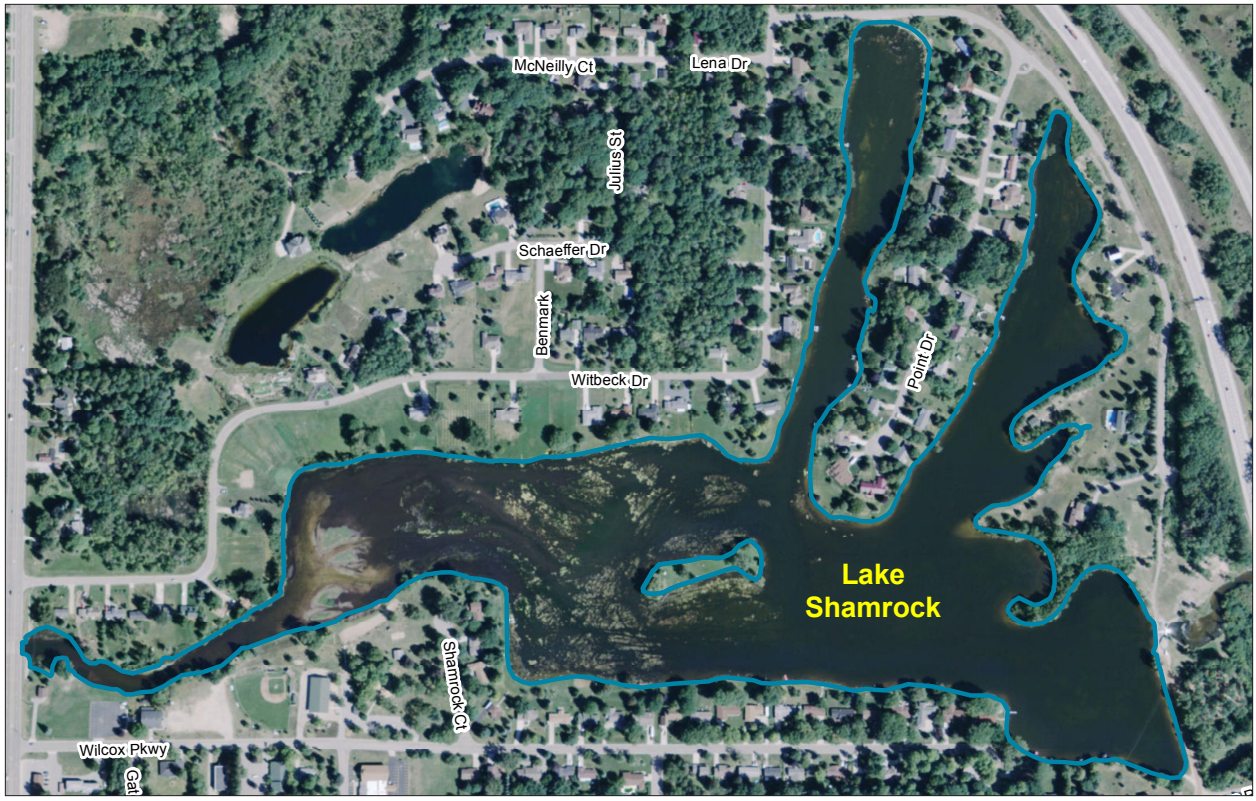


Figure 6. Lake Shamrock west end, aerial view.

Currently, shallow-water conditions at the west end of the lake severely limit navigation and recreational use and enjoyment of the lake (Figure 7).

Figure 7. Lake Shamrock west end.

Since the lake was first mapped, Lake Shamrock has lost about 25% of its volume (Table 1).

TABLE 1
LAKE SHAMROCK PHYSICAL CHARACTERISTICS 1964 AND 2016[1]

	1964	2016
Lake surface area (acres)	61	65
Maximum depth (feet)	12	11
Average depth (feet)	5	3.5
Lake volume (acre-feet)	310	231

Cross sections of the lake that depict the quantity of material that would need to be removed to restore original lake depths are shown in Figure 8.

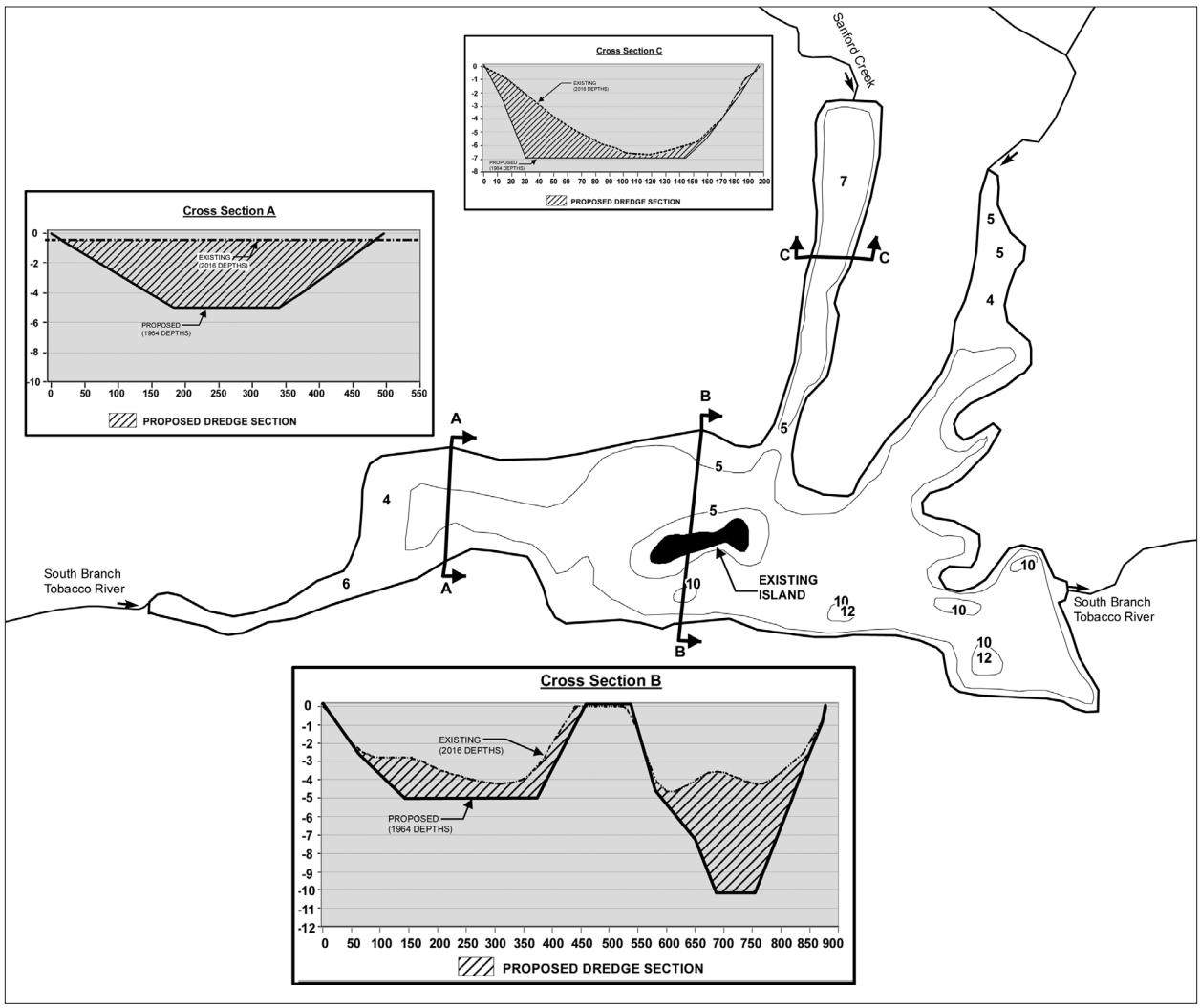


Figure 8. Lake Shamrock cross-sections.

1 Volume calculated using conical frustrum method.

In total, to return the lake to its original depths and volume, approximately 127,500 cubic yards of sediment would need to be dredged from the lake. Sediment samples collected during the course of study indicate that the sediment at the west end of the lake was composed primarily of silt and, to a lesser extent, organic material and sand. In the northwest and northeast arms of the lake, sand was more prevalent. Sediment testing results are included in the appendix.

TABLE 2
LAKE SHAMROCK SEDIMENT TEST RESULTS

	% Silt	% Organics	% Sand
West End 1	55%	17%	28%
West End 2	72%	8%	20%
Northwest Arm	22%	21%	57%
Northeast Arm	4%	0%	96%

Lake Dredging

DREDGING METHODS

There are two major dredging methods: mechanical and hydraulic. While both methods involve removing sediment from the water, the operations are quite different. Mechanical dredging involves removing lake sediments with an excavator operating from shore or from a floating barge (Figure 9).

Figure 9. Mechanical excavator.

Dredged material is disposed of on shore or contained on the barge and off-loaded for final disposal. By contrast, material excavated with a hydraulic dredge is pumped in a slurry through a floating pipeline to the point of disposal (Figure 10).

Figure 10. Hydraulic dredge.

DISPOSAL OF SEDIMENTS

Since placing dredged materials on shoreline properties is generally not feasible, a primary consideration in a lake dredging project is identifying a suitable location (or locations) for the placement of dredged material. With mechanical dredging operations, dredged materials are often trucked to the disposal site. With hydraulic dredging, disposal sites are usually constructed by excavating an area and creating an earthen dike to contain the dredged slurry (Figure 11). The disposal cell must be adequately sized to accommodate the amount of dredged material and water produced during the dredging operation. The disposal cell should be designed to maximize the settling of solids while allowing excess water to drain off-site.

Figure 11. Dredge material disposal cell.

Another method of disposal that has gained popularity in recent years is to pump dredged materials into sealed, geotextile tubes (Figure 12). The tubes are filled with dredged materials and excess water percolates though the geotextile fabric walls and can be routed off-site.

Figure 12. Geotextile tubes for disposal of dredged material.

PERMITTING

Pursuant to provisions of Part 301 (Inland Lakes and Streams) of Michigan's Natural Resource and Environmental Protection Act, a permit must be acquired from the Department of Environmental Quality (DEQ) before a dredging project on an inland lake can be initiated. As part of the approval process, DEQ may require that sediments be sampled for contaminants. Permit conditions will generally require that the dredge disposal site be located in an upland location and that steps be taken during the dredging operation to prevent excessive sediment transport to adjacent areas. The DEQ does not typically allow dredge spoils to be placed in wetland areas. As a condition of the permit, the DEQ may limit the timing of dredge operations to minimize impacts upon spawning fish and other aquatic animals.

Lake Shamrock Dredging Alternatives

DISPOSAL

As indicated above, locating a suitable dredge material disposal site is an important component in evaluating a dredging project. In terms of physical attributes, an optimum disposal site would be a relatively flat, non-wetland (i.e., "upland") area in close proximity to the lake and large enough to accommodate dredged material. In evaluating potentially suitable sites, state-designated wetlands areas around Lake Shamrock were mapped (Figure 13).

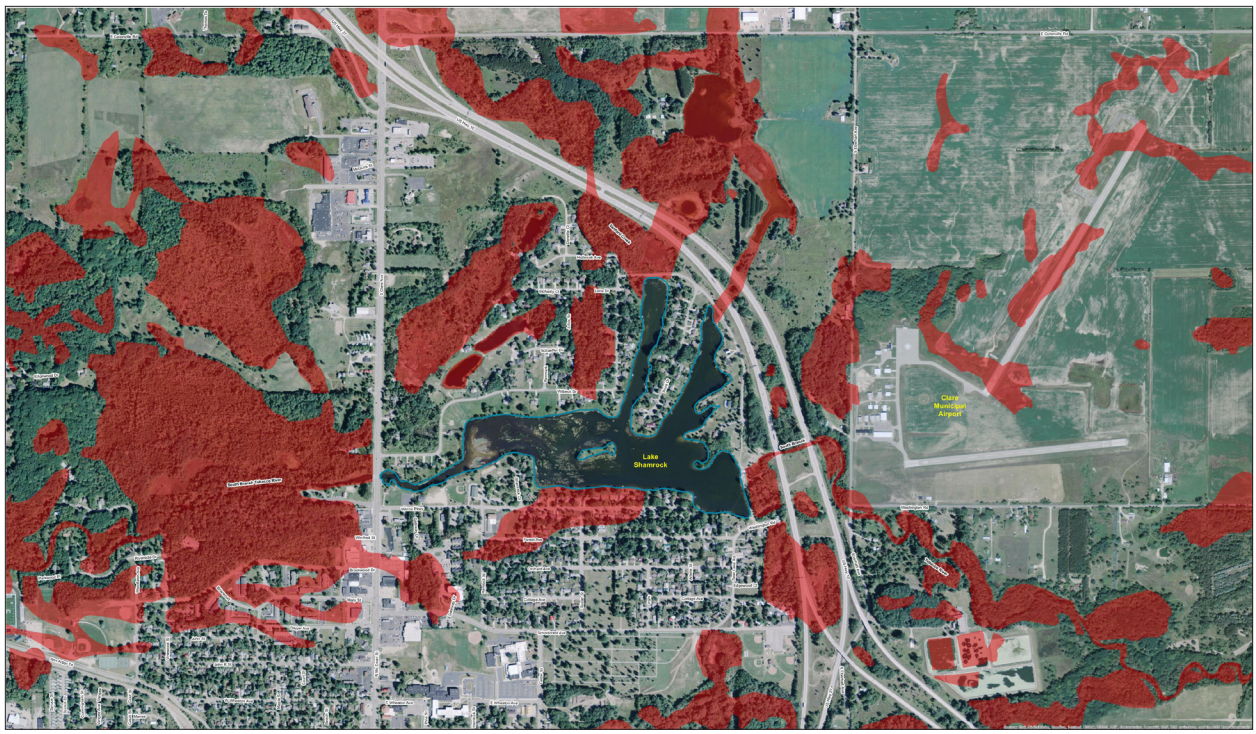


Figure 13. Lake Shamrock area wetlands map. Dredged sediments cannot be placed in wetlands.

In viewing potential non-wetland disposal site areas near Lake Shamrock, portions of the Clare Municipal Airport met the above criteria. Taking into account mandatory runway setbacks and height restrictions, two areas at the airport comprising a total of approximately 30 acres appear suitable for the placement of dredged material (Figure 14). Depending on the dredging alternative employed, 20 to 30 acres of disposal area would be needed to accommodate the quantity of material (127,500 cubic yards) that would need to be dredged to restore Lake Shamrock to its original depth.

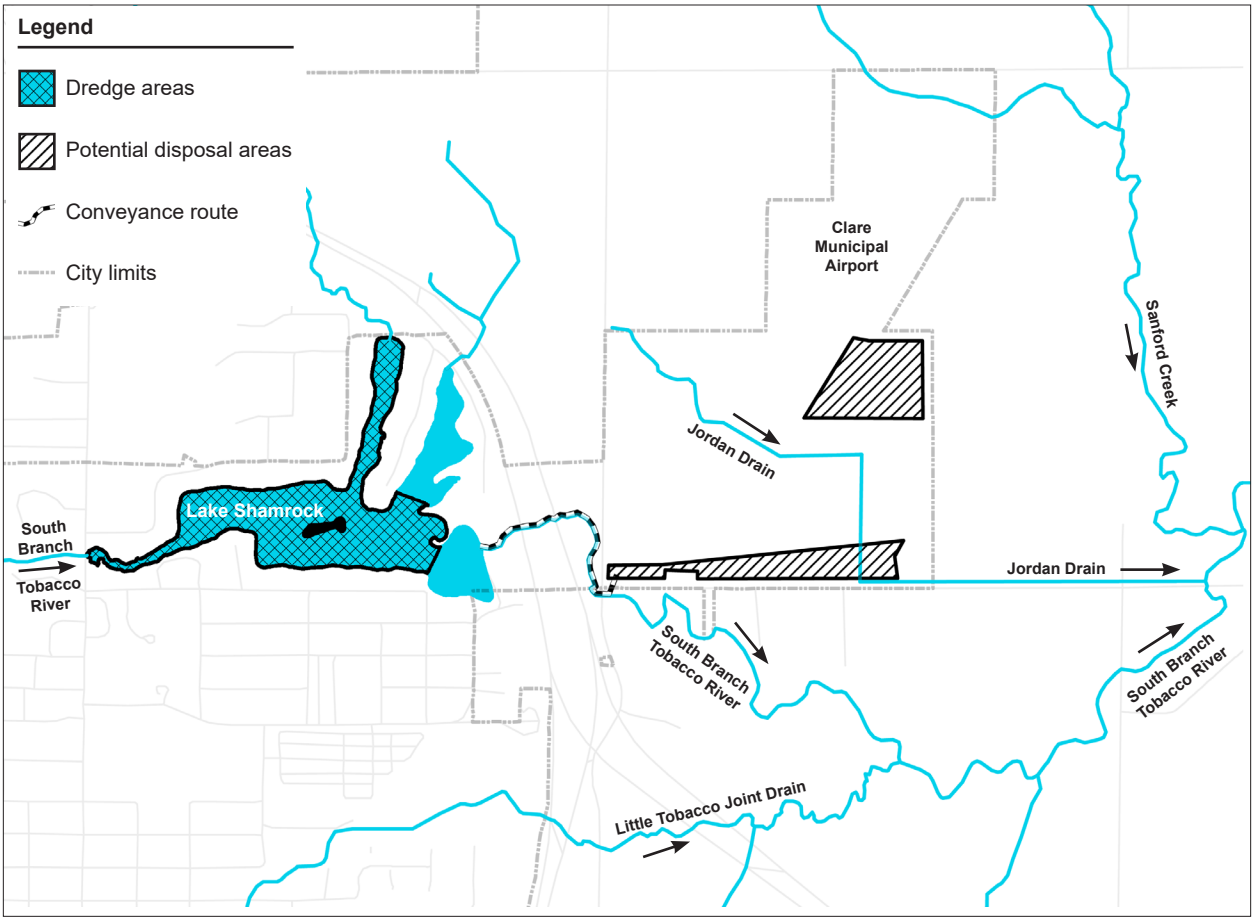


Figure 14. Hydraulic dredging schematic site plan.

ALTERNATIVE 1: HYDRAULIC DREDGING WITH GEOTEXTILE TUBE DISPOSAL

Dredged material would be pumped in a slurry through a pipeline down the South Branch Tobacco River to the airport (Figure 14). Sediment would be dewatered and disposed of in geotextile tubes. Water expelled from the geotextile tubes would be conveyed in constructed drainage swales to the Jordan Drain and ultimately back to the South Branch Tobacco River downstream of the airport. To ensure proper drainage, this approach would require a clean-out of the Jordan Drain. To facilitate compaction, coagulants would need to be added to the dredge slurry and the geotextile bags would need to be manually agitated on a regular basis to help water leach out. Final restoration of the site would require that the geotextile bags be removed once the dredging operation is complete to allow final grading and seeding of disposal areas.

ALTERNATIVE 2: HYDRAULIC DREDGING WITH OPEN HOLDING CELL DISPOSAL

Dredged material would be pumped in a slurry through a pipeline down the South Branch Tobacco River to the airport and sediment would be disposed of in open holding cells (Figure 14). This approach would require considerable earthwork at the airport to construct the holding cells and could require a re-routing of the Jordan Drain in addition to a drain clean-out. As with the previous alternative, water exiting the holding cells would be conveyed to the Jordan Drain and back to the South Branch Tobacco River downstream of the airport or discharged directly to the South Branch Tobacco River. Once the disposal cells had dewatered and dried sufficiently, the site could be final-graded and seeded. A concern with this approach is that standing water in the dredge material holding cells could attract birds and create a safety hazard for aircraft.

ALTERNATIVE 3: MECHANICAL DREDGING WITH TRUCKING OF DREDGED MATERIAL

This alternative would involve use of a mechanical excavator on a floating barge. Dredge material would be placed on the barge and transported to shore to be off-loaded into dump trucks. Dredge material would then be trucked to the airport and a bull dozer would be used to spread the material. A staging area would need to be established on the lake where dredged sediment could be continuously off-loaded. This approach would require repeated trips to shore to off-load sediment and daily trucking of material to the airport. Given the quantity of material that would need to be dredged, it is estimated that dredging operations would take five years to complete.

Practical Considerations

It is important to note that no dredging alternative is without challenges. Regardless of the dredging approach, lake dredging is inherently complex and problems will arise. In developing cost estimates for dredging work, significant contingency funds should be allotted to address unforeseen circumstances that will invariably arise during dredging operations.

During the dredging operation, boating and other activities on the lake will be impeded. For example, with all three dredging alternatives, sediment curtains would be placed in strategic locations in the lake during dredging operations to minimize downstream sediment transport. In addition, construction-related activities such as mobilizing and de-mobilizing equipment and day-to-day dredging operations will likely create localized inconveniences to area property owners, especially adjacent to equipment staging areas.

Hydraulic dredges are designed to remove relatively soft, submerged bottom sediments. Given that much of the sediment at the west end of Lake Shamrock is exposed at the surface and strewn with logs and other debris, a hydraulic dredge may need to be augmented with a mechanical dredge to facilitate removal of material. This could significantly increase costs and slow the dredging operation.

While dredging would improve navigation and enhance recreational use, dredging Lake Shamrock will not be a cure-all. In future years, maintenance dredging will likely be required as sediment begins to naturally deposit and re-accumulate in the lake. Also, aquatic plants can grow to depths of up to about 15 feet, and it is not economically feasible to dredge Lake Shamrock to this depth. Thus, efforts to control nuisance plant growth in Lake Shamrock will likely still be required after dredging although not to the extent experienced in recent years.

Estimates of Probable Costs

Estimates of probable costs for each dredging alternative are provided in Tables 3 through 5.

TABLE 3
LAKE SHAMROCK ESTIMATE OF PROBABLE COST
ALTERNATIVE 1: HYDRAULIC DREDGING WITH GEOTEXTILE TUBE DISPOSAL

Component	Probable Cost
Hydraulic Dredging (Dredge Operation, Piping, Booster Pump)	$1,500,000
Disposal Geotextile Tubes	$2,500,000
Engineering/Administration/Contingency (10%)	$400,000
Total	$4,400,000

TABLE 4
LAKE SHAMROCK ESTIMATE OF PROBABLE COST
ALTERNATIVE 2: HYDRAULIC DREDGING WITH OPEN HOLDING CELL DISPOSAL

Component	Probable Cost
Hydraulic Dredging (Dredge Operation, Piping, Booster Pump)	$1,500,000
Open Cell Disposal	$1,100,000
Engineering/Administration/Contingency (10%)	$260,000
Total	$2,860,000

TABLE 5
LAKE SHAMROCK ESTIMATE OF PROBABLE COST
ALTERNATIVE 3: MECHANICAL DREDGING WITH TRUCKING OF DREDGED MATERIAL

Component	Probable Cost
Dredging and Disposal	
Equipment	$476,000
Labor	$517,000
Dredging and Disposal Subtotal	$993,000
Engineering/Administration/Contingency (25%)	$248,250
Total	$1,241,250

Project Financing

The Lake Shamrock Improvement Board was established in accordance with provisions of Part 309 (Inland Lake Improvements) of the Natural Resources and Environmental Protection Act, PA 451 of 1994, as amended. Under this statute, the Lake Shamrock Improvement Board has established a special assessment district that includes all properties that border the lake. Currently, there are 100 parcels within the special assessment district and assessments are apportioned equally against each parcel in the assessment district. A breakdown of costs for each dredging alternative based on this approach is provided in Table 6.

TABLE 6
LAKE SHAMROCK DREDGING ALTERNATIVES APPROXIMATE ASSESSMENTS

Dredge Alternative	Cost	Total Parcel Assessment	Annual Assessment (5 Years)
Alternative 1	$4,400,000	$44,000	$8,800
Alternative 2	$2,860,000	$28,600	$5,720
Alternative 3	$1,241,250	$12,412	$2,482

Recommendations

Given cost and operational considerations, it is recommended that the community give consideration to Alternative 3, mechanical dredging and trucking of material. While this dredging approach would take longer to construct, it would be far less costly than the other dredging alternatives. In addition, Alternative 3 would address potential issues related to sediment debris and provide a mechanism for long-term maintenance dredging. Assuming there is support for Alternative 3, an application for permit should be submitted to the Michigan Department of Environmental so that the permit review process can begin.

At this time, it is recommended that study findings be disseminated to lake residents and that a public presentation of study findings and recommendations be made. The lake board may wish to consider polling of property owners within the special assessment district to determine if there is support to proceed with a dredging project on Lake Shamrock. If there is support for a project, the lake board can consider initiating formal special assessment proceedings in accordance with Part 309. Under these procedures, all lake residents would receive written notice and public hearings would be held on the practicability of the project and the special assessment roll.

References

Lapham Associates 2011. Shamrock Lake Dam Safety Inspection Report. Dam Identification No.: 00622. City of Clare, Clare County, MI. Project No.: E110160.

Appendix
Material Testing Consultants:
Lake Shamrock Sediment Testing Results

Materials Testing Consultants
www.mtc-test.com • 800.968.8378

Project No: 161071
Report Date: 05/06/16
Report No: 67146

Project: Lake Shamrock
Client: Progressive AE
Contractor:
Engineer/Architect:

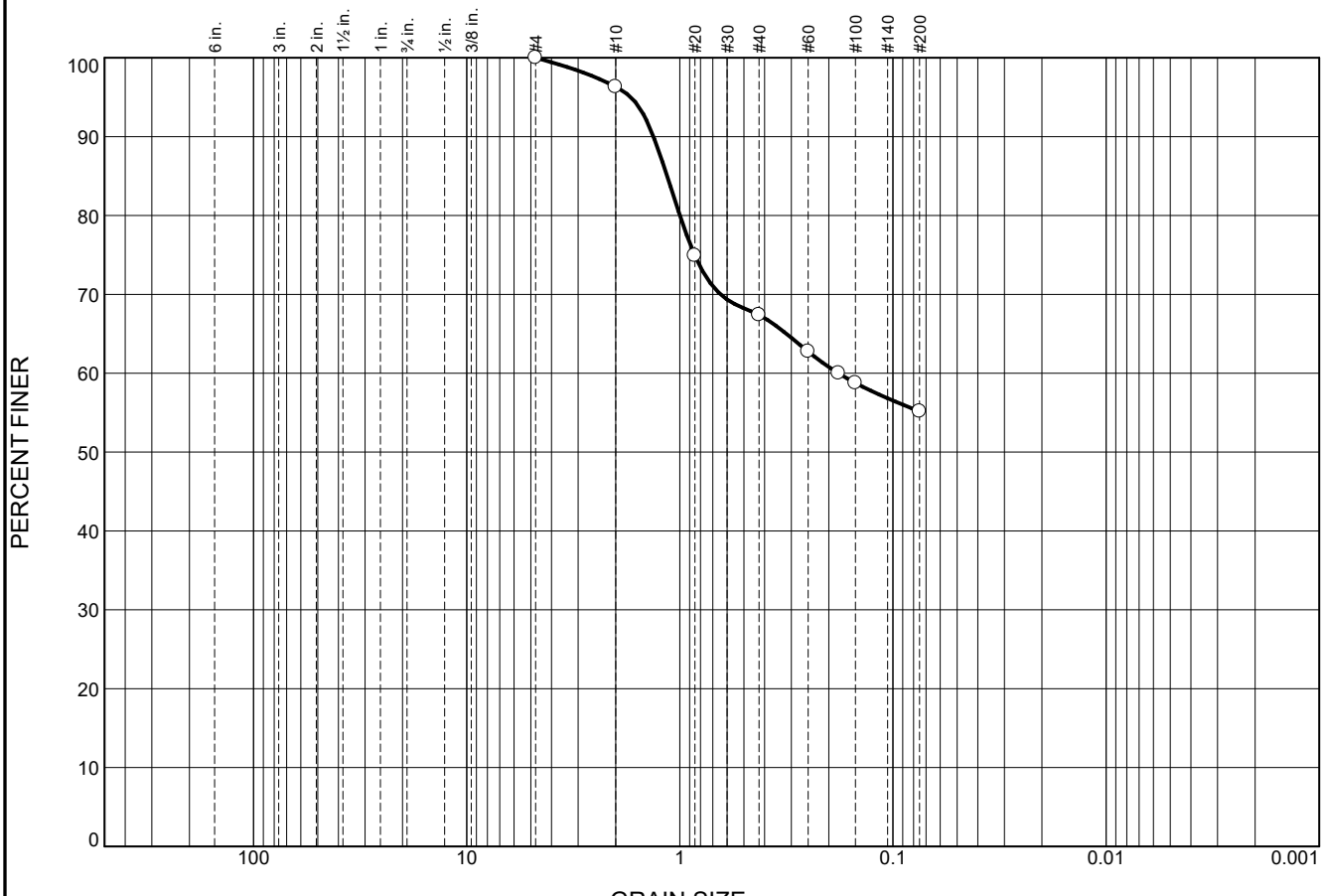
TRANSMITTAL

Remarks: Please find attached the following reports:
Reports of Particle Size Distribution and Organic Content dated 05-06-2016

05/06/2016
Timothy J. Lautenbach, P.E.

Testing was performed by qualified personnel in accordance with generally accepted industry practice, Material Testing Consultants procedures and the above referenced standards. This report is applicable only to the items listed herein. The tests performed and this report are not intended to be considered as any guarantee or warranty of suitability for service or fitness of use of items tested and it should not be relied on as such. This report has been prepared for the exclusive use of the client and any partial or whole reproduction without the consent of the client is prohibited.

Particle Size Distribution Report



	% +3"	% Gravel		% Sand			% Fines	
		Coarse	Fine	Coarse	Medium	Fine	Silt	Clay
○	0.0	0.0	0.0	3.7	28.9	12.2	55.2	

	LL	PL	D_{85}	D_{60}	D_{50}	D_{30}	D_{15}	D_{10}	C_c	C_u
○			1.1471	0.1804						

Material Description	USCS	AASHTO
○ Dark Brown Organic Silt with Sand	OL	

Project No. 161071 **Client:** Progressive AE

Project: Lake Shamrock

○ **Location:** PT 123 **Sample Number:** 103516

Remarks:

○Organic Content - 16.6% per ASTM D2974

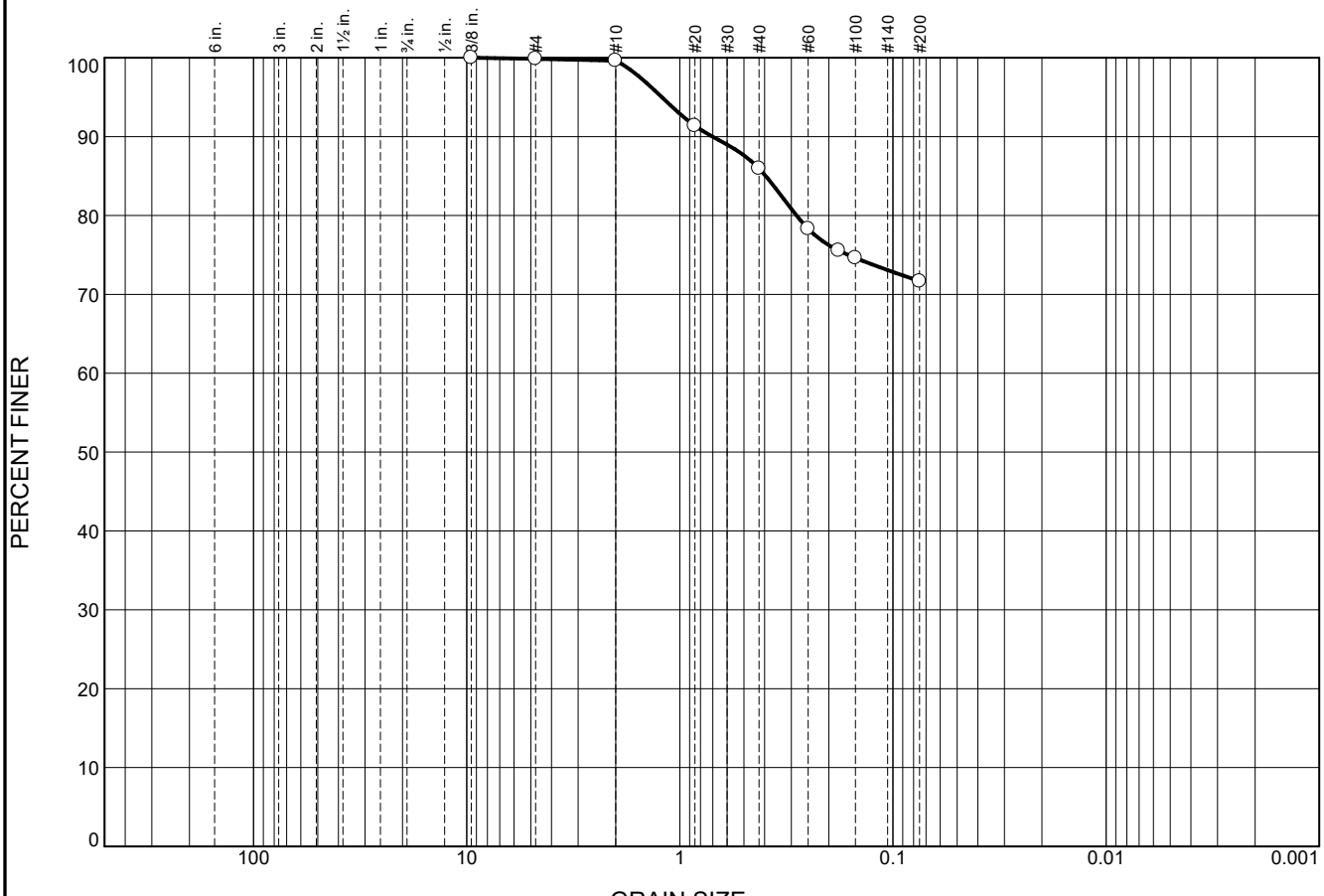
Fines Visually Classified

MATERIALS TESTING CONSULTANTS, INC.

Grand Rapids, MI

Figure

Particle Size Distribution Report



	% +3"	% Gravel		% Sand			% Fines	
		Coarse	Fine	Coarse	Medium	Fine	Silt	Clay
○	0.0	0.0	0.1	0.3	13.6	14.3	71.7	

	LL	PL	D_{85}	D_{60}	D_{50}	D_{30}	D_{15}	D_{10}	C_c	C_u
○			0.3950							

Material Description	USCS	AASHTO
○ Gray Organic Silt with Sand	OL	

Project No. 161071 **Client:** Progressive AE

Project: Lake Shamrock

○ **Location:** PT 257 **Sample Number:** 103517

Remarks:

○Organic Content - 7.6% per ASTM D2974

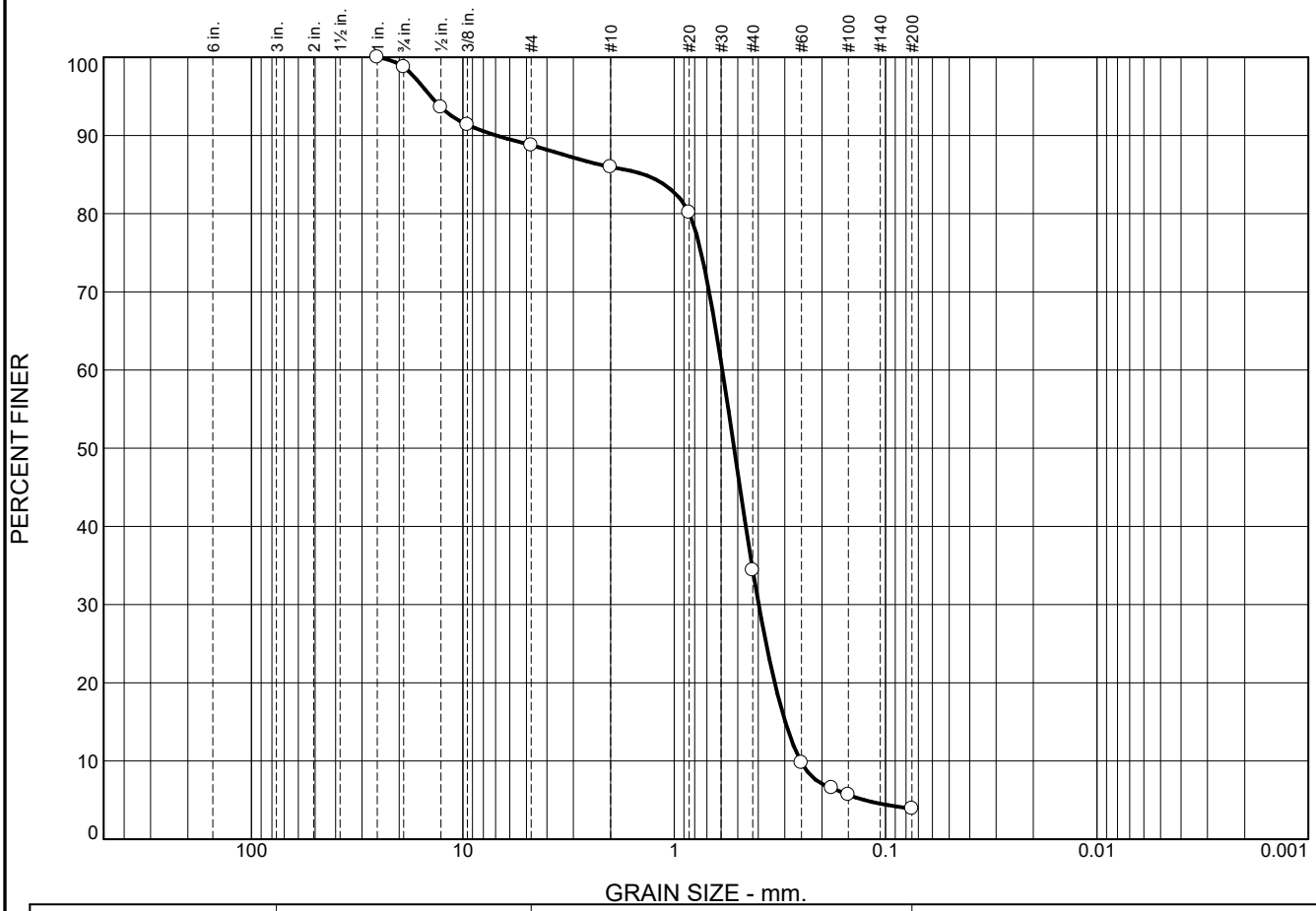
Fines Visually Classified

MATERIALS TESTING CONSULTANTS, INC.

Grand Rapids, MI

Figure

Particle Size Distribution Report



	% +3"	% Gravel		% Sand			% Fines	
		Coarse	Fine	Coarse	Medium	Fine	Silt	Clay
○	0.0	1.3	9.9	2.8	51.6	30.5	3.9	

	LL	PL	D_{85}	D_{60}	D_{50}	D_{30}	D_{15}	D_{10}	C_c	C_u
○			1.3860	0.5919	0.5209	0.3983	0.2983	0.2526	1.06	2.34

Material Description	USCS	AASHTO
○ Gray Poorly Graded Sand	SP	

Project No. 161071 **Client:** Progressive AE

Project: Lake Shamrock

○ **Location:** PT 328 **Sample Number:** 103518

Remarks:

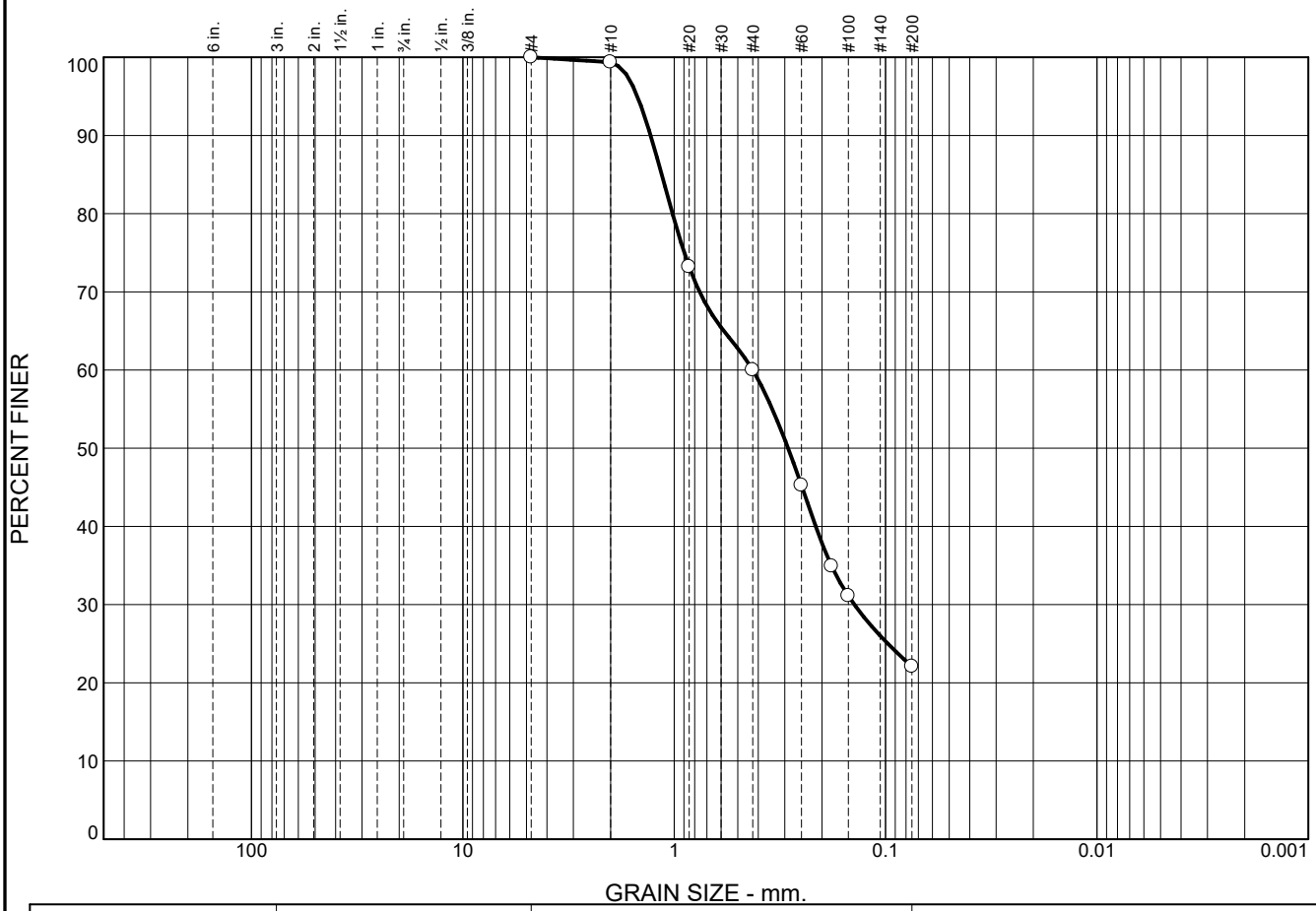
○Organic Content - 0.2% per ASTM D2974

MATERIALS TESTING CONSULTANTS, INC.

Grand Rapids, MI

Figure

Particle Size Distribution Report



	% +3"	% Gravel		% Sand			% Fines	
		Coarse	Fine	Coarse	Medium	Fine	Silt	Clay
○	0.0	0.0	0.0	0.6	39.4	37.9	22.1	

	LL	PL	D_{85}	D_{60}	D_{50}	D_{30}	D_{15}	D_{10}	C_c	C_u
○			1.1455	0.4251	0.2893	0.1404				

Material Description	USCS	AASHTO
○ Dark Brown Silty Sand	SM	

Project No. 161071 **Client:** Progressive AE

Project: Lake Shamrock

○ **Location:** PT 341 **Sample Number:** 103519

Remarks:

○Organic Content - 20.9% per ASTM D2974

Fines Visually Classified

MATERIALS TESTING CONSULTANTS, INC.

Grand Rapids, MI

Figure

AGENDA REPORT

TO: Mayor & City Commissioners
FROM: Diane Lyon, City Clerk
DATE: November 17, 2016
RE: *Communications

For the Agenda of November 21, 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 November 21, 2016**.

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

SOS Press Releases. The Secretary of State has the attached media announcement regarding felony charges brought against a state employee involved with alleged identity theft.

MACTV 3 Newsletter. The most recent letter is attached for information.

Property Donation Acknowledgement Correspondence. A letter acknowledging a recent property donation was sent to the former property owner.

Attachments. As outlined above.

Diane Lyon

From: Michigan Secretary of State [MISOS@govsubscriptions.michigan.gov]
Sent: Friday, November 04, 2016 2:52 PM
To: Diane Lyon
Subject: NEWS RELEASE: Michigan Department of State employee charged with 11 felonies, including identity theft, after joint investigation with Michigan State Police

Media Release

From Secretary of State Ruth Johnson

-- For immediate release --

Michigan Department of State employee charged with 11 felonies, including identity theft, after joint investigation with Michigan State Police

LANSING, Mich. – Secretary of State Ruth Johnson today announced that a six-year employee of the Michigan Department of State was charged with 11 felonies, including identity theft.

"The vast majority of our employees are hardworking and honest, so when one person tries to cheat the system putting people at risk for their own gain, we take decisive action," Johnson said. "I'm particularly grateful to the Michigan State Police for their partnership in this investigation."

Lisa Brown-Quinn, 38, was suspended from her job at a Westland branch office during the investigation. She was arraigned today in the 18th District Court in Westland with:

- One count of using computers to commit a crime
- Two counts of conspiracy to commit identity theft
- Two counts of conspiracy to commit motor vehicle code offenses
- Three counts of identity theft
- Three counts of falsifying applications for a driver's license

The charges come after Johnson's Office of Investigative Services learned that an employee was alleged to have assisted a customer in obtaining a driver's license in someone else's name.

The investigation was referred to the Michigan State Police who built a case and worked with the Wayne County Prosecutor's Office to bring charges. A probable cause hearing is scheduled for Nov. 17 with a preliminary exam scheduled for Nov. 22. Bond was set at $5,000.

Since 2011, Johnson has made consumer protection a top priority, launching the Office of Investigative Services in 2014 to inspect and regulate automotive-related businesses, and investigate potential fraud involving Department of State programs. Just last week, one of its investigations led to charges against a salvage vehicle inspector accused of pocketing $170,100 in vehicle fees and forging documentation needed to qualify a vehicle for a Michigan rebuilt salvage title. The office has heightened the department's protection of the public with the closing of 30 unlicensed or shady repair facilities and 18 dishonest car dealers. In addition, cooperative efforts between OIS and Michigan law enforcement over the past 10 months have led to 113 investigations being turned over to law enforcement for criminal review and potential prosecution.

Residents may contact the OIS to report suspected fraud involving the Michigan Department of State at 517-335-0991.

For media questions, please call Gisgie Dávila Gendreau or Fred Woodhams at 517-373-2520.

For more about the Secretary of State's Office:

To find Secretary of State office locations and services, visit www.michigan.gov/sos. Sign up for the official Secretary of State Twitter feed at www.twitter.com/michsos and Facebook updates at www.facebook.com/michigansos. Online services are available at www.expresssos.com.

Customers may call the Department of State Information Center to speak to a customer-service representative at 888-SOS-MICH (767-6424).

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We welcome questions and comments at the Contact Us page.

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STAY CONNECTED:

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

Diane Lyon

From: MACTV Network [mactvnewsletter@gmail.com]
Sent: Monday, November 07, 2016 2:13 PM
Subject: November Newsletter

MAC TV Network Newsletter

Hello and welcome to the newest edition of MAC TV Network's monthly newsletter. We hope you found the previous editions useful and informative. We welcome your continued feedback and would like to know what you would like to see featured in future editions. Since we want the newsletter to be as relevant as possible, we will be sending a new one each month. We intend to use it to keep you in touch with news and developments which relate to the MAC TV Network and its implementation.

MAC TV is a non-commercial community access venue that provides the local communities with access to electronic media, equipment and the ability to engage in the creation of television programming designed to educate, inform and entertain.
Access television provides a forum to share your opinions and ideas in a unique way – through cable! The Mid-Michigan Area Cable Consortium is funded by independent member communities throughout Gratiot, Isabella and Clare counties.

2016 Monster Movie Competition

For the competition, teams had about a month to make a 10 minute or less movie themed around monsters. The premiere was held at Celebration!Cinema in Mount Pleasant and over 80 people came to support the participants.
https://vimeo.com/189364049
Here is the MAC TV Network unofficial staff film for the 2016 Monster Movie Competition.
https://vimeo.com/189373961

MAC Gives Back

Part of our new MAC Gives Back campaign, MAC TV would like to get involved in volunteer opportunities in Clare, Gratiot or Isabella counties. With busy lives, it can be hard to find time to volunteer. However, the benefits of volunteering are enormous to you, your family and your community. Volunteers are often the glue that holds a community together. Even helping out with the smallest tasks can make a real difference to the lives of people, animals, and organizations in need.

If you have any events or ideas of ways we can help get involved in our community please let us know!

Community Events Covered

MAC TV covers local events in Gratiot, Isabella and Clare counties. If you know of an event we should cover please do not hesitate to let us know about it!

A volunteer from the Alma Dog Sitting and Puppy Training came to our studio to make an informational video teaching the Sit, Stay, Come commands for dogs.
https://vimeo.com/189977209

We made a promo for Central Michigan University RPL student, as they invite you to their charity event Rave Up The Rocks where you can rock climb under black lights, enjoy the sound of DJ PJ Bradley, and bid on silent auction items. All of the procedes go to the local charity "Sawyer's Light."
https://vimeo.com/189688710

We filmed Admiral Dave Titley, USN(ret.) Ph. D. as he spoke at Mid Michigan Community College about how climate change effects national security for the Citizen's Climate Lobby of Mt. Pleasant.
https://vimeo.com/189643402

We made a promo for Center for Children, Families and Communities
https://vimeo.com/189011788

We filmed the 2016 Business Expo Breakfast
https://vimeo.com/187679380

Quick interview about the Shepherd Girls Golf Program, which in it's 2nd year has qualified for the state meet and won a conference title!
https://vimeo.com/185839031

MAC TV's Game of the Week

Hope College @ CMU Hockey
https://vimeo.com/188025191

Ithaca @ St. Louis Football
https://vimeo.com/187367909

Original Programming

Bluejay Update-
Katelyn & Kylie catch up with the girls golf team who are having a great season and then see what's going on during Homecoming 2016!
https://vimeo.com/187041538

The Bell – The Bell is an all new show, showcasing whats going on in our local schools.
In the first episode of MAC TV's new show on local schools our HS Co-Ops Katelyn & Kylie visit Clare for homecoming, Alma to talk about a bond proposal and read with some dogs in Ithaca.
https://vimeo.com/187050386

The next episode of The Bell highlights the new bond that passed at St. Louis Public Schools, along with new renovations taking place there.
https://vimeo.com/189211198

Pleasant Chat- Pleasant Chat is a bi-weekly production of local events covered in Gratiot, Isabella and Clare counties by MAC TV.

This week we went to the Spirit of St. Louis award ceremony, the Veterans Freedom Park and for our Halloween festivities we stopped by the Faith Community Church for their Trunk or Treat event!
https://vimeo.com/190587506

This week we had special guest, Chelsea Mazzetti stop in the studio to teach us how to do make up! We also stopped by the Angel Wings Foundation Press Conference where we learned more about the foundation and

Keisha Brown's fight against Breast Cancer.
https://vimeo.com/188713613

In this episode, Abby and Rachel went to the Clare County Animal Shelter, the Science Blast event put on by the Mid Michigan Community College as well as the Business and Community Expo in Mount Pleasant
https://vimeo.com/186287682

Art Review – As you may know, the mid-Michigan area is home to many creative and artistic people. We at MAC TV want to capture as many as these creative people as possible and what better way to do that than in our program, Art Review!

In this episode of Art Review Kayde shows you how to carve a pumpkin and features other halloween events going on in the community. Check it out!
https://vimeo.com/188871869

In this episode of Art Review Paige and Eleanor cover Art in the Park in Mount Pleasant then head over to St. Louis to learn about their Quilt Trail. Finally they head back to the studio to teach you how to do a fall craft in Kid's Craft Corner.
https://vimeo.com/186439780

Sports Attack
On this episode of Sports Attack Luke takes a trip out to the Isabella Ice Arena to cover a local hockey event. In addition to that, he also stopped by the CMU Homecoming 5k race. Lastly, we have coverage of the St. Louis v. Ithaca football game.
https://vimeo.com/187040690

Luke takes a trip out to the Isabella County Sportsman Club for a special outdoorsman edition of Sports Attack. Give it a watch!
https://vimeo.com/188865553

Public Service Announcements

MAC TV Network wishes to help our local communities by playing currently made Public Service Announcements (PSA's) and also helping local organizations create their own PSA's to play on our channel and for them to use on their website or social media.
A PSA is a free short video that MAC TV Network create for free and will distribute to help an organization communicate its message and highlight information about the nonprofit organizations' programs, activities, or events.
The message in the PSA should be clear. Include the date and time of the event and any information that the audience may need, such as a web address or telephone number to learn more. Any organizations interested or wish to have more information please contact Carey at 989-773-9730 or at careyhammel@gmail.com.

Training Opportunities

We provide television production classes and are proud to announce we now have Sony and Panasonic HD chip cameras and will be giving free training to help you stay up-to-date on the ever changing world of technology. MAC TV also allows any trained volunteer access to our production equipment. For more information on taking our upcoming class and becoming a trained volunteer, please contact MAC TV at (989)773-9730.

We Need You!

MAC TV is always looking for upcoming events to cover, if you know of any in Gratiot, Isabella or Clare counties, please do not hesitate to let us know about it. MAC TV is also always looking for volunteers interested in covering any events. If you are already a volunteer or interested in becoming a volunteer, and interested in helping us cover events please call MAC TV at (989)773-9730 or email us at info@MACTVNetwork.org.

Contact Us

MAC TV Central Office 312 W. Michigan Street Mt. Pleasant, MI 48858 Phone: 989.773.9730 Fax: 989.773.9843 info@MACTVNetwork.org Hours: Monday-Friday 10 a.m. - 4:30 p.m. Or by scheduled appointment	**MAC TV Network—Gratiot** 206 Prospect Ave. Alma, MI 48801 Phone: 989.463.5883 Fax: 989.463.5883 Contact: Eleanor at: info@MACTVNetwork.org Hours: Monday & Wednesday 10 a.m. - 4:30 p.m. Or by scheduled appointment	**MAC TV Network –Clare** Pere Marquette District Library 185 E. 4th Street Clare, MI 48617 Phone: 989.386.7576 Fax: 989.386.3576 Contact Paige at: info@MACTVNetwork.org Hours: Tuesday 10 a.m. - 4:30 p.m. Or by scheduled appointment

www.MACTVNetwork.org

facebook.com/MACTVNetwork

twitter.com/MACTVNetwork or @MACTVNetwork

vimeo.com/MACTVNetwork

Channel 191 & 187 on Charter

CITY OF CLARE

202 West Fifth Street | Clare, Michigan 48617-1490
Office 989.386.7541 | Fax 989.386.4508
www.cityofclare.org

November 14, 2016

Mr. & Mrs. Gary Rossier
40429 Firesteel Drive
Sterling Heights, Michigan 48313

Dear Gary & Joan,

I offer this letter on behalf of the City of Clare acknowledging your benevolent donation of two parcels of lake front property within the boundaries of the City, the property being identified as T17N, R4W, Section 26, Lots 46 and 47, First Addition to Lake Shamrock Subdivision, City of Clare, Clare County, Michigan, further identified as Parcel #051-540-046-10. The City Assessor's assigned state equalized value (SEV) of this property at the time of the donation was $27,000; the assigned Taxable Value was $23,069.

Thank you for your generosity. We wish good health, long life, happiness, and success in all future ventures.

Respectfully yours,

Ken Hibl
City Manager

CITY HALL
Ph 989.386.7541
Fx 989.386.4508
www.cityofclare.org
Manager x102
Assessor x103
Clerk x106
Treasurer x107

DEPARTMENT OF PUBLIC WORKS
Ph 989.386.2182 or
989.386.7541 x202
Fx 989.386.4508

UTILITY BILLING
Ph 989.386.7541 x201

W/WWT PLANT
Ph 989.386.2321
Fx 989.386.2387

POLICE DEPT.
NON-EMERGENCY
Ph 989.386.2121
Fx 989.386.0440

FIRE DEPT.
NON-EMERGENCY
Ph 989.386.2151
Fx 989.386.3020

PARKS & RECREATION
Ph 989.386.7541 x213
Fx 989.386.4508

AIRPORT
Ph 989.386.0445
Fx 989.386.4508

This Institution is an Equal Opportunity Provider & Employer

Clare, Michigan
A Cool City Michigan Main Street Community

PAYABLES REPORT FOR COMMISSIONERS

EXP CHECK RUN DATES 11/09/2016 - 12/05/2016BOTH JOURNALIZED AND UNJOURNALIZED OPEN BANK CODE: CONSO

VENDOR	INVOICE #	DESCRIPTION	Entry Date	CK DATE	AMOUNT
1ST CHOICE OFFICE OUTLI	112123	TONER/POSTCARDS	11/16/16	11/22/16	117.04
1ST CHOICE OFFICE OUTLI	112077	MODULAR TELEPHONE COUPLER/50'	11/16/16	11/22/16	13.90
1ST CHOICE OFFICE OUTLI	111947	BIC ROUND PENS/ PAPER	11/16/16	11/22/16	9.42
BUCCILLI'S PIZZA	2016-1108	ELECTION WORKER MEALS	11/14/16	11/22/16	69.65
CANN, JOSHUA D	11/14/2016	UB refund for account: 2NDE-0	11/14/16	11/22/16	88.12
CAROL SANTINI	2016-1108	ELECTION WORKER	11/16/16	11/22/16	135.00
CINTAS FIRST AID & SAFI	5006551343	CABINET REFRESH DPW	11/17/16	11/22/16	45.83
CITY OF CLARE	2016-1110	UTILITIES DUE 12/1/16	11/16/16	11/22/16	2,104.41
CLARE COUNTY REVIEW	55843	MINUTES/MASTER PLAN/LOT ASSES	11/14/16	11/22/16	266.50
CLARE COUNTY REVIEW	55845	MINUTES/MARBLE/MED.MARIJUANA/	11/14/16	11/22/16	397.50
CLARE HARDWARE	101215000727	GORILLA TAPE	11/14/16	11/22/16	5.99
CONNIE MCGREGOR	2016-1108	ELECTION WORKER	11/16/16	11/22/16	236.70
CONSUMERS ENERGY	206254951255	TRAFFIC LIGHTS	11/07/16	11/23/16	5.74
CONSUMERS ENERGY	206254951269	STREETLIGHTS	11/07/16	11/23/16	3,375.62
CONSUMERS ENERGY	206254951266	STREETLIGHT	11/07/16	11/23/16	553.16
CONSUMERS ENERGY	203496203594	40 CONSUMERS ENERGY PKWY A	11/17/16	11/28/16	31.53
CONSUMERS ENERGY	203496203658	4715 COLONVILLE ROAD	11/17/16	11/28/16	234.53
CONSUMERS ENERGY	203941159956	10725 S EBERHART AVE	11/17/16	11/28/16	275.06
CONSUMERS ENERGY	203941159958	10843 S EBERHART AVE	11/17/16	11/28/16	24.57
CONSUMERS ENERGY	201805312854	10807 S EBERHART AVE #310	11/17/16	11/28/16	27.24
CONSUMERS ENERGY	203674201186	40 CONSUMERS ENERGY PKWY B	11/17/16	11/28/16	76.28
CONSUMERS ENERGY	206669791553	11175 S EBERHART010373962471C	11/17/16	12/05/16	7,120.15
COTTER DRAGLINE SERVICI	1682	MOVE DRAGLINE/CLEAN SILT TRAI	11/16/16	11/22/16	2,440.00
COUNTY WIDE SEPTIC, LL(	3244	PUMP OUT HOUSE	11/16/16	11/22/16	380.00
COYNE OIL CORP	114504	WINDOW WASHER/DRUM RETURN	11/16/16	11/22/16	13.36
DTE ENERGY	2016-1118	SERVICE 9/23/16-10/21/16	11/02/16	11/18/16	577.26
ETNA SUPPLY	S102025995.001	FLEX COUPLING/PVC PIPE	11/17/16	11/22/16	199.64
ETNA SUPPLY	S102021957.001	ASSEMBLY	11/17/16	11/22/16	102.00
FASTENAL COMPANY	MIMTP81999	NUTS/SHIELD/GLOVES/SCREWS	11/14/16	11/22/16	34.08
GARY L TODD	11/14/2016	AIRPORT MANAGEMENT & PHONE ST	11/14/16	11/22/16	875.00
HERRICK HOUSE	15705	ELECTION WORKER MEALS	11/14/16	11/22/16	91.75
J & W MACHINE COMPANY	38109	HYDRAULIC CYLINDER	11/16/16	11/22/16	75.00
JACK DOHENY COMPANIES,	A98304	LEAD HOSE/SHIPPING	11/16/16	11/22/16	155.86
JANN WOLF	2016-1108	ELECTION WORKER	11/16/16	11/22/16	112.50
JOHNSON DOOR & CENTRAL	29666	SERVICE TO GARAGE DOOR	11/17/16	11/22/16	125.00
JOLY, CARRIE	11/14/2016	UB refund for account: 4THW-0	11/14/16	11/22/16	82.62
KATHY SNOOKS	2016-1108	ELECTION WORKER	11/16/16	11/22/16	261.72
LACAL EQUIPMENT, INC	0246983-IN	PLOW BLADE	11/16/16	11/22/16	226.60
LEVESQUE, RACHEL	2016-1108	ELECTION WORKER	11/16/16	11/22/16	255.60

PAYABLES REPORT FOR COMMISSIONERS

EXP CHECK RUN DATES 11/09/2016 - 12/05/2016BOTH JOURNALIZED AND UNJOURNALIZED OPEN BANK CODE: CONSO

VENDOR	INVOICE #	DESCRIPTION	Entry Date	CK DATE	AMOUNT
MAURER'S TEXTILE RENTAI	1535588	PANT/SHIRT YODER	11/14/16	11/22/16	23.30
MCKENNA ASSOCIATES, INC	2016-1010 MASTER	CLARE MASTER PLAN, SERVICES S	11/16/16	11/22/16	57.50
MICHIGAN CONFERENCE OF	2016-1201	DECEMBER 2016 INSURANCE PREMI	11/17/16	11/22/16	39,684.00
MICHIGAN ELECTION RESOU	37158	AV ELECTION MATERIALS	11/14/16	11/22/16	86.86
MICHIGAN MUNICIPAL LEAG	14385	CDL CONSORTIUM DRIVERS FEE	11/16/16	11/22/16	630.00
RADZIALOWSKI, CATHLEEN	2016-1108	ELECTION WORKER	11/16/16	11/22/16	216.36
SEITER ELECTRIC INC	58480	ELECTRIAL SUPPLY	11/14/16	11/22/16	27.50
SELENA DOLE	2016-1108	MILEAGE, TO SURREY TWP AND BA	11/16/16	11/22/16	5.67
STATE INDUSTRIAL PRODUC	97948420	CAR AND TRUCK WASH	11/17/16	11/22/16	156.00
STATE OF MICHIGAN -DEQ	761-8105806	SAMPLE	11/14/16	11/22/16	18.00
STATE OF MICHIGAN -DEQ	761-8107601	SAMPLES	11/14/16	11/22/16	233.00
STATE OF MICHIGAN -DEQ	761-8106357	SAMPLE/TESTS	11/14/16	11/22/16	2,518.00
STATE OF MICHIGAN-PROPE	2016-1101	RENEWAL OF ASSESSOR CERTIFICA	11/17/16	11/22/16	175.00
SUSAN ATWOOD	2016-1108	ELECTION WORKER	11/16/16	11/22/16	153.00
TEAMSTERS LOCAL #214	2016-DEC	MONTHLY DUES	11/14/16	11/22/16	722.00
TIEDEMAN, TROY	1032	WEED CONTROL W/FERTILIZER	11/16/16	11/22/16	407.00
TIME EMERGENCY EQUIPMEN	118677	FLARE HOLDER	11/16/16	11/22/16	29.53
UNIQUE PAVING MATERIALS	259076	COLD MIX	11/17/16	11/22/16	557.14
USA BLUE BOOK	098022	DEWALT GRINDER/SODIUM	11/14/16	11/22/16	127.24
VERIZON WIRELESS	9774956402	AFTER HOURS PHONE SERV.	11/16/16	11/22/16	48.71
WASTE MANAGEMENT	7493439	OCTOBER-16 COLLECTION	11/16/16	11/22/16	16,017.82
WITBECK'S FAMILY FOODS	177156	COLA/PLATES/NAPKINS/ UTINSILS	11/17/16	11/22/16	39.10
WITBECK'S FAMILY FOODS	61514	POP FOR ELECTION WORKERS	11/16/16	11/22/16	10.25
WITBECK'S FAMILY FOODS	275178	DOUNUTS FOR ELECTION	11/16/16	11/22/16	28.32
WITBECK'S FAMILY FOODS	214003	BLEACH	11/16/16	11/22/16	11.56
WYMAN, NICK	2016-1108	ELECTION CHAIR	11/16/16	11/22/16	175.00
			Sub Total:		83,379.79

December 2016

Sun	Mon	Tue	Wed	Thu	Fri	Sat
				1	2 DDA 8:00 am	3 Clare Christmas Fest
4	5 Fire Dept Mtg. 7 pm City Commission 6 pm	6	7 Business after hours 5-7 pm Doherty Hotel	8	9	10
11	12	13	14 RR Depot Mtg 8:30 am Planning Comm 6:30 pm	15 Parks & Rec 5:30	16	17
18	19 City Commission 6 pm	20	21	22	23 City Offices Closed for Christmas Eve Holiday	24 Christmas Eve
25 Merry Christmas	26 City Offices Closed for Christmas Holiday	27	28	29	30 City Offices Closed at noon for New Years Eve Holiday	31 New Year's Eve

Birthdays...

Gus Murphy December 11

Merry Christmas and best wishes for a Healthy, Happy and Prosperous New Year