

## AGENDA REPORT

TO: Mayor Pat Humphrey & Clare City Commissioners  
FROM: Diane Lyon, City Clerk  
DATE: January 11, 2024  
RE: \*Communications

For the Agenda of January 15, 2024.

**\*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 15, 2024.**

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FOIA Requests & Responses: The city has received and responded to the following Freedom of Information Act requests: Kerry Gross; Deltek; and L.W. Norman & Associates.

February 27, 2024, Presidential Primary Announced: The State of Michigan has formally announced to all voting precincts, the date of the Presidential Primary Election.

Charter Communications Changes to Service Fees: Charter has announced fee increases for their services.

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

•The Zoning Board of Appeals will hold a public hearing for a Dimensional Variance Request from Tractor Supply Company on January 22, 2023, at 5:30 pm, Clare City Hall.

Attachments. As noted above.

## Diane Lyon

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**From:** FOIA@cityofclare.gov  
**Sent:** Wednesday, January 3, 2024 12:28 PM  
**To:** FOIA  
**Subject:** New submission from Request for Examination or Copy of Records (FOIA)

### Requestor Information

**Name**

Kerry Gross

**Date of Birth**

11/08/1987

**Street Address**

4854 n jackson ave

**City**

harrison

**State**

MI

**Zip Code**

48625

**Daytime Phone:**

(989) 544-9373

**Email**

[windingbeefarm@gmail.com](mailto:windingbeefarm@gmail.com)

### Request Information

**Date/Time of Incident:**

August 4, 2023 Time varies 7:30p-9:00pm

**CPD Comp #:**

No CPD Comp

**Type of Incident:**

call

**Location of Incident:**

127 W. 4th Street Ste. 2 Clare, MI 48617

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

I am requesting the conversation/ video surveillance from body cam that went on between James Gross, Officer Dillon and Officer David. During the incident and the explicit language used in front of child Adam age (6) by Officer Dillon. Looking for then the procedure handled in house with Officer Dillon using in appropriate language.

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

Inspection

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

Check Here

# L.W. NORMAN & ASSOCIATES



*Multi-Line Adjusters and Investigators*

Since 1975

[www.LWNormanAndAssociates.com](http://www.LWNormanAndAssociates.com)

Received 01/08/2024-DL

December 7, 2023

Chief James Chapman  
CITY of CLARE FIRE DEPARTMENT  
207 West 5th Street  
Clare, MI 48617

RE: Fire Report: 2200101 (May 31, 2023)  
Fire Report: 2300200 (November 7, 2023)  
Claim Number: A000000044440  
Policy Number: CA000042512-03  
Insured: Illuminar Lighting, LLC  
Claimant: Wise Guys Farms  
Loss Date: November 7, 2023  
Our File: 09-01-7742-A

Dear Chief Chapman:

This correspondence will serve as a follow-up to our November 16, 2023 email, and our November 28, 2023 visit to your department office.

My name is Chauncey E. Blackwell, and I am an adjuster with L.W. Norman & Associates, Inc. As explained by Mr. Larry Norman of my company, we were assigned the liability investigation of the November 7, 2023 fire that occurred at the Wise Guys Farms by Mr. David Gentile of the ADMIRAL INSURANCE COMPANY, 1000 Howard Blvd., Mount Laurel, NJ 08054 under their claim number shown above on behalf of their insured, Illuminar Lighting, LLC. I understand you have spoken on a few occasions with Mr. Larry Norman himself, regarding the reports related to this matter.

# L.W. NORMAN & ASSOCIATES



*Multi-Line Adjusters and Investigators*

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At this time, we would like to formally establish our request through the Freedom of Information Act by providing the information necessary to identify the incidents in question.

- Information requested: Fire Report
- Incident date: November 7, 2023
- Incident location: WISE GUYS FARMS, located at 8747 East Saginaw Road, Clare, Michigan 48617.
  
- Information requested: Fire Report #2
- Incident date: May 31, 2022
- Incident location: WISE GUYS FARMS, located at 8747 East Saginaw Road, Clare, Michigan 48617.

You may send reports via email to your correspondent at [chaunceyblackwell34@gmail.com](mailto:chaunceyblackwell34@gmail.com) for I will be the primary handler of this matter moving forward, or by hard copy our office at 24123 Greenfield Road - Suite 305, Southfield, MI 48075.

If you have any questions, comments, or concerns, please feel free to reach out at the above stated email, or by telephone at (248) 996-5606.

Very Truly Yours,

L. W. NORMAN & ASSOCIATES, INC.

*Chauncey*

By: Chauncey E. Blackwell, Claims Adjuster

E-mail Address: [chaunceyblackwell34@gmail.com](mailto:chaunceyblackwell34@gmail.com)

24123 Greenfield Road – Suite 305

Southfield (Detroit), MI 48075

Office Phone: (248) 424-8600



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

January 9, 2024

Chauncey E. Blackwell  
L.W. Norman & Associates Insurance Adjuster  
24123 Greenfield Rd., Ste 305  
Southfield MI 48075

P: 248-424-8600  
E: chaunceyblackwell34@gmail.com

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

Your request for public record(s) under the Michigan Freedom of Information Act ("FOIA"), dated December 7, 2023, and received in this office on January 8, 2024, for the following records is acknowledged: **Fire reports on claimant Wise Guys Farms for incidents on 5/31/23 and 11/07/23. Your file # 09-01-7741-A.**

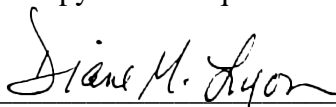
Your request for information is hereby **Granted. A copy of the fee schedule is attached along with the fire reports.**

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.

  
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Diane Lyon, FOIA Coordinator

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



**Diane Lyon**

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**Subject:** FW: Public Records Request: qualified engineering consultants to provide plans for replacement of the Lake Shamrock Dam and walkway, and installation of a new emergency spillway [PRR-148585]

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**From:** Deltek Public Records <[PublicRecords@deltek.com](mailto:PublicRecords@deltek.com)>

**Sent:** Wednesday, January 10, 2024 12:09 PM

**To:** Luke Potter <[LPotter@cityofclare.gov](mailto:LPotter@cityofclare.gov)>

**Cc:** [RheaMaeLumanog@deltek.com](mailto:RheaMaeLumanog@deltek.com)

**Subject:** Public Records Request: qualified engineering consultants to provide plans for replacement of the Lake Shamrock Dam and walkway, and installation of a new emergency spillway [PRR-148585]

Hello,

Deltek is submitting a public records request to City of Clare for commercial purposes.

Would a representative please provide the information relating to the solicitation below? If available, please include any awarded contract documents and bid tabulation/results.

Project Name: qualified engineering consultants to provide plans for replacement of the Lake Shamrock Dam and walkway, and installation of a new emergency spillway

Bid Number: Unknown

Due Date: 7/12/2023

Contract Number:

Awarded Vendor Name:

Awarded Vendor Address:

Awarded Vendor Phone:

Award Amount:

Award Date:

Start Date:

End Date:

Contract Terms:

Contract Document:

Please confirm receipt of this request and advise (in advance) if a fee will be required.

If this request was misrouted, please forward to the correct contact and/or reply to this email with the appropriate contact information.

Regards,  
Rhea Mae Lumanog

Public Records Requests  
Deltek, Inc.  
2291 Wood Oak Drive, Herndon VA 20171



STATE OF MICHIGAN  
JOCELYN BENSON, SECRETARY OF STATE  
DEPARTMENT OF STATE  
LANSING

December 28, 2023

TO ALL COUNTY CLERKS:

You are hereby notified that a Presidential Primary Election will be held in all voting precincts of this state on Tuesday, February 27, 2024, for the purpose of voting for candidates seeking nomination to the office of President of the United States.

This notice shall be sent to all city and township clerks in your county as provided under Michigan election law, MCL 168.652.



IN WITNESS WHEREOF, I have affixed my signature and the Great Seal of the State, at Lansing, this 28<sup>th</sup> day of December, two thousand and twenty-three.

A handwritten signature in blue ink that reads "Jocelyn Benson".

Jocelyn Benson  
Secretary of State





December 28, 2023

T1 P1 82 \*\*\*\*\*AUTO\*\*ALL FOR AADC 480  
 City Of Clare  
 202 W. Fifth Street  
 Clare, MI 48617-1490



Re: Charter Communications - Upcoming Changes

Dear Franchise Official:

We appreciate our customers and continue to enhance our services with the finest communication and entertainment products available, while also providing a compelling suite of services at the greatest value. Despite our best efforts, rising costs, including programming fees charged by TV networks have impacted our pricing. Customers are being notified via bill message regarding the following price changes that will take effect on or after January 30, 2024. Please note for customers who may be paying a promotional price, the retail price does not take effect until the end of the promotional period.

Product	Price
Broadcast TV Surcharge	Will increase by \$2.55/month.
Spectrum TV Select	Will increase by \$5.00/month.
Spectrum TV Silver and Gold	Will each increase by \$10.00/month.
Spectrum TV Select Signature	Will increase by \$5.00/month.
Spectrum TV Select Plus	Will increase by \$5.00/month.
Spectrum Mi Plan Latino (Customers will receive 11 new channels.)	Will increase by \$5.00/month.
Grandfathered Spectrum Mi Plan Latino (Customers will receive 22 new channels.)	Will increase by \$8.00/month (customers will receive a \$3.00 credit for 12 months to offset the increase).
Grandfathered Spectrum Mi Plan Latino Silver and Gold	Will each increase by \$13.00/month (customers will receive a \$3.00 credit for 12 months to offset the increase).
Grandfathered Spectrum Lifestyle Plan Silver and Gold	Will each increase by \$5.00/month.
Spectrum Latino View	Will increase by \$3.00/month.
Spectrum Entertainment View	Will increase by \$3.00/month.
AMC+	Will increase by \$1.00/month.
Spectrum Digi Tier 1	Will increase by \$3.00/month.
Adult Programming	Will increase to \$19.99/month.
Spectrum TV Bundle (grandfathered legacy Time Warner Cable bundle that includes customers subscribing to double play (video and internet) and triple play (video, internet, and voice)	Will increase by \$20.00/month.
Spectrum Digital Terminal Adapters	Will increase by \$1.51/month.
Spectrum Receivers	Will increase by \$1.51/month.

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We remain committed to providing excellent communications and 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

**CITY OF CLARE  
ZONING BOARD OF APPEALS  
PUBLIC NOTICE**

**The City of Clare Zoning Board of Appeals will hold a public hearing on Monday, January 22, 2024, at 5:30 p.m. at Clare City Hall, 202 West Fifth Street to receive public comment pertaining to a request for a Dimensional Variance for the proposed construction of Tractor Supply Company at 10600 S. Clare Avenue, Clare, Michigan. A copy of the application is available for review at Clare City Hall by contacting the City Clerk at 989-424-4068 or [dlyon@cityofclare.gov](mailto:dlyon@cityofclare.gov). The Zoning Board of Appeals will accept comments at the hearing or in writing if the written comments are received by the City Clerk not later than 4 p.m. on the date of the hearing. The City of Clare is an equal-opportunity employer and provider.**

**Diane Lyon  
City Clerk**

**Published December 29, 2023**