

AGENDA REPORT

TO: Mayor Pat Humphrey & Clare City Commissioners
FROM: Diane Lyon, City Clerk
DATE: August 16, 2023
RE: *Communications

For the Agenda of August 21, 2023

***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 August 21, 2023.**

FOIA Requests & Responses: The most recent FOIA requests and responses are attached for information. Ibrahim Dsbaja, Secrest Wardle, Gray Sowle Iaaco Richards

Travel Agents 10: The Clare Union Railroad Depot has been added to the Travel Agents 10 worldwide travel directory.

Revocation of Doherty CFTEC: We have notified the State that the Commercial Facilities Tax Exemption Certificate of the Hotel Doherty has been revoked.

Election Coordinator Resignation: The County has provided notice that the new Elections Coordinator has resigned her position.

Mobile Food Distribution: This month's Clare County Mobile Food Distribution will take place on September 9th at the Harrison Fairgrounds.

Charter Communications Programming Changes: Additional cable programming changes have been announced by Charter Communications.

Spectrum Enterprise Account Changes: Spectrum has announced billing changes that become effective this month.

MML Notice to Claimant: The city's insurer provided a letter denying claim 100GL2300284.

Site Plans, Special Use Permits, Variance Requests & Public Notices:

- The City has submitted and noticed a Site Plan for the WRI Project Construction.

Municipal Cannabis Regulators Network: As a member of the MCRN, we participated in a member survey. The results of the survey are now provided for information.

Attachments: As noted above.

Diane Lyon

From: FOIA@cityofclare.gov
Sent: Wednesday, August 2, 2023 4:17 PM
To: FOIA
Subject: New submission from Request for Examination or Copy of Records (FOIA)

Requestor Information

Name

Ibrahim Dabaja

Date of Birth

06/19/1999

Street Address

16550 W 9 Mile Rd

City

Southfield

State

MI

Zip Code

48037

Daytime Phone:

(248) 930-5522

Email

ibrahim.dabaja@fox.com

Request Information

Date/Time of Incident:

July 8th

CPD Comp #:

1

Type of Incident:

Fight

Location of Incident:

Doherty Hotel in Clare

I am requesting the following record(s):

The alleged incident took place at the Doherty Hotel in Clare on July 8.

The incident occurred during a closed-door meeting of the Michigan GOP Executive Committee.

Mark DeYoung, Allegan County Commissioner for District 2, alleges that he was assaulted by James Chapman, a Michigan GOP Delegate.

During an interview directly following the incident, DeYoung told investigators from the Clare Police Department that he was attending a closed-door meeting of the executive committee of the Michigan GOP just prior to the assault.

DeYoung said that they were not letting people into the meeting who weren't part of the committee and that during the meeting he heard the door rattling.

DeYoung told investigators that he got up to determine if someone was trying to get into the room using a key and when he arrived at the door, he saw "a big finger in the window."

DeYoung then told police that he opened the door and was immediately kicked in the crotch. He then said that he took off his glasses and the alleged suspect (Chapman) charged him and knocked him on his back. DeYoung claims that he injured his back on the arm of a chair when he fell. He also said his dentures were broken as a result of the fall.

- Police report of the incident
- Victim interview summary and formal statement
- Suspect interview summary and formal statement
- Multiple witness statements
- Photos of injuries

We want exactly what they got to make this easy: <https://www.wzzm13.com/article/news/politics/michigan-politics/michigan-gop-fight-clare-doherty-hotel/69-1441e346-6a56-4ff7-a3e0-5bb4a2200de1>

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):

Check Here

Diane Lyon

Subject: FW: FOIA requests-police incident 23-000411, GOP fight at Doherty Hotel 7/8/23
Attachments: 08.01.23 FOIA Response - GOP fight at the Doherty 07.08.2023.pdf; Memo.FOIA.7.31.23 & 23-411 PDF redacted.pdf; 07.01.19 FOIA Procedures and Guidelines.pdf; 07.01.19 FOIA Summary of Procedures and Guidelines.pdf

From: Diane Lyon
Sent: Wednesday, August 2, 2023 4:24 PM
To: 'ibrahim.dabaja@fox.com' <ibrahim.dabaja@fox.com>
Cc: Dave Saad <DSaad@cityofclare.gov>; Jeremy Howard <JHoward@cityofclare.gov>; Sarah Schumacher <SSchumacher@cityofclare.gov>; Jennifer Kinberg <JKinberg@cityofclare.gov>
Subject: FW: FOIA requests-police incident 23-000411, GOP fight at Doherty Hotel 7/8/23

Please see the attached response to your request for information.

Diane Lyon, City Clerk
Clare City Hall
202 W. Fifth St.
Clare, MI 48617

Phone: (989) 386-7541 x106
Fax: (989) 386-4508
Email: dlyon@cityofclare.gov
City Hall office hours Monday -Thursday 7:00am-5:30pm

From: Diane Lyon
Sent: Tuesday, August 1, 2023 1:45 PM
To: '26' <news@minews26.com>; '9 and 10 News' <news@9and10news.com>; 'Amy Robinson - CMICH' <amy.robinson@cmich.edu>; 'B Deveareaux' <Bdeverea@mlive.com>; 'Big Rapids Radio' <news@bigrapidsradionetwork.com>; 'BR Pioneer' <pioinfo@pioneergroup.com>; 'Bradley Massman - Editor The Pioneer' <bmassman@hearstnp.com>; 'Brian Thompson' <miheadlinesmedia@gmail.com>; 'Cadillac News' <News@cadillacnews.com>; 'Catherine Sweeney' <catherine.sweeney@pioneergroup.com>; 'CMauger@detroitnews.com' <CMauger@detroitnews.com>; 'news@wxyz.com' <news@wxyz.com>; 'newsroom@woodtv.com' <newsroom@woodtv.com>; 'Matthew.Witkos@Fox17online.com' <Matthew.Witkos@Fox17online.com>; 'andrew@mirs.news' <andrew@mirs.news>; 'tereasan@yahoo.com' <tereasan@yahoo.com>; 'Carl.Gustin@fox17online.com' <Carl.Gustin@fox17online.com>; 'news@fox.17online.com' <news@fox.17online.com>; 'rjust@sbgvtv.com' <rjust@sbgvtv.com>; 'Cedar Springs Post' <news@cedarspringspost.com>; 'Central Michigan Life' <news@cm-life.com>; 'Central Michigan Pulse' <centralmichiganpulse@gmail.com>; 'Channel 12 News' <abc12news@abc12.com>; 'Channel 5' <wnem@wnem.com>; 'Clare Cleaver' <cccleaver@sbcglobal.net>; 'Clare County Review' <pmaurer@clarecountyreview.com>; 'CMU' <news@wcmu.org>; 'David Barberi' <dbarberi@isabellacounty.org>; 'David Lyden' <DavidLyden@9and10news.com>; 'Emily Grove-Davis' <emily@pioneergroup.com>; 'Eric Baerren' <ebaerren@digitalfirstmedia.com>; 'Fox 17' <news@fox17online.com>; 'GR News - MLive' <grnews@mlive.com>; 'Heather Jordan' <hjordan@mlive.com>; 'jkaroub' <jkaroub@ap.org>; 'John Agar' <JAGAR@mlive.com>; 'Luis Molina - El Informado Newspaper' <Luis@elinformadorusa.com>; 'M Kransz - MLive' <mkransz@mlive.com>; 'M Seward' <mseward@cadillacnews.com>; 'Manuel Medina - La Ponderosa Radio Station' <manuel@canosbroadcasting.com>; 'Marion Press' <yourmarionpress@gmail.com>; 'Mark Tower - MLive' <mtower@mlive.com>; 'Melissa Frick - CMU life' <frick2mm@cmich.edu>; 'Michelle Graves Pioneer Group Managing

Editor' <mgraves@pioneergroup.com>; 'Mlive' <jtunison@mlive.com>; 'Mt. Pleasant Morning Sun' <morningsunnewsroom@michigannewspapers.com>; 'N Hammer' <nhammer@cadillacnews.com>; 'NBC 25 News' <news@nbc25.net>; 'News 34' <news34@cmich.edu>; 'Rebecca ABC 12' <rebecca.a.trylch@abc12.com>; 'Ryan Boldrey - MLIVE' <rboldrey@mlive.com>; 'SBG TV' <ngiffune@sbgstv.com>; 'Taylor Fussman' <tfussman@pioneergroup.com>; 'Terry Camp' <terry.r.camp@abc12.com>; 'Up North Live' <newsroom@upnorthlive.com>; 'Waterma - MLive' <cwaterma@mlive.com>; 'WATT AM' <michiguide@gmail.com>; 'Whitney' <whitney@pioneergroup.com>; 'Wood TV 8' <newsroom@woodtv.com>; 'WSGW' <news@wsgw.com>; 'WTCM Radio' <news@wtcmradio.com>; 'WWMT' <desk@wwmt.com>; 'WZZM 13' <news@wzzm13.com>; 'Charles Blackwell' <cblack618@gmail.com>; 'cwerma@mlive.com' <cwerma@mlive.com>

Cc: 'Lator, Joshua (MSP' <LatorJ@michigan.gov>; 'Johnson, David J. (MSP' <JohnsonD56@michigan.gov>; 'Henke, Cameron (MSP' <HenkeC@michigan.gov>; 'Anderson, Michael (MSP' <AndersonM19@michigan.gov>; 'Davis, Robert (MSP' <DavisR21@michigan.gov>; 'Banner, Shanon (MSP' <BannerS@michigan.gov>; 'Vetter, Kimberly (MSP' <VetterK@michigan.gov>; 'John Wilson' <wilsonj@clareco.net>; 'Jaynie Hoerauf' <jaynie@hoerauflaw.com>; 'Dave Saad' <DSaad@cityofclare.gov>; 'Jeremy Howard' <JHoward@cityofclare.gov>; 'ambrozaitism@clareco.net' <ambrozaitism@clareco.net>

Subject: FOIA requests-police incident 23-000411, GOP fight at Doherty Hotel 7/8/23

Good afternoon all
Please see the attached information.

Diane Lyon, City Clerk
Clare City Hall
202 W. Fifth St.
Clare, MI 48617

Phone: (989) 386-7541 x106
Fax: (989) 386-4508
Email: dlyon@cityofclare.gov
City Hall office hours Monday -Thursday 7:00am-5:30pm

August 3, 2023

VIA US MAIL

2600 Troy Center Drive
P.O. Box 5025
Troy, MI 48067-5025
Tel: 248-651-9500
Fax: 248-538-1223
www.secretwardle.com

Jeffrey Bullard, Jr.
Direct: 248-529-2911
jbullard@secretwardle.com

Clare City Hall
ATTN: Records Clerk/FOIA Coordinator
202 W Fifth Street
Clare, MI 48617

Re: *Joseph Shamon v Garber Management Group, Inc.*
Case No.: 2023-001129-NI
Our File No.: 127483 M1666

Dear Sir/Madam:

This is a request under the Michigan Freedom of Information Act, Act 442, P.A. of 1976. Please provide the following documents for examining and photocopying:

Any and all records, including but not limited to any police reports, investigations, documents, records, and information regarding cases and accidents involving tires coming off cars.

As you know, the FOIA provides that if portions of a document are exempt from release, the remainder must be segregated and disclosed. Therefore, I would like to examine all nonexempt portions of the records that I have requested and ask that you justify any deletions by citing specific exemptions of the FOIA.

I promise to pay reasonable search and duplication fees in connection with this request.

Thank you for your assistance. I look forward to receiving your reply within five (5) business days, as required by law.

Sincerely,

SECRET WARDLE, P.C.

Jeffrey Bullard, Jr.

Jeffrey Bullard, Jr.

JB/nap

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

August 14, 2023

Jeffrey Bullard, Jr.
Secret Wardle
2600 Troy Center Drive
Troy MI 48007-5025

Phone (248) 851-9500
(248) 538-1223
jbullard@secrestwardle.com

RE: **FOIA Request #2023-070**

Your request for public record(s) under the Michigan Freedom of Information Act ("FOIA"), dated August 3, 2023, received in this office on August 7, 2023, and further clarified by you on August 7, 2023, for the following records is acknowledged and is hereby granted in part: **Any and all records, including but not limited to any police reports, investigations, documents, records, and information regarding cases and accidents involving tires coming off cars; further clarified on August 7, 2023, to be for records from January 15, 2015, through present and for any instances involving lug nuts, hub caps, or full tires coming off of vehicles causing accidents.**

Personal information that is exempt under MCL 15.243 Section 13.1(a) & (b)(iii) will be redacted.

Pursuant to MCL 15.234 and the City of Clare's FOIA policy, a public body may charge a fee for the labor associated with fulfilling a Freedom of Information Act request when failure to do so will result in unreasonably high costs to the public body that are excessive and beyond the normal or usual amount for those services compared to the public body's usual FOIA requests. Because only the police department staff has access to police records from the database, it will be necessary for that department to search for and retrieve the requested documents. Please note that they are unable to complete a system search with the parameters of your request thus a manual search of records will be required in order to complete the request.

To process your request, the City of Clare has provided an estimate of fees (attached) to provide the information. The City estimates a FOIA processing fee of \$2,635.34 to search for, retrieve, review, separate, examine material, and redact the requested records.

Pursuant to MCL 15.234(8) a public body may require a 50% good-faith deposit if the entire fee estimate exceeds \$50.00. Accordingly, the City of Clare requires a deposit in the amount of \$1,358.91 in order to complete your request. Pursuant to MCL 15.234(14) this deposit must be received by the end of business on Monday, October 2, 2023, otherwise, this request will be considered abandoned, and the City of Clare will not be required to fulfill the request. Under Section 10a of the Freedom of Information Act, you have the right to appeal the fee to the head of the public body. Upon receipt of the deposit, we will begin locating and compiling the requested. The City of Clare estimates a processing time of 60 business days after receipt of payment.

The City of Clare is an Equal Opportunity Provider and Employer

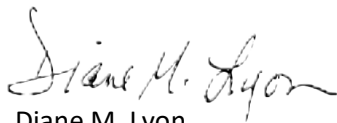


The City of Clare's FOIA Procedures and Guidelines and Summary are available for review on our website at www.cityofclare.org. A copy of this request will be kept on file for no less than one (1) year.

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 the reversal of the denial. Your appeal should be sent to the City of Clare – City Manager, 202 West Fifth Street, Clare, MI 48617-1490.

Sincerely,



Diane M. Lyon
Clare City Clerk & FOIA Coordinator



Diane Lyon

From: Bullard, Jeffrey <JBullard@secrestwardle.com>
Sent: Monday, August 14, 2023 12:31 PM
To: Diane Lyon
Cc: Dave Saad; Jeremy Howard; Sarah Schumacher; Jennifer Kinberg
Subject: RE: FOIA #2023-070 Fee Estimate & Letter of Response

Thanks Diane,

In order to reduce the amount of fees and work that needs to be performed to gather these records, could I once again request that the time frame be limited from January 1, 2020 to August 1, 2023?

Best,
Jeff Bullard

From: Diane Lyon <DLyon@cityofclare.gov>
Sent: Monday, August 14, 2023 11:14 AM
To: Bullard, Jeffrey <JBullard@secrestwardle.com>
Cc: Dave Saad <DSaad@cityofclare.gov>; Jeremy Howard <JHoward@cityofclare.gov>; Sarah Schumacher <SSchumacher@cityofclare.gov>; Jennifer Kinberg <JKinberg@cityofclare.gov>
Subject: FOIA #2023-070 Fee Estimate & Letter of Response

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Good morning Mr. Bullard

A response to your request for records is attached along with an estimate of fees, and the City's FOIA Procedures and Guidelines & Summary of same.

Regards,

Diane Lyon, City Clerk
Clare City Hall
202 W. Fifth St.
Clare, MI 48617

Phone: (989) 386-7541 x106

Fax: (989) 386-4508

Email: dlyon@cityofclare.gov

City Hall office hours Monday -Thursday 7:00am-5:30pm



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

August 14, 2023

Jeffrey Bullard, Jr.
Secret Wardle
2600 Troy Center Drive
Troy MI 48007-5025

Phone (248) 851-9500
(248) 538-1223
jbullard@secrestwardle.com

RE: **FOIA Request #2023-074 (amendment to request 2023-070)**

Your request for public record(s) under the Michigan Freedom of Information Act ("FOIA"), dated August 14, 2023, received in this office on August 14, 2023, is hereby granted in part: **Any and all records, including but not limited to any police reports, investigations, documents, records, and information from January 1, 2020, through present for any instances involving lug nuts, hub caps, or full tires coming off of vehicles causing accidents.**

Personal information that is exempt under MCL 15.243 Section 13.1(a) & (b)(iii) will be redacted.

Pursuant to MCL 15.234 and the City of Clare's FOIA policy, a public body may charge a fee for the labor associated with fulfilling a Freedom of Information Act request when failure to do so will result in unreasonably high costs to the public body that are excessive and beyond the normal or usual amount for those services compared to the public body's usual FOIA requests. Because only the police department staff has access to police records from the database, it will be necessary for that department to search for and retrieve the requested documents. Please note that they are unable to complete a system search with the parameters of your request thus a manual search of records will be required in order to complete the request.

To process your request, the City of Clare has provided an estimate of fees (attached) to provide the information. The City estimates a FOIA processing fee of \$1,073.41 to search for, retrieve, review, separate, examine material, and redact the requested records.

Pursuant to MCL 15.234(8) a public body may require a 50% good-faith deposit if the entire fee estimate exceeds \$50.00. Accordingly, the City of Clare requires a deposit in the amount of \$536.70 in order to complete your request. Pursuant to MCL 15.234(14) this deposit must be received by the end of business on Monday, October 2, 2023, otherwise, this request will be considered abandoned, and the City of Clare will not be required to fulfill the request. Under Section 10a of the Freedom of Information Act, you have the right to appeal the fee to the head of the public body. Upon receipt of the deposit, we will begin locating and compiling the requested. The City of Clare estimates a processing time of 60 business days after receipt of payment.

The City of Clare's FOIA Procedures and Guidelines and Summary are available for review on our website at www.cityofclare.org. A copy of this request will be kept on file for no less than one (1) year.

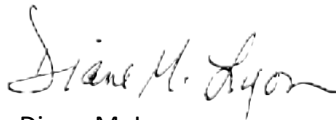


If your FOIA request has been denied in whole or in part, you may do one of the following at your option:

- (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 the reversal of the denial. Your appeal should be sent to the City of Clare – City Manager, 202 West Fifth Street, Clare, MI 48617-1490.

Sincerely,



Diane M. Lyon
Clare City Clerk & FOIA Coordinator



Diane Lyon

From: Bullard, Jeffrey <JBullard@secrestwardle.com>
Sent: Monday, August 14, 2023 4:01 PM
To: Diane Lyon
Cc: Dave Saad; Jeremy Howard; Sarah Schumacher; Jennifer Kinberg
Subject: RE: FOIA #2023-070 Fee Estimate & Letter of Response

Thank you, Diane,

Sorry to keep changing our request, but could we please edit it to “**any and all records, including but not limited to any police reports, investigations, documents, records, and information from January 1, 2020, through present for any instances involving theft of lugs nuts, hub caps, or full tires from vehicles, as well as instances involving lug nuts, hub caps, or full tires coming off of vehicles causing motor vehicle accidents**”? Our office will agree to the change in fees after this change is made.

Best,

From: Diane Lyon <DLyon@cityofclare.gov>
Sent: Monday, August 14, 2023 3:18 PM
To: Bullard, Jeffrey <JBullard@secrestwardle.com>
Cc: Dave Saad <DSaad@cityofclare.gov>; Jeremy Howard <JHoward@cityofclare.gov>; Sarah Schumacher <SSchumacher@cityofclare.gov>; Jennifer Kinberg <JKinberg@cityofclare.gov>
Subject: RE: FOIA #2023-070 Fee Estimate & Letter of Response

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hello Mr. Bullard,
Here is the information regarding the estimate to complete your amended request.

Diane Lyon, City Clerk
Clare City Hall
202 W. Fifth St.
Clare, MI 48617

Phone: (989) 386-7541 x106
Fax: (989) 386-4508
Email: dlyon@cityofclare.gov
City Hall office hours Monday -Thursday 7:00am-5:30pm

From: Bullard, Jeffrey <JBullard@secrestwardle.com>
Sent: Monday, August 14, 2023 12:31 PM
To: Diane Lyon <DLyon@cityofclare.gov>
Cc: Dave Saad <DSaad@cityofclare.gov>; Jeremy Howard <JHoward@cityofclare.gov>; Sarah Schumacher <SSchumacher@cityofclare.gov>; Jennifer Kinberg <JKinberg@cityofclare.gov>
Subject: RE: FOIA #2023-070 Fee Estimate & Letter of Response

Thanks Diane,

In order to reduce the amount of fees and work that needs to be performed to gather these records, could I once again request that the time frame be limited from January 1, 2020 to August 1, 2023?

Best,
Jeff Bullard

From: Diane Lyon <DLyon@cityofclare.gov>
Sent: Monday, August 14, 2023 11:14 AM
To: Bullard, Jeffrey <JBullard@secrestwardle.com>
Cc: Dave Saad <DSaad@cityofclare.gov>; Jeremy Howard <JHoward@cityofclare.gov>; Sarah Schumacher <SSchumacher@cityofclare.gov>; Jennifer Kinberg <JKinberg@cityofclare.gov>
Subject: FOIA #2023-070 Fee Estimate & Letter of Response

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Good morning Mr. Bullard

A response to your request for records is attached along with an estimate of fees, and the City's FOIA Procedures and Guidelines & Summary of same.

Regards,

Diane Lyon, City Clerk
Clare City Hall
202 W. Fifth St.
Clare, MI 48617

Phone: (989) 386-7541 x106
Fax: (989) 386-4508
Email: dlyon@cityofclare.gov
City Hall office hours Monday -Thursday 7:00am-5:30pm

Diane Lyon

From: Bullard, Jeffrey <JBullard@secrestwardle.com>
Sent: Tuesday, August 15, 2023 10:03 AM
To: Diane Lyon
Cc: Dave Saad; Jeremy Howard; Sarah Schumacher; Jennifer Kinberg; Fuhrwerk, Lynda
Subject: RE: FOIA #2023-070 Fee Estimate & Letter of Response

Hi Diane,

Please cancel our Request. Thank you for your time.

Best,
Jeff Bullard

From: Bullard, Jeffrey
Sent: Monday, August 14, 2023 4:01 PM
To: 'Diane Lyon' <DLyon@cityofclare.gov>
Cc: Dave Saad <DSaad@cityofclare.gov>; Jeremy Howard <JHoward@cityofclare.gov>; Sarah Schumacher <SSchumacher@cityofclare.gov>; Jennifer Kinberg <JKinberg@cityofclare.gov>
Subject: RE: FOIA #2023-070 Fee Estimate & Letter of Response

Thank you, Diane,

Sorry to keep changing our request, but could we please edit it to “**any and all records, including but not limited to any police reports, investigations, documents, records, and information from January 1, 2020, through present for any instances involving theft of lugs nuts, hub caps, or full tires from vehicles, as well as instances involving lug nuts, hub caps, or full tires coming off of vehicles causing motor vehicle accidents**”? Our office will agree to the change in fees after this change is made.

Best,

From: Diane Lyon <DLyon@cityofclare.gov>
Sent: Monday, August 14, 2023 3:18 PM
To: Bullard, Jeffrey <JBullard@secrestwardle.com>
Cc: Dave Saad <DSaad@cityofclare.gov>; Jeremy Howard <JHoward@cityofclare.gov>; Sarah Schumacher <SSchumacher@cityofclare.gov>; Jennifer Kinberg <JKinberg@cityofclare.gov>
Subject: RE: FOIA #2023-070 Fee Estimate & Letter of Response

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hello Mr. Bullard,
Here is the information regarding the estimate to complete your amended request.

Diane Lyon, City Clerk
Clare City Hall
202 W. Fifth St.
Clare, MI 48617

Phone: (989) 386-7541 x106
Fax: (989) 386-4508
Email: dlyon@cityofclare.gov
City Hall office hours Monday -Thursday 7:00am-5:30pm

From: Bullard, Jeffrey <JBullard@secrestwardle.com>
Sent: Monday, August 14, 2023 12:31 PM
To: Diane Lyon <DLyon@cityofclare.gov>
Cc: Dave Saad <DSaad@cityofclare.gov>; Jeremy Howard <JHoward@cityofclare.gov>; Sarah Schumacher <[SSchumacher@cityofclare.gov](mailto:sschumacher@cityofclare.gov)>; Jennifer Kinberg <JKinberg@cityofclare.gov>
Subject: RE: FOIA #2023-070 Fee Estimate & Letter of Response

Thanks Diane,

In order to reduce the amount of fees and work that needs to be performed to gather these records, could I once again request that the time frame be limited from January 1, 2020 to August 1, 2023?

Best,
Jeff Bullard

From: Diane Lyon <DLyon@cityofclare.gov>
Sent: Monday, August 14, 2023 11:14 AM
To: Bullard, Jeffrey <JBullard@secrestwardle.com>
Cc: Dave Saad <DSaad@cityofclare.gov>; Jeremy Howard <JHoward@cityofclare.gov>; Sarah Schumacher <[SSchumacher@cityofclare.gov](mailto:sschumacher@cityofclare.gov)>; Jennifer Kinberg <JKinberg@cityofclare.gov>
Subject: FOIA #2023-070 Fee Estimate & Letter of Response

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Good morning Mr. Bullard

A response to your request for records is attached along with an estimate of fees, and the City's FOIA Procedures and Guidelines & Summary of same.

Regards,

Diane Lyon, City Clerk
Clare City Hall
202 W. Fifth St.
Clare, MI 48617

Phone: (989) 386-7541 x106
Fax: (989) 386-4508
Email: dlyon@cityofclare.gov
City Hall office hours Monday -Thursday 7:00am-5:30pm



**GRAY
SOWLE
IACCO
RICHARDS**
ATTORNEYS AT LAW

Daniel A. Iacco
diacco@gsilaw.com

Emeritus
Loren Gray
Donald Sowle

Patrick A. Richards
prichards@gsilaw.com

Izak J. Post
ipost@gsilaw.com

August 8, 2023

Clare Police Dept.
207 W. 5th St.
Clare, MI 48617

RE: Our Client: Tammy Lamerand
Date of Injury: 8/5/2020

To Whom It May Concern:

We represent Tammy Lamerand who was involved in trip and fall incident on August 5, 2020 at the home of Cherlyn Seneshen, 424 Wilcox Parkway, Clare, MI 48617. Ms. Lamerand was injured as a result of the incident and our records show that your department responded to the 911 call.

Would you please provide a copy of the entire police investigation report including, but not limited to, all reports, witness statements, measurements, diagrams, photographs, video, vest camera footage, etc.

Please bill our office for any related charges and payment will be promptly made to your office.

This request is made pursuant to the Freedom of Information Act, MCL 15.231 et. seq. Thank you for your professional courtesy.

Very Truly Yours,

GRAY, SOWLE, IACCO, & RICHARDS P.C.



Patrick A. Richards

/eld

gsilaw.com

T (989) 772-0932
F (989) 773-0536

1986 Ashland Drive, Suite A
Mt Pleasant, MI 48858



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

August 14, 2023

DENIAL OF REQUEST FOR PUBLIC RECORD

Gray, Sowle, Iacco, Richards
1985 Ashland Dr. Ste A
Mt. Pleasant MI 48858

Tel: (989) 772-5932
Fax: (989) 773-0538
prichards@gsilaw.com

RE: **FOIA Request #2023-072 Client Tammy Lamerand, trip & fall, 424 Wilcox Pkwy, Clare MI, request for all reports, witness statements, measurements, diagrams, photographs, video, vest camera footage, etc.**

X Your request as described is denied because it does not exist under information.

NOTICE: This correspondence constitutes a certification that the public records, as indicated, do not exist. You have the right to appeal this denial to the City Manager in writing that specifically states the word "APPEAL" and indicates the reason or reasons for reversal of the denial, or seek judicial review in the Circuit Court within 180 days of a final determination to deny a request. If the Court determines a public record is not exempt from disclosure, it shall order its release or production. The burden of proof in Court is on the public body. If the Court determines that the public body has been arbitrary and capricious in not disclosing a public record, it may award, in addition to actual and compensatory damages, punitive damages not exceeding \$500.00

The City of Clare's FOIA Procedures and Guidelines and Summary are available for review on our website at 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.

FOIA Coordinator or Authorized Representative

August 14, 2023
Date Denial Approved

The City of Clare is an Equal Opportunity Provider and Employer



Diane Lyon

Subject: FW: Your tourist information centre Clare Union Railroad Depot is now listed on TravelAgents10

From: TravelAgents10 <support@travelagents10.com>

Date: August 9, 2023 at 10:34:13 PM EDT

To: Diane Lyon <DLyon@cityofclare.gov>

Subject: Your tourist information centre Clare Union Railroad Depot is now listed on TravelAgents10

Reply-To: TravelAgents10 <support@travelagents10.com>

TravelAgents10

Worldwide Travel Directory

Dear Clare Union Railroad Depot,

We are delighted to unveil some thrilling news for your tourist information centre! You have officially been added to [TravelAgents10](#) – the ultimate worldwide directory for travel agents, agencies, and businesses in the dynamic world of travel. Get ready to embark on an extraordinary journey with us!

TravelAgents10 serves as a captivating platform designed to connect avid travelers with distinguished travel professionals like yourself. Whether you specialize in curating dream vacations, crafting mesmerizing tour packages, arranging luxurious accommodations, or ensuring seamless transportation services, our website is the gateway for wanderlust souls to discover and engage with your remarkable offerings.

We invite you to embark on a thrilling adventure by visiting our website. Unlock a treasure trove of extraordinary features and discover the countless possibilities that await you. Here are some key benefits of your inclusion in our coveted travel directory:

1. **Unleash Your Wanderlust:** TravelAgents10 propels your travel business to soaring heights, empowering you to expand your online presence and reach a vast audience of adventurous spirits actively seeking unforgettable travel experiences.
2. **Spotlight Your Expertise:** Showcase your distinctive travel specialties, destination prowess, and awe-inspiring success stories on our platform. Capture the hearts of prospective clients, whisking them away to exotic realms with your unrivaled expertise and infectious enthusiasm.
3. **Become a Travel Trailblazer:** As a trusted and revered directory website, we attract an eclectic mix of intrepid explorers searching

for their next unforgettable journey. With a compelling listing on TravelAgents10, you'll effortlessly magnetize like-minded travelers seeking your unparalleled travel expertise.

4. Ignite a Social Media Frenzy: Unleash the power of social media to set the travel realm ablaze with your remarkable presence! Share your listing on your cherished social media channels and witness the ripple effect as your passionate followers eagerly embark on their own voyages of discovery.

To ignite your social media channels, we've crafted an example message you can share:

"Drumroll, please! We are thrilled to announce that Clare Union Railroad Depot has joined the prestigious ranks of TravelAgents10, the ultimate travel directory! Dive into our extraordinary listing at <https://www.travelagents10.com/US/Clare/218078378287602/Clare-Union-Railroad-Depot> to immerse yourself in a world of wanderlust, enchanting destinations, and awe-inspiring experiences. Pack your bags and let us guide you on the adventure of a lifetime! Join us on this exciting journey and share our listing with fellow explorers. Together, let's turn dreams into reality and create memories that will last a lifetime. #TravelGoals #TravelAgents10 #Wanderlust"

Congratulations on becoming an integral part of TravelAgents10! We are thrilled to have you on board, and we look forward to witnessing your travel business soar to new heights of success and adventure.

Your listing is free of charge and can be found at:

<https://www.travelagents10.com/US/Clare/218078378287602/Clare-Union-Railroad-Depot>

Please use the menu entry labelled "Claim ownership or report listing" to manage your page, or use this direct link:

<https://www.travelagents10.com/login/218078378287602>

Bon voyage!

Best regards,

TravelAgents10

TravelAgents10 2023

Our mailing address is:

support@travelagents10.com

[Unsubscribe](#)



CITY HALL

Ph 989.386.7541

Fx 989.386.4508

www.cityofclare.org

Manager x102

Assessor x103

Clerk x106

Treasurer x107

August 8, 2023

State Tax Commission

Michigan Department of Treasury

PO Box 30471

Lansing, MI 48909-7971

**DEPARTMENT OF
PUBLIC WORKS**

Ph 989.386.2182 or

989.386.7541 x202

Fx 989.386.4508

RE: Commercial Facilities Tax Exemption Certificate 4-19-001, Hotel Doherty, LLC., 604 N. McEwan Street, Clare, Michigan 48617

Dear State Tax Commission;

UTILITY BILLING

Ph 989.386.7541 x201

W/WWT PLANT

Ph 989.386.2321

Fx 989.386.2387

As provided for under PA 255 of 1978, 207.664 Section 14, the City of Clare is exercising its right to revoke Commercial Facilities Exemption Certificate 4-19-001 (copy att'd), as the Hotel Doherty has not proceeded in good faith with the replacement, restoration, or construction and operation of the facility. Please find enclosed a copy of Resolution 2023-058, approved at a regular meeting of the Clare City Commission on August 7, 2023, revoking the Commercial Facilities Exemption Certificate previously approved by the Clare City Commission on May 20, 2019.

**POLICE DEPT.
NON-EMERGENCY**

Ph 989.386.2121

Fx 989.386.0440

Please contact me if you need any additional information or have questions regarding this matter.

**FIRE DEPT.
NON-EMERGENCY**

Ph 989.386.2151

Fx 989.386.3020

Sincerely,

Diane M. Lyon

City Clerk

**PARKS &
RECREATION**

Ph 989.386.7541 x213

Fx 989.386.4508

Enclosure(s)

AIRPORT

Ph 989.386.0445

Fx 989.386.4508



RESOLUTION 2023-058

RESOLUTION REVOKING A COMMERCIAL FACILITIES EXEMPTION CERTIFICATE NUMBER 4-19-001 OF THE DOHERTY HOTEL.

WHEREAS, pursuant to P.A. 210 of 2005, as amended, after a duly noticed public hearing held on the 20th of May, 2019, the City of Clare City Commission by adoption of resolution 2019-061 established the City of Clare Downtown Development Authority Commercial Rehabilitation District; and

WHEREAS, the City of Clare approved a Commercial Facilities Exemption application for the Doherty Hotel, certificate number 4-19-001 for property located at 604 McEwan Street, Clare, Michigan; and

WHEREAS, the Doherty Hotel has failed to proceed in good faith with the rehabilitation of the facility within the construction period allowed.

NOW, THEREFORE, BE IT RESOLVED BY the City Commission of the City of Clare that the Clare City Commission hereby revokes Commercial Rehabilitation Exemption Certificate number 4-19-001 for the Doherty Hotel for the property at 604 McEwan Street, Clare, Michigan.

ALL RESOLUTIONS AND PARTS OF RESOLUTIONS INSOFAR AS THEY CONFLICT WITH THE PROVISIONS OF THIS RESOLUTION BE AND THE SAME ARE HEREBY RESCINDED.

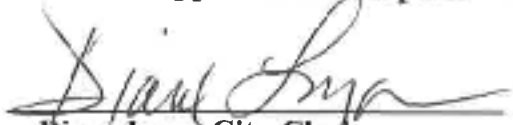
The Resolution was introduced by Commissioner Murphy and supported by Commissioner Bonham. The Resolution declared adopted by the following roll call vote:

YEAS: Bob Bonham, Kim Bussell, Pat Humphrey, Maegan Jenkins, and Carolyn (Gus) Murphy.

NAYS: None.

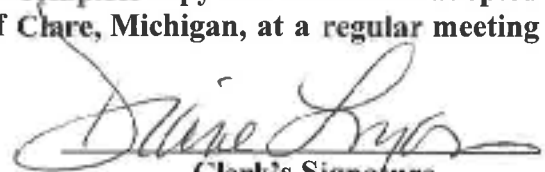
ABSENT: None.

Resolution approved for adoption on this 7th day of August, 2023.


Diane Lyon, City Clerk

RESOLUTION DECLARED ADOPTED.

I hereby certify that the foregoing constitutes a true and complete copy of a resolution adopted by the City Commission of the City of Clare, County of Clare, Michigan, at a regular meeting held on August 7, 2023.


Clerk's Signature

Commercial Facilities Exemption Certificate

Restored Certificate

Pursuant to the provisions of Public Act 255 of 1978, as amended, the **City of Clare** hereby finds that the commercial property, hereafter referred to as the commercial facility, owned or leased by **Hotel Doherty, LLC.**, and located at **604 North McEwan Street, City of Clare, County of Clare, Michigan**, located within a Commercial Redevelopment District, is intended primarily for the purpose of restoration of obsolete commercial property, and complies with Section 10 and other provisions of the act.

Therefore, as provided by MCL 207.651 to 207.668, the **City of Clare** hereby certifies as a restored commercial facility the property located at **604 North McEwan Street**.

This certificate provides the authority for the assessor to exempt the commercial facility for which this Commercial Facilities Exemption Certificate is in effect, but not the land on which the facility is located or the personal property placed within the facility, from ad valorem taxation. This certificate further provides the authority to levy a specific tax known as the Commercial Facilities Tax.

This certificate, unless revoked by resolution of the **City of Clare** as provided by Public Act 255 of 1978, as amended, shall remain in force for a period of **twelve** year(s);

Beginning December 31, 2019, and ending December 30, 2031.

The taxable value of the obsolete commercial property related to this certificate is **\$2,008,814**.

This Commercial Facilities Exemption Certificate is issued on May 28, 2019.

**Diane Lyon, City Clerk
City of Clare, Michigan**

Diane Lyon

From: Lori Mott <mottl@clareco.net>
Sent: Tuesday, August 15, 2023 9:09 AM
To: Alexa Cooper; Amy Wright - Hamilton Twp. Deputy Clerk; Bonnie Blackledge; Carol Majewski; Cindy Gadberry; Cindy LaFave; Deb Hammar; Deb Hoyt; deputyclerksummerfield@gmail.com; Diane Lyon; Glenna Bradbury; Jaclyn Hall; Janae Coon; Janet Clayton; Janice Larose; Joan Rattray; Joan'E Farwell; Julie Fulton; Justin Cavanaugh; Katheryn Decker; Leann Strouse; Linda McClain; Rachel Machson; Raquel Brown - Sheridan Deputy Clerk; Sarah Schumacher; Susan Brower; Tammy Teall; Tom Burger; Tracy Wheeler-Clay; Valdine
Cc: Elections
Subject: Election Coordinator

Good morning Clerks,

Unfortunately, our new Election Coordinator, Annette, has resigned. As you all know, this is a very stressful job, but I hope to find just the right person to fill this position. Please continue to communicate with us through the elections@clareco.net email so that Sherri, Pam and I will all see the email. Thank you.

Lori Mott

*Clare County
Clerk/Register of Deeds
225 W. Main St.
P.O. Box 438
Harrison, MI 48625
989-539-7131*



Free Drive-Through Mobile Food Distribution

Greater Lansing Food Bank- Clare County

Saturday - September 9th, 2023

Registration: Starts at 9:00 a.m.

Distribution: Starts at 10:00 a.m.



Clare County Fairgrounds

418 Fairlane St., Harrison, MI 48625



Please Note:

- **Line up will be behind the grandstands - please enter off of Fairlane Street.**
- Food will be placed in your trunk/hatchback, so please make room in advance.
- Please stay in your vehicle for registration and food distribution.
- Restrooms will NOT be available.
- If you are not feeling well, please have someone pick up food for you.
- Everyone who is in need of food are welcome to participate.

For more information contact:
Clare County Food Facebook page
or

Greater Lansing Food Bank at: www.greaterlansingfoodbank.org,
GLFoodBank1 (on Facebook) or call 517/908-3680



August 14, 2023



T1 P1 79 *****AUTO**ALL FOR AADC 480
City Of Clare
202 W. Fifth Street
Clare, MI 48617-1490

Re: Charter Communications - Upcoming Changes

Dear Franchise Official:

This letter will serve as notice that on or around September 13, 2023, Spectrum Mid-America, LLC ("Spectrum") will launch carriage of **Lifetime Movie Network (LMN)** on *Spectrum Select*, channels 80, 127, & 812.

If you should have any questions about this change, please feel free to contact me at (906) 353-7866.

Sincerely,

Joan Movrich
Manager - State Government Affairs, Michigan
Charter Communications

Updates coming to your Spectrum Enterprise account

ATTN: ACCOUNTS PAYABLE
SPRINT WIRELESS-DE34IP729
202 W 5TH ST # CELLTW
CLARE, MI 48617-1457



August 8, 2023

Dear Valued Client,

The transition of your Spectrum Enterprise[®] invoicing to our new billing system is underway. Read below about upcoming changes that will impact your account starting in August 2023.

Statement updates

As part of the transition, changes that may impact your future bills include:

- Billing date range adjustments causing prorated charges or credits
- Changes to invoice generation timelines that may impact when you receive your bills and the payment due date
- A new account number
- A new bill layout

Payment method updates

To prevent misapplied payments or payment processing delays, reference your invoice received after August 19, 2023 to ensure the following actions are taken:

- Payments reference the account number found at the top of your invoice
- Mailed check payments are addressed to the remit-to address listed under Payment Options
- ACH wire transfer payments route to the correct bank as outlined under Payment Options
- Accounts Payable services or Spectrum Enterprise Auto Pay payment methods are up to date (Note that the payment withdrawal date for Auto Pay may change)

Service descriptions and TV package updates

You may notice some changes to service descriptions or television packages listed on your invoice. Shortly after the transition, we'll send you more information regarding package updates.

If you manage more than one account for your organization, refer to the messages in the Billing Information section of your invoice to identify impacted accounts. Visit enterprise.spectrum.com/billingtransition or call us at 1-844-957-0769 for more information about the billing transition.

Sincerely,

Spectrum Enterprise



August 15, 2023

Barbara Fiero
2260 Oakridge
Clare, MI 48617

RE: Our Insured: City Of Clare
Claim Number: 100GL2300284
Date of Loss: 08/02/2023

Dear Ms. Fiero:

Our company is the claims administrators for the City Of Clare. We have completed our investigation pertaining to your claim that you fell due to an alleged defective sidewalk. The alleged defect and has vertical discontinuity of less than two inches.

In March 2012, the legislature Enrolled House Bill No. 4589 which amended MCL 691.1401, MCL 691.1402 and MCL 691.1402a.

According to House Bill No. 4589:

Sec. 2a. (1) A municipal corporation in which a sidewalk is installed adjacent to a municipal, county or state highway shall maintain the sidewalk in reasonable repair.

(2) A municipal corporation is not liable for breach of a duty to maintain a sidewalk unless the plaintiff proves that at least 30 days before the occurrence of the relevant injury, death, or damage, the municipal corporation knew or, in the exercise of reasonable diligence, should have known of the existence of the defect in the sidewalk.

(3) In a civil action, a municipal corporation that has a duty to maintain a sidewalk under subsection (1) is presumed to have maintained the sidewalk in reasonable repair. This presumption may only be rebutted by evidence of facts showing that a proximate cause of the injury was 1 or both of the following.

(a) A vertical discontinuity defect of 2 inches or more in the sidewalk.

(b) A dangerous condition in the sidewalk itself of a particular character other than solely a vertical discontinuity.

(4) Whether a presumption under subsection (3) has been rebutted is a question of law for the court.

(5) A municipal corporation's liability under subsection (1) is limited by section 81131 of the natural resources and environmental protection act, 1994 PA 451, MCL 324.81131.

Based on the fact the alleged defect is under two inches, the Michigan Municipal Liability and Property Pool must respectfully deny your claim for damages.

Sincerely,

A handwritten signature in black ink that reads 'Mark Barrett'.

Mark Barrett
Claims Representative II
248-204-8016
3196 Kraft Avenue, SE Suite 206
Grand Rapids, MI 49512

Service Provider: Meadowbrook, Inc.

Loss Control & Member Services: P.O. Box 2054, Southfield, MI 48037-2054; (248) 358-1100; (800) 482-0626

Southfield Claims: P.O. Box 5174, Southfield, MI 48086-5174; (248) 358-1100; (800) 482-0626; Fax: (248) 358-0534

Grand Rapids Claims: 3196 Kraft Ave., S.E., Suite 206, Grand Rapids, MI 49512-2065; (616) 942-0311; (800) 752-7477; Fax: (616) 649-1796

www.mml.org



SITE PLAN APPLICATION

202 West 5th Street, Clare Michigan 48617
 (989) 386-7541 phone (989) 386-4508 fax
www.cityofclare.gov

Project Name: 2023 Water Treatment Facility Upgrades		
Owner's Name: City of Clare		
Address:		
City:	State:	Zip:
Phone:	Email:	
Developer's Name:		
Address:		
City:	State:	Zip:
Phone:	Mobile:	
Engineer/Architect/Surveyor: Gourdie Fraser		
Address: 123 West Front Street		
City: Traverse City	State: MI	Zip: 49684
Phone: 231-946-5874	Email: jennifer@gfa.tc	
PLEASE PROVIDE 1 ORIGINAL BLUE-PRINT SIZE SITE PLAN THAT MEETS OR EXCEEDS THE REQUIREMENTS OUTLINED IN OF CHAPTER 52, SECTION 415(g) OF THE CITY ORDINANCES AS WELL AS 15 COPIES NO LARGER THAN LEDGER SIZE (11" X 17")		
Site Plan Fee:	Received on: / /	By:
Subject Parcel		
ARE THERE ANY OPTIONS ON THIS PROPERTY OR ANY LIENS AGAINST THE PARCEL? <u>No</u>		
IF YES, PLEASE EXPLAIN: _____		
Property Address: 303 Pinecrest Street		
Tax ID #		
Project Type: Multi-Family <input type="checkbox"/> Commercial <input type="checkbox"/> Industrial <input type="checkbox"/> Other <input checked="" type="checkbox"/>		
BRIEF PROJECT DESCRIPTION: <u>Construction of Type I Water Well and 200 SFT Wellhouse to connect and expand the existing City water system to improve operations and capacity.</u>		
# of Structures: 1	Total Units: 0	Total Offices: 0
Total Square Feet: 200	Total Parking Spaces: 1	
Total Employees: 1	Recreation Facilities: N/A	
Total Floor Area: 200 SFT	Acreage of Parcel:	

OTHER RELATED PERTINENT INFORMATION: _____

Land Use: _____ **Zoning Classification:** _____

Existing Structures: Existing Soccer Complex

IF YOU NEED ASSISTANCE, THE FOLLOWING INFORMATION MAY BE OBTAINED FROM THE CITY CLERK'S OFFICE.

Adjoining Parcel(s) (North) Tax ID Number:
varies - see engineering drawings

Land Use: _____ **Zoning Classification:** _____

Existing Structures: _____

Adjoining Parcel(s) (South) Tax ID Number: _____

Land Use: _____ **Zoning Classification:** _____

Existing Structures: _____

Adjoining Parcel(s) (East) Tax ID Number: _____

Land Use: _____ **Zoning Classification:** _____

Existing Structures: _____

Adjoining Parcel(s) (West) Tax ID Number: _____

Land Use: _____ **Zoning Classification:** _____

Existing Structures: _____

Project Completion Schedule: _____

Development Phases: _____

I AM THE OWNER OF THE PROPERTY OR OFFICIALLY ACTING ON THE OWNER'S BEHALF.

Signature _____ **Date** _____

I HEREBY CERTIFY THAT THE SITE PLAN REQUEST WAS ACTED ON BY THE CLARE CITY PLANNING COMMISSION ON _____ **.**

THE SITE PLAN WAS APPROVED _____ **NOT APPROVED** _____

WITH THE FOLLOWING CONDITIONS (IF ANY): _____

Certified By: _____ **Date** _____



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

August 9, 2023

Dear Property Owner:

The attached public notice is being sent to you because you own property within 300' of the location(s) in which the applicant, the City of Clare, has submitted a site plan for the proposed construction and installation of a new water well and well house at Emerald Isle Recreation Complex, and a new water transmission line from the new well to the city's existing water plant. A copy of the Site Plan Application is available for review at Clare City Hall during regular business hours or by contacting the City Clerk at dlyon@cityofclare.gov. You may reach my office by calling 989-854-4428 if you have questions about the project.

The attached public notice is scheduled for publication in the Clare County Review on Friday, August 11, 2023.

Sincerely,

Diane Lyon
Clare City Clerk

Enclosure



CITY HALL

Ph 989.386.7541

Fx 989.386.4508

www.cityofclare.org

Manager x102

Assessor x103

Clerk x106

Treasurer x107

DEPARTMENT OF PUBLIC WORKS

Ph 989.386.2182 or

989.386.7541 x202

Fx 989.386.4508

UTILITY BILLING

Ph 989.386.7541 x201

W/WWT PLANT

Ph 989.386.2321

Fx 989.386.2387

POLICE DEPT. NON-EMERGENCY

Ph 989.386.2121

Fx 989.386.0440

FIRE DEPT. NON-EMERGENCY

Ph 989.386.2151

Fx 989.386.3020

PARKS & RECREATION

Ph 989.386.7541 x213

Fx 989.386.4508

AIRPORT

Ph 989.386.0445

Fx 989.386.4508

CITY OF CLARE PUBLIC HEARING NOTICE

The City of Clare Planning Commission will hold a public hearing on Wednesday, September 13, 2023, at 6:30 p.m. at Clare City Hall to receive public comment pertaining to a site plan application of the City of Clare, for the proposed construction of a new water well and a 200 sq ft well house at Emerald Isle and a water transmission line to the city's existing water plant. The Planning Commission will accept comments at the hearing or in writing if the written comments are received by the City Clerk not later than 5:00 p.m. on the date of the hearing. A copy of the site plan application is available for review at the City Clerk's Office

Diane Lyon
City Clerk

Published August 11, 2023



2023 Member Survey Key Findings Report

N	C	National Council
M	C	Municipal Cannabis

CHAPTER

August 2023

Table of Contents

3	Introduction
4	Survey Overview & Methodology
5	Executive Summary
6	Demographics
8	Staffing and Licensing
10	Membership Communication & Participation
13	Research and Best Practices
14	Membership Satisfaction
15	Membership Dues
16	Why did you join?

Introduction

The Municipal Cannabis Regulators Network (MCRN) Michigan Chapter is a professional network of municipal cannabis administrators who oversee medical and/or recreational marijuana regulations in cities, townships and villages in Michigan. MCRN promotes the development and advancement of municipal cannabis regulatory officials through leadership development, competency-based education, networking and best practices. MCRN is working to build a positive and supportive community among local government marijuana administrators.

MCRN was launched after one of the key findings of the 2022 Michigan Local Government Marijuana Review Process Survey (MRPS) revealed that local government cannabis regulations officials expressed more training and professional development opportunities need to be made available to municipal cannabis regulators.

After forming an advisory board to provide guidance on network programs and membership services, we opened our membership in January 2023 to the primary official/employee who is responsible for overseeing medical and/or recreational marijuana regulations for the municipality. Within the first six months of launching, we have grown our membership to 36 regulators representing all regions of our state: Northern, Mid-Michigan, Western, Southeastern and the “Thumb”. MCRN regulators are from the cities of Battle Creek, Bay City, Big Rapids, Center Line, Clare, Coldwater, Coleman, Crystal Falls, Detroit, Grand Rapids, Hartford, Hazel Park, Highland Park, Madison Heights, Manistee, Marshall, Mount Clemens, Mount Pleasant, Niles, Pontiac, Reading, Roseville, Sturgis, Swartz Creek, Warren & White Cloud. The townships of Arlington, Buena Vista, Emmett, Lawrence, Vassar and Windsor. The villages of Barryton, Constantine, Leonard and Quincy.

SURVEY OVERVIEW

The information we gather through the MCRN Chapter Member Survey helps us to formulate our strategic goals. We will use what we learned to manage costs and assign resources to invest in new and improved quality services that deliver the greatest value to our membership.

METHODOLOGY

MCRN conducted its member survey online between May 22 – June 28, 2023 via email distribution to all MCRN members. During the time the survey was administered, MCRN had 33 members. There were 22 responses to the survey. Our response rate was 67%. Since the survey was administered, our membership has grown to 38 members.

Executive Summary

The Municipal Cannabis Regulators profession is growing. We conducted the Michigan Local Government Marijuana Review Process Survey in the summer and fall of 2022. The 2022 survey led to the establishment of MCRN. We learned from the 2022 survey that municipal cannabis regulators have many different titles with the majority of regulators being the city, township or village clerk. The 2022 survey data revealed only 6.7% of municipal cannabis regulators had the word cannabis or marijuana in their position title. Our 2023 Chapter Member Survey revealed that now 23% of regulators have the word cannabis or marijuana in their title.

In this key findings report, we share the results of our Chapter Member Survey as well as members answer the question of how MCRN can help them do their job better.

This is what we learned:

- 91% of members would recommend to other municipal cannabis regulators to join MCRN
- 64% of members would like to get to know their fellow members and discuss various cannabis related topics
- 76% of members would like to have quarterly meetings
- When it comes to establishing committees, 62% of our membership is willing to serve on a committee. Members expressed the most interest in the State Regulations Committee followed by a three way tie between Membership, Programs and Research Committees.
- The top three topics that membership would like to see the Cannabis Center focus its research and develop best practices are:
 1. Training for municipal regulators at 79%
 2. Zoning at 47%
 3. The use of tax revenue that municipalities receive from the Michigan Marijuana Fund for having adult-use establishment in their communities at 42%

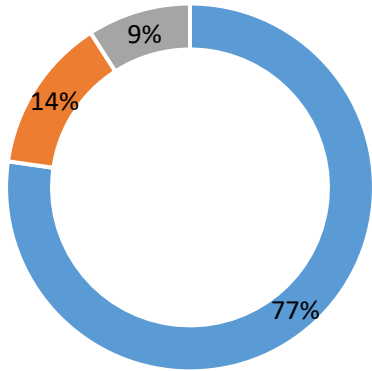
We are excited about MCRN leading the development of the Municipal Cannabis Regulators profession in Michigan. Also, we are thrilled about our partnership with National Council on Municipal Cannabis that is working to build a national network for our profession.

Sincerely,

Garland Doyle, M.P.A.
Advisory Board Chairperson
MCRN Michigan Chapter

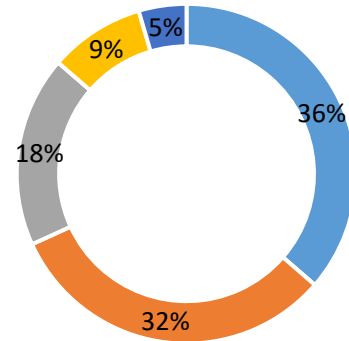
Demographics

Q: What type of jurisdiction do you represent?



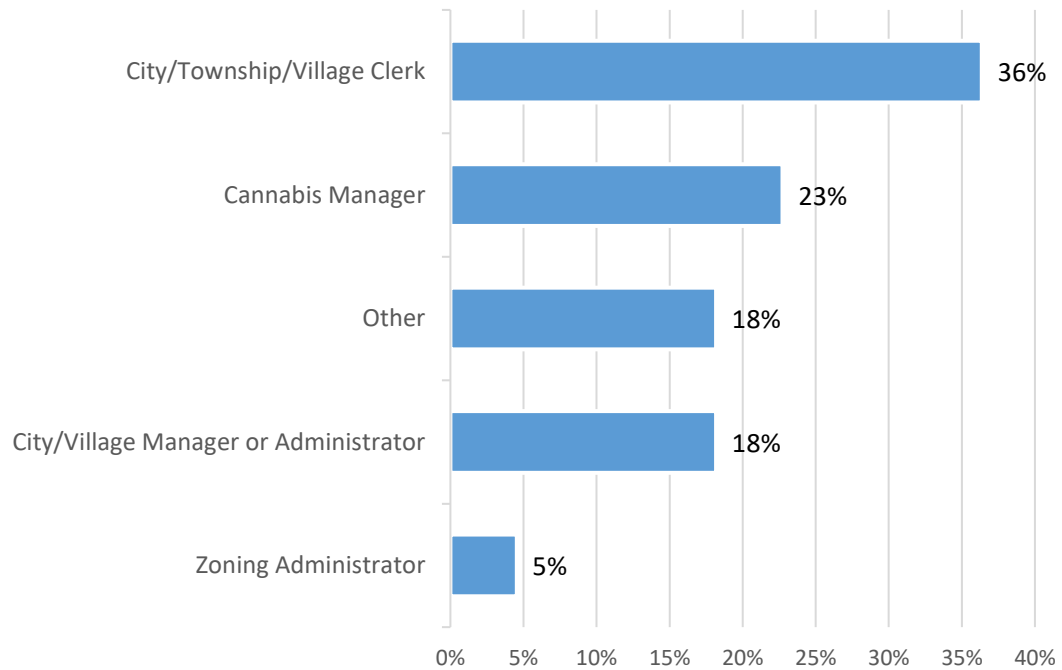
■ City ■ Township ■ Village

Q: What region of the state is your jurisdiction located?

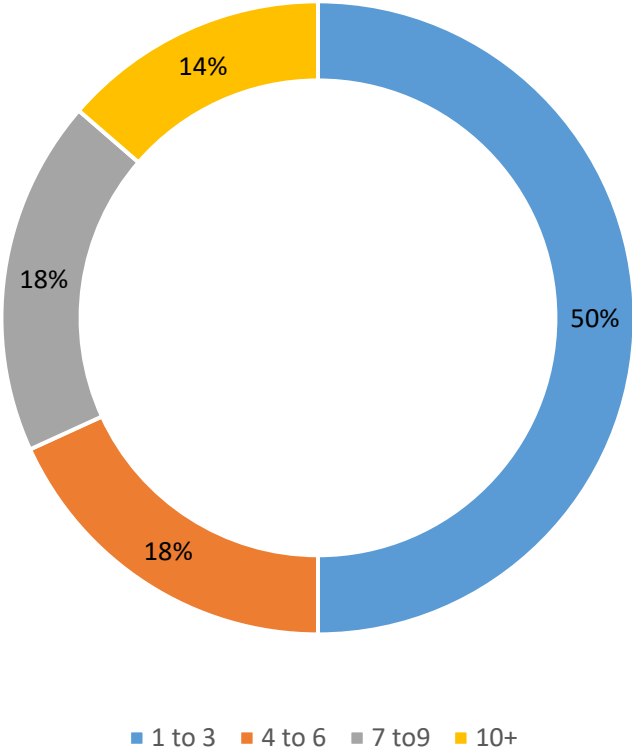


■ Southeastern Michigan ■ Western Michigan
 ■ Central/Mid-Michigan ■ Northern Michigan
 ■ "Thumb" Michigan

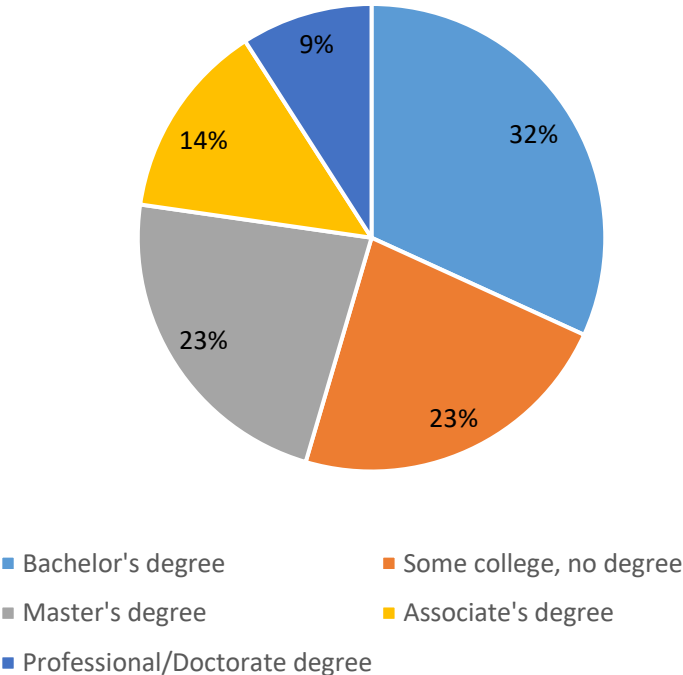
Q: What position do you hold?



Q: How many years have you served in your current position?



Q: What is the highest degree or level of school you have completed?



Staffing and Licensing

I. KEY FINDINGS

High level of responsibility mainly rests on the shoulders of 1 staff member

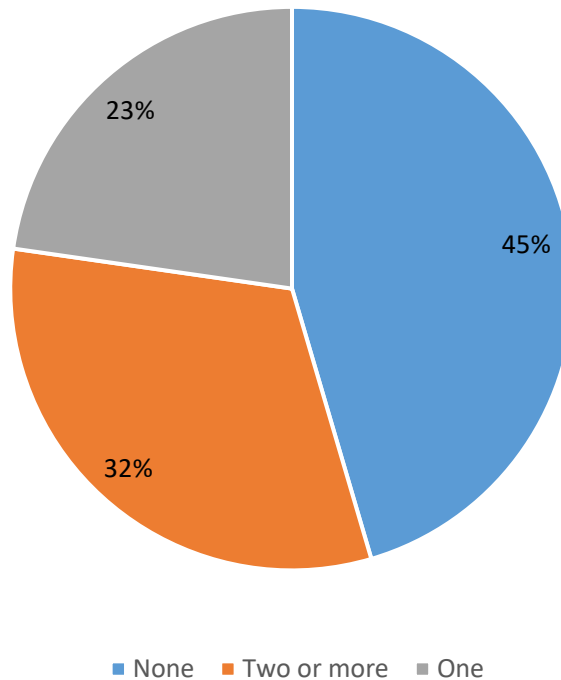
- 45% of Michigan Chapter membership municipal cannabis regulatory offices are run by just one employee.

Most membership municipalities license both medical and recreational marijuana and do not have a board or commission to oversee marijuana regulations

- 95% of municipalities offer licenses for medical and recreational marijuana
- 79% of municipalities do not have a board or some kind of commission to help regulate marijuana

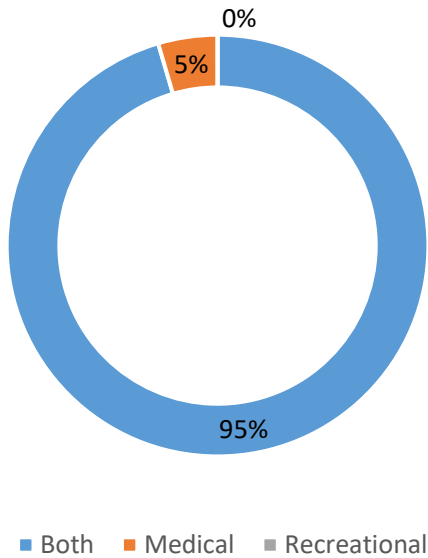
Staffing

Q: How many other staff in your office have cannabis regulatory responsibilities?

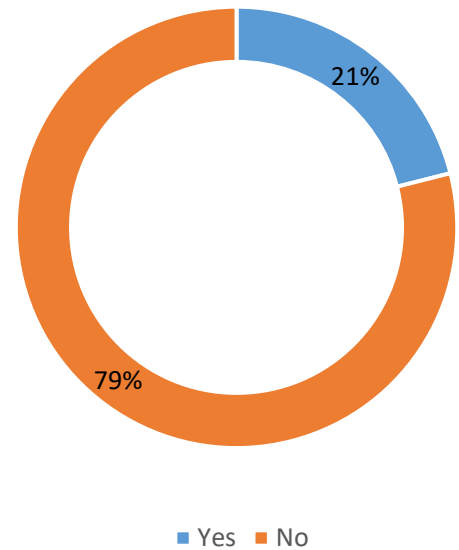


Licensing

Q: What types of licenses does your city/township/village offer?



Q: Does your municipality have a marijuana board or commission?



Q: How can MCRN help you be better at your job?

“I would like to see other regulators share or would like a common or SOP inspection sheet to be created so that as a regulator we will know what to look for and know what good looks like opposed to bad when we go to inspect various marijuana business with the different types of licenses. Would also like to have other resources at our disposal for things such as where/how to conduct national background checks.”

-MCRN Member

Membership Communication & Participation

I. KEY FINDINGS

Since MCRN Michigan Chapter was established, members are eager for opportunities to expand on their already growing cannabis knowledge

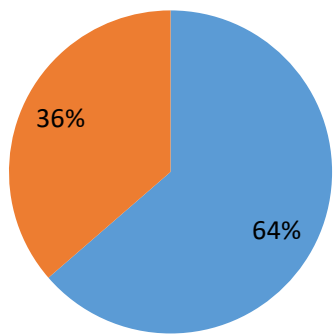
- 64% of members would like to get to know their fellow members and discuss various cannabis related topics
- 48% of members would prefer to meet in-person as oppose to 24% who prefer to meet virtually

MCRN members show a high interest in becoming a part of a committee

- 62% of members want to participate/volunteer on a MCRN committee
- Of the members willing to serve on a committee, State Regulations committee received the highest percentage of interest followed by Membership, Programs and Research
- An overwhelming majority of members (76%) prefer to have quarterly member meetings

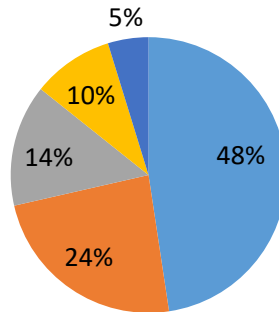
Getting to know your fellow members

Q: To what extent would you like to increase your opportunities to get to know the other MCRN members?



■ Somewhat ■ Very Much

Q: What would be your one preferred method for getting to know the other MCRN members?

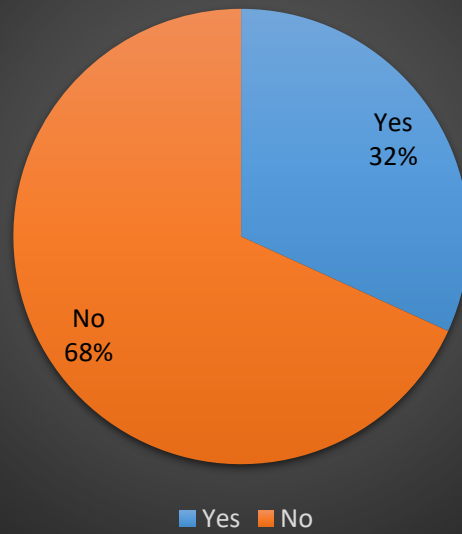


■ In-person networking events
■ Virtual networking events
■ MCRN website
■ Newsletter
■ Social/cultural events

Opportunities & Implications

MCRN members are eager to learn from and support one another. MCRN can support members by hosting quarterly in-person professional development trainings.

Q: Are you a member of MCRN Advisory Board?

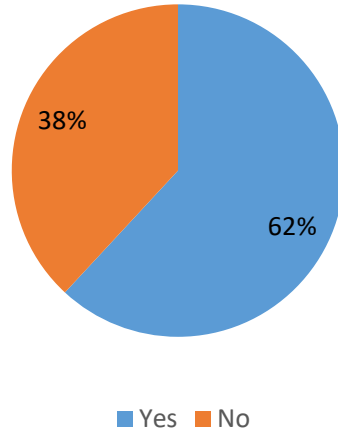


Q: What benefits should MCRN add?

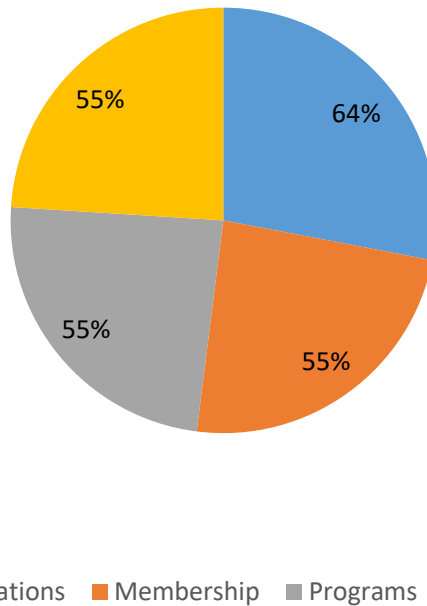
“ A forum to share questions/ideas that other may have already dealt with or have experience with. ”

-MCRN Member

Q: Would you be willing to volunteer/participate on a committee?



Q: What committees would you be willing to serve on?

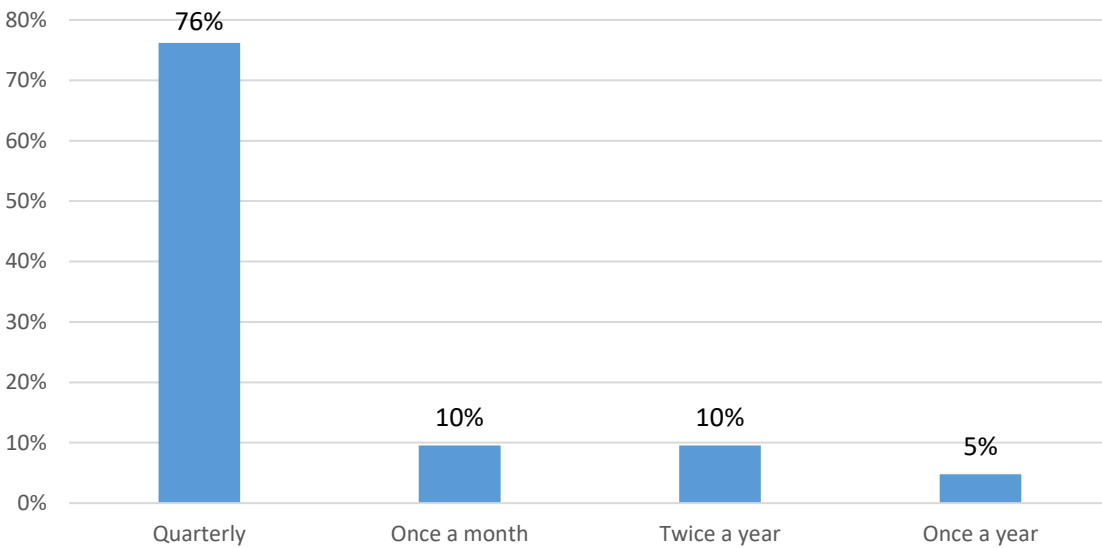


Q: What benefits should MCRN add?

“If you could arrange for us regulators as a group to meet and give suggestions to our legislators on what we would like to see happen or laws be made in order for local governments to have the authority to have access to the same tools as the State such as metric, and access to marijuana businesses surveillance systems. The State and local governments should work together as a more cohesive and collaborative team to reach our goals. The State should not be the only one to benefit from fines imposed on marijuana businesses, the local government should be notified of noncompliance so we can impose municipal civil infractions as well.”

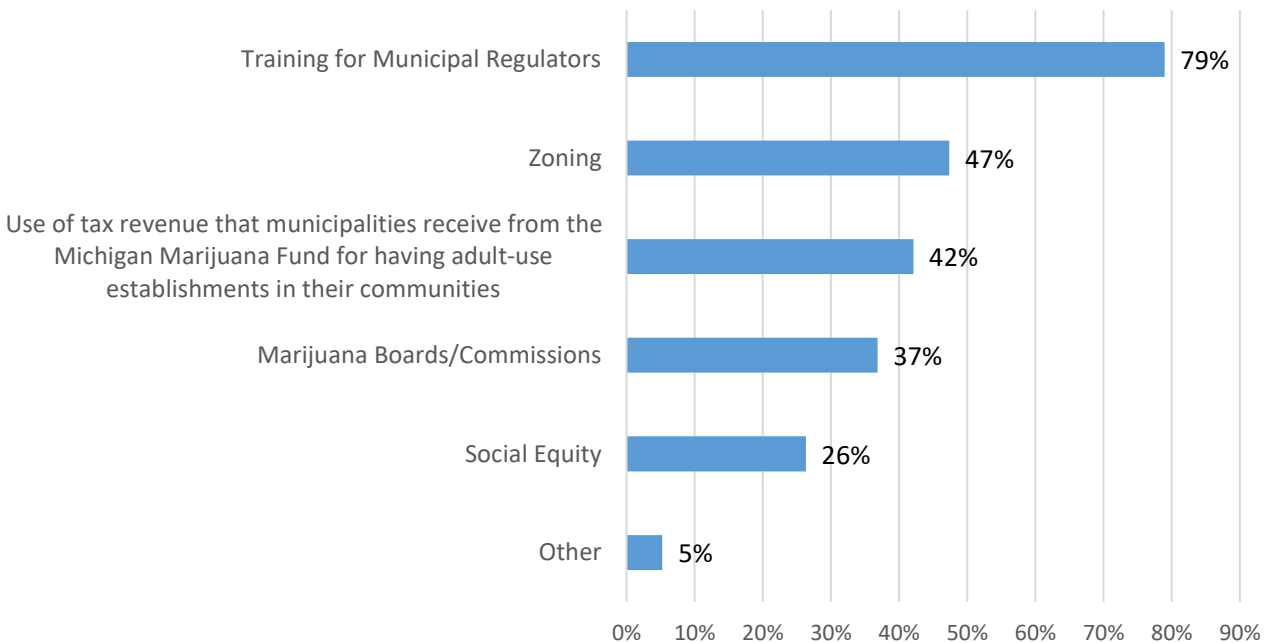
-MCRN Member

Q: How often do you think MCRN meetings should occur?



Research and Best Practices

What topics would you like to see the Cannabis Center research or develop as best practices? *(Check all that apply)*



Q: How can MCRN help you be better at your job?

“ Education and training for future cannabis administrators. ”

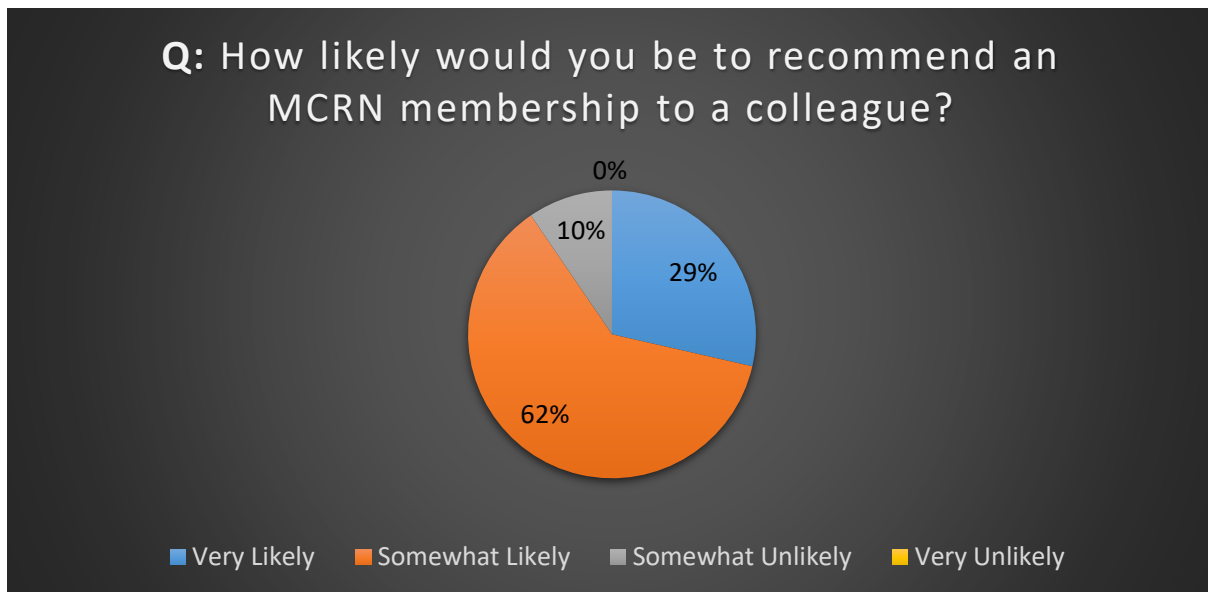
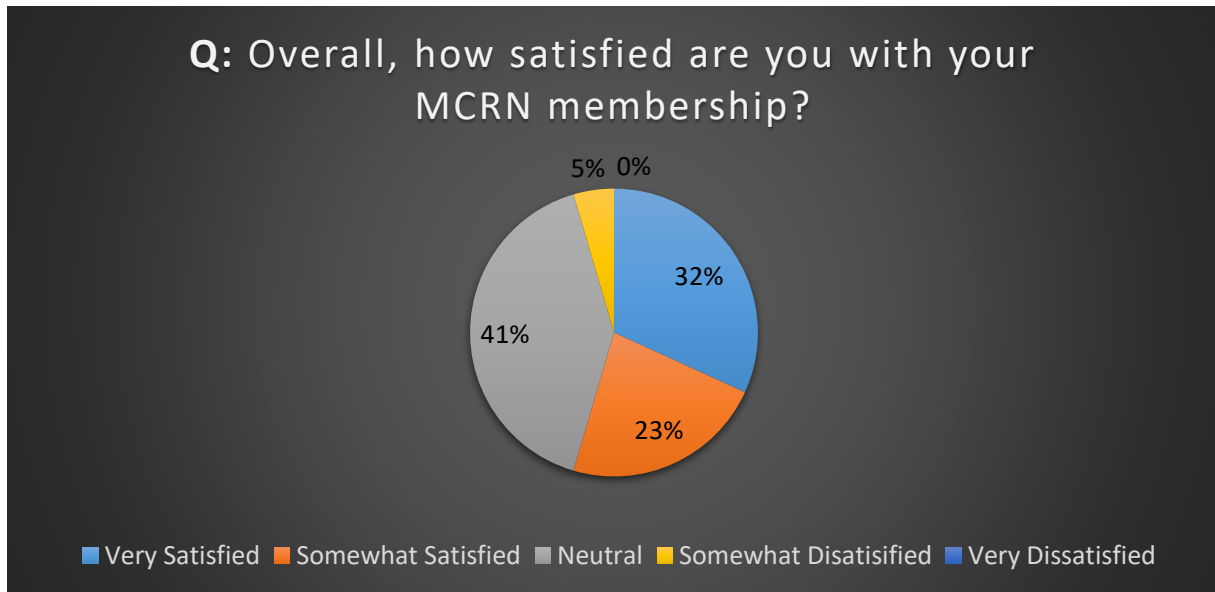
-MCRN Member

Membership Satisfaction and Dues

I. KEY FINDINGS

- 55% of members are currently satisfied with the services their membership provides
- 91% of members would recommend to other municipal cannabis regulators to join MCRN

Member Satisfaction

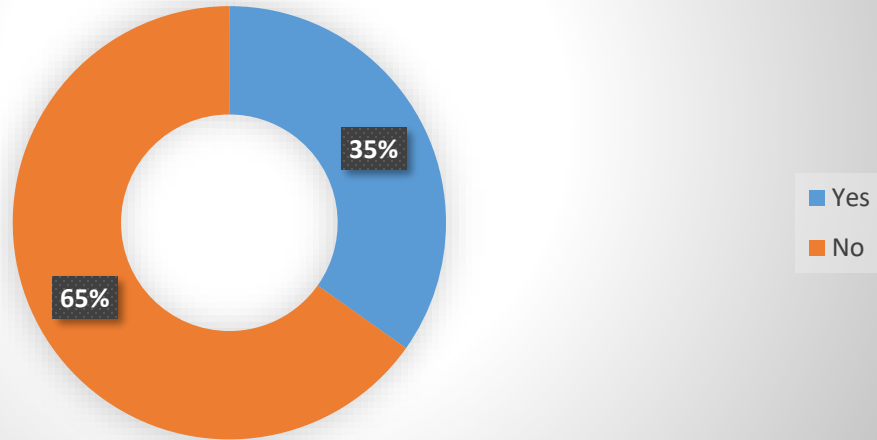


Q: How can MCRN help you be better at your job?

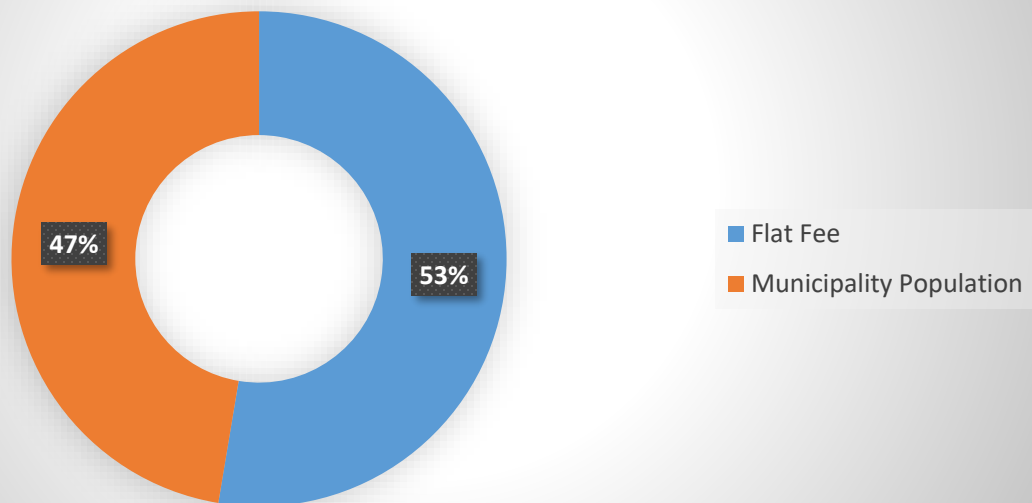
“ Just help keep me informed on current and developing trends in the cannabis society. ”
-MCRN Member

Membership Dues

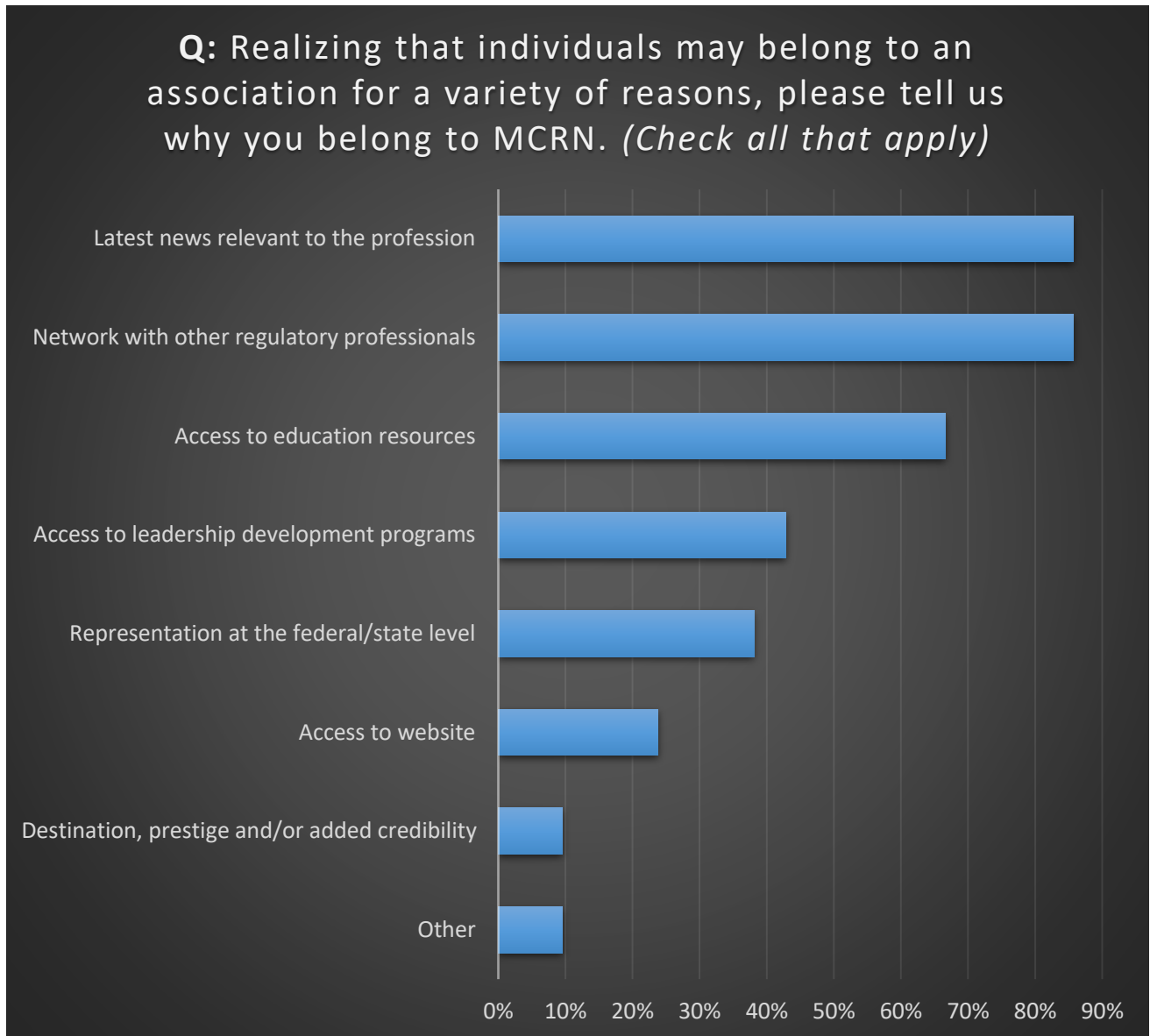
Q: In order to expand MCRN membership benefits, would you support an increase in membership dues?



Q: What should MCRN Membership dues be based on?



Why did you join? *Getting the most out of your membership*



Q: How can MCRN help you be better at your job?

“ Provide current news on regulations and activities that affect local governments. ”
-MCRN Member

Opportunities & Implications

Based on over 80% of members joined to received the latest news relevant to the profession, MCRN is on the right track when we published our first membership newsletter in June.