



CITY OF CLARE

202 West Fifth Street | Clare, Michigan 48617-1490

Office 989.386.7541 | Fax 989.386.4508

www.cityofclare.org

CLARE CITY COMMISSION

Monday, December 21, 2015

6:00 pm

AGENDA

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

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**

- (1) **United States Post Office (USPS) Presentation – Postal Delivery Conversion**
- (2) **Renewal of Fire Service Agreements**
- (3) **Approval to Participate in Multi-Department Grant Submittal – Purchase of Fire Department SCBAs**
- (4) **Water Assessment Study**
- (5) **Listening Ear Agreement**
- (6) **Contractor's Application for Payment - Dunigan Brothers**
- (7) **Contractor's Application for Payment – Maguire Iron Works**
- (8) **Clare Depot Fire Suppression System**
- (9) ***Board & Committee Reappointment (Planning Commission – Jan Winter)**

8. **TREASURER'S REPORT**

9. ***DEPARTMENT REPORTS**

10. **CITY MANAGER'S REPORT**

11. ***COMMUNICATIONS**

12. **EXTENDED PUBLIC COMMENT**

13. **COMMISSION DISCUSSION TOPICS**



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14. *APPROVAL OF BILLS

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Manager x102

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15. ADJOURNMENT

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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, Jean McConnell and Karla Swanson. Absent: Carolyn (Gus) Murphy. Also present were Ken Hibl, City Manager; Steven Kingsbury, Treasurer and Finance Director; Dale Clark, Water & Waste Water Superintendent; and Diane Lyon, City Clerk.

2. CONSENT AGENDA:

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

3. *APPROVAL OF MINUTES:

Approved By Consent Agenda.

4. *APPROVAL OF AGENDA:

Approved By Consent Agenda.

5. PUBLIC COMMENT: None.

6. UNFINISHED BUSINESS: None.

7. NEW BUSINESS:

A. RECOGNITION – BILL HORWOOD

The City unexpectedly and tragically lost Mr. Bill Horwood, one of its long-time community leaders, one of its greatest citizens, a dear and much-cherished friend, and a Great American on September 29, 2015. A copy of Bill's obituary is attached. The City Commission is asked to formally recognize the life and service of Commissioner Horwood by resolution. A number of family members and friends of Mr. Horwood were present at the December 7th meeting to accept the resolution of the Commission.

Motion by Commissioner Swanson second by Commissioner Bonham to recognize Bill Horwood by adoption of Resolution 2015-114. Roll call vote: Yeas: Commissioners Bob Bonham, Pat Humphrey, Jean McConnell and Karla Swanson. Nays: None. Absent: Carolyn (Gus) Murphy. *Motion Carried.*

B. PRESENTATION OF 2014-2015 AUDIT

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, 2015. A representative from the firm is presented the results of the audit to the Clare City Commission at its regularly scheduled meeting on December 7, 2015. The audit results are unqualified meaning that no significant adverse findings were discovered or noted during the course of the independent audit. .

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

Motion by Commissioner Bonham second by Commissioner McConnell to approve the audit results presented by Andrews, Hooper & Pavlik by adoption of Resolution 2015-131. Roll call vote: Yeas: Commissioners Bob Bonham, Pat Humphrey, Jean McConnell and Karla Swanson. Nays: None. Absent: Carolyn (Gus) Murphy. *Motion Carried.*

C. APPROVE AERATOR REPLACEMENT

Both of the existing aerators at the Water Treatment Plant are well beyond repair. The aerators are essential to iron removal at our water treatment plant and were a budgeted item in our 2015/2016 capital schedule.

We have engaged the services of GFA to conduct a feasibility study to determine whether it is wise, economical, prudent, and sensible to drill new water wells in proximity of our new water tower and concurrently phase our water treatment operations

to the northern sector of the City, thereby ultimately abandoning our current water plant as we know that we will need to invest approx. \$750K in our existing plant over the next 10-20 years. Even if the GFA assessment determines that we should unequivocally transfer our operations northward, the investment in this new aerator is considered a needed and essential investment as the aerator is portable (it is constructed of aluminum – thus it can be moved) and can be reused in a new location.

We solicited bids to replace one of the aerators; five bids were received. Dale Clark has completed due diligence on the bids and the vendors and recommends that we utilize the low bidder for this work.

The City Commission is asked to approve the bids and award the work to the low bidder.

The City's approved Capital Schedule for our current budget year includes a budget line of \$85K for the replacement of this item – leaving a shortfall of approx. \$13K. The Water Fund has the monies to defray these costs; however, a budget amendment will be required.

Motion by Commissioner Swanson second by Commissioner Bonham to approve the bids and award the work to replace the aerator by adoption of Resolution 2015-132. Roll call vote: Yeas: Commissioners Bob Bonham, Pat Humphrey, Jean McConnell and Karla Swanson. Nays: None. Absent: Carolyn (Gus) Murphy. *Motion Carried.*

D. STREET MILLAGE DISCUSSION

The City's long-standing, voter-approved, dedicated street millage of $\frac{3}{4}$ mil expired in 2014. The state proposal to generate dedicated funding for roads and streets was soundly defeated by Michigan voters earlier this year. Based on the defeat of that initiative, the City Staff recommended to the City Commission that we place before the Clare electorate a proposal for an assessment of 3mils per year for five years to improve our streets. The City Commission approved the ballot language, but that initiative was narrowly (by four votes) defeated in November.

Subsequent to the state-wide voter rejection of the proposed funding for Michigan roads, the State legislature proposed a road bill that was ultimately passed and signed into law. That new law will provide the City with more revenue than previously anticipated. And recently the state approved legislation that allows local units of government to place local initiatives on the 2016 Presidential Primary Election in March 2016.

As the Commission is aware, we developed a five-year plan to improve our streets. We believe the minimal annual amount we need to meet the basic goals of that Plan is \$250K annually.

Consequently, we (the City Staff) now recommends that we go back to the polls to once again ask the Clare electorate to support a local street millage – but this time ask for 2mils for five years with the explanation that the reason for the reduction is the augmented funding projected to be provided by the state. Thus if we combine the projected revenues we receive from the state with a local 2mil initiative, we will be able to accomplish our Five-Year Street Improvement Plan.

After lengthy discussion, the Commission determined that they were not in favor of placing the road millage issue on the March ballot and deferred making a decision on the matter until after the new year.

E. BUDGET AMENDMENTS

State Law requires that a budget of the revenues and expenditures of a municipality be annually approved for its general and special revenue funds prior to the beginning of the fiscal year and that amendments to said budget be presented for review when/as required. The Clare City Commission approved the fiscal year 2015/16 budget on June 1, 2015 and has amended the budget as needed.

Recently four budget amendments have become necessary as follows:

- \$ 22,798.00 For the replacement of an induced draft aerator at the water plant.
(\\$75,000 was budgeted - low acceptable bid came in at \$97,798)
- \$ 15,240.00 For replacement of the DPW Garage Addition Steel Roof.
(Roof steel failure presented to the Commission on 11-17-15)
- \$ 14,500.00 Certified appraisals for tax valuation appeals.
(Discussed with the Commission on 11-2-15)
- \$ 53.93 For the purchase of the 2016 Ford Explorer Police Vehicle
(\\$37,910.55 was budgeted/approved - actual cost was \$37,964.48)

Motion by Commissioner Bonham second by Commissioner Swanson to approve the budget amendments by adoption of Resolution 2015-134. Roll call vote: Yeas: Commissioners Pat Humphrey, Bob Bonham, Jean McConnell and Karla Swanson. Nays: None. Absent: Carolyn (Gus) Murphy. *Motion Carried.*

F. LIQUOR CONTROL COMMISSION LICENSE REQUEST-FOUR LEAF BREWING

The City has received a letter request from the Michigan Liquor Control Commission advising us of an application to add space to Four Leaf Brewing in Clare. While the City is not required to approve the request, we have been asked for our opinion/endorsement. We ask that the City Commission formally endorse the request.

Motion by Commissioner McConnell second by Commissioner Bonham to endorse the application by adoption of Resolution 2015-135. Roll call vote: Yeas: Commissioners Bob Bonham, Pat Humphrey, Jean McConnell and Karla Swanson. Nays: None. Absent: Carolyn (Gus) Murphy. *Motion Carried.*

G. *BOARD & COMMITTEE REAPPOINTMENT-ZBA (DR. KURT KEPPNER)

Approved by Consent Agenda. Resolution 2015-136.

8. TREASURER'S REPORT

The Treasurer presented his report.

9. CITY MANAGER'S REPORT

Lake Shamrock Improvement Board Meeting. The Board met on Monday, November 23rd and approved the conduct of a study of Lake Shamrock at an estimated cost of \$40K. The scope of the study will assess the parameters of the dredging needed to bring the lake back to its near-original condition, determine costs and permits required, conduct soil samplings to determine the presence of any materials requiring special care and need, and make recommendations in respect to the type of dredging to be completed, e.g., drag line, hydraulic, etc. The study is to be completed in 2016 and will be the basis for further actions that should be considered and/or taken by the Lake Board. The Board also approved a limited, one-year budget in the amount of \$14K for chemical applications for the lake for 2016 – thus resulting in a slight increase the 2016 assessment for lake owners (and the City). A verbal donation offer of \$10K was made by a local resident to offset the increase in assessment fees. But until we actually receive these pledged funds, we will presume that the \$54K costs for 2016 will be shouldered by the property owners and the City at the historical 50/50 contribution rate.

Abatement Action. Our City Attorney has filed a petition with the circuit court related to a blighted situation at 203 East Fifth Street that we have unsuccessfully attempted to resolve with the building owner during the past year.

Approval to Use Landfill Escrow Funds. The MDEQ has approved our request to use escrow funds to reimburse ourselves for costs associated with the Hatton Township Landfill. We will only use the available amount exceeding \$200K (presently equates to approximately \$10K) as we would need to replenish the principle amount of \$200K if we used any portion of it. We are certainly appreciative of the approval of our request, but the amount we can use will only account for approximately ¼ of the funds we have expended from our General Fund.

Staff Off-Site Training. All of our department heads and their deputies will be attending off-site training on Thursday, December 10th from 8:30-3pm. The training will be facilitated by Mr. Lew Bender, a former CMU professor, an organizational guru, and an outstanding motivational speaker. The primary agenda topics include problematic

behaviors; the impact of those behaviors on other employees and the organization; strategies for dealing with those behaviors, and development of strategies for the city staff as we move forward. Our friends @ MMCAA are providing us the site for this training at no cost to us.

Recreation Complex Offer for Assistance. We held a preliminary meeting with representatives of Operators Local Union 324 of Howell, Michigan regarding their potential offer to complete an extensive portion of the excavation work required for our new recreation complex. While they have not definitively approved their proposal, we walked away from that meeting with an extremely good feeling and with the potential that they will do work for us that could range anywhere from \$200K to \$450K in value. If the proposal is approved by the Union hierarchy, they will provide the operators and the equipment; we would pay for staging and fuel costs and agree to provide appropriate public relations coverage. They routinely accomplish major projects like this in the southern part of the state (primarily the Detroit area). If they partner with us on this project, it will be the first of its magnitude and scope in our region. We have to submit a formal request to their management team outlining the scope of the work we wish to have them do for us. We are in the process of drafting that letter for Mayor Humphrey's signature.

Employee Christmas Stipend. We need the Commission's guidance regarding the annual employee Christmas stipend. Last year the Commission approved a 1% stipend for all employees (cost of approx. \$18K); in 2013, the Commission approved one extra day of paid vacation for the City's employees.

Motion by Commissioner Bonham second by Commissioner McConnell to approve a 1% employee stipend by adoption of Resolution 2015-133. Roll call vote: Yeas: Commissioners Bob Bonham, Pat Humphrey, Jean McConnell and Karla Swanson. Nays: None. Absent: Carolyn (Gus) Murphy. *Motion Carried.*

Master Plan Update. The Planning Commission will hold its first meeting with McKenna Associates on December 16th to commence the Master Plan update; the December 9th regularly scheduled Planning Commission meeting has been cancelled. We will conduct daytime sensing sessions with focus groups with the assistance of McKenna Associates on the same day we initiate the Master Plan update.

Clare County Veteran's Memorial Park Flag Pole Sponsorship. The City of Clare has offered to sponsor the purchase of the American flag pole to demonstrate the gratitude of the citizens of Clare to all Central Michigan veterans and to show our support for this Memorial. But we have committed not to use tax dollars for this cause. Instead, we intend to raise the \$2,500 needed to purchase the flagpole through donations from Clare residents. To date we have received \$700 in donations for this cause. Donations of any and all amounts are being gratefully accepted at Clare City Hall, 202 West Fifth Street, Clare, Michigan 48617. If you wish to show your support of the Memorial and to recognize our veterans, please consider making a donation. We will be posting this notice on the city's website, bulletin boards and government access channel in order to get the word out and raise the needed funds.

10. *COMMUNICATIONS

Approved By Consent Agenda.

The Standard Insurance. Standard Insurance has notified the City of a slight increase in life (\$0.005 increase) and short term disability (\$0.016 increase) premiums effective January 1, 2016. The new premiums and those of the current accidental death & dismemberment insurance rates are guaranteed for the next three years.

Resident Safety Concern. The City received an email regarding a safety concerns in school zones. The issue is being addressed by Police Chief Gregory.

Bureau of Construction Codes. The City received notice from the Bureau of Construction Codes regarding the Clare County Building Official's lapse in Act 54 registration.

Consumers Energy Meter Notice. Consumer's Energy announced that they will be installing new meters and have provided a timeline for meter installations throughout Michigan.

Consumers Energy Rate Changes. Consumer's Energy has announced an increase of 4.6% in residential electric rates; a 4-15% decrease in large business electric rates; and approximately 1% increase in other business electric rates effective December 1, 2015.

Letter of Support. The City provided a letter of support for the Region 5 Regional Prosperity Initiative to East Michigan Council of Governments (EMCOG).

The Loop. The Michigan Municipal League has provided the latest edition of their newsletter which offers several educational opportunities for city officials and employees. Those interested in attending classes or webinars should contact the City Clerk.

11. EXTENDED PUBLIC COMMENT: County Commissioner Leonard Strouse, on behalf of the Clare County Board of Commissioners, recognized Ken Hibl and Steve Kingsbury for the outstanding work they do for the city.
12. COMMISSION DISCUSSION TOPICS: Commissioner Bonham inquired about the status of The Venue opening which is being held up by building code requirements for fire suppression.
13. *APPROVAL OF BILLS
Approved By Consent Agenda.
14. ADJOURNMENT
Motion by Commissioner McConnell second by Commissioner Swanson to adjourn the meeting. Ayes: All. Nays: None. Absent: Carolyn (Gus) Murphy. *Motion Carried.*
Meeting adjourned at 7:20 p.m.

Pat Humphrey, Mayor

Diane Lyon, City Clerk

AGENDA REPORT

To: Mayor Pat Humphrey and the Clare City Commission
From: Ken Hibl, City Manager
Date: December 17, 2015
Regarding: USPS Presentation – Postal Delivery Conversion

For the Agenda of December 21, 2015

Background The United States Postal Service is changing the way it delivers mail commencing in 2016. The new delivery method will eliminate “to the doorstep/inside the door” delivery of mail in residential and business districts; require all residential mailboxes to be moved to the curb or be consolidated to a central delivery location; and centralize postal delivery for all commercial businesses. Regional USPS teams have been designated to implement the changes; our team leaders are two local postmasters: Kasee Garske, the Postmaster for Sebeawaing and our Clare Postmaster, Greg Harger.

We’ve asked Kasee and Greg to provide the City Commission an overview of the proposed changes and the options available to implement the changes. They are scheduled to make their presentation (*outline att’d*) to the Commission at the December 21st meeting. The Commission will subsequently be asked to provide Kasee and Greg preliminary guidance for implementing the changes in Clare; they will then make multiple presentations throughout the community (fraternal organizations, informal coffee “clutches”, etc.) explaining the changes.

The schedule for implementing the changes is quite aggressive (*refer to att’d outline*), thus it is important that their team receive the City Commission’s guidance at our Dec 21 meeting.

Issues & Questions Should the City Commission provide guidance to the USPS Team?

Alternatives

1. Provide guidance for implementation of the postal delivery changes.
2. Do not provide guidance.
3. Set the decision aside to a subsequently scheduled public meeting.

Financial Impact The UPSP is funding the costs of providing new residential mailboxes and consolidated mailboxes for commercial locations.

Recommendation I recommend that the City Commission receive the USPS presentation, ask any pertinent questions of the team members, and then provide the the guidance they need to implement the mail delivery changes. .

Attachment Presentation Outline.



CLARE MODE CONVERSIONS

Postmaster:

Greg Harger (989) 386-3270

Mode Conversion:

Kasee Garske & Rosalinda Rios

Contact: (989) 883-3550

Project Occurs in Phases:

Phase 1: Curb line Placement

Planning begins November

- Install completed in April.

Phase 2: Centralized Mailbox Placements (CBU)

Planning begins Mid November

- Install completed in March.

Phase 3: Boxes off Porches

- Occurs in phases

30-45 days to completion.

Phase 1: Curb line Placements

- Map out the overall plan. (Nov., Jan. & Feb.)
Focusing on removing “Jump-Stop” deliveries consider expanding into more challenging areas. City selects box type.
- Stake all curb line placements (March)
Multiple re-staking – Miss Digg- Council Review
- Install day (End of March- Early April)
3-5 days by section. We install posts first then boxes



Phase 2: Centralized Box Units (CBU)

Convert Downtown Businesses to CBU units.

***Residential areas as an option.

- Secured locked box for your incoming and outgoing mail.
- Parcel lockers for larger incoming items.
- Delivery is not interrupted due to business operating hours.
- Improves the overall community appearance- would like to work with your current restoration team.



Phase 3: Boxes off Porches

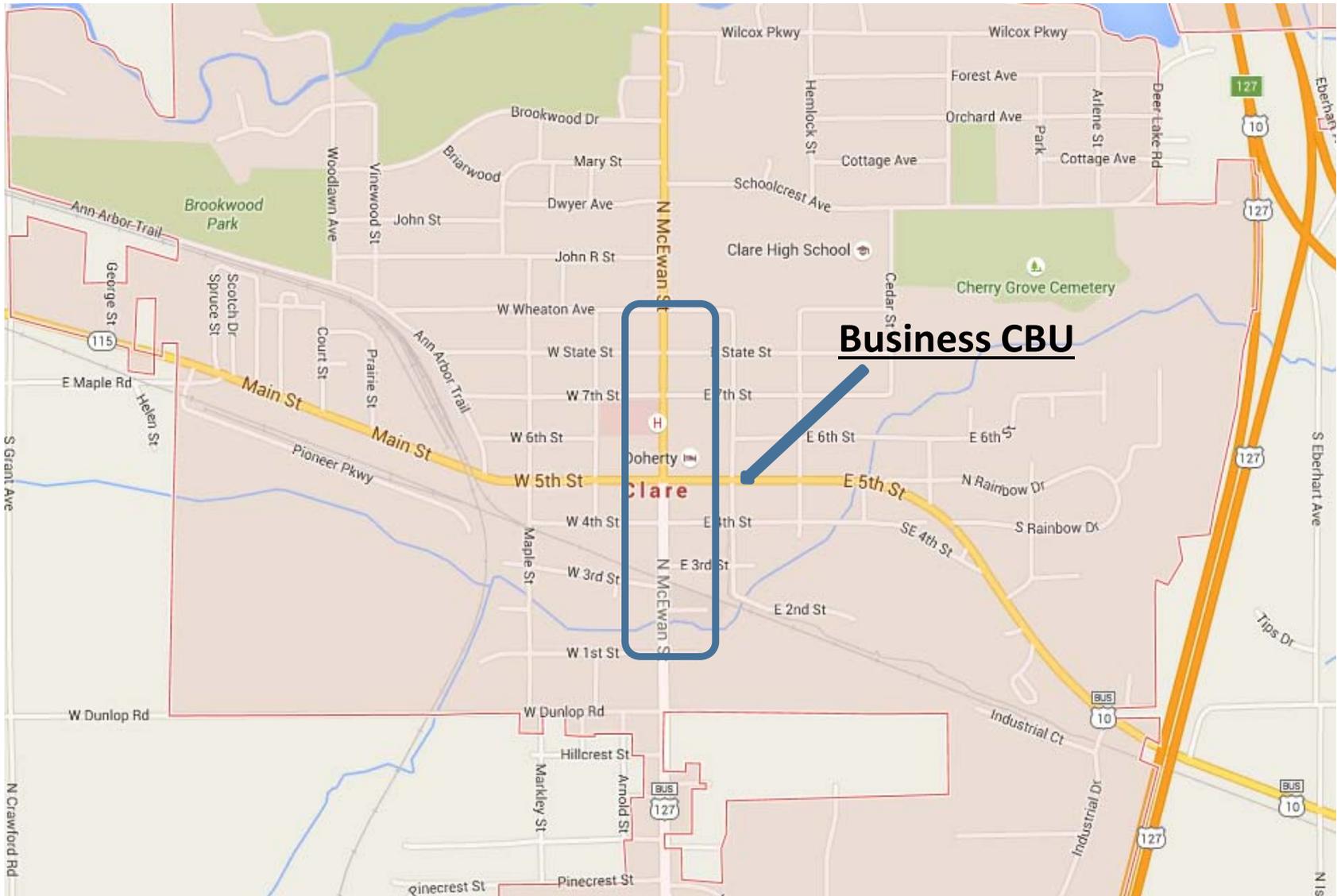
- Map out the overall plan. (Nov., Jan. & Feb.)
This will be working one homeowner at a time to find delivery points that the carrier can reach from the ground and that the consumer can reach from the porch

In most cases this is a minor adjustment. Some homeowners will opt to have a curbline box- and that is an option.

This part of the process is usually ongoing.



Overview Maps:



Clare Overview:

United States Postal Service has begun the Mode Conversion Process for Clare.

What you can expect:

-We will be working with both Residential and also Business consumers to make modifications to how their mail is being delivered. Modifications may include:

- 1-Moving mailboxes to the Curbline
- 2-Adjusting a mailbox on the porch so that we can reach it from the ground level
- 3-Installing Centralized Boxes.



The Postal Service will be paying for the Centralized Mailboxes and also Curbline Mailboxes, Posts and Installation. Minimal impact to residents.

Process will be completed April 2017.

Common Concerns:

- Communication will be ongoing and consumers will be informed through out the process.
- Curbline boxes are not knocked down as often as you think<3%
- Hardship consumers will be cared for as they are now.

Contact: Kasee Garske- Mode Conversion Rep (989) 883-3550

Comments & Questions



Thank you

AGENDA REPORT

To: Mayor Pat Humphrey and the Clare City Commission
From: Ken Hibl, City Manager
Date: December 17, 2015
Regarding: Renewal of Fire Service Agreements

For the Agenda of December 21, 2015

Background The City has long-enjoyed formal agreements with four surrounding townships (Grant, Sheridan, Vernon, & Wise) that outline the basic terms of responsibilities and compensation for fire services provided to those townships by the Clare Fire Department. Grant Township decided to enter into an agreement in perpetuity with the City three years, thereby precluding the necessity to renew; the other three of the agreements will expire on December 31st.

All three townships with expiring agreements desire to renew without revision except for the term of the agreement – and each of those vary from five years to two years dependent upon the respective Township desires.

The City Commission is asked to approve all three expiring agreements.

Issues & Questions Should the City Commission approve the renewal of Fire Service Agreements with Sheridan, Vernon, and Wise Townships?

Alternatives

1. Approve the renewal of the Fire Service Agreements.
2. Approve the renewal of the Fire Service Agreements with amendment or modifications.
3. Do not approve renewal of the Agreements..
4. Set the decision aside to a subsequently scheduled public meeting.

Financial Impact All subscribers (including the City of Clare) to the agreements pay the equivalent of 1.1mil of their respective taxable value to the Clare Fire Fund for these services.

Recommendation I recommend that the City Commission renew the three expiring Fire Service Agreements with Sheridan, Vernon, and Wise Townships by adoption of Resolutions 2015-137, 139. & 139.

Attachments

1. Sheridan Township Fire Service Agreement.
2. Vernon Township Fire Service Agreement.
3. Wise Township Fire Service Agreement.
4. Resolution 2015-137.
5. Resolution 2015-138.
6. Resolution 2015-139.

CITY OF CLARE
&
SHERIDAN TOWNSHIP
FIRE PROTECTION SERVICES AGREEMENT

1. **Parties.** This agreement is made and entered into this date by and between the City of Clare, a municipal corporation hereinafter referred to as the “City”, and Sheridan Township, hereinafter referred to as the “Township”.
2. **Term of Agreement.** This contract shall bind both parties once signed; and shall be in effect from January 1, 2016 through December 31, 2020.
3. **Scope of Services.** The City hereby agrees to provide fire protection services for all properties and structures within the geographical boundaries of Sheridan Township. The City shall be responsible for furnishing all required fire protection personnel, equipment, and supplies to provide said services.
4. **Compensation.** The Township shall annually contribute 1.1 mill of its total taxable valuation of both real and personal property within the boundaries of the service area for the duration of the agreement period. Any changes to the stated compensation shall require the mutual consent of the City and the Township. The City shall invoice the Township for fire services annually in January for each year of the agreement period. Annual compensation is due to the City within 45 days of the date of the invoice unless otherwise agreed to by the City.
5. **Division of Township.** The Township may opt to divide the geographical boundaries for fire protection services among more than one fire department. If the Township opts to exercise this right, it must notify the City in writing not less than one hundred and eighty (180) days before said division is to take effect. The notification must include the new geographical boundaries of the fire service area for the Clare Fire Department and the assessed valuation of all real and personal property within the proposed new boundaries.
6. **Fire Council.** A Fire Council shall be established by the Clare City Commission to serve in an advisory role in matters related to fire protection services provided by the Clare Fire Department. Membership on the Council shall include a Clare City Commissioner, the Fire Chief of the Clare Fire Department, a

firefighter of the Clare Fire Department selected by the members of the Department, the Clare City Manager, and a representative of each Township that is provided fire services by the Clare Fire Department. The Clare City Commissioner designated to serve on the Council shall be the Council's Chairperson; one of the Council's township members shall be selected by the township representatives to serve as Fire Council Vice Chairperson; the Clare City Manager shall serve as the Council's Secretary/Recorder. The Fire Council may consider any/all matters it deems appropriate in respect to fire protection services provided by the Clare Fire Department *except* any issue or topic related to the internal organization or management of the Clare Fire Department – specifically, operating procedures or guidelines; matters related to the fire department chain of command process; selection or discharge of firefighters; disciplinary matters; selection of Clare Fire Department officers; and administration or training issues related to the Department. The Fire Council shall meet at least twice annually at a place and time determined by the Chairperson. One of these meetings shall be in conjunction with the formulation of the Clare Fire Department's annual operating budget to review and provide recommendations regarding said budget prior to its submission to the Clare City Commission for approval. The Council Chairperson or Vice Chairperson may call additional or special meetings at their discretion. All meetings shall be open to the public and announced accordingly by the Council Secretary.

7. **Reports.** The Fire Chief of the Clare Fire Department shall provide, not later than the second Thursday of each month, a written fire report to the Township. Said reports shall stipulate, as a minimum, the number of fire runs made to the Township during the preceding month, the reason(s) for said runs, and the extent of fire damage (if any). At least once each year, the Fire Chief or his designated representative shall attend a scheduled Township meeting to present an overview of fire services provided to the Township, to respond to questions of the Township Board and Township residents, and discuss any other topic requested by the Board in respect to fire services.
8. **Amendment or Termination.** This agreement is binding upon both parties hereto. No amendment, except as outlined in Paragraph 5 of this agreement, shall be made without the consent

of both parties. All amendments shall be in writing and signed by the designated representatives of both parties. Either party may terminate this agreement by providing the other party formal written notice at least one hundred and eighty (180) days prior to said termination.

- 9. **Renewal.** This agreement may be renewed upon expiration with the consent of both parties. If either party does not intend to renew the agreement, they shall provide written notice to that effect to the other said party at least one hundred and eighty (180) days prior to the expiration date.

FOR THE CITY OF CLARE:

Patrick Humphrey, Mayor

Date

Diane Lyon, Clerk

Date

FOR SHERIDAN TOWNSHIP:

William Strouse, Supervisor

Date

Jennifer Magnus, Treasurer

Date

**CITY OF CLARE
&
VERNON TOWNSHIP
FIRE PROTECTION SERVICES AGREEMENT**

1. **Parties.** This agreement is made and entered into this date by and between the City of Clare, a municipal corporation hereinafter referred to as the “City”, and Vernon Township, hereinafter referred to as the “Township”.
2. **Term of Agreement.** This contract shall bind both parties once signed; and shall be in effect from January 1, 2016 through December 31, 2017.
3. **Scope of Services.** The City hereby agrees to provide fire protection services for all properties and structures within a designated geographical area within Vernon Township mutually agreed to by the City and the Township and outlined on the map attached to this Agreement as Attachment A. The City shall be responsible for furnishing all required fire protection personnel, equipment, and supplies to provide said services.
4. **Compensation.** The Township shall annually contribute 1.1 mills of its total taxable valuation of both real and personal property within the boundaries of the service area for the duration of the agreement period. Any changes to the stated compensation shall require the mutual consent of the City and the Township. The City shall invoice the Township for fire services annually in January for each year of the agreement period. Annual compensation is due to the City within 45 days of the date of the invoice unless otherwise agreed to by the City.
5. **Division of Township.** The Township may opt to divide the geographical boundaries for fire protection services among more than one fire department. If the Township opts to modify or amend the serviced geographical area, the Township must notify the City in writing not less than one hundred and eighty (180) days before said modification or amendment is to take effect. The notification must include the proposed new geographical boundaries of the fire service area for the Clare Fire Department and the taxable valuation of all real and personal property within the new boundaries.
6. **Fire Council.** A Fire Council shall be established by the Clare City Commission to serve in an advisory role in matters related to

fire protection services provided by the Clare Fire Department. Membership on the Council shall include a Clare City Commissioner, the Fire Chief of the Clare Fire Department, a firefighter of the Clare Fire Department selected by the members of the Department, the Clare City Manager, and a representative of each Township that is provided fire services by the Clare Fire Department. The Clare City Commissioner designated to serve on the Council shall be the Council's Chairperson; one of the Council's township members shall be selected by the township representatives to serve as Fire Council Vice Chairperson; the Clare City Manager shall serve as the Council's Secretary/Recorder. The Fire Council may consider any/all matters it deems appropriate in respect to fire protection services provided by the Clare Fire Department *except* any issue or topic related to the internal organization or management of the Clare Fire Department – specifically, operating procedures or guidelines; matters related to the fire department chain of command process; selection or discharge of firefighters; disciplinary matters; selection of Clare Fire Department officers; and administration or training issues related to the Department. The Fire Council shall meet at least twice annually at a place and time determined by the Chairperson. One of these meetings shall be in conjunction with the formulation of the Clare Fire Department's annual operating budget to review and provide recommendations regarding said budget prior to its submission to the Clare City Commission for approval. The Council Chairperson or Vice Chairperson may call additional or special meetings at their discretion. All meetings shall be open to the public and announced accordingly by the Council Secretary.

7. **Reports.** The Fire Chief of the Clare Fire Department shall provide, not later than the first Monday of each month, a written fire report to the Township. Said reports shall stipulate, as a minimum, the number of fire runs made to the Township during the preceding month, the reason(s) for said runs, and the extent of fire damage (if any). At least once each year, the Fire Chief or his designated representative shall attend a scheduled Township meeting to present an overview of fire services provided to the Township, to respond to questions of the Township Board and Township residents, and discuss any other topic requested by the Board in respect to fire services.

8. **Amendment or Termination.** This agreement is binding upon both parties hereto. No amendment, except as outlined in Paragraph 5 of this agreement, shall be made without the consent of both parties. All amendments shall be in writing and signed by the designated representatives of both parties. Either party may terminate this agreement by providing the other party formal written notice at least one hundred and eighty (180) days prior to said termination.
9. **Renewal.** This agreement may be renewed upon expiration with the consent of both parties. If either party does not intend to renew the agreement, they shall provide written notice to that effect to the other said party at least one hundred and eighty (180) days prior to the expiration date.

FOR THE CITY OF CLARE:

Patrick Humphrey, Mayor

Date

Diane Lyon, Clerk

Date

FOR VERNON TOWNSHIP:

Jeff Bean, Supervisor

Date

Loren Cole, Township Clerk

Date

Attachment A – Map of Fire Service Area

**CITY OF CLARE
&
WISE TOWNSHIP
FIRE PROTECTION SERVICES AGREEMENT**

1. **Parties.** This agreement is made and entered into this date by and between the City of Clare, a municipal corporation hereinafter referred to as the “City”, and Wise Township, hereinafter referred to as the “Township”.
2. **Term of Agreement.** This contract shall bind both parties once signed; and shall be in effect from January 1, 2016 through December 31, 2020.
3. **Scope of Services.** The City hereby agrees to provide fire protection services for all properties and structures within a designated geographical area within Wise Township mutually agreed to by the City and the Township and outlined on the map attached to this Agreement as Attachment A. The City shall be responsible for furnishing all required fire protection personnel, equipment, and supplies to provide said services.
4. **Compensation.** The Township shall annually contribute 1.1 mills of its total taxable valuation of both real and personal property within the boundaries of the service area for the duration of the agreement period. Any changes to the stated compensation shall require the mutual consent of the City and the Township. The City shall invoice the Township for fire services annually in January for each year of the agreement period. Annual compensation is due to the City within 45 days of the date of the invoice unless otherwise agreed to by the City.
5. **Division of Township.** The Township may opt to divide the geographical boundaries for fire protection services among more than one fire department. If the Township opts to modify or amend the serviced geographical area, the Township must notify the City in writing not less than one hundred and eighty (180) days before said modification or amendment is to take effect. The notification must include the proposed new geographical boundaries of the fire service area for the Clare Fire Department and the assessed valuation of all real and personal property within the new boundaries.
6. **Fire Council.** A Fire Council shall be established by the Clare City Commission to serve in an advisory role in matters related to

fire protection services provided by the Clare Fire Department. Membership on the Council shall include a Clare City Commissioner, the Fire Chief of the Clare Fire Department, a firefighter of the Clare Fire Department selected by the members of the Department, the Clare City Manager, and a representative of each Township that is provided fire services by the Clare Fire Department. The Clare City Commissioner designated to serve on the Council shall be the Council's Chairperson; one of the Council's township members shall be selected by the township representatives to serve as Fire Council Vice Chairperson; the Clare City Manager shall serve as the Council's Secretary/Recorder. The Fire Council may consider any/all matters it deems appropriate in respect to fire protection services provided by the Clare Fire Department *except* any issue or topic related to the internal organization or management of the Clare Fire Department – specifically, operating procedures or guidelines; matters related to the fire department chain of command process; selection or discharge of firefighters; disciplinary matters; selection of Clare Fire Department officers; and administration or training issues related to the Department. The Fire Council shall meet at least twice annually at a place and time determined by the Chairperson. One of these meetings shall be in conjunction with the formulation of the Clare Fire Department's annual operating budget to review and provide recommendations regarding said budget prior to its submission to the Clare City Commission for approval. The Council Chairperson or Vice Chairperson may call additional or special meetings at their discretion. All meetings shall be open to the public and announced accordingly by the Council Secretary.

7. **Reports.** The Fire Chief of the Clare Fire Department shall provide, not later than the first Monday of each month, a written fire report to the Township. Said reports shall stipulate, as a minimum, the number of fire runs made to the Township during the preceding month, the reason(s) for said runs, and the extent of fire damage (if any). At least once each year, the Fire Chief or his designated representative shall attend a scheduled Township meeting to present an overview of fire services provided to the Township, to respond to questions of the Township Board and Township residents, and discuss any other topic requested by the Board in respect to fire services.

8. **Amendment or Termination.** This agreement is binding upon both parties hereto. No amendment, except as outlined in Paragraph 5 of this agreement, shall be made without the consent of both parties. All amendments shall be in writing and signed by the designated representatives of both parties. Either party may terminate this agreement by providing the other party formal written notice at least one hundred and eighty (180) days prior to said termination.
9. **Renewal.** This agreement may be renewed upon expiration with the consent of both parties. If either party does not intend to renew the agreement, they shall provide written notice to that effect to the other said party at least one hundred and eighty (180) days prior to the expiration date.

FOR THE CITY OF CLARE:

Patrick Humphrey, Mayor

Date

Diane Lyon, Clerk

Date

FOR WISE TOWNSHIP:

Robert Moore, Supervisor

Date

Greg Jourdain, Treasurer

Date

Attachment A – Map of Fire Service Area

385-4481 fax

Att: DAN

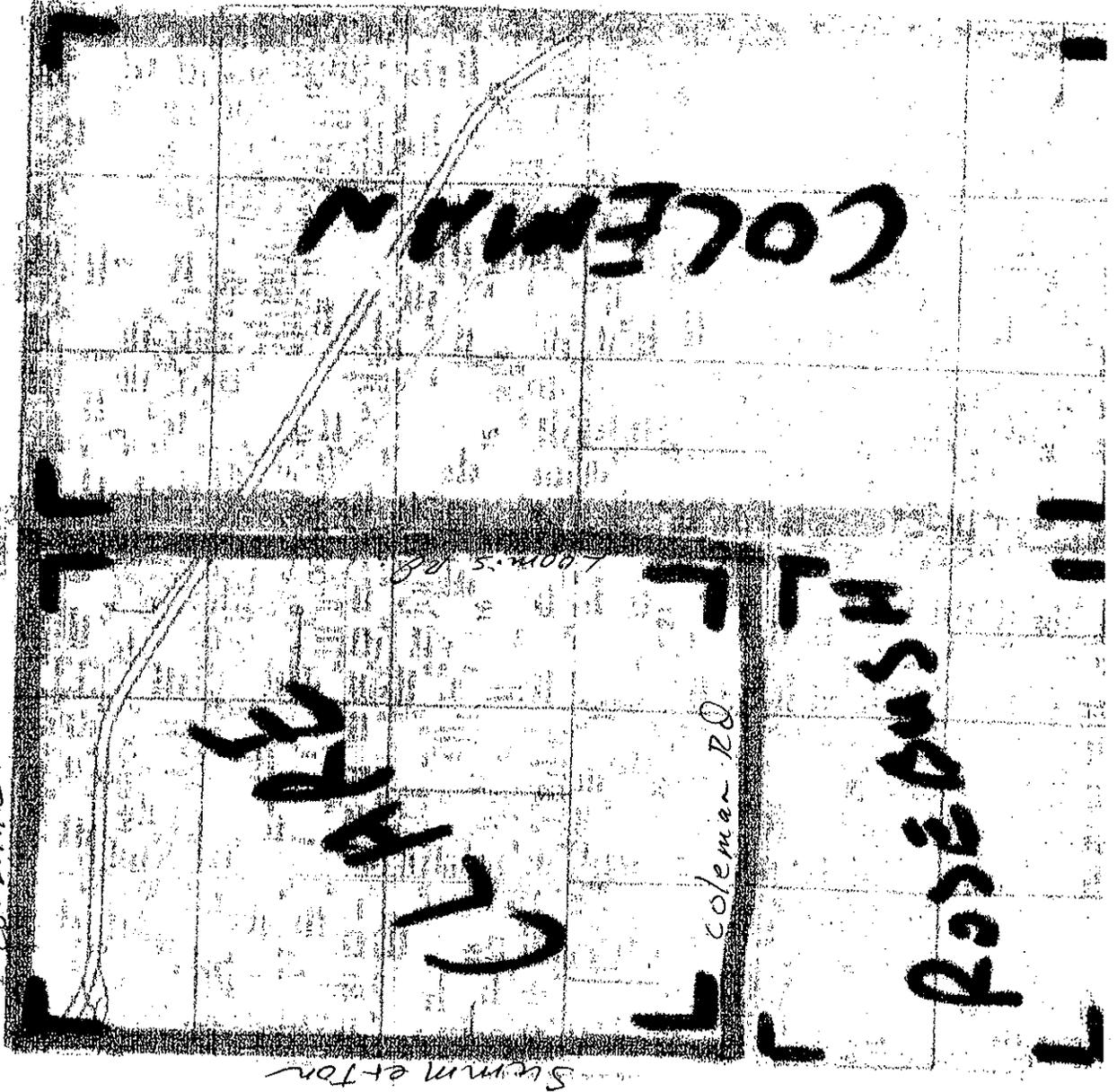
FINE 2008-9

TAPAELE JACQUES

WISE PLAT

Survey (County) Surveyor

CO-Line



Stewart

coleman RD

COLEMAN

ROSEDAWN

RESOLUTION 2015-137

A RESOLUTION OF THE CLARE CITY COMMISSION APPROVING THE RENEWAL OF A FIRE SERVICES AGREEMENT WITH SHERIDAN TOWNSHIP.

WHEREAS, the City of Clare and Sheridan Township have long-enjoyed a fire services Agreement that outlines terms, conditions, and parameters of fire services provided to Sheridan Township by the Clare Fire Department; and

WHEREAS, said Agreement will expire on December 31, 2015; and

WHEREAS, both governmental entities mutually desire and have agreed to extend the terms of said service Agreement for an additional five-year period.

NOW THEREFORE BE IT RESOLVED THAT the City Commission hereby approves the renewal of a Fire Services Agreement between Sheridan Township and the City of Clare, said agreement to be effective January 1, 2016 and expire on December 31, 2020 with other terms and conditions as outlined 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 December 2015.

Diane Lyon, City Clerk

RESOLUTION 2015-138

A RESOLUTION OF THE CLARE CITY COMMISSION APPROVING THE RENEWAL OF A FIRE SERVICES AGREEMENT WITH VERNON TOWNSHIP.

WHEREAS, the City of Clare and Vernon Township have long-enjoyed a fire services Agreement that outlines terms, conditions, and parameters of fire services provided to Vernon Township by the Clare Fire Department; and

WHEREAS, said Agreement will expire on December 31, 2015; and

WHEREAS, both governmental entities mutually desire and have agreed to extend the terms of said service Agreement for an additional two-year period.

NOW THEREFORE BE IT RESOLVED THAT the City Commission hereby approves the renewal of a Fire Services Agreement between Vernon Township and the City of Clare, said agreement to be effective January 1, 2016 and expire on December 31, 2017 with all other terms and conditions as outlined 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 December 2015.

Diane Lyon, City Clerk

RESOLUTION 2015-139

A RESOLUTION OF THE CLARE CITY COMMISSION APPROVING THE RENEWAL OF A FIRE SERVICES AGREEMENT WITH WISE TOWNSHIP.

WHEREAS, the City of Clare and Wise Township have long-enjoyed a fire services Agreement that outlines terms, conditions, and parameters of fire services provided to Wise Township by the Clare Fire Department; and

WHEREAS, said Agreement will expire on December 31, 2015; and

WHEREAS, both governmental entities mutually desire and have agreed to extend the terms of said service Agreement for an additional five-year period.

NOW THEREFORE BE IT RESOLVED THAT the City Commission hereby approves the renewal of a Fire Services Agreement between Wise Township and the City of Clare, said agreement to be effective January 1, 2016 and expire on December 31, 2020 with all other terms and conditions as outlined 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 December 2015.

Diane Lyon, City Clerk

AGENDA REPORT

To: Mayor Pat Humphrey and the Clare City Commission
From: Ken Hibl, City Manager
Date: December 17, 2015
Regarding: Approval to Participate in Multi-Department Grant Submittal – Purchase of Fire Department SCBAs

For the Agenda of December 21, 2015

Background The Clare Fire Department and all other fire departments within Clare and Isabella Counties have been invited by the Isabella County Fire Chiefs Association to participate (*see copy of att'd participation agreement*) in a multi-department grant application to purchase new Self-Contained Breathing Apparatus (SCBAs). The expectation is that all participating departments will provide a 15% local match for the purchase if the grant is approved.

While our SCBAs are relatively new (purchased in Aug 2008), we view this as an opportunity that makes infinite sense to take advantage of. Consequently, we ask for the City Commission's approval to participate in the grant application.

Issues & Questions Should the City Commission approve the Clare Fire Department's participation in a multi-department, two-county grant application to purchase new SCBAs?

Alternatives

1. Approve participation in the grant application.
2. Do not approve participation in the grant application.
3. Set the decision aside to a subsequently scheduled public meeting.

Financial Impact We have 25 SCBA units. The anticipated local match (per the participation agreement) is 15%. However, we do not know the actual purchase price of the new SCBAs, and there could be departments that withdraw from the purchase if the cost is higher than anticipated. Consequently, we cannot provide a guaranteed exact dollar amount of the local match requirement. We have been informed that all but two departments in Clare County are participating and all departments in Isabella County are participating. If the grant is approved and the local match is considerably higher or at a level that we don't believe makes sense/we can't afford, we always have the option to withdraw from the actual purchase.

Recommendation I recommend that the City Commission approve our participation in the grant application by adoption of Resolutions 2015-140.

Attachments

1. Participation Agreement.
2. Resolution 2015-140.

**Isabella County Fire Chiefs Association, Inc.
2015 Assistance to Firefighters Grant Program
Regional Grant Application Agreement**

The Isabella County Fire Chiefs Association, Inc. by resolution and vote of the membership have elected to submit an Assistance to Firefighters Grant application for replacement of self-contained breathing apparatus (hereinafter SCBA) for member departments.

It is agreed that the grant application will be limited to the replacement of SCBA units and the following related equipment: harness assembly, cylinders, masks, communication cables, mounting brackets, hard cases, tool kits, cascade bottles, cascade compressors, escape packs, and RIT packs or bottles as determined by the committee.

It is agreed that a professional grant writer has been retained by the ICFCA and all costs associated with the services of the grant writer will be paid for by the Isabella County Fire Chiefs Association.

If awarded the grant, it is agreed that only one brand and model of SCBA will be purchased to be determined by a committee consisting of one representative of each participating department to be chosen by that department. The brand and model of SCBA will be selected by simple majority (51%) vote of the committee members.

It is agreed that the City of Mt. Pleasant (herein after "City") will act as fiduciary for the grant.

A match totaling 15% of the total grant award will be required. It is agreed that each participating department will be responsible financially for their percentage of the match to be determined by total dollar value of the SCBA's, masks and cylinders and related equipment received by that department.

If awarded the grant, it is agreed that each participating department upon receiving an invoice from the City for their share of the required match will submit payment to the City within thirty (30) days. SCBA units and related equipment will not be purchased by the City until the grant match is received from all participating departments. Each participating department receiving equipment under this grant agrees to abide by all terms and conditions of the grant including use, retention and audit requirements.

Elect to Participate

As authorized representative of _____ I understand and agree to the conditions set forth in this agreement and elect to participate in the regional grant application for self-contained breathing apparatus.

Decline to Participate

As authorized representative of _____ I acknowledge that our department has been invited to participate in the regional grant request for self-contained breathing apparatus and decline to participate.

By: _____ Title: Fire Chief

Date: _____

By: _____ Title: _____

Date: _____

RESOLUTION 2015-140

A RESOLUTION OF THE CLARE CITY COMMISSION APPROVING PARTICIPATION IN A TWO-COUNTY, MULTIPLE FIRE DEPARTMENT GRANT APPLICATION TO PURCHASE NEW SELF-CONTAINED BREATHING APPARATUS.

WHEREAS, the Isabella County Fire Chief's Association has invited all fire departments within Clare and Isabella Counties to participate in a two-county, multiple fire department grant application to purchase new self-contained breathing apparatus (SCBA) for members of all fire departments electing to participate in said grant application; and

WHEREAS, said invitation includes an agreement that commits each department electing to accept said invitation to a 15% local match requirement should the grant application be approved; and

WHEREAS, the Clare Fire Department and the City Staff has considered said invitation and subsequently recommended to the City Commission that the Clare Fire Department and the City of Clare should accept the invite; and

WHEREAS, the Clare City Commission has similarly considered said invitation and further considered said recommendations from the Clare Fire Department and the City Staff and determined that it is prudent and in the best interests of the Department to approve said recommendations.

NOW THEREFORE BE IT RESOLVED THAT the City Commission hereby approves the participation of the Clare Fire Department in a two-county, multiple fire department grant application to purchase new self-contained breathing apparatus for the Clare Fire Department and further commits the Department, on behalf of the City, to a 15% local match to purchase said SCBAs should the grant application be approved.

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 December 2015.

Diane Lyon, City Clerk

AGENDA REPORT

To: Mayor Pat Humphrey and the Clare City Commission
From: Ken Hibl, City Manager
Date: December 17, 2015
Regarding: Water Assessment Study

For the Agenda of December 21, 2015

Background We previously had a general discussion with the City Commission regarding the need to make a future decision regarding our water treatment plant. Our preliminary discussion had two central themes: we know that we will have to spend significant resources (approx. \$800K) to upgrade and make necessary repairs to our existing plant and drill at least one new water well within the next ten years. So does it make sense to invest the funds to upgrade our existing plant and find new water wells here? Or should we consider finding a new water source(s) and build a new water treatment plant in the vicinity of the City's north water tower?

We need to determine whether the aforementioned second alternative has any viability and potential – particularly in respect to whether there is sufficient and good quality water in the north sector of the City – to allow us to make sound future decisions regarding our public water system.

We've asked GFA to complete an assessment for us as the first step in this process. Their proposal is attached. We ask that the City Commission approve the proposed work to allow us to facilitate subsequent recommendations and courses of action for maintenance and improvement of our water system.

Issues & Questions Should the City Commission approve the GFA proposal?

Alternatives

1. Approve the proposal.
2. Approve the proposal with amendment or modification.
3. Do not approve the proposal.
4. Set the decision aside to a subsequently scheduled public meeting.

Financial Impact The total cost to complete the preliminary water assessment is \$10,100. The Water Fund has sufficient fund balance to cover these costs.

Recommendation I recommend that the City Commission approve the GFA proposal by adoption of Resolutions 2015-141.

Attachments

1. Proposal w/attachments.
2. Resolution 2015-141.



December 17, 2015

Mr. Ken Hibel
City Manager, City of Clare
202 W. Fifth Street
Clare, Michigan 48617

Re: North End Drinking Water Investigation

Hello Ken:

We thank you for the opportunity to provide the following suggested work scope and associated fee for our services relating the investigation of the North End Drinking Water. Once you have had a chance to review this, should you have any questions whatsoever, please do not hesitate to call us.

Project Location

Existing 5" water well located in the City of Clare Industrial Park North. Located in what has been identified as lot #5.

Scope of Services

The scope of this project includes the services of Peerless Midwest to utilize the existing 5" water well, which is that is located within the City of Clare's Industrial Park North, to perform an 8-hour constant pump test. This well was drilled by the previous owner of the property.

Peerless Midwest will provide all the labor and equipment to perform a 50-75 gallon per minute pump test. This information will provide information to how the aquifer will perform on a larger pumping scale. This would be the first part of the investigation to see if this aquifer can be utilized on a greater scale.

In addition, Peerless Midwest will provide all labor and equipment to sample the ground water chemistry at this well and will have a complete Unit 37 MDEQ analysis of VOCs, pesticides, metals and radionuclides, etc.

Once this information is obtained a written report and recommendation will be submitted to you for review.

Clarifications and Assumptions

1. We have assumed that all work will be performed in areas not affected by wetlands, floodplain, sensitive habitat/species, contamination or other special environmental conditions.
2. Changes, modifications, or additions to the Basic Services will be performed at the normal hourly rates for the personnel involved or at a negotiated fee.
3. Billings will be made once a month as the work progresses.

Fee

| | |
|-------------------------------------|-----------------|
| Well pumping test | \$5,750.00 |
| Well Chemistry Sampling | 1,450.00 |
| Engineering oversight and reporting | <u>2,900.00</u> |
| Total | \$10,100.00 |

Sincerely,
GFA

Craig Goodrich
Engineering Office Manager

RESOLUTION 2015-141

A RESOLUTION OF THE CLARE CITY COMMISSION APPROVING A PROPOSAL OF GOURDIE-FRASER TO COMPLETE A WATER ASSESSMENT STUDY FOR THE CITY OF CLARE.

WHEREAS, due to the age of the City's present water treatment plant and the reduced production capacity of some of the City's public water wells, a significant investment will be required in the next ten-year period to ensure continued operation and efficiency of the City's public water system – some of those investments being necessary within the next two-to-three year period; and

WHEREAS, the City has recently completed construction of a new water tower and related infrastructure in the northern sector of the City, which provides the City an opportunity to assess whether it should make the needed major investment in its existing treatment plant and wells or focus its efforts to investing in a new treatment plant and new public wells in the City's north sector in the vicinity of the new water tower; and

WHEREAS, to accomplish said assessment, the City requires the assistance of Gourdie-Fraser, its engineer of record, to conduct needed testing, sampling, and technical evaluations; and

WHEREAS, Gourdie-Fraser has offered the City a proposal to conduct said needed assessment criteria; and

WHEREAS, the City Staff has reviewed said proposal and determined the cost is reasonable and the scope is essential to evaluating options for the future of the city's public water system; and

WHEREAS, the City Commission has considered said recommendation of its staff and determined it to be prudent and sound.

NOW THEREFORE BE IT RESOLVED THAT the Clare City Commission hereby approves the proposal of Gourdie-Fraser to complete a water assessment for the City of Clare for a cost not to exceed \$10,100.

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 December 2015.

Diane Lyon, City Clerk

AGENDA REPORT

To: Mayor Pat Humphrey and the Clare City Commission
From: Ken Hibl, City Manager
Date: December 17, 2015
Regarding: Listening Ear Agreement

For the Agenda of December 21, 2015

Background As explained in the attached letter from the Director of Listening Ear Crisis Center, the organization is required to have agreements in place to maintain its standards accreditation. They have repeatedly asked the City to support the request of the agreement in the past, and we have supported their request by signing the proffered agreement. The City Commission is asked to approve this continued relationship with this organization.

Issues & Questions Should the City Commission approve the requested agreement with the Listening Ear Crisis Center?

Alternatives

1. Approve the agreement.
2. Approve the agreement with amendment or modification.
3. Do not approve the agreement.
4. Set the decision aside to a subsequently scheduled public meeting.

Financial Impact There is no direct cost to the City, and the City's residents potentially benefit from the relationship we have with the organization.

Recommendation I recommend that the City Commission approve the requested Listening Ear Agreement by adoption of Resolutions 2015-142.

Attachments

1. Letter Request w/Proposed Agreement.
2. Resolution 2015-142.

LISTENING EAR CRISIS CENTER

107 E. Illinois - P.O. Box 800
Mt. Pleasant, MI 48804-0800
24-Hour Helpline - (989) 772-2918
Business Calls - (989) 773-6904
www.listeningear.com

"Focusing on What People Can Do 24-Hours a Day"

Executive Director
Donald Schuster

Board of Directors
Dr. Kristin Sheridan
Chairperson

Gregg Barrick
Ruth Freebury
Bonnie Hayward
Dr. Shelly Hinek
David Johns, PA
Al Kaufmann
Kris Kirby
Carol Meixner
Dr. Ross Rapaport
Paul Siers
Lois VanOrden

December 8, 2015

Greetings,

According to the Council On Accreditation the Listening Ear Crisis Center "Meets the Highest National Standards of Professional Performance." One of the requirements of the standards is to have signed "agreements" with the primary agencies with which we make and receive referrals, where appropriate. This documentation confirms our willingness to work together for our citizens in a more efficient and effective manner. Enclosed is the Mutual Referral Agreement. Please sign it, keep a copy for your agency if you wish, and return it to Listening Ear Crisis Center in the enclosed envelope.

We appreciate your assistance in this matter as we continue to serve and meet the needs of our mutual consumers.

Sincerely,



Kathleen D. Tarrant
Crisis Center Director



ACCREDITED
COUNCIL ON ACCREDITATION
OF SERVICES FOR FAMILIES
AND CHILDREN, INC.



MUTUAL REFERRAL AGREEMENT

BETWEEN

CLARE CITY COMMISSION

AND

LISTENING EAR

The purpose of this agreement is to promote a mutual understanding of programs and Facilitate efficient referrals between

CLARE CITY COMMISSION

And

LISTENING EAR

The above agencies mutually agree to:

Develop and maintain an understanding of program philosophy, services, and confidentiality regulations.

Communicate, dependent on appropriate release of information.

Accept referrals when program capability exists and admission policy is met.

Work together in determining and/or providing after care, and/or follow-up referral.

Assure that eligibility for service is not limited on the basis of race, creed, color, or national origin.

This Agreement shall remain in effect until terminated by either party upon fifteen (15) days prior notice.

**Community Agency Representative
Signature and Title**

Date

**Listening Ear Crisis Center Representative
Signature and Title**

Date

RESOLUTION 2015-142

A RESOLUTION OF THE CLARE CITY COMMISSION APPROVING A MUTUAL AGREEMENT WITH THE LISTENING EAR CRISIS CENTER.

WHEREAS, the Listening Ear Crisis Center offers a vital service to local residents in need of support and assistance; and

WHEREAS, to maintain its accreditation, said Center is required to maintain agreements with major entities and organizations with whom it provides said support and assistance or with whom it provides referral services; and

WHEREAS, the City of Clare has long been a signatory to said Agreement; and

WHEREAS, the Listening Ear Crisis Center has requested the City renew its Agreement with said Agency; and

WHEREAS, the Clare City Commission has determined it is in the best interests of its residents and the City of Clare as a whole to honor said request.

NOW THEREFORE BE IT RESOLVED THAT the City Commission hereby approves a Mutual Agreement With the Listening Ear Crisis Center, the terms and conditions of said Agreement as outlined 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 December 2015.

Diane Lyon, City Clerk

AGENDA REPORT

To: Mayor Pat Humphrey and the Clare City Commission
From: Steven J. Kingsbury, MBA, CPFA, MiCPT
Treasurer, Finance and Technology Director
Date: December 17, 2015
Regarding: North Industrial Park/Infrastructure Build Project - Contractor Payment

For the Agenda of December 21, 2015

Background The general contractor that has been working on the Division A portion of the City's North Industrial Park and Utility Infrastructure project has submitted their eleventh and final application for payment. The City's engineer for this project Gourdie-Fraser has reviewed the application for payment and has verified that all indicated work has in fact been satisfactorily completed and that all invoices/purchases included within the contractor's application for payment have in fact been purchased by the contractor for the City of Clare's 2014/15 North Industrial Park/Infrastructure project.

Financial Impact Approval of this application for payment from the contractor thereby allows the City to submit it along with the approving resolution from the Clare City Commission to both the U.S. Economic Development Administration to request reimbursement from the EDA Grant awarded to the City for this project as well as the USDA Rural Development Office to be approved as a construction draw from the water and sewer revenue bonds and the capital improvement bond all financed through Rural Development.

Recommendation Based upon our project engineers review and approval of the enclosed application for payment we recommend that the City Commission approve resolution 2015-143 thereby authorizing the \$109,436.28 payment to Dunigan Brothers, Inc. which represents the balance of the contract less a \$23,732.70 savings on the project and also the performance retainage from all prior pay applications.

Attachments

1. Dunigan Brothers, Inc. - Contractor's Application for Payment Number Eleven.
2. City of Clare Resolution 2015-143.

Progress Estimate - Unit Price Work

Contractor's Application

For (Contract): Division A - Water, Sewer & Infrastructure - Clare Industrial Park North Application Number: 11 - Final

Application Period: 11/01/15 thru 12/10/2015 Application Date: 12/10/15

| A | | B | C | D | E | F | | | | |
|--------------|--|-------------------|-------------|---------------------|------------------------------|---------------------------------|---------------------------------------|--|-----------|---------------------------|
| Bid Item No. | Item Description | Bid Item Quantity | Unit Price | Bid Item Value (\$) | Estimated Quantity Installed | Value of Work Installed to Date | Materials Presently Stored (not in C) | Total Completed and Stored to Date (D + E) | % (F / B) | Balance to Finish (B - F) |
| 1 | Water Main, 12" | 6,153 | \$39.60 | \$243,658.80 | 6,153 | \$243,658.80 | | \$243,658.80 | 100.0% | |
| 2 | Bore & Jack Steel Casing, 24" | 410 | \$264.00 | \$108,240.00 | 410 | \$108,240.00 | | \$108,240.00 | 100.0% | |
| 3 | Gate Valve & Box, 12" | 11 | \$2,530.00 | \$27,830.00 | 11 | \$27,830.00 | | \$27,830.00 | 100.0% | |
| 4 | Fire Hydrant Assembly | 13 | \$4,400.00 | \$57,200.00 | 13 | \$57,200.00 | | \$57,200.00 | 100.0% | |
| 5 | Blow Off Assembly, 12" | 1 | \$1,210.00 | \$1,210.00 | 1 | \$1,210.00 | | \$1,210.00 | 100.0% | |
| 6 | Water Service Leads, 2" | 7 | \$3,300.00 | \$23,100.00 | 7 | \$23,100.00 | | \$23,100.00 | 100.0% | |
| 7 | Fire Service Leads, 8" | 7 | \$4,400.00 | \$30,800.00 | 7 | \$30,800.00 | | \$30,800.00 | 100.0% | |
| 8 | Connect to Existing Water | 1 | \$1,650.00 | \$1,650.00 | 1 | \$1,650.00 | | \$1,650.00 | 100.0% | |
| 9 | Booster Station Improvement | 1 | | \$31,350.00 | 1 | \$31,350.00 | | \$31,350.00 | 100.0% | |
| | a. Demolition | | \$6,050.00 | | | | | | | |
| | b. Pressure Reducing Valve | | \$5,500.00 | | | | | | | |
| | c. New Piping | | \$19,800.00 | | | | | | | |
| 10 | Sanitary Sewer, 8" (Within Industrial Park) | 2,714 | \$44.00 | \$119,416.00 | 2,714 | \$119,416.00 | | \$119,416.00 | 100.0% | |
| 11 | Sanitary Sewer, 8" SDR 26 | 1,022 | \$45.10 | \$46,092.20 | 1,022 | \$46,092.20 | | \$46,092.20 | 100.0% | |
| 12 | Sanitary Sewer, 8", (Outside of Industrial Park) | 1,576 | \$51.70 | \$81,479.20 | 1,576 | \$81,479.20 | | \$81,479.20 | 100.0% | |
| 13 | Sanitary Sewer, 10", HDPE Directional Drilled | 337 | \$115.50 | \$38,923.50 | 337 | \$38,923.50 | | \$38,923.50 | 100.0% | |
| 14 | Bore & Jack, 16" Steel Casing | 205 | \$286.00 | \$58,630.00 | 205 | \$58,630.00 | | \$58,630.00 | 100.0% | |
| 15 | Sanitary Sewer Lead, 6" | 100 | \$37.40 | \$3,740.00 | 100 | \$3,740.00 | | \$3,740.00 | 100.0% | |
| 16 | Wye Assembly, 8x6 | 9 | \$275.00 | \$2,475.00 | 9 | \$2,475.00 | | \$2,475.00 | 100.0% | |
| 17 | Manholes, 4' diameter | 22 | \$2,970.00 | \$65,340.00 | 22 | \$65,340.00 | | \$65,340.00 | 100.0% | |
| 18 | Shelf Deep Sewer Excavation | 1 | \$11,000.00 | \$11,000.00 | 1 | \$11,000.00 | | \$11,000.00 | 100.0% | |
| 19 | Connect to Existing Sewer | 1 | \$2,530.00 | \$2,530.00 | 1 | \$2,530.00 | | \$2,530.00 | 100.0% | |
| 20 | IPP Manholes | 8 | \$2,970.00 | \$23,760.00 | 8 | \$23,760.00 | | \$23,760.00 | 100.0% | |
| 21 | Decommission Existing Lift Station #5 | 1 | \$7,700.00 | \$7,700.00 | 1 | \$7,700.00 | | \$7,700.00 | 100.0% | |
| 22 | Force Main, 6" | 8,450 | \$25.30 | \$213,785.00 | 8,450 | \$213,785.00 | | \$213,785.00 | 100.0% | |
| 23 | Force Main, 8", Directional Drilled | 238 | \$96.80 | \$23,038.40 | 238 | \$23,038.40 | | \$23,038.40 | 100.0% | |
| 24 | Air Release Structure | 5 | \$4,620.00 | \$23,100.00 | 5 | \$23,100.00 | | \$23,100.00 | 100.0% | |
| 25 | Clean-out Assembly | 10 | \$2,970.00 | \$29,700.00 | 10 | \$29,700.00 | | \$29,700.00 | 100.0% | |
| 26 | Connect to Existing Manhole | 1 | \$2,530.00 | \$2,530.00 | 1 | \$2,530.00 | | \$2,530.00 | 100.0% | |

Progress Estimate - Unit Price Work

Contractor's Application

For (Contract): Division A - Water, Sewer & Infrastructure - Clare Industrial Park North Application Number: 11 - Final

Application Period: 11/01/15 thru 12/10/2015 Application Date: 12/10/15

| A | | | | B | C | D | E | F | | |
|---------------|--|-------------------|--------------|---------------------|------------------------------|---------------------------------|---------------------------------------|--|---------------|---------------------------|
| Bid Item No. | Item Description | Bid Item Quantity | Unit Price | Bid Item Value (\$) | Estimated Quantity Installed | Value of Work Installed to Date | Materials Presently Stored (not in C) | Total Completed and Stored to Date (D + E) | % (F / B) | Balance to Finish (B - F) |
| 27 | Sanitary Sewer Lift Station | 1 | | \$315,920.00 | 1 | \$315,920.00 | | \$315,920.00 | 100.0% | |
| | a. Installation/Package Lift Station | | \$265,100.00 | | | | | | | |
| | b. Site Electrical | | \$12,100.00 | | | | | | | |
| | c. Access Driveway | | \$2,420.00 | | | | | | | |
| | d. Landscaping | | \$2,200.00 | | | | | | | |
| | e. Generator | | \$30,800.00 | | | | | | | |
| | f. Restroration | | \$3,300.00 | | | | | | | |
| | g. Site Electrical and Gas Allowance | 1 | \$5,000.00 | \$5,000.00 | 1 | \$5,000.00 | | \$5,000.00 | 100.0% | |
| 28 | Storm Sewer, 12" | 1,447 | \$38.50 | \$55,709.50 | 1,447 | \$55,709.50 | | \$55,709.50 | 100.0% | |
| 29 | Storm Sewer, 15" | 1,023 | \$40.70 | \$41,636.10 | 1,023 | \$41,636.10 | | \$41,636.10 | 100.0% | |
| 30 | Storm Sewer End Section | 2 | \$880.00 | \$1,760.00 | 2 | \$1,760.00 | | \$1,760.00 | 100.0% | |
| 31 | Storm Sewer, Catch Basin, 4' | 13 | \$2,420.00 | \$31,460.00 | 13 | \$31,460.00 | | \$31,460.00 | 100.0% | |
| 32 | Storm Sewer, Catch Basin, 2' | 2 | \$1,760.00 | \$3,520.00 | 2 | \$3,520.00 | | \$3,520.00 | 100.0% | |
| 33 | Rip Rap | 80 | \$44.00 | \$3,520.00 | 80 | \$3,520.00 | | \$3,520.00 | 100.0% | |
| 34 | Stormwater Basin | 1 | \$11,000.00 | \$11,000.00 | 1 | \$11,000.00 | | \$11,000.00 | 100.0% | |
| 35 | Machine Grading | 1 | \$135,300.00 | \$135,300.00 | 1 | \$135,300.00 | | \$135,300.00 | 100.0% | |
| 36 | Silt Fence | 300 | \$2.20 | \$660.00 | 300 | \$660.00 | | \$660.00 | 100.0% | |
| 37 | Clearing & Grubbing | 1 | \$50,600.00 | \$50,600.00 | 1 | \$50,600.00 | | \$50,600.00 | 100.0% | |
| 38 | Street Lighting | 8 | \$5,500.00 | \$44,000.00 | 8 | \$44,000.00 | | \$44,000.00 | 100.0% | |
| 39 | Conduit, 4" diameter | 600 | \$17.60 | \$10,560.00 | 600 | \$10,560.00 | | \$10,560.00 | 100.0% | |
| 40 | Concrete Curb | 2,859 | \$14.30 | \$40,883.70 | 2,859 | \$40,883.70 | | \$40,883.70 | 100.0% | |
| 41 | Bituminous Level Course | 417 | \$82.50 | \$34,402.50 | 417 | \$34,402.50 | | \$34,402.50 | 100.0% | |
| 42 | Bituminous Wear Course | 359 | \$110.00 | \$39,490.00 | 359 | \$39,490.00 | | \$39,490.00 | 100.0% | |
| 43 | Aggregate Base Gravel, 22A | 4,239 | \$5.50 | \$23,314.50 | 4,239 | \$23,314.50 | | \$23,314.50 | 100.0% | |
| 44 | Striping | 1 | \$5,500.00 | \$5,500.00 | 1 | \$5,500.00 | | \$5,500.00 | 100.0% | |
| 45 | Trees | 2 | \$495.00 | \$990.00 | 2 | \$990.00 | | \$990.00 | 100.0% | |
| 46 | Subbase, 15" | 175 | \$14.30 | \$2,502.50 | 175 | \$2,502.50 | | \$2,502.50 | 100.0% | |
| 47 | Underdrain, 6" | 680 | \$6.60 | \$4,488.00 | 680 | \$4,488.00 | | \$4,488.00 | 100.0% | |
| 48 | Road Patching | 67.00 | \$45.10 | \$3,021.70 | 67.00 | \$3,021.70 | | \$3,021.70 | 100.0% | |
| 49 | Restoration | 1 | \$85,800.00 | \$85,800.00 | 1 | \$85,800.00 | | \$85,800.00 | 100.0% | |
| 50 | Add 1 Relocated Hydrant @ Consumers Energy Driveway @ \$3,300/LS | 1 | \$3,300.00 | \$3,300.00 | 1 | \$3,300.00 | | \$3,300.00 | 100.0% | |
| 51 | Add 64 LF of 24" RCP @ \$100/LF | 1 | \$100.00 | \$6,400.00 | 1 | \$6,400.00 | | \$6,400.00 | 100.0% | |
| 52 | Add 6 EA of 24" End Sections @ \$960/EA | 1 | \$960.00 | \$5,820.00 | 1 | \$5,820.00 | | \$5,820.00 | 100.0% | |
| 53 | Add 1 Extra Manhole at Existing Tie-in Location @ \$7,348.50/LS | 1 | \$7,348.50 | \$7,348.50 | 1 | \$7,348.50 | | \$7,348.50 | 100.0% | |
| 54 | Delete 8 Manholes @ \$1,162.00/EA | (8) | \$1,162.00 | (\$9,296.00) | (8) | (\$9,296.00) | | (\$9,296.00) | 100.0% | |
| 55 | Add 1 Concrete Mailbox Access within the Park @ \$15,200/EA | 1 | \$15,200.00 | \$15,200.00 | 1 | \$15,200.00 | | \$15,200.00 | 100.0% | |
| Totals | | | | | | \$2,258,089.10 | | \$2,258,089.10 | 100.0% | |

Stored Material Summary

Contractor's Application

| For (Contract): | | | | | | | | Division A - Water, Sewer & Infrastructure - Clare Industrial Park North | | | | Application Number: | | 11 - Final | |
|---------------------|----------------------|--|------------------|--|---------------------------------------|--------------|-------------------------------|--|--|-------------------------------------|---------------------|---------------------|--|------------|--|
| Application Period: | | | | | | | | 11/01/15 thru 12/10/2015 | | | | Application Date: | | 12/10/15 | |
| Bid Item No. | A | | B | C | | D | | E | Subtotal Amount Completed and Stored to Date (D + E) | F | | G | | | |
| | Supplier Invoice No. | Submittal No. (with Specification Section No.) | Storage Location | Description of Materials or Equipment Stored | Date Placed into Storage (Month/Year) | Amount (\$) | Amount Stored this Month (\$) | Incorporated in Work | | Materials Remaining in Storage (\$) | | | | | |
| 22 | \$101179969.009 | | On Site | Force Main, 6" | 9/2014 | \$29,449.20 | | \$29,449.20 | 10/2014 | \$29,449.20 | | | | | |
| | 559305 | 27.a | | Sanitary Lift Station | 4/2015 | \$130,183.90 | | \$130,183.90 | 6/2015 | \$130,183.90 | | | | | |
| | | | | Totals | | | | | \$159,633.10 | | \$159,633.10 | | | | |

RESOLUTION 2015-143

A RESOLUTION OF THE CLARE CITY COMMISSION APPROVING AN APPLICATION FOR PAYMENT FOR THE CITY'S NORTH INDUSTRIAL PARK AND INFRASTRUCTURE CAPITAL IMPROVEMENT PROJECT.

WHEREAS, the City of Clare, Counties of Clare and Isabella, State of Michigan (the "City") has undertaken a capital improvement project to construct a new North Industrial Park and to extend public utilities to provide service to the property; and

WHEREAS, this capital improvement project is being funded by a \$2.6 million Grant from the United States Economic Development Administration, water and sewer bonds and capital improvement bonds purchased by the United States Department of Agriculture Rural Development and existing City funds; and

WHEREAS, Dunigan Brothers, Inc. was awarded the contract to complete the Division A portion of the project which includes water and sewer mains; a sewage collection and lift station; roadways and general infrastructure; and

WHEREAS, the City has received the eleventh and final contractor's application for payment for this division of the project; and

WHEREAS, the City's project engineer Gourdie-Fraser has reviewed the request for payment and has verified that all indicated work has been satisfactorily completed, that all included purchases have been made and that all required documentation has been accurately and thoroughly completed; and

WHEREAS, the EDA and Rural Development both require formal approval by resolution of the contractor's request for payment by the Clare City Commission.

NOW THEREFORE BE IT RESOLVED THAT the Clare City Commission hereby approves the eleventh and final contractor application for payment from Dunigan Brothers, Inc. in the amount of \$109,436.28; and

NOW THEREFORE BE IT FURTHER RESOLVED THAT the Clare City Commission hereby directs the City's Treasurer and Finance Director to submit the contractor's application for payment to both the Economic Development Administration for reimbursement from the EDA Grant awarded to the City for this project and also to USDA Rural Development for funds to be disbursed from the bonds issued for this project.

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 December 2015.

Diane Lyon, Clare City Clerk

AGENDA REPORT

To: Mayor Pat Humphrey and the Clare City Commission
From: Steven J. Kingsbury, MBA, CPFA, MiCPT
Treasurer, Finance and Technology Director
Date: December 17, 2015
Regarding: North Industrial Park/Infrastructure Build Project - Contractor Payment

For the Agenda of December 21, 2015

Background The contractor that has been working on the Division B portion (the water tower) of the City's North Industrial Park and Utility Infrastructure project has submitted their thirteenth and final application for payment. The City's engineer for this project Gourdie-Fraser has reviewed the application for payment and has verified that all indicated work has in fact been satisfactorily completed and that all invoices/purchases included within the contractor's application for payment have in fact been purchased by the contractor for the City of Clare's 2014/15 North Industrial Park/Infrastructure project.

Financial Impact Approval of this application for payment from the contractor thereby allows the City to submit it along with the approving resolution from the Clare City Commission to the U.S. Economic Development Administration to request reimbursement from the EDA Grant awarded to the City for this project.

Recommendation Based upon our project engineers review and approval of the enclosed application for payment we recommend that the City Commission approve Resolution 2015-144 thereby authorizing the \$110,925.00 payment to Maguire Iron, Inc. which represents the balance of the contract including a \$5,000.00 change order adding two additional Clare logos to the top of the water tower and also the performance retainage from all prior pay applications.

Attachments

1. Maguire Iron, Inc. - Contractor's Application for Payment Number Thirteen.
2. City of Clare Resolution 2015-144.

Contractor's Application for Payment No.

13 - Final

| | |
|--|---|
| Application Period: 11/01/2015 to 11/30/2015 | Application Date: 11/30/2015 |
| To (Owner): City of Clare 202 W. 5th St., Clare, MI 48617-4508 | From (Contractor): Maguire Iron, Inc. PO Box 1446, Sioux Falls, SD 57101 |
| Project: Division B - Elevated Water Storage Tank Clare Industrial Park North | Via (Engineer): Gourdie-Fraser, Inc 123 W. Front St., Traverse City, MI 4968 |
| Owner's Contract No.: EDA Award Number: 06-79-05874 | Contractor's Project No.: Engineer's Project No.: 13388 |

Change Order Summary

| Approved Change Orders | | | 1. ORIGINAL CONTRACT PRICE..... \$ 1,444,000.00 | |
|-----------------------------|------------|------------|--|------|
| Number | Additions | Deductions | 2. Net change by Change Orders..... \$ 5,000.00 | |
| 1 | \$5,000.00 | | 3. Current Contract Price (Line 1 ± 2)..... \$ 1,449,000.00 | |
| | | | 4. TOTAL COMPLETED AND STORED TO DATE (Column F on Progress Estimate)..... \$ 1,449,000.00 | |
| | | | 5. RETAINAGE: | |
| | | | a. 0.0% X \$1,449,000.00 Work Completed..... | \$ - |
| | | | b. 0.0% X _____ Stored Material..... | \$ - |
| | | | c. Total Retainage (Line 5a + Line 5b)..... | \$ - |
| | | | 6. AMOUNT ELIGIBLE TO DATE (Line 4 - Line 5c)..... \$ 1,449,000.00 | |
| | | | 7. LESS PREVIOUS PAYMENTS (Line 6 from prior Application)..... \$ 1,338,075.00 | |
| | | | 8. AMOUNT DUE THIS APPLICATION..... \$ 110,925.00 | |
| | | | 9. BALANCE TO FINISH, PLUS RETAINAGE (Column G on Progress Estimate + Line 5 above)..... \$ - | |
| TOTALS | \$5,000.00 | | | |
| NET CHANGE BY CHANGE ORDERS | \$5,000.00 | | | |

Contractor's Certification

The undersigned Contractor certifies that to the best of its knowledge: (1) all previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with Work covered by prior Applications for Payment; (2) title of all Work, materials and equipment incorporated in said Work or otherwise listed in or covered by this Application for Payment will pass to Owner at time of payment free and clear of all Liens, security interests and encumbrances (except such as are covered by a Bond acceptable to Owner indemnifying Owner against any such Liens, security interest or encumbrances); and (3) all Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

Payment of: \$ One hundred ten thousand nine hundred twenty five dollars and zero cents
(Line 8 or other - attach explanation of the other amount)

is recommended by: _____ (Engineer) _____ (Date)

Payment of: \$ One hundred ten thousand nine hundred twenty five dollars and zero cents
(Line 8 or other - attach explanation of the other amount)

is approved by: _____ (Owner) _____ (Date)

Approved by: _____ (Date)
Funding Agency (if applicable)

By: _____ Date: _____

Progress Estimate - Unit Price Work

Contractor's Application

| For (Contract): Division B - Elevated Water Storage Tank Clare Industrial Park North | | | | | | | Application Number: 13 - Final | | | |
|--|------------------------------------|-------------------|--------------|-----------------------|------------------------------|---------------------------------|---------------------------------------|--|---------------|---------------------------|
| Application Period: 11/01/2015 to 11/30/2015 | | | | | | | Application Date: 11/30/15 | | | |
| A | | | B | C | D | E | F | | G | |
| Item | | Bid Item Quantity | Unit Price | Bid Item Value (\$) | Estimated Quantity Installed | Value of Work Installed to Date | Materials Presently Stored (not in C) | Total Completed and Stored to Date (D + E) | % (F / B) | Balance to Finish (B - F) |
| Bid Item No. | Description | | | | | | | | | |
| 1 | Foundation | 1 | \$195,000.00 | \$195,000.00 | 1 | \$195,000.00 | | \$195,000.00 | 100.0% | |
| 2 | Fabricated Materials | 1 | \$400,000.00 | \$400,000.00 | 1 | \$400,000.00 | | \$400,000.00 | 100.0% | |
| 3 | Construction of Tank | 1 | \$621,824.00 | \$621,824.00 | 1 | \$621,824.00 | | \$621,824.00 | 100.0% | |
| 4 | Electrical and Controls | 1 | \$29,000.00 | \$29,000.00 | 1 | \$29,000.00 | | \$29,000.00 | 100.0% | |
| 5 | Obstruction Lighting | 1 | \$1,500.00 | \$1,500.00 | 1 | \$1,500.00 | | \$1,500.00 | 100.0% | |
| 6 | Field Painting | 1 | \$140,000.00 | \$140,000.00 | 1 | \$140,000.00 | | \$140,000.00 | 100.0% | |
| 7 | Access Road | 1 | \$5,000.00 | \$5,000.00 | 1 | \$5,000.00 | | \$5,000.00 | 100.0% | |
| 8 | Drainage Piping | 84 | \$14.00 | \$1,176.00 | 84 | \$1,176.00 | | \$1,176.00 | 100.0% | |
| 9 | Connect to Existing Drain Pipe | 1 | \$500.00 | \$500.00 | 1 | \$500.00 | | \$500.00 | 100.0% | |
| 10 | Water Main, 12" | 112 | \$250.00 | \$28,000.00 | 112 | \$28,000.00 | | \$28,000.00 | 100.0% | |
| 11 | Fire Hydrant Assembly | 1 | \$5,000.00 | \$5,000.00 | 1 | \$5,000.00 | | \$5,000.00 | 100.0% | |
| 12 | Connect to Existing Water Main | 1 | \$1,000.00 | \$1,000.00 | 1 | \$1,000.00 | | \$1,000.00 | 100.0% | |
| 13 | Site Restoration | 1 | \$15,000.00 | \$15,000.00 | 1 | \$15,000.00 | | \$15,000.00 | 100.0% | |
| 14 | Site Electrical Allowance | 1 | \$1,000.00 | \$1,000.00 | 1 | \$1,000.00 | | \$1,000.00 | 100.0% | |
| Change Order #1 - Final | | | | | | | | | | |
| 15 | Add a third Clare Logo to the Tank | 1 | \$5,000.00 | \$5,000.00 | 1 | \$5,000.00 | | \$5,000.00 | 100.0% | |
| Totals | | | | \$1,449,000.00 | | \$1,449,000.00 | | \$1,449,000.00 | 100.0% | |

Stored Material Summary

Contractor's Application

| For (Contract): | | | | Division B - Elevated Water Storage Tank | | Clare Industrial Park North | | Application Number: | | 13 - Final | |
|---------------------|----------------------|-----------------------------------|-----------------------|--|-------------------------------------|-----------------------------|-------------------------------|--|----------------------|---------------------|--|
| Application Period: | | | | 11/01/2015 to 11/30/2015 | | | | Application Date: 11/30/15 | | | |
| A | | B | C | | D | | E | Subtotal Amount Completed and Stored to Date (D + E) | F | | G |
| Bid Item No. | Supplier Invoice No. | Submittal No. (with Spec Sec No.) | Storage Location | Description of Materials or Equipment Stored | Stored Previously | | Amount Stored this Month (\$) | | Incorporated in Work | | Materials Remaining in Storage (\$) (D + E - F) |
| | | | | | Date Placed into Storage (Mth/Year) | Amount (\$) | | Date (Month/Year) | Amount (\$) | | |
| 2 | | | Contractor's Facility | 3/4 x 96 P/W x 377 P/L x A36 HR Plate | 4/2015 | \$7,352.07 | | \$7,352.07 | 5/2015 | \$7,352.07 | |
| 2 | | | Contractor's Facility | 3/4 x 96 P/W x 377 P/L x A36 HR Plate | 4/2015 | \$22,056.20 | | \$22,056.20 | 5/2015 | \$22,056.20 | |
| 2 | | | Contractor's Facility | 5/8 x 96 P/W x 310 and 11/16 x 96 P/W x 204 A36 HR Plate | 4/2015 | \$17,368.59 | | \$17,368.59 | 5/2015 | \$17,368.59 | |
| 2 | | | Contractor's Facility | 7/8 x 96 x 260 and 11/16 x 96 x 290 A36 HR Plate | 4/2015 | \$16,282.75 | | \$16,282.75 | 5/2015 | \$16,282.75 | |
| 2 | | | Contractor's Facility | 5/8 x 96 x 336 and 5/8 x 96 x 308 A36 HR Plate | 4/2015 | \$20,703.45 | | \$20,703.45 | 5/2015 | \$20,703.45 | |
| 2 | | | Contractor's Facility | 7/8 x 96 x 260 A36 HR Plate | 4/2015 | \$2,957.64 | | \$2,957.64 | 5/2015 | \$2,957.64 | |
| 2 | | | Contractor's Facility | 7/16 NOM x 72 PW x 288 PL A36 x TR/CL HR | 4/2015 | \$3,184.09 | | \$3,184.09 | 5/2015 | \$3,184.09 | |
| 2 | | | Contractor's Facility | 1/4 x 72 x 224 PL x A36 HR Plate | 4/2015 | \$10,377.26 | | \$10,377.26 | 5/2015 | \$10,377.26 | |
| 2 | | | Contractor's Facility | 1/4 x 72 x 224 PL and 7/16 NOM x 72 PW x 288 PL A36 | 4/2015 | \$16,509.90 | | \$16,509.90 | 5/2015 | \$16,509.90 | |
| 2 | | | Contractor's Facility | 7/8, 1/4, 1/2, 1-1/2 A36 Plate | 4/2015 | \$13,104.40 | | \$13,104.40 | 5/2015 | \$13,104.40 | |
| 2 | | | Contractor's Facility | 3/8 x 96 A36 Plate | 4/2015 | \$5,950.49 | | \$5,950.49 | 5/2015 | \$5,950.49 | |
| 2 | | | Contractor's Facility | 1/4 x 84 A36 Plate | 4/2015 | \$9,736.46 | | \$9,736.46 | 5/2015 | \$9,736.46 | |
| 2 | | | Contractor's Facility | Steel Fabrication and Delivery | 03/2015 04/2015 | \$170,000.00 | | \$170,000.00 | 5/2015 | \$170,000.00 | |
| | | | | Totals | | \$315,583.30 | | \$315,583.30 | | \$315,583.30 | |

RESOLUTION 2015-144

A RESOLUTION OF THE CLARE CITY COMMISSION APPROVING AN APPLICATION FOR PAYMENT FOR THE CITY'S NORTH INDUSTRIAL PARK AND INFRASTRUCTURE CAPITAL IMPROVEMENT PROJECT.

WHEREAS, the City of Clare, Counties of Clare and Isabella, State of Michigan (the "City") has undertaken a capital improvement project to construct a new North Industrial Park and to extend public utilities to provide service to the property; and

WHEREAS, this capital improvement project is being funded by a \$2.6 million Grant from the United States Economic Development Administration, water and sewer bonds and capital improvement bonds purchased by the United States Department of Agriculture Rural Development and existing City funds; and

WHEREAS, Maguire Iron, Inc. was awarded the contract to complete Division B of the project which includes a 500,000 gallon elevated water storage tank, foundation and all related water main connections; and

WHEREAS, the City has received the thirteenth and final contractor's application for payment for this division of the project from Maguire Iron; and

WHEREAS, the City's project engineer Gourdie-Fraser has reviewed the request for payment and has verified that all indicated work has been satisfactorily completed, that all included purchases have been made and that all required documentation has been accurately and thoroughly completed; and

WHEREAS, the EDA requires formal approval by resolution of the contractor's request for payment by the Clare City Commission.

NOW THEREFORE BE IT RESOLVED THAT the Clare City Commission hereby approves the thirteenth and final contractor application for payment from Maguire Iron, Inc. in the amount of \$110,925.00; and

NOW THEREFORE BE IT FURTHER RESOLVED THAT the Clare City Commission hereby directs the City's Treasurer and Finance Director to submit the contractor's application for payment to the Economic Development Administration for reimbursement from the EDA Grant awarded to the City for this project.

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 December 2015.

Diane Lyon, City Clerk

AGENDA REPORT

To: Mayor Pat Humphrey and the Clare City Commission
From: Ken Hibl, City Manager
Date: December 17, 2015
Regarding: Clare Depot Fire Suppression System

For the Agenda of December 21, 2015

Background To date the Clare Depot Committee has raised in excess of \$260,000 to move and rehabilitate the historic railroad depot; in-kind trade and volunteer labor amounts to more than \$86,000 since we commenced the project. The only significant cost borne by the City to date has been the purchase and demolition of the former CarQuest site – and even those funds were loaned to us by the MidMichigan Community Action Agency with a generous ten-year repayment schedule.

We are in the final two weeks of reconstructing the basement of the depot to accommodate the Clare County Arts Council. Heat, plumbing and electric are all functioning; the elevator is installed; the entire basement has been insulated, dry-walled, mudded and painted; and the grid for the drop ceiling is in place. Barring any major, unplanned challenges, the site will be move-in ready as the new Clare County Arts Council home by December 30th – our mandatory deadline to complete all this work to qualify for our last payment from the Michigan Arts Council grant.

One of the tasks completed to facilitate occupancy of the depot was the installation of a fire suppressions system at a cost of \$19K. Grant funds were not available for this portion of the project as the approved grant amount was approximately \$20K less than requested. A significant portion (\$8.5K) of the fire suppression costs will be paid by a depot supporter who desires to remain anonymous/without recognition. We ask that the City Commission approve the expenditure of funds to cover the rest (\$10.5K) of these costs.

The primary reason for this recommendation is this is a City-owned building/asset. And the primary reason for and function of the fire suppression system is to protect this City structure.

Issues & Questions Should the City Commission approve the expenditure of funds to defray a portion of the cost of installing the fire suppression system in the Clare Depot Building?

Alternatives

1. Approve the expenditure of \$10.5K to defray the remaining balance of costs for the fire suppression system.
2. Approve an amount less than \$10.5K to defray a portion of the remaining balance of costs for the fire suppression system.
3. Do not approve the expenditure of any funds for this purpose.
4. Set the decision aside to a subsequently scheduled public meeting.

Financial Impact The balance of the cost for the fire suppression system is \$10.5K.

Recommendation I recommend that the City Commission approve the recommended expenditure of \$10.5K by adoption of Resolutions 2015-145. As an alternate recommendation, I ask that the City Commission approve the loan of \$10.5K for this purpose with the caveat that the Depot Committee repay this loan from additional fund-raising efforts within the next six months. *Note:* the City Commission previously approved a \$25K loan “bank” for depot rehabilitation expenditures in the event they were needed throughout the project period. We have not asked to use or used any of these funds.

Attachment Resolution 2015-145.

RESOLUTION 2015-145

A RESOLUTION OF THE CLARE CITY COMMISSION APPROVING THE EXPENDITURE OF FUNDS TO DEFRAY A PORTION OF THE COSTS OF A FIRE SUPPRESSION SYSTEM FOR THE HISTORIC CLARE RAILROAD DEPOT.

WHEREAS, the City purchased the privately-owned, historic Clare Railroad Depot approximately twelve years ago to save the building from further deterioration and scheduled demolition; and

WHEREAS, the City did not have the funds to move the depot, which was a condition of the sale of the building, and to rehabilitate said building; and

WHEREAS, the City formed a partnership with the MidMichigan Community Action Agency (MMCAA) to assist with moving and rehabilitating said depot; and

WHEREAS, a volunteer committee was concurrently formed with oversight by the City Planning Commission to rehabilitate the depot; and

WHEREAS, said committee of volunteers, with the assistance of MMCAA and the support of the City, has raised in excess of \$260,000 in cash and has been able to generate in excess of \$86,000 of in-kind donations during the past ten-year period, thus enabling the relocation of the depot and major commencement in rehabilitating the historic building; and

WHEREAS, to protect the investment of the efforts of the rehabilitation efforts and better ensure the life of the historic building, a fire suppression system has been installed at a cost of \$19,000; and

WHEREAS, a donor who desires to remain anonymous/receive no recognition, has offered to contribute \$8,500 to defray a portion of the cost of the fire suppression, and the City Staff has recommended that the City pay the balance of said costs as the depot is a City-owned asset, and the City has not contributed any of the \$260,000 raised to rehabilitate the building.

WHEREAS, the City Commission has considered said recommendation and deems it to be prudent and appropriate.

NOW THEREFORE BE IT RESOLVED THAT the City Commission hereby approves the disbursement of \$10,500 to contribute to the cost of the fire suppression system installed in the Clare Railroad Depot.

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 December 2015.

Diane Lyon, City Clerk

AGENDA REPORT

To: Mayor Pat Humphrey and the Clare City Commission
From: Ken Hibl, City Manager
Date: December 17, 2015
Regarding: *Board & Committee Reappointment – Planning Commission (Jan Winter)

For the Agenda of December 21, 2015

***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 December 21, 2015.**

Background The Planning Commission term of appointment of Ms. Jan Winter has expired. Jan is one of our longest-serving members of our Planning Commission and has agreed to continue serving in this capacity at the will of the City Commission. The Commission is asked to consider reappointing her.

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

Alternatives

1. Approve the reappointment.
2. Do not approve the reappointment.
3. Set the decision aside to a subsequently scheduled public meeting.

Financial Impact N/A.

Recommendation I recommend that the City Commission approve the reappointment by adoption of attached Resolution 2015-146 (*copy att'd*).

Attachment Resolution 2015-146.

RESOLUTION 2015-146

A RESOLUTION OF THE CLARE CITY COMMISSION REAPPOINTING A MEMBER OF THE CITY'S PLANNING COMMISSION.

WHEREAS, the appointment of Ms. Jan Winter has expired; and

WHEREAS, said Board member has agreed to serve another term of appointment at the will of the City Commission; and

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

NOW THEREFORE BE IT RESOLVED THAT the City Commission of the City of Clare hereby reappoints Ms. Jan Winter to serve another three-year term as a member of the City of Clare Planning Commission, said reappointment being effective on December 21, 2015 and expiring on December 20, 2018.

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 December 2015.

Diane Lyon, City Clerk

To: Mayor Pat Humphrey and the Clare City Commission
From: Steven J. Kingsbury, MBA, CPFA, MiCPT
Treasurer, Finance Director and
Director of Information Technology
Date: December 17, 2015
Reference: Treasurer's Report for December 21, 2015

Account Reconciliation Report: All accounts of the City of Clare are in balance as of November 30, 2015.

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 November 30, 2015.

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 November 30, 2015.

Revenue and Expenditure Report: Enclosed you will find a Summary Revenue and Expenditure Report (Unaudited) of the City of Clare prepared as of November 30, 2015.

Balance Sheet: Enclosed you will find a Comparative Balance Sheet (Unaudited) of the City of Clare prepared as of November 30, 2015.

Utility Billing System Reconciliation and Receivable Report: Enclosed you will find the November 2015 Utility System Reconciliation Summary Report along with the first and last page of the accounts receivable report prepared as of December 1, 2015.

CITY OF CLARE
CASH AND INVESTMENT SUMMARY (UNAUDITED) BY BANK
From 11/01/2015 to 11/30/2015

| <u>Financial Institution/Account Description</u> | <u>Interest Rates</u> | <u>Balance 11/1/15</u> | <u>Total Increases</u> | <u>Total Decreases</u> | <u>Balance 11/30/15</u> |
|--|-----------------------|-------------------------------|-------------------------------|-------------------------------|-------------------------------|
| <u>City of Clare Accounts</u> | | | | | |
| Chemical Bank/Consolidated Account | 0.050% | \$ 348,246.10 | \$ 1,461,843.65 | \$ 1,664,707.91 | 145,381.84 |
| Chemical Bank/Rural Development Bond & Interest Acct | 0.020% | 39,378.01 | 0.65 | - | 39,378.66 |
| Chemical Bank/Rural Development RRI Acct | 0.020% | 34,098.44 | 0.56 | - | 34,099.00 |
| Chemical Bank/USDA Sewer Bond Pmt Reserve Acct | 0.020% | 1,125.08 | 0.02 | - | 1,125.10 |
| Chemical Bank/USDA Sewer Bond RRI Reserve Acct | 0.020% | 3,527.49 | 0.06 | - | 3,527.55 |
| Chemical Bank/USDA Water Bond Pmt Reserve Acct | 0.020% | 1,875.12 | 0.03 | - | 1,875.15 |
| Chemical Bank/USDA Water Bond RRI Reserve Acct | 0.020% | 3,226.70 | 0.05 | - | 3,226.75 |
| Mercantile/Money Market Account | 0.100% | 73,745.53 | 6.26 | - | 73,751.79 |
| Chemical Bank/Current Property Tax Account | 0.050% | 15,050.64 | 3,914.44 | 14,447.81 | 4,517.27 |
| Petty Cash and Cash on Hand | N/A | 450.00 | - | - | 450.00 |
| Chemical Bank/ACH Receipt Acct | 0.02% | 1,000.00 | - | - | 1,000.00 |
| Chemical Bank/Repurchase Agreements | 0.2% to 0.3% | 2,300,000.00 | 175,000.00 | 375,000.00 | 2,100,000.00 |
| MMCAA - Fiduciary Account for the Railroad Depot | N/A | 120,013.63 | - | - | 120,013.63 |
| Mercantile/Hatton Township Landfill Trust Fund | 0.900% | 210,505.79 | - | - | 210,505.79 |
| Total - City of Clare Accounts | | <u>\$ 3,152,242.53</u> | <u>\$ 1,640,765.72</u> | <u>\$ 2,054,155.72</u> | <u>\$ 2,738,852.53</u> |
| <u>City of Clare Component Unit Accounts</u> | | | | | |
| Chemical Bank DDA Account | 0.050% | 62,749.67 | 10,102.84 | 6,431.59 | 66,420.92 |
| Total - City of Clare Component Unit Accounts | | <u>\$ 62,749.67</u> | <u>\$ 10,102.84</u> | <u>\$ 6,431.59</u> | <u>\$ 66,420.92</u> |

CASH SUMMARY BY FUND FOR THE CITY OF CLARE

From 11/01/2015 To 11/30/2015

ALL FUNDS (UNAUDITED)

CASH and INVESTMENT ACCOUNTS

| FUND | DESCRIPTION | BALANCE 11/1/2015 | TOTAL DEBITS | TOTAL CREDITS | BALANCE 11/30/2015 | Investment Balances 11/30/2015 | Transactional Account Balances 11/30/2015 |
|--------------------------|---|------------------------------|-------------------------|--------------------------|-------------------------------|---|--|
| 101 | General Fund | 1,233,383.40 | 389,837.81 | 544,995.69 | 1,078,225.52 | \$ 965,000.00 | \$ 113,225.52 |
| 150 | Cemetery Perpetual Care | 264,824.58 | 25,639.98 | 25,000.00 | 265,464.56 | 250,000.00 | 15,464.56 |
| 202 | Major Streets | 168,424.68 | 44,039.01 | 43,655.70 | 168,807.99 | 165,000.00 | 3,807.99 |
| 203 | Local Streets | 17,954.78 | 21,382.80 | 26,053.53 | 13,284.05 | 10,000.00 | 3,284.05 |
| 206 | Fire Fund | 305,649.36 | 683,268.10 | 843,205.13 | 145,712.33 | 135,000.00 | 10,712.33 |
| 208 | Parks and Recreation | 164,440.46 | 5,606.50 | 30,258.06 | 139,788.90 | - | 139,788.90 |
| 210 | Downtown Development Authority (DDA) | 62,749.67 | 10,102.84 | 6,431.59 | 66,420.92 | - | 66,420.92 |
| 211 | Sidewalk Replacement Fund | 668.27 | 0.07 | 0.00 | 668.34 | - | 668.34 |
| 243 | Brownfield Redevelopment Authority Fund | 4,588.60 | 0.50 | 0.00 | 4,589.10 | - | 4,589.10 |
| 265 | Drug Law Enforcement Fund | 1,245.91 | 1,363.30 | 3,449.00 | (839.79) | - | (839.79) |
| 414 | Façade Improvement Program (CDBG) | 10,000.00 | 0.00 | 10,000.00 | 0.00 | - | - |
| 590 | Sewer System Fund | 390,265.32 | 174,845.29 | 164,185.15 | 400,925.46 | 300,000.00 | 100,925.46 |
| 591 | Water System Fund | 323,987.24 | 148,710.81 | 170,556.27 | 302,141.78 | 275,000.00 | 27,141.78 |
| 636 | Data Processing Fund | 11,967.93 | 0.50 | 7,433.40 | 4,535.03 | - | 4,535.03 |
| 641 | Mobile Equipment Fund | 16,191.36 | 46,690.76 | 61,204.38 | 1,677.74 | - | 1,677.74 |
| 703 | Property Tax Fund | 15,050.64 | 3,914.44 | 14,447.81 | 4,517.27 | - | 4,517.27 |
| 704 | Imprest Payroll Fund | 13,094.21 | 95,465.85 | 109,711.60 | (1,151.54) | - | (1,151.54) |
| 765 | Hattan Township Landfill Trust Fund | 210,505.79 | 0.00 | 0.00 | 210,505.79 | 210,505.79 | - |
| TOTAL - ALL FUNDS | | \$ 3,214,992.20 | \$ 1,650,868.56 | \$ 2,060,587.31 | \$ 2,805,273.45 | \$ 2,310,505.79 | \$ 494,767.66 |

NOTES:

Parks and Recreation Fund - balance includes Grant/Donation Funds reserved for the Soccer Complex of \$38,621.68, the Skate Park of \$8,589.08, the American Flag Project of \$680.00 and the Depot Restoration Project of \$120,013.63.

Summary

Revenue and Expenditure Report

Prepared as of

November 30, 2015

PERIOD ENDING 11/30/2015

% Fiscal Year Completed: 41.80

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

| ACCOUNT DESCRIPTION | END BALANCE 06/30/2015 NORM (ABNORM) | 2015-16 AMENDED BUDGET | YTD BALANCE 11/30/2015 NORM (ABNORM) | ACTIVITY FOR MONTH 11/30/2015 INCR (DECR) | AVAILABLE BALANCE NORM (ABNORM) | % BDGT USED |
|---|--|------------------------------|--|---|---------------------------------------|----------------|
| Fund 101 - GENERAL FUND | | | | | | |
| 000.000-GENERAL | 3,165,824.50 | 3,028,881.57 | 2,025,962.44 | 82,436.92 | 1,002,919.13 | 66.89 |
| 931.000-TRANSFERS IN AND OTHER SOURCES | 0.00 | 13,500.00 | 0.00 | 0.00 | 13,500.00 | 0.00 |
| TOTAL Revenues | 3,165,824.50 | 3,042,381.57 | 2,025,962.44 | 82,436.92 | 1,016,419.13 | 66.59 |
| 101.000-CITY COMMISSION | 39,003.25 | 43,350.00 | 9,583.85 | 5,109.31 | 33,766.15 | 22.11 |
| 172.000-CITY MANAGEMENT/ADMINISTRATION | 123,001.75 | 113,372.48 | 45,650.88 | 8,907.27 | 67,721.60 | 40.27 |
| 191.000-FISCAL SERVICES | 128,273.46 | 130,473.02 | 42,989.17 | 8,092.47 | 87,483.85 | 32.95 |
| 215.000-CLERK | 135,581.19 | 148,395.68 | 55,485.42 | 10,285.58 | 92,910.26 | 37.39 |
| 247.000-BOARD OF REVIEW | 1,000.92 | 1,593.50 | 69.00 | 0.00 | 1,524.50 | 4.33 |
| 257.000-ASSESSOR | 41,705.40 | 39,100.00 | 28,885.57 | 17,282.73 | 10,214.43 | 73.88 |
| 262.000-ELECTIONS | 5,159.58 | 7,596.00 | 3,644.99 | 1,314.54 | 3,951.01 | 47.99 |
| 265.000-BUILDING AND GROUNDS | 62,575.39 | 62,791.19 | 15,630.33 | 3,734.37 | 47,160.86 | 24.89 |
| 266.000-ATTORNEY | 57,913.79 | 45,000.00 | 18,996.00 | 4,502.20 | 26,004.00 | 42.21 |
| 276.000-CEMETERY | 77,470.98 | 74,866.41 | 41,415.45 | 4,700.71 | 33,450.96 | 55.32 |
| 301.000-POLICE | 815,280.25 | 914,760.64 | 327,375.90 | 62,412.12 | 587,384.74 | 35.79 |
| 371.000-BUILDING INSPECTION DEPARTMENT | 31,143.62 | 31,850.00 | 14,714.91 | 2,839.20 | 17,135.09 | 46.20 |
| 441.000-DEPARTMENT OF PUBLIC WORKS | 59,427.66 | 46,681.62 | 22,039.51 | 6,974.89 | 24,642.11 | 47.21 |
| 445.000-DRAINS - PUBLIC BENEFIT | 302.47 | 2,500.00 | 0.00 | 0.00 | 2,500.00 | 0.00 |
| 448.000-STREET LIGHTING | 54,934.80 | 53,656.73 | 18,269.05 | 4,845.22 | 35,387.68 | 34.05 |
| 526.000-LANDFILL CLOSURE | 41,476.47 | 51,106.95 | 35,605.63 | 12,838.38 | 15,501.32 | 69.67 |
| 528.000-REFUSE COLLECTION/DISPOSAL | 200,444.21 | 218,295.32 | 75,297.78 | 19,314.82 | 142,997.54 | 34.49 |
| 537.000-AIRPORT | 260,180.22 | 392,554.02 | 37,731.69 | 8,144.06 | 354,822.33 | 9.61 |
| 721.000-PLANNING | 20,589.89 | 36,300.00 | 14,386.83 | 0.00 | 21,913.17 | 39.63 |
| 728.018-ECONOMIC DEVELOPMENT - CLARE COUNTY | 786,110.31 | 409,225.93 | 61,982.35 | 41,800.00 | 347,243.58 | 15.15 |
| 906.000-DEBT SERVICE | 12,507.69 | 32,200.00 | 8,276.66 | 8,276.66 | 23,923.34 | 25.70 |
| 955.000-NON DEPARTMENTAL | 4,594.59 | 4,909.75 | 967.71 | 0.00 | 3,942.04 | 19.71 |
| 999.000-TRANSFERS (OUT) AND OTHER USES | 371,865.50 | 349,701.83 | 209,325.08 | 0.00 | 140,376.75 | 59.86 |
| TOTAL Expenditures | 3,330,543.39 | 3,210,281.07 | 1,088,323.76 | 231,374.53 | 2,121,957.31 | 33.90 |
| Fund 101 - GENERAL FUND: | | | | | | |
| TOTAL REVENUES | 3,165,824.50 | 3,042,381.57 | 2,025,962.44 | 82,436.92 | 1,016,419.13 | 66.59 |
| TOTAL EXPENDITURES | 3,330,543.39 | 3,210,281.07 | 1,088,323.76 | 231,374.53 | 2,121,957.31 | 33.90 |
| NET OF REVENUES & EXPENDITURES | (164,718.89) | (167,899.50) | 937,638.68 | (148,937.61) | (1,105,538.18) | 558.45 |

REVENUE AND EXPENDITURE REPORT FOR CITY OF CLARE
 PERIOD ENDING 11/30/2015
 % Fiscal Year Completed: 41.80

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

| ACCOUNT DESCRIPTION | END BALANCE 06/30/2015 NORM (ABNORM) | 2015-16 AMENDED BUDGET | YTD BALANCE 11/30/2015 NORM (ABNORM) | ACTIVITY FOR MONTH 11/30/2015 INCR (DECR) | AVAILABLE BALANCE NORM (ABNORM) | % BDGT USED |
|--|--|------------------------------|--|---|---------------------------------------|----------------|
| Fund 150 - CEMETERY PERPETUAL CARE | | | | | | |
| 000.000-GENERAL | 12,130.74 | 8,690.00 | 3,833.02 | 639.98 | 4,856.98 | 44.11 |
| TOTAL Revenues | 12,130.74 | 8,690.00 | 3,833.02 | 639.98 | 4,856.98 | 44.11 |
| 276.000-CEMETERY | 2,100.00 | 0.00 | 300.00 | 0.00 | (300.00) | 100.00 |
| 999.000-TRANSFERS (OUT) AND OTHER USES | 0.00 | 2,500.00 | 0.00 | 0.00 | 2,500.00 | 0.00 |
| TOTAL Expenditures | 2,100.00 | 2,500.00 | 300.00 | 0.00 | 2,200.00 | 12.00 |
| Fund 150 - CEMETERY PERPETUAL CARE: | | | | | | |
| TOTAL REVENUES | 12,130.74 | 8,690.00 | 3,833.02 | 639.98 | 4,856.98 | 44.11 |
| TOTAL EXPENDITURES | 2,100.00 | 2,500.00 | 300.00 | 0.00 | 2,200.00 | 12.00 |
| NET OF REVENUES & EXPENDITURES | 10,030.74 | 6,190.00 | 3,533.02 | 639.98 | 2,656.98 | 57.08 |

PERIOD ENDING 11/30/2015

% Fiscal Year Completed: 41.80

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

| ACCOUNT DESCRIPTION | END BALANCE 06/30/2015 NORM (ABNORM) | 2015-16 AMENDED BUDGET | YTD BALANCE 11/30/2015 NORM (ABNORM) | ACTIVITY FOR MONTH 11/30/2015 INCR (DECR) | AVAILABLE BALANCE NORM (ABNORM) | % BDGT USED |
|---|--|------------------------------|--|---|---------------------------------------|----------------|
| Fund 202 - MAJOR STREETS | | | | | | |
| 000.000-GENERAL | 927,161.58 | 182,881.39 | 53,764.38 | 19,039.01 | 129,117.01 | 29.40 |
| TOTAL Revenues | 927,161.58 | 182,881.39 | 53,764.38 | 19,039.01 | 129,117.01 | 29.40 |
| 444.000-SIDEWALKS | 4,443.66 | 5,135.86 | 2,126.58 | 727.98 | 3,009.28 | 41.41 |
| 446.001-STATE TRUNKLINE MAINTENANCE | 53,884.83 | 56,223.32 | 21,365.96 | 4,629.71 | 34,857.36 | 38.00 |
| 449.002-PRESERVATION STREETS | 738,241.73 | 75,341.39 | 28,818.93 | 5,010.49 | 46,522.46 | 38.25 |
| 449.003-WINTER MAINTENANCE | 12,742.03 | 15,700.00 | 4,767.13 | 1,069.67 | 10,932.87 | 30.36 |
| 449.004-ADMIN, ENGINEERING & RECORD KEEPING | 12,896.62 | 15,303.07 | 5,755.02 | 1,769.54 | 9,548.05 | 37.61 |
| 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 | 37,500.00 | 40,000.00 | 10,000.00 | 0.00 | 30,000.00 | 25.00 |
| TOTAL Expenditures | 859,708.87 | 208,828.64 | 72,833.62 | 13,207.39 | 135,995.02 | 34.88 |
| Fund 202 - MAJOR STREETS: | | | | | | |
| TOTAL REVENUES | 927,161.58 | 182,881.39 | 53,764.38 | 19,039.01 | 129,117.01 | 29.40 |
| TOTAL EXPENDITURES | 859,708.87 | 208,828.64 | 72,833.62 | 13,207.39 | 135,995.02 | 34.88 |
| NET OF REVENUES & EXPENDITURES | 67,452.71 | (25,947.25) | (19,069.24) | 5,831.62 | (6,878.01) | 73.49 |

REVENUE AND EXPENDITURE REPORT FOR CITY OF CLARE
 PERIOD ENDING 11/30/2015
 % Fiscal Year Completed: 41.80

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

| ACCOUNT DESCRIPTION | END BALANCE | 2015-16 | YTD BALANCE | ACTIVITY FOR | AVAILABLE | % BDGT USED |
|--|-----------------------------|-------------------|-----------------------------|---------------------------------|--------------------------|----------------|
| | 06/30/2015 NORM (ABNORM) | AMENDED BUDGET | 11/30/2015 NORM (ABNORM) | MONTH 11/30/2015 INCR (DECR) | BALANCE NORM (ABNORM) | |
| Fund 203 - LOCAL STS FUND | | | | | | |
| 000.000-GENERAL | 156,571.92 | 79,715.91 | 29,254.80 | 11,382.80 | 50,461.11 | 36.70 |
| 931.000-TRANSFERS IN AND OTHER SOURCES | 87,000.00 | 110,000.00 | 25,000.00 | 0.00 | 85,000.00 | 22.73 |
| TOTAL Revenues | 243,571.92 | 189,715.91 | 54,254.80 | 11,382.80 | 135,461.11 | 28.60 |
| 444.000-SIDEWALKS | 4,443.65 | 5,135.86 | 2,179.71 | 727.97 | 2,956.15 | 42.44 |
| 449.001-CONSTRUCTION STREETS (INCL. ENG.& ROW) | 69,456.50 | 2,800.00 | 1,000.00 | 250.00 | 1,800.00 | 35.71 |
| 449.002-PRESERVATION STREETS | 147,497.81 | 167,030.16 | 62,512.20 | 12,766.39 | 104,517.96 | 37.43 |
| 449.003-WINTER MAINTENANCE | 7,565.91 | 10,000.00 | 2,789.68 | 866.11 | 7,210.32 | 27.90 |
| 449.004-ADMIN, ENGINEERING & RECORD KEEPING | 10,247.17 | 13,203.07 | 4,005.23 | 769.49 | 9,197.84 | 30.34 |
| 955.000-NON DEPARTMENTAL | 52.35 | 0.00 | 25.34 | 0.00 | (25.34) | 100.00 |
| TOTAL Expenditures | 239,263.39 | 198,169.09 | 72,512.16 | 15,379.96 | 125,656.93 | 36.59 |
| Fund 203 - LOCAL STS FUND: | | | | | | |
| TOTAL REVENUES | 243,571.92 | 189,715.91 | 54,254.80 | 11,382.80 | 135,461.11 | 28.60 |
| TOTAL EXPENDITURES | 239,263.39 | 198,169.09 | 72,512.16 | 15,379.96 | 125,656.93 | 36.59 |
| NET OF REVENUES & EXPENDITURES | 4,308.53 | (8,453.18) | (18,257.36) | (3,997.16) | 9,804.18 | 215.98 |

REVENUE AND EXPENDITURE REPORT FOR CITY OF CLARE
 PERIOD ENDING 11/30/2015
 % Fiscal Year Completed: 41.80

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

| ACCOUNT DESCRIPTION | END BALANCE 06/30/2015 NORM (ABNORM) | 2015-16 AMENDED BUDGET | YTD BALANCE 11/30/2015 NORM (ABNORM) | ACTIVITY FOR MONTH 11/30/2015 INCR (DECR) | AVAILABLE BALANCE NORM (ABNORM) | % BDGT USED |
|--|--|------------------------------|--|---|---------------------------------------|----------------|
| Fund 206 - FIRE FUND | | | | | | |
| 000.000-GENERAL | 218,722.19 | 732,975.00 | 547,737.41 | 524,859.16 | 185,237.59 | 74.73 |
| 931.000-TRANSFERS IN AND OTHER SOURCES | 98,139.02 | 97,727.34 | 97,727.34 | 0.00 | 0.00 | 100.00 |
| TOTAL Revenues | 316,861.21 | 830,702.34 | 645,464.75 | 524,859.16 | 185,237.59 | 77.70 |
| 336.000-FIRE DEPARTMENT | 222,259.44 | 929,625.29 | 729,561.10 | 693,205.13 | 200,064.19 | 78.48 |
| 906.000-DEBT SERVICE | 0.00 | 5,843.75 | 0.00 | 0.00 | 5,843.75 | 0.00 |
| 999.000-TRANSFERS (OUT) AND OTHER USES | 21,484.32 | 21,316.33 | 17,731.83 | 0.00 | 3,584.50 | 83.18 |
| TOTAL Expenditures | 243,743.76 | 956,785.37 | 747,292.93 | 693,205.13 | 209,492.44 | 78.10 |
| Fund 206 - FIRE FUND: | | | | | | |
| TOTAL REVENUES | 316,861.21 | 830,702.34 | 645,464.75 | 524,859.16 | 185,237.59 | 77.70 |
| TOTAL EXPENDITURES | 243,743.76 | 956,785.37 | 747,292.93 | 693,205.13 | 209,492.44 | 78.10 |
| NET OF REVENUES & EXPENDITURES | 73,117.45 | (126,083.03) | (101,828.18) | (168,345.97) | (24,254.85) | 80.76 |

PERIOD ENDING 11/30/2015

% Fiscal Year Completed: 41.80

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

| ACCOUNT DESCRIPTION | END BALANCE | 2015-16 | YTD BALANCE | ACTIVITY FOR | AVAILABLE | % BDGT USED |
|---|-----------------------------|--------------------|-----------------------------|---------------------------------|--------------------------|--------------|
| | 06/30/2015 NORM (ABNORM) | AMENDED BUDGET | 11/30/2015 NORM (ABNORM) | MONTH 11/30/2015 INCR (DECR) | BALANCE NORM (ABNORM) | |
| Fund 208 - PARKS AND RECREATION | | | | | | |
| 000.000-GENERAL | 233,463.91 | 464,047.89 | 107,545.48 | 4,926.50 | 356,502.41 | 23.18 |
| 931.000-TRANSFERS IN AND OTHER SOURCES | 192,000.00 | 150,000.00 | 70,000.00 | 0.00 | 80,000.00 | 46.67 |
| TOTAL Revenues | 425,463.91 | 614,047.89 | 177,545.48 | 4,926.50 | 436,502.41 | 28.91 |
| 751.001-PARKS | 264,845.59 | 566,601.41 | 113,591.51 | 11,943.58 | 453,009.90 | 20.05 |
| 751.002-RECREATION | 77,651.77 | 84,222.64 | 37,965.96 | 7,021.10 | 46,256.68 | 45.08 |
| 906.000-DEBT SERVICE | 32,805.25 | 32,805.21 | 23,973.41 | 0.00 | 8,831.80 | 73.08 |
| 955.000-NON DEPARTMENTAL | 52.35 | 0.00 | 25.34 | 0.00 | (25.34) | 100.00 |
| TOTAL Expenditures | 375,354.96 | 683,629.26 | 175,556.22 | 18,964.68 | 508,073.04 | 25.68 |
| Fund 208 - PARKS AND RECREATION: | | | | | | |
| TOTAL REVENUES | 425,463.91 | 614,047.89 | 177,545.48 | 4,926.50 | 436,502.41 | 28.91 |
| TOTAL EXPENDITURES | 375,354.96 | 683,629.26 | 175,556.22 | 18,964.68 | 508,073.04 | 25.68 |
| NET OF REVENUES & EXPENDITURES | 50,108.95 | (69,581.37) | 1,989.26 | (14,038.18) | (71,570.63) | 2.86 |

REVENUE AND EXPENDITURE REPORT FOR CITY OF CLARE
 PERIOD ENDING 11/30/2015
 % Fiscal Year Completed: 41.80

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

| ACCOUNT DESCRIPTION | END BALANCE 06/30/2015 NORM (ABNORM) | 2015-16 AMENDED BUDGET | YTD BALANCE 11/30/2015 NORM (ABNORM) | ACTIVITY FOR MONTH 11/30/2015 INCR (DECR) | AVAILABLE BALANCE NORM (ABNORM) | % BDGT USED |
|---|--|------------------------------|--|---|---------------------------------------|----------------|
| Fund 210 - DDA (DOWNTOWN DVLPMT AUTHORITY) | | | | | | |
| 000.000-GENERAL | 105,046.21 | 81,527.25 | 75,492.54 | 10,002.84 | 6,034.71 | 92.60 |
| TOTAL Revenues | 105,046.21 | 81,527.25 | 75,492.54 | 10,002.84 | 6,034.71 | 92.60 |
| 747.001-DDA - OPERATIONS | 31,191.66 | 47,400.00 | 9,452.06 | 6,378.78 | 37,947.94 | 19.94 |
| 747.002-DDA - MAINSTREET | 22,945.96 | 2,016.00 | 263.97 | 52.81 | 1,752.03 | 13.09 |
| 906.000-DEBT SERVICE | 36,593.25 | 36,635.50 | 30,563.75 | 0.00 | 6,071.75 | 83.43 |
| TOTAL Expenditures | 90,730.87 | 86,051.50 | 40,279.78 | 6,431.59 | 45,771.72 | 46.81 |
| Fund 210 - DDA (DOWNTOWN DVLPMT AUTHORITY): | | | | | | |
| TOTAL REVENUES | 105,046.21 | 81,527.25 | 75,492.54 | 10,002.84 | 6,034.71 | 92.60 |
| TOTAL EXPENDITURES | 90,730.87 | 86,051.50 | 40,279.78 | 6,431.59 | 45,771.72 | 46.81 |
| NET OF REVENUES & EXPENDITURES | 14,315.34 | (4,524.25) | 35,212.76 | 3,571.25 | (39,737.01) | 778.31 |

REVENUE AND EXPENDITURE REPORT FOR CITY OF CLARE
 PERIOD ENDING 11/30/2015
 % Fiscal Year Completed: 41.80

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

| ACCOUNT DESCRIPTION | END BALANCE | 2015-16 | YTD BALANCE | ACTIVITY FOR | AVAILABLE | % BDGT USED |
|---------------------------------------|-----------------------------|-------------------|-----------------------------|---------------------------------|--------------------------|----------------|
| | 06/30/2015 NORM (ABNORM) | AMENDED BUDGET | 11/30/2015 NORM (ABNORM) | MONTH 11/30/2015 INCR (DECR) | BALANCE NORM (ABNORM) | |
| Fund 211 - SIDEWALK REPLACEMENT FUND | | | | | | |
| 000.000-GENERAL | 1.95 | 1.00 | 0.24 | 0.07 | 0.76 | 24.00 |
| TOTAL Revenues | 1.95 | 1.00 | 0.24 | 0.07 | 0.76 | 24.00 |
| 444.000-SIDEWALKS | 0.00 | 2,036.00 | 1,194.51 | 0.00 | 841.49 | 58.67 |
| 955.000-NON DEPARTMENTAL | 0.00 | 0.00 | 2.04 | 0.00 | (2.04) | 100.00 |
| TOTAL Expenditures | 0.00 | 2,036.00 | 1,196.55 | 0.00 | 839.45 | 58.77 |
| Fund 211 - SIDEWALK REPLACEMENT FUND: | | | | | | |
| TOTAL REVENUES | 1.95 | 1.00 | 0.24 | 0.07 | 0.76 | 24.00 |
| TOTAL EXPENDITURES | 0.00 | 2,036.00 | 1,196.55 | 0.00 | 839.45 | 58.77 |
| NET OF REVENUES & EXPENDITURES | 1.95 | (2,035.00) | (1,196.31) | 0.07 | (838.69) | 58.79 |

REVENUE AND EXPENDITURE REPORT FOR CITY OF CLARE

PERIOD ENDING 11/30/2015

% Fiscal Year Completed: 41.80

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

| ACCOUNT DESCRIPTION | END BALANCE | 2015-16 | YTD BALANCE | ACTIVITY FOR | AVAILABLE | % BDGT USED |
|--|-----------------------------|-------------------|-----------------------------|---------------------------------|--------------------------|----------------|
| | 06/30/2015 NORM (ABNORM) | AMENDED BUDGET | 11/30/2015 NORM (ABNORM) | MONTH 11/30/2015 INCR (DECR) | BALANCE NORM (ABNORM) | |
| Fund 243 - BROWNFIELD REDEVELOPMENT AUTHORITY FUND | | | | | | |
| 000.000-GENERAL | 4.39 | 4.00 | 1.41 | 0.50 | 2.59 | 35.25 |
| TOTAL Revenues | <u>4.39</u> | <u>4.00</u> | <u>1.41</u> | <u>0.50</u> | <u>2.59</u> | <u>35.25</u> |
| Fund 243 - BROWNFIELD REDEVELOPMENT AUTHORITY FUNI | | | | | | |
| TOTAL REVENUES | 4.39 | 4.00 | 1.41 | 0.50 | 2.59 | 35.25 |
| TOTAL EXPENDITURES | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| NET OF REVENUES & EXPENDITURES | <u>4.39</u> | <u>4.00</u> | <u>1.41</u> | <u>0.50</u> | <u>2.59</u> | <u>35.25</u> |

PERIOD ENDING 11/30/2015

% Fiscal Year Completed: 41.80

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

| ACCOUNT DESCRIPTION | END BALANCE | 2015-16 | YTD BALANCE | ACTIVITY FOR | AVAILABLE | % BDGT USED |
|---------------------------------------|-----------------------------|-------------------|-----------------------------|---------------------------------|--------------------------|---------------|
| | 06/30/2015 NORM (ABNORM) | AMENDED BUDGET | 11/30/2015 NORM (ABNORM) | MONTH 11/30/2015 INCR (DECR) | BALANCE NORM (ABNORM) | |
| Fund 265 - DRUG LAW ENFORCEMENT FUND | | | | | | |
| 000.000-GENERAL | 1,824.38 | 2,000.00 | 1,545.53 | 1,363.30 | 454.47 | 77.28 |
| TOTAL Revenues | <u>1,824.38</u> | <u>2,000.00</u> | <u>1,545.53</u> | <u>1,363.30</u> | <u>454.47</u> | <u>77.28</u> |
| 301.000-POLICE | 1,379.36 | 2,000.00 | 3,449.00 | 3,449.00 | (1,449.00) | 172.45 |
| TOTAL Expenditures | <u>1,379.36</u> | <u>2,000.00</u> | <u>3,449.00</u> | <u>3,449.00</u> | <u>(1,449.00)</u> | <u>172.45</u> |
| Fund 265 - DRUG LAW ENFORCEMENT FUND: | | | | | | |
| TOTAL REVENUES | 1,824.38 | 2,000.00 | 1,545.53 | 1,363.30 | 454.47 | 77.28 |
| TOTAL EXPENDITURES | <u>1,379.36</u> | <u>2,000.00</u> | <u>3,449.00</u> | <u>3,449.00</u> | <u>(1,449.00)</u> | <u>172.45</u> |
| NET OF REVENUES & EXPENDITURES | 445.02 | 0.00 | (1,903.47) | (2,085.70) | 1,903.47 | 100.00 |

REVENUE AND EXPENDITURE REPORT FOR CITY OF CLARE
 PERIOD ENDING 11/30/2015
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*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

| ACCOUNT DESCRIPTION | END BALANCE 06/30/2015 NORM (ABNORM) | 2015-16 AMENDED BUDGET | YTD BALANCE 11/30/2015 NORM (ABNORM) | ACTIVITY FOR MONTH 11/30/2015 INCR (DECR) | AVAILABLE BALANCE NORM (ABNORM) | % BDGT USED |
|--|--|------------------------------|--|---|---------------------------------------|----------------|
| Fund 303 - PUBLIC SAFETY BLDG DEBT SERVIC | | | | | | |
| 931.000-TRANSFERS IN AND OTHER SOURCES | 53,710.80 | 53,290.82 | 44,329.57 | 0.00 | 8,961.25 | 83.18 |
| TOTAL Revenues | <u>53,710.80</u> | <u>53,290.82</u> | <u>44,329.57</u> | <u>0.00</u> | <u>8,961.25</u> | <u>83.18</u> |
| 223.000-DEBT SERVICE | 53,710.80 | 53,290.82 | 44,329.57 | 0.00 | 8,961.25 | 83.18 |
| TOTAL Expenditures | <u>53,710.80</u> | <u>53,290.82</u> | <u>44,329.57</u> | <u>0.00</u> | <u>8,961.25</u> | <u>83.18</u> |
| Fund 303 - PUBLIC SAFETY BLDG DEBT SERVIC: | | | | | | |
| TOTAL REVENUES | 53,710.80 | 53,290.82 | 44,329.57 | 0.00 | 8,961.25 | 83.18 |
| TOTAL EXPENDITURES | <u>53,710.80</u> | <u>53,290.82</u> | <u>44,329.57</u> | <u>0.00</u> | <u>8,961.25</u> | <u>83.18</u> |
| NET OF REVENUES & EXPENDITURES | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |

REVENUE AND EXPENDITURE REPORT FOR CITY OF CLARE
 PERIOD ENDING 11/30/2015
 % Fiscal Year Completed: 41.80

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

| ACCOUNT DESCRIPTION | END BALANCE 06/30/2015 NORM (ABNORM) | 2015-16 AMENDED BUDGET | YTD BALANCE 11/30/2015 NORM (ABNORM) | ACTIVITY FOR MONTH 11/30/2015 INCR (DECR) | AVAILABLE BALANCE NORM (ABNORM) | % BDGT USED |
|---|--|------------------------------|--|---|---------------------------------------|----------------|
| Fund 414 - FACADE IMPROVEMENT PROGRAM (CDBG) | | | | | | |
| 000.000-GENERAL | 0.00 | 545,342.00 | 0.00 | (10,000.00) | 545,342.00 | 0.00 |
| TOTAL Revenues | 0.00 | 545,342.00 | 0.00 | (10,000.00) | 545,342.00 | 0.00 |
| 728.008-ECONOMIC DEV - CAMPBELL PRINTING | 0.00 | 72,810.26 | 0.00 | 0.00 | 72,810.26 | 0.00 |
| 728.009-ECONOMIC DEV - COPS CAFE | 0.00 | 56,564.80 | 0.00 | 0.00 | 56,564.80 | 0.00 |
| 728.010-ECONOMIC DEV - COPS BAKERY | 0.00 | 44,808.22 | 0.00 | 0.00 | 44,808.22 | 0.00 |
| 728.011-ECONOMIC DEV - COPS STORE | 0.00 | 25,570.18 | 0.00 | 0.00 | 25,570.18 | 0.00 |
| 728.012-ECONOMIC DEVE - MAXWELLS | 0.00 | 78,955.75 | 0.00 | 0.00 | 78,955.75 | 0.00 |
| 728.013-ECONOMIC DEV - THE VENUE | 0.00 | 146,823.31 | 0.00 | 0.00 | 146,823.31 | 0.00 |
| 728.014-ECONOMIC DEV - FOUR LEAF BREWERY | 0.00 | 70,138.31 | 0.00 | 0.00 | 70,138.31 | 0.00 |
| 728.015-ECONOMIC DEV - KT PROPERTIES | 0.00 | 49,671.17 | 0.00 | 0.00 | 49,671.17 | 0.00 |
| TOTAL Expenditures | 0.00 | 545,342.00 | 0.00 | 0.00 | 545,342.00 | 0.00 |
| Fund 414 - FACADE IMPROVEMENT PROGRAM (CDBG): | | | | | | |
| TOTAL REVENUES | 0.00 | 545,342.00 | 0.00 | (10,000.00) | 545,342.00 | 0.00 |
| TOTAL EXPENDITURES | 0.00 | 545,342.00 | 0.00 | 0.00 | 545,342.00 | 0.00 |
| NET OF REVENUES & EXPENDITURES | 0.00 | 0.00 | 0.00 | (10,000.00) | 0.00 | 0.00 |

PERIOD ENDING 11/30/2015

% Fiscal Year Completed: 41.80

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

| ACCOUNT DESCRIPTION | END BALANCE 06/30/2015 NORM (ABNORM) | 2015-16 AMENDED BUDGET | YTD BALANCE 11/30/2015 NORM (ABNORM) | ACTIVITY FOR MONTH 11/30/2015 INCR (DECR) | AVAILABLE BALANCE NORM (ABNORM) | % BDGT USED |
|-------------------------------------|--|------------------------------|--|---|---------------------------------------|----------------|
| Fund 590 - SEWER SYSTEM FUND | | | | | | |
| 000.000-GENERAL | 1,621,269.97 | 976,397.74 | 352,983.32 | 110,902.03 | 623,414.42 | 36.15 |
| TOTAL Revenues | <u>1,621,269.97</u> | <u>976,397.74</u> | <u>352,983.32</u> | <u>110,902.03</u> | <u>623,414.42</u> | <u>36.15</u> |
| 536.001-SEWER TREATMENT AND PUMPING | 784,206.74 | 666,104.00 | 242,225.85 | 41,596.53 | 423,878.15 | 36.36 |
| 536.002-SEWER COLLECTION | 154,845.34 | 230,934.41 | 77,758.12 | 14,591.72 | 153,176.29 | 33.67 |
| 906.000-DEBT SERVICE | 76,179.93 | 103,078.64 | 38,600.24 | 36,353.10 | 64,478.40 | 37.45 |
| TOTAL Expenditures | <u>1,015,232.01</u> | <u>1,000,117.05</u> | <u>358,584.21</u> | <u>92,541.35</u> | <u>641,532.84</u> | <u>35.85</u> |
| Fund 590 - SEWER SYSTEM FUND: | | | | | | |
| TOTAL REVENUES | 1,621,269.97 | 976,397.74 | 352,983.32 | 110,902.03 | 623,414.42 | 36.15 |
| TOTAL EXPENDITURES | <u>1,015,232.01</u> | <u>1,000,117.05</u> | <u>358,584.21</u> | <u>92,541.35</u> | <u>641,532.84</u> | <u>35.85</u> |
| NET OF REVENUES & EXPENDITURES | 606,037.96 | (23,719.31) | (5,600.89) | 18,360.68 | (18,118.42) | 23.61 |

REVENUE AND EXPENDITURE REPORT FOR CITY OF CLARE
 PERIOD ENDING 11/30/2015
 % Fiscal Year Completed: 41.80

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

| ACCOUNT DESCRIPTION | END BALANCE 06/30/2015 NORM (ABNORM) | 2015-16 AMENDED BUDGET | YTD BALANCE 11/30/2015 NORM (ABNORM) | ACTIVITY FOR MONTH 11/30/2015 INCR (DECR) | AVAILABLE BALANCE NORM (ABNORM) | % BDGT USED |
|--|--|------------------------------|--|---|---------------------------------------|----------------|
| Fund 591 - WATER SYSTEM FUND | | | | | | |
| 000.000-GENERAL | 1,620,824.71 | 1,176,360.75 | 514,197.28 | 96,291.91 | 662,163.47 | 43.71 |
| TOTAL Revenues | <u>1,620,824.71</u> | <u>1,176,360.75</u> | <u>514,197.28</u> | <u>96,291.91</u> | <u>662,163.47</u> | <u>43.71</u> |
| 536.003-TREATMENT, PUMPING AND STORAGE | 327,939.76 | 1,195,531.45 | 555,912.62 | 106,802.32 | 639,618.83 | 46.50 |
| 536.004-WATER DISTRIBUTION | 193,389.24 | 268,025.46 | 80,271.83 | 14,458.30 | 187,753.63 | 29.95 |
| 536.005-PRINCIPAL RESPONSIBLE PARTY #1 | 112,478.69 | 119,454.30 | 31,513.70 | 5,542.49 | 87,940.60 | 26.38 |
| 906.000-DEBT SERVICE | 11,896.83 | 29,156.54 | 11,193.45 | 8,911.41 | 17,963.09 | 38.39 |
| TOTAL Expenditures | <u>645,704.52</u> | <u>1,612,167.75</u> | <u>678,891.60</u> | <u>135,714.52</u> | <u>933,276.15</u> | <u>42.11</u> |
| Fund 591 - WATER SYSTEM FUND: | | | | | | |
| TOTAL REVENUES | 1,620,824.71 | 1,176,360.75 | 514,197.28 | 96,291.91 | 662,163.47 | 43.71 |
| TOTAL EXPENDITURES | <u>645,704.52</u> | <u>1,612,167.75</u> | <u>678,891.60</u> | <u>135,714.52</u> | <u>933,276.15</u> | <u>42.11</u> |
| NET OF REVENUES & EXPENDITURES | 975,120.19 | (435,807.00) | (164,694.32) | (39,422.61) | (271,112.68) | 37.79 |

PERIOD ENDING 11/30/2015

% Fiscal Year Completed: 41.80

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

| ACCOUNT DESCRIPTION | END BALANCE 06/30/2015 NORM (ABNORM) | 2015-16 AMENDED BUDGET | YTD BALANCE 11/30/2015 NORM (ABNORM) | ACTIVITY FOR MONTH 11/30/2015 INCR (DECR) | AVAILABLE BALANCE NORM (ABNORM) | % BDGT USED |
|---|--|------------------------------|--|---|---------------------------------------|----------------|
| Fund 636 - DATA PROCESSING | | | | | | |
| 000.000-GENERAL | 105,186.58 | 101,710.00 | 24,954.63 | 0.50 | 76,755.37 | 24.54 |
| TOTAL Revenues | <u>105,186.58</u> | <u>101,710.00</u> | <u>24,954.63</u> | <u>0.50</u> | <u>76,755.37</u> | <u>24.54</u> |
| 228.000-DATA PROCESSING, INFORMATION TECHNOLOGY | 102,715.21 | 104,176.98 | 38,508.37 | 7,433.40 | 65,668.61 | 36.96 |
| TOTAL Expenditures | <u>102,715.21</u> | <u>104,176.98</u> | <u>38,508.37</u> | <u>7,433.40</u> | <u>65,668.61</u> | <u>36.96</u> |
| Fund 636 - DATA PROCESSING: | | | | | | |
| TOTAL REVENUES | 105,186.58 | 101,710.00 | 24,954.63 | 0.50 | 76,755.37 | 24.54 |
| TOTAL EXPENDITURES | <u>102,715.21</u> | <u>104,176.98</u> | <u>38,508.37</u> | <u>7,433.40</u> | <u>65,668.61</u> | <u>36.96</u> |
| NET OF REVENUES & EXPENDITURES | 2,471.37 | (2,466.98) | (13,553.74) | (7,432.90) | 11,086.76 | 549.41 |

REVENUE AND EXPENDITURE REPORT FOR CITY OF CLARE
 PERIOD ENDING 11/30/2015
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*NOTE: Available Balance / Pct Budget Used does not reflect amounts encumbered.

| ACCOUNT DESCRIPTION | END BALANCE 06/30/2015 NORM (ABNORM) | 2015-16 AMENDED BUDGET | YTD BALANCE 11/30/2015 NORM (ABNORM) | ACTIVITY FOR MONTH 11/30/2015 INCR (DECR) | AVAILABLE BALANCE NORM (ABNORM) | % BDGT USED |
|------------------------------------|--|------------------------------|--|---|---------------------------------------|----------------|
| Fund 641 - MOBILE EQUIPMENT | | | | | | |
| 000.000-GENERAL | 338,222.50 | 537,783.77 | 189,980.88 | 46,395.61 | 347,802.89 | 35.33 |
| TOTAL Revenues | <u>338,222.50</u> | <u>537,783.77</u> | <u>189,980.88</u> | <u>46,395.61</u> | <u>347,802.89</u> | <u>35.33</u> |
| 441.000-DEPARTMENT OF PUBLIC WORKS | 378,782.92 | 437,517.77 | 201,024.88 | 60,924.47 | 236,492.89 | 45.95 |
| 906.000-DEBT SERVICE | 0.00 | 5,480.73 | 0.00 | 0.00 | 5,480.73 | 0.00 |
| TOTAL Expenditures | <u>378,782.92</u> | <u>442,998.50</u> | <u>201,024.88</u> | <u>60,924.47</u> | <u>241,973.62</u> | <u>45.38</u> |
| Fund 641 - MOBILE EQUIPMENT: | | | | | | |
| TOTAL REVENUES | <u>338,222.50</u> | <u>537,783.77</u> | <u>189,980.88</u> | <u>46,395.61</u> | <u>347,802.89</u> | <u>35.33</u> |
| TOTAL EXPENDITURES | <u>378,782.92</u> | <u>442,998.50</u> | <u>201,024.88</u> | <u>60,924.47</u> | <u>241,973.62</u> | <u>45.38</u> |
| NET OF REVENUES & EXPENDITURES | <u>(40,560.42)</u> | <u>94,785.27</u> | <u>(11,044.00)</u> | <u>(14,528.86)</u> | <u>105,829.27</u> | <u>11.65</u> |

REVENUE AND EXPENDITURE REPORT FOR CITY OF CLARE
 PERIOD ENDING 11/30/2015
 % Fiscal Year Completed: 41.80

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

| ACCOUNT DESCRIPTION | END BALANCE | 2015-16 | YTD BALANCE | ACTIVITY FOR | AVAILABLE | % BDGT USED |
|---|-----------------------------|-------------------|-----------------------------|---------------------------------|--------------------------|----------------|
| | 06/30/2015 NORM (ABNORM) | AMENDED BUDGET | 11/30/2015 NORM (ABNORM) | MONTH 11/30/2015 INCR (DECR) | BALANCE NORM (ABNORM) | |
| Fund 765 - HATTON TOWNSHIP LANDFILL TRUST FUND | | | | | | |
| 000.000-GENERAL | 840.21 | 750.00 | 0.00 | 0.00 | 750.00 | 0.00 |
| TOTAL Revenues | <u>840.21</u> | <u>750.00</u> | <u>0.00</u> | <u>0.00</u> | <u>750.00</u> | <u>0.00</u> |
| 999.000-TRANSFERS (OUT) AND OTHER USES | 0.00 | 11,000.00 | 0.00 | 0.00 | 11,000.00 | 0.00 |
| TOTAL Expenditures | <u>0.00</u> | <u>11,000.00</u> | <u>0.00</u> | <u>0.00</u> | <u>11,000.00</u> | <u>0.00</u> |
| Fund 765 - HATTON TOWNSHIP LANDFILL TRUST FUND: | | | | | | |
| TOTAL REVENUES | 840.21 | 750.00 | 0.00 | 0.00 | 750.00 | 0.00 |
| TOTAL EXPENDITURES | <u>0.00</u> | <u>11,000.00</u> | <u>0.00</u> | <u>0.00</u> | <u>11,000.00</u> | <u>0.00</u> |
| NET OF REVENUES & EXPENDITURES | 840.21 | (10,250.00) | 0.00 | 0.00 | (10,250.00) | 0.00 |

REVENUE AND EXPENDITURE REPORT FOR CITY OF CLARE
 PERIOD ENDING 11/30/2015
 % Fiscal Year Completed: 41.80

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

| ACCOUNT DESCRIPTION | END BALANCE 06/30/2015 NORM (ABNORM) | 2015-16 AMENDED BUDGET | YTD BALANCE 11/30/2015 NORM (ABNORM) | ACTIVITY FOR MONTH 11/30/2015 INCR (DECR) | AVAILABLE BALANCE NORM (ABNORM) | % BDGT USED |
|------------------------------------|--|------------------------------|--|---|---------------------------------------|----------------|
| Fund 902 - GENERAL LONG-TERM DEBT | | | | | | |
| 000.000-GENERAL | 15,401.38 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| TOTAL Revenues | <u>15,401.38</u> | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> |
| 000.000-GENERAL | 265,360.46 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| TOTAL Expenditures | <u>265,360.46</u> | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> |
| Fund 902 - GENERAL LONG-TERM DEBT: | | | | | | |
| TOTAL REVENUES | 15,401.38 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| TOTAL EXPENDITURES | <u>265,360.46</u> | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> | <u>0.00</u> |
| NET OF REVENUES & EXPENDITURES | (249,959.08) | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| TOTAL REVENUES - ALL FUNDS | 8,953,346.94 | 8,343,586.43 | 4,164,310.27 | 898,241.13 | 4,179,276.16 | 49.91 |
| TOTAL EXPENDITURES - ALL FUNDS | <u>7,604,330.52</u> | <u>9,119,374.03</u> | <u>3,523,082.65</u> | <u>1,278,626.02</u> | <u>5,596,291.38</u> | <u>38.63</u> |
| NET OF REVENUES & EXPENDITURES | 1,349,016.42 | (775,787.60) | 641,227.62 | (380,384.89) | (1,417,015.22) | 82.66 |

City of Clare

Comparative Balance Sheet

Prepared as of

November 30, 2015

Fund 101 GENERAL FUND

| GL Number | Description | PERIOD ENDED 11/30/2014 | PERIOD ENDED 11/30/2015 |
|---|--|----------------------------|----------------------------|
| *** Assets *** | | | |
| 101-000.000-001.000 | CASH | 126,279.00 | 38,023.73 |
| 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 | 73,646.69 | 73,751.79 |
| 101-000.000-003.000 | CERTIFICATES OF DEPOSIT/ REPURCHASE AGR. | 850,000.00 | 965,000.00 |
| 101-000.000-040.000 | ACCOUNTS RECEIVABLE | 64,555.43 | 29,635.84 |
| 101-000.000-040.210 | DUE FROM DDA | (148.47) | 0.00 |
| 101-000.000-040.271 | ACCOUNTS RECEIVABLE - LIBRARY | 0.00 | 19,709.83 |
| 101-000.000-040.900 | LITIGATION CLAIMS RECEIVABLE | 0.00 | 14,500.00 |
| 101-000.000-043.000 | A/R UTILITIES | 15,670.21 | 15,032.92 |
| 101-000.000-043.001 | ALLOWANCE FOR UNCOLLECTIBLE ACCOUNTS | (650.00) | 1,940.00 |
| 101-000.000-048.000 | MISCELLANEOUS RECEIVABLE | 2,100.00 | 0.00 |
| 101-000.000-078.000 | DUE FROM STATE | 0.00 | 2,470.00 |
| 101-000.000-079.000 | DUE FROM FEDERAL GOVERNMENT | 0.00 | 17,088.31 |
| 101-000.000-084.703 | DUE FROM TAX FUND | 100.37 | 100.48 |
| 101-000.000-111.000 | INVENTORY | 2,557.21 | 1,769.49 |
| 101-000.000-111.001 | INVENTORY - AIRPORT FUEL | 44,755.02 | 20,028.19 |
| 101-000.000-123.000 | PREPAID EXPENDITURES | 0.00 | 62,149.22 |
| 101-000.000-123.537 | PREPAID SALES TAX - AVIATION FUEL | 601.28 | 1,626.60 |
| Total Assets | | 1,180,916.74 | 1,264,276.40 |
| *** Liabilities *** | | | |
| 101-000.000-214.222 | DUE TO COUNTY- TR FEES | 42.00 | 42.00 |
| 101-000.000-214.225 | DUE TO COUNTY - SCHOOL TR FEES | 168.02 | 168.02 |
| 101-000.000-228.000 | DUE TO STATE OF MICHIGAN | 107.72 | 466.09 |
| 101-000.000-273.000 | UNDISTRIBUTED RECEIPTS | 240.00 | 255.00 |
| 101-000.000-276.000 | DUE TO UTILITY CUSTOMERS | 1.29 | 0.00 |
| Total Liabilities | | 559.03 | 931.11 |
| *** Fund Balance *** | | | |
| 101-000.000-391.000 | FISCAL FUND BALANCE | 490,425.50 | 490,425.50 |
| Total Fund Balance | | 490,425.50 | 490,425.50 |
| Beginning Fund Balance | | 490,425.50 | 490,425.50 |
| Net of Revenues VS Expenditures - 14-15 | | | (164,718.89) |
| *14-15 End FB/15-16 Beg FB | | 325,706.61 | |
| Net of Revenues VS Expenditures - Current Year | | 689,932.21 | 937,638.68 |
| Ending Fund Balance | | 1,180,357.71 | 1,263,345.29 |
| Total Liabilities And Fund Balance | | 1,180,916.74 | 1,264,276.40 |

* Year Not Closed

Fund 150 CEMETERY PERPETUAL CARE

| GL Number | Description | PERIOD ENDED 11/30/2014 | PERIOD ENDED 11/30/2015 |
|---|----------------------------|----------------------------|----------------------------|
| *** Assets *** | | | |
| 150-000.000-001.000 | CASH | 29,539.42 | 15,464.56 |
| 150-000.000-003.000 | REPURCHASE AGREEMENTS | 225,000.00 | 250,000.00 |
| Total Assets | | 254,539.42 | 265,464.56 |
| *** Liabilities *** | | | |
| Total Liabilities | | 0.00 | 0.00 |
| *** Fund Balance *** | | | |
| 150-000.000-390.000 | FUND BALANCE | 4,036.03 | (2,713.97) |
| 150-000.000-390.001 | NONEXPENDABLE FUND BALANCE | 247,864.77 | 254,614.77 |
| Total Fund Balance | | 251,900.80 | 251,900.80 |
| Beginning Fund Balance | | 251,900.80 | 251,900.80 |
| Net of Revenues VS Expenditures - 14-15 | | | 10,030.74 |
| *14-15 End FB/15-16 Beg FB | | 261,931.54 | |
| Net of Revenues VS Expenditures - Current Year | | 2,638.62 | 3,533.02 |
| Ending Fund Balance | | 254,539.42 | 265,464.56 |
| Total Liabilities And Fund Balance | | 254,539.42 | 265,464.56 |

* Year Not Closed

Fund 202 MAJOR STREETS

| GL Number | Description | PERIOD ENDED 11/30/2014 | PERIOD ENDED 11/30/2015 |
|---|--------------------------------|----------------------------|----------------------------|
| *** Assets *** | | | |
| 202-000.000-001.000 | CASH | (182,838.09) | 3,807.99 |
| 202-000.000-003.000 | REPURCHASE AGREEMENTS | 75,000.00 | 165,000.00 |
| 202-000.000-045.000 | SPECIAL ASSESSMENTS RECEIVABLE | 3,782.90 | 2,837.15 |
| 202-000.000-079.000 | DUE FROM FEDERAL GOVERNMENT | 0.00 | 24,447.49 |
| 202-000.000-123.000 | PREPAID EXPENSES | 0.00 | 2,431.24 |
| Total Assets | | (104,055.19) | 198,523.87 |
| *** Liabilities *** | | | |
| 202-000.000-339.000 | DEFERRED REVENUES | 3,782.90 | 2,837.15 |
| Total Liabilities | | 3,782.90 | 2,837.15 |
| *** Fund Balance *** | | | |
| 202-000.000-391.000 | FISCAL FUND BALANCE | 147,303.25 | 147,303.25 |
| Total Fund Balance | | 147,303.25 | 147,303.25 |
| Beginning Fund Balance | | 147,303.25 | 147,303.25 |
| Net of Revenues VS Expenditures - 14-15 | | | 67,452.71 |
| *14-15 End FB/15-16 Beg FB | | 214,755.96 | |
| Net of Revenues VS Expenditures - Current Year | | (255,141.34) | (19,069.24) |
| Ending Fund Balance | | (107,838.09) | 195,686.72 |
| Total Liabilities And Fund Balance | | (104,055.19) | 198,523.87 |

* Year Not Closed

Fund 203 LOCAL STS FUND

| GL Number | Description | PERIOD ENDED 11/30/2014 | PERIOD ENDED 11/30/2015 |
|---|--------------------------------|----------------------------|----------------------------|
| *** Assets *** | | | |
| 203-000.000-001.000 | CASH | 2,520.81 | 3,284.05 |
| 203-000.000-003.000 | REPURCHASE AGREEMENTS | 0.00 | 10,000.00 |
| 203-000.000-045.000 | SPECIAL ASSESSMENTS RECEIVABLE | 19,568.97 | 12,899.13 |
| 203-000.000-123.000 | PREPAID EXPENSES | 0.00 | 2,565.96 |
| Total Assets | | 22,089.78 | 28,749.14 |
| *** Liabilities *** | | | |
| 203-000.000-339.000 | DEFERRED REVENUES | 19,568.97 | 12,899.13 |
| Total Liabilities | | 19,568.97 | 12,899.13 |
| *** Fund Balance *** | | | |
| 203-000.000-391.000 | FISCAL FUND BALANCE | 29,798.84 | 29,798.84 |
| Total Fund Balance | | 29,798.84 | 29,798.84 |
| Beginning Fund Balance | | 29,798.84 | 29,798.84 |
| Net of Revenues VS Expenditures - 14-15 | | | 4,308.53 |
| *14-15 End FB/15-16 Beg FB | | 34,107.37 | |
| Net of Revenues VS Expenditures - Current Year | | (27,278.03) | (18,257.36) |
| Ending Fund Balance | | 2,520.81 | 15,850.01 |
| Total Liabilities And Fund Balance | | 22,089.78 | 28,749.14 |

* Year Not Closed

Fund 206 FIRE FUND

| GL Number | Description | PERIOD ENDED 11/30/2014 | PERIOD ENDED 11/30/2015 |
|---|--------------------------------------|----------------------------|----------------------------|
| *** Assets *** | | | |
| 206-000.000-001.000 | CASH | 9,434.81 | 10,712.33 |
| 206-000.000-003.000 | REPURCHASE AGREEMENTS | 125,000.00 | 135,000.00 |
| 206-000.000-040.000 | ACCOUNTS RECEIVABLE | (2,017.50) | 3,740.75 |
| 206-000.000-043.001 | ALLOWANCE FOR UNCOLLECTIBLE ACCOUNTS | 1,305.50 | 227.00 |
| 206-000.000-111.000 | INVENTORY | 1,643.26 | 1,643.26 |
| 206-000.000-123.000 | PREPAID EXPENSES | 0.00 | 17,697.47 |
| Total Assets | | 135,366.07 | 169,020.81 |
| *** Liabilities *** | | | |
| 206-000.000-339.000 | DEFERRED REVENUES | 90,357.43 | 83,217.50 |
| Total Liabilities | | 90,357.43 | 83,217.50 |
| *** Fund Balance *** | | | |
| 206-000.000-391.000 | FISCAL FUND BALANCE | 114,514.04 | 114,514.04 |
| Total Fund Balance | | 114,514.04 | 114,514.04 |
| Beginning Fund Balance | | 114,514.04 | 114,514.04 |
| Net of Revenues VS Expenditures - 14-15 | | | 73,117.45 |
| *14-15 End FB/15-16 Beg FB | | 187,631.49 | |
| Net of Revenues VS Expenditures - Current Year | | (69,505.40) | (101,828.18) |
| Ending Fund Balance | | 45,008.64 | 85,803.31 |
| Total Liabilities And Fund Balance | | 135,366.07 | 169,020.81 |

* Year Not Closed

Fund 208 PARKS AND RECREATION

| GL Number | Description | PERIOD ENDED 11/30/2014 | PERIOD ENDED 11/30/2015 |
|---|------------------------------------|----------------------------|----------------------------|
| *** Assets *** | | | |
| 208-000.000-001.000 | CASH | 45,462.38 | 19,775.27 |
| 208-000.000-001.800 | CASH HELD BY MMCAA - DEPOT PROJECT | 72,287.31 | 120,013.63 |
| 208-000.000-040.000 | ACCOUNTS RECEIVABLE | 1,360.00 | 0.00 |
| 208-000.000-045.000 | SPECIAL ASSESSMENTS RECEIVABLE | 42,680.00 | 21,340.00 |
| 208-000.000-123.000 | PREPAID EXPENDITURES | 0.00 | 5,507.58 |
| Total Assets | | 161,789.69 | 166,636.48 |
| *** Liabilities *** | | | |
| 208-000.000-222.001 | DUE TO CLARE COUNTY - FLAG PROJECT | 0.00 | 680.00 |
| 208-000.000-283.000 | DEPOSITS PAYABLE - PARK RENTALS | 0.00 | 225.00 |
| 208-000.000-339.000 | DEFERRED REVENUES | 42,680.00 | 21,340.00 |
| Total Liabilities | | 42,680.00 | 22,245.00 |
| *** Fund Balance *** | | | |
| 208-000.000-390.000 | FUND BALANCE | 92,293.27 | 92,293.27 |
| Total Fund Balance | | 92,293.27 | 92,293.27 |
| Beginning Fund Balance | | 92,293.27 | 92,293.27 |
| Net of Revenues VS Expenditures - 14-15 | | | |
| *14-15 End FB/15-16 Beg FB | | 142,402.22 | 50,108.95 |
| Net of Revenues VS Expenditures - Current Year | | 26,816.42 | 1,989.26 |
| Ending Fund Balance | | 119,109.69 | 144,391.48 |
| Total Liabilities And Fund Balance | | 161,789.69 | 166,636.48 |

* Year Not Closed

Fund 210 DDA(DOWNTOWN DVLPMT AUTHORITY)

| GL Number | Description | PERIOD ENDED 11/30/2014 | PERIOD ENDED 11/30/2015 |
|---|---------------------|----------------------------|----------------------------|
| *** Assets *** | | | |
| 210-000.000-001.000 | CASH | 59,173.36 | 66,420.92 |
| 210-000.000-040.000 | ACCOUNTS RECEIVABLE | 2,768.96 | 0.00 |
| Total Assets | | 61,942.32 | 66,420.92 |
| *** Liabilities *** | | | |
| Total Liabilities | | 0.00 | 0.00 |
| *** Fund Balance *** | | | |
| 210-000.000-391.000 | FISCAL FUND BALANCE | 16,892.82 | 16,892.82 |
| Total Fund Balance | | 16,892.82 | 16,892.82 |
| Beginning Fund Balance | | 16,892.82 | 16,892.82 |
| Net of Revenues VS Expenditures - 14-15 | | | 14,315.34 |
| *14-15 End FB/15-16 Beg FB | | 31,208.16 | |
| Net of Revenues VS Expenditures - Current Year | | 45,049.50 | 35,212.76 |
| Ending Fund Balance | | 61,942.32 | 66,420.92 |
| Total Liabilities And Fund Balance | | 61,942.32 | 66,420.92 |

* Year Not Closed

Fund 211 SIDEWALK REPLACEMENT FUND

| GL Number | Description | PERIOD ENDED 11/30/2014 | PERIOD ENDED 11/30/2015 |
|---|----------------------|----------------------------|----------------------------|
| *** Assets *** | | | |
| 211-000.000-001.000 | CASH | 2,032.74 | 668.34 |
| 211-000.000-123.000 | PREPAID EXPENDITURES | 0.00 | 169.18 |
| Total Assets | | 2,032.74 | 837.52 |
| *** Liabilities *** | | | |
| Total Liabilities | | 0.00 | 0.00 |
| *** Fund Balance *** | | | |
| 211-000.000-390.000 | FUND BALANCE | 2,031.88 | 2,031.88 |
| Total Fund Balance | | 2,031.88 | 2,031.88 |
| Beginning Fund Balance | | 2,031.88 | 2,031.88 |
| Net of Revenues VS Expenditures - 14-15 | | | 1.95 |
| *14-15 End FB/15-16 Beg FB | | 2,033.83 | |
| Net of Revenues VS Expenditures - Current Year | | 0.86 | (1,196.31) |
| Ending Fund Balance | | 2,032.74 | 837.52 |
| Total Liabilities And Fund Balance | | 2,032.74 | 837.52 |

* Year Not Closed

Fund 243 BROWNFIELD REDEVELOPMENT AUTHORITY FUND

| GL Number | Description | PERIOD ENDED 11/30/2014 | PERIOD ENDED 11/30/2015 |
|---|--------------|----------------------------|----------------------------|
| *** Assets *** | | | |
| 243-000.000-001.000 | CASH | 4,585.22 | 4,589.10 |
| Total Assets | | 4,585.22 | 4,589.10 |
| *** Liabilities *** | | | |
| Total Liabilities | | 0.00 | 0.00 |
| *** Fund Balance *** | | | |
| 243-000.000-390.000 | FUND BALANCE | 4,583.30 | 4,583.30 |
| Total Fund Balance | | 4,583.30 | 4,583.30 |
| Beginning Fund Balance | | 4,583.30 | 4,583.30 |
| Net of Revenues VS Expenditures - 14-15 | | | 4.39 |
| *14-15 End FB/15-16 Beg FB | | 4,587.69 | |
| Net of Revenues VS Expenditures - Current Year | | 1.92 | 1.41 |
| Ending Fund Balance | | 4,585.22 | 4,589.10 |
| Total Liabilities And Fund Balance | | 4,585.22 | 4,589.10 |

* Year Not Closed

Fund 265 DRUG LAW ENFORCEMENT FUND

| GL Number | Description | PERIOD ENDED 11/30/2014 | PERIOD ENDED 11/30/2015 |
|---|--------------|----------------------------|----------------------------|
| *** Assets *** | | | |
| 265-000.000-001.000 | CASH | 77.43 | (839.79) |
| Total Assets | | 77.43 | (839.79) |
| *** Liabilities *** | | | |
| Total Liabilities | | 0.00 | 0.00 |
| *** Fund Balance *** | | | |
| 265-000.000-390.000 | FUND BALANCE | 618.66 | 618.66 |
| Total Fund Balance | | 618.66 | 618.66 |
| Beginning Fund Balance | | 618.66 | 618.66 |
| Net of Revenues VS Expenditures - 14-15 | | | 445.02 |
| *14-15 End FB/15-16 Beg FB | | 1,063.68 | |
| Net of Revenues VS Expenditures - Current Year | | (541.23) | (1,903.47) |
| Ending Fund Balance | | 77.43 | (839.79) |
| Total Liabilities And Fund Balance | | 77.43 | (839.79) |

* Year Not Closed

Fund 590 SEWER SYSTEM FUND

| GL Number | Description | PERIOD ENDED 11/30/2014 | PERIOD ENDED 11/30/2015 |
|---|--|----------------------------|----------------------------|
| *** Assets *** | | | |
| 590-000.000-001.000 | CASH | 6,391.88 | 22,795.15 |
| 590-000.000-001.012 | CASH - 2012 USDA BOND RESERVE ACCT | 28,875.00 | 39,378.66 |
| 590-000.000-001.013 | CASH - 2012 USDA BOND RRI ACCT | 25,045.53 | 34,099.00 |
| 590-000.000-001.014 | 2014 USDA SEWER BOND PMT RESERVE ACCOUNT | 0.00 | 1,125.10 |
| 590-000.000-001.015 | 2014 USDA SEWER BOND RRI RESERVE ACCOUNT | 0.00 | 3,527.55 |
| 590-000.000-003.000 | REPURCHASE AGREEMENTS | 170,000.00 | 300,000.00 |
| 590-000.000-034.000 | A/R TO TAXES | 500.00 | 500.00 |
| 590-000.000-040.000 | ACCOUNTS RECEIVABLE | 2,678.72 | 0.00 |
| 590-000.000-043.000 | A/R UTILITIES | 57,907.80 | 58,860.67 |
| 590-000.000-043.001 | ALLOWANCE FOR UNCOLLECTIBLE ACCOUNTS | (1,800.00) | (600.00) |
| 590-000.000-045.000 | SPECIAL ASSESSMENTS RECEIVABLE | 34,137.46 | 14,836.83 |
| 590-000.000-079.000 | DUE FROM FEDERAL GOVERNMENT | 0.00 | 32,343.96 |
| 590-000.000-111.000 | INVENTORY | 52,321.45 | 48,413.97 |
| 590-000.000-123.000 | PREPAID EXPENSES | 0.00 | 12,104.91 |
| 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 | (373,855.69) | (375,722.04) |
| 590-000.000-136.000 | BUILDINGS, ADDITIONS, ETC. | 4,926,614.44 | 4,926,614.44 |
| 590-000.000-137.000 | ACCUMULATED DEPRECIATION-BUILDINGS | (3,092,695.29) | (3,204,720.86) |
| 590-000.000-138.000 | EQUIPMENT | 1,847,844.55 | 1,853,881.10 |
| 590-000.000-145.000 | ACCUMULATED DEPRECIATION - EQUIPMENT | (494,794.83) | (551,809.26) |
| 590-000.000-146.000 | OFFICE EQUIPMENT AND FURNITURE | 17,002.77 | 17,002.77 |
| 590-000.000-147.000 | ACCUMULATED DEPR. - OFFICE EQUIPMENT | (17,002.77) | (17,002.77) |
| 590-000.000-154.001 | SEWER SYSTEM - LAGOONS | 1,412,188.64 | 1,424,188.64 |
| 590-000.000-154.002 | SEWER SYSTEM - COLLECTION | 3,404,716.03 | 3,412,839.03 |
| 590-000.000-155.000 | ACCUMULATED DEPR. - SEWER SYSTEM | (2,504,614.92) | (2,626,234.93) |
| 590-000.000-158.000 | CONSTRUCTION IN PROGRESS | 186,746.02 | 1,418,388.55 |
| Total Assets | | 6,111,479.66 | 7,268,083.34 |
| *** Liabilities *** | | | |
| 590-000.000-202.000 | ACCTS PAYABLE | (102.17) | 53,906.60 |
| 590-000.000-256.000 | ACCRUED INT PAYABLE | 13,580.64 | 13,411.26 |
| 590-000.000-276.000 | DUE TO SEWER CUSTOMERS | 1.43 | 0.00 |
| 590-000.000-285.000 | SECURITY DEPOSITS | 18,550.00 | 18,800.00 |
| 590-000.000-300.000 | WOODLAWN SEWER BONDS | 60,000.00 | 0.00 |
| 590-000.000-306.000 | 2011 USDA RURAL DEVELOPMENT BONDS | 2,519,953.69 | 2,477,953.69 |
| 590-000.000-312.000 | 2012 REFUNDING BONDS - SEWER SYSTEM | 215,000.00 | 185,000.00 |
| 590-000.000-314.000 | 2014 RURAL DEVELOPMENT BONDING | 0.00 | 331,000.00 |
| Total Liabilities | | 2,826,983.59 | 3,080,071.55 |
| *** Fund Balance *** | | | |
| 590-000.000-391.000 | NET ASSETS | 3,553,362.22 | 3,553,362.22 |
| 590-000.000-391.002 | BOND RESERVE - USDA RURAL DEVELOPMENT | 18,375.00 | 18,375.00 |
| 590-000.000-391.003 | BOND RESERVE - RURAL DEVELOPMENT - RRI | 15,837.50 | 15,837.50 |
| Total Fund Balance | | 3,587,574.72 | 3,587,574.72 |
| Beginning Fund Balance | | 3,587,574.72 | 3,587,574.72 |
| Net of Revenues VS Expenditures - 14-15 | | | 606,037.96 |
| *14-15 End FB/15-16 Beg FB | | 4,193,612.68 | |
| Net of Revenues VS Expenditures - Current Year | | (303,078.65) | (5,600.89) |
| Ending Fund Balance | | 3,284,496.07 | 4,188,011.79 |
| Total Liabilities And Fund Balance | | 6,111,479.66 | 7,268,083.34 |

* Year Not Closed

Fund 591 WATER SYSTEM FUND

| GL Number | Description | PERIOD ENDED 11/30/2014 | PERIOD ENDED 11/30/2015 |
|---|--|----------------------------|----------------------------|
| *** Assets *** | | | |
| 591-000.000-001.000 | CASH | 5,230.63 | 22,039.88 |
| 591-000.000-001.016 | 2014 USDA WATER BOND PMT RESERVE ACCOUNT | 0.00 | 1,875.15 |
| 591-000.000-001.017 | 2014 USDA WATER BOND RRI RESERVE ACCOUNT | 0.00 | 3,226.75 |
| 591-000.000-003.000 | CERTIFICATES OF DEPOSIT/ REPURCHASE AGR. | 355,000.00 | 275,000.00 |
| 591-000.000-040.000 | ACCOUNTS RECEIVABLE | 0.00 | 87.00 |
| 591-000.000-043.000 | A/R UTILITIES | 31,416.03 | 31,985.71 |
| 591-000.000-043.001 | ALLOWANCE FOR UNCOLLECTIBLE ACCOUNTS | (800.00) | (200.00) |
| 591-000.000-045.000 | SPECIAL ASSESSMENTS RECEIVABLE | 1,415.05 | 1,061.26 |
| 591-000.000-079.000 | DUE FROM FEDERAL GOVERNMENT | 0.00 | 44,818.46 |
| 591-000.000-111.000 | INVENTORY | 7,642.70 | 7,338.90 |
| 591-000.000-123.000 | PREPAID EXPENSES | 0.00 | 10,547.20 |
| 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 | (390,599.65) | (393,094.93) |
| 591-000.000-138.000 | EQUIPMENT | 17,852.84 | 17,852.84 |
| 591-000.000-145.000 | ACCUMULATED DEPR. - EQUIPMENT | (17,065.84) | (17,380.64) |
| 591-000.000-152.001 | WATER SYSTEM - WELLS | 777,007.48 | 777,007.48 |
| 591-000.000-152.003 | WATER SYSTEM - PUMPING | 45,989.93 | 45,989.93 |
| 591-000.000-152.004 | WATER SYSTEM - STANDPIPES | 973,376.91 | 973,376.91 |
| 591-000.000-152.005 | WATER SYSTEM - MAINS | 743,113.82 | 743,113.82 |
| 591-000.000-152.007 | WATER SYSTEM - TRANSMISSION | 196,972.56 | 196,972.56 |
| 591-000.000-153.000 | ACCUMULATED DEPR. WATER SYSTEM | (1,521,095.51) | (1,572,561.16) |
| 591-000.000-158.000 | CONSTRUCTION IN PROGRESS | 173,257.12 | 1,860,335.45 |
| Total Assets | | 1,895,931.31 | 3,526,609.81 |
| *** Liabilities *** | | | |
| 591-000.000-202.000 | ACCTS PAYABLE | 0.00 | 74,697.44 |
| 591-000.000-256.000 | ACCRUED INT PAYABLE | 2,340.00 | 3,715.24 |
| 591-000.000-276.000 | DUE TO WATER CUSTOMERS | 0.00 | 35.33 |
| 591-000.000-312.000 | 2012 REFUNDING BONDS - WATER SYSTEM | 210,000.00 | 190,000.00 |
| 591-000.000-314.000 | 2014 RURAL DEVELOPMENT BONDING | 0.00 | 553,000.00 |
| Total Liabilities | | 212,340.00 | 821,448.01 |
| *** Fund Balance *** | | | |
| 591-000.000-391.000 | NET ASSETS | 1,894,735.93 | 1,894,735.93 |
| Total Fund Balance | | 1,894,735.93 | 1,894,735.93 |
| Beginning Fund Balance | | 1,894,735.93 | 1,894,735.93 |
| Net of Revenues VS Expenditures - 14-15 | | | 975,120.19 |
| *14-15 End FB/15-16 Beg FB | | 2,869,856.12 | |
| Net of Revenues VS Expenditures - Current Year | | (211,144.62) | (164,694.32) |
| Ending Fund Balance | | 1,683,591.31 | 2,705,161.80 |
| Total Liabilities And Fund Balance | | 1,895,931.31 | 3,526,609.81 |

* Year Not Closed

Fund 636 DATA PROCESSING

| GL Number | Description | PERIOD ENDED 11/30/2014 | PERIOD ENDED 11/30/2015 |
|---|--------------------------------------|----------------------------|----------------------------|
| *** Assets *** | | | |
| 636-000.000-001.000 | CASH | 8,931.17 | 4,535.03 |
| 636-000.000-123.000 | PREPAID EXPENSES | 0.00 | 1,074.23 |
| 636-000.000-146.000 | OFFICE EQUIPMENT AND FURNITURE | 371,414.32 | 385,830.41 |
| 636-000.000-147.000 | ACCUMULATED DEPR. - OFFICE EQUIPMENT | (326,850.59) | (339,885.42) |
| Total Assets | | 53,494.90 | 51,554.25 |
| *** Liabilities *** | | | |
| Total Liabilities | | 0.00 | 0.00 |
| *** Fund Balance *** | | | |
| 636-000.000-391.000 | NET ASSETS | 62,636.62 | 62,636.62 |
| Total Fund Balance | | 62,636.62 | 62,636.62 |
| Beginning Fund Balance | | 62,636.62 | 62,636.62 |
| Net of Revenues VS Expenditures - 14-15 | | | 2,471.37 |
| *14-15 End FB/15-16 Beg FB | | 65,107.99 | |
| Net of Revenues VS Expenditures - Current Year | | (9,141.72) | (13,553.74) |
| Ending Fund Balance | | 53,494.90 | 51,554.25 |
| Total Liabilities And Fund Balance | | 53,494.90 | 51,554.25 |

* Year Not Closed

Fund 641 MOBILE EQUIPMENT

| GL Number | Description | PERIOD ENDED 11/30/2014 | PERIOD ENDED 11/30/2015 |
|---|--------------------------------------|----------------------------|----------------------------|
| *** Assets *** | | | |
| 641-000.000-001.000 | CASH | 18,109.65 | 1,677.74 |
| 641-000.000-043.000 | A/R UTILITIES | 1,183.18 | 1,108.67 |
| 641-000.000-043.001 | ALLOWANCE FOR UNCOLLECTIBLE ACCOUNTS | (100.00) | (50.00) |
| 641-000.000-109.000 | INVENTORY - STREET ROAD SALT | 4,338.08 | 7,858.56 |
| 641-000.000-109.001 | INVENTORY - STREET COLD PATCH | 291.51 | 200.25 |
| 641-000.000-111.000 | INVENTORY | 33,116.73 | 35,713.65 |
| 641-000.000-123.000 | PREPAID EXPENSES | 0.00 | 12,497.84 |
| 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 | (408,796.20) | (431,188.16) |
| 641-000.000-138.000 | EQUIPMENT | 567,530.14 | 567,530.14 |
| 641-000.000-139.000 | OTHER EQUIPMENT | 16,787.52 | 16,787.52 |
| 641-000.000-145.000 | ACCUMULATED DEPR. - EQUIPMENT | (569,463.61) | (578,139.95) |
| 641-000.000-148.000 | VEHICLES - DPW | 1,018,563.19 | 1,050,144.39 |
| 641-000.000-148.001 | VEHICLES - POLICE | 136,066.99 | 136,066.99 |
| 641-000.000-149.000 | ACCUMULATED DEPRECIATION - VEHICLES | (837,464.37) | (897,742.99) |
| Total Assets | | 732,445.93 | 674,747.77 |
| *** Liabilities *** | | | |
| 641-000.000-276.000 | DUE TO UTILITY CUSTOMERS | 19.17 | 19.08 |
| Total Liabilities | | 19.17 | 19.08 |
| *** Fund Balance *** | | | |
| 641-000.000-391.000 | NET ASSETS | 726,333.11 | 726,333.11 |
| Total Fund Balance | | 726,333.11 | 726,333.11 |
| Beginning Fund Balance | | 726,333.11 | 726,333.11 |
| Net of Revenues VS Expenditures - 14-15 | | | (40,560.42) |
| *14-15 End FB/15-16 Beg FB | | 685,772.69 | |
| Net of Revenues VS Expenditures - Current Year | | 6,093.65 | (11,044.00) |
| Ending Fund Balance | | 732,426.76 | 674,728.69 |
| Total Liabilities And Fund Balance | | 732,445.93 | 674,747.77 |

* Year Not Closed

Fund 701 GENERAL AGENCY FUND

| GL Number | Description | PERIOD ENDED 11/30/2014 | PERIOD ENDED 11/30/2015 |
|---|----------------------------------|----------------------------|----------------------------|
| *** Assets *** | | | |
| 701-000.000-001.000 | CASH | 8,295.00 | 0.00 |
| Total Assets | | 8,295.00 | 0.00 |
| *** Liabilities *** | | | |
| 701-000.000-206.000 | FIRE INSURANCE SETTLEMENT ESCROW | 8,295.00 | 0.00 |
| Total Liabilities | | 8,295.00 | 0.00 |
| Beginning Fund Balance | | 0.00 | 0.00 |
| Net of Revenues VS Expenditures - 14-15 | | | 0.00 |
| *14-15 End FB/15-16 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 | | 8,295.00 | 0.00 |

* Year Not Closed

Fund 703 PROPERTY TAX FUND

| GL Number | Description | PERIOD ENDED 11/30/2014 | PERIOD ENDED 11/30/2015 |
|---|-------------------------------|----------------------------|----------------------------|
| *** Assets *** | | | |
| 703-000.000-001.000 | CASH | 3,987.25 | 4,517.27 |
| 703-000.000-018.000 | TAXES RECEIVABLE - SUMMER | 227,004.34 | 231,558.31 |
| 703-000.000-019.000 | TAXES RECEIVABLE - WINTER | 0.00 | (23,236.67) |
| Total Assets | | 230,991.59 | 212,838.91 |
| *** Liabilities *** | | | |
| 703-000.000-214.101 | DUE TO GENERAL FUND | 137,755.72 | 130,290.91 |
| 703-000.000-214.202 | DUE TO MAJOR STREET FUND | 416.55 | (0.85) |
| 703-000.000-214.203 | DUE TO LOCAL STREET FUND | 6,939.28 | 2,214.93 |
| 703-000.000-214.208 | DUE TO PARKS FUND | 6,412.86 | 5,933.15 |
| 703-000.000-214.590 | DUE TO SEWER FUND | 3,171.57 | 249.57 |
| 703-000.000-214.591 | DUE TO WATER FUND | 106.94 | 127.70 |
| 703-000.000-214.641 | DUE TO MOBILE EQUIPMENT | 19.00 | 9.27 |
| 703-000.000-215.001 | DUE TO COMPONENT UNIT - DDA | 1,698.21 | 2,679.27 |
| 703-000.000-222.001 | DUE TO CLARE COUNTY | 56,775.88 | 55,004.76 |
| 703-000.000-222.002 | DUE TO ISABELLA COUNTY | 11,526.01 | 10,000.12 |
| 703-000.000-223.000 | DUE TO LIBRARY - PMDL | 6,169.57 | 5,825.82 |
| 703-000.000-274.000 | UNDISTRIBUTED TAX COLLECTIONS | 0.00 | 504.26 |
| Total Liabilities | | 230,991.59 | 212,838.91 |
| *** Fund Balance *** | | | |
| Total Fund Balance | | 0.00 | 0.00 |
| Beginning Fund Balance | | 0.00 | 0.00 |
| Net of Revenues VS Expenditures - 14-15 | | | 0.00 |
| *14-15 End FB/15-16 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 | | 230,991.59 | 212,838.91 |

* Year Not Closed

Fund 704 IMPREST PAYROLL FUND

| GL Number | Description | PERIOD ENDED 11/30/2014 | PERIOD ENDED 11/30/2015 |
|---|----------------------------------|----------------------------|----------------------------|
| *** Assets *** | | | |
| 704-000.000-001.000 | CASH | (2,948.20) | (1,151.54) |
| 704-000.000-040.000 | ACCOUNTS RECEIVABLE | 0.00 | (691.22) |
| Total Assets | | (2,948.20) | (1,842.76) |
| *** Liabilities *** | | | |
| 704-000.000-228.000 | DUE TO STATE OF MICHIGAN | 4,425.19 | 4,509.55 |
| 704-000.000-231.001 | AFLAC PAYABLE | (495.26) | 30.94 |
| 704-000.000-231.002 | MERS PAYABLE | 22,186.47 | 25,289.81 |
| 704-000.000-231.003 | BLUE CROSS PAYABLE | (29,121.28) | (2,504.99) |
| 704-000.000-231.005 | TEAMSTERS PAYABLE | (617.00) | (29,841.75) |
| 704-000.000-231.015 | DEFERRED COMP PAYABLE - MERS 457 | 673.68 | 673.68 |
| Total Liabilities | | (2,948.20) | (1,842.76) |
| Beginning Fund Balance | | 0.00 | 0.00 |
| Net of Revenues VS Expenditures - 14-15 | | 0.00 | 0.00 |
| *14-15 End FB/15-16 Beg FB | | 0.00 | 0.00 |
| Net of Revenues VS Expenditures - Current Year | | 0.00 | 0.00 |
| Ending Fund Balance | | 0.00 | 0.00 |
| Total Liabilities And Fund Balance | | (2,948.20) | (1,842.76) |

* Year Not Closed

Fund 765 HATTON TOWNSHIP LANDFILL TRUST FUND

| GL Number | Description | PERIOD ENDED 11/30/2014 | PERIOD ENDED 11/30/2015 |
|---|-------------------------|----------------------------|----------------------------|
| *** Assets *** | | | |
| 765-000.000-003.000 | CERTIFICATES OF DEPOSIT | 209,665.58 | 210,505.79 |
| Total Assets | | 209,665.58 | 210,505.79 |
| *** Liabilities *** | | | |
| Total Liabilities | | 0.00 | 0.00 |
| *** Fund Balance *** | | | |
| 765-000.000-390.000 | FUND BALANCE | 209,665.58 | 209,665.58 |
| Total Fund Balance | | 209,665.58 | 209,665.58 |
| Beginning Fund Balance | | 209,665.58 | 209,665.58 |
| Net of Revenues VS Expenditures - 14-15 | | | 840.21 |
| *14-15 End FB/15-16 Beg FB | | 210,505.79 | |
| Net of Revenues VS Expenditures - Current Year | | 0.00 | 0.00 |
| Ending Fund Balance | | 209,665.58 | 210,505.79 |
| Total Liabilities And Fund Balance | | 209,665.58 | 210,505.79 |

* Year Not Closed

Fund 901 GENERAL FIXED ASSETS

| GL Number | Description | PERIOD ENDED 11/30/2014 | PERIOD ENDED 11/30/2015 |
|---|--|----------------------------|----------------------------|
| *** Assets *** | | | |
| 901-000.000-130.101 | LAND - GFA, GENERAL FUND | 3,416,899.83 | 3,333,874.88 |
| 901-000.000-130.206 | LAND - GFA, FIRE DEPARTMENT | 5,675.00 | 5,675.00 |
| 901-000.000-130.208 | LAND - GFA, PARKS & RECREATION | 936,849.24 | 936,849.24 |
| 901-000.000-130.210 | LAND - DDA | 108,126.20 | 108,126.20 |
| 901-000.000-132.101 | LAND IMPROVEMENTS - GFA, GENERAL FUND | 43,343.05 | 43,343.05 |
| 901-000.000-132.202 | ROAD IMPROVEMENTS - MAJOR STREETS | 74,248.40 | 82,738.71 |
| 901-000.000-132.203 | ROAD IMPROVEMENTS - LOCAL STREETS | 483,707.18 | 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 | (274,675.29) | (352,161.43) |
| 901-000.000-133.210 | ACCUM DEPR - LAND IMPROV - DDA | (171,344.63) | (193,444.40) |
| 901-000.000-133.214 | ACCUM DEPR - LAND IMPROV - LDFA | (20,201.09) | (24,347.73) |
| 901-000.000-136.101 | BUILDINGS, ETC. - GFA, GENERAL FUND | 1,746,144.62 | 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 | (969,017.27) | (1,040,610.53) |
| 901-000.000-138.101 | EQUIPMENT - GFA, GENERAL FUND | 200,128.59 | 200,128.59 |
| 901-000.000-138.206 | EQUIPMENT - GFA, FIRE DEPARTMENT | 597,062.88 | 617,624.64 |
| 901-000.000-138.208 | EQUIPMENT - GFA, PARKS & RECREATION | 114,322.77 | 114,322.77 |
| 901-000.000-138.210 | EQUIPMENT - DDA | 138,200.00 | 138,200.00 |
| 901-000.000-138.500 | ACCUMULATED DEPRECIATION-EQUIPMENT | (582,943.57) | (636,979.95) |
| 901-000.000-139.210 | ACCUM DEPR - EQUIP (DDA) | (138,200.00) | (138,200.00) |
| 901-000.000-146.206 | OFFICE EQUIPMENT - GFA, FIRE DEPARTMENT | 1,269.00 | 1,269.00 |
| 901-000.000-147.000 | ACCUMULATED DEPR. - OFFICE EQUIPMENT | (1,078.65) | (1,205.55) |
| 901-000.000-148.206 | VEHICLES - FIRE DEPARTMENT | 1,012,553.78 | 1,012,553.78 |
| 901-000.000-149.000 | ACCUMULATED DEPRECIATION - VEHICLES | (691,475.71) | (755,070.17) |
| 901-000.000-158.000 | CONSTRUCTION IN PROGRESS | 571,704.65 | 2,239,472.67 |
| Total Assets | | 9,322,424.63 | 10,717,276.13 |
| *** Liabilities *** | | | |
| Total Liabilities | | 0.00 | 0.00 |
| *** Fund Balance *** | | | |
| 901-000.000-130.399 | INVESTMENT IN LAND | 4,467,550.27 | 4,384,525.32 |
| 901-000.000-132.399 | INVESTMENT IN LAND IMPROVEMENTS | 2,457,169.96 | 4,053,270.02 |
| 901-000.000-136.399 | INVESTMENT IN BUILDINGS, ETC. | 1,747,865.31 | 1,726,837.68 |
| 901-000.000-138.399 | INVESTMENT IN EQUIPMENT | 328,570.67 | 295,096.05 |
| 901-000.000-146.399 | INVESTMENT IN OFFICE EQUIPMENT&FURNITURE | 190.35 | 63.45 |
| 901-000.000-148.399 | INVESTMENT IN VEHICLES | 321,078.07 | 257,483.61 |
| Total Fund Balance | | 9,322,424.63 | 10,717,276.13 |
| Beginning Fund Balance | | 9,322,424.63 | 10,717,276.13 |
| Net of Revenues VS Expenditures - 14-15 | | | 0.00 |
| Fund Balance Adjustments - 14-15 | | 1,394,851.50 | |
| *14-15 End FB/15-16 Beg FB | | 10,717,276.13 | |
| Net of Revenues VS Expenditures - Current Year | | 0.00 | 0.00 |
| Fund Balance Adjustments | | 1,394,851.50 | 0.00 |
| Ending Fund Balance | | 10,717,276.13 | 10,717,276.13 |
| Total Liabilities And Fund Balance | | 9,322,424.63 | 10,717,276.13 |

* Year Not Closed

Fund 902 GENERAL LONG-TERM DEBT

| GL Number | Description | PERIOD ENDED 11/30/2014 | PERIOD ENDED 11/30/2015 |
|---|--|----------------------------|----------------------------|
| *** 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 | 13,537.36 | 15,061.49 |
| 902-000.000-256.210 | ACCRUED INT PAYABLE | 2,343.17 | 2,187.92 |
| 902-000.000-304.000 | MMCAA INSTALLMENT LOAN | 85,713.11 | 75,712.03 |
| 902-000.000-306.001 | 2006 DDA BOND | 325,000.00 | 302,000.00 |
| 902-000.000-312.000 | 2012 REFUNDING BONDS -PUBLIC SAFETY BLDG | 655,000.00 | 620,000.00 |
| 902-000.000-313.000 | SOCCER COMPLEX LOAN PAYABLE | 154,502.06 | 139,100.68 |
| 902-000.000-315.000 | NORTH INFRASTRUCTURE DEBT | 0.00 | 331,992.66 |
| Total Liabilities | | 1,236,095.70 | 1,486,054.78 |
| *** Fund Balance *** | | | |
| 902-000.000-391.000 | FISCAL FUND BALANCE | 276,904.30 | 276,904.30 |
| Total Fund Balance | | 276,904.30 | 276,904.30 |
| Beginning Fund Balance | | 276,904.30 | 276,904.30 |
| Net of Revenues VS Expenditures - 14-15 | | | (249,959.08) |
| *14-15 End FB/15-16 Beg FB | | 26,945.22 | |
| Net of Revenues VS Expenditures - Current Year | | 0.00 | 0.00 |
| Ending Fund Balance | | 276,904.30 | 26,945.22 |
| Total Liabilities And Fund Balance | | 1,513,000.00 | 1,513,000.00 |

* Year Not Closed

Fund 934 GASB ACCRUALS

| GL Number | Description | PERIOD ENDED 11/30/2014 | PERIOD ENDED 11/30/2015 |
|---|----------------------------|----------------------------|----------------------------|
| *** Assets *** | | | |
| 934-000.000-084.000 | DUE FROM GOVT ACTIVITIES | 251,703.00 | 251,703.00 |
| Total Assets | | 251,703.00 | 251,703.00 |
| *** Liabilities *** | | | |
| 934-000.000-214.000 | DUE TO BUS TYPE ACTIVITIES | 251,703.00 | 251,703.00 |
| 934-000.000-339.000 | DEFERRED REVENUES | (66,032.00) | (66,032.00) |
| Total Liabilities | | 185,671.00 | 185,671.00 |
| *** Fund Balance *** | | | |
| 934-000.000-390.000 | FUND BALANCE | (179,556.00) | (179,556.00) |
| 934-000.000-391.000 | FISCAL FUND BALANCE | 245,588.00 | 245,588.00 |
| Total Fund Balance | | 66,032.00 | 66,032.00 |
| Beginning Fund Balance | | 66,032.00 | 66,032.00 |
| Net of Revenues VS Expenditures - 14-15 | | | 0.00 |
| *14-15 End FB/15-16 Beg FB | | 66,032.00 | |
| Net of Revenues VS Expenditures - Current Year | | 0.00 | 0.00 |
| Ending Fund Balance | | 66,032.00 | 66,032.00 |
| Total Liabilities And Fund Balance | | 251,703.00 | 251,703.00 |

* Year Not Closed

City of Clare

Utility Billing System Reports

Prepared as of

November 30, 2015

NOVEMBER 2015 RECONCILIATION REPORT

Balance Manager

Receivable balance as of today: 145,775.05
 Past due balance as of today: 18,272.19

Options Excel Exports

Details

Posting Date Selection

Posting From: 11/01/2015 Starting Balance: \$96,324.28
 Posting To: 11/30/2015 Days end Balance: \$106,987.97
 Transaction Total: \$10,663.69

Use Account Filter
 Set Account Range

Manually Refresh Data
 Refresh Data

Receivables History Transactions Journal Entries

Receivable Date: 'Posting To' receivable balance

| Bill Item | Billing Balance | Sales Tax Balance | Penalty Balance | Interest Balance | Total Due |
|----------------------|---------------------|-------------------|-----------------|------------------|---------------------|
| Sewer | \$58,438.00 | \$0.00 | \$422.67 | \$0.00 | \$58,860.67 |
| Water | \$31,184.16 | \$0.00 | \$235.33 | \$0.00 | \$31,419.49 |
| Garbage | \$14,841.69 | \$0.00 | \$191.23 | \$0.00 | \$15,032.92 |
| Meter Fee | \$1,095.03 | \$0.00 | \$13.64 | \$0.00 | \$1,108.67 |
| Water (Sprinklers) | \$348.60 | \$0.00 | \$0.00 | \$0.00 | \$348.60 |
| TURN ON FEE | \$159.85 | \$0.00 | \$2.50 | \$0.00 | \$162.35 |
| CROSS CONNECT INSPEC | \$54.47 | \$0.00 | \$0.80 | \$0.00 | \$55.27 |
| DEPOSIT REQUIRED | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| BUY-IN & METER | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| Cross Connect Fee | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| DEP POSTED | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| GARBAGE ADJUSTMENT | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| Totals: | \$106,121.80 | \$0.00 | \$866.17 | \$0.00 | \$106,987.97 |

Close

NOVEMBER 2015

| | <u>Starting Balance</u> | <u>Ending Balance</u> |
|-------------------|-------------------------|-----------------------|
| <i>WATER</i> | \$29,028.86 | \$31,985.71 |
| <i>SEWER</i> | \$51,247.91 | \$58,860.67 |
| <i>GARBAGE</i> | \$14,916.95 | \$15,032.92 |
| <i>METER FEES</i> | \$1,130.56 | \$1,108.67 |
| <i>TOTAL</i> | \$96,324.28 | \$106,987.97 |

Aged Accounts Receivable by Date

Thursday, December 17, 2015

Receivable Date: 11/30/2015

| Location ID | Status | Customer Name | | | | | 1/274 | |
|---------------------|----------------|-------------------------|---------------|---------------|---------------|---------------|---------------|--|
| Account Number | Parcel Number | Service Address | | | | | | |
| Bill Item Name | Non Delq | < 30 Days | 30 Days | 60 Days | 90 Days | 180+ Days | Total Due | |
| 4THE-000208-0005-20 | Inactive-Paid | TIGNER, JEREMY | | | | | | |
| | | 208 E -1/2 FOURTH | | | | | | |
| Garbage | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | |
| Meter Fee | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | |
| Sewer | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | |
| Water | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | |
| | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | |
| 4THE-000208-0005-10 | Inactive-Paid | JOHNSON, DARIAN | | | | | | |
| | | 208 E -1/2 FOURTH | | | | | | |
| Garbage | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | |
| Meter Fee | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | |
| Sewer | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | |
| Water | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | |
| | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | |
| 4THE-000208-0005-00 | Inactive-Paid | WARREN, LAURA | | | | | | |
| 0000407300 | | 208 E -1/2 FOURTH | | | | | | |
| Garbage | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | |
| Meter Fee | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | |
| Sewer | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | |
| Water | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | |
| | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | |
| 4THE-000208-0005-30 | Inactive-Paid | PIERCE, NICHOLAS | | | | | | |
| | | 208 E -1/2 FOURTH | | | | | | |
| DEP POSTED | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | |
| Garbage | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | |
| Meter Fee | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | |
| Sewer | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | |
| Water | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | |
| | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | |
| 4THE-000208-0005-40 | Inactive-Paid | FLACHS, JENNIFER | | | | | | |
| | | 208 E -1/2 FOURTH | | | | | | |
| DEP POSTED | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | |
| Garbage | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | |
| Meter Fee | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | |
| Sewer | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | |
| Water | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | |
| | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | |
| RBW2-000605-5000-00 | Inactive-Paid | MAXWELL, WILLIAM | | | | | | |
| 0000464300 | 051-640-012-01 | 605 S -1/2 RAINBOW DR | | | | | | |
| Garbage | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | |
| Meter Fee | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | |
| Sewer | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | |
| Water | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | |
| | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | |
| RBW2-000605-5000-10 | Active | LUTHER, DAVID & CYNTHIA | | | | | | |
| 0000464300 | 051-640-012-01 | 605 S -1/2 RAINBOW DR | | | | | | |
| Garbage | \$18.78 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$18.78 | |

Billing Transaction Totals

| Billing Item | Non Delq | < 30 Days | 30 Days | 60 Days | 90 Days | 180+ Days | Total Due |
|----------------------|-------------|-------------|-----------|------------|----------|-----------|--------------|
| Garbage | \$12,285.67 | \$2,127.64 | \$0.00 | \$288.18 | \$140.20 | \$0.00 | \$14,841.69 |
| Meter Fee | \$897.83 | \$157.87 | \$0.00 | \$26.83 | \$11.25 | \$1.25 | \$1,095.03 |
| Sewer | \$52,055.23 | \$5,658.83 | \$0.00 | \$591.23 | \$111.78 | \$20.93 | \$58,438.00 |
| Water | \$27,795.44 | \$3,046.98 | \$0.00 | \$296.43 | \$42.49 | \$2.82 | \$31,184.16 |
| DEP POSTED | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| Water (Sprinklers) | \$348.60 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$348.60 |
| CROSS CONNECT INSPEC | \$44.47 | \$6.00 | \$0.00 | \$3.00 | \$1.00 | \$0.00 | \$54.47 |
| WATER SP BASE FEE | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| SEWER ADJUST | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| TURN ON FEE | \$50.00 | \$130.14 | (\$25.00) | \$4.71 | \$0.00 | \$0.00 | \$159.85 |
| NSF | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| | \$93,477.24 | \$11,127.46 | (\$25.00) | \$1,210.38 | \$306.72 | \$25.00 | \$106,121.80 |

Sales Tax Transaction Totals

| Billing Item | Non Delq | < 30 Days | 30 Days | 60 Days | 90 Days | 180+ Days | Total Due |
|----------------------|----------|-----------|---------|---------|---------|-----------|-----------|
| Garbage | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| Meter Fee | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| Sewer | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| Water | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| DEP POSTED | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| Water (Sprinklers) | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| CROSS CONNECT INSPEC | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| WATER SP BASE FEE | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| SEWER ADJUST | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| TURN ON FEE | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| NSF | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |

Penalty Transaction Totals

| Billing Item | Non Delq | < 30 Days | 30 Days | 60 Days | 90 Days | 180+ Days | Total Due |
|----------------------|----------|-----------|---------|---------|---------|-----------|-----------|
| Garbage | \$0.00 | \$174.31 | \$13.16 | \$1.88 | \$1.88 | \$0.00 | \$191.23 |
| Meter Fee | \$0.00 | \$12.47 | \$1.17 | \$0.00 | \$0.00 | \$0.00 | \$13.64 |
| Sewer | \$0.00 | \$399.81 | \$22.86 | \$0.00 | \$0.00 | \$0.00 | \$422.67 |
| Water | \$0.00 | \$222.89 | \$12.44 | \$0.00 | \$0.00 | \$0.00 | \$235.33 |
| DEP POSTED | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| Water (Sprinklers) | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| CROSS CONNECT INSPEC | \$0.00 | \$0.60 | \$0.20 | \$0.00 | \$0.00 | \$0.00 | \$0.80 |
| WATER SP BASE FEE | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| SEWER ADJUST | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| TURN ON FEE | \$0.00 | \$2.50 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$2.50 |
| NSF | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| | \$0.00 | \$812.58 | \$49.83 | \$1.88 | \$1.88 | \$0.00 | \$866.17 |

Interest Transaction Totals

| Billing Item | Non Delq | < 30 Days | 30 Days | 60 Days | 90 Days | 180+ Days | Total Due |
|----------------------|----------|-----------|---------|---------|---------|-----------|-----------|
| Garbage | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| Meter Fee | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| Sewer | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| Water | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| DEP POSTED | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| Water (Sprinklers) | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| CROSS CONNECT INSPEC | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| WATER SP BASE FEE | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| SEWER ADJUST | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| TURN ON FEE | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| NSF | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |

GRAND TOTAL

| Billing Item | Non Delq | < 30 Days | 30 Days | 60 Days | 90 Days | 180+ Days | Total Due |
|----------------------|-------------|-------------|-----------|------------|----------|-----------|--------------|
| Garbage | \$12,285.67 | \$2,301.95 | \$13.16 | \$290.06 | \$142.08 | \$0.00 | \$15,032.92 |
| Meter Fee | \$897.83 | \$170.34 | \$1.17 | \$26.83 | \$11.25 | \$1.25 | \$1,108.67 |
| Sewer | \$52,055.23 | \$6,058.64 | \$22.86 | \$591.23 | \$111.78 | \$20.93 | \$58,860.67 |
| Water | \$27,795.44 | \$3,269.87 | \$12.44 | \$296.43 | \$42.49 | \$2.82 | \$31,419.49 |
| DEP POSTED | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| Water (Sprinklers) | \$348.60 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$348.60 |
| CROSS CONNECT INSPEC | \$44.47 | \$6.60 | \$0.20 | \$3.00 | \$1.00 | \$0.00 | \$55.27 |
| WATER SP BASE FEE | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| SEWER ADJUST | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| TURN ON FEE | \$50.00 | \$132.64 | (\$25.00) | \$4.71 | \$0.00 | \$0.00 | \$162.35 |
| NSF | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| | \$93,477.24 | \$11,940.04 | \$24.83 | \$1,212.26 | \$308.60 | \$25.00 | \$106,987.97 |

| GL Numbers | Debit | Credit |
|---------------------|--------------|--------|
| 101-000.000-043.000 | \$15,032.92 | \$0.00 |
| 641-000.000-043.000 | \$1,108.67 | \$0.00 |
| 590-000.000-043.000 | \$58,860.67 | \$0.00 |
| 591-000.000-043.000 | \$31,985.71 | \$0.00 |
| | \$106,987.97 | \$0.00 |

“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 2015
ALAN J. JESSUP, DIRECTOR**

STREET WORK. We had our normal schedule of blading, brining, brush chipping and street sweeping. We also cold patched and did some black topping. Hot patched at water leak and storm sewer repair areas. Worked on manhole inspections for water infiltration and sucked out sanitary manholes for DEQ. Also finished sucking out hydrants. Put gravel in for Holbrook’s second driveway. Also put up a new sign at Beech and 4th Streets. We cut down 29 trees that were affected by ash borers and Consumers cut down 14. Hauled sand for salt/sand stock pile to salt barn.

WATER & SEWER WORK: Water and sewer work this month included our regular schedule of Miss Digs and meter reading and work as well as turning on and off for non-payment and washed and sucked out sewers. Water leak on Cedar by high school ¾” copper service, saw cut around the hole at water leak for new black top, and fixed a water valve at 308 W 7th Street that wasn’t broke. Called in for sanitary sewer back up and storm sewer back up. Called in at 11 p.m. for sewer. First attempt to fix hydrant on Brookwood Ave the bolts at the bottom flange were rotted. Put new bolts in it and it still leaked. Located water boxes on Brookwood for hydrant replacement and built a new fire hydrant to replace the one that was broke. Sucked out fire hydrants for the winter and put on hydrant flags. Luke Potter attended a water class for CEC’s. Hauled brown water from the iron removal tank at water treatment plant.

CEMETERY WORK: We had five (5) adult burials in the Cherry Grove Cemetery this month, as well as digging in foundations, setting and pouring foundations and general cleaning.

MISCELLANEOUS WORK: Homecoming parade and Costume parade. Worked with Joy on Spooktacular. Helped the police with the school lock down. Ran electrical and phone conduit for the depot. Painted snowboards. Hauled silt trap spoil from Shamrock and Witbeck Drive. Laid the brick down on the DDA sidewalk that was fixed.

DPW WORK: DPW work was just our normal schedule of equipment repair and maintenance this month including working on dump trucks, washing vehicles and cleaning garage. And worked on the Police dept’s sewer fan.

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

DEPARTMENT OF PUBLIC WORKS- MANHOUR (OCT. 2015)

| FUND | % OF HOURS | DEPARTMENT | October-15 | |
|----------------------|-------------|------------------------------------|-------------|-------------|
| | | | REG. | O/T |
| GENERAL FUND | 3.89% | General Fund | 47.00 | 2.00 |
| | 0.79% | DDA Cement Sidewalk | 10.00 | |
| | 10.64% | Cemetery | 133.00 | 1.00 |
| | 1.51% | Parades/Flags/Pking Lots | 19.00 | |
| | 0.08% | DDA Parking Lots | 1.00 | |
| TKLINE'S | 0.64% | Surface Maintenance | 8.00 | |
| | 3.97% | Sweeping | 50.00 | |
| | 0.64% | Snow & Ice (salt/sand pile) | 8.00 | |
| MAJOR STREETS | 4.61% | MJ STS Preservation | 56.00 | 2.00 |
| | 0.16% | MJ STS Sidewalks | 2 | |
| LOCAL STREETS | 10.64% | LO STS Preservation | 134.00 | |
| | 0.24% | LO STS Snow/Ice (not hauling snow) | 3 | |
| PARKS | 1.59% | Lake Shamrock Dam & Park work | 19.00 | 1.00 |
| SEWER | 5.76% | Collection | 68.50 | 4.00 |
| WATER | 20.56% | Distribution & Meter Mts. | 257.00 | 2.00 |
| DPW | 25.37% | DPW Admin/Bldg/Equip | 304.00 | 15.50 |
| | 8.93% | PAID TIME OFF: | 112.50 | |
| <i>1259.5</i> | 100% | TOTALS: | 1232 | 27.5 |

| FUND | % OF HOURS | DEPARTMENT | October-15 | |
|---------------------|-------------|--------------------|---------------|--------------|
| | | | REG. | O/T |
| DPW Clerical | 5.16% | Cemetery Admin | 8.8 | 1 |
| | 23.92% | Refuse Collection | 44.89 | 0.5 |
| | 4.64% | Major Sts Admin | 8.8 | |
| | 4.64% | Local Sts Admin | 8.8 | |
| | 25.56% | Sewer Collection | 45.76 | 2.75 |
| | 25.56% | Water Distribution | 45.76 | 2.75 |
| | 10.51% | DPW Administration | 13.2 | 6.75 |
| | 0.00% | PAID TIME OFF: | | |
| <i>189.76</i> | 100% | TOTALS: | 176.01 | 13.75 |

| FUND | % OF HOURS | DEPARTMENT | October-15 | |
|-------------------------------|-------------|---------------------|------------|------------|
| | | | REG. | O/T |
| FULL TIME EMPLOYEE PARKS WORK | 82.45% | PARKS WORK | 144.5 | 3.5 |
| | 0.28% | BUILDINGS & GROUNDS | 0.5 | |
| | 17.27% | PAID TIME OFF | 31 | |
| 179.5 | 100% | TOTALS: | 176 | 3.5 |

| FUND | % OF HOURS | DEPARTMENT | October-15 | |
|--------------------|-------------|----------------------|--------------|----------|
| | | | REG. | O/T |
| SEASONAL EMPLOYEES | 68.01% | PARKS WORK | 456 | |
| | 1.79% | DDA WORK | 12 | |
| | 4.25% | BUILDINGS & GROUNDS | 28.5 | |
| | 0.89% | AIRPORT | 6 | |
| | 25.06% | TRUSTEE SUPERVISION* | 168 | |
| 670.5 | 100% | TOTALS: | 670.5 | 0 |

| FUND | % OF HOURS | DEPARTMENT | October-15 |
|---------------------|------------|--|------------|
| | | | REG. |
| *TRUSTEE WORK AREAS | 25.00% | Transporting from Harrison to Clare & back to Harrison | 42 |
| | 5.95% | DPW: Washing vehicles, Hanging lights, taking down shelves at Consumers - Cleaning | 10 |
| | 35.71% | STREETS: Trimming trees & chipping brush - picking up trash & markers | 60 |
| | 3.57% | AIRPORT: Working on Soccer Field | 6 |
| | 1.79% | DEPOT: Sweeping Floors | 3 |
| | 27.98% | PARKS: Picking up leaves - Raking at Brookwood - Putting Picnic Tables Away | 47 |
| 168 | 100% | TOTALS: | 168 |

**MANNATEC FUEL REPORT FOR PERIOD:
OCTOBER 1-31, 2015**

| DEPT: | REGULAR | | | DIESEL | | | AMOUNT BILLED |
|----------------|---------------------------|-----------------|----------|--------------------------|-----------------|--------------------|-------------------|
| | GALLONS | TOTAL COST | AVG COST | GALLONS | TOTAL COST | AVG COST | |
| City Hall | | | | | | | 0.00 |
| Fire Dept | 94.766 | 176.29 | 1.860 | 146.010 | 330.14 | 2.261 | 506.43 |
| Police Dept | 772.888 | 1,401.50 | 1.813 | | | | 1,401.50 |
| DPW | 249.186 | 448.78 | 1.801 | 833.265 | 1,893.29 | 2.272 | 3,254.65 |
| Parks | 400.598 | 722.60 | 1.804 | 87.309 | 189.98 | 2.176 | |
| W/WWT | 193.817 | 348.40 | 1.798 | | | | 348.40 |
| TOTALS: | 1711.255 | 3,097.57 | | 1066.584 | 2,413.41 | Total Bill: | \$5,510.98 |
| | Average Rate for Regular: | | 1.815 | Average Rate for Diesel: | | 2.236 | |

OCTOBER 2015

UTILITY WORK ORDERS

| <u>WORK ORDER TYPE</u> | <u># OF CUSTOMERS</u> |
|-----------------------------|-----------------------|
| <i>Service Turned ON</i> | 5 |
| <i>Service Turned OFF</i> | 12 |
| <i>High Usage</i> | 2 |
| <i>Final Reads</i> | 2 |
| <i>Meter Repair/Replace</i> | 2 |
| <i>New RF</i> | 2 |
| | <hr/> 25 |

EQUIPMENT RENTAL - OCTOBER 2015

GENERAL FUND

| | | |
|--------------------|---------------------|----------|
| General Operations | 101-265.000-943.641 | 168.82 |
| Cemetery | 101-276.000-943.641 | 2,518.40 |
| Police | 101-301.000-943.641 | 6,651.37 |
| Parking Lots/Flags | 101-441.000-943.641 | 796.06 |
| Airport | 101-537.000-943.641 | 384.62 |
| | | <hr/> |

101-000.000-001 -\$10,519.27 cr

MAJOR STREETS & TRUNKLINES

| | | | | |
|---------------|---------------------|-----------------|------------------------|-----------------------|
| Trunklines | 202-446.001-943.641 | 5,643.84 | | |
| Major Streets | 202-449.000-943.641 | <u>2,717.72</u> | | |
| | | | 202-000.000-001 | -\$8,361.56 cr |

LOCAL STREETS:

| | | | | |
|--|---------------------|-----------------|------------------------|-----------------------|
| | 203-449.000-943.641 | <u>8,582.82</u> | | |
| | | | 203-000.000-001 | -\$8,582.82 cr |

PARKS & DAM MTS.:

| | | | | |
|--|---------------------|-----------------|------------------------|-----------------------|
| | 208-751.001-943.641 | <u>9,221.60</u> | | |
| | | | 208-000.000-001 | -\$9,221.60 cr |

SEWER FUND

| | | | | |
|------------------|---------------------|-----------------|------------------------|-----------------------|
| Sewer Treatment | 590-536.001-943.641 | 620.90 | | |
| Sewer Collection | 590-536.002-946.641 | <u>1,231.10</u> | | |
| | | | 590-000.000-001 | -\$1,852.00 cr |

WATER FUND

| | | | | |
|--------------------|---------------------|-----------------|------------------------|-----------------------|
| Water Trmt/Pumping | 591-536.003-946.641 | 453.20 | | |
| Water Dist./Meters | 591-536.004-946.641 | <u>3,402.82</u> | | |
| | | | 591-000.000-001 | -\$3,856.02 cr |

MOBILE EQUIPMENT FUND

| | | | | |
|-------------------|-----------------|--------------------|--|--------------|
| Cash Received | 641-000-001 | \$42,393.27 | | |
| General Fund | 641-000-669.101 | | | -\$10,519.27 |
| Major Sts/Tklines | 641-000-669.202 | | | -\$8,361.56 |
| Local Sts | 641-000-669.203 | | | -\$8,582.82 |
| Parks | 641-000-669.208 | | | -\$9,221.60 |
| Sewer | 641-000-669.590 | | | -\$1,852.00 |
| Water | 641-000-669.591 | | | -\$3,856.02 |

CONSOLIDATED FUND: Checks Written For:

| | | |
|-------------------|-----------------|-------------|
| General Fund | 102-000-669.101 | \$10,519.27 |
| Major Sts/Tklines | 102-000-669.202 | \$8,361.56 |
| Local Sts | 102-000-669.203 | \$8,582.82 |
| Parks | 102-000-669.208 | \$9,221.60 |
| Sewer | 102-000-669.590 | \$1,852.00 |
| Water | 102-000-669.591 | \$3,856.02 |

| | | |
|-------------------------------------|----------------------------|--------------------|
| <u>EQUIPMENT RENTAL, ALL</u> | 102-000.000-067 | \$42,393.27 |
| <u>DEPOSITS:</u> | 102-000.000-001.001 | |
| | 102-000.000-067.102 | |

DIRECTOR'S MONTHLY OPERATING REPORT WATER & WASTEWATER TREATMENT NOVEMBER 2015

Wastewater Treatment Plant

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

- Installed a new low pressure blower.
- Ran wastewater lab analysis on whispering pines retirement home.
- Painted the clarifier room garage door.
- Cleaned up and repaired the check valves in lift station number 7.
- Replaced raw sample pump tube.
- Acid washed the fine bubble diffusers
- Ran wastewater samples for the city of Coleman.
- Pulled several lift station pumps at several Lift stations.

Water Treatment Plant

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

- Installed a pump tube on the chlorine feed pump.
- Corpro here to do a cathodic protection inspection on the 4th Street water tower.

Landfill

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

- Received and filled lab analysis from last round of landfill sampling.

Administrative Functions

During the month, the following administrative tasks were performed:

- Worked with perceptive controls on designing the SCADA for the new water tower
- Still filling in at Farwell until they get a licensed operator.

Monthly Director's Report, December 2015
Parks and Recreation, Joy Simmer



Past Events

The **Clare Christmas Festival** was held on Saturday, December 5th. The event was complete with live reindeer, carriage rides, Santa, and other events that were held throughout town. Santa's arrival to downtown kicked off the Saturday festivities.

Clare Parks and Recreation hosted **Reindeer Games** during the Christmas Festival from 11-1 p.m. There were game stations for the children to play - reindeer landing, snow hockey, Penguin sled plinko, Santa cookie toss and candy cane toss. Around one hundred kids participated in the games, which were located along 4th St.

Current Events

One of the Christmas events that are still to come this season is **Santa's Mailbox**. His 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 15, 2015. During this event 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.

Current Grants

The Chemical Bank Foundation delivered the \$10,000 grant check for the Clare Recreation Complex project on December 7th, a photo was taken and sent over to the Clare County Review.

A grant request was submitted to Strosacker Foundation in October 2015 and the grant representative contacted Clare Parks and Recreation on December 8th letting us know that we were awarded the full \$20,000 grant amount that was requested. Strosacker should have the funds over to us before the end of the year.

Future Events

The **ice rink** at Shamrock Park has been assembled and when the ground freezes and it stays cold enough to form ice inside the rink, the rink will be in use once again! Water will be put in the rink as the weather continues to get colder.

- * Updates on the **DNR 5-year Master Plan** update is still being worked on.
- * A meeting is scheduled with Clare Family Fitness to schedule the Diabetes Awareness Walk.
- * We are still in the works with the Pere Marquette District Library and a former Central student, to get a **Community Fit Club** started in the spring.

The next few months are going to be consumed with planning for 2016 events and grants.

AGENDA REPORT

To: Mayor Pat Humphrey and the Clare City Commission
From: Ken Hibl, City Manager
Date: December 17, 2015
Regarding: City Manager's Report

For the Agenda of December 21, 2015

Planning Commission. The Planning Commission formally commenced the Master Plan Update process on Dec 16th. McKenna Associates held five focus group meetings attended by Clare residents and business owners/managers throughout the day on Wednesday. An overview of that information was shared with the Planning Commission at their scheduled meeting and will also be incorporated within the update process. The Planning Commission approved a schedule for completion of the Update with a tentative completion date of April 2016.

Annual Joint Meeting. The date of the annual City Commission/Planning Commission meeting has been set for Wednesday, January 13th. The time of the meeting will be determined by other business the Planning Commission has that evening; we will notify all concerned accordingly as soon as we can.

Abatement Action. Our City Attorney has forwarded a letter (*copy att'd*) to the owner of another frequently-blighted properties within the City. Jaynie has also filed a court action (*copy att'd*) on our behalf regarding another blighted structure in Clare.

MMDC Quarterly Board Meeting. The MMDC's next quarterly board meeting is scheduled for January 19th @ 8am (*see copy of att'd flyer*). The keynote breakfast speaker will be Mr. Dave Lorenz, the MEDC Travel Michigan (think Pure Michigan campaign) Vice President. We've reserved a number of seats for the breakfast for the City, to include seats for the City Commission. We have to inform MMDC nlt Jan 12th of the exact # of seats we will use and the names of the attendees. Please inform Diane whether you will/will not attend by that date to allow us to RSVP to MMDC.

Neighboring Community News. Great news for Farwell and our local community as they are the recipients of a \$60K USDA grant for their farmer's market. Harrison has been selected as the Region 5 nominee for the Governor's Rising Tide award. And Mr. Brian Smith, who has served as the Union Township Administrator for the past six years, has taken a new position. The Township has commenced the search process for a replacement. Roy Atkins, our most recent CMU intern, has been nominated to serve in the position on an interim basis pending the selection of a permanent replacement for Brian.

Update – Recreation Complex. Joy provided a background letter and Mayor Pat offered a letter of support (copies of letters att'd) to Operators Union Local 324 formally asking for their consideration in assisting with our new recreation complex. We were informed last evening by a representative of Operator's Union Local 324 that they have made the decision to proceed with the City's new recreation complex as one of their major projects for 2016. While we don't yet know the full scope their support (we will meet with them within the next two months to coordinate the details), this offer provides us tremendous leverage and an opportunity to

complete this entire community project years in advance of the original phased schedule and concurrently realize a tremendous savings.

City Office Holiday Hours. City offices will be closed on Dec 24th & 25th and on Dec 31st & Jan 1st for the holidays. I will be out of the office during the period Dec 23 – 29. I will be out of the state Dec 26-28; Steve will serve as the Acting CM during the period I am out of the state.

Internships. We will host another CMU intern commencing Jan 4th; we have been contacted by others who are similarly seeking internships with us, consequently, we continue to be quite selective. Our internships remain unpaid, and we continue to rotate them through all of our departments – they are required to work within our departments and are treated very similarly to our other employees, but without compensation. As a side bar, the MPA students at CMU have applied to the International City & County Manager’s Association to form an ICMA Student Chapter. They are required to have a Faculty Advisor and a serving ICMA local government manager to serve as the Chapter mentor; I’ve agreed to serve in that role for them.

Public Notice. A public hearing related to our application for national historic district designation for our downtown has been scheduled for January 15th in Lansing (*see copy of att’d letter*). This is the last required step before the application is forwarded to Washington, DC for consideration.

Attachments.

1. Atty Letter to LaLonde.
2. Court Filing; Clare vs Smith.
3. MMDC Flyer.
4. Letter of Support-Recreation Complex.
5. Historic Designation Notice.

JAYNIE SMITH HOERAUF, P.C.
ATTORNEY AT LAW

601 Beech Street / P.O. Box 67 / Clare, Michigan 48617
Phone (989) 386-3434 / Fax (989) 386-3636
E-mail / Jaynie@hoerauflaw.com

December 4, 2015

Mr. Steven LaLonde
11210 North Mission
Clare MI 48617

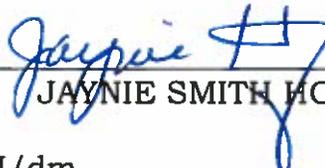
RE: Steve's Auto Trim & Glass

Dear Mr. LaLonde:

When we last spoke in the courthouse, I undertook to give you an outline of what needs to be accomplished in order to comply with the Clare City Codes. At this time, your property has a large number of disabled vehicles. By disabled, as an illustration, I am looking at a grey pickup with no hood sitting alongside the main road, a light blue vehicle with the tires either entirely flat or sunk into the ground, and so forth. These vehicles will need to either be removed from the premises or be stored inside. Likewise, it appears that you have possibly two pontoon boats and a motorhome on the premises, in addition to a semi-box or truck used for storage. All detritus around the buildings, disabled vehicles, and unlicensed vehicles will need to be removed in order to comply with the ordinance. Please bring the property into compliance within fourteen (14) days of the date of this letter. Thank you for your kind cooperation.

Sincerely,

JAYNIE SMITH HOERAUF, P.C.

BY 
JAYNIE SMITH HOERAUF

JSH/dm
Enclosure
C: Client

JAYNIE SMITH HOERAUF, P.C.

ATTORNEY AT LAW

601 Beech Street / P.O. Box 67 / Clare, Michigan 48617
Phone (989) 386-3434 / Fax (989) 386-3636
E-mail / Jaynie@hoerauflaw.com

LETTER OF TRANSMITTAL

TO: Clare County Circuit Court
225 West Main
Harrison MI 48625

RE: City of Clare v. Smith

FROM: Jaynie Smith Hoerauf

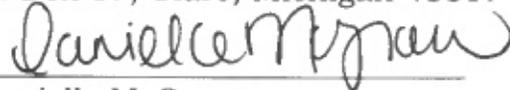
DATE: December 9, 2015

ENCLOSURE(S): Summons and Complaint, check for fee

INSTRUCTION(S): Please file, return true copies

CERTIFICATE OF MAILING

I, the undersigned, hereby certify that the document(s) contained herein was (were) mailed by First Class Mail to the person(s) listed above, at the address(es) shown hereon, on said date. I further certify that the appropriate postage was placed on said mailings with the return address of JAYNIE SMITH HOERAUF, P.C., 601 Beech Street, P.O. Box 67, Clare, Michigan 48617-0067.



Danielle McGraw
Secretary

Enclosure
cc: Client

| | | |
|--|------------------------------|---|
| STATE OF MICHIGAN JUDICIAL DISTRICT JUDICIAL CIRCUIT COUNTY PROBATE 55th | SUMMONS AND COMPLAINT | CASE NO. 15- -CH |
|--|------------------------------|---|

Court address: 225 West Main, Harrison MI 48625
 Court telephone no.: 989-539-7131

Plaintiff's name(s), address(es) and telephone no(s).
 CITY OF CLARE
 202 West Fifth
 Clare MI 48617

v

Defendant's name(s), address(es), and telephone no(s).
 ALFRED M. SMITH, JR.
 725 FM 1959 Road, Apt. 202, Houston, TX 77034-5481

GLORIA R. SMITH
 161 W. Ludington Drive, Farwell, MI 48622

Plaintiff's attorney, bar no., address, and telephone no.
 JAYNIE SMITH HOERAUF P47885
 JAYNIE SMITH HOERAUF, P.C.
 601 Beech, Box 67
 Clare MI 48617 (989) 386-3434

SUMMONS NOTICE TO THE DEFENDANT: In the name of the people of the State of Michigan you are notified:

1. You are being sued.
2. **YOU HAVE 21 DAYS** after receiving this summons to **file an answer with the court** and serve a copy on the other party or **take other lawful action with the court** (28 days if you were served by mail or you were served outside this state). (MCR 2.111(C))
3. If you do not answer or take other action within the time allowed, judgment may be entered against you for the relief demanded in the complaint.

| | | |
|--------|----------------------|-------------|
| Issued | This summons expires | Court clerk |
|--------|----------------------|-------------|

*This summons is invalid unless served on or before its expiration date.
 This document must be sealed by the seal of the court.

COMPLAINT *Instruction: The following is information that is required to be in the caption of every complaint and is to be completed by the plaintiff. Actual allegations and the claim for relief must be stated on additional complaint pages and attached to this form.*

Family Division Cases

There is no other pending or resolved action within the jurisdiction of the family division of circuit court involving the family or family members of the parties.

An action within the jurisdiction of the family division of the circuit court involving the family or family members of the parties has been previously filed in _____ Court.

The action remains is no longer _____ pending. The docket number and the judge assigned to the action are:

| | | |
|------------|-------|---------|
| Docket no. | Judge | Bar no. |
|------------|-------|---------|

General Civil Cases

There is no other pending or resolved civil action arising out of the same transaction or occurrence as alleged in the complaint.

A civil action between these parties or other parties arising out of the transaction or occurrence alleged in the complaint has been previously filed in _____ Court.

The action remains is no longer _____ pending. The docket number and the judge assigned to the action are:

| | | |
|------------|-------|---------|
| Docket no. | Judge | Bar no. |
|------------|-------|---------|

VENUE

| | |
|---|--|
| Plaintiff(s) residence (include city, township, or village) Clare MI | Defendant(s) residence (include city, township, or village) Houston, TX / Farwell, MI |
| Place where action arose or business conducted Clare County, MI | |

Date: 12/9/15

Jaynie Smith Hoerauf
 Signature of attorney/plaintiff JAYNIE SMITH HOERAUF

If you require special accommodations to use the court because of a disability or if you require a foreign language interpreter to help you to fully participate in court proceedings, please contact the court immediately to make arrangements.

STATE OF MICHIGAN

IN THE CIRCUIT COURT FOR THE COUNTY OF CLARE

CITY OF CLARE,

Plaintiff,

vs.

File No. 15-

-CH

ALFRED M. SMITH JR. and
GLORIA R. SMITH, husband and wife

Defendants.

JAYNIE SMITH HOERAUF P47885
JAYNIE SMITH HOERAUF, P.C.
Attorney for Plaintiff
601 Beech, Box 67
Clare MI 48617
(989) 386-3434

COMPLAINT

NOW COMES the Plaintiff by and through its attorney Jaynie Smith Hoerauf of Jaynie Smith Hoerauf, P.C. and for Plaintiff's Complaint states as follows:

1. Upon information and belief, Defendant, Alfred M. Smith, Jr. resides at 725 FM 1959 Road, Apt. 202, Houston, TX 77034-5481.
2. Upon information and belief, Defendant, Gloria R. Smith, resides at 161 W. Ludington Drive, Farwell, MI 48622.
3. That Plaintiff is a Michigan municipal corporation having its offices located at 202 West Fifth East Street, Clare, Michigan, within Clare County, Michigan.

4. All transactions and occurrences forming the basis of this complaint occurred within the City of Clare, Clare County, State of Michigan.

COUNT I – ABATEMENT OF BLIGHT VIOLATION

5. Plaintiff realleges and incorporates Paragraphs 1 through 3 above as though set forth word for word herein.

6. Defendants are the owners of property located in the City of Clare, Clare County, Michigan, Parcel No. 051-075-004-00 and described as:

T17N, R4W, Section 34, 207 West Third Street, Lots 4 & 5, Block 31, except West 16 feet of Lot 4, City of Clare, Clare County, Michigan.

7. The structures upon the parcel are seriously dilapidated in that the roof is bad and covered with plastic, there is junk in the yard, there are windows boarded up, and the building is in very poor condition and not sanitary or fit for human habitation, which is in contravention of City of Clare's Code of Ordinances, Chapter 20, Article VI.

8. These violations remain in effect on the parcel, despite Plaintiff's attempts to obtain voluntary compliance with its City ordinances.

9. These blight violations constitute a nuisance per se.

10. The nuisance per se located upon Defendants' property is injurious to the public health, safety and welfare.

WHEREFORE Plaintiff requests that this honorable court grant an order of abatement requiring the blight violations, nuisance per se, to be abated in full by Defendants, and to grant Plaintiff its costs and attorney fees.

I DECLARE THAT THE COMPLAINT INFORMATION ABOVE AND ATTACHED IS TRUE TO THE BEST OF MY INFORMATION, KNOWLEDGE AND BELIEF.

Dated: 12/9/15

CITY OF CLARE

WITNESSES
[Signature]
[Signature]

BY *[Signature]*
Ken Hibl
ITS: City Manager

STATE OF MICHIGAN)
)ss.
COUNTY OF CLARE)

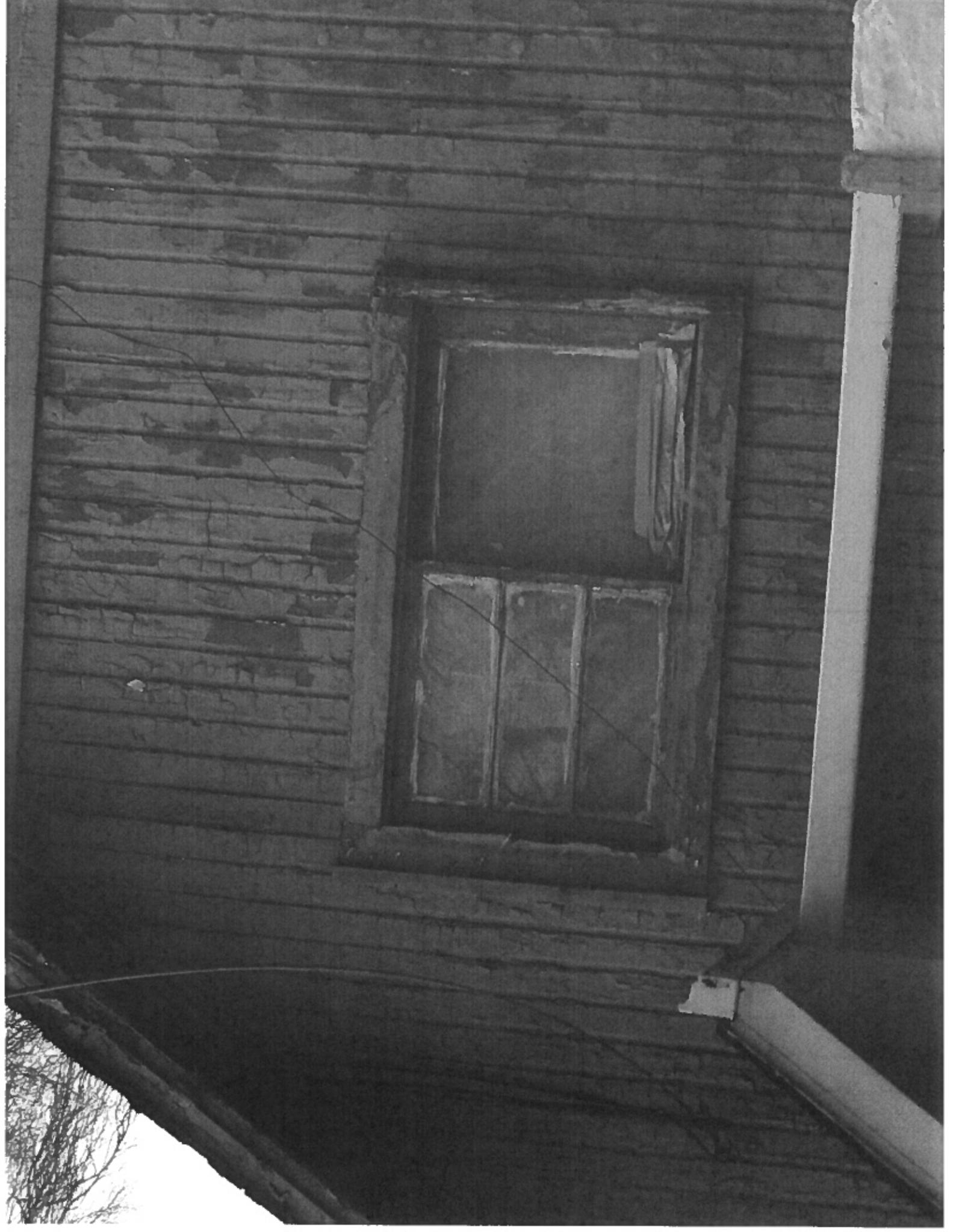
Subscribed and sworn to before me a notary public this 9 day of December, 2015, by CITY OF CLARE, by Ken Hibl, its City Manager.

PREPARED BY:
[Signature]
JAYNIE SMITH HOERAUF
JAYNIE SMITH HOERAUF, P.C.
601 Beech, Box 67
Clare MI 48617

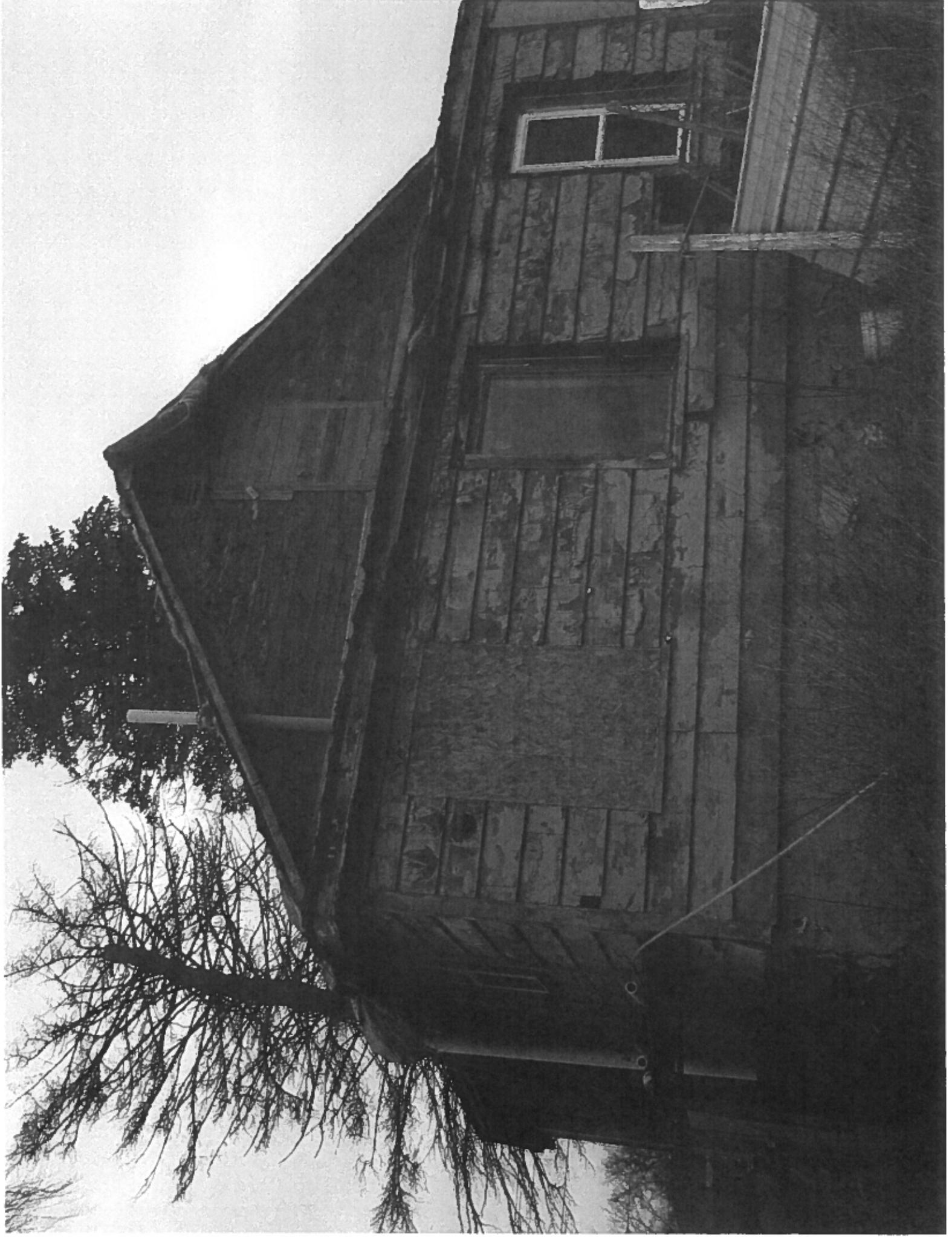
[Signature]
Sarah Schumacher
Notary Public
Clare County, MI
My Comm. Expires: 9-27-22
Acting in Clare County, MI

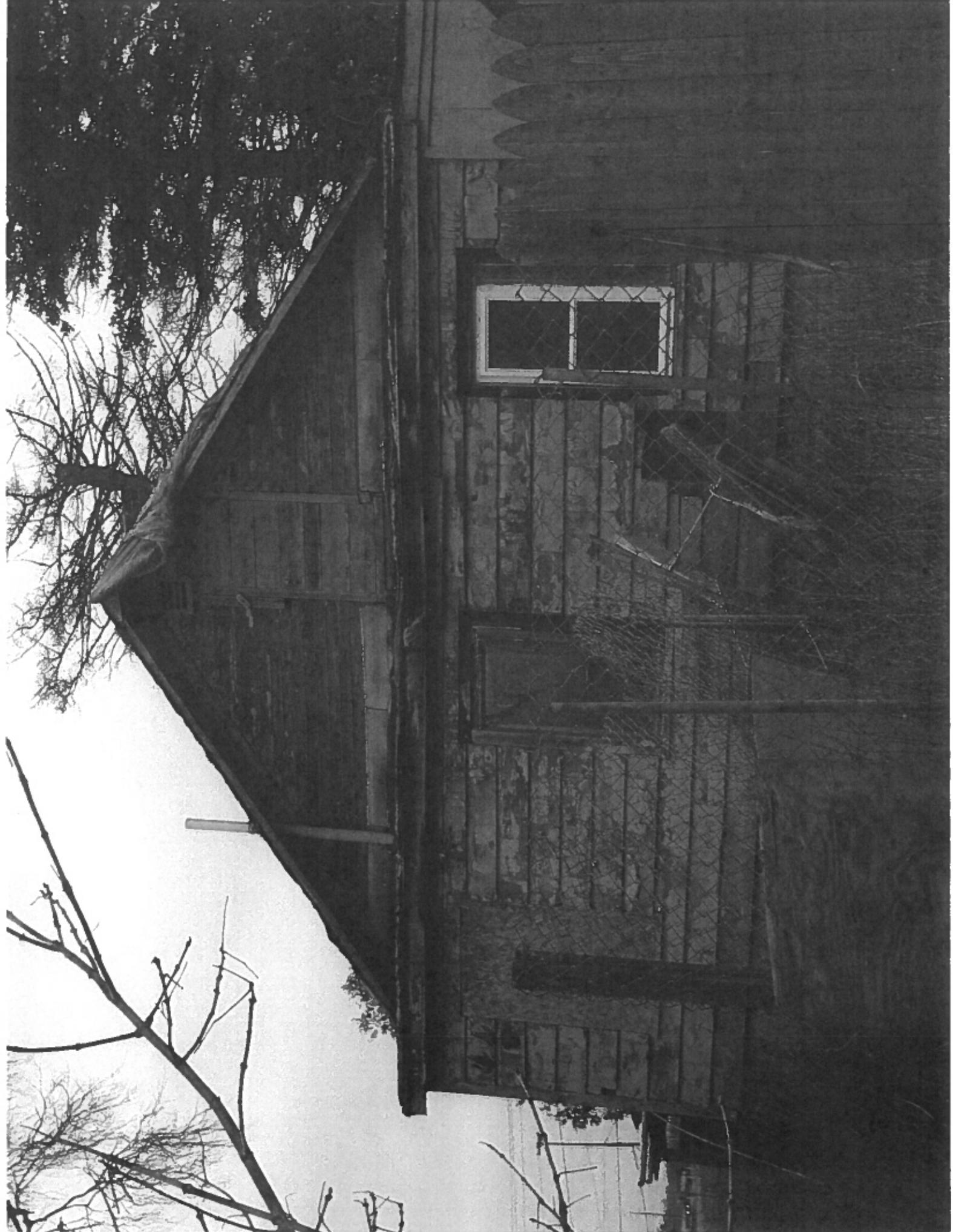
SARAH SCHUMACHER
Notary Public, State of Michigan, County of Clare
My commission expires 9/27/2022
Acting in the County of Clare

















— MIDDLE MICHIGAN —
DEVELOPMENT CORPORATION

Save the Date!

Tuesday, January 19, 2016

8:00 a.m. – 9:00 a.m.

Hotel Doherty

Middle Michigan Development Corporation

Cordially Invites You to Attend Breakfast

For the MMDC Quarterly Meeting

Special Guest Speaker:

Dave Lorenz, Vice President

Travel Michigan

MEDC

Due to the expected high attendance,

Please RSVP by January 12, 2016

Via E-mail to Teri Rau: trau@mmdc.org

MMDC Office Phone: (989) 772-2858

MMDC Office Fax: (989) 773-2115

December 7, 2015

Mr. Lee Graham, Trustee
Operator's Union Local 324
500 Hulet Drive
Bloomfield Township, Michigan 48502

Dear Mr. Graham,

Ms. Joy Simmer, the City of Clare Recreation Director, recently sent you a letter asking for your consideration in assisting with a construction project in Clare to develop a new recreation complex on presently vacant City property. On behalf of the Clare City Commission and the residents of Clare, I offer this letter assuring you of the City's wholehearted support of the project and ask for your favorable consideration of the request.

Clare is a relatively small (approx. 3,200 pop.), rural community with limited resources – thus the primary motivation for Joy's request. But what we lack in resources, we make up for with passionate community pride, ingenuity, imaginative solutions, great citizens and a history of strong partnerships and collaboration.

These attributes have allowed us to achieve major accomplishments in our community that otherwise would have been highly unlikely, to include a thriving business community; a vibrant downtown district with only one currently vacant storefront; a full industrial park with a second 60-acre park that was just completed and is already half-filled; and a just-completed \$5M infrastructure project that was achieved through a combination of grants, private-public partnership, and public funds.

It is our hope that we can form a partnership with your organization to achieve yet another community project of major significance and importance and one that will serve all the citizens of our region, not just those who live in Clare.

If you are amenable to entering into such a partnership with us, please be assured that we will do all we can to ensure that your organization and its members receive every possible measure of public credit and recognition and that you will receive our community's long-term, enduring gratitude.

Respectfully yours,

Pat Humphrey
Mayor



STATE OF MICHIGAN

RICK SNYDER
GOVERNOR

MICHIGAN STATE HOUSING DEVELOPMENT AUTHORITY

KEVIN ELSENHEIMER
EXECUTIVE DIRECTOR

December 11, 2015

Honorable Pat Humphrey
Mayor
City of Clare
202 W. Fifth St.
Clare, MI 48617-1490

Dear Mayor Humphrey:

We wish to inform you that Clare Downtown Historic District, Clare, Clare County, Michigan, will be considered for nomination to the National Register of Historic Places by the Michigan Historic Preservation Review Board at the meeting to be held on January 15, 2016, at 10:00 a.m., in the Board Room, 4th Floor, Michigan State Housing Development Authority, 735 East Michigan Avenue, Lansing, Michigan 48912-1474. Parking for the meeting is not available in MSHDA's parking lot but there is metered parking along Michigan Avenue or you may park at Stober's Bar at 812 E Michigan Avenue.

The area includes the property shown in the attached map.

The National Register of Historic Places is the federal government's official list of properties deemed worthy of preservation because of their importance in American history and culture. Listing in the National Register provides recognition and assists in preserving our national heritage.

Listing in the National Register provides the following benefits to historic properties:

- Recognition that a property is significant to the nation, the state, or the community.
- Consideration in the planning for federal or federally assisted projects.
- Eligibility for federal tax incentives and other preservation assistance.

Listing in the National Register does not interfere with a private property owner's rights to alter, manage, or dispose of property. Listing does not mean that limitations will be placed on the properties by the federal or state government. Public visitation rights are not required of owners. Neither the federal nor state government will attach restrictive covenants to the properties or seek to acquire them. Attached please find a notice that explains in greater detail the results of listing in the National Register.

You are invited to attend the review board meeting at which the nomination will be considered, or to comment in writing concerning this National Register nomination. All written correspondence should be mailed in time to be received prior to the date of the review board meeting.

Any comments and questions you may have concerning this nomination and the National Register program may be directed to Robert Christensen, National Register coordinator, by phone at 517/335-2719, by e-mail at christensenr@michigan.gov, or by mail at the above address.

Sincerely,

Brian D. Conway
State Historic Preservation Officer



RESULTS OF LISTING IN THE NATIONAL REGISTER OF HISTORIC PLACES

- **Eligibility for federal tax provisions:**

If a property is listed in the National Register, certain federal tax provisions may apply. The Tax Reform Act of 1986 revises the historic preservation tax incentives authorized by Congress in the Tax Reform Act of 1976, the Revenue Act of 1978, and the Tax Reform Act of 1984, and as of January 1, 1987, provides for a 20 percent investment tax credit with a full adjustment to basis for rehabilitating historic commercial, industrial, and rental residential buildings. The former 15 and 20 percent investment tax credits (ITCs) for rehabilitation of older commercial buildings are combined into a single 10 percent ITC for commercial or industrial buildings built before 1936. The Tax Treatment Extension Act of 1980 provides federal deductions for charitable contributions for conservation purposes of partial interests in historically important land areas or structures. Whether these provisions are advantageous to a property owner is dependent upon the particular circumstances of the property and the owner. Because tax aspects outlined above are complex, individuals should consult legal counsel or the appropriate local Internal Revenue Service office for assistance in determining the tax consequences of the above provisions. For further information on certification requirements, please refer to 36 CFR 67.

- **Consideration in planning for federal, federally licensed, and federally assisted projects:**

Section 106 of the National Historic Preservation Act of 1966 requires that federal agencies allow for the Advisory Council on Historic Preservation to have an opportunity to comment on all projects affecting historic properties listed in the National Register. For further information, please refer to 36 CFR 800.

- **Consideration in issuing a surface coal mining permit:**

In accordance with the Surface Mining and Control Act of 1977, there must be consideration of historic values in the decision to issue a surface coal mining permit where coal is located. For further information, please refer to 30 CFR 700 *et seq.*

- **Qualification for federal grants for historic preservation when funds are available:**

Presently, funding is unavailable.



RIGHTS OF OWNERS TO COMMENT AND/OR TO OBJECT TO LISTING IN THE NATIONAL REGISTER OF HISTORIC PLACES

Owners of private properties nominated to the National Register have an opportunity to concur with or object to listing in accord with the National Historic Preservation Act and 36 CFR 60. Any owner or partial owner of private property who chooses to object to listing may submit to the State Historic Preservation Officer a *notarized* statement certifying that the party is the sole or partial owner of the private property and the party objects to the listing. Each owner or partial owner of private property has one vote regardless of the portion of the property that the party owns. If a majority of private property owners objects, a property shall not be listed. However, the State Historic Preservation Officer shall submit the nomination to the Keeper of the National Register of Historic Places for a determination of eligibility of the property for listing in the National Register. If the property is determined eligible for listing, although not formally listed, Federal agencies will be required to allow for the Advisory Council on Historic Preservation to have an opportunity to comment before the agency may fund, license, or assist a project which will affect the property. If you choose to object to the listing of your property, the notarized objection must be submitted to the State Historic Preservation Officer at the address shown in the attached letter by the date of the review board meeting.

If you wish to comment on the nomination of the property to the National Register, please send your comments to the State Historic Preservation Officer before the review board considers this nomination. A copy of the nomination and information on the National Register and federal tax provisions are available from the State Historic Preservation Office, Michigan Historical Center, upon request.

AGENDA REPORT

TO: Mayor & City Commissioners
FROM: Diane Lyon, Clerk
DATE: December 17, 2015
RE: *Communications

For the Agenda of December 21, 2015

***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 December 21, 2015.**

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

Another Charter Rate Increase. We've been notified that Charter Communications intends to impose another rate increase.

Consumers Energy Correspondence. The City received an informational letter outlining several topics from Consumers Energy .

Clare Newsletter. The City's most recent newsletter is provided for information.

Bureau of Elections News. The City's most recent newsletter is provided for information.

Thank You Note. The City received a thank you note from the Goodrich family.

Attachments. As outlined above.



December 15, 2015



T2 P1 267 *****AUTO**3-DIGIT 486

City of Clare
202 W. Fifth Street
Clare, MI 48617-1490

Dear Franchise Official:

Containing costs and efficiently managing our operations are critical to providing customers with the best value possible. Like every business, Charter faces rising costs that require occasional price adjustments.

As a result, customers in your community will be notified of the following price adjustments through a billing statement message on or after December 15, 2015:

- *Effective on February 15, 2016 pricing will be adjusted for the Change of Service Computerized Fee from \$2.99 to \$4.99 and Late Fee will be adjusted from \$7.95 to \$8.95.*

Charter continues to provide significant product enhancements, including adding new HD channels at no additional cost, and providing more than 10,000 On Demand choices, more than 1,500 of them in HD. As customers continue to expand their TV viewing to alternate devices such as tablets, Charter offers downloadable channel apps that enable customers to use these devices for viewing and to access their DVRs remotely. Also, Charter TV and Internet customers can now access the Charter Spectrum™ TV App, providing more than 100 live TV channels inside their home on their tablet or Smartphone at no additional charge.

Charter remains committed to providing excellent communications and entertainment services in your community and in each of the communities we serve. If you have any questions about these changes, please feel free to contact me at **(616) 607-2380**.

Sincerely,

Vanessa Vazquez
Manager, Government Affairs
Charter Communications

**WORKING TO DELIVER THE ENERGY
YOU NEED, WHENEVER YOU NEED IT.**
THAT'S OUR PROMISE TO MICHIGAN.



A CMS Energy Company



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

Account # 100009670900
Service Address 299 N MCEWAN ST
CLARE MI 48617-0000

December 09, 2015

Dear City Of Clare:

The men and women of Consumers Energy work diligently to provide you with safe, reliable electric service. Besides responding to emergencies such as storms or car accidents that cause power outages, in the past two years several projects have been completed in Clare County to provide dependable service to you and your neighbors.

For Example:

- Since trees are involved in about 30 percent of all power outages, we have increased efforts to keep power lines clear. More than 26,500 trees and other vegetation were trimmed or removed from more than 260 miles of lines to reduce the number of interruptions you and your neighbors experienced at a cost of more than \$1.6 million. To view a video and learn more about how trees and power lines can share the space, visit www.ConsumersEnergy.com/forestry.
- We also are making the system stronger, thereby helping to reduce the impact of storms. Wires, poles and other equipment were replaced as part of more than 110 projects at a cost of \$2.3 million.

Consumers Energy is committed to providing safe, reliable service, while also helping you save energy and save money.

For information on rebates and incentives and instant savings on energy efficiency products and services for your home, please visit www.ConsumersEnergy.com/myhome. This site also allows you to perform a free online home energy audit through the Home Energy Analyzer.

Recently, we launched a new online outage map that allows you to report a power outage and get service restoration updates anytime, anywhere. Visit www.ConsumersEnergy.com/outagemap from a desktop, laptop, tablet or smartphone. You still may call (800) 477-5050 and report outages or get updates. In the best case scenario, we hope you never have to use it.

Thank you for being a customer of Consumers Energy. We're committed to bringing you the energy you need whenever you need it. That's Our Promise to Michigan.

Sincerely,

Harmony Nowlin
Area Manager

H

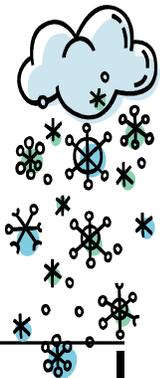
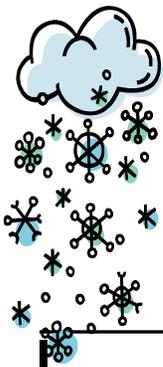
December 2015/January 2016

Clare

202 West Fifth Street
(989) 386-7541, Fax(989)386-4508

www.cityofclare.org

8am—5pm Monday thru Friday



From all your Friends here at the City of Clare, we wish you and your families a safe and happy holiday season.

FOR EMERGENCIES CALL 911

City of Clare Phone Numbers

Airport.....386-0445
 Chamber of Commerce.....386-2442
 City Hall.....386-7541
 Department of Public Works.....ext. 201
 City Police (non-emergency).....386-2121
 Public Library.....386-7576
 Water/Wastewater Plant.....386-2321

Other Important Phone Numbers

Clare County Sheriff.....539-7166
 Poison Center.....1-800-528-8234
 Post Office.....386-7682
 State Police.....1-989-773-5951



City Office Holiday

Closures Schedule:

Thursday, December 24, 2015
 Friday, December 25, 2015
 Thursday, December 31, 2015
 Friday, January 1, 2016



No Parking on City Streets 3:00 am to 6:00 am
 November 15th thru April 1st

City Code, Chapter 126, Section 8.25, prohibits parking on City Streets from 3:00 a.m. to 6:00 a.m. between the dates of November 15th through April 1st of each year. Our Department of Public Works crew needs to keep our streets clear of snow and ice. The price you will pay for untimely parking is \$30.00 per offense.

Clare County Veteran's Memorial Park

Flag Pole Sponsorship

This outstanding memorial to honor all Central Michigan veterans of all eras and all branches of service is scheduled to open to the public in May 2016. Making the dream of the Memorial a reality is credited to the tremendously dedicated efforts of a volunteer committee organized and managed by Renee Haley, the Clare County Veterans Affairs Officer. One of the last crowning architectural elements of the Memorial are flag poles – one that will continuously fly the American flag and one to fly the flag of each branch of the Armed Forces of the United States. The cost of each flag pole is \$2,500. The City of Clare has offered to sponsor the purchase of the American flag pole to demonstrate the gratitude of the citizens of Clare to all Central Michigan veterans and to show our support for this Memorial. But we have committed not to use tax dollars for this cause. Instead, we intend to raise the \$2,500 needed to purchase the flagpole through donations from Clare residents. To date we have received \$1,200 in donations for this cause. Donations of any and all amounts are being gratefully accepted at Clare City Hall, 202 West Fifth Street, Clare, Michigan 48617. If you wish to show your support of the Memorial and to recognize our veterans, please consider making a donation.

CLARE CITY POLICE COMMUNITY NEWS

Here are some suggestions from the Clare Police Department for this Christmas season.

Clare Schools will be closed during the holiday period. Kids will be outside during the day and need a watchful eye from motorists.

Is Santa bringing a new bicycle to your house? Please have it registered with our police department. Doing so will aid us in returning it to you if it is lost or stolen.

Leaving town over the holidays? Contact us - we will provide extra patrol of your property while you are away. This also provides us with a way to contact you if we receive a call about a problem at your home.

If you are traveling out of town, automatic timers for your inside house lights can help reduce crime. You can also ask your neighbor to watch your home, shovel the walks, pick up newspapers, collect mail, and park in the driveway from time to time. Avoid posting your travel plans on social media as this can alert thieves of your absence. ALWAYS be sure to lock all doors, including your overhead garage door, windows, and pet doors and remove any "hidden" keys.

Christmas and New Year offers the Clare City Police Department an opportunity to reflect and say thank you to the community we serve. As a small police agency, we are grateful for the encouragement and support of our citizens. From our families to yours, we wish you a Happy Holiday Season.

Street Lighting

If you notice a street light out, please call City Hall's Department of Public Works at 386-7541 ext. 201 to report the problem.

Get Ready to go Ice Skating!

The Clare ice skating rink will be opening (as soon as nature allows) for your enjoyment! The Shamrock Park ice rink is lighted and hours run from 8:00 am to 10:00 pm.

Enjoy our Clare Parks, Trails and Pathways this Winter!

Just because it's winter doesn't mean the outdoor fun has to stop. Winter is a great time to get out and enjoy the Pere Marquette Rail Trail, the McIreland Nature Trails, and the Kevin Sherwood Memorial Trail. Try our parks and trails for walking, snowshoeing, or cross country skiing, or build a snowman in the park. Clare Parks and Trails are for all seasons!

BRUSH CHIPPING

Brush chipping is a 'time and weather permitting' service provided by the Department of Public Works. Brush to be chipped is to be placed at the curb before 7:00 a.m. on the first day of scheduled chipping. Chipping may be delayed by snowfall. City crews will go down each street one time only. Our tentative chipping dates starting in 2015 are:

January 4th (including Christmas trees),

February 1st & February 29th

GARBAGE/RECYCLING

Yard waste collection by WMI ended in November. We will notify you by newsletter in the spring when yard waste is to resume.

Christmas Day and New Year's Day both fall on a Friday this year, therefore, there will be no change in pick-up dates.

GIVING BACK

Consumers Energy has donated nearly \$7,300 of furniture and other office items from its former Clare Service Center to four Clare County nonprofit organizations and the City of Clare. "We recently opened our new \$8.7 million Clare Service Center after serving customers for many years in our former building on East Third Street. Some furniture and other items located there weren't needed in the new building, but we felt it could be useful to others. We wanted to give back to the community by inviting nonprofit organizations and the City of Clare on a first-come, first-serve basis to take items that could be of benefit to them. It's a win-win for all involved," said Harmony Nowlin, regional public affairs manager for Consumers Energy.



From: Michigan Bureau of Elections [MISOS@public.govdelivery.com]
Sent: Friday, December 18, 2015 11:31 AM
To: clare-ci@miqvf.org
Subject: News Update - Presidential Primary Candidate Listing, Mailing AV Applications, and More

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



Michigan Bureau of Elections News Update for Election Administrators

December 18, 2015



Presidential Primary Candidate Listing - Update

Last Friday, Roque Rocky De La Fuente submitted petitions to gain access to the Democratic ballot. As a result, certification of the Presidential Primary Candidate Listing will be completed by the Board of State Canvassers on December 29th at 1:30 p.m.

The [Unofficial Presidential Primary Candidate List](#) is available. Ballots **may not be ordered** until the Board of State Canvassers has certified the list.

County Clerks have been notified and further communication will be sent as more information is available.

Mailing AV Applications - Presidential Primary



Many of the state's permanent absentee voters spend their winters in another state. This will require some extra effort when it comes time to send their AV application for the Presidential Primary.

Things to note:

- the use of bulk mail permits will not allow mail to be forwarded

IN THIS ISSUE

- Presidential Primary Candidate Listing
- Mailing AV Applications
- New eLearning Center Launched
- Qualified Voter File Classes

New eLearning Center Launched!

The new eLearning Center is now available. Please check your inbox for an email outlining how to access the new website and your login credentials. If you haven't received your welcome email or need to create an account, please email electionselearning@michigan.gov. Documents and videos to help you learn to use the new software are available on the login page: <https://mielections.csod.com>

Qualified Voter File New User Classes



BOE is offering a **QVF Training for New Users** in locations outside of Lansing. This class prepares a user to manage voter registration through the State of Michigan's Qualified Voter File software.

Please do not enroll if you are an experienced or previously trained user.

Register for a class session in

- AV applications may be forwarded - consider removing any return to sender information printed on your AV application envelopes
- mail permanent AV applications a week or two earlier than your normal time frame
- emphasize to the voter the need for a proper mailing address on the application as ballots may not be forwarded
- process returned mail with care and as soon as possible upon its return

Use the communication channels available to your jurisdiction to communicate with these voters now. Encourage them to plan ahead by using your website, social media, or printed media options (newsletters, tax inserts, water bills, etc.).



The Bureau of Elections wishes you and yours a wonderful holiday season. In observance of the holiday, we will be closed on Thursday December 24th and Thursday December 25th. There will be no News Update next week. News Updates will resume the week of December 28th.

the new [eLearning Center](#), under the Subject "Classes" or by searching for the key words "qvf class."

Class are available at the following dates and locations and will be held from 9 a.m. to 1 p.m.:

- Oshtemo Twp (Kalamazoo Co) – January 7th
- Haring Twp (Wexford Co) – January 8th
- Lenox Twp (Macomb Co) – January 15th
- Ogemaw Twp (Ogemaw Co) – January 26th

Helpful Links



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

The Bureau of Elections News Update will always be sent to MERIT email accounts. If other election administrations that do not have MERIT email access would like to receive this newsletter as well use the Subscribe link below to have it sent directly to another email account.

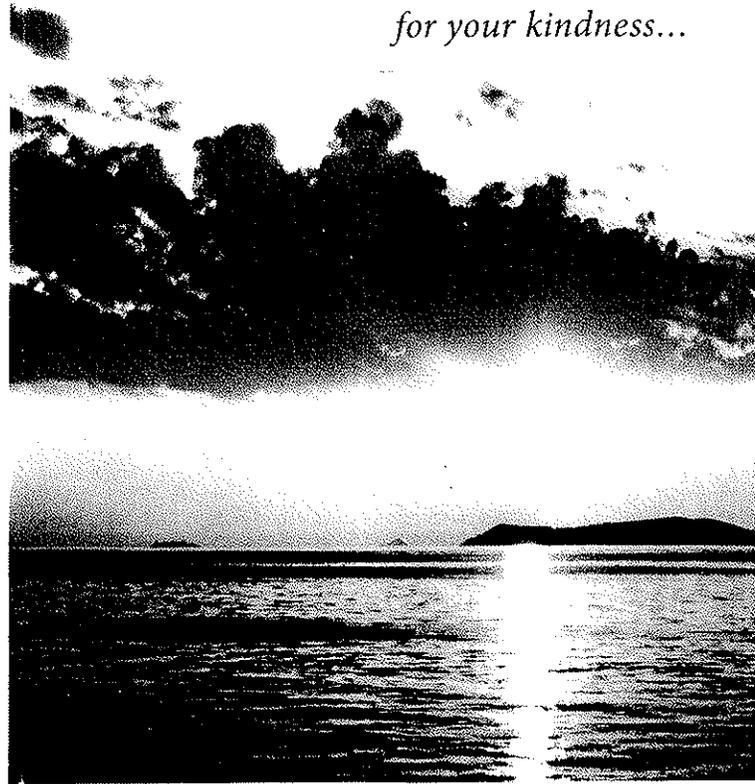
It is recommended that you add misos@govsubscriptions.michigan.gov and MISOS@public.govdelivery.com to your safe senders list, as well as your @miqvf.org email address if you have MERIT email forwarded to another email account.



Questions?
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[Subscribe](#) | [Help](#)

Thanking you
for your kindness...



Tender Thoughts

17261627
TEC121369200F
©AGC, LLC

Topper
To the Clare City Commission & Staff:
Thank you so very much
for the cash donation.
Craig and I gave it to
The Munson Hospice House.

The care in which Mom received
there during her illness was
exceptional, with so much love,
warmth and kindness.
Again, please accept our
appreciation.

Craig & Lynn Hoduel

...and thanking God for you.

Your expression of sympathy
will always be remembered
by the family of
Shirley Hoduel



PAYABLES REPORT FOR COMMISSIONERS

EXP CHECK RUN DATES 12/17/2015 - 12/31/2015 BOTH JOURNALIZED AND UNJOURNALIZED OPEN BANK CODE: CONSO

| VENDOR | INVOICE # | DESCRIPTION | Entry Date | CK DATE | AMOUNT |
|-------------------------|------------------|-------------------------------|------------|----------|----------|
| 1ST CHOICE OFFICE OUTLH | 101031 | IN CARTRIDGE | 12/09/15 | 12/22/15 | 20.99 |
| 1ST CHOICE OFFICE OUTLH | 101120 | CHRISTMAS SCROLL, CANDY CANE | 12/10/15 | 12/22/15 | 16.72 |
| 1ST CHOICE OFFICE OUTLH | 101166 | PLASTIC WRAP | 12/14/15 | 12/22/15 | 21.99 |
| 1ST CHOICE OFFICE OUTLH | 101218 | FLYER PAPER | 12/14/15 | 12/22/15 | 14.45 |
| 21ST CENTURY MEDIA | 823426 | AD NOTICE OF POSITIION WWT | 12/10/15 | 12/22/15 | 439.40 |
| ACE HARDWARE | 62578 | BULK WIRE, CONNECTOR, PLUGS | 12/09/15 | 12/22/15 | 179.69 |
| ACE HARDWARE | 062594 | STRAPPING TABE, CLEAR BULB, S | 12/10/15 | 12/22/15 | 26.59 |
| ACE HARDWARE | 062651 | APPLIANCE | 12/14/15 | 12/22/15 | 7.19 |
| ACE HARDWARE | 062603 | UPS SHIPPING | 12/14/15 | 12/22/15 | 13.03 |
| ACE HARDWARE | 062642 | CM DUALMATIN/METFIELD 2 PC | 12/14/15 | 12/22/15 | 9.99 |
| AIRGAS USA LLC | 9932063208 | AIRGAS CYLINDER RENTAL | 12/14/15 | 12/22/15 | 25.75 |
| AT&T CORPORATION | 989R01071812-12/ | SERVICE FROM 12/01/15 TO 12/3 | 12/10/15 | 12/22/15 | 70.48 |
| AT&T CORPORATION | 906R13045412-12/ | SERVICE 12/01/15 - 12/31/15 | 12/10/15 | 12/22/15 | 890.01 |
| BOB'S TIRE STORE | 3552 | BALANCE TIRES | 12/14/15 | 12/22/15 | 32.00 |
| BS & A SOFTWARE | 104702 | ASSESSING SERVICES WITH EDIE | 12/10/15 | 12/22/15 | 2,400.00 |
| CAPITOL COMMUNICATION S | 161083 | GMA W/TONER, SCANNING AND SUF | 12/09/15 | 12/22/15 | 73.00 |
| CATHY DAVIS | PE121615 | TRAINING | 12/17/15 | 12/22/15 | 190.00 |
| CHARTER COMMUNICATIONS | 12/16-01/15/16 | CABLE SERVICE-207 W. FIFTH ST | 12/14/15 | 12/22/15 | 105.80 |
| CITY OF CLARE | 12/04/15 UB | UTILITY BILLS | 12/14/15 | 12/22/15 | 1,408.64 |
| CLARE AUTOMOTIVE SUPPL | 2-708405 | CLEANING SUPPLIES | 12/14/15 | 12/22/15 | 7.44 |
| CLARE AUTOMOTIVE SUPPL | 2-708645 | AUTO CLEANING SUPPLIES | 12/14/15 | 12/22/15 | 27.96 |
| CLARE AUTOMOTIVE SUPPL | 2-708167 | OIL FILTER | 12/14/15 | 12/22/15 | -71.11 |
| CLARE AUTOMOTIVE SUPPL | 2-708562 | OIL | 12/14/15 | 12/22/15 | 2.59 |
| CLARE AUTOMOTIVE SUPPL | 2-708365 | SWITCH | 12/14/15 | 12/22/15 | 11.19 |
| CLARE AUTOMOTIVE SUPPL | 2-708684 | ROTORs & PADS | 12/14/15 | 12/22/15 | 68.99 |
| CLARE AUTOMOTIVE SUPPL | 2-708371 | BAG OF RAGS | 12/10/15 | 12/22/15 | 12.78 |
| CLARE COUNTY REVIEW | 54164 | LAKE BOARD & CITY COMMISSION | 12/14/15 | 12/22/15 | 284.75 |
| CLARE COUNTY REVIEW | 54176 | BOARD OF REVIEW & CITY COMMIS | 12/14/15 | 12/22/15 | 174.25 |
| CLARE HARDWARE | 345344 | FLRSCNT SPRAY PAINT | 12/14/15 | 12/22/15 | 4.79 |
| CLARE HARDWARE | 345136 | CLEANING SUPPLIES | 12/14/15 | 12/22/15 | 5.16 |
| CLARE HARDWARE | 345089 | STORAGE BOX, ORGANIZER, PLIEF | 12/09/15 | 12/22/15 | 25.75 |
| CLARE HARDWARE | 345083 | PRIMER, PAINT, BRUSH | 12/09/15 | 12/22/15 | 30.97 |
| CLARE HARDWARE | 345061 | ANCHORS | 12/09/15 | 12/22/15 | 6.36 |
| CLARE HARDWARE | 344982 | CUMBERLAND CLR TREE | 12/09/15 | 12/22/15 | 69.99 |
| CLARENCE HINDSMAN II | 2015-133 7 | AUX PD STIPEND | 12/16/15 | 12/22/15 | 50.00 |
| CLARK HILL P.L.C. | 628611 | REDF MARKETING, LLC | 12/10/15 | 12/22/15 | 11.96 |
| CLARK HILL P.L.C. | 628612 | NORTH TEN, LLC | 12/10/15 | 12/22/15 | 2,450.00 |
| CONSUMERS ENERGY | 201359895533 | 11/1-11/30/15 TRAFFIC LIGHTS | 12/14/15 | 12/29/15 | 5.82 |
| CONSUMERS ENERGY | 201359895547 | 11/1-11/30/15 STREET LIGHTS | 12/14/15 | 12/29/15 | 612.90 |



PAYABLES REPORT FOR COMMISSIONERS

EXP CHECK RUN DATES 12/17/2015 - 12/31/2015 BOTH JOURNALIZED AND UNJOURNALIZED OPEN BANK CODE: CONSO

| VENDOR | INVOICE # | DESCRIPTION | Entry Date | CK DATE | AMOUNT |
|-------------------------|------------------|-------------------------------|------------|----------|------------|
| CONSUMERS ENERGY | 201359895552 | 11/1-11/30/15 STREET LIGHTS | 12/14/15 | 12/29/15 | 3,565.54 |
| CONSUMERS ENERGY | 207143864887 | 11/5-12/08/15 4715 COLONVILLE | 12/14/15 | 12/30/15 | 274.34 |
| CONSUMERS ENERGY | 201893822919 | 11/5-12/08/15 10807 S EBERHAF | 12/14/15 | 12/30/15 | 26.30 |
| CONSUMERS ENERGY | 2033228754712 | 11/5-12/08/15 10843 S EBERHAF | 12/14/15 | 12/30/15 | 22.62 |
| CONSUMERS ENERGY | 203228754710 | 11/5-12/08/15 10725 S EBERHAF | 12/14/15 | 12/30/15 | 347.06 |
| COUNTY WIDE SEPTIC TANI | 2435 | PORTA JON SERVICE | 12/16/15 | 12/22/15 | 240.00 |
| DAVE WILLIAMS | 2015-133 17 | BLDG INSPECTOR STIPEND | 12/16/15 | 12/22/15 | 286.00 |
| DAVE WILLIAMS | 2015-133 18 | AIRPORT MANAGER STIPEND | 12/16/15 | 12/22/15 | 221.00 |
| DAVE WILLIAMS | 122215 WILLIAMSD | 122215 BUILDING INSPECTOR SEF | 12/09/15 | 12/22/15 | 1,100.00 |
| DBI BUSINESS INTERIORS | 03IZ6132 | OFFICE SUPPLIES | 12/14/15 | 12/22/15 | 146.41 |
| DBI BUSINESS INTERIORS | 03IZ6131 | ADDING MACHINE TAPE | 12/14/15 | 12/22/15 | 5.99 |
| DBI BUSINESS INTERIORS | 03IZ8065 | PAPER | 12/14/15 | 12/29/15 | 29.90 |
| DOUG BLACKWELL | 2015-133 1 | AUX PD STIPEND | 12/16/15 | 12/22/15 | 100.00 |
| DTE ENERGY | 12212015-00022 | 10/22/15 - 11/19/15 307 MAPLE | 12/02/15 | 12/21/15 | 217.06 |
| DTE ENERGY | 122115-000125 | 10/22/15 - 11/20/15 1532 N MC | 12/02/15 | 12/21/15 | 47.45 |
| DTE ENERGY | 12212015-00087 | 10/22/15 - 11/20/15 1551 MCEW | 12/02/15 | 12/21/15 | 30.21 |
| DTE ENERGY | 12212015-00111 | 10/21/15 -11/19/15 4715 COLON | 12/02/15 | 12/21/15 | 35.72 |
| DTE ENERGY | 12212015-00013 | 10/22/15 - 11//20/15 202 W 5T | 12/02/15 | 12/21/15 | 237.05 |
| DTE ENERGY | 12212015 - 00015 | 10/22/15 - 11/20/15 207 W 5TF | 12/02/15 | 12/21/15 | 334.97 |
| DTE ENERGY | 12212015-00046 | 305 MAPLE APT FP 10/22-11/20/ | 12/03/15 | 12/21/15 | 52.28 |
| DTE ENERGY | 12212015-00038 | 305 MAPLE STREET 10/22-11/20/ | 12/03/15 | 12/21/15 | 31.60 |
| DTE ENERGY | 12212015-00020 | 11175 S EBERHART 10/22-11/20/ | 12/03/15 | 12/21/15 | 198.44 |
| GALL'S INC | 4532499 | APEX PANT | 12/09/15 | 12/22/15 | 81.34 |
| GALL'S INC | 4500641 | SOFTSHELL, LOGO | 12/09/15 | 12/22/15 | 115.96 |
| GARY L TODD | 122215 TODDG | 122215 AIRPORT MANAGER SERVIC | 12/09/15 | 12/22/15 | 875.00 |
| GRAINGER | 9906938817 | FIRE LINK, TOWELS, GLOVES, GA | 12/10/15 | 12/22/15 | 189.35 |
| GREGORY HARGER | 2015-133 6 | AUX PD STIPEND | 12/16/15 | 12/22/15 | 50.00 |
| HACH COMPANY | 9693290 | KTO LDO MODEL 2 HACH ADAPTER | 12/10/15 | 12/22/15 | 1,949.39 |
| HUBSCHER & SON INC | 55346 | TILE PEBBLE | 12/14/15 | 12/22/15 | 130.10 |
| JAMES LEEDY | 2015-133 9 | AUX PD STIPEND | 12/16/15 | 12/22/15 | 100.00 |
| JEREMY PEPIN | 2015-133 14 | AUX PD STIPEND | 12/16/15 | 12/22/15 | 100.00 |
| JOHN PEDJAC | 2015-133 13 | AUX PD STIPEND | 12/16/15 | 12/22/15 | 100.00 |
| JOY SIMMER | 121115 | MILEAGE REIMBURSEMENT | 12/14/15 | 12/22/15 | 29.62 |
| KEN CHINAVARE | 2015-133 2 | AUX PD STIPEND | 12/16/15 | 12/22/15 | 100.00 |
| KILLIAN FRISCH | 2015-133 4 | AUX PD STIPEND | 12/16/15 | 12/22/15 | 100.00 |
| KRAPOHL FORD LINCOLN MF | 408365 | INSTRUMENT CLUSTER & INSTALLA | 12/14/15 | 12/22/15 | 512.96 |
| KYLE HOMUTH | 2015-133 8 | AUX PD STIPEND | 12/16/15 | 12/22/15 | 100.00 |
| LEWIS G BENDER | 121015 | MANAGEMENT TEAM WORKSHOP | 12/14/15 | 12/22/15 | 2,000.00 |
| MAGUIRE IRON INC | 13-FINAL | EDA AWARD NUMBER 06-79-05874 | 12/17/15 | 12/22/15 | 110,925.00 |



PAYABLES REPORT FOR COMMISSIONERS

EXP CHECK RUN DATES 12/17/2015 - 12/31/2015 BOTH JOURNALIZED AND UNJOURNALIZED OPEN BANK CODE: CONSO

| VENDOR | INVOICE # | DESCRIPTION | Entry Date | CK DATE | AMOUNT |
|--------------------------|-------------|-------------------------------|------------|------------|------------|
| MAURER'S TEXTILE RENTAL | 1340499 | PANT/SHIRT | 12/09/15 | 12/22/15 | 20.00 |
| MICHAEL MERCHANT | 2015-133 12 | AUX PD STIPEND | 12/16/15 | 12/22/15 | 100.00 |
| MICHIGAN DEQ | 947406 | NPDES ANNUAL PERMIT FEE WWTF | 12/14/15 | 12/22/15 | 3,000.00 |
| MICHIGAN DEQ | 947365 | NPDES ANNUAL PERMIT FEE MIG64 | 12/14/15 | 12/22/15 | 150.00 |
| MICHIGAN MUNICIPAL TREAS | 2016 | 2016 MMTA DUES-BOTT & KINGSBU | 12/14/15 | 12/22/15 | 100.00 |
| MICHIGAN STATE POLICE | 551-456545 | REG/ FEE FOR SECURITY ISSUES | 12/09/15 | 12/22/15 | 75.00 |
| MICK DEFOY | 2015-133 3 | AUX PD STIPEND | 12/16/15 | 12/22/15 | 100.00 |
| MIDLAND ENGINE, INC | C52655 | EQUIPMENT | 12/09/15 | 12/22/15 | 332.56 |
| MILLER CANFIELD PADDOCK | 1302611 | #016665-25; 525K INSTALLMENT | 12/14/15 | 12/22/15 | 3,500.00 |
| MML WORKER'S COMP FUND | 4274204 | 07/01/14-06/30/15 WC PAYROLL | 12/15/15 | 12/22/15 | 1,690.00 |
| MRPA | 6335 | 2016 MPARKS MEMBERSHIP RENEWA | 12/15/15 | 12/22/15 | 128.00 |
| PERCEPTIVE CONTROLS INC | 11802 | WATER TOWER, CONTROLS RADIO | 12/10/15 | 12/22/15 | 18,760.00 |
| SHANE LENKE | 2015-133 10 | AUX PD STIPEND | 12/16/15 | 12/22/15 | 50.00 |
| STEVE LYNCH | 2015-133 11 | AUX PD STIPEND | 12/16/15 | 12/22/15 | 100.00 |
| STEVEN SCOLES | 2015-133 15 | AUX PD STIPEND | 12/16/15 | 12/22/15 | 50.00 |
| STITCHES FOR BRITCHES | 24093 | FIRE DEPARTMENT UNIFORM PATCH | 12/15/15 | 12/22/15 | 390.00 |
| TIME EMERGENCY EQUIPME | 115024 | NFPA SUPPLIES | 12/14/15 | 12/22/15 | 208.26 |
| TOM TESTA | 2015-133 16 | AUX PD STIPEND | 12/16/15 | 12/22/15 | 50.00 |
| TRAVIS GILMORE | 2015-133 5 | AUX PD STIPEND | 12/16/15 | 12/22/15 | 100.00 |
| USA BLUE BOOK | 812362 | SUTORBILT BLOWER | 12/10/15 | 12/22/15 | 3,142.37 |
| USA BLUE BOOK | 810112 | SERVICE KIT | 12/10/15 | 12/22/15 | 402.07 |
| WITBECK'S FAMILY FOODS | 00470409 | MEETING SUPPLIES | 12/14/15 | 12/22/15 | 20.83 |
| | | | | Sub Total: | 167,216.01 |



PAYABLES REPORT FOR COMMISSIONERS

EXP CHECK RUN DATES 12/09/2015 - 12/21/2015 BOTH JOURNALIZED AND UNJOURNALIZED PAID BANK CODE: CONSO

| VENDOR | INVOICE # | DESCRIPTION | EXPECTED CK DATE | AMOUNT | STATUS |
|-------------------|--------------|-------------------------------|------------------|--------|--------|
| CLARK HILL P.L.C. | 625084 | REDF MARKETING, SERVICES THRO | 12/09/15 | 220.00 | Paid |
| CLARK HILL P.L.C. | 625085 | JD METALWORKS SERVICES THROU | 12/09/15 | 375.00 | Paid |
| CLARK HILL P.L.C. | 625086 | NORTH TEN SERVICES THROUGH 1 | 12/09/15 | 100.00 | Paid |
| CONSUMERS ENERGY | 206343389296 | 231 WILCOX PKWY METER # 8477 | 12/14/15 | 27.90 | Paid |
| CONSUMERS ENERGY | 203584705635 | 396 SHAMROCK METER #22263516 | 12/14/15 | 22.62 | Paid |
| CONSUMERS ENERGY | 204741622796 | 820 SCHOOLCREST METER #84688 | 12/14/15 | 39.20 | Paid |
| CONSUMERS ENERGY | 201893800126 | 1525 N MCEWAN ST METER #5711 | 12/14/15 | 194.10 | Paid |
| CONSUMERS ENERGY | 206343389298 | 221 WILCOX METER # 73220641 | 12/14/15 | 31.75 | Paid |
| CONSUMERS ENERGY | 205365491462 | 315 W FIRST STREET | 12/14/15 | 193.09 | Paid |
| CONSUMERS ENERGY | 203406727537 | 327 BROOKWOOD | 12/14/15 | 68.67 | Paid |
| CONSUMERS ENERGY | 201804813235 | 1532 N MCEWAN ST | 12/14/15 | 146.11 | Paid |
| CONSUMERS ENERGY | 204741622737 | 696 POINT DRIVE | 12/14/15 | 34.59 | Paid |
| CONSUMERS ENERGY | 205008603480 | 322 WITBECK DR | 12/14/15 | 37.41 | Paid |
| CONSUMERS ENERGY | 205898550285 | 3333 DUNLOP RD | 12/14/15 | 204.84 | Paid |
| CONSUMERS ENERGY | 202338777921 | 202 W FOURTH ST | 12/14/15 | 53.36 | Paid |
| CONSUMERS ENERGY | 202338777937 | 416 W 5TH ST | 12/14/15 | 22.62 | Paid |
| CONSUMERS ENERGY | 204474625393 | 501 FOREST AVE | 12/14/15 | 42.55 | Paid |
| CONSUMERS ENERGY | 203495713115 | 500 BEECH ST | 12/14/15 | 62.49 | Paid |
| CONSUMERS ENERGY | 205809529263 | 813 INDUSTRIAL | 12/14/15 | 22.62 | Paid |
| CONSUMERS ENERGY | 205809529294 | 405 MAPLE STREET | 12/14/15 | 352.12 | Paid |
| CONSUMERS ENERGY | 201092948263 | 507 S MCEWAN ST | 12/14/15 | 25.05 | Paid |
| CONSUMERS ENERGY | 203406727540 | 10242 S CLARE AVE | 12/14/15 | 34.07 | Paid |
| CONSUMERS ENERGY | 204741622795 | 700 SCHOOLCREST AVE | 12/14/15 | 25.71 | Paid |
| CONSUMERS ENERGY | 204741622798 | 604 SCHOOLCREST AVE | 12/14/15 | 32.91 | Paid |
| CONSUMERS ENERGY | 204741622800 | 500 SCHOOLCREST AVE | 12/14/15 | 22.62 | Paid |
| CONSUMERS ENERGY | 201893800125 | 1603 N MCEWAN ST | 12/14/15 | 109.97 | Paid |
| CONSUMERS ENERGY | 201893800130 | 305 W STATE STREET | 12/14/15 | 23.38 | Paid |
| CONSUMERS ENERGY | 202338777931 | 202 W 5TH ST | 12/14/15 | 417.07 | Paid |
| CONSUMERS ENERGY | 202338777932 | 207 W 5TH ST | 12/14/15 | 958.25 | Paid |
| CONSUMERS ENERGY | 202338777935 | 601 W 5TH ST | 12/14/15 | 29.57 | Paid |
| CONSUMERS ENERGY | 201982809312 | 124 E 4TH ST | 12/14/15 | 22.62 | Paid |
| CONSUMERS ENERGY | 203673709855 | 820 CEDAR ST | 12/14/15 | 22.75 | Paid |
| CONSUMERS ENERGY | 201092948121 | 510 N MCEWAN ST | 12/14/15 | 159.87 | Paid |
| CONSUMERS ENERGY | 201092948116 | 299 N MCEWAN ST | 12/14/15 | 75.87 | Paid |
| CONSUMERS ENERGY | 201181910353 | 401 HOLLEY ST - 10/21/15 - 1 | 12/14/15 | 840.08 | Paid |
| COYNE OIL CORP | 55948 | 10843 EBERHART - AIRPORT PRO | 12/09/15 | 276.03 | Paid |
| COYNE OIL CORP | 55947 | 10843 EBERHART - AIRPORT ROP | 12/09/15 | 183.25 | Paid |

5,510.11

167,216.01



PAYABLES REPORT FOR COMMISSIONERS

EXP CHECK RUN DATES 12/09/2015 - 12/21/2015 BOTH JOURNALIZED AND UNJOURNALIZED PAID BANK CODE: CONSO

| VENDOR | INVOICE # | DESCRIPTION | EXPECTED CK DATE | AMOUNT | STATUS |
|--------|-----------|-------------|------------------|--------|--------|
|--------|-----------|-------------|------------------|--------|--------|

Grand Total: 172,726.12

COMMISSION APPROVAL:

January 2016

| Sun | Mon | Tue | Wed | Thu | Fri | Sat |
|-----|---|-----|--------------------------------|------------------------|---|-----|
| | | | | | 1 New Year's Day City Offices Closed | 2 |
| 3 | 4 City Commission 6 pm Fire Dept. 7:00 pm | 5 | 6 Airport 7:30 pm | 7 | 8 DDA 8 am | 9 |
| 10 | 11 | 12 | 13 Planning Comm 6:30 pm | 14 | 15 | 16 |
| 17 | 18 City Commission 6 pm | 19 | 20 | 21 Parks & Rec 5:30 | 22 | 23 |
| 24 | 25 | 26 | 27 | 28 | 29 | 30 |
| 31 | | | | | | |

