

## AGENDA REPORT

TO: Mayor Pat Humphrey & Clare City Commissioners  
FROM: Diane Lyon, City Clerk  
DATE: December 30, 2026  
RE: \*Communications

For the Agenda of January 5, 2026

**\*Note: This is a Consent Agenda item and is considered routine by the City Commission. As such, this matter shall be automatically enacted by one motion with all other Consent Agenda items unless a Commissioner or citizen requests this item be individually discussed. In this event, it shall be removed from the Consent Agenda and considered and acted upon in its designated sequence on the approved Clare City Commission agenda of January 5, 2026.**

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FOIA Requests & Responses: Rickie Russell, Lexis Nexis, Smart Procure, The Warren Group, Metropolitan Reporting Bureau, Joey Nau.

Charter Communications Programming Change: Charter has announced a change to their program pricing.

Attachments. As noted above.

December 17, 2025

Rickie Russel

██████████  
Lake Isabella, MI 48893

Tel: ██████████  
██████████

RE: **FOIA Request #2025-130**

Your request for public record(s) under the Michigan Freedom of Information Act (“FOIA”), dated December 9, 2025 and received December 9, 2025, for the following records is acknowledged:

**Aggravated indecent exposure**

Your request for information is hereby **Granted**.

The City of Clare’s FOIA Procedures and Guidelines and Summary are available for review on our website at [www.cityofclare.org](http://www.cityofclare.org).

If your FOIA request has been denied in whole or in part, you may do one of the following at your option:

- (1) Commence an action in the circuit court to compel disclosure of the public records or information within 180 days after the governmental unit’s final determination to deny your request. If the circuit court orders disclosure of all or a portion of the public record or information, you have the right to receive reasonable attorney’s fees, costs, and disbursements. If the circuit court determines that the governmental unit arbitrarily and capriciously denied your request, you also have the right to receive punitive damages in the amount of \$500.00. Please see MCL 12.231 *et seq.* for further information on the Freedom of Information Act.
- (2) Submit to the City Manager a written appeal that specifically states the word “**appeal**” and identifies the reason(s) for reversal of the denial. Your appeal should be sent to City of Clare – City Manager, 202 West Fifth Street, Clare, MI 48617-1490.

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

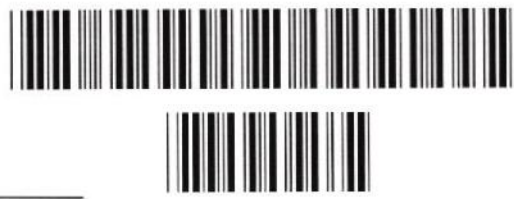
*Laurie Jackson*

\_\_\_\_\_  
Laurie Jackson City of Clare Clerk’s Office

*The City of Clare is an Equal Opportunity Provider and Employer*

# Agency Info

Date of Occurrence 11/25/2025 0:1:0  
Report/Case # 25-638  
Type of Report Auto Accident  
Agency Name CLARE PD



# Vehicle Info

VIN 5GAERBKW6JJ137840  
Car Tag EPF0673 Tag State 2018  
Make BUICK Year MI

Precinct or District \_\_\_\_\_  
City of Loss \_\_\_\_\_  
County of Loss CLARE State MI  
Location of Loss \_\_\_\_\_

Additional Info IN THE PARKING LOT, AND DRIVING, BUT STOPPED. THE TRUCK BACK

# Involved Parties

Insured Party JACQUELINE DARLAND  
Date of Birth \_\_\_\_\_ SS# \_\_\_\_\_  
Driver's License \_\_\_\_\_ License State \_\_\_\_\_  
Driver #2 \_\_\_\_\_  
Driver #3 \_\_\_\_\_

**Search Results**

- Report Attached - Cost \_\_\_\_\_ # of Pages (Incl Req Form) \_\_\_\_\_
- No Report Found - Possible Jurisdiction \_\_\_\_\_
- No Report Written - Log Entry or Driver Exchange Only
- Report Not Ready - Reason \_\_\_\_\_
- Report Not Releasable - Reason \_\_\_\_\_

Comments \_\_\_\_\_



*\*This request may include confidential information. As an entity authorized to receive this information you agree that after responding to LexisNexis you will appropriately protect this information against any unauthorized reading, distribution, copying or other use. If you do not have a report for this request, please return this form to LexisNexis and then immediately destroy any copies.*

LexisNexis Internal Use Only Below This Line AOP:E026930

## Laurie Jackson

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**From:** Ken Deloian <kdeloian@smartprocure.com>  
**Sent:** Thursday, December 11, 2025 4:38 PM  
**To:** FOIA  
**Cc:** kdeloian@smartprocure.com; Laurie Jackson; Diane Lyon  
**Subject:** SmartProcure FOIA Request to Clare City For PO/Vendor Information  
**Attachments:** DATA SAMPLE.csv

Good afternoon Ms. Lyon,

SmartProcure is submitting a FOIA request to Clare City for any and all purchasing records from 9/10/2025 to current. The request is limited to readily available records without physically copying, scanning, or printing paper documents. Any editable electronic document is acceptable.

Please advise as to the cost, if any, before any charges are incurred by your Agency.

As means of an example, please see the attached file we have received in the past from your Agency.

The specific information requested from your record-keeping system is:

1. Purchase order number. If purchase orders are not used, a comparable substitute is acceptable, i.e., invoice, encumbrance, or check number
2. Purchase date
3. Line item details (Detailed description of the purchase)
4. Line item quantity
5. Line item price
6. Vendor ID number, name, address, contact person, and their email address

As an added security and privacy measure, there will be a unique upload link for any new requests moving forward, including this one. We appreciate your assistance with this request. You may also attach the information to this email.

<https://upload.smartprocure.com/?id=c2RqPWEyYlZQMDAwMDAwbHVBMVlBSSZzdD1NSSZvcmc9Q2xhcjVkaXR5Jm9yZ2lkPTU1OTQ5>

If this request was misrouted, please forward it to the correct contact person and reply to this communication with the appropriate contact information.

If you have any questions, please feel free to respond to this email, or I can be reached at the phone number below in my signature.

Best Regards,  
Ken Deloian  
Data Acquisition Specialist  
SmartProcure

**TRAN: 3809985552**

**REQUEST FORM**

 LexisNexis®

P.O. BOX 740025  
ATLANTA, GA 30374-0025  
**TOLL FREE PHONE**  
1.800.934.9698  
**TOLL FREE FAX**  
1.800.934.6449  
**EMAIL REPORTS TO**  
cru.incoming@lexisnexisrisk.com

**Agency Info**

Date of Occurrence 12/01/2025 0:1:0

Report/Case # 2512010060

Type of Report Auto Accident

Agency Name CLARE PD

Precinct or District \_\_\_\_\_

City of Loss \_\_\_\_\_

County of Loss CLARE State MI

Location of Loss \_\_\_\_\_

Additional Info INSURED WAS PICKING UP SIBLINGS FROM SCHOOL, IV WAS STOPPED



**Vehicle Info**

VIN \_\_\_\_\_

Car Tag \_\_\_\_\_ Tag State \_\_\_\_\_

Make \_\_\_\_\_ Year \_\_\_\_\_

**Involved Parties**

Insured Party ETHAN BAUGH

Date of Birth \_\_\_\_\_ SS# \_\_\_\_\_

Driver's License \_\_\_\_\_ License State \_\_\_\_\_

Driver #2 \_\_\_\_\_

Driver #3 \_\_\_\_\_

**Search Results**

- Report Attached - Cost \_\_\_\_\_ # of Pages (Incl Req Form) \_\_\_\_\_
- No Report Found - Possible Jurisdiction \_\_\_\_\_
- No Report Written - Log Entry or Driver Exchange Only
- Report Not Ready - Reason \_\_\_\_\_
- Report Not Releasable - Reason \_\_\_\_\_
- Comments \_\_\_\_\_



*\*This request may include confidential information. As an entity authorized to receive this information you agree that after responding to LexisNexis you will appropriately protect this information against any unauthorized reading, distribution, copying or other use. If you do not have a report for this request, please return this form to LexisNexis and then immediately destroy any copies.*

LexisNexis Internal Use Only Below This Line

AOP:E027825

**ARE** Page 1 of 1 Client 9587 Division 219210

Claim # 300-0733298-2025

Claims Adjuster

12/10/25

KIM MCINERNEY

R  
25.210

EACH,

!PLEASE RETURN THIS PORTION WITH REQUEST!

Please reference barcode number below:

AAAM-MI

EM

Please Forward Response To:  
 Email: report@metroreporting.com  
 Fax No: (800) 343-9047

Metropolitan Reporting Bureau  
 Box 926, William Penn Annex  
 Philadelphia, PA 19105-0926  
 Phone: (800) 245-6686

WE REPRESENT Auto Club Group  
 MI Comp Statement: Public Acts 2013 Act 218  
 Sec 503(1) Reports will only be used for  
 Ins Claims/Fraud Review.  
 THIS REQUEST IS FOR INSURANCE PURPOSES ONLY

Request for a(n) AUTO ACCIDENT Report. Please return this form with report.

REPORT NUMBER : 25-637 POLICY#:  
 INSURED : MICHELE SCHWEIM  
 DATE OF LOSS : 11/25/25  
 LOCATION : 906 HEMLOCK ST  
 CLARE MI  
 DRIVER : MICHELE SCHWEIM  
 DOB: [REDACTED]  
 OTHER DRIVER :  
 DOB:  
 CLAIM NUMBER : 402254242  
 VEHICLE YEAR : 2016  
 MAKE/MODEL : JEEP N/A  
 DRIVER LICENSE# : D100603585136  
 VIN# : 1C4PJMDS3GW245574  
 STATE :  
 PLATE/TAG# : DRJ 211  
 POLICE DEPARTMENT: CLARE POLICE DEPT.  
 BARRACKS/PCT.# : UNKNOWN -  
 DESCRIPTION : COLL - PARKED/CLAIMANT KNOWN  
 Michele Schweim | D100603585136

!PLEASE RETURN THE BOTTOM PORTION WITH REQUEST!

- Unable to Locate Report With Information Given
  - Loss Location Not In Our Jurisdiction. Try: \_\_\_\_\_
  - Log Entry Only, No Report Written. Please attach call sheet.
  - Not Releasable  Not Ready Reason: \_\_\_\_\_
- If there is a charge for this service, please enclose your bill with the report and our check will be issued promptly. 342 MI00000037

CKL



3333052283

## Diane Lyon

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**Subject:** FW: 2025 Winter Tax Roll Request  
**Attachments:** Exporting Current Season Tax Roll- Cloud Based.pdf; Exporting Current Season Tax Roll- Desktop.pdf

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**From:** TWG Acquisitions <acquisitions@thewarrengroup.com>  
**Sent:** Wednesday, December 17, 2025 9:01 AM  
**To:** TWG Acquisitions <acquisitions@thewarrengroup.com>  
**Subject:** 2025 Winter Tax Roll Request

Good morning,

I hope you're doing well.

I am reaching out to request the 2025 Winter Tax Roll in the BS&A format. Please note that we are unable to use the mortcomp format. The BS&A format should include the following files: ADJUST, INFO.EQ, LEGALS, NAMES, TAXES, and VALUES.

If there are any costs associated with obtaining this information, please provide the details before proceeding, as I will need to obtain approval prior to receiving the files. For your convenience, I have attached instructions for exporting the requested data.

The tax roll file can be sent digitally via email or uploaded to the following link: <https://twg-acquisitions.wetransfer.com/>.

Please let me know if you need any additional information. I appreciate your time and assistance and look forward to your response.

Best regards,  
Christina

**Christina Doucette**  
Parcel Acquisitions Supervisor



2 Corporation Way | Suite 250 | Peabody, MA 01960  
617-896-5379 | [cdoucette@thewarrengroup.com](mailto:cdoucette@thewarrengroup.com)  
[LinkedIn](#) | [Twitter](#) | [Facebook](#)

This communication is for its intended recipient only, and may contain information that is privileged, confidential and exempt from disclosure under applicable law. If you are not the intended recipient or the employee or agent responsible for delivering this communication to the intended recipient, you are hereby notified that any unauthorized use, dissemination, distribution or copying of this communication is strictly prohibited. If you have received this communication in error, please notify The Warren Group immediately by telephone (617) 428-5100 or email reply, delete it from your system, and destroy any hard copy you may have printed. Thank you.



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

December 17, 2025

Christina Doucette  
The Warren Group  
2 Corporate Way, Ste 250  
Peabody, MA 01960

P: 617-896-5379

E: [acquisitions@thewarrengroup.com](mailto:acquisitions@thewarrengroup.com)

RE: **FOIA Request #2025-135**

Your request for public record(s) under the Michigan Freedom of Information Act (“FOIA”), dated December 17, 2025 and received December 17, 2025, for the following records is acknowledged:

**2025 Winter Tax Roll in the BS&A format**

Your request for information is hereby **Granted**.

The City of Clare’s FOIA Procedures and Guidelines and Summary are available for review on our website at [www.cityofclare.org](http://www.cityofclare.org).

If your FOIA request has been denied in whole or in part, you may do one of the following at your option:

- (1) Commence an action in the circuit court to compel disclosure of the public records or information within 180 days after the governmental unit’s final determination to deny your request. If the circuit court orders disclosure of all or a portion of the public record or information, you have the right to receive reasonable attorney’s fees, costs, and disbursements. If the circuit court determines that the governmental unit arbitrarily and capriciously denied your request, you also have the right to receive punitive damages in the amount of \$500.00. Please see MCL 12.231 *et seq.* for further information on the Freedom of Information Act.
- (2) Submit to the City Manager a written appeal that specifically states the word “**appeal**” and identifies the reason(s) for reversal of the denial. Your appeal should be sent to City of Clare – City Manager, 202 West Fifth Street, Clare, MI 48617-1490.

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

*Laurie Jackson*

Laurie Jackson City of Clare Clerk’s Office

*The City of Clare is an Equal Opportunity Provider and Employer*



Where the north begins at the crossroads of Rt 10 and 127.



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

**REQUEST FOR PUBLIC RECORD**

NAME OF REQUESTOR: Joey Nau DATE FILED: 12/18/2025

COMPANY N/A REQUEST FORM: WRITTEN  ELECTRONIC

MAILING ADDRESS: [Redacted], Clare, MI 48617

DAYTIME PHONE NUMBER: [Redacted] [Redacted] [Redacted]

**I REQUEST TO HAVE THE PUBLIC RECORD(S) SUPPLIED TO ME IN THE FOLLOWING FORM:**

INSPECTION: \_\_\_\_\_ COPIES:

**NAME AND DESCRIPTION OF THE MATERIAL, INFORMATION, DOCUMENTS, ETC. IDENTIFYING THE PUBLIC RECORD(S) DESIRED:**

Please include any and all complaints, police reports, code violations (open or closed) and any work (past or present) including permitted or non-permitted on the property. Please also include any fire department records on the property (I understand some information will be redacted).

**PAYMENT MUST BE RECEIVED PRIOR TO DELIVERY OF PUBLIC RECORDS.**

DELIVERY TO ABOVE ADDRESS: Yes  (mailing) No \_\_\_\_\_ Clare, MI 48617

LIST ALTERNATE DELIVERY ADDRESS, IF APPLICABLE: \_\_\_\_\_

I understand a public body must respond to my request with five (5) business days after it is received and is allowed one (1) additional day to respond if it is received by Email, fax or other electronic means. The public body must grant or deny all or a portion of my request, or issue a notice extending for ten (10) business days, the period in which the public body must respond to my request. In place of these deadlines, I agree to allow the public body a reasonable time to process my request. I further understand that if I withdraw my request after the City has begun work on the request, I will be responsible for all costs incurred by the City of Clare up until the point of withdrawal.

[Signature]  
SIGNATURE

OFFICE USE ONLY		FINAL ACCOUNT:	
COST: IN ADVANCE (OVER \$50.00)	_____	MAILING COSTS	_____
ESTIMATE	_____	LABOR	_____
- 50%	_____	COPIES @ _____ per page	_____
AMOUNT DUE \$	_____	TOTAL	_____
DATE AVAILABLE:	_____	(-) DEPOSIT	_____
COMPLETED BY:	_____	BALANCE DUE	\$ _____

Go back to prior owner. Any info on the roof from 2022.  
Oct 2023 purchase.



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

December 17, 2025

Ken Deloian

P: 561-609-6943

Email: [agent-kd@smartprocure.us](mailto:agent-kd@smartprocure.us)

Address: 5000 T-Rex Ave Suite 200

Boca Raton, FL 33431

RE: **Freedom of Information Act ("FOIA") Request Response**

Your request for public record(s) under the Michigan Freedom of Information Act ("FOIA"), dated December 11, 2025, and received December 11, 2025 for the following records is acknowledged and your request is hereby **Granted** for the following information:

**Purchasing data 09/10/25-12/11/2025**

The City of Clare's FOIA Procedures and Guidelines and Summary are available for review on our website at <https://cityofclare.gov/>

If your FOIA request has been denied in whole or in part, you may do one of the following at your option:

- (1) Commence an action in the circuit court to compel disclosure of the public records or information within 180 days after the governmental unit's final determination to deny your request. If the circuit court orders disclosure of all or a portion of the public record or information, you have the right to receive reasonable attorney's fees, costs, and disbursements. If the circuit court determines that the governmental unit arbitrarily and capriciously denied your request, you also have the right to receive punitive damages in the amount of \$500.00. Please see MCL 12.231 *et seq.* for further information on the Freedom of Information Act.
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A copy of this request will be kept on file for no less than one (1) year.

*Laurie Jackson*

Laurie Jackson City of Clare Clerk's Office

December 15, 2025



T3 P1377 \*\*\*\*AUTO\*\*ALL FOR AADC 480  
 City of Clare  
 202 West Fifth Street  
 Clare, MI 48617-1490

**Re: Charter Communications - Upcoming Changes**

Dear Franchise Official:

Charter values our customers and works hard to keep prices as low as possible. Despite our best efforts, rising costs have impacted our prices.

Our Spectrum TV Select and Spectrum TV Platinum packages, in addition to live TV, include access to thousands of On Demand programming options and regional sports networks. Additionally, customers now have access to major programmer’s streaming services with a retail value of over a \$100 per month at no additional cost to the customer including HBO Max Basic with Ads, ESPN Unlimited, Hulu, Disney+ Basic, Paramount+ Essential, Peacock Premium with Ads, FOX One, AMC+ with Ads, Tennis Channel, VIX Premium with Ads, and coming soon discovery+ with ads and BET+. That’s thousands of hours’ worth of movies, popular TV shows for the whole family, exclusive originals, live sports and more.

Spectrum customers can get tailored ways to save without compromising the quality and reliability they deserve.

- They can access special offers through My Spectrum App.
- See how much they can save with our online savings calculator (<https://www.spectrum.com/packages/savings-calculator>).
- Or they can call for an account review and speak to an agent for ways to save.

Customers are being notified via bill message regarding the following price changes that will take effect on or after January 15, 2026. For customers who may be paying a promotional price, the retail price does not take effect until the end of the promotional period.<sup>i</sup>

Spectrum Pricing & Packaging <small>*Includes Broadcast TV Surcharge</small>	Price Change
Spectrum TV Basic*	Will increase by \$5 per month.
Spectrum TV Select*	Will increase by \$10 per month.
Spectrum TV Silver*	Will increase by \$10 per month.
Spectrum TV Gold*	Will increase by \$10 per month.
Spectrum TV Select Signature*	Will increase by \$10 per month.
Spectrum TV Select Plus*	Will increase by \$10 per month.
Spectrum TV Platinum*	Will increase by \$10 per month.
Spectrum TV Choice*	Will increase by \$5 per month.

Spectrum Pricing & Packaging *Includes Broadcast TV Surcharge	Price Change
Spectrum Lifestyle Plan*	Will increase by \$3 per month.
Spectrum Lifestyle Plan Silver*	Will increase by \$3 per month.
Spectrum Lifestyle Plan Gold*	Will increase by \$3 per month.
Mi Plan Latino*	Will increase by \$5 per month.
Mi Plan Latino Silver*	Will increase by \$5 per month.
Mi Plan Latino Gold*	Will increase by \$5 per month.
Spectrum Receivers	Will increase by \$3 per month.
Digital Terminal Adapters	Will increase by \$3 per month.
Cable Card	Will increase by \$3 per month.
Filipino View	Will increase by \$1 per month.
Punjabi View	Will increase by \$3 per month.
HBO Max (Non-Spectrum TV Select Customers)	Will increase by \$2 per month.
HBO Max (Spectrum TV Select Customers)	Will increase by \$1 per month.
MGM+	The rate will change for all customers to \$8.00 per month.

We remain committed to providing excellent entertainment services in your community. If you have any questions about this change, please feel free to contact me at (906) 553-7866.

Sincerely,



Joan Movrich  
 Manager, State Government Affairs - Michigan  
 Charter Communications

\* Exception applies to \$3/month broadcast tv surcharge increase.