

## AGENDA REPORT

TO: Mayor Pat Humphrey & Clare City Commissioners  
FROM: Diane Lyon, City Clerk  
DATE: December 10, 2025  
RE: \*Communications

For the Agenda of December 15, 2025

**\*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 December 15, 2025.**

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FOIA Requests & Responses: SmartProcure, OCG Companies, Tammy Meixner, Ricke Russel, Lexis Nexis.

Clare County Veterans Administration Newsletter: The city received the December 2025 Veterans Monthly Newsletter.

Clare County Mobile Food Bank: The 2026 Clare County drive-thru mobile food distribution schedule of locations and dates has been released.

Attachments. As noted above.

### Agency Info

Date of Occurrence 07/11/2025 0:0:0

Report/Case # 25-000397

Type of Report Auto Accident

Agency Name CLARE PD

Precinct or District

City of Loss CLARE

County of Loss CLARE State MI

Location of Loss 10400 S CLARE AVE

Additional Info



### Vehicle Info

VIN 1C4RJFAG1DC619293

Car Tag Tag State 2013

Make JEEP Year

### Involved Parties

Insured Party JAMES C BERTLING

Date of Birth 03/xx/1987 SS# xxxxx2871

Driver's License B6343XXXXXXXXX License State MI

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

VAEF44



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

December 2, 2025

Ken Deloian  
SmartProcure Data Acquisition Specialist  
5000 T-Rex Ave, Ste 200  
Boca Raton FL 33431

561-609-6943  
kdeloian@smartprocure.com

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

Your request for public record(s) under the Michigan Freedom of Information Act (“FOIA”), dated 12/2/25, and received 12/2/254 for the following records is acknowledged and your request is hereby **Granted in Part** for the following information: Clare Police Department for any and all purchasing records from 6/3/2025 to current. A Fee Schedule is attached.

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.

Diane M. Lyon  
Clare City Clerk



**Diane Lyon**

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**From:** Katlyn Hamner <khamner@ocgcompanies.com>  
**Sent:** Tuesday, December 2, 2025 11:25 AM  
**To:** info; Gabe Ambrozaitis  
**Cc:** OCG Sales; OCG Project Admins  
**Subject:** FOIA Request - CLARE MUNICIPAL AIRPORT FENCING PROJECT

To Whom It May Concern,

I am reaching out to obtain the awarded bid tabulation sheet, including contractor names, bid amounts, and unit prices per line item from the winner of the "CLARE MUNICIPAL AIRPORT FENCING PROJECT" project, which closed on 11/24/2025. If additional information is required to process this request, please let me know.

**Reference Number**

00004776192

**Reference Link:**

<https://www.bidnetdirect.com/private/supplier/solicitations/notice/443729949543/abstract>

Thank you in advance for your assistance in this process!

Katlyn Hamner  
Project Administrator  
[khamner@ocgcompanies.com](mailto:khamner@ocgcompanies.com)  
1615 S. Telegraph RD  
Bloomfield Hills, MI 48302  
Phone: 248.451.1620  
Fax: 248.451.1623



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## Laurie Jackson

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**From:** T.J. Toth <tohtj1981@gmail.com>  
**Sent:** Tuesday, December 9, 2025 12:34 PM  
**To:** Laurie Jackson  
**Cc:** FOIA  
**Subject:** Re: City of Clare Incident Request

Yes, I confirm.

On Tue, Dec 9, 2025 at 11:38 AM Laurie Jackson <[LJackson@cityofclare.gov](mailto:LJackson@cityofclare.gov)> wrote:

Good morning,

I was able to locate the record you requested, and just need written confirmation. Due to the incident being more than 30 days past, this will be a Freedom of Information Act request, or FOIA.

Your name: \_\_ Raymond and Tammy Meixner\_\_\_\_\_

Address: \_\_\_\_\_ 5294 Pinecrest Ln. Prescott, Michigan\_\_\_\_\_

Contact Information:

Records requested: Incident # 25-604 occurring 11/06/2025

After receipt of the above information, a redacted report will be emailed back to you.

Respectfully,

Laurie Jackson

City of Clare Clerks Office

Clare City Hall

202 W. Fifth St.

December 09, 2025

Tammy Meixner  
5294 Pinecrest Ln  
Prescott, MI 48756

RE: **FOIA Request #2025-129**

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:

**Incident # 25-604 occurring 11/06/2025**

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.
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*Laurie Jackson*

Laurie Jackson City of Clare Clerk’s Office

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

# Laurie Jackson

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**From:** FOIA@cityofclare.gov  
**Sent:** Tuesday, December 9, 2025 3:02 PM  
**To:** FOIA  
**Subject:** New submission from Request for Examination or Copy of Records (FOIA)

## Requestor Information

**Name**

Rickie Russell

**Birth Year**

1,998

**Street Address**

1009 Siesta Ln

**City**

Lake Isabella

**State**

MI

**Zip Code**

48893

**Daytime Phone:****Email**

## Request Information

**Date/Time of Incident:**

9/19/2025

**Type of Incident:**

Aggravated indecent exposure

**Location of Incident:**

Clare

**I am requesting the following record(s):**

Police report

**I am requesting the above record(s) for:**

Copying

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

# MONTHLY NEWSLETTER — December 2025



## Upcoming Events

Harrison Parade  
Dec 12 6pm  
Lake/Farwell Parade  
Dec 13 5:30-8pm  
Clare Parade  
Dec 14 5:30 pm

## **\*Ongoing Events\***

### **Veterans Coffee Hour:**

2nd Tuesday of the Month  
9-10am at the Hayes Township Building

### **Veterans Breakfast:**

3rd Saturday of the Month  
8-10am at the Harrison VFW Post 1075  
4th Saturday DAV Post Lake 10am-12pm  
Coffee & Donuts

### **Food Distribution**

Every 1st Saturday  
10 am  
Clare County Transit Building  
<https://greaterlansingfoodbank.org/>  
Leota Community Church  
2nd Friday Each Month 10:30 am

### **Contacts:**

Director: Karl Hauser  
[hauserk@clareco.net](mailto:hauserk@clareco.net)  
VSO: Allisha Gary  
[garya@clareco.net](mailto:garya@clareco.net)

225 W Main St Harrison,  
MI 48625  
Phone: (989) 539-3273  
Fax:  
(989)539-4925  
M-F 8am—4:30pm  
Closed 12-1 for Lunch

## News from the Office

- Our office will be closed December 24 & 25 as well as December 31 and January 1.
- Clare County is going full Whoville this year so bring your cheer or the Grinch might try to steal the whole show. December 12 at 6pm will be the first Whoville themed parade in downtown Harrison. December 13 5:30 pm-8pm is the Lake/Farwell parade. December 14 at 5:30pm will be the Clare parade in downtown Clare.
- Clever scammers are targeting Veterans, surviving spouses and family members who receive VA benefits. They pretend to be official VA representatives and use official communication channels to demand repayment for alleged benefits overpayments. Fraudulent letters, emails and texts often include fake VA letterheads and logos, making it difficult to distinguish genuine VA communications from scams. If you receive a letter or any communication about a VA benefits overpayment, log into your official VA.gov account immediately to verify if you truly owe money. The VA website will provide clear information on whether you owe any money. If you find you do owe money, VA's Debt Management Center (DMC) offers many repayment options.
- December is full of holidays like Christmas, Hanukkah, and Kwanzaa but did you know that December 26 is National Whiner's Day? It is an informal day to complain about anything, from feeling tired to the stress of holiday aftermath. It is an opportunity to vent about common post-holiday issues or anything else, allowing people to let off steam by "whining".
- This month in history:
  - December 1, 1941 - The Civil Air Patrol (CAP), the U.S. Air Force auxiliary, was founded.
  - December 3, 1962 - Edith Sampson was sworn in as the first African American female judge, after she was elected associate judge of the Municipal Court in Chicago.
  - December 6, 1865 - The 13th Amendment to the U.S. Constitution was ratified abolishing slavery, stating, "Neither slavery nor involuntary servitude, save as a punishment for crime whereof the party shall have been duly convicted, shall exist within the United States, or any place subject to their jurisdiction."
  - December 7, 1941 - The U.S. Naval base at Pearl Harbor, Hawaii, was attacked by nearly 200 Japanese aircraft in a raid that lasted just over one hour and left nearly 3,000 Americans dead.
  - December 8, 1941 - A day after the Japanese attack on Pearl Harbor, the United States and Britain declared war on Japan.



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Volume 4 Issue 3

# DRIVE-THRU MOBILE FOOD DISTRIBUTIONS

Serving the mid-Michigan counties of Clare, Clinton  
Eaton, Gratiot, Ingham, Isabella and Shiawassee



## Clare County Food Distribution Locations & Dates 2026

**Saturday, Jan 10 (10 a.m. – Noon)**

Clare County Food @  
Clare County Transit Corporation  
1473 Transportation Dr.  
Harrison, MI 48625

**Saturday, May 2 (10 a.m. – Noon)**

Clare County Food @  
Clare County Fairgrounds  
418 Fairlane St.  
Harrison, MI 48625

**Saturday, Sep 12 (10 a.m. – Noon)**

Clare County Food @  
Clare County Fairgrounds  
418 Fairlane St.  
Harrison, MI 48625

**Saturday, Feb 7 (10 a.m. – Noon)**

Clare County Food @  
Clare County Transit Corporation  
1473 Transportation Dr.  
Harrison, MI 48625

**Saturday, Jun 6 (10 a.m. – Noon)**

Clare County Food @  
Clare County Fairgrounds  
418 Fairlane St.  
Harrison, MI 48625

**Saturday, Oct 3 (10 a.m. – Noon)**

Clare County Food @  
Clare County Fairgrounds  
418 Fairlane St.  
Harrison, MI 48625

**Saturday, Mar 7 (10 a.m. – Noon)**

Clare County Food @  
Clare County Transit Corporation  
1473 Transportation Dr.  
Harrison, MI 48625

**Saturday, Jul 11 (10 a.m. – Noon)**

Clare County Food @  
Clare County Fairgrounds  
418 Fairlane St.  
Harrison, MI 48625

**Saturday, Nov 7 (10 a.m. – Noon)**

Clare County Food @  
Clare County Transit Corporation  
1473 Transportation Dr.  
Harrison, MI 48625

**Saturday, Apr 11 (10 a.m. – Noon)**

Clare County Food @  
Clare County Transit Corporation  
1473 Transportation Dr.  
Harrison, MI 48625

**Saturday, Aug 1 (10 a.m. – Noon)**

Clare County Food @  
Harrison Middle/High School  
700 S. Fifth St.  
Harrison, MI 48625

**Saturday, Dec 5 (10 a.m. – Noon)**

Clare County Food @  
Clare County Transit Corporation  
1473 Transportation Dr.  
Harrison, MI 48625



**NOTE: Distributions may end sooner than published time if food runs out.**

For more information visit [GLFoodBank.org](https://GLFoodBank.org) or call **517.853.7800**

This institution is an equal opportunity provider.