

CITY MANAGER REPORT

TO: Mayor Pat Humphrey & Clare City Commission
FROM: Jeremy Howard, City Manager
DATE: February 12, 2026
RE: City Manager's Report

For the Agenda of February 16, 2026

Lake Shamrock Dredging. Mechanical dredging by the city will continue at the west end of the lake as time and weather permit. Savin's hydraulic dredging continues to be paused due to the temperature and ice formation on the lake. They have pulled the barge for the season and will be back to start work in 2026 as soon as possible, weather permitting, to hopefully complete before the March 15th through June 30th fish spawning pause occurs.

Lake Shamrock Dam Project. For the dam project, our engineering firms, GEI and Spicer, have essentially completed the design work for the new dam, emergency/auxiliary spillway, and the new walkway. GEI and Spicer are continuing to work with the city on finalizing some details, and the bid documents have been posted to the City's website. The mandatory Pre-bid meeting for contractors held on Tuesday, February 3, 2026, at 1:00 p.m. at City Hall went very well and over a dozen contractors attended the meeting at City Hall and then the onsite review. Sealed bids will be received until 2:00 p.m. on Tuesday, February 24, 2026 (extended a week per request of several bidders). Once the bids are received and reviewed, I will be bringing a recommendation to the City Commission for approval. The project will commence this Spring. We are still waiting on the grant agreement with FEMA and will bring that to you at a future meeting.

City Wide Let Run Water Notice. The City of Clare remains under a 'Let Water Run' order that went into effect January 26, 2026 and continues until further notice. See attached flyer.

Please do the following to ensure water lines do not freeze:

- Water is to run 24 hours a day from ONE faucet.
- Stream is to be the size of a pencil lead or slightly larger.
- Do NOT shut water off until directed to do so by the City of Clare.
- The City of Clare is NOT responsible for thawing frozen water lines.
- Water bill will be averaged on past consumption during the 'Let Run' order.

Contact the Utility Billing Department for questions about the 'Let Run' order at: (989) 424-4071.

City Commission Nominating Petitions. Reminder: The City of Clare is accepting nominating petitions for the non-partisan offices of City Commissioner (2 seats). Nominating Petitions will be accepted up to 4 p.m. on April 21, 2026. City Commissioners serve a four-year term. Qualifications require applicants of the office of the city commission to be duly qualified electors of the city who have been residents thereof for at least two years immediately prior to the date of the election, to be held on Tuesday, November 3, 2026. For additional information, contact City Clerk Diane Lyon, dlyon@cityofclare.gov, 989-424-4068. I have also attached the public notice which contains more information.

Tour. As we continue our periodic tours, and following the meeting adjournment, we have scheduled a tour of the newly completed first phase of the MyMichigan Hospital expansion including the new Emergency Department and patient rooms. We will head over for the tour after the meeting concludes where we will meet Jill Thorington, RN, BSN, Director of Operations & Nursing for MyMichigan Medical Center Clare who will be giving the tour.

Attachments:

1. Let Run Order Flyer.
2. Public Notice – City Commission Nominating Petitions.



LET WATER RUN NOTICE



**The City of Clare has issued a 'Let Water Run' order.
Please do the following to ensure your water lines do not freeze:**

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Contact the Utility Billing Department for questions about the 'Let Run' order at:
(989) 424-4071.



**CITY OF CLARE
PUBLIC NOTICE**

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

Nominating petitions for the office of City Commissioner will be accepted in the office of Clare City Clerk, 202 West Fifth Street, Clare, MI **until 4:00 p.m. on Tuesday, April 21, 2026.**

REQUIREMENTS FOR FILING NOMINATING PETITIONS

1. The nominee shall be qualified elector of the City of Clare
2. The petition shall be signed by not less than 25 nor more than 50 qualified registered electors of the City of Clare
3. Separate nominating petition forms must be filed for each county (Isabella and Clare) in which signatures are obtained from qualified voters within the city limits. If the qualified voter resides in the Isabella County portion of the city, they must sign a nominating petition form with Isabella County listed in the header. Qualified residents residing in the Clare County portion of the city must sign a nominating petition form with Clare County listed in the header.
4. No person shall sign his/her name to a greater number of petitions for any one office than there will be persons elected. For example, if there are two (2) Commissioners to be elected, a qualified voter may only sign two (2) petitions.
5. At the time of filing nominating petitions, two copies of an "Affidavit of Identity" must be filed by all candidate seeking office.
6. A "Campaign Finance Statement" must be completed by the petitioner and filed with the County Clerk's Office (Lori Mott) after nominating petitions are returned to the City. Contact the County Clerk's office at 989-539-7131 for more information.
7. Nominating petitions & accompanying paperwork for the city office will be accepted in the office of the Clare City Clerk, 202 West Fifth Street, Clare, MI until **4:00 p.m. on Tuesday, April 21, 2026.**
8. **It is the responsibility of the candidate or the authorized representative to assure that these requirements are fulfilled.**

Please contact the City Clerk, Diane Lyon, dlyon@cityofclare.gov, (989) 424-4068 if you would like to file for office or if you have questions about filing for office.



Posted February 5, 2026

